

**MINUTES
PARK COMMITTEE
Wednesday, August 12, 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, Jason Arnoldi, and Rick Jensen

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

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the minutes of the meeting of July 15, 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 August 12, 2015, Park Committee meeting. Motion carried.

1. Discussion/Action on a request by Ald. Zima that the City grant an easement to Brown County to access Renard Island as previously requested by Brown County

This request first came before this Committee on February 25, 2015. At that meeting, there was confusion over how many feet of an easement were needed. We discussed a 60-foot easement which was problematic because it may limit or affect several future development options. This could include limited parking, placement of permanent structures such as an open or closed shelter, and placement of a shoreline boardwalk and temporary soccer fields. At that meeting, this Committee's motion included referring this back to staff to confirm the size of the easement needed, as well as seeking other alternatives such as working with the adjacent private property owner.

We have had several discussions with the Army Corps of Engineers to determine the exact size of the easement needed. They indicated they require a maintenance easement only with a required minimum of 12 feet. It also has to be a permanent easement rather than temporary. It can be on City or private property or both. Staff also has had numerous conversations with the adjacent property owner, as well as various parties from Brown County. The adjacent property owner has been working with the County to secure the easement. Staff reviewed the map showing the easement.

The City continues to get accused of not being cooperative on this issue. We have continued to allow maintenance access to the island, and we have worked hard to try to find solutions to meet everyone's needs. We are not being the obstacle. It is the County's easement with the adjacent property owner. Therefore, it is the County's responsibility to secure that portion of the easement. Once that is completed, the County will forward those documents to our attorney so the City can finalize our section of the easement.

Ald. Moore asked if it would be prudent to preapprove the outcome of the negotiation between Brown County and the private property owner regarding the easement in order to keep on the timeline. Staff would prefer to bring the negotiated easement between the County and the private property owner to the City Attorney so that our portion can be added. Then the final will be brought to the Park Committee for approval.

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

Sup. Bernie Erickson, Brown County, 868 Dousman Street – There are some negotiations going on currently with the adjacent property owner. The important part to Brown County is ownership of the causeway, and the only way to own the causeway is to first secure an easement to the causeway. If the City does improvements in the area, such as installing a parking lot, the County would need to be able to drive through it and access its gate. Routine maintenance needs to be done on the island a few times per year. He would like the City to guarantee access to the gate for entry into the causeway with the possibility in the future of an alternative route.

Ald. Moore clarified that when this access issue was first brought up, the request was for a 60-foot permanent easement. That did not bode well because that is 60 feet that the City cannot touch. It was stated that the Army Corps of Engineers required a permanent easement.

Sup. Erickson replied that the easement will only grant access to the gate; it does not guarantee access by the current route used today. It guarantees access, even if by an alternative route because of improvements the City has made. Brown County needs to secure a lakebed grant in order to own the causeway, and they cannot receive that grant until they have secured the easement.

Ald. Nennig stated the private property owner involved with this request has been very cooperative. Most of the issues have already been resolved. The Parks Department does not know what the future use of our park property will be; therefore, it is difficult to grant a permanent easement that may conflict with future uses of that property.

Sup. Erickson stated that this needs to be introduced into the legislation by November to apply for a lakebed grant for the causeway.

Ald. Danzinger agrees with Brown County that it seems the easement would simply grant access to the gate. When the request first came up, the Committee was unsure about how to proceed because the request was for a 60-foot easement, not a 12-foot

one. Previously we were concerned about our ability for our staff in our department to have a level of control over that area if future development would occur at Bay Beach or Renard Island. Now there is an option that would accommodate the County's need with the adjacent property owner. Ald. Danzinger is willing to grant a 12-foot easement because it is reasonable; however, his concern is with the permanency of the easement. Access is given now several times per year. What if improvements were made by Brown County to Renard Island in the future that would allow for continuous or heavy access to the causeway through the permanent easement? My concern is that I would like the Park Department to maintain a level of control and autonomy over what happens in that area whether development occurs on the park area or the island.

Would the County be comfortable with the City having some first area of control or a way to ensure our Park Department is getting input or getting their needs met while still making sure the County gets access?

Sup. Erickson replied no; that means you could cut us off anytime. He is concerned in losing the permanency of the easement. He envisions the island will be used as an extension of Bay Beach.

