



MINUTES OF THE PARKS COMMITTEE

**WEDNESDAY, FEBRUARY 13, 2019, 5:00 PM
CITY HALL, ROOM 207**

**(Immediately following Improvement & Services Committee
which begins at 4:00 PM.)**

A. ROLL CALL.

Ald. Jesse Brunette, Ald. Andy Nicholson, Ald. Brian Johnson, Excused - Ald. Chris Wery
Others Present: Dan Ditscheit, James Andersen, Greg Barta, Rick Jensen, Kaurie Mihm

B. APPROVAL OF THE AGENDA.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to approve. Motion carried.
Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

C. APPROVAL OF MINUTES.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to approve. Motion carried.
Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

D. REGULAR BUSINESS.

1. Consideration with possible action on the approval to purchase playground equipment for East River Van Beaver Park and Fort Howard/Jefferson Park from Northland Recreation for a total cost of \$110,000.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to approve the purchase of playground equipment for East River Van Beaver Park and Fort Howard/Jefferson Park from Northland Recreation for a total cost of \$110,000 and to refer the recommendation to the Redevelopment Authority for final approval. Motion carried.
Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

2. Consideration with possible action on the review of the bids and funding sources for the City Hall

elevator replacement.

Moved by Ald. Andy Nicholson, seconded by Ald. Jesse Brunette to refer the staff request to bond an additional \$570,000 for the elevator renovation project to the Finance Committee for discussion.

Motion carried.

Yes- Andy Nicholson, Jesse Brunette, No- Brian Johnson, Abstain- None

3. Consideration with possible action on the review and approval of the Parks, Recreation & Forestry Department's 2019 Capital Improvements Plan request.

Moved by Ald. Brian Johnson, seconded by Ald. Andy Nicholson to refer the staff recommendation for the Parks Recreation & Forestry Department's 2019 Capital Improvement Plan to the Finance Committee for discussion. Motion carried.

Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

4. Consideration with possible action on a proposed Danz Park/School property trade with the Green Bay School District.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to approve. Motion carried.

Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

5. Consideration with possible action on the approval of the Park, Recreation and Forestry Department policy for promoting private fundraising efforts on the Parks webpage for City Park projects.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to approve. Motion carried.

Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

E. INFORMATIONAL.

1. Director's Report on updates and recent activities of the Parks, Recreation and Forestry Department.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to receive and place on file. Motion carried.

Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

2. The next Park Committee meeting is scheduled for February 27, 2019.

F. ADJOURNMENT.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to adjourn. Motion carried.
Yes- Andy Nicholson, Brian Johnson, Jesse Brunette, No- None, Abstain- None

VERBATIM MINUTES

- [Man] We're recording.
- Chairman Wery is excused. So, as vice-chair I'll be running the meeting. Present are Aldermen Johnson, Nicholson and Brunette. Excused is Alderman Wery. Can I get a motion to approve the agenda?
- So moved.
- Second.
- Moved by Nicholson, second by Johnson. All those in favor say aye.
- [All] Aye.
- Opposed? Motion carries. Any motion to approve the minutes?
- So moved.
- Second.
- Move made by Nicholson, second by Johnson. All those in favor say aye?
- [All] Aye.
- Opposed? Motion carries. We're on to regular business. Agenda item one, consideration with possible action on the approval to purchase playground equipment for East River Van Beaver Park and Fort Howard/Jefferson Park from Northland Recreation for a total cost of \$110,000.
- I'm sorry.
- Oh that's fine.
- We're just trying to get this. I don't think, to, open, I know you have to do it in, and that's our county, so this week, and, then you do it, so current, delete it to go to the next one, cause Okay now, so, current. Okay, apologize. So we have Kaurie Mihm here, she's our senior landscape architect. She was involved with the request for a proposal of process for the playground equipment. So she'll just give a brief presentation of the process and then which equipment was selected.
- Welcome.
- [Kaurie] So last year we received \$150,000 as a Community Development Block Grant for playground equipment replacements at East River Van Beaver and Fort Howard Park and that's the one adjacent to Jefferson School. So from that budget, we budgeted \$55,000 for each playground, for the equipment and then the remaining \$20,000 per playground will go for a new wood chips and edging, and an ADA ramp, and then concrete for the footings. The vendors were given the option to put together two proposals per playground. And then vendors were also given the option to include a theme for each park. For East River Van Beaver, the

theme was Beaver or River, and that again was optional and then for Fort Howard Park, it was a fort theme, being optional. So we put out an RFP for purchasing and in there we kinda outlined some of the equipment that we were requesting. We requested things like two minimum slides for each park, a new tot swing, overhead climber, ADA complaint swing, among some other things. And then, let's see here, so as far as the evaluations for the playgrounds, we received, it was four options from three, well, three different vendors submitted proposals and one of the vendors submitted two options. And if you look at the scoring and price summary sheet you can see on the left-hand side of the page kind of how we weighted our evaluations. And so 15% of the evaluation was for the number of components, 25% for originality, 55% was for play value and then 5% for warranty. And then you can see on there that Northland Recreation option two was the winning proposal for both playgrounds. And then I think in your handouts you should have some pictures of the playgrounds. So I just kinda wanted to touch base on a couple of the things for each playground. East River Van Beaver playground, we're gonna be keeping the existing large swing set and then there's an overhead spinner, and a bucket spinner that were somewhat new, so we're gonna be keeping that. But then everything else is going to be new. You can kinda see the Beaver River theme throughout that playground with the logs and trees, and then there's like a raft swing there. And then the Neighborhood Association requested that we use bright colors, and so we feel that that option was a good choice for that. And then with Fort Howard Park, we're gonna be keeping that large swing set as well. We did receive a couple of proposals with fort themes for that, but we just didn't feel the play value was there for those, so we didn't select those. And then the equipment should arrive in April and we're planning to have our park crews install it this spring or summer.

