

Parks, Buildings and Grounds Commission Meeting Agenda



August 10, 2026 - 5:30 PM
Mayor's Conference Room
3805 S. Casper Dr.

Amended & Published: 8/7/2026 @ 4:50 PM
Published: 08/07/2026

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. 7/13/2026 Meeting Minutes
4. **NEW BUSINESS**
 - A. Discussion and possible action to approve Fundraising at Valley View Park, 5051 S. Sunny Slope Road, and at the New Berlin Athletic Complex, 5851 S. Sunny Slope Road, during the 2026 New Berlin Fall Classic Tournament from September 11-13, 2026, contingent upon the approval of the Special Event Permit by the Department of Community Development.
 - B. Discussion and possible action to approve the operation of Kona Ice at Valley View Park, 5051 S. Sunny Slope Road, and at the New Berlin Athletic Complex, 5851 S. Sunny Slope Road, during the 2026 New Berlin Fall Classic Tournament from September 11-13, 2026, for sales of shaved ice contingent upon the issuance of the required Direct Seller Mobile Vendor License by the City Clerk's Office and approval of the Special Event Permit by the Department of Community Development.
 - C. Discussion and possible action to approve the operation of Fine Designs Midwest Region at the New Berlin Athletic Complex, 5851 S. Sunny Slope Road, during the 2026 New Berlin Fall Classic Soccer Tournament from September 12-13, 2026, to conduct apparel item sales contingent upon the issuance of the required Direct Seller Mobile Vendor License by the City Clerk's Office and approval of the Special Event Permit by the Department of Community Development.
 - D. Discussion and possible recommendation to the Common Council to approve a donation agreement between ABB, Inc. and the City of New Berlin for a butterfly garden, bench, and sign to be constructed at ProHealth Care Park at the location specified in the donation agreement.
5. **UPDATES**
6. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.

- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.

Parks, Buildings and Grounds Commission MEETING MINUTES



July 13, 2026 - 5:30 PM
Mayor's Conference Room
3805 S. Casper Dr.

MINUTES

1. CALL TO ORDER

Mayor Ament called the meeting to order at 5:32 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Alderperson Kroupa, Commissioner Rafel, Commissioner Ferrante, and Mayor Ament.
Commissioner Wicihowski was excused. Staff attending: Josh Fabian & Dan Hogan.

3. APPROVAL OF MINUTES

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Ferrante
Second by: Alderperson Kroupa
Motion Passed 4-0

A. 06/08/2026 Meeting Minutes

4. NEW BUSINESS

A. Discussion and possible recommendation to the Common Council to transfer \$15,000 to account 15140000-56080 from Contingency for the purchase of a replacement OmniSpin Merry-go-round and Poured in Place surface at Biwer Park.

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Rafel
Second by: Commissioner Ferrante
Motion Passed 4-0

B. Discussion and possible recommendation to the Common Council for approval to transfer \$115,000 in residual funds from the former Community Center demolition project to the New Berlin Ball Field Rehabilitation capital account.

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Rafel
Second by: Alderperson Kroupa
Motion Passed 4-0

- C.** Discussion and possible recommendation to the Common Council for approval to amend and increase the 2026 CIP budget in the amount of \$160,000 for the rehabilitation of Pro Health Care Park Diamond #1.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Commissioner Ferrante
Motion Passed 4-0

- D.** Discussion and possible recommendation to the Common Council to approve an agreement with Kujawa Enterprises, Inc. for the 2026 Athletic Field Renovation Project.

- E.** Discussion and possible recommendation to the Common Council to approve a donation agreement between the Boy Scouts of America and the City of New Berlin for an Eagle Scout Project by Noah R Seifert to build and provide two little free libraries with one bench and a concrete pad at the location specified in the project document.

- F.** Discussion and possible action to approve the operation of Romero's Taco Truck and The Fatty Patty Burger Food Truck at Weatherstone Park, 13355 W. Linfield Drive, during the private Weatherstone Homeowners Association Picnic on July 26, 2026, from 4:00 p.m. to 7:00 p.m., contingent upon the issuance of the required Direct Seller Food Truck Permits by the City Clerk's Office and approval of the Special Event Permit by the Department of Community Development.

5. UPDATES

6. ADJOURN

Parks, Buildings and Grounds Commission MEETING MINUTES



June 8, 2026 - 5:30 PM
Mayor's Conference Room
3805 S. Casper Dr.

MINUTES

1. CALL TO ORDER

Alderperson Kroupa called the meeting to order at 5:30PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioner Rafel, Commissioner Ferrante, Commissioner Wicihowski and Alderperson Kroupa, Mayor Ament was excused.
Staff attending: Lucas Pichler.

3. APPROVAL OF MINUTES

A. 05/11/2026 Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Wicihowski
Second by: Commissioner Ferrante
Motion Passed 3-0

4. NEW BUSINESS

A. Recommend to Common Council to approve an extension of a debris removal contract with DRC Emergency Services.

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Wicihowski
Second by: Commissioner Ferrante
Motion Passed 4-0

5. UPDATES

Lucas stated the project at Malone is progressing. The chiller at the Library and the fuel station are on track.

6. ADJOURN

MOTION: Motion to Adjourn

VOTE: Motion by: Commissioner Wicihowski
Second by: Commissioner Ferrante
Motion Passed 4-0

Meeting adjourned at 5:36 PM.

Respectfully Submitted,
Robert T. Rafel MBA
PB & G Commission Secretary

Plan of Operation

Contact Information	
Event Contact Person	Name: <u>Todd Gill</u> Address: <u>5275 S Oakridge Dr</u> City, State, ZIP: <u>53146</u> Phone: <u>414-807-7219</u> Email: <u>newberlinsoccerclub@gmail.com</u>
Organization Information	Group/Organization Name: <u>New Berlin Soccer Club</u> Address: <u>5275 S Oakridge Dr</u> City, State, ZIP: <u>53146</u> Non-Profit 501(C)3 Tax ID Number (if applicable): <u>39-1824154</u>

Event Information			
Event Name	2026 New Berlin Fall Classic		
Event Description	Youth Soccer tournament meant to be a fundraiser for NBSC		
Event Location(s)	Valley View Park		
Event Date(s)	Date: <u>9/11/2026</u> Start Time: <u>5:00PM</u> End Time: <u>8:00AM</u>	Date: <u>9/12/2026</u> Start Time: <u>8:00AM</u> End Time: <u>6:00PM</u>	Date: <u>9/13/2026</u> Start Time: <u>9:00AM</u> End Time: <u>5:00PM</u>
Estimated Attendance/day	The following equation shall be used to calculate the estimated daily attendance for sporting events: $\text{ ______ teams } \times (15 \text{ players/coaches } + 25 \text{ spectators}) = \text{ ______ people }$		
	480	1160	1000
Total Estimated Attendance	2,640		