Staff added that the City Attorney could ensure that we would maintain permanent public access within the easement.

Ald. Wiezbiskie would also want to protect our input over the use of Renard Island. If we grant a 12-foot easement, the City would expect to gain some control. We can't afford to have you go out there and run your own amusement park. I think the easement should come with some qualifications. We need to keep our flexibility for future development. In February, the Committee was led to believe there was a very short timeline to make a decision on the easement; he feels this is happening again.

Sup. Erickson responded that they made some calls and were able to extend that original timeline.

Ald. Wiezbiskie said we need to come up with an agreement, and now because of their grant deadline, it must be decided by November.

Sup. Erickson disagreed that he indicated a timeline; he said there was a timeline with the state to apply for the lakebed grant.

Ald. Wiezbiskie insisted the Committee was given the distinct impression at tonight's meeting that the lakebed grant is dependent on the easement going through, and the County has until November to apply for the lakebed grant. It would go without saying that there is a timeline then to get the easement so that the grant could be applied for in November.

Staff reiterated that the next step would be to have Brown County proceed with the adjacent property owner for an easement. That outcome would be passed onto City staff, reviewed by the City Attorney, and presented to the Park Committee for approval.

Ald. Moore researched the lakebed grant and saw that applications for it are due the first week of November. He wanted to know what the intention of the grant is and how many funds will be secured from the grant.

Sup. Erickson replied that it was not a monetary grant; it is for ownership of the causeway.

Ald. Nennig does not expect Brown County to discuss all aspects of negotiations with the adjacent property owner at this meeting. He wants to know if there is reason to believe negotiations will not work out.

Sup. Erickson feels the negotiations are positive at this point.

Staff has also spoken with the adjacent property owner, and we believe he is ready to move forward with the County.

Ald. Wiezbiskie asked why this was brought forth to the Park Committee if Brown County is in negotiations already with the adjacent property owner, and it seems those negotiations are going well.

Sup. Erickson clarified that he did not bring forth this communication to the City; he attended the meeting to listen to the outcome.

Ald. Moore was not certain if Ald. Zima brought this forth to the Park Committee as a representative of the City or the County. It is unclear.

Ald. Nennig asked that Sup. Erickson keep the Park Committee informed on these negotiations. It will not take long to grant this easement with the City if all of the details are in line.

Ald. Wiezbiskie showed Sup. Erickson the proposed easement map and asked if he agreed with it. Sup. Erickson stated he had not seen the document prior to now and was not prepared to answer those questions.

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

Ald. Moore asked if it would be feasible to reach out again to the Army Corps of Engineers since we have a good dialogue with them to see if they can still proceed with the lakebed grant.

Staff stated that again Brown County's next step is to negotiate the easement with the adjacent property owner and bring that information back to the City so we can fit our piece into it.

Ald. Wiezbiskie questioned if these negotiations could possibly be completed by November. Staff answered that the City would hope so, but since we are not in charge of negotiations, it is hard to speculate.

Ald. Moore would like updates on the negotiations between Brown County and the adjacent property owner to be included on the Director's Report for future meetings.

Ald. Danzinger said the City should do its best to help the County obtain their timeline goal of November to apply for that grant. We have approved many easements and should be able to expedite our action when the time comes.

A motion was made by Ald. Nennig and seconded by Ald. Moore to receive and place on file the request by Ald. Zima that the City grant an easement to Brown County to access Renard Island as previously requested by Brown County until Brown County finalizes easement discussions with the adjacent property owner at which time they would bring forth an updated easement request to the Park Committee. Motion carried.

2. Discussion/Action on a request by Sean Ryan to host the Bellin Women's Half Marathon on Saturday, September 25, 2015, at Bay Beach Amusement Park

The date for this event was listed incorrectly on the agenda. The correct date is Saturday, September 26, 2015. This is a new run. The purpose of the run is to empower women and provide an opportunity for health and wellness. It begins at 6 a.m. and ends at 12 p.m. The run will finish in the Bay Beach parking lot.

When this request first came to us, we were told to expect an attendance of 500 people. Now the projected attendance has grown to 2,000-3,000 people. This presented some added concerns. The park is still open that weekend. This event would block off the entire parking lot in front of the Pavilion just for the run itself. This does not include additional parking for spectators and family members. Along with that, the west-end parking lot construction has begun, which has limited our overflow parking in that area.

