



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, APRIL 11, 2018, 4:00 PM

(Posted on April 10, 2018)

CITY HALL, ROOM 207

A. Roll Call.

B. Approval of the Agenda.

C. Approval of Minutes.

D. New Business.

1. Consideration with possible action on the request by Ald. Wery to have the Parks Department develop a minimum 20 year plan for Colburn Pool to maintain, repair and enhance the existing pool, bathhouse, parking lot and amenities. Current engineering plans are to be paid for from the existing \$3.5 million previously borrowed. Park staff is to utilize "up to" \$200,000 in the spring of 2018 for necessary repairs. The remaining funds shall be moved into a long term "Colburn Pool Repair and Enhancement Fund." After the 20 year plan is evaluated, and funds deemed in excess could be utilized to reduce debt or address the other city pool's needs.
2. Consideration with possible action on the request to authorize staff to quote out and issue purchase orders for all time sensitive items at Colburn Pool necessary to open the pool on June 9, 2018 with a total cost not to exceed \$200,000
3. Consideration with possible action on a request to apply for a DNR Stewardship grant for \$1 million to construct a beach, pier, boardwalk, bathhouse and parking lot at Bay Beach Amusement Park and approve a resolution in support of the application
4. Report of the Purchasing Manager

Request approval to purchase parts to repair the Yo Yo ride at Bay Beach from Chance Ride MFG Inc. for \$26,997

E. Informational.

1. Director's Report
2. The next Park Committee is scheduled for April 25, 2018

F. Adjournment.

- 1) THIS MEETING IS VIDEOTAPED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Parks Committee will attend this committee meeting and will constitute a meeting of the Parks Committee for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 11, 2018

PREPARED BY

Dan Ditscheit, Interim Parks Director

AGENDA ITEM # D.I.

Consideration with possible action on the request by Ald. Wery to have the Parks Department develop a minimum 20 year plan for Colburn Pool to maintain, repair and enhance the existing pool, bathhouse, parking lot and amenities. Current engineering plans are to be paid for from the existing \$3.5 million previously borrowed. Park staff is to utilize "up to" \$200,000 in the spring of 2018 for necessary repairs. The remaining funds shall be moved into a long term "Colburn Pool Repair and Enhancement Fund." After the 20 year plan is evaluated, and funds deemed in excess could be utilized to reduce debt or address the other city pool's needs.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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Parks Committee
of the City of Green Bay

MEETING DATE

April 11, 2018

PREPARED BY

Dan Ditscheit, Interim Parks Director

AGENDA ITEM # D.2.

Consideration with possible action on the request to authorize staff to quote out and issue purchase orders for all time sensitive items at Colburn Pool necessary to open the pool on June 9, 2018 with a total cost not to exceed \$200,000

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 11, 2018

PREPARED BY

Dan Ditscheit, Interim Parks Director

AGENDA ITEM # D.3.

Consideration with possible action on a request to apply for a DNR Stewardship grant for \$1 million to construct a beach, pier, boardwalk, bathhouse and parking lot at Bay Beach Amusement Park and approve a resolution in support of the application

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Resolution - Authorizing Application for Outdoor Recreation Aids for Bay Beach
2. Grant Application Cover Sheet

**RESOLUTION AUTHORIZING APPLICATIONS
FOR OUTDOOR RECREATION AIDS FOR THE
BAY BEACH SWIMMING BEACH, PIER, BOARDWALK,
BATHHOUSE AND PARKING LOT CONSTRUCTION**

April 17, 2018

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, it is the desire of the Common Council for the City of Green Bay, a municipal corporation, to develop lands for public outdoor recreation purposes as described in the attached application; and

WHEREAS, the project is described as Bay Beach Swimming Beach, Pier, Boardwalk, Bathhouse and Parking Lot Construction, described on the attached application cover sheet; and

