



# **AGENDA OF THE PARKS COMMITTEE**

**WEDNESDAY, DECEMBER 10, 2025, 5:00 PM**

**In person at City Hall, Room 310.**

**Virtual attendance is also available via Zoom.**

## **A. Zoom Meeting Information.**

1. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84314784824?pwd=THBkdMwTlk4MG5DV3hhbC9xVDhXdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 843 1478 4824

Passcode: 278667

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

## **B. Roll Call.**

1. Members: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

## **C. Approval of the Agenda.**

1. Approval of the agenda for the Wednesday, December 10, 2025, meeting of the Parks Committee.

## **D. Approval of Minutes.**

1. Approval of the minutes from the November 19, 2025 Parks Committee meeting.

## **E. Regular Business.**

1. Consideration with possible action on accepting a \$1,000 Green Gifts grant from Cellcom to support the Green Bay Conservation Corps free native plant kit giveaway program.
2. Consideration with possible action on hiring Water Technology, Inc. for \$179,568 to complete the necessary engineering and construction documents for the Phase I improvements to the Joannes Aquatic Center.

3. Consideration with possible action on the request by One Astor Holdings LLC for a 15' wide Permanent Storm Sewer Easement along the Fox River Trail on Parcel 15-2 for the One Astor Park residential development.

**F. Informational.**

1. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
2. Next Meeting: January 14, 2026.

**G. Adjournment.**

1. Adjournment of the Wednesday, December 10, 2025, meeting of the Parks Committee.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT [www.greenbaywi.gov](http://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 Common Council will attend this Parks Committee meeting and will constitute a meeting of the Common Council 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**

December 10, 2025

**PREPARED BY**

**AGENDA ITEM # D.I**

Approval of the minutes from the November 19, 2025 Parks Committee meeting.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Parks Committee Minutes November 19, 2025



# **MINUTES OF THE PARKS COMMITTEE**

**WEDNESDAY, NOVEMBER 19, 2025, 5:00 PM**

**In person at City Hall, Room 310.**

**Virtual attendance is also available via Zoom.**

**Please note meeting room change.**

## **A. ZOOM MEETING INFORMATION.**

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84314784824?pwd=THBkdMwTlk4MG5DV3hhbC9xVDhXdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 843 1478 4824

Passcode: 278667

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

## **B. ROLL CALL.**

- I. Members: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

## **C. APPROVAL OF THE AGENDA.**

- I. Approval of the agenda for the Wednesday, November 19, 2025, meeting of the Parks Committee.

Moved by Ald. Jim Ridderbush, seconded by Ald. Joey Prestley to approve.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

#### **D. APPROVAL OF MINUTES.**

- I. Approval of the minutes from the October 29, 2025 Parks Committee meeting.

Moved by Ald. Melinda Eck, seconded by Ald. Joey Prestley to approve.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

#### **E. REGULAR BUSINESS.**

- I. Consideration with possible action on accepting a \$3,850 grant from the C.D. Besadny Conservation Fund / Natural Resources Foundation to provide a free native plant kit giveaway as an alternate to "No Mow May" and expand the greenhouse productivity for the Conservation Corps.

Moved by Ald. Jim Ridderbush, seconded by Ald. Joey Prestley to approve accepting a \$3,850 grant from the C.D. Besadny Conservation Fund/Natural Resources Foundation to provide a free native plant kit giveaway as an alternate to "No Mow May" and expand the greenhouse productivity for the Conservation Corps.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

2. Consideration with possible action on hiring Minnesota Playground Inc. to supply and install a GameTime playground with synthetic turf surfacing (Option 2) at Beaumont Park/School for a total cost of \$354,819.90.

Moved by Ald. Melinda Eck, seconded by Ald. Jim Ridderbush to approve hiring Minnesota Playground Inc. to supply and install a GameTime playground with synthetic turf surfacing (Option 2) at Beaumont Park/School for a total cost of \$354,819.90.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

#### **F. INFORMATIONAL.**

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

Moved by Ald. Joey Prestley, seconded by Ald. Jim Ridderbush to receive and place on file the Director's Report on updates and recent activities of the Parks, Recreation & Forestry

Department.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

2. Next Meeting: December 10, 2025

### **G. ADJOURNMENT.**

1. Adjournment of the Wednesday, November 19, 2025, meeting of the Parks Committee.

Moved by Ald. Jim Ridderbush, seconded by Ald. Joey Prestley to adjourn.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.



Report to the  
**Parks Committee**  
of the City of Green Bay

### MEETING DATE

December 10, 2025

### PREPARED BY

Dan Ditscheit, Parks Director

### AGENDA ITEM # E.1

Consideration with possible action on accepting a \$1,000 Green Gifts grant from Cellcom to support the Green Bay Conservation Corps free native plant kit giveaway program.

### BACKGROUND

At the November 19, 2025 Parks Committee meeting you approved accepting a \$3,850 grant from the C.D. Besadny Conservation Fund / Natural Resources Foundation to provide a free native plant giveaway to 200 residents. This funding for this grant will be used to improve and expand its greenhouse operations with additional materials such as soil, seed, trays, and a hoop house for expanded space to accommodate this program.

Celcom just awarded \$1,000 to the City of Green Bay through their Green Gifts grant program to also support this initiative. If this grant award is approved, the funding will be used specifically to purchase yard signs to promote this program.

### RECOMMENDATION

To approve

### FISCAL IMPACT

There is no cost to the City if this grant award is approved. The total cost for the purchase of all materials associated with this program is \$4,850.

\$3,850 - C.D. Besadny Conservation Fund / Natural Resources Foundation grant (Already approved)

\$1,000 - Cellcom Green Gifts grant (Approval under consideration)

### ATTACHMENTS

1. Cellcom Grant Notification
2. Cellcom Grant Application 2025
3. Cellcom Grant Tracking Form

**From:** Skifton, Nathan <[Nathan.Skifton@cellcom.com](mailto:Nathan.Skifton@cellcom.com)>  
**Sent:** Monday, December 1, 2025 2:44 PM  
**To:** Maria Otto <[Maria.Otto@greenbaywi.gov](mailto:Maria.Otto@greenbaywi.gov)>  
**Subject:** [EXTERNAL] Congratulations! You're a 2025 Green Gifts Recipient!

**Caution:** This email originated from a sender outside of your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Maria,

On behalf of the entire team at Cellcom, we are thrilled to inform you that your organization, City of Green Bay – Conservation Corps, has been selected as a recipient of a 2025 Green Gifts grant!

We received a record number of applications this year from incredible organizations dedicated to environmental stewardship. Your project stood out for its innovative approach and potential to make a significant, positive impact on our community's sustainability.

Congratulations!

We are proud to support your work with a grant in the amount of \$1000.

Your commitment to protecting our environment is inspiring, and we are excited to see your project come to life. The work you do is essential for building a healthier, more sustainable future for everyone in Wisconsin and the Upper Peninsula of Michigan.

Thank you for your thoughtful application and for the vital work your organization does every day.

In order to create a check, we will need a copy of your current W9. We have attached a blank form for reference.

If you have any questions on next steps, please reach out via email to [nathan.skifton@cellcom.com](mailto:nathan.skifton@cellcom.com)

Sincerely,  
The Cellcom Team

**Nathan Skifton | Marketing Specialist | Cellcom | 450 Security Blvd. Green Bay, WI 54313 | Email: [nathan.skifton@cellcom.com](mailto:nathan.skifton@cellcom.com)**  
*Cellcom is an Nsight Company*

# Cellcom - Green Gifts Grant Application

**Organization\*** City of Green Bay – Conservation Corps  
**Contact Name\*** Maria Otto  
**Phone Number\*** 920-604-9171  
**Email Address\*** maria.otto@greenbaywi.gov  
**Street Address\*** 100 N Jefferson Street  
**City\*** Green Bay  
**State\*** WI  
**Zip\*** 54301  
**Tax ID Number (to verify non-profit status)\*** FEIN # 39-6005458

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## About Your Organization

### Brief History of Organization (50 words or less)\*

With 2,658 acres in the City of Green Bay Parks, the City created an AmeriCorps program to bring more conservation efforts to Green Bay. Conservation Corps crews are responsible for improving trail systems throughout Green Bay, invigorating pollinator habitats with new native plantings, and improving native habitats with restoration practices.

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## About Your Green Initiative or Project

### Overview, goals, timeline, and project activities:

The Green Bay Conservation Corps has been working to create the “Pollinator Corridor” throughout the City by establishing native plantings. At the same time, the Green Bay Sustainability Commission has been seeking an alternative program to “No Mow May” to better support pollinators in our area.

In the spring of 2026, the Conservation Corps will launch a free native plant kit giveaway for Green Bay residents to meet the goals of both groups. The program will distribute 200 free native plant kits, each containing 15 plants (sun/shade variations), grown by AmeriCorps members. These kits will include planting plans, maintenance guides, a yard sign, and educational materials.

### Breakdown of projected costs for the project including requested amount:

We are requesting \$1,000 to help partner with this free plant kit giveaway project.

The expected costs of the project include \$400 for soil, \$600 for pots, \$250 for seeds, \$200 for a hoophouse, \$1,100 for greenhouse supplies and improvements, \$300 for promotional and

educational packets, and \$2,000 for yard signs to promote the program. We have secured \$3,850 from the Natural Resource Foundation and are seeking funding for the remaining \$1,000.

**Describe the community need addressed by your program or project:**

Native plants benefit the local wildlife, as well as improve water filtration and quality. Both are local needs of Green Bay. This program removes the financial barrier and educational gaps that may prevent Green Bay residents from benefiting from a native garden.

**Describe any educational components of your program or project:**

Each plant kit will have an educational packet. This packet will include how-to guides for preparing a planting site, how to plant, and how to maintain plantings. Additionally, they will include suggested plant designs, descriptions of each species, the benefits of native species, and resources for future projects. All educational documents will be made available for download on the Conservation Corps' website.

Plant kits will also come with a yard sign to promote the native plantings. These signs will have QR codes to the guides online. It is the intention that the yard signs will help spread awareness and educate neighbors about pollinators, native species, and water quality improvements.

**Describe how the project will be evaluated:**

Recipients of a kit will be asked to complete a follow-up survey assessing residents' knowledge gain, satisfaction with the kit, likelihood to maintain or expand native plantings, and photographic documentation of installed plantings. The number of residents who apply, receive kits, and report planting success will be tracked, mapped, and documented for future expansion.

**Provide examples of past measurable impact of organization's environmental work:**

The Green Bay Conservation Corps has installed over 50,000 native flower species in city parks. These plantings included a rain garden at Navarino Park that eliminated flooding in the park. Surveys of the installed plantings have also resulted in documenting the Federally Endangered Rusty Patched Bumblebee at 11 new sites within the City of Green Bay. This resulted in the Fish and Wildlife Service updating the Rusty Patched Bumblebee "high potential" zones for federal funding.

The Conservation Corps has also removed nearly 200 acres of invasive species, planted over 500 native trees and shrubs, hosted an annual average of 350 volunteers, and installed/maintained over 3 miles of public trails annually.



# GRANT TRACKING FORM

## **PART #1: Notification of Grant Funds**

([emailto:PamelaMa@greenbaywi.gov](mailto:PamelaMa@greenbaywi.gov))

**APPLICANT DEPARTMENT:** PRF **DATE:** 12/01/2025

**APPLICANT DEPARTMENT GRANT CONTACT NAME/TITLE:** Maria Otto/Conservation Corps Coordinator

**APPROPRIATE COMMITTEE:** Finance/Parks

**NAME OF GRANT/FUNDING SOURCE:** Green Gifts / Cellcom

**AMOUNT OF GRANT REQUEST:** \$1,000 **LOCAL MATCH REQUIREMENT:** \$0

**SOURCE OF MATCH:**  General Fund  Non-General Fund  Not Applicable

**TIMEFRAME OF GRANT:** 01/01/2026 through 06/30/2026

**TYPE OF GRANT REQUEST:**  Monetary  Other (explain under 'purpose of grant')

**PURPOSE OF GRANT (summary):** Fund the free native plant kit giveaway, specifically with the cost of yard signs.

**How does the grant meet City/Department needs?** Promotes GSI practices, the Planned Natural Landscape Ordinance, and pollinator habitat improvements.