We are concerned that if everyone was to show up at around 10 a.m., which is the run completion time, they would back up the ramp coming into the park and off the highway. They would have to provide additional staff to control parking and traffic and monitor barricades. There is no multiple road access leading into Bay Beach or available side streets to park a car and walk to the park. This adds to traffic bottlenecks. Because of this, they are proposing to have shuttle buses to transport runners to various locations.

We met with Mr. Ryan to work with him to address these concerns, as well as some policies, procedures, and guidelines pertaining to the event. We have worked with Mr. Ryan in running the Bellin Run, and he has a positive track record of running a sound event. Currently he does not have final special event approval. He continues to work his way through the process.

Bellin will be responsible for all fees and charges related to the event, damage deposit, porta-potties, traffic barricades and control, dumpsters, clean-up costs if needed, and security. If all details can be worked out and they receive final special event approval, we would give it a shot this year. However, we feel this event will only continue to grow.

They will need to look at other possible alternatives for locations and dates such as Leicht Park in the future.

Ald. Danzinger asked if they have considered using buses from a location some blocks away such as Leicht Park. This helps with traffic control and is ultimately more convenient for attendees to leave at the end of the event.

Ald. Nennig also added that Green Bay Metro runs free buses on Saturdays and if those could be utilized.

Ald. Wiezbiskie thought some possibilities were using the Veterans Hospital or UW-Green Bay as pick-up/drop-off sites as well.

Ald. Danzinger said those details will be worked out by the Special Events Committee prior to approval.

Ald. Moore is excited that this event has received national attention because it is at Bay Beach. Timing of the event this year is not ideal because the west-end parking lot is under construction; however, he wants to keep the option open in future years as Bay Beach will be better equipped to handle the event at a later time of year after the parking lot is complete.

Because the event is being held at Bay Beach, staff cannot allow any sales that do not directly go back to Bay Beach and would not allow any alcohol to be served or given away. The booyah tent will be staffed by Bay Beach employees, and we maintain all profits. Staff is very excited that this event will be held at Bay Beach, but going forward we might be able to better accommodate the event if Bay Beach was in the off-season. This was discussed with Sean Ryan, and he was very open to that.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the request by Sean Ryan to host the Bellin Women's Half Marathon on Saturday, September 26, 2015, at Bay Beach Amusement Park. Approval for this event would be contingent upon the following:

- Final approval of the special event permit;
- All proper insurances and permits being obtained;
- All fees and charges, security, garbage disposal, clean-up, traffic control, and barricades are the responsibility of the event organizer;
- Alcoholic beverages may not be served, sold, or given away at the event;
- Prepared food must be provided by a Bay Beach preferred caterer;
- Food, beverage, and merchandise may be given away but not sold on Bay Beach property;
- Bay Beach staff will be responsible for the sale of food and beverages.

Motion carried.

3. Report of the Purchasing Manager

A. Request approval to award a contract to the low responsive and responsible bidder for the rebuilding of a stone wall at Atkinson Park for an amount not to exceed \$24,400

Purchasing Manager Rick Jensen explained that this project was bid out, and only two bids were received. They came in much higher than expected. Based on the low bidder's numbers, we would only be able to complete half of the project due to the cost per linear foot. We had established a timeline, and this discouraged other bidders from participating because of their own time constraints. Staff decided to reject the over-budget bids and rebid the project. The timeline has been extended in the rebidding process. Bids are due back in a week. Staff is asking for approval now because the project is time-sensitive.

Some work has already been completed on this wall by a contractor, and we are hoping to attract some lower bids for the remaining portion.

Ald. Wiezbiskie wanted clarification on this project. He thought at the beginning of the requests that only repairs would be made to the existing wall. Now it seems portions are being added as well.

Staff replied that the intent of this project was to have the contractors remove the last remaining 150 linear feet of the old wall that still exists in the park and use new stone along with stone previously removed to construct four 50-foot sections of masonry wall (200 linear feet total). This would complete all phases of the wall. The rebuilt wall sections will rest on concrete footings that are reinforced with rebar. We would remove the old wall sections, salvage the stone for reuse in the rebuilt wall sections, and restore the site with topsoil, seed, and mulch.