WHEREAS, financial aid is required to carry out the project; and

NOW, THEREFORE, BE IT RESOLVED, the Common Council for the City of Green Bay will budget a sum sufficient to complete the project or acquisition and hereby authorizes the Director of the Parks, Recreation and Forestry Department, or a designee, to act on behalf of the City of Green Bay to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED, the Common Council for the City of Green Bay will comply with state or federal rules for the programs; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Adopted _____, 2018

Approved _____, 2018

James J. Schmitt, Mayor

Kris A. Teske, Clerk

Section 1: Project Information						Financial Summary													
Project Title: Bay Beach Swimming Beach, Pier, Boardwalk, Bathhouse and Parking Lot Construction						Total Project Costs \$7,000,000													
Project Type: (select one) ☒ Development ☐ Acquisition ☐ Rehabilitation ☐ Maintenance						Grant Request (up to 50%) \$1,000,000													
Project Location <table border="1"> <tr> <td>Township</td> <td>Range</td> <td>Section</td> <td>¼</td> <td>¼ ¼</td> <td>County</td> </tr> <tr> <td>24 N</td> <td>21</td> <td>20</td> <td>SE</td> <td>SW</td> <td>Brown</td> </tr> </table>						Township	Range	Section	¼	¼ ¼	County	24 N	21	20	SE	SW	Brown	Sponsor Match Sources: Sponsor Funds: Cash Force Account Labor Force Account Equipment Force Account Materials	
Township	Range	Section	¼	¼ ¼	County														
24 N	21	20	SE	SW	Brown														
GPS Coordinates:						Donations (Non-Governmental) Land Cash Labor Materials Equipment													
Congressional/Legislative District Numbers <table border="1"> <tr> <td>WI Senate</td> <td>WI Assembly</td> <td>US Congress</td> </tr> <tr> <td>30</td> <td>90</td> <td>8</td> </tr> </table>						WI Senate	WI Assembly	US Congress	30	90	8	Other							
WI Senate	WI Assembly	US Congress																	
30	90	8																	
D-U-N-S # 074797028						Total Sponsor Match: \$6,000,000													



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 11, 2018

PREPARED BY

Dan Ditscheit, Interim Parks Director

AGENDA ITEM # D.4.

Report of the Purchasing Manager

Request approval to purchase parts to repair the Yo Yo ride at Bay Beach from Chance Ride MFG Inc. for \$26,997

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 4-11-18 PARKS BB Ride Parts



CITY OF GREEN BAY - PURCHASING DIVISION

TO: Parks Committee
FR: Rick Jensen, Purchasing Manager
DT: April 11, 2018
RE: Purchasing Report
Cc: Dan Ditscheit, James Anderson, Jason Arnoldi, Diana Ellenbecker

Report of the Purchasing Manager:

1. Request approval to purchase parts to repair the Yo Yo ride at Bay Beach from Chance Ride MFG Inc. \$26,997.

Parks Committee - Report of the Purchasing Manager				
DESCRIPTION and TERM IF A CONTRACT	FUNDING SOURCE	AWARDED VENDOR	RESPONSES	\$ AMOUNT
Parts, Yo Yo Ride Bay Beach	214R817-55101 Equip. Repair-Rides	Chance Ride MFG, Inc.	Sole Source	\$26,997

NOTE: Chance Ride MFG Inc. is the manufacturer of the Yo Yo Ride and the only source for replacement parts for this ride.



QUOTATION

TO:

CITY OF GREEN BAY
PURCHASING DEPT RM 510
100 N JEFFERSON ST
GREEN BAY, WI 54301-5026
(920)448-3365 Fax: (920)448-3050

SHIP TO:

CITY OF GREEN BAY
PARK GARAGE
919 N CROCKER ST
GREEN BAY, WI 54303

ATTN: Jared Koeller

jaredko@greenbaywi.gov

ATTN:

Quote No.	Date	Cust No	S/M	Your Referenced Inquiry	Delivery Promise	F.O.B.	Expiration
0005087	4/4/2018	38125	THA	YoYo	4-6 WEEKS ARO	ORIGIN	30 DAYS
Item	Quantity	UM	Part	Description	Price \$	Extension \$	
001	1	EA	24327000	MANUAL YO-YO (CHANCE MFG)	\$ 150.00	\$ 150.00	
002	64	EA	26929600	SNAP-FAST EYE 3/4" FORGED	\$ 7.67	\$ 490.88	
003	64	EA	61226700	BOLT SHLDR 1/2X1	\$ 1.38	\$ 88.32	
004	64	EA	68531000	WASHER SAE 3/8 Z/P	\$ 0.10	\$ 6.40	
005	64	EA	64804600	NUT FLEXLOC 3/8-16 FULL	\$ 1.32	\$ 84.48	
006	256	EA	376-118-001	PLATE-ADAPTER	\$ 33.11	\$ 8,476.16	
007	256	EA	61223200	BOLT SHLDR 3/8X1	\$ 1.76	\$ 450.56	
008	256	EA	68530400	WASHER FLAT 5/16 Z/P	\$ 0.11	\$ 28.16	
009	256	EA	64804400	NUT FLEXLOC 5/16-18 FULL	\$ 1.21	\$ 309.76	
010	64	EA	376-209-001	CHAIR HANGER WELDMENT	\$ 129.80	\$ 8,307.20	
011	64	EA	60952600	HHCS 3/4-10X3 1/4 GR5 Z/P	\$ 3.08	\$ 197.12	
012	64	EA	64783600	LOCKNUT N/I 3/4-10 Z/P	\$ 0.77	\$ 49.28	
013	128	EA	21521300	CHAIN 3/16"x13"8" (WHITE) List Price \$71.30ea.	\$ 65.30	\$ 8,358.40	
Total for Quote \$						\$ 26,996.72	

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By: _____



Report to the
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of the City of Green Bay

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PREPARED BY

Dan Ditscheit, Interim Parks Director

AGENDA ITEM # E.I.

Director's Report

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 041118

PARKS, RECREATION, & FORESTRY COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, April 11, 2018

WORK ANNIVERSARIES

- Kim Diedrich, Wildlife Sanctuary – 30 years

PARK DIVISION

- The new train cars are almost ready for the season. They really look GOOD.
- Snow, snow, go away. All ball diamond and field use is not happening. The resulting condensed seasons of use will provide for overuse of the fields and over-anxious people.
- A crew is assembling newly donated bleachers that will be delivered to and set up at the Little League fields at Colburn Park later this spring (when the snow is gone).

FORESTRY DIVISION

- Tree removal along streets and in City parks continues; the focus is on infested ash trees at this time.
- Tree pruning along streets continues; the crew is working on Alvina St., Minor Ct., and San Jose Pl. at this time.

DESIGN & DEVELOPMENT DIVISION

- **Bay Beach Amusement Park – Beach Engineering**

- The engineering consultant has begun finalizing the scope of work to complete Phase 2 of their engineering contract, which is completing the construction plans and specifications for the beach, pier, boardwalk and bathhouse. Additional discussions with Public Works will occur to determine how the parking lot and stormwater management will be engineered.
- Staff has begun researching grant opportunities for this project.

- **Bay Beach Amusement Park – Concession Stands**

- Work continues on the construction of the new concession. The stand footings and the majority of the underground utility work has been completed.
- The majority of the concession equipment is on order.

- **Bay Beach Amusement Park – West End Train**

- The train storage building is now roughed in. The roof is completed. The contractor is now working on the siding and the interior space. Work continues on the construction of the two open shelters for the ride.
- The track construction is currently on hold due to the recent snow.