**What are the personnel requirements (include both existing and new staff) of the grant?** Conservation Corps Coordinator required minimal time for the grant – submitting the application, completing reports, and ordering supplies.

**DEPARTMENT HEAD SIGNATURE:** \_\_\_\_\_

## **PART #2: Request to Accept Grant Funds**

(complete after notification of grant award; [emailto:PamelaMa@greenbaywi.gov](mailto:PamelaMa@greenbaywi.gov))

**AMOUNT OF GRANT AWARD:** \$1,000 **CFDA/STATE ID #:** \_\_\_\_\_

**LOCAL MATCH REQUIREMENT:** \$0

**Please describe the source of match, if applicable:** N/A

**Please describe any major changes in proposed grant-funded activities:** None.

**Please describe what the grant money will be spent on:** Promotional items and yard signs for plant kit giveaway.

<i>PART</i>	<i>TO:</i>	<i>DATE:</i>	<i>TO:</i>	<i>DATE:</i>
#1: Request to Apply	Finance Dept		FC – Info/Action	
#2: Request to Accept	Finance Dept		FC – Action	

*FC = Finance Committee*



Report to the  
**Parks Committee**  
of the City of Green Bay

## MEETING DATE

December 10, 2025

## PREPARED BY

Dan Ditscheit, Parks Director

## AGENDA ITEM # E.2

Consideration with possible action on hiring Water Technology, Inc. for \$179,568 to complete the necessary engineering and construction documents for the Phase I improvements to the Joannes Aquatic Center.

## BACKGROUND

The Joannes Aquatic Center opened in 1996. It is nearing 30 years old and is in need of some major maintenance repairs in the next few years just to keep this facility open to the public. The Parks Department hired a consultant and created a masterplan/phasing plan for improvements to Joannes aquatic center. This plan was approved by the Parks Committee and City Council.

Planned Phase I improvements included mechanical equipment replacement, new pool gutters, concrete repair to the surge tank, re-plastering the entire pool basin and various upgrades to water play amenities within the pool basin footprint.

Staff sent out requests for proposals to 8 consulting firms. Only 2 companies submitted a proposal. Staff is recommending to contract services with the low quote, Water Technology, Inc., for a total cost of \$179,568. The selected consultant will be required to complete the necessary engineering and construction bid documents for the planned Phase I improvements.

## RECOMMENDATION

To approve.

## FISCAL IMPACT

The total cost to hire the consultant is \$179,568.  
The City bonded \$200,000 in 2025 to hire this consultant.

The total estimated cost to construct the Phase I improvements is \$2,250,000. The City approved bonding \$1,125,000 in 2026 and committed to bonding \$1,125,000 in 2027 to construct this project.

## ATTACHMENTS

1. Proposal Summary - Joannes Aquatic Center Phase I
2. WTI Proposal\_Joannes Aquatic Center

<b>CITY OF GREEN BAY, WISCONSIN</b>	
<b>SUMMARY OF PROPOSALS FOR:</b>	
<b>ENGINEERING DESIGN SERVICES: JOANNES AQUATIC CENTER - PHASE I UPGRADES</b>	
<b>CONSULTANT</b>	<b>QUOTE</b>
Water Technology, Inc.	\$ 179,568.00
Burbach Aquaticcs, Inc.	\$ 216,000.00
<p>Note: RFP was sent to eight (8) companies. Two (2) companies provided a quote, one (1) declined the RFP, and five (5) had no response.</p>	



# JOANNES AQUATIC CENTER

WTI PROPOSAL | 12.03.2025

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# PROPOSAL FOR ENGINEERING DESIGN SERVICES JOANNES AQUATIC CENTER - PHASE 1 UPGRADES

City of Green Bay Department of Parks, Recreation and Forestry  
Submission Date: December 3, 2025

Dear Emma Browne,

Water Technology, Inc. (WTI) is pleased to submit the enclosed proposal in response to the City of Green Bay Department of Parks, Recreation, and Forestry's Request for Proposals for professional design services for the Joannes Aquatic Center – Phase I Upgrades. With the facility approaching three decades of successful operation, we recognize the importance of addressing essential repairs while positioning the Center for the next chapter of community use.

Our Team brings more than 40 years of dedicated aquatic design expertise, supported by licensed engineers, designers, and technical specialists who work daily within Wisconsin's regulatory environment. We maintain a deep working knowledge of codes, regulation, and permitting—along with strong relationships with state and local officials—ensuring that all design documents meet or exceed applicable standards and industry best practices. This experience, paired with a national portfolio of renovations, modernizations, and new-build aquatic environments, gives us a clear understanding of the complexities of restoring aging infrastructure while seamlessly integrating new features that improve safety, enhance guest experience, and support long-term operational efficiency.

The City's defined structure for Phase I—divided into Phase A and Phase B—is clear in its intent to ensure each component is independently bid-ready. Based on our experience and expertise with multi-phase aquatic improvements, WTI is proposing an approach that advances Phase A and Phase B concurrently. This method maximizes efficiencies for the City by:

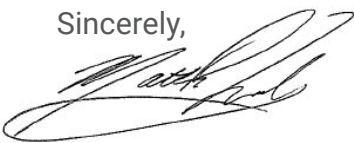
- » Allowing coordinated design development that avoids duplication of work across two separate timelines;
- » Ensuring constructability alignment between repairs and new features; and
- » Producing a seamless bid package where Phase B elements can be cleanly carried as alternates, fully contingent upon funding.

Should the City prefer to maintain strict separation between phases, WTI has provided a clear delineation of deductive cost associated with removing Phase B components from the combined development effort. Please note that this deductive value differs from what it would cost to reintroduce Phase B after Phase A has been completed independently.

Per the outlined scope, WTI does not anticipate the need for subconsultants on this project. Should that change at any point, we will notify the City to fully disclose the role and scope of any added team members.

We are committed to delivering solutions that are technically sound, community-focused, financially responsible, and aligned with the City's long-term vision for Joannes Aquatic Center. WTI appreciates the opportunity to support Green Bay in revitalizing this well-loved facility, and we look forward to the opportunity to collaborate with your team on a successful and sustainable upgrade. If any questions or clarifications arise during your review, our team is readily available and happy to assist.

Sincerely,



Matt Freeby  
Project Director  
Water Technology, Inc.

An aerial, high-angle photograph of a water park, overlaid with a semi-transparent blue filter. The image shows a large, winding river-like pool with several slides and water features. People are seen swimming and playing in the water. The surrounding area includes lounge chairs, tables, and colorful umbrellas. The text 'WTI TEAM' is prominently displayed in the center in white, bold, sans-serif font.

# WTI TEAM

# WATER TECHNOLOGY, INC.

## FIRM OVERVIEW

The WTI team is a highly qualified group of individuals comprised of creative architects, landscape architects, engineers, designers, business developers and administrators, all with a passion for aquatics. Together, we combine our talents to develop original, aquatic facilities from concept to reality. In addition, WTI maintains solid relationships with other consultants and contractors and continues to set the standards in the aquatic industry across the United States and around the world.

## PHILOSOPHY

WTI's creative energy and passion embraces the philosophy that aquatic recreation completes communities and makes them a better place to live.



## COMPANY DETAILS

- Established in 1983
- Largest Aquatic Design Firm in North America, Staff of 70+
- Quality Control Implementation
- Collaborative Team Process
- International Portfolio
- Specialized Aquatic Professionals on Staff:
  - Executive Team (5)
  - Project Development (13)
  - Project Manager/Engineer (22)
  - Licensed Architect (4)
  - Project Designer (7)
  - Mechanical Designer/BIM (9)
  - Technical Designer (6)
  - Administrative (7)

## WTI ADVANTAGES

- Solution driven planning and philosophy
- Two-way sharing process between WTI and client
- Forward-looking designs that support dynamic community programs
- Revit / BIM Capabilities
- 150+ AQUATIC Projects Per Year
- Historical database of cost estimates and realistic timelines

## EXTENSIVE PORTFOLIO

- Waterparks
- Resort and Hotel Pools
- Competition Pools
- Faith Based Community Centers
- Water Playgrounds
- Public Facilities
- Therapy and Wellness Pools
- Schools and Universities

### HEADQUARTERS

100 Park Avenue  
Beaver Dam, WI 53916  
T. 920.887.7375

### TEXAS

6636 N Riverside Dr.  
Ste. 500B  
Fort Worth, TX 76137  
T. 682.708.7007

### UK

8 Jays Park Courtyard  
Ockley, Surrey RH5 5RR. UK  
T. 682.708.7007



## MATT FREEBY, AIA, LEED AP, NCARB PROJECT DIRECTOR

Matthew Freeby brings extensive experience in designing and constructing various building types and structures. Responsible for large project development, he has managed projects ranging from \$1 million to \$100 million, from conceptual planning to construction management.

Matt is relied upon to define project scope, goals and deliverables that support WTI's business goals in collaboration with senior management. He helps to determine and assess need for additional staff and/or consultants and make the appropriate recruitments if necessary during project cycle. A registered Architect in 22 states and a NSPF Certified Pool/Spa Operator, Mr. Freeby is a LEED Accredited Professional with an advanced depth of knowledge in green building practices and sustainable aquatic design and operations. Matt's attention to detail and persistent pursuit of excellence provides the industry benchmark in aquatic design.

### EDUCATION

#### Masters Degree | Architecture

Washington University | St. Louis, Missouri

#### Bachelor of Business Administration | Finance

University of Wisconsin - Whitewater  
Whitewater, WI

#### Bachelor of Arts | Architecture

Washington University | St. Louis, Missouri

### REGISTRATIONS

**AIA Architect:** AL, AR, CA, DE, FL, HI, IN, LA, MI, MN, MO, NE, NJ, NM, NV, NY, OK, RI, TN, UT, WA, WI

**LEED Accredited Professional**

**NSPF Certified Pool / Spa Operator (CPO)**

### PROFESSIONAL AFFILIATIONS

Themed Entertainment Association (**TEA**)

American Institute of Architects (**AIA**)

National Council of Architectural  
Registration Boards (**NCARB**)

### FEATURED PROJECTS

#### Buchner Park Pool Conceptual Design

Waukesha, WI

#### Erb Park Swimming Pool

Appleton, WI

#### Richland Center Aquatic Center

Richland Center, WI

#### Baldwin Medical Center

Baldwin, WI

#### Port Superior Marina

Bayfield, WI

#### Chippewa Falls

Chippewa Falls, WI

#### VFW Park Design

De Pere, WI

#### Elm Grove Western Racquet Club Design

Elm Grove, WI

#### Leonard-Leota Park and West Side Park

Evansville, WI

#### Village Pointe Commons

Grafton, WI

#### Green Bay Colburn Pool

Green Bay, WI

#### The Tundra Lodge

Green Bay, WI

#### Water Feature

Lake Delton, WI

#### Christmas Mountain Village

Lake Delton, WI

#### Goeres Park Pool

Lodi, WI

#### Madison Goodman Pool Expansion Study

Madison, WI

#### Madison Metropolitan School District

Madison, WI

#### Soderholm Aquatic Center at UW-Madison

Madison, WI

#### Manitowoc Family Aquatic Center

Manitowoc, WI

#### Bay Area Medical Center

Marinett, WI

#### Bucks Arena

Milwaukee, WI

#### Columbia St. Mary's Hospital

Milwaukee, WI

#### Saint John's on the Lake

Active Independent Living Center

Milwaukee, WI

#### South Suburban YMCA

Milwaukee, WI



## ADAM JANESZ PROJECT MANAGER

Adam joined WTI in 2023 with over six years of experience in project management and business development within the construction industry. Adam excels in leading diverse teams and managing numerous mid to large-scale projects. With a Bachelor's Degree in Construction Management, Adam enriches each project by providing unique insights into practical aspects of design decisions, risk mitigation, cost control, schedule management, and quality assurance. In addition, he is well-poised in identifying new business opportunities and cultivating strategic partnerships. Known for his strong communication skills and ability to build strong relationships with clients, stakeholders, and team members alike, Adam brings incredible value to each project team! He is an avid learner who is passionate and committed to remain at the forefront of emerging trends and best practices in the aquatic industry.