- The Park at Fort Howard, is that the Fort Howard School area, or is that, I think in, the forts I.
- I think that's Fort Howard Parks School, right, and then.
- Yeah, it's Fort Howard/Jefferson School, so it's the park located right next to the park shop. So Fort Howard School is located right off of Dousman, it's the other one.
- Okay, so the reason I asked, it looks like there's a water feature, is that, is that an existing pond or creek or something?
- [Kaurie] There is a splash pad at that Park that I guess, and then picture.
- Is that on the rendering?
- On the rendering, there's like a little water in the background.
- Yeah, that's just, it's just the consultant just put that in as a pretty background picture, so.
- Bait and switch, right? Bait and switch.
- There is no pond there.
- That's right.
- So that's interesting that that's on there.
- Any questions from the committee? Motion to approve.
- Move.
- Second.

- Real quick, this is an RDA, because they're funding this project. The actual approval of purchase that needs to go be referred to them.

- So what I'd be looking for for our motion is to approve the purchase of the equipment to Northland Recreation for a total cost of 110,000 and then to refer the recommendation to the RDA for approval.

- So moved.

- Second.

- Okay motion made by Nicholson, seconded by Johnson. All those in favor say aye.

- [All] Aye.

- Motion passes. Thank you, thank you for coming, appreciate it. Second agenda item, consideration with possible action under review of the bids and funding sources for City Hall elevator replacement.

- So as you know, many of you know, we've been talking about the elevator replacements for a few years now. If you've been in the building for any number of years, you'll see that those elevators break down on a regular basis. We estimate they maybe break down once a month for, or one elevator will break down once a month on average, but we can generate the total number over X number of years if you want us to. But ultimately the elevators are original to the building. And we are having a lot of problems. It's getting to the point where the company that we work with to service the elevators, they're having a hard time even finding parts to replace them, to replace the broken parts. So two years ago we had an elevator break down and it was down for about a week because they had to manufacture a part to fix it. So the Public Works bid out this project recently and the base bid with all of the alternates that were selected, comes out to \$1,060,697. There was only one company that bid on this project and it was Zeise Construction. I'm sorry, that bid was from the fall of 2018, so we bid it out in the fall, base bid came in at, with the alternates, over a million dollars, which was over our budget. So we did not award the bid at the time last fall. The DPW restructured the bids and what they did is they tried to remove some of the stipulations on proprietary products used in the elevator running renovations to make it easier for more people to bid on it. So they rebid it, I apologize, I misspoke. So they rebid it recently, and the price came down, it came down significantly. But it still came in at way over our existing budget. So, again, only one bid was received and it was from the same company that bid last time. And it was Zeise Construction. So if you look at the summary of the bids here you'll see the base bid was \$833,595, and then there's three alternates, one for around 27,000, one for around 12,000 and then the other one is 30,000. Alternate one is to provide counterweights in the frame if necessary. So when they start doing the work they will find out if that alternate is necessary. And it's not going to be until they start the demolition when they know if that alternate is needed or not. It's one of those things where it's not gonna be optional, if we need it, we need it. If we don't, we don't. It's not something we can pick and choose. Alternate two, for \$11,700 is for an elevator management system. And what this will do is it'll allow the company to remotely access all of the software in the elevator and it'll make our repair work and diagnosis much quicker and more efficient, and probably save us money because they might be able to take care of the problem off-site versus coming to the site to take a look at it. Option three, or alternate three for \$30,100, would be to replace all of the sliding doors on all of the, on all of the seven floors. There's six floors and a basement. So those doors are, they're looking dated, they still work, they're still functional but if we're, if we're doing this renovation we should consider approving that alternate also. So the grand total for the entire project with the alternates is \$902,345, which, like I said, is considerably cheaper than the last bid. Public Works, if we do award the contract, would like an additional 80,000 in contingency for the unknowns. Like I mentioned, until you start doing the demolition and start putting everything back together, you don't know what unknowns are out there, so they would request another 80,000, so that would put the grand total with the contingency, to \$982,345. Now in 2017, we did bond \$430,000 for this project, of which we spent about 15,000 for consulting fees. So in order for us to award the contract with the contingency and the three alternates per what DPW would recommend, we would be looking at needing an additional \$570,000 in order to award the bid. As Steve

