

**MINUTES
PARK COMMITTEE
Wednesday, January 13, 2016
City Hall, Room 207
5:30 P.M.**

MEMBERS PRESENT: Aldermen Jerry Wiezbiskie, Joseph Moore, Brian Danzinger, and David Nennig

MEMBERS ABSENT: None

OTHERS PRESENT: Dawne Cramer, Dan Ditscheit, Ann Moeller, Rick Jensen, Andy Rosendahl, Ald. Steuer, and Ald. Wery

Approval of the minutes of the meeting of December 9, 2015

A motion was made by Ald. Danzinger and seconded by Ald. Moore to approve the minutes of the meeting of December 9, 2015. Motion carried.

Adoption of the Agenda

No motion was made.

1. Discussion/Action on hiring a pool engineering consultant for Colburn Pool

As of December 9, 2015, the Park Committee directed staff to send out a Request for Proposals to hire a pool consultant to complete the engineering documents for replacement of Colburn Pool. On December 18, 2015, staff sent the Request for Proposals to three qualified consultants. The proposals were due January 8, 2016.

The City received two proposals, one from Ramaker & Associates and the other from GRAEF. Ramaker proposes to complete the design in-house with minimal sub-consultants. GRAEF is an engineering firm and is proposing to team up with Water Technology Inc. for the pool design and ADCI on the architectural work.

Ramaker's quoted price for Phase 1 Engineering Services was \$228,300 and \$75,000 for Phase 2 Construction Administration, totaling \$303,300.

GRAEF's quoted price for Phase 1 Engineering Services was \$275,000 and \$95,000 for Phase 2 Construction Administration, totaling \$370,000.

Both quotes came in under the estimated consultant fee. We have worked with both companies in the past. The only project we have worked with Ramaker on is the conceptual plan for Colburn Pool. We have worked with both GRAEF and Water Technology Inc. on several projects throughout the City. Water Technology Inc. designed the Joannes Aquatic Center, completed the previous Colburn Pool study, and

designed the Red Smith splash pad. GRAEF recently completed a feasibility study for the East River Trail expansion.

Staff reviewed the two proposals and scored them on a point system that included price, qualifications of staff, firm experience, and completeness of the proposal. Four individuals independently scored the proposals. When considering all listed criteria, GRAEF scored higher mainly due to their selected project team, resources, and similar projects listed in its proposal.

At this point, the City would only need to contract out for Phase 1 Engineering Services (\$275,000). Phase 2 Construction Administration would be contracted out after the pool construction is funded. There is currently no City funding available to hire the consultant for engineering. At the December 9, 2015, Park Committee meeting, Ald. Wery indicated that fundraising dollars could be used to hire the engineering consultant.

At the last Park Committee meeting, we reminded the Committee that we typically bond for the engineering and construction at the same time. Bonding for the pool construction would not occur until March or April 2016. If bonding is not approved at that time, fundraising dollars spent to hire the consultant now may be lost.

At the December 15, 2015, City Council meeting, the Council approved to proceed with the Council-approved Olympic pool design that the Friends of Colburn Pool has fundraised towards and to commit at least \$3,500,000 as promised by the City Council. We will not know the cost of the pool until March. If it exceeds \$4,500,000, discussions will need to occur as to where that funding will come from.

Ald. Moore asked if staff could explain what benefits we are getting with GRAEF for the \$46,700 difference between GRAEF and Ramaker. Staff said with GRAEF there are 17 staff members on their project team, whereas Ramaker has 8 staff listed. Ramaker also does not have a licensed architect or licensed mechanical engineer on staff; they have two individuals with training and degrees in those fields but they are not licensed. GRAEF also referenced many more examples of similar large municipal pool projects they completed compared to Ramaker.

Ald. Moore asked if GRAEF had any problem meeting our timeline. Staff said GRAEF can meet the timeline.

Ald. Nennig questioned which engineering firm was responsible for the Resch Aquatic Center. Staff responded that a company named Aquatica completed that project, and they are no longer in business.

Ald. Danzinger inquired if the subcontractors used alongside GRAEF would be included in their project team of 17 staff members. Staff said yes.