### EDUCATION

**Bachelor of Science | Construction Management, Construction Management Technology**  
Eastern Michigan University | Ypsilanti, MI

### REGISTRATIONS

NSPF Certified Pool / Spa Operator (CPO)  
Revit Certified Professional

### PROFESSIONAL AFFILIATIONS

Safety Trained Supervisor in Construction  
(STSC Certification #STSC-20675)  
OSHA 30 Hour (Certification #600341837)  
National Association for Industrial and Office Parks (NAIOP)

### FEATURED PROJECTS

**Spencer Outdoor Aquatic Center**  
*Spencer, IA*

**Byron High School**  
*Byron, IL*

**South Elgin High School Natatorium Renovation**  
*Elgin, IL*

**Glenview Park Splash Pad**  
*Glenview, IL*

**Sand Park Pool Liner Replacement**  
*Loves Park, IL*

**Greencastle YMCA**  
*Greencastle, IN*

**Lowell High School**  
*Lowell, IN*

**Adams Central High School Pool**  
*Monroe, IN*

**Kennedy Park Outdoor Aquatic Center**  
*South Bend, IN*

**Indiana University: Bradford Woods**  
*Martinsville, IN*

**Wawasee Middle School**  
*Syracuse, IN*

**Deming Park Pool**  
*Terre Haute, IN*

**Battle Creek Waterworks Remodel Ramsey County**  
*Maplewood, MN*

**Marshall Family Aquatic Center**  
*Marshall, MN*

**Winona Municipal Pool Mechanical Renovation**  
*Winona, MN*

**Gameday Bay**  
*Canton, OH*

**Columbus Buckeye Swim Club**  
*Columbus, OH*

**Hilliard Recreation and Wellness Center**  
*Hilliard, OH*

**Sandusky Community Aquatic Center**  
*Sandusky, OH*

**Ehrnfelt Recreation & Senior Center Evaluation**  
*Strongsville, OH*

**Leonard-Leota Park & West Side Park**  
*Evansville, WI*

**Kohler Spa Phase II**  
*Kohler, WI*

**Riverbend Cold Plunge Evaluation**  
*Kohler, WI*

**Erickson Pool Mechanical Renovation**  
*La Crosse, WI*

**La Crosse Area YMCA**  
*La Crosse, WI*

**Ridgewood on the River Renovation**  
*Plover, WI*



## MIRANDA CHRISTIANSON

### DIRECTOR OF PRODUCTION

Miranda joined WTI in 2016 and has since played an integral role in driving both project and team success. With a solid background in Revit and AutoCAD and nearly two decades of hands-on experience in technical design, she has grown into a leadership role where her passion for precision and process truly shines.

As WTI's Director of Production, Miranda leads the Production Team with a focus on delivering high-quality, accurate construction documents and ensuring timely design deliverables. Known for her collaborative spirit, Miranda thrives on cross-functional teams, often acting as the bridge between Technical Design, Project Management, Mechanical Design, and the Design Team.

Miranda is engaged throughout the project lifecycle, with a strong presence from Schematic Design through Construction Documents. Her detail-oriented mindset drives an understanding of how all the pieces come together to form a cohesive whole—an approach that consistently results in clear, coordinated, and buildable documentation. Her expertise in Revit and 3D design software remains instrumental in maintaining WTI's technical standards. Under her leadership, she not only manages teams and resources but also mentors staff, fostering a robust team dynamic and commitment to quality. A natural problem-solver with an eye for both the big picture and the smallest detail, Miranda brings clarity, structure, and guidance to every project, making her an invaluable asset across all project teams.

## EDUCATION

**Associate of Applied Science | Architectural Commercial Design**

Northwood Technical College | Rice Lake, WI

## FEATURED PROJECTS

### Centennial High School

Champaign, IL

### Magic Waters Waterpark

Cherry Valley, IL

### Arndt Park Pool

Des Plaines, IL

### Great Wolf Lodge

Gurnee, IL

### Ultimate Swim

Oak Brook, IL

### Riverside Swim Club

Riverside, IL

### Rock Island YWCA

Rock Island, IL

### Romeoville Aquatic Center

Romeoville, IL

### New Trier High School

Winnetka, IL

### Stonewater Aquatic Center

Wonder Lake, IL

### JLA Hotel Pool

Detroit, MI

### Kalamazoo College Natatorium Renovation

Kalamazoo, MI

### Grand Hotel

Mackinac Island, MI

### The Saginaw Chippewa Indian Tribe Community Center

Mount Pleasant, MI

### Moores Park Pool

Lansing, MI

### Wayland Union School Competition Pool

Wayland, MI

### Bamboo Bay

Shoreview, MN

### VFW Park Design

De Pere, WI

### Evansville Aquatic Center at Larson Acres Park

Evansville, WI

### Colburn Pool

Green Bay, WI

### West Side YMCA Renovation

Green Bay, WI

### Hartford Union High School

Hartford, WI

### Kohler Spa Phase II

Kohler, WI

### Soderholm Family Aquatic Center at the Nicholas Recreation Center, University of Wisconsin - Madison

Madison, WI

### Bucks Arena

Milwaukee, WI

### Wisconsin Rapids Regional Aquatic Center

Wisconsin Rapids, WI

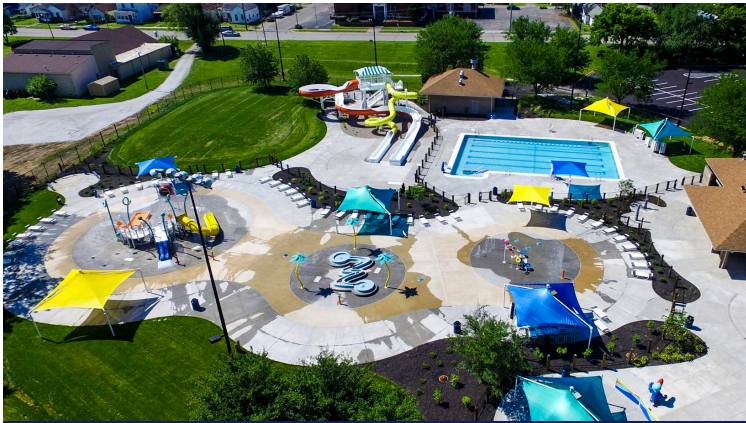
# PROJECT OWNER REFERENCES



**WISCONSIN RAPIDS REGIONAL AQUATIC CENTER**  
Joseph M. Terry, P.E., Director of Public Works, City of WI Rapids  
715.421.8255 | [jterry@wirapids.org](mailto:jterry@wirapids.org)



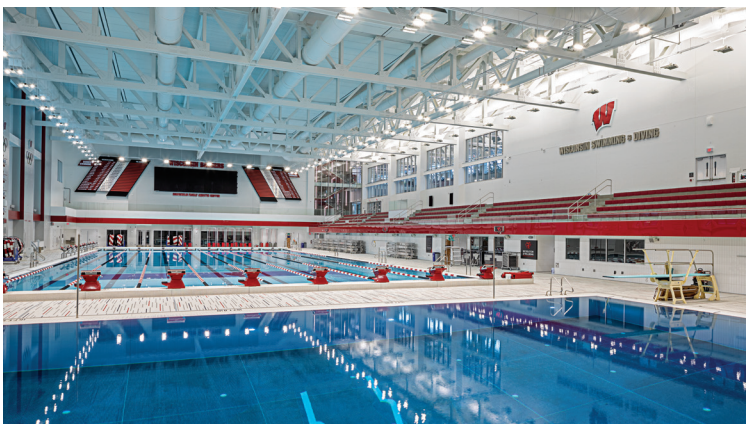
**MAYFIELD HEIGHTS COMMUNITY & AQUATICS CENTER**  
Sean Ward, Director of Recreation, City of Mayfield Heights  
440.442.2626 ext. 400 | [seanward@mayfieldheightsohio.gov](mailto:seanward@mayfieldheightsohio.gov)



**CLARKSVILLE COVE AQUATIC CENTER RENOVATION**  
Brian Kaluzny, Superintendent, Clarksville Park  
812.283.5313 | [bkaluzny@clarksvilleparks.com](mailto:bkaluzny@clarksvilleparks.com)



**EVANSVILLE AQUATIC CENTER**  
Jason Sergeant, City Administrator, City of Evansville  
608.882.2285 | [j.sergeant@evansvillewi.gov](mailto:j.sergeant@evansvillewi.gov)



**NICHOLAS RECREATION CENTER**  
Zane Hugo, Aquatics Director, University of Wisconsin  
608.265.6222 | [zane.hugo@wisc.edu](mailto:zane.hugo@wisc.edu)



**FMC NATATORIUM**  
Mary Ann Kaufman, Owner & Founder, FMC  
630.537.1188 | [fmcaquaticopportunities@gmail.com](mailto:fmcaquaticopportunities@gmail.com)

# RELEVANT EXPERIENCE





## EVANSVILLE AQUATIC CENTER

### EVANSVILLE, WISCONSIN

The City of Evansville exemplified its commitment to enhancing the community’s quality of life in revitalizing two key recreational spaces—Larson Acres Park and Leonard-Leota Park. The Evansville Aquatic Center replaces the aging municipal pool, and is now relocated to a 24-acre site, formerly West Side Park, now known as Larson Acres Park. Named in honor of Don and Virginia Larson, local community members whose family farmed the land for decades and played a pivotal role in supporting park improvement projects. The vibrant aquatic center quickly became a cherished Evansville centerpiece.

Opened the same summer, at Leonard-Leota Park, a state-of-the-art Spray Pad also serves the Evansville Community. WTI worked alongside the prime architect, who led the master planning and design for this dual park upgrade. WTI provided aquatic planning, design, and engineering services for both the Aquatic Center and Spray Pad.

The Evansville Aquatic Center features one multi-purpose body of water, providing aquatic recreation, play, competition, and leisure. The zero-depth-entry splash and play area invites and promotes play for little ones and their parents or guardians. Deeper water connects this play area to the circular activity pool; basketball hoops anchor this space, and guests may find themselves competing here for hours. Open water provides endless opportunities for recreational play. The current channel offers aerobic programming opportunities such as resistance walking, as well as provides a space for guests looking to relax and leisurely float. The six-lane, 25-yard competition pool is ideal for lap swimming, swim practice, and meets. In addition to diving blocks, an aquatic climbing wall is also located in this space. Completing the aquatic offering is a waterslide tower, featuring two body slides terminating into runouts.



## PROJECT DETAILS

### OWNER

City of Evansville  
31 S Madison St.  
P.O. Box 529  
Evansville, WI 53536

### COMPLETED

2024

### AWARDS / FEATURES

Aquatic Design Portfolio  
Athletic Business, 2025

### WEBSITE

[evansvillewi.gov](http://evansvillewi.gov)

## AQUATIC AMENITIES

8,917 SF Lifestyle Pool  
180 LF Current Channel

Zero-Depth Entry  
Play Structure, Water Table  
Aquatic Climbing Wall  
Basketball Hoops

Water Slide Complex

6-Lane, 25-Yard Competition Pool  
Starting Blocks



# VFW AQUATIC CENTER

DE PERE, WISCONSIN

After several years, the original VFW pool in DePere suffered from extensive amounts of damage and the City of DePere began searching for funds for a new aquatic center. The city received an abundance of support. "The referendum passed overwhelmingly, so we are here for the community wants. We're here for the quality of life. The community said this is a need for us" says Marty Kosobucki, Director of Parks, Recreation, and Forestry. Plans for the new aquatic center had been in the works for 5-years before coming to full fruition.

WTI was hired alongside the architect of record to assess the existing aquatic facility and incorporate feedback into the design from key stakeholders which was gathered through public meetings and interviews. Several renderings and budgets were prepared and presented before the City approved the final rendering and budget.

Groundbreaking for the \$7.14 Million aquatic facility took place in July of 2020. Despite the COVID-19 Pandemic, the project stayed on track with little to no delays. By June of 2021, the final touches were being put in place and the aquatic center opened to the public on Saturday, June 12th, just in time for some summer fun.

The 5,300 SF VFW Pool is the perfect beat-the-heat summer destination. It is equipped with a lap pool, a zero-depth entry leisure pool, diving boards, climbing wall, basketball hoop, water walk, drop slides, and a tot area for the little ones. In addition, it features a 6,150 SF bathhouse with bathrooms and changing rooms, office and guard spaces, first aid, entry lobby, meeting rooms, and concessions. There is truly something for everyone to enjoy at this family-friendly aquatic destination located on the west side of the city.