mentioned, we can hold the bids for about 60 days, but after that we can't hold it any longer. So we either have to award the bid in the next 60 days or we have to decline it and then figure out another game plan moving forward. So I did talk to Steve in detail, and he feels that this is, although it's over our budget, he feels that it is considerably under what it was before and he would recommend that we move ahead with it. And so obviously you'll be discussing that at INS, or at council, whether or not to award the bid, I'm just here to talk to you about funding and where the bids came in at. So what I'd be looking for here, and this kinda leads into our next agenda item, which is also our 2019 CIP, Capital Improvement Plan. And so in my plan, as you see in your agenda packet, I did include the \$570,000 in that Capital Improvement Plan. The Park Committee cannot, is not the committee that approves the INS or approves the award of the bid, and it's not the committee that approves the bonding. So we would have to do one of two things, either refer this to finance and INS to make the decisions, or to just take it up as a full council next week, which is what I would probably recommend doing 'cause ultimately I'm sure that a lot of alders are gonna want to weigh in on this. I know that there was a lot of discussions when it was originally funded for \$430,000 dollars, whether or not the project should be funded or not. So I guess to save time, knowing that we only have 60 days, I would just recommend that we refer to the full council for discussion. But if you have any questions, definitely willing to answer them now. It's one of those things when the elevators break down, if we do have a catastrophic breakdown at some point, it'll probably cost us more money at that point to do it, and then it would be an emergency order and emergency funding. So we're trying to be a little proactive, knowing that we have a lot of issues and a lot of problems and breakdowns currently, so.

- Comments, questions? Alderman Johnson?

- The, I mean elevator service, I guess I mean, how many companies are there that would be eligible to bid on this project?

- Well this was actually a general contractor that actually bid on that. And then they had an elevator company as a sub. And so the company that was a sub, I don't remember the name of the company offhand, I don't have that in front of me, but Steve has used them before and it is okay, he says they're a good company to work with. Now what these general contractors, what they do is they go into the various elevator companies and they get bids from them, and they usually go with the lowest bid on their end. We don't see that bid because we're getting the bid from the general contractor. The reason that a general contractor is involved, and it's not just an elevator company, is because in order to actually do some of this work they're gonna have to bring in a crane and come off of the roof to actually, some of the equipment into the building and do the renovations. So this is not a total replacement of the elevators, it's a renovation of the elevators, but in essence, all of the mechanicals are going to be new, and all of the decorative stuff that you see in the elevators is new, but the actual car itself is going to remain.

- And I guess that's where, I mean, significantly over what we originally budgeted. I'm not sure how that original number was created or crafted, but I guess my concern would be a million dollars of taxpayer dollars and only one bid, and we're comparing it against a bid that was received by the same company previously. That's the concern that I have. And then, of course, we have in our budgeting process identified a lot of different things that we need to fix, whether it's roads, or whatever it might be, right? And it's, we've asked all of the other departments to hold off on making investments on capital projects in this last budget period. To me it's, I think we have to have a conversation around whether or not this is the priority over a lot of the other things that we have, or do we continue to limp along with maintenance expenses for the next couple of years, until we're in a better financial position.

- And that's why I think that a discussion with the full council would have some benefit.

- Want the job?

- You know, the other thing to note here is the one thing I did wanna mention which I was going to talk about in the next one is it looks like the bond request is probably going to happen after the new mayor is on board.

And so the funding for this, whatever motion is made, it would be a promise to bond for it. So it would be, you're not actually physically bonding for it at this time, it's committing to bonding for it so that we can award the contract and move forward. And so I think the decision for the funding is going to have to be made prior to seeing the full big picture for the full bond request for the whole city, if we want to award this bid. So that's the complication in this one.

- So, Dan, do you want this sent to finance, is that what you want?

- I would prefer that the motion is just take it up at the full council for the consideration, or for discussion.

- Okay, I'll make that motion to that effect.

- Motion by Alderman Nicolson.

- That motion fails if I don't second. I prefer that it be sent to the Finance Committee. I don't like the idea of opening up, no disrespect to you Dan, just let's present it as.

- Motion to send it to finance.

- Motion by Nicholson, I'll second that. Motion to send back to Finance Committee, all those in favor say aye.

- [All] Aye.

- Opposed?

- Nay.

- Okay, motion passes.

- Just approve it and deny it.

- Deny it?

- I mean it passed two, one, it's fine. Council can fully talk about then.

- I don't really care.

- Okay, number three. Consideration with possible action on the review and approval of the Parks, Recreation & Forestry Department's 2019 Capital Improvements Plan request.

- All right, so as Steve mentioned, typically the parties in INS.

- Thank you.

- We are in Capital Improvement Plans forward.

- What's this?

- For approvals at each of the committees. And basically we want you to be aware of what projects, because you are the Park Committee we want you involved in the process. We want you to make the decision of which projects get funded, but ultimately the actual bond request goes to the Finance Committee. So at this point, whatever comes out of this discussion would be a recommendation to the Finance Committee for further discussion. But let me kinda give you a summary here of our Capital Improvement Plan. So you all

