

**MINUTES
PARK COMMITTEE
Wednesday, April 29, 2015
City Hall, Room 207
5 P.M.**

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

Due to the absence of Ald. Moore and Ald. Danzinger at the commencement of the meeting, Ald. Steuer joined the Park Committee as an acting member until the remaining members arrived.

Ald. Moore arrived at 5:04 p.m. Ald. Danzinger arrived at 5:19 p.m.

MEMBERS ABSENT: None

OTHERS PRESENT: Dawne Cramer, Dan Ditscheit, Keith Wilhelm, Jason Arnoldi, Brian Pelot, Rick Jensen, and Ald. Steuer

Approval of the minutes of the meeting of April 15, 2015

A motion was made by Ald. Nennig and seconded by Ald. Steuer to approve the minutes of the meeting of April 15, 2015. Motion carried.

Adoption of the Agenda

A motion was made by Ald. Steuer and seconded by Ald. Nennig to adopt the agenda of the April 29, 2015, Park Committee meeting. Motion carried.

1. Discussion/Action on a request by West Side Youth Baseball to add batting cages and an expansion to the existing concessions building

Staff was approached by West Side Youth Baseball to add two batting cages (size 32' x 75') to be located between Fields #2 and #3. The cages will consist of stainless steel poles and nylon netting set in a concrete border with a crushed gravel surface. The cost for this project is estimated at \$5,000. The second request is the addition to the existing concession stand. They want to add a 12' x 20' extension, which would match the existing building. It would consist of asphalt shingles and concrete bricks. This area would be used for storage of equipment. The estimated cost would be \$11,000. They have the funding for this project. It has been approved by their board. West Side Youth Baseball would be responsible for all costs for materials and labor. They would like to start construction soon.

Ald. Wiezbiskie opened the floor without objection.

Diane Wilker, 1172 Hickory Hill Drive – The batting cages will be built between Fields #2 and #3, and the expansion built on the existing concession stand will be for storage purposes.

Ald. Wiezbiskie asked if any trees would be disturbed. D. Wilker said no.

Ald. Steuer wanted clarification on the cost of the projects. Staff said the batting cages would cost approximately \$5,000, and the concession expansion would cost \$11,000.

Ben Bruley, 1012 Biemeret Street – He is the Vice President of the West Side Youth Baseball League. The expansion of the concession stand will generate revenue for the League. The rear half of the existing stand is used for storage now, so the actual functional portion is quite small. There is a batting cage at Field #1 at Colburn Park; however, it is located at the far end of the park. Adding additional cages will help out the youth group as a whole.

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

Staff stated that this group has been very generous over the years and does a good job.

Ald. Nennig commented that these improvements will have long-term benefits.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request by West Side Youth Baseball to add batting cages and an expansion to the existing concessions building contingent upon the following:

- All proper permits and insurances being obtained by West Side Youth Baseball;
- All costs of materials, construction, and installation are the responsibility of the West Side Youth Baseball group;
- Park staff approval of the final site design and installation of all materials must meet City building and inspection codes.

Motion carried.

2. Discussion/Action on a request by Wisconsin Public Service for a 30' x 60' utility easement at Fisk Park

Wisconsin Public Service approached staff about installing a power pole with a guywire within a 30' x 60' easement northeast of the intersection of Reed and O'Brien Streets. This pole will replace two poles in the right-of-way that will be removed. Staff recommends approval.

Ald. Moore wanted clarification if this portion was an easement already or if this request is for a new easement. Staff said this would be a new easement.

Ald. Wiezbiskie asked what Wisconsin Public Service will be doing with that amount of space. Staff replied it will be used to install one pole, but Wisconsin Public Service does not know at this time where it will go within that space. This gives Wisconsin Public Service a little flexibility.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the request by Wisconsin Public Service for a 30' x 60' utility easement in Fisk Park. Motion carried.