## PROJECT DETAILS

### OWNER

City of De Pere  
925 S. Sixth Street  
De Pere, WI 54115

### COMPLETED

2021

### AWARDS / FEATURES

Outstanding Facility  
Design & Renovation  
Wisconsin Park and  
Recreation Association, 2021

### WEBSITE

[deperewi.gov](http://deperewi.gov)

## AQUATIC AMENITIES

5,300 SF Lifestyle Pool  
6 lanes, 25-Meter  
Diving Boards  
Activity Zone  
Water Walk  
Drop Slide  
Water Basketball  
Climbing Wall

1,800 SF Wading Pool  
Zero Depth Entry  
Play Structure  
Interactive Water Features

Body Slides with Runouts



## WISCONSIN RAPIDS REGIONAL AQUATICS CENTER WISCONSIN RAPIDS, WISCONSIN

After years of public discussion and engagement, the City of Wisconsin Rapids decided to improve the Witter Field Park with the addition of a water park. Community feedback indicated a strong desire for having aquatics that serve both a multigenerational community and tourists who visit Wisconsin Rapids. The \$12 Million project has been funded through a mix of public funds, matching grants, private donations, and corporate contributions.

Water Technology, Inc. (WTI) was hired to provide aquatic planning, design, and engineering services for the future Wisconsin Rapids Regional Aquatic Center. Because of uncertainties in final funding totals, WTI developed multiple designs to accommodate various funding levels without compromising key amenities and features.

Two principals guided the aquatic design: to appeal to the multigenerational families of Wisconsin Rapids and to become a regional attraction. WTI designed three separate aquatic spaces to meet the diverse community needs. The first space is designed for those with small children who will enjoy the 2553 SF zero-depth entry tot pool which has geysers, interactive play features, a tot slide, and toddler-sized lazy river. The second space features an enormous 7,667 SF leisure pool, with an activity area, a lazy river with action channel, and a three-story waterslide that terminates into a refreshing plunge area. The final space is designed for fun exercise opportunities for the whole family, including a climbing wall, a diving board, and a three lane Wibit obstacle course that is fun for the whole family.

The Wisconsin Rapids Regional Aquatic Center opened its doors on July 6, 2020 to a great reception from the local community.

## PROJECT DETAILS

### OWNER

The City of Wisconsin Rapids  
521 Lincoln St  
Wisconsin Rapids, WI 54494

### COMPLETED

2020

### AWARDS / FEATURES

Aquatic Design Portfolio  
Athletic Business, 2021

Aquatics International  
Dream Designs, 2022

### WEBSITE

[wirapids.org/aquatics.html](http://wirapids.org/aquatics.html)

## AQUATIC AMENITIES

7667 SF Leisure Pool	Action Channel (75 FT)
Activity Pool 2333 SF	Lazy River (260 FT)
1M Diving Board	Tot Pool Zero-Depth Entry (2553 SF)
Climbing Wall	Tot Slide
Wibit Course	Play Features
Water Basketball	Geysers
Body Slide	

Plunge Area for Lazy River



# WOODMAN AQUATIC CENTER

RICHLAND CENTER, WISCONSIN

After careful consideration, The City of Richland Center decided it was time to replace the existing 50-year-old pool in favor of something new with reduced operational expenses. The existing pool had aged and presented operational issues such as a major leak in the pool vessel, lighting issues, and mechanical equipment that was barely functioning. WTI was hired alongside the local architect to provide aquatic planning, design, and engineering to replace this beloved community pool.

The new Woodman Aquatic Center features a multi-purpose lap pool with diving, zero-entry area with various activities, a splash pad with interactive water features, a winding lazy river, and sun decks for optimal relaxation. The slide complex features an open-flume tube slide, along with space and associated engineering for a phased addition with another waterslide.

This transformative project was made possible through support from local businesses and the Joan Woodman Ortan McCallum Foundation which provided \$2 million of the \$4.8 million project budget. Strategic collaboration between the local architect, WTI, and the city helped to bring the project into budget by putting a strong focus on operational expenses.

Following its grand opening in 2020, The Woodman Aquatic Center, won the 2020 Outstanding Facility Design and Renovation Award from the Wisconsin Parks and Recreation Association.

## PROJECT DETAILS

### OWNER

City of Richland Center  
450 South Main Street  
Richland Center, WI 5358

### COMPLETED

2020

### AWARDS / FEATURES

Outstanding Aquatic Facility Design/  
Renovation - Wisconsin Park & Recreation Association, 2021

### WEBSITE

[richlandcenterwi.gov/parksrec/page/woodman-aquatic-center](http://richlandcenterwi.gov/parksrec/page/woodman-aquatic-center)

## AQUATIC AMENITIES

8,673 SF Leisure Pool  
Two 1-Meter Diving Boards  
1 Tube Slide  
1 Tot Slide  
Zero Depth Entry  
2 Basketball Hoops  
Interactive Water Features  
Geysers

81 SF Splash Pad  
Interactive Water Features



## ERB PARK POOL

APPLETON, WISCONSIN

The Appleton Parks & Recreation Committee and Common Council approved a \$10.5 million budget to update and reconstruct the beloved neighborhood Erb Pool, bathhouse, and pavilion. The funds were also intended to update the overall park including parking lots, vehicular and pedestrian traffic, park use and aesthetics.

WTI worked with the City of Appleton Parks and Recreation and the lead consultant, MSA Professional Services, Inc. of Baraboo, to create and present three preliminary plans for public input. Each option included an eight-lane, 50-meter pool, and a second pool with a zero-depth entry featuring an area dedicated to intermediate swimmers and possible water slides. The team held interviews with stakeholders and public meetings to determine the final plan presented to the Parks and Recreation Committee for review and comment. Once approved, WTI began work on the detailed drawings for construction.

The facility celebrated its grand opening in July of 2017 with massive crowds and lots of smiles. This historic park has been rejuvenated and will continue to be a recreational pillar of strength in the Appleton area.

## PROJECT DETAILS

### OWNER

Appleton Parks & Recreation 100 N.  
Appleton St. Appleton, WI 54911  
(920) 832-5905

### COMPLETED

2017

### AWARDS / FEATURES

Aquatic Design Portfolio  
Athletic Business, 2019

### WEBSITE

[appletonparkandrec.org](http://appletonparkandrec.org)

## AQUATIC AMENITIES

50 Meter Competition Pool  
8 Lanes  
1 Meter Spring Board Diving  
6,177 SF Leisure Pool  
Geysers and Deck Sprays  
Custom Elevations  
Interactive Water Features

Run-out Body Slides  
Concessions  
Sun Turf  
Shade

Tot Slide  
Water Basketball



# PROFESSIONAL SERVICES PROPOSAL



# Professional Services Proposal

## Joannes Aquatic Center-Phase 1 Upgrades Green Bay, Wisconsin

WTI Project Number: 25460.01  
December 3, 2025

### Client

Green Bay Parks Department  
100 North Jefferson Street, Room 510  
Green Bay, WI 54301

Emma Brown, PE  
Park Planner  
T. 920.448.3383  
emma.brown@greenbaywi.gov

### Consultant

Water Technology, Inc. (WTI)  
100 Park Avenue, PO Box 614  
Beaver Dam, WI 53916  
www.wtiworld.com

Matthew W. Freeby, AIA, LEED AP, NCARB  
Project Leader  
M. 920.210.2194  
mfreeby@wtiworld.com

Camryn Ballweg  
Strategic Partnerships  
M. 608.393.9685  
cballweg@wtiworld.com

# Project Understanding

## Scope

The Aquatic Scope of services is defined in the RFP “Engineering Design Services Joannes Aquatic Center – Phase I upgrades” dated 10-14-2025.

## Description

This proposal is based on the following preliminary design criteria for tasks defined in the RFP as Phase A & B;

- Phase A
  - Pool basin replastering
  - Gutter Replacement
  - Surge Tank Repairs
  - Other general maintenance needs as identified
- Phase B
  - Add aquatic play structure to pool
  - Add aquatic play table to pool
  - Add 1 shade structure in pool
  - Add two basketball hoops to pool
  - Add one AquaZip’n to pool

## Budget

The project budget for Phase A is anticipated to be approximately \$1.76 million.

The project budget for Phase B is anticipated to be approximately \$470,000.

# Scope of Services

## Program and Concept Review

WTI will review and validate the pool’s conceptual design provided in a previous study and propose revised layouts where needed or applicable taking into consideration: serviceability, accessibility, size (considering project occupancy), efficiency, code requirements and best practice. WTI will also:

- Phase A
  - Confirm Aquatic scope for pool finish replacement
  - Confirm Aquatic scope for pool gutter replacement
  - Confirm Aquatic scope for pool surge tank repairs
  - Confirm Aquatic scope for general maintenance items
- Phase B
  - Review options for addition of a play structure to pool
  - Review options for addition of an aquatic play table to pool
  - Review options for addition of one shade structure to pool
  - Review options for addition of two basketball hoops to pool
  - Review options for addition of one AquaZip’n to pool

## Schematic Design

WTI will consult with the Client to confirm project goals and requirements and develop the spatial relationships of the aquatic components of the project. For the Schematic Design (SD) phase, WTI will perform the following tasks:

- Phase A
  - Document Aquatic scope for pool finish replacement

- Document Aquatic scope for pool gutter replacement
- Document Aquatic scope for pool surge tank repairs
- Document Aquatic scope for general maintenance items
- Phase B
  - Confirm Aquatic scope for addition of a play structure to pool
  - Confirm Aquatic scope for addition of an aquatic play table to pool
  - Confirm Aquatic scope for addition of one shade structure to pool
  - Confirm Aquatic scope for addition of two basketball hoops to pool
  - Confirm Aquatic scope for addition of one AquaZip'n to pool
- Develop Aquatic Drawings
  - SD Level Plans, Sections, and Details
- Develop Rough Order of Magnitude (ROM) Aquatic Construction Cost Opinion

### Schematic Design - Deliverables

- SD Drawings (60% documentation)
- ROM Aquatic Construction Cost Opinion

*Client shall review phase specific deliverables and provide written approval.*

### Design Development

Based on the Client approved SD Deliverables, WTI will develop designs of the aquatic areas and systems. For the Design Development (DD) phase, WTI will perform the following tasks:

- Conduct Inter-Disciplinary Review and Coordinate with other Consultants of the Client
- Finalize Pool Wall Profile(s)
  - Shapes and Depths
- Define Pool Specialty and Mechanical Equipment
- Develop Pool Mechanical Equipment Layout
- Develop Aquatic Drawings (Phase A)
  - Detail Aquatic scope for pool finish replacement
  - Detail Aquatic scope for pool gutter replacement
  - Detail Aquatic scope for pool surge tank repairs
  - Detail scope for general maintenance items
- Develop Aquatic Drawings (Phase B)
  - Document Aquatic scope for addition of a play structure to pool
  - Document Aquatic scope for addition of an aquatic play table to pool
  - Document Aquatic scope for addition of one shade structure to pool
  - Document Aquatic scope for addition of two basketball hoops to pool
  - Document Aquatic scope for addition of one AquaZip'n to pool
- Develop Draft Specifications
- Develop Preliminary Aquatic Construction Cost Opinion

### Design Development - Deliverables

- DD Drawings (75% documentation)
- Draft Specifications
- Preliminary Aquatic Construction Cost Opinion

*Client shall review phase specific deliverables and provide written approval.*

## Construction Documents

Based on the Client approved DD Deliverables, WTI will finalize the designs of the aquatic areas and systems. Final CD Deliverables will contain information suitable for contractors to provide construction pricing or bidding. Final CD Drawings provided by WTI will contain the Professional Seal of an Architect or Engineer licensed in the State/Province of the project site and will be suitable for review by permitting agencies with jurisdiction over the project. Some elements of the pool or pool systems selected may require delegation to the contractor for design services and the certifications of a design professional licensed in the project location (Delegated Design). The Owner and the Architect will specify performance and design criteria that such services must satisfy. The contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the contract documents. The contractor shall cause such services and or certifications to be provided by a properly licensed design professional, whose signatures and seal shall appear on all drawings, specifications, certifications, shop drawings, and other submittals prepared by such professional. For the Construction Document (CD) phase, WTI will perform the following tasks:

- Finalize Coordination with other Consultants of the Client
- Finalize Utility Requirements
- Finalize and Assemble Pool and Pool Mechanical Aquatic Drawings
  - Pool Plans, Sections, and Details – Finish Demolition
  - Pool Plans, Sections, and Details – Finish Replacement
  - Pool Plans, Sections, and Details – Pool Gutter Demolition
  - Pool Plans, Sections, and Details – Pool Gutter Replacement
  - Plans, Sections, and Details – Surge Tank repair selective demolition
  - Plans, Sections, and Details – Surge Tank repairs
  - Pool Plans, Sections, and Details – general maintenance items
  - Pool Plans, Sections, and Details – Play Structure installation required demolition
  - Pool Plans, Sections, and Details – Play Structure installation
  - Pool Plans, Sections, and Details – Play Structure installation required piping
  - Pool Plans, Sections, and Details – Aquatic Play Table installation required demolition
  - Pool Plans, Sections, and Details – Aquatic Play Table installation
  - Pool Plans, Sections, and Details – Aquatic Play Table installation required piping
  - Pool Plans, Sections, and Details – Shade Structure installation required demolition
  - Pool Plans, Sections, and Details – Shade Structure installation
  - Plans, Sections, and Details – Basketball Hoops installation required demolition
  - Plans, Sections, and Details – Basketball Hoops installation
  - Plans, Sections, and Details – AquaZip’n installation required demolition
  - Plans, Sections, and Details – AquaZip’n installation
  - Pool Equipment and Finish Schedules
  - Pool Mechanical Plans, Schedules, and Details
  - Pool Piping Plans, Schedules and Details
  - Pool Mechanical Schematics
- Finalize Specifications
- Perform Internal Quality Assurance Procedure
- WTI will complete draft Swimming Pool permit applications with project specific information for local jurisdiction.