Plan of Operation

Contact Information

Event Contact Person	Name: <u>Todd Gill</u> Address: <u>5275 S Oakridge Dr</u> City, State, ZIP: <u>53146</u> Phone: <u>414-807-7219</u> Email: <u>newberinsocceerclub@gmail.com</u>
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Event Information

Event Name	2026 New Berlin Fall Classic		
Event Description	Youth Soccer tournament meant to be a fundraiser for the club.		
Event Location(s)	New Berlin Athletic Complex	New Berlin Athletic Complex	
Event Date(s)	Date: <u>9/12/2026</u> Start Time: <u>8:00AM</u> End Time: <u>4:00PM</u>	Date: <u>9/13/2026</u> Start Time: <u>9:00AM</u> End Time: <u>4:00PM</u>	Date: _____ Start Time: _____ End Time: _____
Estimated Attendance/day	The following equation shall be used to calculate the estimated daily attendance for sporting events: $\text{ ______ teams x (15 players/coaches + 25 spectators) = ______ people}$		
	520	480	
Total Estimated Attendance	1000		

Severe Weather Procedures

For Events on City Property: City park structures are not designed for severe weather shelter areas. If severe weather is forecasted, all activities should stop for people to leave and find shelter.

Severe Thunderstorm Watch:	See Attached doc
Severe Thunderstorm Warning:	See Attached doc
Lightning:	See Attached doc
Tornado Watch:	See Attached doc
Tornado Warning:	

PLEASE DO NOT WRITE BELOW THIS LINE

☒ Park Rental Permit ☐ Block Party Permit ☐ Temp Class B License ☒ Direct Sellers Permit ☒ Fundraising ☐ Sign Permit ☐ Tent Permit ☐ Electrical Permit PBG Meeting Date: _____ PBG Meeting Date: <u>8/10/26</u> PBG Meeting Date: <u>8/10/26</u>	☐ City Services - EMS/ambulance ☐ City Services - Traffic Control ☒ City Rental - Portable toilets ☒ City Rental - Trash barrels Quantity: _____ Quantity: _____ Quantity: _____ Quantity: _____
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Inclement Weather Policy

Lightning Safety

Whenever there is lightning present during a WYSA sanctioned activity (practice, game, or tournament) it is the responsibility of the hosting club to determine if it is safe to remain outdoors and playing.

Lightning is the most consistent and significant weather hazard that may affect sports. Within the United States, the National Oceanic and Atmospheric Administration (NOAA) estimates that 60 to 70 fatalities and about 10 times as many injuries occur from lightning strikes every year. While the probability of being struck by lightning is low, the odds are significantly greater when a storm is in the area and proper safety precautions are not followed.

Education and prevention are the keys to lightning safety. The below guidelines are meant to be an educational source and the steps outlined are recommended by WYSA to limit the lightning risk.

1. Designate a person (Club Director, Board Member, or Head Coach (practice situation only) to monitor threatening weather and to make the decision to remove teams, players, spectators, event/game personnel and individuals from an athletic complex or event.
2. Monitor local weather reports each day before any event or practice.
 - Be aware of potential weather situations that could develop during scheduled events or practices.
 - Weather reports can be found through local news coverage, internet, cable and satellite weather programming, the National Weather Service and by smartphone applications.
3. Work with the athletic complex designee to establish a working relationship between the club system and protocols and athletic complex system and protocols.
 - If the athletic complex DOES NOT have a working system in place, the club will provide the primary system used for lightning.
 - If the athletic complex DOES have an existing working system, discuss the working details of both to determine which is more engaged and stricter.
 - Preference would be to use the club system but to understand the athletic complex rules, regulations, and liabilities.
4. Be informed of National Weather Service (NWS) issued thunderstorm "watches" or "warnings," and the warning signs of developing thunderstorms in the area, such as high winds or darkening skies.
 - A "watch" is issued when severe thunderstorms are *possible* in and near the watch area. It does not mean that they will occur. It only means they are *possible*.
 - A "warning" is issued when severe thunderstorms are occurring or imminent in the warning area.
 - Watches and warnings are not issued for lightning.
5. Be informed of the electronic system or mobile application issued advisory alerts to the onsite club designee. The following information should be followed to determine if the athletic complex is safe:
 - 30 miles or less: Advisory
 - 20 miles or less: Caution
 - 10 miles or less: Not Safe – remove team(s), players, spectators, event/game personnel and individuals from the athletic complex or event to a safe shelter.
 - Resume athletic activities or events when:



- No lightning observed for 30 minutes after both the last sound of thunder and last flash of lightning or informed by the electronic system or mobile application being used.
 - The storm system is 10 miles away and heading away from the athletic site and no thunder is reported with any possible lightning flashes.
6. Know where the closest "safe structure or location" is to the field or playing area, how long it takes to evacuate to that location for all event/game personnel, and have access to it.
- Safe locations
 - Any building usually occupied or frequented by people. (i.e.: a building with plumbing and or electric wiring that acts to electrically ground the structure)
 - In the absence of the above, any vehicle with a hard metal roof with windows shut.
 - Dangerous locations
 - Outside locations increase the risk of being struck by lightning when thunderstorms are in the area. Small covered shelters are not safe from lightning. Concession stands, press boxes, rain shelters, maintenance sheds, and picnic shelters, even if they are properly grounded for structural safety, are usually not properly grounded from the effects of lightning and side flashes to people. They are usually very unsafe and may actually increase the risk of lightning injury. Other dangerous locations include areas connected to, or near, light poles, towers and fences that can carry a nearby strike to people. Also dangerous is any location that makes the person the highest point in the area.
7. Lightning awareness should be heightened at the first flash of lightning, sound of thunder and/or other signs such as increasing wind or gradually darkening skies.
8. Management protocol for lightning injuries.
- Activate EMS
 - Survey the scene
 - Assess breathing and pulse. An individual that has been struck by lightning does not hold a charge and is safe to handle. Begin CPR as it is safe to do so. Early CPR and AED are the keys to survival.

Tornado Safety

Whenever there is tornado or a threat of a tornado present during a WYSA sanctioned activity (practice, game or tournament) it is the responsibility of the hosting club to determine if it is safe to remain outdoors and playing.

Education and prevention are the keys to tornado safety. These below guidelines are meant to be an educational source and the steps outlined are recommended by WYSA to limit tornado risk and injuries.