Ald. Danzinger commented that Phase 2 would also need to be completed by GRAEF. Staff agreed.

Ald. Wiezbiskie's main concern was meeting the timeline, and it seems this will be met.

Ald. Wery thanked the Park Committee for all of their efforts on the pool.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve hiring GRAEF to complete Phase 1 engineering documents for Colburn Pool for a total cost of \$275,000 and to authorize using fundraising dollars to pay for the engineering. Motion carried.

2. Discussion/Action on adjusting the parkland development fees

Developers are required to pay parkland fees whenever they subdivide a property for residential development. They can also donate land in lieu of a fee. Prior to 2008, this fee was calculated using a formula with the fee varying based on the density of the development.

In fall of 2008, the Parkland Fee ordinance was revised and simplified. At that time, the Park Committee set a flat fee of \$275 per dwelling unit, which was slightly higher than the average Green Bay parkland fee and surrounding areas fees. This fee has not changed since the ordinance modification in 2008.

The ordinance requires that the City evaluate this fee every two years. Fees are used to cover improvements or new development of park areas such as grading, landscaping, installation of utilities, sidewalks, pathways, playground equipment, shelters, and restroom facilities, etc.

Staff has reviewed what parkland fees are currently being charged by communities close to Green Bay.

- Ashwaubenon – \$971 per single-family, \$628 per multi-family
- Bellevue - \$698 per dwelling unit
- De Pere - \$300 per single-family or each duplex unit, \$130 per bedroom for multi-family units
- Howard – \$1,225 per single-family, \$871 per multi-family
- Appleton - \$300 per single-family, \$200 per duplex unit, \$150 per apartment

The average cost for these five communities is \$698 for single-family units and approximately \$500 for each multi-family unit. As you can see, Green Bay has the lowest fee of all researched communities.

Construction and material costs have certainly gone up from 2008. We have experienced increases of 15-20% in costs in 2015 alone. We are recommending that the parkland fee increases to cover those additional park construction costs. We would like to be competitive with the other adjacent communities but feel it would be too big of a jump to charge the average (\$698) of the five communities all at one time. We are recommending a \$350 per dwelling unit fee. The fee would apply to both single-family

and multi-family units, and we would explore an increase to those fees in the future to bring us in line with other communities.

Ald. Danzinger commented that the increase in cost is still way behind average for nearby communities.

Ald. Nennig asked if the cost was the same for both single-family and multi-family units. Staff replied yes.

Ald. Nennig asked if requests to use that money come to the Park Committee for approval. Staff said yes.

Ald. Danzinger inquired about the last time these parkland fees were evaluated. Staff said 2010.

Ald. Danzinger would like to see these fees evaluated every other year going forward to get closer to the average of the surrounding communities as this benefits our parks.

Ald. Wiezbiskie agrees that these fees should be bumped up when reassessed in the future for development purposes.

Staff added that by ordinance we must reevaluate these fees every two years.

Ald. Moore commented that development fees across the board are less expensive in Green Bay than the surrounding communities and therefore are very competitive for new developments. He would like staff to explore Hobart, Ledgeview, and Lawrence's fees for comparison due to their similar draws for development.

Ald. Nennig stated that the ordinance gives developers the option to dedicate land versus paying the fees. Staff responded that most developers pay the fees, but there have been cases where land was dedicated.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve parkland fees of \$350 per single-family unit and \$350 per multi-family unit. Motion carried.

3. Discussion/Action on updates to the Bullfrogs lease

The following amendments to the 2015 lease have been made:

- Updating the lease to reflect the current year of 2016.
- Adding verbiage to indicate the League shall have the right to extend the lease if so desired.
- Updating the rental fees to reflect increases of \$2,750 per year due to inflation of utility costs and the increased usage of utilities with the addition of the new concession stand, and the standard \$250 per year which is the same.

- Editing the verbiage from allowing requests of up to \$50,000 in capital improvements over the course of the lease to the League agreeing to make a minimum of \$10,000 in capital improvements to the facility during the original term of the lease (first year) and \$10,000 minimum in each one-year extension of the lease. Any capital improvements above \$10,000 per year will be credited towards the next minimum requirement of \$10,000.
- Inserting Green Bay Baseball, LLC's Conor Caloia as an additional noticee.
- Adding verbiage stating the Green Bay Bullfrogs name can be changed with written consent of the Green Bay Parks, Recreation, & Forestry Director.