## Construction Documents - Deliverables

- 95% CD Drawings
- Final CD Drawings
- Final Specifications
- Draft Pool Permit Application(s)

*WTI shall provide a 90% review set in advance of final deliverable. Client to provide comments and feedback no later than 30 days prior to final deliverable due date. Client shall review phase specific deliverables and provide written approval.*

## Bidding and Negotiation

WTI will assist the Client during bid document preparation and negotiation of the Contract Documents. For the Bidding and Negotiation (BN) phase, WTI will perform the following tasks:

- Address Questions and Comments from Permitting Agencies
- Respond to aquatic related Request For Information (RFI)
- Provide information and clarifications for Client's Addenda
- Assist in the interview of the Pool Contractors, if requested by Client
- Conformed Aquatic Documents

## Bidding and Negotiation - Deliverables

- RFI Responses (if required)
- Addenda Support Documents (if required)
- Conformed Aquatic Documents

*Client shall provide approved Swimming Pool permit prior to construction. Client shall review phase specific deliverables and provide written approval.*

## Construction Administration

WTI will assist the Client during construction of the project. WTI will periodically visit the project site and will endeavor to observe the construction for conformance to the CD Deliverables. For the Construction Administration (CA) phase, WTI will perform the following tasks:

- Review and respond to requested Submittals including Shop Drawings and other information
- Review and respond to Pool Contractor Change Order requests
- Correspond with Permitting Agencies regarding aquatic questions
- Review and respond to Pool Contractor prepared Aquatic Operation and Maintenance Manual
- Conduct Site Visit(s)
- Provide Field Reports on Site Observations
- Review Punch List prepared by Pool Contractor

## Construction Administration - Deliverables

- Shop Drawing Responses
- Change Order Responses
- O&M Responses
- Field Reports
- Punch List Responses

*Client shall review phase specific deliverables and provide written approval.*

## Requirements

The following information, materials, and approvals are required for WTI to effectively and efficiently perform the services described in this proposal. The Client shall provide WTI, at no cost, with the following:

- Project site surveys
- Original design drawings
- As-built record drawings
- Suction outlet fixture assembly (SOFA) certifications (including SOFA certification statement, make/model, installation date, & connected pump maximum flow rate/s)
- Registered Design Professional (RDP) SOFA Reports for non-manufactured SOFAs
- Project site geotechnical analysis and reports

- WTI will base design upon standard soils conditions with an assumed bearing capacity of 2,500 pounds per square foot. If soil conditions differ, or include expansive, environmental, high groundwater, organics or other deleterious conditions, additional structural services and fees may be required.
- Project site water analysis and testing
- Preferred title block, sheet sizes, or other drawing format details
- Background drawings and models, including site and building(s), for incorporation of WTI designs
- Written approval of WTI produced Deliverables at the completion of each Phase of work
- Construction contract bid documents and addenda
- Construction contract bid responses and results

## Participant BIM Project Brief

WTI will produce digital designs for incorporation into the Client's drawings and models. WTI anticipates producing three-dimensional BIM models consisting of 3D model geometry and digital data required to necessitate the requested BIM LOD up to BIM LOD 300. WTI design models will only contain information pertinent to our services and will not include information relevant to fabrication, construction, or facilities management. Inclusion of additional data in digital models, such as ongoing model updates for record drawings, facility management, etc. may be requested as an Additional Service. Reference WTI's BIM Level Definitions document for an outline of what may be included with each level. WTI will participate in Revit model exchanges and typical BIM coordination phone calls as requested (not to exceed a once per weekly meeting and not including detailed clash detection).

## Schedule

Our fee is based on the following projected phase schedule:

Programming and Review: 1 - 2 weeks

Schematic Design: 2 - 4 weeks

Design Development: 4 - 6 weeks

Construction Document Preparation and Quality Control Review: 6 - 8 weeks

We understand that abbreviated schedules may sometimes be required, however in our experience, this puts the Owner, Client and WTI at risk. To expedite a project, please be aware that a discussion of those risks is required, in addition to a corresponding fee adjustment.

## Services Provided by Others (Coordinated with WTI)

WTI will assist with coordinating all WTI provided services with other disciplines of the project team. A non-comprehensive outline of scope for coordination and exclusion from the proposed WTI Scope of Services is below. The following services and project scope shall be the responsibility of the Client, or other Consultants of the Client.

### Architecture / Landscape Architecture

- Building or enclosures
- Change facilities, locker rooms, food areas, retail areas, offices and/or other support spaces
- Pool mechanical, chemical and equipment storage rooms
- New pumps for new or revised pool activities, if required
- Landscaping and irrigation
- Fences, perimeter barriers and pedestrian walks
- Shade structures and pavilions, other than one shade structure in pool as outlined in RFP
- Pool safety, directional or other signage

### Civil Engineering

- Parking and vehicular access
- Storm and Sanitary sewers
- Site grading and drainage

- Pool filter backwash disposal piping
- Utility distribution, including gas, electric and water
- Pool underdrain or dewatering systems, if required
- Earthwork/soil improvement required for pool construction.

## Structural Engineering

- Building foundations, footings, bearing and spanning systems, including building support of pool vessels, pool area, pool mechanical equipment, and pool piping
- Surge tank concrete and reinforcement, access hatch, and ladder if required
- Pump pit(s) concrete and reinforcement, grating, railings, and stairs if required
- Waterproofing Specification. (Waterproofing scope recommended by structural.)
- Filtration and other mechanical equipment pads and slabs
- Pool area concrete and reinforcement, and joint sealant
- Any special inspections required by permitting officials

## Mechanical Engineering

- Boilers, pool water heat exchangers, controls and booster pumps required for flow to water heating equipment
- Pool heater venting and exhaust
- Pool chemical storage room venting and exhaust
- Pool mechanical equipment room HVAC

## Electrical Engineering

- Aquatic Electrical Drawings
  - Layout and Specification of Pool Electrical Equipment including electrical disconnects, variable frequency drives, and/or motor starters for all pool pumps.
  - Power supply distribution schedules and coordination complete to pool equipment.
- Bonding and grounding plans and details for all pools, adjacent decks, deck equipment, and pool electrical equipment.
- Pool mechanical equipment room subpanel(s) and breakers
- Pool room/area lighting and outlet power
- Pool mechanical equipment room lighting and outlet power
- Controls and low voltage wiring

## Plumbing

- Pool deck drains, drain locations, and drain piping to waste
- Pool mechanical equipment room floor drains and drain piping to waste
- Pool filter backwash/drain plumbing, sump, and duplex sump pump system
- Pool mechanical equipment room potable water supply including piping to pool auto-fill
- Pool mechanical equipment room emergency eyewash station
- Fire protection system

## Testing and Analysis

- Geotechnical testing and analysis
- Local water testing and analysis
- Water loss and leak detection
- 3D Laser Scan of Pool

## Feasibility and Operations

- Demographic research and analysis
- Revenue and expense forecasting
- Operational evaluation and analysis

- Facility and market research

## Administrative

- Permits and regulatory fees.
  - WTI will provide pool system information to the Client to complete construction permit applications but is not responsible for submission nor payment of fees.
- Front-end specifications
- LEED® Registration and Application
- Document reproduction and distribution
- Preparation of addenda
- Maintenance of the plan holder list
- Record Drawings (unless accepted as an Additional Service)

# Terms and Conditions

## Basis of Agreement

This proposal incorporates by reference AIA Document B101-2017, Standard Form of Agreement Between Owner and Architect, or AIA Document C401-2017, Standard Form of Agreement Between Architect and Consultant. The general conditions of the contract will be defined in AIA Document A201-2017, General Conditions of the Contract for Construction.

## Scope of Services

Services offered are limited to those services described in the proposal. No other services are offered or implied unless specifically addressed in the proposal.

## Expiration

The attached proposal is considered valid for a period of ninety (90) days from the date of the proposal or its last revision date, if any. Proposals older than ninety (90) days are expired, unless reissued by WTI with a reissue date.

## Payment

All proposals are based upon payment in US dollars. Invoices will be issued monthly and are payable within forty-five (45) days of date of invoice. An interest rate of one percent (1.0%) per month will be payable on any amount not paid within this time period. Attorney's fees and any other costs incurred in collecting delinquent accounts shall be paid by Client. WTI will invoice professional fees monthly, on a percent complete basis, throughout the project term.

## Hourly Charges/Additional Services

WTI personnel will be charged at the following rates:

Principal/Director	\$250.00
Project Manager/Engineer	\$185.00
Creative Studio	\$160.00
Project Design	\$145.00
Mechanical Design	\$170.00
Technical Design	\$105.00
Administrative	\$75.00

These rates are valid for a period of twelve (12) months from date of an accepted proposal. These rates are not valid for work involving claims settlement, expert witness or litigation work. Additional services, if requested by Client, will be performed on a stipulated sum or hourly basis, as agreed to in writing by both parties prior to initiating the additional services.

## Reimbursable Expenses

Expenses and services not directly provided by WTI will be invoiced at one and 10/100 (1.10) times cost. International travel is business class air. Domestic airfare will be premium economy (changeable and refundable). These costs are not included in WTI's fee unless specifically noted as included in our proposal. Air fares are based on seven (7) days advanced purchase. Costs associated with customer requested modifications to travel arrangements after purchase by WTI will be an addition to the contract sum.

## Additional Project Related Costs

The following costs are not included in our proposal and should be anticipated in the owner's budgeting: geotechnical services and reports, topographic and boundary surveys (site surveys), testing, project related insurance, legal and safety consultant services, permits and fees, and marketing and operations development.

## Standard of Care

Services provided by WTI under this Agreement will be performed in a manner consistent with that degree of skill and care ordinarily exercised by members of the same profession currently practicing under similar circumstances and in accordance with the governing codes and regulations adopted at the time of the execution of this Agreement. No other warranty or representation, either expressed or implied, is included or intended in our proposals, contracts, plans and specifications or reports.

## Risk Allocation

Client agrees that to the fullest extent permitted by law, WTI's total liability to Client for any and all injuries, claims, losses, expenses, damages or claims expenses arising out of this Agreement from any cause or causes, shall not exceed the total amount of fees for services for this project or twenty-five thousand and no/100 dollars (\$25,000.00), whichever is greater.

## Governance

This Agreement shall be governed by the laws of the State of Wisconsin.