should have the plan in front of you. What we've done is we've given you three different documents. So the first document shows the number of grants and donations that the Parks Department received in 2018. If you take a look at that, the Parks department received \$375,000 in grants and \$302,100 in donations valued over \$5,000, for a grand total of \$677,100. And then in addition there were 42 donations slash volunteer projects valued under \$5,000, which we don't put a dollar amount to. So it just kind of gives the committee an idea of how much work staff puts into working with these volunteers and donor groups to help offset how much we have to bond or request for funding on an annual basis. And consistently this number is always equal to this or higher, it's usually pretty significant dollar amounts that we're talking. I've also given you a document that shows, let me get that in front of me here, that shows the park projects that were completed in 2018. And again, I'm not gonna go over this in a lot of detail, but what this shows is it shows you the projects that we've completed this year and, I need, this, or I'm sorry, last year. So we ended up completing 34 different projects that were funded from various sources, some of which were grants and donations, others were through the bond requests, and others were through our general budget. Then I also provided a document that shows the funded park projects in process. So those are all projects that we currently have funding for, in full or nearly full, and we're at various stages. Either they're in the queue area ready to go, waiting for engineering, or some of them are in process while we're engineering it, or moving forward, or getting purchase orders. And other ones are partially under construction but they're not completed yet. So we do have 38 projects that are currently underway and funded. So you can feel free to take a closer look at this list. And then the last document that I gave you shows you a one-page summary of what our actual bond request is for this year. So, from the year. So we have this broken down into categories. So first we have it into subcategories, so we have park projects as a whole with one category, then we have City Hall as a second category. City Hall is operated by the Parks Department and managed by the Parks Department. It's all capital improvements which for the City Hall would go through your committee for discussion and approval. And then the last one is equipment replacement. So I'll kinda give you a little bit more background in detail on each of these here. So for athletic field renovations, we have a total cost of \$650,000. What we're proposing there, if you take a look at the plans that I gave you, I just handed out, first page shows the existing conditions of Colburn Park, and that's the Little League ball field area. You flip the page over to the second page, you'll see kind of a master plan of that area. So the Little League group in Green Bay is really growing and thriving, and there has been a desire for a number of years from these user groups to locate a tournament facility with a minimum of four ball fields in one location somewhere on the west side. And right now Colburn Park is really the only park on the west side that's large enough to accommodate the request. So currently there's two Little League fields that are there. Those two fields would remain, but what this funding would do is it would remove the baseball field and replace it with two additional Little League fields creating a complex of four fields. So there is an overflow pool parking lot that we're hoping to construct in the fall of this year which you see in that master plan two. So that increases the amount of parking which we're gonna need for Colburn Pool, and instead of building the parking up near the pool, we'll do like an overflow lot here by the athletic fields. And so by combining the ball fields with the parking lot project, it'll be a cost savings with engineering and construction by doing it all at the same time. So 350,000 will rebuild the fields, 300,000 would be for sports lighting on the two new fields. When you go under the next category, sport courts for \$80,000, that would be to replace, replace and relocate the hockey rink at Colburn. So if you look on the master plan two, one of the goals here is to move the hockey rink a little further away from the ball fields and kinda switch the location from ice hockey and skating and just switch the two. It's just gonna work out better from a user standpoint and it'll get that hockey rink a little further from the ball fields, 'cause right now there's a lot of conflicts because it's so tight there right now. It's right up next to the dugout. And so this funding would give us the money to relocate that hockey rink and replace the sports lighting on that hockey rink. When we look at the special facilities for 200,000, the 100,000 of that would be to replace the aviary at the Wildlife Sanctuary. That's in the bird exhibit behind the observation building. It's kind of a walk-in cage that you can go through. Right now it has a wood frame structure and the wood is rotting out, and we really are starting to have safety concerns with allowing public into that aviary, so we'd like to replace that in its entirety and build a new aviary there. We were proposing \$50,000 for Edison Park Pickleball courts. A few years ago, or a few months ago, we gave permission to a donor group to fundraise \$10,000 for a Pickleball court at Edison Park. That group has successfully met their goal of \$10,000. It's a \$60,000 project to convert the tennis courts to Pickleball courts, and so what we said at the meeting is we would discuss funding the \$50,000 if they were successful with the fundraising efforts. So as

