

**MINUTES
PARK COMMITTEE
Wednesday, July 15, 2015
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, James Andersen, Ald. Steuer and Rick Jensen

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

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

Adoption of the Agenda

A motion was made by Ald. Moore and seconded by Ald. Nennig to adopt the agenda of the July 15, 2015, Park Committee meeting. Motion carried.

1. Discussion/Action on a request by an Eagle Scout to install a culvert crossing at Ted Fritsch Park

Staff was approached by the Fritsch Park Neighborhood Association and an Eagle Scout to install a pedestrian crossing over a swale in between the shelter and the playground area.

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

Christopher Asher, representing the Eagle Scouts, presented his project. He would like to install a culvert over a swale. They would like to dig a layer of topsoil, add gravel, place the culvert, install clay around it, place six inches of top soil and add grass seed so that people can walk over it and it will look nice.

Staff said this area is consistently wet throughout the year causing participants to walk across a muddy area to get from the shelter to the playground and ballfield. The Eagle Scout will be responsible for securing volunteers to install the culvert to City specifications. The cost of all materials would be around \$500 and will be funded by the Fritsch Park Neighborhood Association. If costs exceed that amount, the Eagle

Scout will be responsible for securing those additional funds. We would hope to finish this project by late summer.

Ald. Nennig commented it sounds like a great project and it appears all details are in place to complete the project.

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

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request by an Eagle Scout to install a culvert crossing in Ted Fritsch Park contingent upon the following:

- The first \$500 spent on materials will be the responsibility of the Fritsch Park Neighborhood Association. If costs exceed that amount, the Eagle Scout will be responsible for securing those additional funds;
- All participants signing hold harmless agreements;
- All materials meeting City building specifications;
- Staff supervision of the project on the day of installation.

Motion carried.

2. Discussion/Action on a request by the Bay Lakes Regional Planning Commission to enter into a DNR grant agreement to control phragmites at Bay Beach Amusement Park

The Bay Lakes Regional Planning Commission received a \$1,000,000 grant through the Great Lakes Fish & Wildlife Restoration Act to control phragmites with chemical treatment along the Bay of Green Bay. They have contacted all property owners adjacent to the bay to determine if they want to participate in the grant program. The City would be interested in controlling phragmites at Bay Beach Amusement Park. This grant will fund spraying chemicals on phragmites for two years. After that they would request the City continue with the recommended management practices. This is not a requirement of the grant, just a recommendation. We currently mow portions of this area once a year in the spring. It is 100% funded by the grant. All necessary permits will be obtained by the DNR, and all applicators will hold aquatic pesticides applicator certifications through the State of Wisconsin. They would spray by helicopter or an amphibious vehicle. Landowners will be notified in advance of spraying. Spraying occurs mid-July to late October. We would request to spray when the park is closed.

Ald. Wiezbiskie asked if Joliet Park or the area by Church Road would be part of this project.

Staff responded we are only seeking approval for Bay Beach at this time.

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

Angela Pierce, 425 S. Adams Street, representing Bay Lakes Regional Planning, explained this project currently only deals with shoreline properties along the Bay and the Fox River. It may be expanded to other areas next year. Homeowners along the shore have received written notification of proposed treatment. Inventories will be performed to identify other areas where phragmites are located.

Ald. Nennig asked if this area is being focused on because it was the worst area. Ms. Pierce stated letters were sent to all property owners in the affected area rather than to only the most affected areas.

Ald Nennig asked if the intent after completion of the grant project was to have property owners take responsibility.

Ms. Pierce stated the intent would be to educate and provide resources to assist homeowners to maintain the areas after completion of the project.

Ald. Steuer asked if there was a total number of affected parcels. Ms. Pierce did not have an exact number but could acquire that data.

Ald. Wiezbiskie inquired why only a portion of the phragmities is proposed to be removed along the Bay Beach shoreline.

Staff referred to the map and indicated the area is too large to commit to managing the entire site after the grant work is completed.

Ald. Moore commented that water levels are currently up. If the water level remains high, the water might kill much of the phragmities by Renard Island.

Ald. Nennig asked if a one-time application will solve the issue. Ms. Pierce responded the goal is for a two year application. Success will be reviewed as the project goes along.

Ald. Steuer asked if it was mandatory for homeowners to participate. He also asked if anything similar to this has been done in the area.

Ms. Pierce stated it is voluntary participation, A similar grant was completed on the west shores of Green Bay and in Howard a few years ago.

Ald. Wiezbiskie stated that mowing and fire will not kill phragmities. It must be controlled chemically. Ms. Pierce agreed.

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

Ald. Nennig would like to see a report when completed indicating how successful the control method was.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve and to authorize staff to enter into an agreement with Bay Lakes Regional Planning Commission to use grant funding to control phragmites at Bay Beach Amusement Park contingent upon the following:

- All costs are the responsibility of Bay Lakes Regional Planning Commission;
- All proper permits and insurances being obtained.