3. Discussion/Action on a request to update the electrical control panels and disconnect switches on nine rides at Bay Beach Amusement Park

At our last year ride inspection, the state inspector recommended that we should look at upgrading our electrical panels on 9 of our rides. Currently we have 19 existing rides (3 on the way). Out of the 19 rides, 9 of them have outdated electrical panel boxes. Some are 30-40 years old. Although these boxes are currently safe and meet standards, we would like to upgrade them to be proactive in preventing future ride breakdowns. We would like to do all 9 at once to provide cost savings and operator consistency. The scope of project consists of processing, assembling, removal of existing, and installing replacement control panels. It includes all materials and labor necessary to accomplish these tasks. A typical ride wiring system consists of a feeder conduit, a conduit to start and stop station and foot switch, and all conduits and cables for the ride motor and lighting system. If approved, we would send out a Request for Quotations to bid out the work for the project. We hope to complete the work by the end of the season. The project would cost approximately \$10,000 per ride x 9 rides for a total cost of \$90,000. We hope the bids will be less than that. The project would be funded with money from the Bay Beach development fund. We need to mention that we appreciate all the help our City Electrician Roy Campbell from the Department of Public Works (DPW) gave us on design and specifications.

Ald. Moore asked if the whole process from the Request for Quotations through the actual work being completed would be done by the end of this season without interrupting normal daily operations at Bay Beach. Staff responded that at most a ride might be down for a few hours.

Ald. Steuer inquired when this project was last completed. Staff said some of the boxes are 30-40 years old. They are currently running safely, but this upgrade needs to be done.

Ald. Nennig asked if the Pavilion would need electrical upgrading as well. Staff clarified that during the Pavilion renovation, additional electrical upgrading would be completed.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve a request for \$90,000 to update the electrical control panels and disconnect switches on nine rides at Bay Beach Amusement Park. Motion carried.

4. Discussion/Action to approve the request to purchase \$72,800 of TreeAzin to treat ash trees for Emerald Ash Borer with purchasing half of the product now and the other half in late summer

At the November 2014 budget meeting, the City Council voted to add money for chemicals in the 2015 budget to treat ash trees to prevent or slow the spread of Emerald Ash Borer in street trees across the City. Increasing the number of ash trees treated per year will allow the Forestry Division to focus on preserving existing mature trees. Our projected outcome was to treat 1,400 ash trees annually. We have approximately 7,000 street ash trees, with another 2,000 in park areas. We would be treating about 20% of the population per year, which allows for all ash trees to be treated in a five-year timeframe. We would be using an organic nontoxic product called TreeAzin, which is produced as a sole source by Bioforce Technology. The cost to treat a tree averages \$52 per year. The treatment schedule is the most effective and economical level of treatment based on the most recent research to control Emerald Ash Borer populations. Treating ash trees is the only way to protect them from becoming infested. By treating these trees, Forestry can reduce the number of ash removables to a manageable number, which helps to keep our stump numbers down. Current spread of Emerald Ash Borer is still within our initial mile and a half slam zone radius. Currently the spread in the City has been slower than other parts of the state. The reason for this is our initial proactive removal and treatment plan, as well as it being in one initial location. Staff thanked the Forestry Department for its efforts to control this infestation for over nine years. Concentration of infested trees in that area is increasing, but the spread is still within our original zone. We know the treatment works because treated trees are living next to untreated infested trees. Research shows a 95% effective rate.

Brian Pelot, Assistant Forester, explained that you should treat a tree or block of trees on a five-year rotation. You can effectively protect your tree population by treating a percentage of your ash trees in a given area.

Ald. Steuer asked when the Forestry Division began working on this Emerald Ash Borer plan. B. Pelot responded that the first sighting of Emerald Ash Borer was in 2009; however, they began proactively working on this in 2001 by not planting ash trees.

B. Pelot further explained that in order for the Emerald Ash Borer to effectively kill a tree, it must have infested it for four to five years. If a tree was treated this year, it is protected this year and next year. It has the potential to be infested in 2017 and 2018. When the second treatment is given to that tree, there would be such a low level of larvae that the treatment will be effective.

Our total cost for chemicals is \$72,800. We are told by the vendor that this product does not have a long shelf life. Our plan would be to order half of our product now and the remaining amount in late summer.

Ald. Moore thanked the Forestry Division for its proactive approach to a very large and potentially devastating problem.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request to purchase \$72,800 of TreeAzin to treat ash trees for Emerald Ash Borer with purchasing half of the product now and the remaining half in late summer. Motion carried.