a staff, we're definitely supportive of putting that into our Capital Improvement Plan. We have \$25,000 in there for hockey rink board replacements. We have four hockey rinks within the city, all four rinks, the dasher boards around the perimeter of them are rotting out. So in 2018 we bonded either 20 or \$25,000 to replace two of the hockey rinks. And so we're in the process of doing that right now. This 25,000 would be to complete the other two. So we'll have new dasher boards. If this is approved we would have new dasher boards on all four rinks, which is definitely a necessity. And now we're requesting 25,000 for lumber. So this would be deck lumber. We have a lot of boardwalks at our Wildlife Sanctuary. Those boardwalks are getting aged and a lot of the decking is starting to rot out. So what we would do is we would purchase the lumber and then our own crews would replace the rotting lumber as needed. When we go to the building and shelter section for \$70,000, we have a proposal here to replace the HVAC system at the Park Shop. So the building was constructed in 1991 and that HVAC system is original to the building and it is showing signs of wear. So the desire would be to replace it before it actually fails in the middle of winter and we can plan for it this way. We do have an HVAC specialist on staff at the Park Shop, who would do the labor, so this is just the cost to buy the equipment and possibly some electrical work would have to be done with that also. And this expense is too large to accommodate in our annual budget that was just approved. So when you total all that up, the total cost for all of the park projects is \$1 million. That's fairly comparable to what we've gotten in the past. I think for the last few years, I mean last year was an exception because of Bay Beach, so we bonded considerably more because of the beach project. But prior to that it was always right around the \$900,000 range for projects. City Hall, we do have \$640,000 in there for City Hall, of which 570,000 of it is for the elevator replacement project. 20,000 of it is for boiler repairs. So the boiler in City Hall is original to the building. This winter we are replacing kinda half of the boiler system using our budget money. But it was too large of an expense to do the entire system, so we do need \$20,000 to kinda complete the project. You know, we can phase it where it's done half at a time, but again we don't want the boiler to fail on us and not have the money in hand. And then we requested \$50,000 to hire an engineering, excuse me, consultant to design the electric service upgrade in City Hall. So currently the electric service is also original to building. There are portions of it that do not meet code anymore and it's going to be a very big expensive project to actually replace the electric, but it's getting to the point where we really need to seriously start looking at that. But we really have no idea what that cost is gonna be. So what this \$50,000 would do would be to hire a consultant to basically design the system and get construction ready documents prepared so that would be bid documents, and then also prepare an engineer's estimate telling us how much is gonna be needed to actually implement these changes. And then that will let us know how much we would have to bond for in the future. But again, there are certain areas in City Hall that are just gonna need some attention. So the electrical, the elevators, and the roof, we really are gonna need to look at, in the near future, in bond requests. And it's just a matter of what we are gonna do with this. These aren't things that we really wanna push off much longer for these three items. For equipment replacement, so what I'll do is I'll have Greg Barta come and talk to the the equipment replacement here a little bit. Greg is our recent, he was recently promoted to a Park Supervisor position out at the Park Shop and he is charge of managing our whole fleet, and then he also kind of works with all of the mechanics. So he's in charge of scheduling their work and overseeing the mechanics. So he's been with the city for how long Greg?

- [Greg] 26 years.

- 26 years and he was recently promoted into this position.

- Nice, welcome, and thanks for coming.

- [Greg] Okay, first of all is the radio system that was, I don't have any the numbers here.

- Oh sure, here, I can give you this here, I'll just need this back here. So, there's my notes, and you discuss the bid.

- [Greg] The radio system was \$110,000, we're asking for replacement of the existing radio system to bring it up to date to the same system DPWs currently has. So were gonna need all new radios. And the transmitter,

that even though he uses both, accommodated us also, and that was built into theirs when they built it. The next thing on the list is a 3/4 ton 4x4 truck, that's to replace a 1999 GMC that we have. That truck has 150,000 miles, transition brakes that are in need of repair, and the body's in poor condition, pretty rusty, being as old as it is. Next thing on the list is a 3/4 ton truck with a plow. That's gonna replace the van that Wildlife Sanctuary currently has. With the two rangers out there now, they want a truck so they can do the snow plowing and then they want a truck also instead of a van, it's more handy and more convenient for the things they do up there. And the next one is a half ton 4x4 pickup with a Tommy Lift. That's to replace a transit connect that we have that the police department is, we're working with the police department on phasing out our connects as they want 'em. So this would be for the, used by the Parks Department. They want the Tommy Lift for lifting stuff on the back, so you don't have to pick the stuff up and moving gas, we got this gas caddies, all that stuff. Next one is a 3/4 ton regular cab 4x4 with a Tommy Lift. That's to replace a 1994 3/4 ton four-wheel drive pickup which has 113,000 miles on. It needs motor, brake, and suspension work and that one also the body's in very bad condition, pretty rusty. Next one is a 72 inch mower. Our front deck mowers that we use for mowing in the parks. It's to replace a 2004 John Deere, which is 72 inch also. That one has \$2,900, it's in need of hydrostatic and steering system work on it. Next one is a 26,000 pound GBW flatbed pickup, or flatbed truck. This is to replace unit 20, which is a 1998 Ford F800. That one has 87,000 miles on it. It needs brakes and suspension work, and the body and the flatbed are in poor condition. The flatbed is pretty much worn out from piling wood, they use it as a wood truck for forestry. And the next one is a 33,000 GBW truck with a chipper box. This is to replace unit 38, which is a 2000 GMC. They wanna go with a bigger truck with all this EAB, with the ash borer and all that. They want to get a bigger truck, 'cause this one would haul about three times as much as the truck we have now. So it would be more efficient, they don't have to keep running to the dump to have to do the chips all the time. And that truck that we currently have needs a transmission and brakes are in need of repair. And the chipper box, we rebuilt it once and it's starting to rust out on the sides again. And then the last one is a 3/4 ton regular cab, 4x4 with a service body. That's to replace our 2004 GMC which is a service truck that we have over at Bay Beach. That one needs suspension and brake work, and the body is also getting pretty bad on that one.

- Okay, thank you, Greg, any questions?

- I don't have any question.

- Okay.