Motion carried.

3. Discussion/Action on a request by the East River Optimist Group to donate four sets of bleachers for use at East River Optimist Park

The East River Optimist Group has been very active throughout the years donating to this park. Their group contacted us about donating four sets of new bleachers, each consisting of three rows to be used at Optimist Park. The bleachers are 19 feet long, aluminum with colored risers, an aisle down the middle, and backrest on the top row. Currently we have two sets of bleachers, one at each field that we would place at a different location. The value of the donation is \$9,200. They would be delivered unassembled to the Park Shop, and our crew would assemble and install them. The East River Optimist group would also install concrete bleacher pads as part of this donation.

Ald. Danzinger asked if the bleaches would be stored in the winter.

Staff replied no, they would be at the park year round.

A motion was made by Ald. Moore and seconded by Ald. Nennig to authorize staff to accept the donation of the bleachers by the East River Optimist Group to be installed at Optimist Park contingent upon the following:

- All costs of purchasing the bleachers, materials, and installation are the responsibility of the East River Optimist Group;
- All materials and supplies meeting City building codes;
- All proper permits and insurances being obtained;
- Once installed, it becomes City property.

Motion carried.

4. Discussion/Action on a request by Starlite Neighborhood Association to install landscaping along the East River Trail near the corner of East Mason and Hartung Streets

The Starlite Neighborhood Association approached staff with a request to screen and landscape an area adjacent to private property located along the trail. They are proposing to install a 90-foot landscape bed with evergreens and shrubs. They applied for a neighborhood mini-grant, which was approved, to complete this project. The grant is for \$3,000 and will cover the cost to hire a landscape contractor and purchase materials and supplies.

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

Debbie Tilot, 839 Hartung, spoke on behalf of the group. The project was designed by Park staff and will enhance the area, particularly near the gazebo.

Ald. Nennig stated this will improve the appearance of this corner.

Ald. Moore agreed. This will screen the adjacent property.

Staff thanked the Neighborhood Association for all the work they have done in the park.

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

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request by the Starlite Neighborhood Association to install landscaping along the East River Trail near the corner of East Mason and Hartung Streets contingent upon the following:

- All proper insurances and permits being obtained;
- All costs are the responsibility of the Starlite Neighborhood Association;
- Once installed, it becomes City property.

Motion carried.

5. Discussion/Action on a request by Humana and the Green Bay Packers to install a playground at Kennedy Park

Humana approached staff with this request. Each year the Green Bay Packers and Humana team up to install a playground for a different community. This year they selected Kennedy Park. As you are aware, the City Council bonded to replace this playground this year. The play structure being proposed would replace half of the existing playground. The City will purchase and provide additional equipment to complete this playground replacement after this playground is installed. This will be a volunteer installation to occur on September 15, 2015. They expect 20 volunteers. The

value of the donation is \$20,000. The City will be responsible to prepare the site and assist on the build day.

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

Holly Wallace presented for Humana and shared their goals to increase healthy communities in Green Bay. They are honored to present a donation to replace playground equipment at Kennedy Park. The volunteers for the installation will consist of Humana employees and Packer players.

The Committee is very appreciative of the donation and is pleased that the area of Kennedy Park will be served and enhanced.

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

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request by Humana and the Green Bay Packers to install a playground at Kennedy Park contingent upon the following:

- All proper permits and insurances being obtained;
- Hold harmless agreements being signed by all participants;
- Humana and the Green Bay Packers being responsible for all costs associated with their donated playground structure and woodchips for their structure;
- Once installed, it becomes City property.

Motion carried.

6. Discussion/Action on a request by the Ladies of Lambeau to install a playground at Fireman's Park

The Ladies of Lambeau and Green Bay Packers approached staff with a request to purchase and install playground equipment at Fireman's Park. This will be a \$40,000 donation of playground equipment and will have a community build day on September 10, 2015. The City was awarded Community Development Block Grant funding of \$50,000 towards this project. The City's funds will go towards an ADA-accessible walkway, site work, woodchips, and additional equipment. Park crews will prepare the site ahead of time and participate in the build day. The Ladies of Lambeau will be responsible for providing 50 to 100 volunteers for the day. If we get adequate volunteers to attend, additional projects such as placing woodchips around adjacent trees, landscaping, and painting would be completed.

Ald. Danzinger asked if the ADA walkways would extend to existing adjacent trails.

Staff replied the donation and CD funding is specific to the playground project and cannot be used for adjacent trails.

Staff commented that the playground design has not been finalized yet.

A motion was made by Ald. Danzinger and seconded by Ald. Nennig to approve the request by the Ladies of Lambeau to install a playground at Fireman's Park contingent upon the following:

- All proper permits and insurances being obtained;
- Hold harmless agreements being signed by all participants;
- The Ladies of Lambeau are responsible for the cost of the playground equipment and event;
- Once installed, it becomes City property.