5. Discussion/Action on the review and approval of the Parks, Recreation, & Forestry Department 2015 Capital Improvement Plan Request

Staff reviewed the Grant and Donation Projects list. In 2014, the Parks, Recreation, & Forestry Department received \$927,250 in park grants and \$539,125 in donation projects valued over \$5,000. We also received 21 projects/donations under \$5,000 that we did not include in this total. The Wildlife Sanctuary received \$3,000 in grants and \$96,640 in total donations valued over \$5,000. They also received 23 donations/projects under \$5,000 that were not included in this total. Our grand total for all Parks, Recreation, & Forestry Department and Wildlife Sanctuary grants and donations valued over \$5,000 received in 2014 equals \$1,566,015. Adding the three new rides at Bay Beach would add another \$1,047,900 to our total. However, we will add this to our 2015 total when we know the exact donation amount.

Staff then reviewed and updated the Committee on the current project list. Due to the engineering shortage, we are well behind in projects being completed. The list included the following projects:

- Bay Beach west-end parking lot
- Bay Beach slide and train modifications and addition of two new rides
- Navarino Park walkways
- Joannes Stadium lighting
- Tank Park splash pad
- Seymour Park parking lot
- Demolition of the buildings at Main and St. George Streets
- St. George Street right-of-way engineering
- Fox River Trail replacement – Main Street to Wisconsin Public Service
- Bay Beach west-end corporate shelter
- Astor Park Shelter
- Arnie Wolff grading, gravel walk, sanitary sewer, and electric service
- Ball field renovation at East River Van Beaver and Beaver Dam #1
- Paving replacements
- East River Optimist Park cul-de-sac relocation

- 2016 addition of Falling Star ride at Bay Beach
- Possible Colburn Pool project

Staff referred the Committee to their copies of the master park project list, as well as the recommended 2015 Capital Improvements Plan for the Parks, Recreation, & Forestry Department. Staff reviewed the master park project list, which includes the following areas: parking lots, paving, trails, shelters, athletic fields, playground replacement, acquisitions, electrical, miscellaneous projects, and City Hall.

The master park project list outlines all of the current and proposed projects in the Parks Department. This list includes both funded and non-funded projects. There are currently 151 projects on this master list. Staff then outlined the proposed 2015 Capital Improvements Plan.

Requested Park Projects – Total Request \$900,000

- Property Acquisition - \$275,000
 - East River Trail
- Athletic Field Renovations - \$65,000
 - Edison baseball field electric panel
 - Fencing replacement
- Building & Shelters - \$50,000
 - Doors – Preble & Joannes
 - 2 furnaces – Muir & Perkins
 - Triangle Hill shed
 - Roof replacement – Colburn lower and old Park Shop
 - Windows – East River Van Beaver
- Playgrounds - \$235,000
 - Kennedy Park
 - Baird Park
 - Atkinson Park
- Walks, Trails, & Bridges - \$125,000
 - Sullivan Walk
 - ADA walks – various locations
 - Triangle parking lot modifications
 - Perimeter concrete sidewalk – various locations
- Special Facilities - \$70,000
 - Dog park – location to be determined
 - Joannes Aquatic Center climbing wall
 - Caulk/repair Joannes Skatepark
- Site Amenities - \$80,000
 - Fox River Trail light fixture replacement
 - Picnic tables – materials only
 - Garbage can lids – for existing 55-gallon garbage cans

Ald. Moore questioned if any projects other than the Anne Sullivan Trail were eliminated due to the new community development funding boundaries. Staff said this is the only project affected.

Ald. Wiezbiskie questioned the status of the Red Smith central walk. Staff indicated that there is no funding available for this. We would consider this project if funding becomes available.

Ald. Danzinger inquired on the status of possibly repairing the Firemen's walk used by students to get to Kennedy School. Staff replied that is a DPW walk.

Ald. Wiezbiskie asked about the status of the Arnie Wolff Sports Complex's artificial turf field. Staff said this is a costly project, and funds would need to be fundraised with the soccer groups in the future when the complex is completed.

Ald. Moore questioned the requested labor costs for the playground replacements at Kennedy, Baird, and Atkinson Parks. Staff stated that our park crews are installing three playgrounds at Navarino, Eighth Street, and Firemen's Parks in 2015. If we want the three new playgrounds installed in 2015, it will need to be contracted out.

Ald. Wiezbiskie asked about the proposed dog park area. He recommended looking at University Heights as an option. He also suggested adding funds for the Finger Road baseball complex to repair drainage issues. Staff responded that we will take a look at that issue.

Ald. Nennig asked about the Atkinson Park wall. Staff said every year the neighborhood association applies for a \$4,000 grant to complete a section. It is unknown if that association will apply for it this year. He thought it may be nice to finish the wall and then suggested we discuss this with Ald. Steuer. Staff said it will cost an additional \$16,000 to complete.