- I just, I wanna just kind of touch bases on a couple of these things here with the equipment. So with the radios, I just want to kinda give you a little more information on that. So all of the city departments with the exception of the Parks departments have already switched from an analog system to a digital system. So when DPW switched theirs over a year or two ago they did a lot of infrastructure work which will allow us to actually tie into their system very economically. So literally all we need to do is buy the radios and we don't have to buy all of the receivers, and all of that. So we do have quite a few radios within our department, so that's why the price of 110,000 is so much. So we do have 105 mobile radios. So those are the ones that are kind of located in our vehicles, and each of those cost about \$600. And then we do have a total of 75 portable radios which would need to be replaced, and again those are each about \$600. And what this does is, it not only for our park crews but it's also for our Bay Beach staff. If you go out there, every employee has a portable radio because they have to be in close contact with each other if issues come up. It also is for our pool staff, so the pool staff needs them. So like I said, every department with the exception of parks has already switched over to digital. What we're finding is we can stick with analog for a few more years, but it's getting harder and harder to find replacement parts, and it's getting harder and harder to find companies that will troubleshoot for us, because everybody's going to digital. So that's a little bit more information on the radios. As far as the transit goes, as Greg said, there is one vehicle that isn't that old that we're proposing to replace, and that is a transit. And what we, the police department would like to use our transit, so if this truck replacement is approved, we would just give the transit to the police department. We wouldn't sell it to them, it would just become part of their fleet and they would use it. So it's something that they're interested in, in taking over all of our transits if we're willing to give them those. So that's a little bit more on the equipment replacement. Just

one or two quick things. So with equipment replacements, that either goes through our city budget on a yearly basis, or it goes through our Capital Improvement Plan. From year to year it's different. Some years we wanna keep the city budget down, so it gets approved in the bond request. Other years it's vice versa. So in our last budget cycle, all of the equipment throughout all of the departments was cut out of the budget. So I'm sure that you'll be seeing equipment replacements from a lot of departments, or all of the departments in the bond request. It's up to the City Council to decide if they wanna fund it or not. So that's kind of a summary of the projects that we're looking at. I guess, do you have any questions specifically on anything that I've presented so far?

- Alderman Johnson.

- Two questions, Dan. Is this a 20-year bond request for everything that's on here?

- Yes.

- Okay, and does this go to, is this just a referral basically to Finance?

- This would be a referral to Finance. The only one, and you already referred the elevator one to Finance anyway, so this is a referral to Finance but the full, our full request probably will not go to Finance until the new mayor is on board because, as I mentioned, they will, they'll take our requests along with everybody else's for the year and give you a whole package. And so, although this will be referred, it'll probably be a few months before you see it on the agenda for the Finance Committee.

- Okay, so, I have no problem, I guess, referring this to Finance Committee and basically referring it to them to say this is what the the department thinks that they need. And this is probably more of a, these comments might be more relevant for the Finance Committee and the council as we proceed through the bonding process, but I have an aversion, I guess, to bonding for things like a deck mower for 20 years at \$20,000, I think we gotta find a way to take care of that out of our budget. And the other piece that kinda draws a flag for me, is things like the boiler, or was it the boiler? It might be a bad example, but like the elevator, take the elevator the last time, right, where we bonded 430,000, I think you said, and we've sat on that, and we've paid interest on it, and we've not done anything with it. And that makes me feel uneasy. So, again, probably comments more relevant for the Finance Committee. I think we need to look at every department and pull those things out. But those are at least a couple comments that would be relevant to your request here, that I at least just wanna give you the courtesy that I think as we progress through that those are probably gonna be some concerns that I do raise when that time comes.

- And I don't disagree with you. I think some of this, it would be nice if we could handle it within the budget, but as you know, year after year with the city budget, it's always tight, and we have to cut where we have to cut. So, but if we can get more money in there to handle some of these requests, I definitely would be in favor of that.

- And I think long term that's where we gotta get and the question is what do you do in the interim?

- Any other questions?

- Not I.

- Can I get a motion?

- I move to refer to Finance.

- Second.

- Okay, motion to refer to Finance by Johnson, second by Nicholson. All those in favor say aye.

- [All] Aye.

- Opposed? Motion carries. Next item, consideration with possible action on a proposed Danz Park/School property trade with the Green Bay School District, Dan?

- Yeah, so the school district, they do have funding available to install a school addition in Danz Park school, and work is tentatively scheduled to begin in March of this year. So the school district is requesting that we kinda clean up some of the property issues that we have at that park prior to the start of construction, so that everything gets properly approved. I do have several maps in there, in the agenda packet, which show what's going on. So the history of this, the property of this park and school site is actually somewhat complicated. So if you look at the plat map and do a property search, what you'll see is that the school district owns all of the property, all of the park property, and all of the school property shown on that map. That's if you look at the plat map and do a deeds or a property search through the county tax information. But then when you go back and you look at the original deeds that were given, what you'll see in the historic information is that it appears as though the city owns parcel 21-296-2, and then the school district would own parcels 21-296-1, and 21-296. So the question is, which is accurate, the historical deed information or the county plat information. So it is somewhat confusing. I guess as a staff we feel that the historical deed information would override the tax parcel information. But that being said, we are supportive of this request and what we'd like to do and what we've done is we work with the school district to kind of redefine where the property line should be, to kinda clear up some of these unknowns. And so what makes sense from a Park School management perspective, is to just put the property line right along the separation between the asphalt play area and the playground, and you just run the property perfectly north-south from there. Everything to the west would become officially park property, and everything to the east would become school district property. If you take a look at the historic deed information and if it, the school district that shows that they own the two parcels, you'll see that, if you go with that as your property designation, that part of their existing school isn't even on their property. So it is somewhat confusing. So what we would like to do is just work with the school district, work out a property trade agreement. There would be no dollars associated with this trade, it would just be, we would work with them, they would work with us, we would redefine where that property line, where it should be, and then we'll have it recorded appropriately, and we'll work with the Law Department to kinda draft those agreements and handle it that way.