Motion carried.

7. Discussion/Action on a request by Mary Kay Directors and a Consultant to host a 3.1-mile run and event on Saturday, September 26, 2015, at Wilder Park

The event time would be 9 a.m. to 1 p.m. at Wilder Park. Admission is free. They will have a 3.1-mile run and raffles, as well as providing information on domestic violence and cancer prevention for women. They expect 150 people. This will be a fundraiser for the Golden House.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request by Mary Kay Directors and Consultants to host a 3.1-mile run and event on September 26, 2015, at Wilder Park contingent upon the following:

- All proper permits and insurances being obtained;
- All costs of the event are the responsibility of Mary Kay Directors and Consultants;
- Final approval by the Special Event Committee.

Motion carried.

8. Discussion/Action on a request by Casa Alba Melanie to host an event on Sunday, August 23, 2015, at Jackson Square Park

Casa Alba Melanie is a non-profit organization that connects the Hispanic population in the Green Bay area with resources available in the community. They expect 300-400 people throughout the day. Their event is from 10 a.m. to 5 p.m. It is free admission. They will have 10 x 10 tent displays and some food vendors, along with informational booths with different agencies such as Family Services, YWCA, NWTC, and the Green Bay Police Department. All profits go to Casa Alba Melanie, which is an official 501c.

A motion was made by Ald. Danzinger and seconded by Ald. Moore to approve the request by Casa Alba Melanie to host an event on Sunday, August 23, 2015, at Jackson Square Park contingent upon the following:

- All proper permits and insurances being obtained;
- Final approval of the event by the Special Event Committee;
- All costs of the event are the responsibility of Casa Alba Melanie.

Motion carried.

9. Report of the Purchasing Manager

- A. Report the purchase of a used 2006 Lull 644E-42 Telehandler from Dawes Rigging for \$36,000. The Park Committee and City Council preapproved \$45,000 for this expenditure at last month's meetings.

Rick Jensen, Purchasing manager noted the first item is to report back on the pre-approval from the June 9, 2015 meeting. Four bids were received, Bidder #2, Dawes Rigging, was deemed the best value. The Telehandler has been purchased and is currently in use.

A motion was made by Ald. Danzinger and seconded by Ald. Moore to receive and place on file the report of the purchase of a used 2006 Lull 644E-42 Telehandler from Dawes Rigging for \$36,000. Motion carried.

- B. Request approval to purchase 52 Luminaires for the Fox River Trail from Cisco Distributing for \$19,822. This is a piggyback purchase off of RFQ #2592 which was approved in April 2015.

At the April 15, 2015, Park Committee meeting, you authorized the purchase of 53 lights to replace aging light fixtures on the Fox River Trail. This was funded with a grant by McKee Foods. In our 2015 bond request, you authorized additional funding to replace the remaining fixtures along the trail. We are requesting to use the same quote to add these additional fixtures.

Rick Jensen, Purchasing manager referred to the bid handout with the bid being awarded to Cisco Distributing at a price of \$381.20 per fixture. The other bidder did not meet specifications. Cisco Distributing has agreed to honor the quoted price per fixture which will allow us to purchase an additional 52 luminaires.

Ald. Wiezbiskie asked if these are downlight fixtures. Staff said yes.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the purchase of 52 Luminaires for the Fox River Trail from Cisco Distributing for \$19,822. Motion carried.

10. Director's Report

We would like to give a shout out to our Forestry crew. Back to back storms this past Sunday and Monday have kept our Forestry crew extremely busy. We responded to over 90 calls and 20 large trees that had to be dealt with. Our crew is doing a great job of handling this in a fast, efficient manner.

1,250 trees have been treated for Emerald Ash Borer – 530 park trees and 720 street trees. Infested trees were found at Bay Beach and Joannes Park for the first time. All other ash trees in these parks have been treated.

Stump removal update includes 335 of 649 stumps left to do on the east side and 215 of 372 on the west side.

On July 13, 2015, we introduced the new Parks RX program. The City of Green Bay, Live 54218, Prevea, and the Wisconsin Beverage Association are teaming up to work on childhood obesity issues. Prevea physicians will write a prescription for children ages 6-13 who need more physical activity to visit our playground program to participate in sports tournaments, games days, talent shows, walking and running clubs, and nutrition programs to be happy and healthy.

The Pickleball Challenge will be held at Edison Park on Saturday, July 18, 2015. The tournament is a sellout with 40 teams from four states.

The 2nd Annual LEGO Building Event will also be held on Saturday, July 18, 2015, at Bay Beach. Members of KLUG (Kenosha LEGO Users Group) will be displaying large LEGO creations including a LEGO Amusement Park. The Star Wars 501st Legion will also be in attendance. The event is from 10:00 a.m. – 6:00 p.m.

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. Danzinger and seconded by Ald. Moore to adjourn the meeting. Motion carried.

Meeting adjourned at 6:14 p.m.