1. Designate a person (Club Director, Board Member, or Head Coach (practice situation only)) to monitor threatening weather and to make the decision to remove teams, players, spectators, event/game personnel and individuals from an athletic complex or event.
2. Monitor local weather reports each day before any event or practice.
 - Be aware of potential weather situations that could develop during scheduled events or practices.
 - Weather reports can be found through local news coverage, internet, cable and satellite weather programming, the National Weather Service and by smartphone applications.
3. Be informed of National Weather Service (NWS) issued Tornado "watches" or warnings," and the warning



signs of developing thunderstorms in the area, such as rotation in cloud base or greenish black skies.

- A “watch” is issued when conditions are favorable for the development of tornadoes in and close to the watch area.
 - A “warning” is issued when a tornado is indicated by the radar or sighted by spotters; therefore, people in the affected area should seek safe shelter immediately.
4. Be informed of the electronic system or mobile applications issued advisory alerts to the onsite club designee. The following information should be followed to determine if the athletic complex is safe.
- 30 miles or less: Advisory
 - 20 miles or less: Caution
 - 10 miles or less: Not Safe – remove team(s), players, spectators, event/game personnel and individuals from the athletics complex or event to a safe shelter.
 - Resume athletic activities or events when:
 - The storm system is 10 miles away and heading away from the athletic site.
 - The complex has been properly evaluated and cleared of any possible damage or debris.
5. Know where the closest “safe structure or location” is to the field or playing area, how long it takes to evacuate to that location for all event/game personnel and have access to it. Immediate Action:
- People with mobility concerns should seek shelter at the time of a tornado watch, NOT a tornado warning.
 - Seek shelter immediately. Areas to look for include a sturdy building. If you can drive away from the tornado safely, do so. DO NOT seek shelter in a car. But if you must, get down in your car and cover your head, or abandon your car and seek shelter in a low-lying area such as a ditch or ravine.
6. Management protocol for tornado injuries.
- Activate EMS
 - Survey the scene
 - Remain calm and listen for instructions and information from emergency personnel and WYSA Representatives.
 - Provide first aid if it can be done safely.

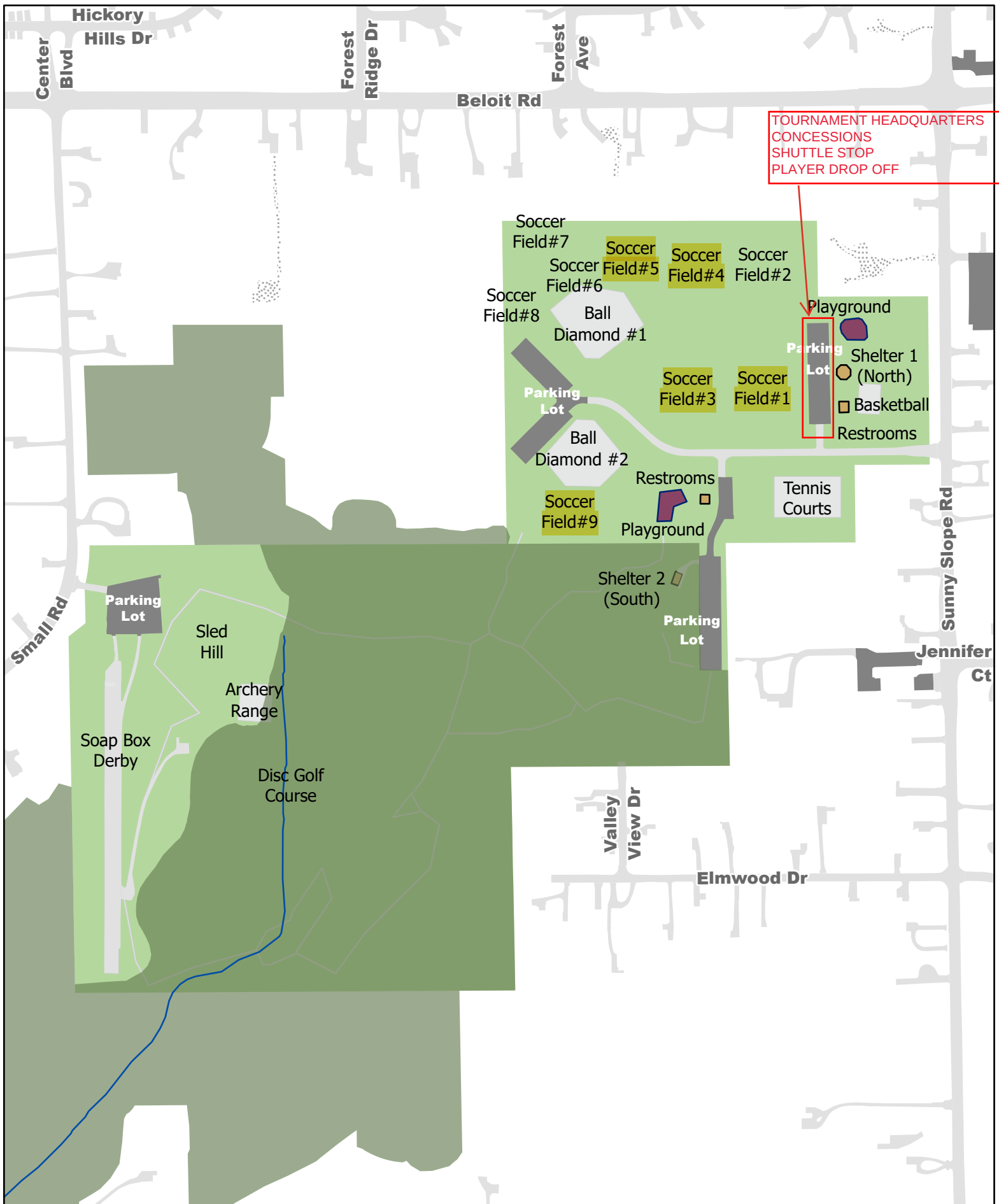
Event Activities

(Location: Valley View Park)