## Insurance

Notwithstanding any other provisions in this Agreement, nothing shall be construed so as to void, vitiate, adversely affect or in any other way impair any insurance coverage held by either party to this Agreement. During the term of this agreement, WTI agrees to provide evidence of insurance coverage as shown in the example Insurance Certificate attached hereto. In addition, WTI will attempt to maintain continuous professional liability coverage for the period of design and construction of this project, and for a period of three (3) years following substantial completion, if such coverage is reasonable available at commercially affordable premiums. For the purposes of this agreement, "reasonably available" and "commercially affordable" shall mean that more than half the design

professionals practicing in this state in this discipline are able to obtain such coverage. Owner will require that any party hired for the construction of the project, including but not limited to the general contractor, construction manager, and subcontractors will include, in addition to the Owner, Water Technology, Inc. and its consultants as additional insured for all policies related to the project. Standard insurance carried by WTI is as follows:

General Liability (Occurrence)	\$1.0 Million USD
General Aggregate (Project)	\$2.0 Million USD
Automobile	\$1.0 Million USD
Umbrella/ Excess (Occurrence)	\$4.0 Million USD
Workers Compensation	Statutory
Professional Liability (Occurrence)	\$2.0 Million USD
Professional Liability (Aggregate)	\$4.0 Million USD

Costs for additional coverage limits, if requested, will be paid for by Client.

#### Photography

The project architect agrees that any published photos, descriptions or award submittals of the project that include reference to the aquatic work shall include WTI as the aquatic consultant.

#### Client Services

As part of WTI's quality assurance program, WTI will contact the Owner regarding services provided by WTI.

#### Dispute Resolution

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, Client and WTI agree that all disputes between them arising out of or relating to this agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise. Client and WTI further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing all mediation as the primary method for dispute resolution, between the parties to those agreements. No mediation arising out of or relating to this agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to this agreement, except by written consent containing a specific reference to this agreement signed by Client, WTI and any other person or entity sought to be joined. Consent to mediation involving an additional person or entity duly consented to by the parties to this agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

#### Hazardous Materials

Client represents to WTI that to the best of Client's knowledge no hazardous or toxic substances within the meaning of any applicable statute or regulation are presently stored, or otherwise located, on the project site or adjacent thereto. Further, within the definition of such statutes or regulations, no part of the project site or adjacent real estate, including the ground water located thereon, is presently contaminated.

#### Existing Conditions

Inasmuch as the remodeling and/or rehabilitation of an existing site/structure requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the building, Client agrees, to fullest extent permitted by law, to indemnify and hold the design professional harmless from any claim, liability or cost (including reasonable attorney's fees and costs of defense) for injury or economic loss arising or allegedly arising out of the professional services provided under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the design professional.

#### Termination

Either party may terminate the agreement for convenience after seven (7) days written notice of intent to terminate. Client shall be responsible for all costs and charges incurred up to the date of termination, including reasonable costs for WTI to close the work and organize files. WTI agrees not to charge for lost or anticipated profits on the work not completed and will provide copies of work files to Client upon receipt of final payment.

# Fee for Professional Services

## Fee

WTI professional services are offered for a stipulated lump sum and are contingent upon WTI Terms and Conditions.

Fee for Professional Services ..... \$ 179,568.00 USD

### *Fee Breakdown per Phase*

Program and Concept Review .....	8%
Schematic Design.....	15%
Design Development .....	30%
Construction Documents.....	35%
Bidding & Negotiation .....	2%
Construction Administration .....	10%

## Meetings & Trips

WTI anticipates the following number of meetings and trips to facilitate the proposed work.

Design and Coordination Meetings .....	6 (virtual)
Design and Coordination Meetings .....	4 (in person)
Construction Administration Meetings .....	4 (virtual)
Construction Administration Site Visits.....	3 (in-person)

## Reimbursable Expenses

Project related reimbursable expenses such as travel, shipping and printing are included in WTI's proposed fee. Swimming Pool permit review fees, if applicable, are also included.

## Acknowledgement

This proposal will remain valid for a period of 90 days. Please provide the signature of an authorized representative on the line below indicating acceptance of the proposed scope and fee for professional services.

**Water Technology, Inc.**

**City of Green Bay Department of Parks, Recreation, and Forestry**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name / Title*

\_\_\_\_\_  
*Name / Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

# Additional Services

As an additional service for our Clients, WTI proposes the following supplementary scope of work for consideration. Please indicate acceptance by initialing box next to selected alternate.

Alternate 1: Additional Site Visits ..... \$ 1,700.00 USD  
If additional site visits are requested, WTI will charge an additional fee per trip.

Alternate 2: Record Drawings – Construction Record ..... 15% of CD Phase Fee  
WTI will issue, at the completion of the project, a set of record documents which will include Contractor provided documented modifications. Modifications are limited to contractor supplied information, and could include dimensional modifications, equipment locations, pipe routing. Services do not include evaluation of modifications, coordination, structural revisions, or permit revision submission.

Alternate 3: Deletion of Phase IB Services ..... <\$ 36,825.00 USD>  
WTI will delete the SD, DD and CD phase documents, in addition to Bidding and Construction Administration support, as needed to complete the Phase IB document package for the proposed conceptual design.

Alternate 4: Addition of Phase IB services after Completion of Phase IA documents..... \$ 74,525.00 USD  
WTI will add the SD, DD and CD phase documents, in addition to Bidding and Construction Administration support, as needed to complete the Phase IB document package for the proposed conceptual design after the completion of Phase IA documentation.



Report to the  
**Parks Committee**  
of the City of Green Bay

### MEETING DATE

December 10, 2025

### PREPARED BY

Dan Ditscheit, Parks Director

### AGENDA ITEM # E.3

Consideration with possible action on the request by One Astor Holdings LLC for a 15' wide Permanent Storm Sewer Easement along the Fox River Trail on Parcel 15-2 for the One Astor Park residential development.

### BACKGROUND

One Astor Holdings LLC requested a 15' wide permanent storm sewer easement on parcel 15-2 to accommodate their stormwater outfall pipe for their proposed adjacent residential development. They are proposing to bury a stormwater pipe under the Fox River Trail. They are currently scheduled to break ground on their 125-unit development in the next few months.

### RECOMMENDATION

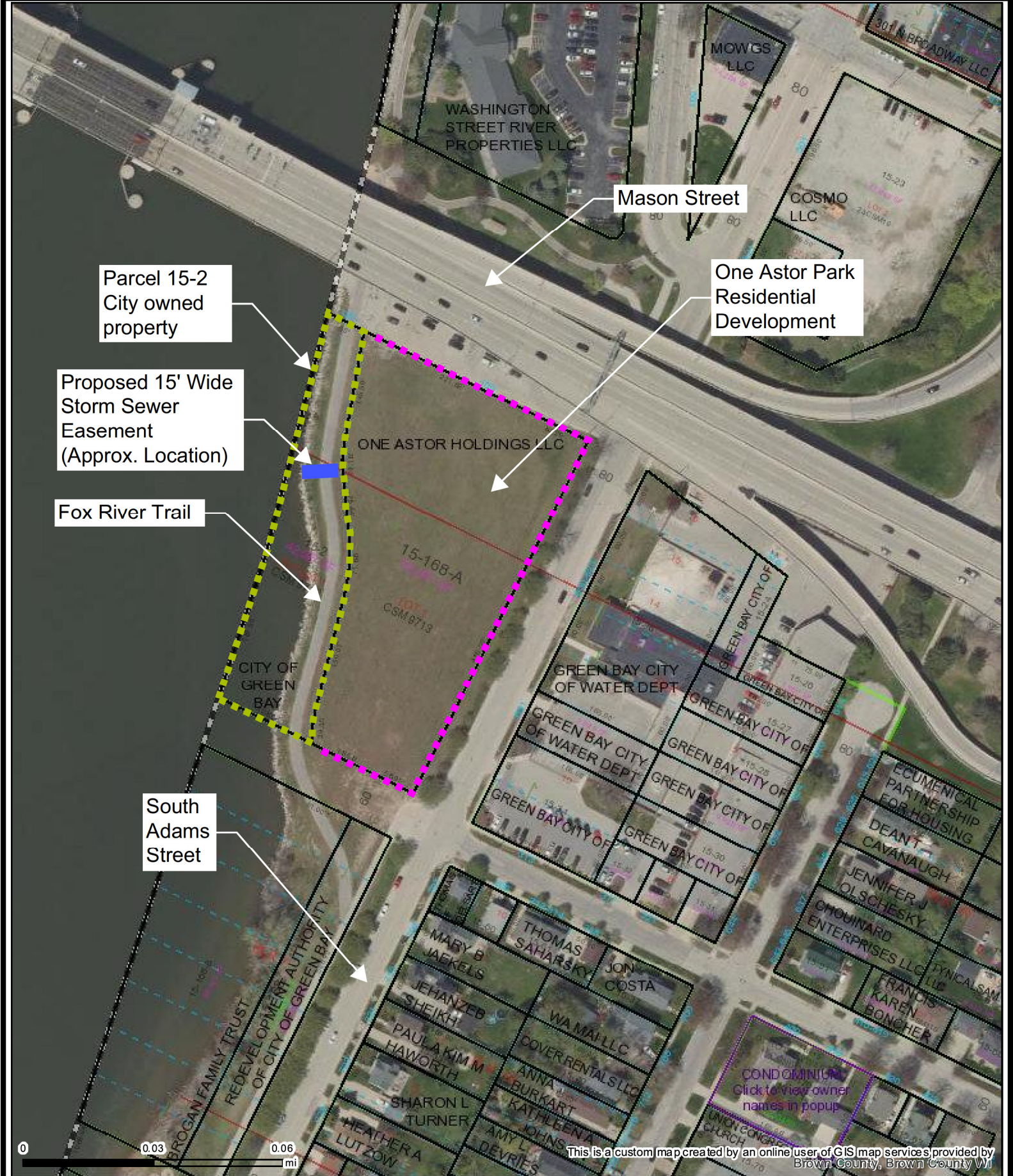
To approve.

### FISCAL IMPACT

There is no financial impact to the city by granting this easement. All costs associated with this work will be covered by the developer.

### ATTACHMENTS

1. One Astor Property Map 1B
2. Storm Sewer Easement
3. Storm Sewer Easement Exhibit
4. One Astor Park Plan



This is a custom map created by an online user of GIS map services provided by Brown County, Brown County WI

**Parcel 15-2**  
**Fox River Trail**  
**Proposed 15' Wide Proposed Storm Sewer Easement**

**EASEMENT FOR STORM SEWER PURPOSES**

It having been deemed necessary for the improvement, maintenance or protection of public or private property to occupy or use lands owned by the CITY OF GREEN BAY, A WISCONSIN MUNICIPAL CORPORATION (hereinafter ‘GRANTOR’), in the City of Green Bay, Brown County, Wisconsin.

KNOWN ALL BY THESE PRESENTS that the GRANTOR for and in consideration of the sum of Ten and no/100 dollars (\$10.00) paid to it the receipt of which is hereby acknowledged, does convey unto ONE ASTOR HOLDINGS LLC, (hereinafter ‘GRANTEE’), a PERMANENT EASEMENT and right-of-way including the perpetual right to enter upon the real estate hereinafter described at any time that it may seem fit and construct,

<u>Return this document to:</u> City of Green Bay - Clerk 100 N. Jefferson Street Green Bay, WI 54301-5026
Tax parcel Numbers: <b>15-2</b>

maintain and repair storm sewer drainage facilities and structures for the purpose of conveying water across, through and under the lands described in EXHIBIT A, together with the right to excavate and refill trenches for the location of said storm sewer drainage facilities and structures and the further right to remove trees, bushes, undergrowth and other obstructions interfering with the location, construction and maintenance of said storm sewer drainage facilities and structures over the lands described in EXHIBIT A.

It is expressly understood and agreed that during the construction of said storm sewer drainage facilities and structures, materials and excavation may be placed beyond the limits of the lands as described in EXHIBIT A, said materials and soil shall be removed immediately upon completion of construction and ground restored to the condition prior to construction.

After the construction of said storm sewer drainage facilities and structures, the GRANTOR and its successors shall have and retain all rights to the use and occupation of said lands described in EXHIBIT A, provided that no structures shall be erected over said described lands.

