

**City of Oconomowoc
Public Services Committee**

Aldermen: Ellis, Chairman / Mulder, Secy / Schellpeper

Tuesday, April 21, 2026 - 7:10 PM
City Hall - Conference Room 3
174 E. Wisconsin Ave. Oconomowoc, WI 53066
(Or immediately following Protection & Welfare)



Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in accessible format, call the City Clerk at least 48 hours prior to the meeting to request adequate accommodations. Tel: (262) 569-2186.

1. Call to order and confirmation of appropriate meeting notification
2. Committee Business
 - a. Consider/recommend Resolution 26-R3362 Purchase and Installation of Subdivision Street Trees
3. Adjourn

Gina Kozlik, City Clerk
City of Oconomowoc

Notice is hereby given that a majority of the Common Council will be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.



MEMORANDUM

PARKS, RECREATION & FORESTRY DEPARTMENT

Date: April, 21,2026
 To: Mayor, Common Council and Public Services Committee
 From: Eric Boettcher, Director
 Re: Consider/act on Resolution 26-R3362 for Purchase & Installation of Subdivision Street Trees

BACKGROUND

As part of a developer’s agreement, the City of Oconomowoc assesses a fee for tree planting in new subdivisions. As outlined in Chapter 18.08 of the Municipal Code, the Ordinance requires planting 3 trees for each 100 feet of street centerline on all public streets within the subdivision. This fee is collected upfront at the beginning of development and is used specifically for street tree installation and establishment.

These designated funds are used to cover all costs associated with the street tree program. This includes tree purchase, planting labor, soil amendments, watering, protective tree guards, replacements, and any additional materials or maintenance required. Funds are held in designated accounts and drawn down as tree planting activities that occur within the development.

REQUESTS FOR PROPOSAL

The Parks, Recreation and Forestry Department advertised the street tree planting project for 309 street trees to be planted in the new Arrowood subdivision and Prairie Creek Ridge subdivision for the spring and fall seasons of 2026. Requests for proposals were advertised and sent to twelve known, respectable tree planting contractors. The proposals include a one-year warranty, cost of the trees, labor cost planting the trees, plus supplemental costs including the cost for staking trees and removal (as needed), cost for top-soil amendments, cost for tree guards, and cost for supplemental waterings of newly planted trees.

We received proposals back from five different contractors on March 23, 2026. The selection process was evaluated to determine if the contractor’s proposals met all criteria for consideration. The following proposals meet all our specifications:

Contractor	Total Cost for Trees & Tree Planting	Supplemental Costs
Dan Larsen Landscaping	\$84,466	\$11,561
MJS Landscaping	\$131,450	\$34,870
Cut N Go Trees	\$155,616	\$36,360
Wachtel Tree Science	\$174,941	\$60,739

FINANCIAL IMPACT

The proposal for Dan Larsen Landscaping in the amount of \$96,027.

COMMITTEE RECOMMENDATION

Motion to recommend to the Common Council approval of Resolution 26-R3362 for Purchase & Installation of Subdivision Street Trees.

SUGGESTED MOTION

Motion to approve Resolution 26-R3362.

RESOLUTION No. 26-R3362

**RESOLUTION AWARDING
PROPSOAL FOR PURCHASE & INSTALLATION OF SUBDIVISION STREET TREES**

WHEREAS, the City of Oconomowoc Parks and Recreation Department has collected funds through developers' agreements for street trees; and

WHEREAS, Requests for Proposals for the project have been advertised and were received for purchase and installation of subdivision street trees; and

WHEREAS, five proposals on the aforementioned project were received as follows:

<u>Contractor</u>	<u>Total Cost for Trees & Tree Planting</u>	<u>Supplemental Costs</u>
Dan Larsen Landscaping	\$84,466	\$11,561
MJS Landscaping	\$131,450	\$34,870
Cut N Go Trees	\$155,616	\$36,360
Wachtel Tree Science	\$174,941	\$60,739

WHEREAS, Dan Larsen Landscaping proposal in the amount of \$96,027 was chosen through process; and

WHEREAS, Public Services Committee and Parks and Recreation Department staff recommend the proposal from Dan Larsen Landscaping be accepted.

NOW THEREFORE, BE IT HEREBY RESOLVED, the proposal in the sum of \$96,207 be and the same is hereby accepted, and appropriate City officials are authorized to enter a contract with Dan Larsen Landscaping for said project.

DATED: April 21, 2026

CITY OF OCONOMOWOC

By: _____
Matt Rosek, Mayor

ATTEST:

Clerk