Complete this sheet for each location

Description of Event Activities		
Additional security personnel <i>For events on City Property and/or ROW, City Services including on-site EMS/ambulance (overtime) and Traffic control (overtime) may be required based upon event attendance.</i>	☐ Yes	☒ No
Amplified music	☐ Yes	☒ No
City Park Facilities & Rentals The exclusive use of a City picnic area, shelter or athletic facility. Optional rental of additional benches, picnic tables, signs, or barricades. Applicant is responsible for set-up.	☒ Yes, Park Rental Permit	☐ No
Fencing (temporary)	☐ Yes	☐ No
Medical/first aid kits	☒ Yes	☐ No
Parking	☒ On site	☐ Off site
Potable water for consumption on site	☐ Yes	☒ No
Road Closure	☐ Yes, Block Party Permit	☒ No
Sales, beer and/or wine The sale of beer and/or wine requires a Temporary Class B Retailer's License, which applicants must qualify for and obtain approval from the Clerk's Office. Alcohol sales are not permitted at events that are primarily youth-focused.	☐ Yes, Temporary Class B License For events on City Property, approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events.	☒ No
Sales, food and/or merchandise All mobile vendors shall obtain a Direct Sellers Permit from the Clerk's Office. No individual may utilize publicly owned park facilities for personal profit, including, but not limited to, clinics, lessons, tournaments, or the sale of athletic items or concessions, without a Direct Sellers Permit from the Clerk's Office.	☒ Yes, Direct Sellers Permit For events on City Property, approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events.	☐ No
Sales, fundraising Fundraisers on City Property shall comply with the Wisconsin Department of Financial Institutions and are allowed for eligible Community Based Non-Profit Organizations, or on behalf of benevolent, philanthropic, patriotic, or charitable organizations.	☒ Yes For events on City Property, approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events.	☐ No
Sanitation services <i>For events on City Property and/or ROW, rental of portable toilets may be required based upon event attendance.</i>	☒ Yes	☐ No
Signs (temporary signs and/or banners greater than 6 sq ft)	☐ Yes, Sign Permit	☒ No
Signs (temporary signs and/or directional yard signs 6 sq ft or less)	☒ Yes	☐ No
Tents (pop up tents)	☒ Yes	☐ No
Tents and temporary structures (larger than pop up tents)	☐ Yes, Tent Permit	☒ No
Wiring (temporary)	☐ Yes, Electrical Permit	☒ No
Waste management services <i>For events on City Property and/or ROW, rental of additional trash barrels may be required based upon event attendance.</i>	☒ Yes	☐ No