For the purpose of the construction, maintenance and repair of said storm sewer drainage facilities and structures, the said GRANTEE shall have the right to enter, pass over and use said easement area across the GRANTOR’S premises and the lands adjacent thereto for the transportation, laying down, and storage of materials, tools and equipment, the depositing and removal of excavated materials, and for other purposes incidental to the work, but shall do so with the least inconvenience practicable to the GRANTOR, and provided that in the event any damage is caused to said real estate or to the lands adjacent thereto, including buildings erected thereon, by reason of the GRANTEE entering thereon for the purpose of the maintenance and/or repair of said storm sewer drainage facilities and structures, said GRANTEE shall fully compensate said GRANTOR or

successors thereof. The GRANTOR retains the right to enter the easement area at any time for any municipal purpose, provided such entry does not unreasonably interfere with the GRANTEE'S storm sewer facilities.

This agreement is binding upon the heirs, successors and assigns of the parties hereto.

X \_\_\_\_\_

X \_\_\_\_\_

\_\_\_\_\_  
Print or type name and title above

\_\_\_\_\_  
Print or type name and title above

STATE OF \_\_\_\_\_ )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

Personally, came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named \_\_\_\_\_  
to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_

(Print or Type name of notary above)

Notary Public, \_\_\_\_\_, \_\_\_\_\_  
County State

My Commission Expires: \_\_\_\_\_

This instrument drafted by:  
**Excel Engineering, Inc.**

Project: **One Astor Storm Sewer Facilities**  
Parcel Numbers: **15-2**

EXHIBIT A

DESCRIPTION OF STORM SEWER EASEMENT AREA

**GRANTOR: *CITY OF GREEN BAY, A WISCONSIN MUNICIPAL CORPORATION***

**GRANTEE: *ONE ASTOR HOLDINGS LLC***

***LEGAL DESCRIPTION:***

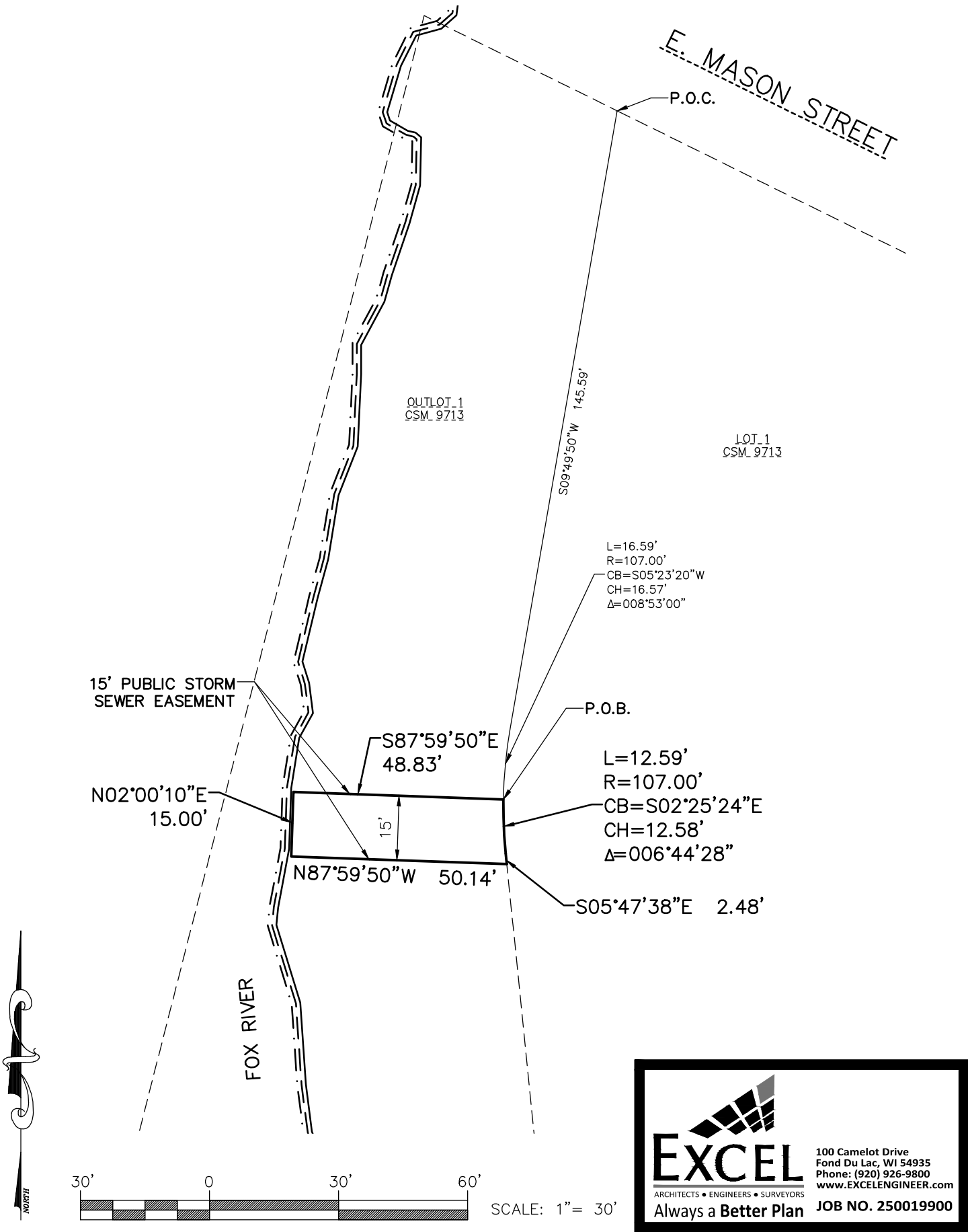
A 15' Public Storm Sewer Easement located within Outlot 1 of Certified Survey Map No. 9713, recorded in the Brown County Register of Deeds as Document No. 3054697, being located in the City of Green Bay, Brown County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of said Outlot 1; thence South 09°-49'-50" West along an Easterly line of said Outlot 1, a distance of 145.59 feet; thence Southwesterly 16.59 feet along an Easterly line of said Outlot 1 on a curve to the left having a radius of 107.00 feet, the chord of said curve bears South 05°-23'-20" West, a chord distance of 16.57 feet to the point of beginning; thence continuing Southeasterly 12.59 feet along said Easterly line on a curve to the left having a radius of 107.00 feet, the chord of said curve bears South 02°-25'-24" East, a chord distance of 12.58 feet; thence South 05°-47'-38" East along an Easterly line of said Outlot 1, a distance of 2.48 feet; thence North 87°-59'-50" West, a distance of 50.14 feet; thence North 02°-00'-10" East, a distance of 15.00 feet; thence South 87°-59'-50" East, a distance of 48.83 feet to the point of beginning.

EXHIBIT A CONTINUED

***INSERT MAP OF STORM SEWER EASEMENT AREA***

# PUBLIC STORM SEWER EASEMENT EXHIBIT

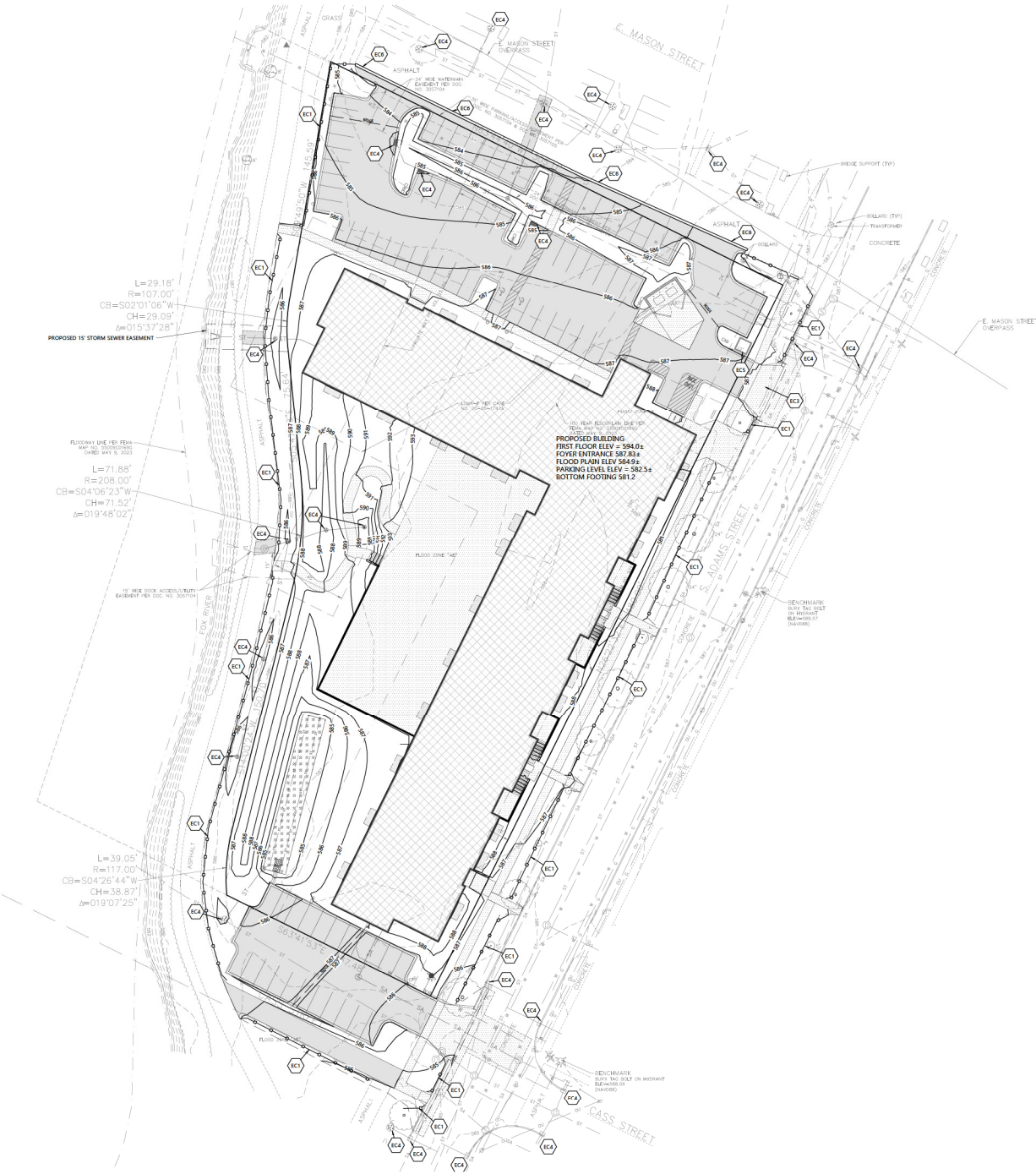




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- GENERAL NOTES:**
- HANDICAP STALL AND ACCESS RILES SHALL NOT EXCEED A SLOPE OF 1:50 IN ANY DIRECTION. HANDICAP STALL & ACCESS RILES SHALL CONFORM TO ADA REQUIREMENTS (CURRENT EDITION)
  - ALL SIDEWALKS SHALL NOT EXCEED A MAXIMUM CROSS SLOPE OF 1:50 AND RUNNING SLOPE OF 4:50 UNLESS OTHERWISE SPECIFIED.
  - CONTRACTOR SHALL PROVIDE STABILIZED CONSTRUCTION ENTRANCE AT CONSTRUCTION ENTRANCE FOR PROPOSED IMPROVEMENTS AS REQUIRED PER CODE.
  - CONTRACTOR SHALL PROVIDE CONCRETE WASHOUT AS REQUIRED PER CODE. FINAL LOCATION TBD BY CONTRACTOR.
  - CONTRACTOR SHALL PROVIDE TEMPORARY SLEET PROTECTION FOR ALL CURB BELTS & CATCH BASINS ON-SITE & OFF-SITE IMMEDIATELY DOWNSTREAM OF THE PROJECT SITE PER LOCAL CODE.
  - SEDIMENT LOG OR SILT SOCK PER WISCONSIN TECH STANDARD 3055 SHALL BE PLACED ALONG EXISTING NORTH PAVEMENT EDGE AS SHOWN. ANCHOR THE ENDS OUTSIDE OF THE PAVEMENT, OVERLAPPING ANY OTHER ENDS 6" & WEIGHTED AS NECESSARY WITH SANDBAGS OR BLOCKS TO PREVENT MOVEMENT. EXISTING TRAFFIC SIGNS AT ADJACENT PARKING LOT SHALL BE MAINTAINED. DO NOT BLOCK.
  - THE PROJECT SITE CONTAINS KNOWN SOIL CONTAMINATION PER BREV. #15-05-20675A. ALL WORK PROPOSED WITHIN AND BELOW THE SITE BUILDING PAVEMENT AND CONCRETE IS SUBJECT TO THE CONTINGENCY OF THE WORKER APPROVAL FOR PROPOSED CONSTRUCTION. CONTAMINATED SOILS ENCOUNTERED DURING EXCAVATION ACTIVITIES SHALL BE DOCUMENTED BY AN ENVIRONMENTAL PROFESSIONAL AND TRANSPORTED TO A WISCONSIN APPROVED DISPOSAL FACILITY. REFER TO THE MATERIALS MANAGEMENT PLAN (MMP) PREPARED BY AMERICAN ENGINEERING TESTING, INC. AND DATED 3-7-20. CONTAMINATED MATERIAL ENCOUNTERED SHALL NOT BE USED AS BACKFILL. CONTAMINATED MATERIAL, TEMPORARILY STORED ON-SITE, SHALL FOLLOW THE MMP. REFER TO DETAIL ON SHEET C1.1. CONTRACTOR TO ENSURE THAT ALL EARTHWORK SHALL INCORPORATE THE REQUIREMENTS OF THE MATERIALS MANAGEMENT PLAN.