A motion was made by Ald. Moore and seconded by Ald. Nennig to open the floor for discussion. Motion carried.

Conor Caloia, 315 S. Baird Street – He is one of the owners of the Green Bay Bullfrogs. He thanked staff for working with the organization to make the amendments to the lease. The team is very excited for the momentum that is building in Green Bay and the way the community has embraced the Bullfrogs. We have invested a little over \$100,000 in the facility over two years and fell just shy of 50,000 fans. The organization is committed to playing a large role in the community. The team has had over 300 community appearances in the past year and continues to raise funds for non-profit entities. The goal of the organization is to find a long-term facility solution, and the lease gives flexibility to them towards that goal.

Ald. Moore asked if there were plans at this time to change the team name. C. Caloia replied that there are no current plans to change the name. The lease language was very vague, and there was no clear direction in the case the organization wanted to change names. Now there is a clear definition of the path to take.

A motion was made by Ald. Moore and seconded by Ald. Danzinger to return to regular order of business. Motion carried.

Staff commented that the Bullfrogs have done a great job with Joannes Stadium and also have a great working relationship with City staff. The Bullfrogs schedule of events will be presented at a future Park Committee meeting as staff receives it.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the amendments to the Bullfrogs lease. Motion carried.

4. Report of the Purchasing Manager

Request approval to award the purchase of plastic boards made from recycled materials to the low responsive, responsible bidder

Purchasing Manager Rick Jensen explained that at the last Park Committee meeting, the Committee approved the purchase of the metal picnic table frames. This request is to purchase the plastic boards to make the table tops and seats. Park staff will assemble those. We would like to purchase 1,600 five-foot by one-inch by five and one half inch plastic boards. A Request for Quotes was sent out, and we received three quotes from that request. The low bidder was N.E.W. Plastic Corporation for \$15,248.

Ald. Moore asked what the span is that the boards have to stretch. R. Jensen said the tops are five boards wide and five feet long. There are two boards on each seat.

Ald. Moore clarified that there is no such material as structural composite lumber, therefore the weight of the boards themselves cause sagging. His concern is the cost to maintain these boards over a period of time.

Staff reminded the Committee of the reinforced picnic table frames that were purchased that will prevent any sagging of recycled lumber.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the purchase of plastic boards made from recycled materials from N.E.W. Plastic Corporation for \$15,248. Motion carried.

5. Director's Report

With the snow storm of December 28, 2015, Triangle Ski Area opened December 29, 2015. We were extremely busy. Opening week was our busiest week ever. Then the rain came and washed the snow away, and we closed January 8, 2016. The new tube tow rope has been a great addition.

The weather has put a stop to the installation of the two new rides. The contractor still has to install the deck in front of the tug boat ride, along with the fencing and electric. We are planning to complete this work in spring.

We began the site inventory and analysis to replace the playgrounds at Kennedy, Baird, and Atkinson Parks. We will work with the Purchasing Department to quote out the playground replacement later this winter.

Due to warmer winter weather, we were unable to start flooding ice/hockey rinks until this past Monday.

Ald. Wiezbiskie commented that some neighbors of Red Smith Park were very excited when they saw staff flooding the rink.

Ald. Nennig stated that the Green Bay Press-Gazette did an article on our ice rinks and said we have 26 ice rinks. He wondered if that was accurate. Staff clarified that we have 26 sheets of ice at 19 locations in Green Bay, some skating areas and some hockey rinks.

Ald. Steuer asked if all rinks were standard in size. Staff responded that hockey rinks were all a standard size, but the size of our other sheets of ice depends on location and space available.

A motion was made by Ald. Danzinger and seconded by Ald. Moore to receive and place on file the Director's Report. Motion carried.

A motion was made by Ald. Nennig and seconded by Ald. Moore to adjourn the meeting. Motion carried.

Meeting adjourned at 6:06 p.m.