Valley View Park





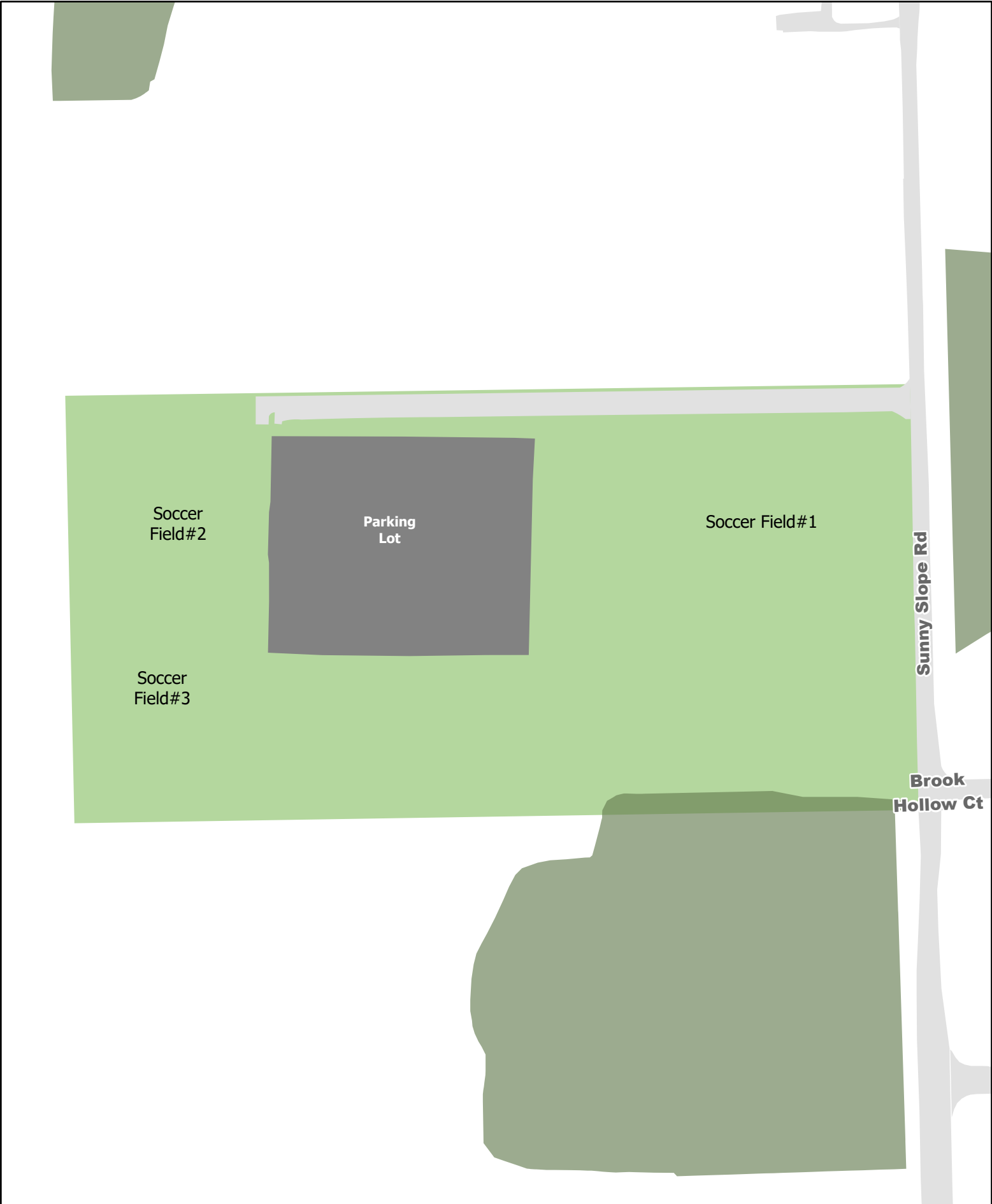
Event Activities

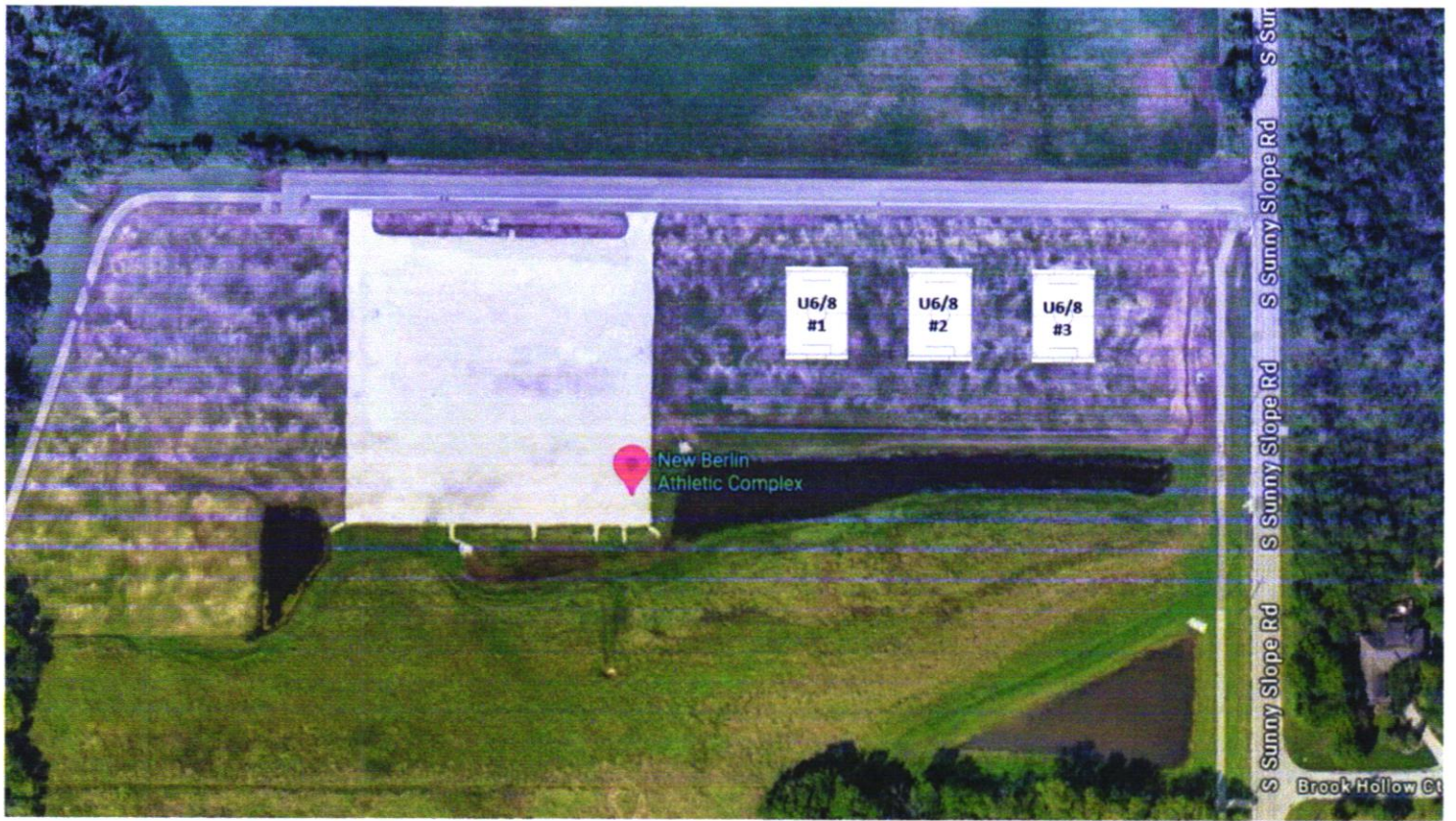
(Location: New Berlin Athletic Complex)

Complete this sheet for each location

Description of Event Activities		
Additional security personnel <i>For events on City Property and/or ROW, City Services including on-site EMS/ambulance (overtime) and Traffic control (overtime) may be required based upon event attendance.</i>	☐ Yes	☒ No
Amplified music	☐ Yes	☒ No
City Park Facilities & Rentals The exclusive use of a City picnic area, shelter or athletic facility. Optional rental of additional benches, picnic tables, signs, or barricades. Applicant is responsible for set-up.	☒ Yes, Park Rental Permit	☐ No
Fencing (temporary)	☐ Yes	☒ No
Medical/first aid kits	☐ Yes	☒ No
Parking	☒ On site	☐ Off site
Potable water for consumption on site	☐ Yes	☒ No
Road Closure	☐ Yes, Block Party Permit	☒ No
Sales, beer and/or wine The sale of beer and/or wine requires a Temporary Class B Retailer's License, which applicants must qualify for and obtain approval from the Clerk's Office. Alcohol sales are not permitted at events that are primarily youth-focused.	☐ Yes, Temporary Class B License For events on City Property, approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events.	☒ No
Sales, food and/or merchandise All mobile vendors shall obtain a Direct Sellers Permit from the Clerk's Office. No individual may utilize publicly owned park facilities for personal profit, including, but not limited to, clinics, lessons, tournaments, or the sale of athletic items or concessions, without a Direct Sellers Permit from the Clerk's Office.	☒ Yes, Direct Sellers Permit For events on City Property, approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events.	☐ No
Sales, fundraising Fundraisers on City Property shall comply with the Wisconsin Department of Financial Institutions and are allowed for eligible Community Based Non-Profit Organizations, or on behalf of benevolent, philanthropic, patriotic, or charitable organizations.	☒ Yes For events on City Property, approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events.	☐ No
Sanitation services <i>For events on City Property and/or ROW, rental of portable toilets may be required based upon event attendance.</i>	☒ Yes	☐ No
Signs (temporary signs and/or banners greater than 6 sq ft)	☐ Yes, Sign Permit	☒ No
Signs (temporary signs and/or directional yard signs 6 sq ft or less)	☒ Yes	☐ No
Tents (pop up tents)	☒ Yes	☐ No
Tents and temporary structures (larger than pop up tents)	☐ Yes, Tent Permit	☒ No
Wiring (temporary)	☐ Yes, Electrical Permit	☒ No
Waste management services <i>For events on City Property and/or ROW, rental of additional trash barrels may be required based upon event attendance.</i>	☒ Yes	☐ No

New Berlin Athletic Complex







REQUESTED ACTION STATEMENT

DATE: August 5, 2026

TO: Mayor
Common Council
Parks, Buildings and Grounds Commission

FROM: Lucas Pichler – Director of Public Works

ISSUE: Donation Agreement - ABB Butterfly Garden

REQUESTED:

Recommend to Common Council to approve a donation agreement between ABB, Inc. and the City of New Berlin for a butterfly garden, bench, and sign to be constructed at ProHealth Care Park at the location specified in the donation agreement.

FISCAL IMPACT:

None

RATIONALE:

ABB, Inc. approached the City regarding construction of this butterfly garden. The garden will be placed in a location that is currently grass turf, but near to an existing prairie area. The proposed butterfly garden will require similar maintenance as the existing prairie. This butterfly garden will be beneficial to pollinators, and further the City's efforts toward education of naturalization.

ACCESS and DONATION AGREEMENT

This Access and Donation Agreement is made and entered into by and between the CITY OF NEW BERLIN, a Wisconsin municipal corporation (hereinafter referred to as the “City”) with its principal office at 3805 South Casper Drive, New Berlin, Wisconsin, 53151, and the ABB INC., a corporation, organized and validly existing under the laws of the State of Delaware, acting by and through its Motion Products Division (hereinafter referred to as the “Donor”), with a place of business in the State of Wisconsin located at _____ 18250 W. Lincoln Avenue, New Berlin _____, Wisconsin, _____.