- **Colburn Pool**
 - Staff is developing a plan for Colburn Pool to maintain, repair and enhance the existing pool, bathhouse, parking lot and amenities. The scope of work and proposed budget is being refined.
 - There is a considerable amount of work that needs to be completed prior to opening the pool in 2018. Staff had initial meetings with the Health Department, a pool mechanical specialist company and the Purchasing Department to determine what can be quoted out and whether or not these improvements will affect the opening date of the pool. This will be discussed in more detail at the next Park Committee.
- **East River Optimist Park**
 - There was a kick off meeting with the engineering consultant, Public Works and the Parks Department to discuss the scope of work for the design of the stormwater management.
- **Pocket Park**
 - Staff is developing concepts for the new Pocket Park.
- **Red Smith Park – Shelter Addition**
 - The architect submitted the 95% complete construction plan set for the City's review.
- **Wisconsin RPCs and DNR Great Lakes Basin Tree Planting Grant Program**
 - The grant application was submitted for \$15,000 to plant trees in various parks and greenways throughout the city.

RECREATION DIVISION

- The new Youth Indoor Soccer Skills program went very well. Monday, April 9, 2018 was the last day of the program which was held at Edison Middle School. The program will worked on basic skills: dribbling, passing, ball control, defense, and sportsmanship.
- Registration for Summer Adult Softball began in February 2018. We will be offering Men's Slow-pitch, Co-Ed Slow-pitch and Men's Modified softball leagues beginning the first week of May 2018 at various parks throughout Green Bay.
- We are currently interviewing and hiring staff for summer positions (playground leaders, softball site supervisors, softball officials, and pool staff).
- Planning is underway for the 4th Annual FIT in the Parks Series. Our department is actively searching for sponsorships for FIT in the Parks. Commitments from Prevea Health, Streu's Pharmacy and Belmark have been secured. Interested parties should contact the Parks Department for more information on how to be a part of this nationally recognized program.

- Planning is underway for the improved GB Parks Rx program. The activity logs have been updated and will be ready for distribution in May. This new interactive activity is more colorful and easier to fill out. Our goal is to see more logs turned in and increase the level of physical activity for our area's youth this summer.

Aquatics

- The indoor pool season is underway at Southwest High School and Edison Pools with swim team rentals 5 nights a week and underwater hockey rentals on Sunday evenings.
- The final session of indoor swim lessons began on April 3 at Southwest Pool. We are currently running classes for levels 1A, 1B, 2, 3, 4, 5 and Parent/Child. This is the final session before our outdoor season begins.
- Seasonal recruitment for the outdoor pool season is underway. Offer letters to current staff have been sent and received. Interviews are being scheduled to fill all open positions.
- Staff hosted a Job Fair on March 24, 2018 at the Bay Beach Pavilion. Interviews were conducted right on site and many people were hired from the job fair.

SPECIAL FACILITIES

• **Bay Beach**

- Pricing for all concession items are almost finished.
- New ice cream machine in back bar has arrived, we have picked up product and will test machine to make sure everything is good.
- Equipment is being purchased for new concession building. Working with the same vendors for the additional machines we already have.
- Orientations continue for returning and new staff. 86 employees have already gone through them, 24 more will be done by next week.
- Scheduling updates are complete to make the process more suitable for the current and future expansions.
- Applications are still coming in, interviews will continue for ride operators, 31 employees will be hired by 4/13, 2018.
- Job fair was a success. We had around 50 applicants interview between pools and Bay Beach.

• **Metro Boat Launch**

- April 7th there was a tournament using the boat launch, bathrooms were open for them to use.

- **Triangle Sports Area**

- 3/12 closed the hill for the season, all equipment was removed.
- Ropes were taken down end of March.
- Floors have been stained.
- Building is ready for renting.

WILDLIFE SANCTUARY

- **Projects**

- Working with volunteer groups to schedule work days.

- **Programs**

- Cross country ski trails are open once again after April snowfall.
- Easter Event was well attended despite the snow.
- Trail Fitness walks continue.
- Planning for Earth Day event .
- Training for RPAWS volunteers this month.
- Crane count on Saturday, April 14, 2018.
- Recycling drive on April 20, & 21, 2018.
- Cub Scout clinic on Saturday, April 14, 2018.
- Falcon Chick naming contest runs through April 30, 2018.

- **Public Relations**

- Nature-based 4K was honored with an award for environmental education by the Brown County Conservation Alliance.