We have \$4,000 from a neighborhood grant and \$20,000 from the 2015 budget for a total of \$24,000. Due to the fact the bids came in way over budget, we are requesting to rebid the project and to award a contract to the low responsive and responsible bidder for the rebuilding of the stone wall at Atkinson Park with the amount not to exceed \$24,400.

R. Jensen clarified that the existing stone will be used in the construction of the new wall sections.

Ald. Nennig would not be opposed to waiting until spring of next year to rebid again if we think we might generate more acceptable bids.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve an award of a contract to the low responsive and responsible bidder for the rebuilding of a stone wall at Atkinson Park for an amount not to exceed \$24,400. Motion carried.

B. Request approval to award a contract to the low responsive and responsible bidder for repavement of an asphalt walkway at Baird Place Park for the estimated amount of \$20,000

R. Jensen said this was bid out, and the low responsive and responsible bidder was American Pavement Solutions Inc. The base bid was \$16,410. We asked for a quote on additional cost of gravel, placement, and compaction in addition to the asphalt. Those figures have not come back yet; therefore, the request is for \$20,000 total to cover those costs.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve an award of a contract to the low responsive and responsible bidder, American Pavement Solutions Inc., for repavement of an asphalt walkway at Baird Place Park for \$16,410 plus Alternate "A" if base work is required for a project total not to exceed \$20,000. Motion carried.

4. Director's Report

Bay Beach parking lot construction started August 3, 2015.

Astor Park Shelter work is progressing on the shelter design concepts. These concepts for the new shelter were presented to the Astor and Astor East River Neighborhood Associations on August 11, 2015.

The Department of Public Works rebid the installation of the two tot rides at Bay Beach Amusement Park.

Park staff was able to salvage spare parts off of a used Falling Star ride that the Mall of America was in the process of demolishing and removing. These salvage parts will be used as replacement parts for the Falling Star ride the Friends of Bay Beach purchased last winter.

NWTC has completed the installation of the new LED light fixtures on the Fox River Trail.

Work began on the installation of the Navarino walkways. The walkways should be completed mid-August. Park staff can then begin installation of the playground equipment.

FIT in the Parks is our health and wellness initiative geared towards offering free and low-cost classes. Classes include Centergy, Aqua Fitness, Family Games, Yoga on the Deck, Crossfit, SUP Yoga, Cardio Kickboxing, Tai Chi, Bootcamp, and Self Defense. In our first two weeks, 1,500 people have made healthy choices by participating and enjoying our great parks.

Our 6th Annual Going Big in the Bay skateboarding event will be held Friday, August 14, 2015, at Joannes Skate Park. This year we're going under the lights from 5-10 p.m.

The 91st Kiddie Karnival and parade was held on July 28, 2015. We sold 118,000 4 cent tickets in two hours. 2,500 people attended.

All 36 playground sites have been very busy this summer. We anticipate serving over 130,000 lunches.

On August 4, 2015, we conducted our 2nd Annual Geography Bowl at Preble Park for children ages 10-18. Twenty-five kids participated.

Playgrounds close this Friday, August 14, 2015.

The Glow Zumba event held on July 30, 2015, at Leicht Park had 300+ participants.

The LEGO Building event held at Bay Beach Amusement Park on July 18, 2015, had over 1,000 people who attended to check out the LEGO displays by KLUG. We had 50 people participate in the competition. The event also included a magician act and Star Wars characters.

Thirty-five pool staff members volunteered to help out the Wildlife Sanctuary this week. Their project included cleaning the inside of the Nature Center and exhibits, as well as pulling weeds. We appreciate all of their help!

The Junior Lifeguard program concluded August 8, 2015, with a competition and pizza party. Thirty participants presented their skills.

The Metro Walleye Series Cabela held its annual fishing tournament on July 24, 2015.

Our 14 new summer camps at the Wildlife Sanctuary experienced filled and record attendance levels.

Jody Sperduto, our Naturalist at the Wildlife Sanctuary, was honored for being one of the 20 Women to Know. These women were spotlighted for improving our community in big ways, living life with hope, health, and humility, and for strengthening Green Bay. Congratulations, Jody!

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

Meeting adjourned at 6:35 p.m.