R E C I T A L S

WHEREAS, the City operates ProHealth Care Park located at 2950 S. Sunnyslope Road in New Berlin, Wisconsin (hereinafter referred to as the “Park”); and

WHEREAS, the Donor is desirous of supporting the New Berlin community through the construction of a butterfly garden to provide benefits to the City, and in particular, the users of the Park; and

WHEREAS, the City is desirous of accepting the donation of the Donor.

NOW, THEREFORE, based upon the mutual promises and covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby covenant and agree as follows:

1. The Recitals set forth above are incorporated herein as though fully set forth.
2. The City does hereby grant permission to the Donor, its contractors, agents and/or assigns to enter the Park to construct a butterfly garden based upon the terms and conditions as otherwise set forth herein.
3. The parties agree that the design and specifications of the butterfly garden shall be as set forth in the attached Exhibit A; and the location of said butterfly garden within the Park shall be as designated in the attached map marked as Exhibit B. The parties agree to work together to make arrangements to finalize the specifics of the location and content of the butterfly garden.
4. The City and Donor agree that all necessary approvals and permits for such work shall be identified jointly and provided by the City prior to the commencement of construction. Construction is anticipated to take place during the 2026 construction season and will be specifically arranged for based upon the mutual consent of the parties.
5. In addition to the butterfly garden as described in Exhibit A, Donor also anticipates constructing a bench and sign identifying the Donor as the provider of this amenity. The City will allow placement of such bench and sign (if constructed) at a mutually agreed location in the Park.
6. Donor shall furnish all supplies, plants and materials necessary to create the butterfly garden, bench and sign, which shall be solely at the Donor’s expense. Donor shall obtain full final Lien Waivers from all construction contractors utilized for the construction and planting of the butterfly garden, bench and sign at the time of the completion of the project. Said Lien Waivers shall be supplied to the City for its records.
7. Donor agrees to maintain the safety of the construction area to restrict access of persons not involved in the construction process; and to appropriately guard the construction area so as to maintain the safety of park users.

8. Donor agrees to obtain Waivers and Consents in a form acceptable to and provided by the City to the extent any construction is conducted by volunteers. In the event a volunteer participant is under the age of eighteen, the Donor shall obtain consent of such person's parent or legal guardian before such persons are allowed to participate in any construction activity.

9. In the event the Donor retains a construction contractor or landscaper to plant the butterfly garden, and construct/install the bench and sign, Donor shall retain a construction contractor reasonably acceptable to the City and said contractors shall be required by Donor to carry public or general liability insurance with limits of \$1 million per occurrence and aggregate listing the City as an Additional Insured on a primary and non-contributory basis. Donor, as well as any construction contractors or subcontractors they may retain, shall to the extent of Donor's fault, indemnify and hold the City harmless as and against any and all liabilities, claims, demands, damages, causes of action, expenses, fees, actual attorney fees, fines, penalties, suits, proceedings, actions of any kind and nature arising or growing out of, or in any way connected with the Donor's use, occupancy, management or control of the area within the Park where the butterfly garden, bench and sign are to be constructed/installed but only for that period of time during which Donor uses, occupies, manages or controls such area during Donor's performance under this Agreement. Donor shall not be responsible for any claims which arise from the negligence of the City, its agents, servants or employees.

10. Donor represents that it carries public or general liability insurance and shall keep said insurance in full force and effect at their sole cost, with liability limits of \$1 Million per occurrence and \$2 Million in the aggregate. Said policy shall provide that thirty days' written notice shall be given to the City prior to cancelation of the terms of said policy. Clauses of such policy which indicate the insured or insurer shall endeavor to notify the City if such changes are unacceptable. Donor shall provide a certificate of insurance as evidence to the City at the time this Agreement is executed that such coverage is in full force and effect, and the City shall be named as an Additional Insured under such policy on a primary and non-contributory basis as evidenced by a blanket Policy Endorsement, but only to the extent any claims are caused by the Donor's fault.

11. Upon the completion of the planting and construction contemplated herein, the Donor agrees to turn over custody and control of the butterfly garden, bench and sign to the City. The transfer of control and liability from the Donor to the City is recognized at such point and time the Donor's authorized representative or delegate issues a written or electronic confirmation of completion and vacating of the site to the City's authorized representative. The City shall be responsible for the maintenance of said butterfly garden, bench and sign following the City's acceptance of these improvements.

12. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

13. In no event shall Donor, its suppliers or subcontractors be liable for special, indirect, incidental or consequential damages, whether in contract, warranty, tort, negligence, strict liability or otherwise. Donor's aggregate liability for all claims whether in contract, warranty, tort, negligence, strict liability, or otherwise for any loss or damage arising out of, connected with, or resulting from this Agreement or the performance or breach thereof, shall in no case exceed the reasonable value of the donation provided by Donor.

14. This Agreement represents the complete understanding of the parties with respect to the subject matter set forth herein and may only be amended by a subsequent agreement executed by both parties.

Dated: _____

DONOR:
ABB, INC.

By: _____

Dated: _____

CITY:
CITY OF NEW BERLIN

By: _____
David Ament, Mayor

By: _____
Rubina Medina, Clerk



NEW BERLIN BUTTERFLY GARDEN - PLANTING PROPOSAL (15' x 20')

Overview

This planting proposal outlines a 15' x 20' (300 sq ft) butterfly garden designed for the Milwaukee, Wisconsin area (USDA Hardiness Zone 5b/6a). The garden features two Pagoda Dogwoods as small anchor trees, complemented by native nectar and host plants to support a full butterfly life cycle. All plants are Wisconsin natives or well-adapted species suited to southeastern Wisconsin's climate. This revised proposal reflects an increase from the original 15' x 15' design, adding 75 sq ft of planting space and 12 additional plants.

What Changed from the 15' x 15' Proposal

Item	15' x 20'
Garden Area	300 sq ft
Total Plants	37 plants
Materials Cost	\$476
Labor (mid-range)	\$715
Garden + Installation	\$1,191
With Bench (recycled plastic)	\$1,571

Important Note on Pagoda Dogwood Size

A Pagoda Dogwood (*Cornus alternifolia*) typically matures to 15-25 ft tall with a 20-25 ft spread. In a 15' x 20' garden, the two trees are placed at the back corners to allow the canopy to spread outward beyond the garden boundary. Regular pruning can help manage size and maintain the garden layout.