- Okay, questions?

- Maybe this isn't clear to me. We're calling it a trade agreement, but we're not necessarily exchanging land, we're just saying we're getting.

- It depends.

- We're saying that this land belongs to you.

- It depends how you look at it. I mean ultimately, like I said, if you look at the historic deed information then we're giving property to them. If you look at the county tax information, they're giving property to us. So I guess it isn't technically a trade, one or the other is giving the other entity property, depending on which version you go with.

- Okay, thank you.

- I just needed that little bit of clarification.

- Yes.

- Entertain a motion?
- Motion to approve.
- Second.
- Motion to approved by Nicholson, second by Johnson. All those in favor say aye.
- [All] Aye.
- Opposed? Motion carries. Item five, Consideration with possible action on the approval of the Park, Rec, and Forestry Department policy for promoting private fundraising efforts on the Parks web page for City Park projects, Dan?
- Yeah, so just a quick update. As you know, I sent each of you an email telling you that I reposted the agenda packet yesterday with an updated version of that policy. So if you open it up now, that's what they'll be seeing, but if you printed it off last Friday you'll be looking at an older version. So summary of this policy, so at the last Park Committee, the committee did direct staff to draft a policy of how we can promote private fundraising on the city web page for approved park projects. You can see the policy on Friday, but I just wanna point out some of the highlights here and some of the main points. We won't go over everything, but the first is no information would be placed on the main city web page. So when you click on City of Green Bay, it goes to the main web page. Nothing would be on that page. This would only apply to the Parks main web page, so when you click on Park Department it goes to our web page, that is what this policy refers to. Anything other than that would probably have to go to a different committee for approval. Second point is the fundraising dollars must be used for Park Capital Improvement Projects. Another bullet point is the fundraising group must be an official 501c3 group and if they're not, they must hire a fiscal agent that the Parks Department approves of to manage the fundraising dollars. Our concern there is just making sure that if we are linking the public to a different entity for fundraising, that we're pretty confident that that money is handled appropriately and accounted for. So that's the reason for that bullet point. The next one would be the Park Committee and City Council must formally approve the fundraising effort. This would be so that we don't, it's only ones that the City Council says yes, this is an acceptable project. The next one would be that city staff would not actually create a dedicated web page for the project, we would just put the information on our own web page. If the fundraising groups decide to create their own web page, then it would be up to the Park Director to basically give authority to put a link to their web page on the Park Department website. And, we can then, it's up to the Park Director to decide what additional content would be on there. So for example, do we show a rendering on our website? Do we have a brief description on our website? That would be to my discretion to do that, but I would wanna see their their web page first just to make sure that all the information is appropriate on their web page, so if we're sending somebody to an alternate web page, we know what's on there and we're okay with what's on there. And then at the end, the posting would be removed, either at the conclusion of the fundraising efforts, or to the discretion of the Parks Director. So that's in summary. I think a fairly good draft of the policy. I guess we can talk about what other concerns and changes you would want on that, but I feel very comfortable with the policy and the Law Department did review the policy and they're okay with what's being presented in front of it.
- Dan, did you use another Park Departments Policy at another city or municipality?
- No we did not we created our own.
- 'Cause it's completely.
- With Taylor and Voss.

- Great, on the face of it I support it, but then there's always the unintended consequences, things that maybe we don't foresee. So do you feel confident that this protects the city and gives you discretion that you need? I feel it does 'cause if you actually take a look at, like I said, one of the last points I made is that the postings can be removed at the discretion of the Park Director. So if something were to change and we didn't feel comfortable promoting it, we can just go ahead and take that off. And, again, as long as the Park Committee, or the City Council and Park Committee approve the fundraising effort, and I'm okay with all of content, I feel pretty comfortable with this policy moving forward.

- Okay, Alderman Johnson?

- I appreciate the effort you put into this, Dan, and I just, what I'm kinda wondering is if maybe we created the wrong policy, and here's what I mean by that. It's, one of the provisions in here which I do think is a good one is that fundraising efforts have to be approved by the council. If we've made that decision to approve the fundraising effort, is there a reason why we wouldn't want to standardize the fundraising process, meaning that it sounds at least like all these, the Fundraising Committee has to figure it out, right? For a project that's gonna benefit the city, is there a reason why we can't have an arrangement with, say, the Greater Green Bay Community Foundation, say here's your checklist with what you need to do to fundraise for this project, and then we can give these projects sort of the equal access, I guess, to how we present and promote their fundraising efforts, knowing that we have a standardized process with how they raise those dollars.

- And that comes down to each individual fundraising group because each one wants to handle their fundraising a little different. I mean some some groups want to create their own website and promote fundraising that way. Other entities may just feel comfortable, hey I know the people, I don't need your help, I can just go out and ask the people I need and do what I need to do to fundraise. And then there's other groups which just aren't real organized, and they don't know which direction to go with this. So I think.