Ald. Nennig inquired about the cost of garbage can lids. Keith Wilhelm, Park Superintendent, added they are large ones that cover 55-gallon drums.

Requested City Hall Projects – Total Request \$250,000

- Replace fire alarm panel
- Freight elevator (pump reservoir)
- Ceiling lights on 2nd & 3rd Floors and remodel offices and storage area
- Replace table and chairs in Room 210
- Replace 40 window coverings
- Replace 5th & 6th Floor hall flooring

Total Requested for Park & City Hall Projects - \$1,150,000

K. Wilhelm explained that the fire alarm control panel on the 1st Floor is 20+ years old and needs to be replaced. It creates trouble signals, which is problematic.

Questions were raised on replacing the freight elevator pump/reservoir.

K. Wilhelm said this is referring to the service elevator that travels from the loading dock to the basement. Throughout the years, several elevator contractors advised us to be proactive and replace the lifting cylinder. The replacing of a single-bottom hydraulic cylinder with a double-bottom enclosed cylinder takes away the danger of a major environmental leak, which would cost three times the normal replacement cost. It is 58 years old. Ald. Nennig commented that this is a safety issue as well.

Ald. Nennig stated he would like us to research incorporating plugs into the Council Chambers so the media do not have cords running through the stairway for meetings.

Ald. Moore added eventually this may become wireless.

Ald. Danzinger questioned the distribution of tables and garbage cans per park. Staff responded that we have a list; even with the additional tables and cans, we still will be short.

Ald. Wiezbiskie finds it very discouraging that projects are being held up by DPW because they cannot provide the level of service needed. He would like Park staff to prioritize what has to get done and provide it to DPW. He realizes they have been short on help, but the Parks Department needs to be successful.

Ald. Danzinger commented that the Park Committee has given some autonomy to the Parks Department to hire its own consultants because DPW has been unable to complete them. Staff replied DPW still needs to review projects and bid them out.

Ald. Wiezbiskie said he has a problem with that. People have donated their time and money to get these projects done, and now they have to pay to hire their own engineers. It's not fair. He gave the example of Bay Beach Amusement Park where the Friends group is working hard to fundraise and now they also have to pay for engineering. This is unacceptable. This problem will only get worse. DPW needs more help. He said he would go to bat to help DPW.

Ald. Danzinger thinks the engineering employment survey study may help. It made a difference in applicants already. He is positive we will see improvements.

Ald. Wiezbiskie said we need to get on top of it. With the engineering shortage, where did the money in the 2014 engineering budget go?

Ald. Nennig added that the Finance Committee is reviewing the 2014 year-end report. Under DPW Engineering, it shows a \$343,000 surplus due to vacant engineering positions.

Ald. Wiezbiskie commented that we have people giving us money and buying rides, and we're telling them to hire their own consultants. The cost to hire engineering consultants should come right out of that surplus.

Ald. Nennig agreed and felt monies could be transferred to use for hiring consultants.

Ald. Wiezbiskie said he was not badmouthing DPW. We have to help them help themselves. We need a list. Staff said we do have a joint project list, which DPW Director Grenier and Park Director Cramer review annually. This list is larger now because we haven't been able to keep up with the projects.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve \$1,150,000 for the Parks, Recreation, & Forestry Department 2015 Capital Improvements Plan and to forward the plan to the Finance Committee for approval. Motion carried.

6. Director's Report

Staff is really working hard in all of our divisions to get ready for the season.

Bay Beach Amusement Park opens this Saturday. The new donor stone for the Zippin Pippin was delivered Monday.

The mechanics have been "working on the railroad all the live long day" at Bay Beach preparing the east track for the new trains.

The pools have been cleaned and are being caulked.

All of our soccer fields have been laid out and painted.

Crews are busy preparing dozens of ball diamonds for the schools and park users. Adult softball started this Monday.

We removed 171 stumps this year so far. There are 772 stumps from our total of 943 remaining.

We hope to be completed by the end of this week with burying the utility lines at Navarino Park.

Our disc golf course opened April 15, 2015.

The Friends of the Wildlife Sanctuary funded eight interns for this summer.

Wildlife Sanctuary volunteers for our rehabilitation program were nominated for a Wisconsin Public Service volunteer award.

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

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

Meeting adjourned at 6:33 p.m.