Garden Layout Plan

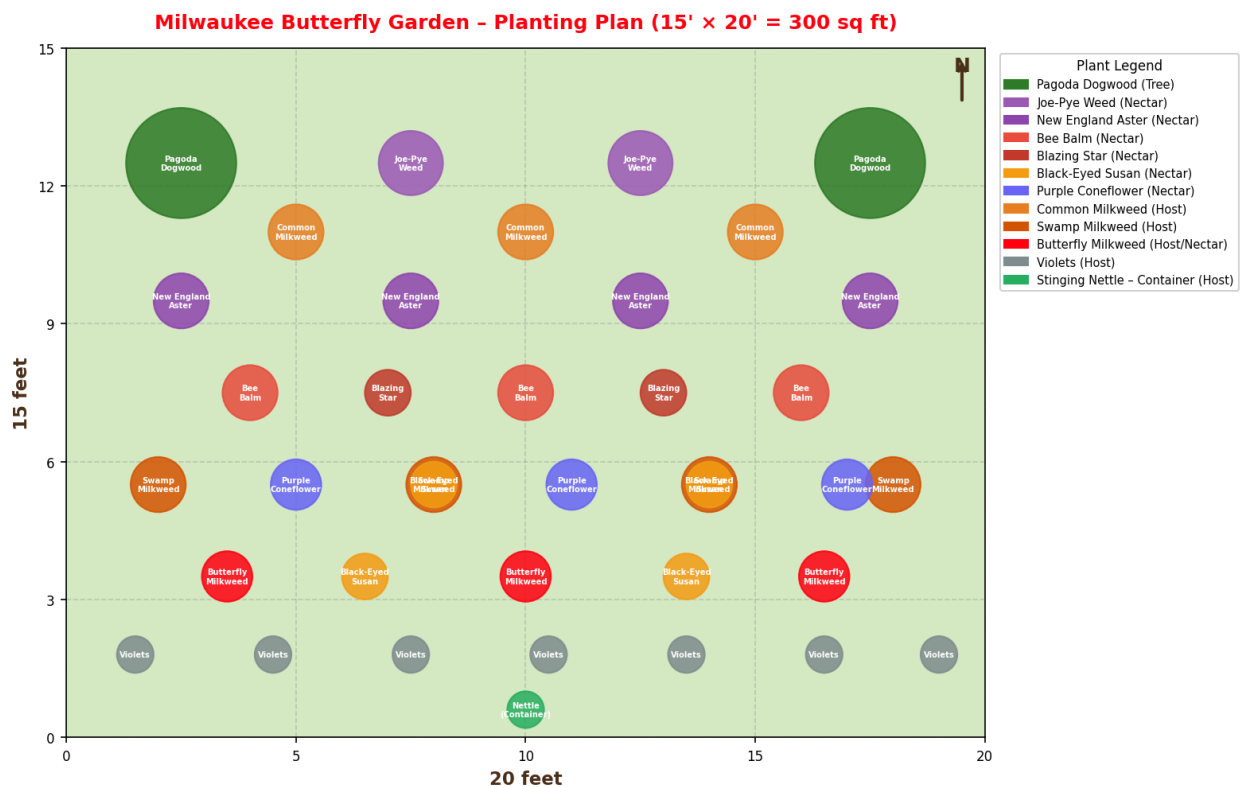


Figure 1: Top-down planting plan for 15' x 20' Milwaukee Butterfly Garden

Planting Details

Trees

Plant	Qty	Placement	Butterfly Benefit
Pagoda Dogwood (Cornus alternifolia)	2	Back corners, 15' apart	Host plant for Spring Azure; shelter and overwintering habitat

Nectar Plants

These plants provide food for adult butterflies:

Plant	Qty	Height	Bloom Time	Butterflies Attracted
Joe-Pye Weed (Eupatorium maculatum)	2	4-7 ft	Late summer-fall	Monarchs, swallowtails, fritillaries
New England Aster (Symphyotrichum novae-angliae)	4	3-6 ft	Late summer-fall	Monarchs, painted ladies, skippers
Bee Balm (Monarda fistulosa)	3	2-4 ft	Mid-summer	Swallowtails, skippers, fritillaries

Plant	Qty	Height	Bloom Time	Butterflies Attracted
Blazing Star (Liatris spicata)	2	2-4 ft	Mid-late summer	Swallowtails, monarchs, skippers
Purple Coneflower (Echinacea purpurea)	3	2-3 ft	Summer	Swallowtails, fritillaries, admirals
Black-Eyed Susan (Rudbeckia hirta)	3	1-3 ft	Summer-fall	Fritillaries, skippers, pearl crescent

Host Plants

These plants support caterpillars for egg-laying and larval feeding:

Plant	Qty	Height	Placement	Host For
Common Milkweed (Asclepias syriaca)	3	3-5 ft	Back-middle row	Monarchs, fritillaries, clouded sulphur
Swamp Milkweed (Asclepias incarnata)	4	3-4 ft	Middle sides	Monarchs, bronze copper, fritillaries
Butterfly Milkweed (Asclepias tuberosa)	3	1-2 ft	Front row	Monarchs, coral hairstreak, fritillaries
Violets (Viola spp.)	7	3-6 in	Front border (ground cover)	Great spangled fritillary, meadow fritillary
Stinging Nettle (Urtica dioica) - IN CONTAINER	1	2-4 ft	Front center (container)	Red admiral, Milbert's tortoiseshell

Plant Count Summary

Category	Species	15' x 20' Qty
Trees	1 (Pagoda Dogwood)	2
Nectar Plants	6	17
Host Plants	5	18
TOTAL	12	37

Cost Estimate

Plant Costs

Plant	Category	Qty	Unit Price	Total
Pagoda Dogwood	Tree	2	\$28,50	\$57,00
Joe-Pye Weed	Nectar	2	\$8,00	\$16,00
New England Aster	Nectar	4	\$8,00	\$32,00
Bee Balm	Nectar	3	\$12,00	\$36,00

Plant	Category	Qty	Unit Price	Total
Blazing Star	Nectar	2	\$8,00	\$16,00
Purple Coneflower	Nectar	3	\$8,00	\$24,00
Black-Eyed Susan	Nectar	3	\$8,00	\$24,00
Common Milkweed	Host	3	\$8,00	\$24,00
Swamp Milkweed	Host	4	\$8,00	\$32,00
Butterfly Milkweed	Host	3	\$8,00	\$24,00
Violets	Host	7	\$8,00	\$56,00
Stinging Nettle + container	Host	1	\$10,00	\$10,00
PLANTS SUBTOTAL		37		\$351,00