- See but that's the piece where I'm saying, why can't we lend some support.

- Well I think that.

- And why can't we just be the entity that collects the funds and then of course if they don't meet goals, that returns those.

- And I mean.

- And then they don't have to worry about risk with someone not meeting certain bench, you know certain requirements, and.

- Well I guess that would be a totally different policy, that would be, that would be a donation policy. What this policy is is how do we advertise it on the city web page, that's what we were directed to do. We've had a lot of discussions as far as whether or not the city should be collecting the money in these fundraising efforts or not. And per the recommendation by the Law Department, it always was, no, we really shouldn't on every single situation, because sometimes these are still kind of tentative projects and when you start collecting the money, if for some, whatever reason, the project doesn't move forward then we have to figure out a way to give the money back, and that's not something.

- Unless the foundation does it for you.

- Well, if a, that's why we're saying the foundation would handle it, so it's either the group itself has to do it if they're a 501c3, or they have to hire their own fiscal agent to do it. That's not something that really the city would really want to be in that role because one example is if you collect all the money one year and the project doesn't move forward the next year, for whatever reason, but they used it as a tax write-off, that could cause a lot of legal issues with giving the money back to them. And it's just something that the Law

Department really has discouraged the city from actually collecting the money on these. I mean we're happy to work with these donor groups to figure out a way for them to collect it, and so if they don't wanna go through a fiscal agent, or they don't wanna collect the money themselves, we do also allow them to just collect IOUs basically or a commitment, and not actually collect any funding. And that's what happened with the Pickleball group. So when they went out and fundraised their \$10,000, they have commitments for \$10,000, they didn't actually collect any money because they're not sure if the project's gonna happen because we haven't committed our 50,000 yet. So there's just a lot of technicalities, if we want to collect the money, but again, I mean that's kind of a separate subject not related to this policy in front of you. We can kind of address the fundraising policy in the future, but that wasn't really the intent of this policy.

- Right, and that's why I said, I think maybe we were on the wrong policy. And I know you did what was asked of you, and that's why I do appreciate the effort that you put into this. And if, you know, to me this seems like a reasonable document as a stopgap measure, but I think we ought to maybe take a look at a more standardized process, and we can have that, I can submit a communication for that.

- Yeah, that's fine, that would work.

- I'd entertain a motion on this.

- To.

- I want to say to approve if you don't have any changes to it.

- I'm good with it.

- Motion to approve by Nicholson,

- Second.

- Second by Johnson. All those in favor say.

- [All] Aye.

- Opposed? Motion carries. Director's Report.

- So right now we're trying to make ice on our ice rinks, and that's been a battle. We've had a lot of warm days, a lot of snow, a lot of freezing temperatures, and once we get a rink going we've had problems with them just failing. So it's an ongoing battle, along with snow removal, and along with keeping Triangle Hill open. So we haven't consistently been open on Triangle Hill either because of the cold that we've had, but now with all the snow we've recently got, we've been open and we will continue to be open out there. So we're currently building rinks at, two of 'em at Perkins, two of 'em at Beaver Dam, two at Colburn, one at John Muir, two at Red Smith, two at Edison, one at Astor, and one at McAuliffe. So that's what we're doing for ice rinks this year. The Ferris wheel, that will be delivered to Bay Beach in mid-February. So the contractor is out there doing the site work and the footings and all of that right now. And come mid-February, the first three semi loads are going to come, and towards the end of February you'll see that wheel actually being erected. So the engineering consultant is in the final stages of completing the bid documents for the renovation of the Colburn pool and bathhouse, and the final pool plans were submitted to the State of Wisconsin for review. The state is still reviewing those, I will keep you updated. But I would say in the next couple of weeks that project will go out to bid, and it will be for fall construction is what we're looking at doing. The contractor is also currently working on the 4K expansion at the Wildlife Sanctuary. They've done a lot of the footings and they're working on underground utility and slab work right now. The Third Annual Frenzy on the Fox took place on January 11th, it was our biggest event with over 350 runners, walkers, and bikers on the Fox River Trail. The 2018 slash '19 Youth Dance Program is underway and we do have a dance recital on March 5th at West High School

and there's 87 participants. So that's always a nice event, if you can have an opportunity to see that recital. The kids do a good job. And then finally the Frosty Family Fun Night at the sanctuary was held on Saturday, February 2nd, from five to eight. It was one of the, it's one of our largest annual events at the sanctuary. The events included foods, crafts, night snowshoeing, music, night walks, and a bonfire with s'mores. It's really a great event. Perfect weather this year, and we estimated about a thousand people attended that event.

- This is good.
- So that concludes my Director's Report.
- Motion to receive and place on file.
- Second.
- Motion by Nicholson, seconded by Johnson. All those in favor say aye.
- [All] Aye.
- Okay, opposed? Motion carries. Motion to adjourn?
- Motion to adjourn.
- Second.
- Motion by Nicholson, second by Johnson. All those in favor say aye.
- [All] Aye.
- Opposed? Motion carries.
- Great.
- Thank you.
- Perfect timing.
- I have to set up a meeting with Alderman.
- 10 minutes to spare.