**KEYNOTES**

EC 1	SILT FENCE
EC 2	DITCH CHECK
EC 3	STABILIZED CONSTRUCTION ENTRANCE
EC 4	INLET PROTECTION
EC 5	CONCRETE WASHOUT
EC 6	SEDIMENT LOG



**PROJECT INFORMATION**

PROPOSED DEVELOPMENT FOR:  
**ONE ASTOR PARK**  
 100 E MASON STREET • GREEN BAY, WI 54301

PROFESSIONAL SEAL

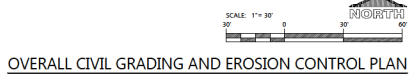
**PRELIMINARY DATES**

OCT. 10, 2025
NOV. 11, 2025

**NOT FOR CONSTRUCTION**

**JOB NUMBER**  
 250019900

**SHEET NUMBER**  
**C1.2**



OVERALL CIVIL GRADING AND EROSION CONTROL PLAN



Report to the  
**Parks Committee**  
of the City of Green Bay

**MEETING DATE**

December 10, 2025

**PREPARED BY**

Dan Ditscheit, Parks Director

**AGENDA ITEM # F.1**

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

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Director's Report 12.10

**PARKS COMMITTEE  
DIRECTOR'S REPORT  
WEDNESDAY, DECEMBER 10, 2025**

**PARK DIVISION**

- The recent snowfall has put a wrap on our leaf mulching and fall clean up season.
- Park crews started their snow removal season with the recent snowfall.
- In between snow events crews will be working on cleaning up lawn mowers for the mechanics to go through and service for the 2026 mowing year.
- Over the winter months Park crews will go through and repair broken picnic tables and park benches.
- Park crews have begun work on the ice-skating rinks so that we can have them skateable as soon as possible.
- Park caretakers continue to have a presence in the parks picking litter, emptying garbage cans, and checking buildings to ensure there is no vandalism or graffiti.
- Ballfield crews will be building two new sets of bleachers for Perkins Ballfield over the winter months.
- Park Carpenters are continuing to work on outdoor projects at the Wildlife Sanctuary habitat cages. Once those are completed the carpenters will transition into indoor projects.
- Winterization of the wading pools and aquatic facilities has been completed for the season. A few smaller off-season pool projects are continuing.

**FORESTRY DIVISION**

- Crews have started winter tree removal operations. Crews are starting on the far westside this year and working to the east. The current removal list is approximately 600 trees.
- Cycle pruning efforts are focused on the westside area near Beaumont Park and the stadium. Typical cycle pruning includes raising tree limbs for clearance, deadwood pruning and structure pruning to help reduce the chances of breakage during storms.
- Pruning crews are also working on resident request pruning needs on the eastside.
- Fall tree planting season has been completed. Crews have completed many other seasonal tasks to prepare for the winter season. Kudos go out to the crews for their hard work in completing all these projects before the winter weather arrived.
- Forestry staff continue to work with IT staff on transferring our tree inventory to a GIS format. This will be an ongoing process for the next year.

**DESIGN & DEVELOPMENT DIVISION**

- Staff are working with a consultant to complete the wildlife viewing platform and shoreline walk construction plans for Bay Beach Amusement Park. Staff hired a consultant to complete the quality assurance requirements in the EPA grant for the wildlife viewing platform and shoreline walk work. This project will be bid out for

construction in a few weeks. Construction would begin in the fall of 2026, after the amusement park season ends.

- Shipyard Phase II design work has begun. The consultant recently submitted the 50% bid plan sets for review.
- Planning continues for the Joliet Park Area of Concern habitat restoration project. The consultant is approximately 75% complete with the construction documents.
- Construction of the JBS project is well underway. The infrastructure/road project is nearly completed. The construction of the Park/Boulevard has begun but was put on hold for the winter season. Staff is working to close out the grant for this project.
- Planning continues for the Bay Beach Wildlife Sanctuary and Renard Island Nearshore Area. A Quality Assurance Project Plan (QAPP) has been completed.
- Planning for the Bay Beach Wildlife Sanctuary Strategic and Master Planning has begun.
- The Leicht Memorial Park Pavilion bids were due on December 4, 2025.
- A consultant has been hired to design improvements for Joannes Sk8 Park. The consultant developed a conceptual plan that is ready for public comment.
- Construction of the Bay Beach HVAC Pavilion Project began on September 8, 2025 and will be completed in spring 2026.
- A consultant has been hired for Baird Creek Mountain Bike Flow Track Improvements.
- The City received quotes for the Joannes Aquatic Center Phase 1 engineering.

### **GREEN BAY CONSERVATION CORPS**

- Crews finished cutting and treating woody invasive species at the Westside Trail and Newberry Conservancy. They continue to cut and treat invasive species at He-Nis-Ra Park, McAuliffe Park, and East River Van Beaver Park.
- Crews continue to produce biochar in partnership with the Lake Michigan Bird Observatory to create a soil amendment for tree plantings.
- Staff and members hosted a free CPR/AED training at the WLS in collaboration with We All Rise: African American Resource Center and the Shock and Compress Foundation.
- Crew members have begun compiling a 2025 Year in Review Story Map and are working to release an interactive map of the Pollinator Corridor project. Both maps are expected to be released by the end of the year.
- Staff and members finished mapping Perkins Park habitats and will order native seed mixes and prepare for the large-scale restoration approved in the master plan.
- Members began planning efforts for the annual day of service in celebration of Martin Luther King Jr. The event will be held at the Brown County Library Downtown on January 19<sup>th</sup> from 2:30 p.m. - 6 p.m. This event will include community conversations, resource tables, and building care packages, and will end with a free community meal provided by Lil Jamaica.
- Staff have been meeting with other organizations across the state to develop a state coalition of programs dedicated to youth career development and community service. Other programs include Operation Fresh Start, WisCorps, and multiple Youth Build programs.

- Staff continue to research and write grants for the department. Recently, staff were awarded \$3,850 from the Natural Resources Foundation and \$1,000 from Cellcom Green Gifts to launch a free native plant kit giveaway program in place of “No Mow May”.
- Staff received a \$7,000 donation from Wild One’s Green Bay Chapter to help promote and launch the roving crew.

## **RECREATION DIVISION**

- The adult basketball program began on November 5th at various high schools.
- We are currently taking registration for our Winter Table Tennis League. It will be held on Wednesday evenings beginning January 7 at Franklin Middle School.
- 2025-2026 Chill Chaser. There will be 20 parks around Green Bay with a symbol hanging in the window of the shelter located at the park. Participants will receive prizes for the number of symbols they find. The program will run December 19 – January 5.
- A Winter LEGO Event will be held at the Wildlife Sanctuary on December 13<sup>th</sup> 10 a.m.– 5 p.m. and December 14<sup>th</sup> 10 a.m. – 3 p.m.
- Open Gyms are available on Mondays, Thursdays, and Saturdays at various Green Bay Public School District locations.
- Registration is underway for our Mini-Dribblers youth basketball programs. These will be held at King and Red Smith Schools starting January 26<sup>th</sup>.
- Youth Dance program is underway on Tuesday and Wednesday nights at the Wildlife Sanctuary and Edison Middle School. Classes are learning routines for the February recital. Costumes have been ordered.
- Recreation Staff participated in the Find Your Inspiration Event with the Green Bay Chamber at the Resch Expo Hall on Wednesday, November 5<sup>th</sup>. This event exposed thousands of local 8th graders to different career opportunities within the Parks, Recreation and Forestry Department.
- Staff have initiated the planning process for future programming at new facilities, including Shipyard and Leicht Park.

## **AQUATICS**

- This off-season, staff will continue to evaluate the staffing shortage we continue to endure. Some notes to consider:
  - Types of schedules
  - Length of shifts
  - Scheduling software
  - Incentives
  - Weekend bonus pay
- Staff are working on completing the 2025 Annual Aquatics Report. This will assist in making decisions for the 2026 season.
- Staff completed program analyses for 2025 and are using it to evaluate program planning in 2026.
- Lifesavers Pathway

- Staff are working on writing a curriculum for a new program that will help promote and certify lifeguards. In conjunction with the Green Bay Y and through a donation from Jones Signs, we are hopeful to roll out the new program in 2026.
- We are looking into other possible options for scheduling and time clock platforms to decide which is best for our needs and makes the most sense financially.
- Rehire paperwork has gone out to staff.
  - 58 Facility Attendants
  - 66 Lifeguards
  - 9 Pool Directors
- Our Lifeguard position is posted an active, we will activate the Facility Attendant position in January; this is to help ensure we do not over hire for this position and allows more staff to complete rehire paperwork before we begin interviews.

### **BAY BEACH AMUSEMENT PARK**

- Ride Repairs
  - Sea Dragon: lap bars have been delivered.
  - Most of the rides have been taken down for the winter.
  - Annual painting and maintenance have begun.
- Inclusive Playground
  - The bathrooms have been winterized and closed for the season.
  - The parking lot will remain open until the snow flies. At that point the playground and parking lot will be closed for the season.
- Staffing
  - Staff attended the International Association of Amusement Parks and Attractions (IAAPA) conference in Orlando for professional development, learned new trends, and found some options for park improvements.
  - Onboarding documents are updated for 2026 season and rehire paperwork has been sent out.
  - The scheduling process is being re-evaluated.
- Improvements
  - The pavilion dancehall HVAC construction is well underway.
  - Staff are researching ways to increase special events for the 2026 season.

### **METRO BOAT LAUNCH**

- All docks have been removed for the winter season.

### **TRIANGLE HILL**

- Triangle Hill Snowmaking infrastructure construction is underway and should be completed in mid-December. We can start making snow after that.
- Staff have been working on purchasing supplies and hiring seasonal staff for the ski/tubing hill operations.

## **WILDLIFE SANCTUARY**

- Work continues on the cage repairs behind the Observation Building. Preparation for enclosure (cage/two kiosks) relocation is underway. New fencing options and plantings/landscaping plan development is scheduled for Summer/Fall '26 construction.
- Work/planning continues on the Sanctuary's Strategic & Master planning initiatives. The next round of in-person interviews being scheduled.
- The OAK 4K school year is going well with a great deal of positive feedback. Interest for next year is high with multiple tours with prospective families set up each week.
- The wildlife rehabilitation program remains busy now with animals dealing with cold issues / roadways / nest/den disturbance. We recently released a coyote and bobcat back into the wild.
- New quarantine and nursery room stainless steel caging donated by the FOWLS is being installed in the Observation Building.

## **ADMINISTRATION**

- Staff are continuing to support special event requests.
- Table Tennis and Mini Dribblers programs are available for signup.
- Gift cards are available to purchase by phone or in person in our office.
- Metal Detecting Permits are available for purchase online, or in person in our office.
- Posted social media events, programs, and information.
- Preparation has begun in our reservation system for the upcoming facility rental season which opens on January 2<sup>nd</sup>, for the 2026 season.
- Posting seasonal positions has begun with a number of applicants for various positions.