Full Cost Breakdown

Item	Details	Cost
Plants (37 total)	2 trees + 35 perennials/ground cover	\$351,00
Mulch	Additional bags for 300 sq ft	\$60,00
Soil Amendment/Compost	Larger area coverage	\$40,00
Miscellaneous	Stakes, container for nettle	\$25,00
MATERIALS SUBTOTAL		\$476,00
Labor - Basic (\$38-51/hr)	11 hours x \$45/hr	\$495,00
Labor - Mid-Range (\$55-75/hr)	11 hours x \$65/hr	\$715,00
Labor - Premium (\$85-110+/hr)	11 hours x \$100/hr	\$1,100,00
TOTAL - Basic (materials + labor)		\$971,00
TOTAL - Mid-Range (materials + labor)		\$1,191,00
TOTAL - Premium (materials + labor)		\$1,576,00
Add: Recycled Plastic Bench (4 ft with back)	Low-maintenance, 20+ yr lifespan	\$380,00
GRAND TOTAL - Basic + Bench		\$1,351,00
GRAND TOTAL - Mid-Range + Bench		\$1,571,00
GRAND TOTAL - Premium + Bench		\$1,956,00

Seasonal Bloom Calendar

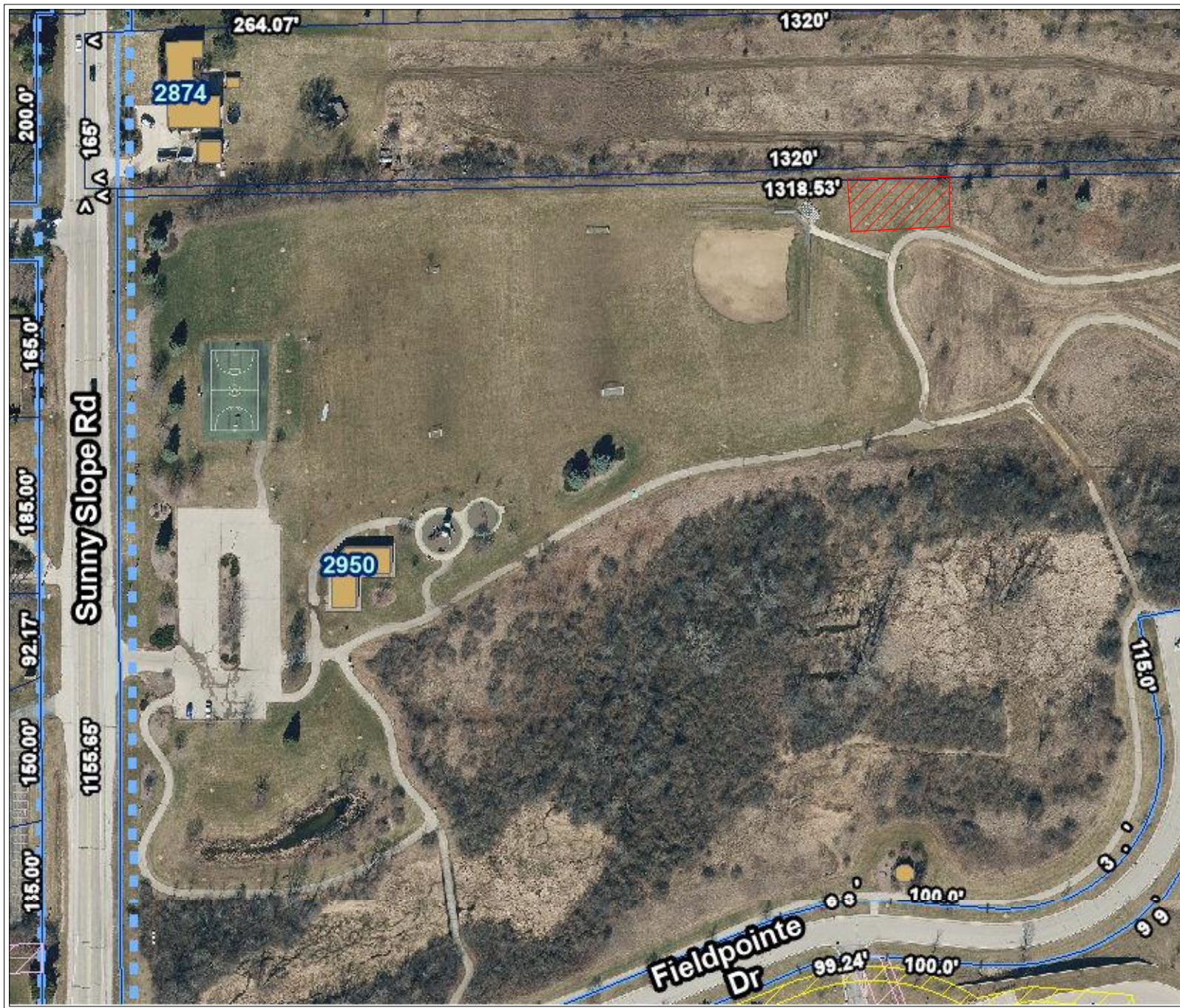
Plant	Spring	Early Summer	Late Summer	Fall
Pagoda Dogwood	7 (flowers)			7 (berries)
Violets	7			
Black-Eyed Susan		7	7	
Bee Balm		7	7	
Purple Coneflower		7	7	
Blazing Star			7	
Milkweeds (all)		7	7	
Joe-Pye Weed			7	7
New England Aster			7	7

Care & Maintenance Tips

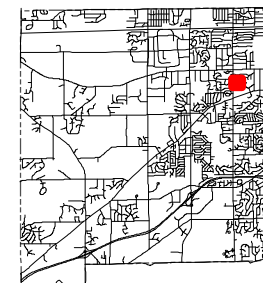
Plant in full sun to maximize nectar production and butterfly activity,
 Avoid all chemical pesticides - use natural pest control methods only,
 Contain Stinging Nettle in a pot to prevent spreading,
 Plant Violets as ground cover throughout the front border,
 Milkweed plants are critical for Monarch survival - the larger garden allows for more milkweed coverage,
 Allow seed heads to remain through winter for overwintering insects,
 Add flat stones in sunny spots for butterflies to warm themselves,
 Consider a shallow water source (puddling station) nearby for butterflies,
 Source plants from local native nurseries: Johnson's Nursery (Menomonee Falls) or Prairie Moon Nursery,
 Wild Ones Fox Valley plant sales offer plants for as low as \$6,50 each - a great way to reduce material costs,

Local Plant Resources - Milwaukee Area (examples)

Nursery	Location	Notes
Johnson's Nursery	Menomonee Falls, WI	Wisconsin natives list; 20% off in June for Wild Ones members
Prairie Moon Nursery	Winona, MN (ships to WI)	Excellent native plant catalog; seed & plug options
Wild Ones Fox Valley	Fox Valley, WI	Annual native plant sale; \$6,50/plant
MMSD Rain Garden Plant Sale	Milwaukee, WI	Very low-cost native plants; seasonal sale
Monches Farm	Colgate, WI	Great native stock; scenic location



Overview Map



Legend

Approximate Donation Area



0 75 150 Feet
1 in = 150 ft



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