



Board of Park Commissioners

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Thursday, June 20, 2024

6:30 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Board of Park Commissioners** of the City of De Pere will be held on **June 20, 2024 at 6:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Board of Park Commissioners, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

I. Call to Order

1. Roll Call

II. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Park Commissioners. Chapter 6-3(f)DPMC

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the May 16, 2024 Meeting
2. Consideration and Possible Action to Accept Tree Donation from ATC. *
3. Consideration and Possible Action to Accept Tree Donation from WPS. *
4. Consideration and Possible Action to Approve Amendment to the WDNR Grant for Perkofski Dock Renovations for Increases in Project Costs*
5. Consideration and Possible Action on Consideration from Resident to Install a Volleyball Court at Southwest Park.
6. Consideration and Possible Action to Approve Bid for Poured In Place Surfacing for Willems Playground.
7. Consideration and Possible Action to Approve the Revised Ordinance Related to Dogs In Parks.
8. Consideration and Possible Action to Approve Small Park Sign Design.

IV. Discussion Items

1. Review of Nelson Pavilion Donor Signage
2. Discussion on Current Rental Policy for Park Shelters
3. Review of Draft Facility Condition Analysis for Ice Arena.

V. Staff Updates

1. Staff Update on Loud Music Concern at VFW Pool.

VI. Future Agenda Items

VII. Adjournment

Any person wishing to attend this meeting who, because of their disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day, so that arrangements can be made.

Board Members
Alderspersons
Mayor James Boyd
Larry Delo, City Administrator
Tony Wachewicz, City Attorney
Marty Kosobucki
Carey Danen, City Clerk
City Hall 1st and 2nd Floor
De Pere Girls Softball
Connor Goodman, Teen Advisor
Connor Mason, Teen Advisor
Jeremy Santori, Bluemels
Yashwant Kadam
ATC

De Pere Youth Hockey
De Pere Select Soccer
De Pere Area Chamber of Commerce
Definitely De Pere
Brown County Library – De Pere
TV & Radio Stations
De Pere Rapides Youth Soccer
De Pere Baseball
Christopher Thompson, De Pere School Dist.
Jason Lau, WDP School District
Don Chilson, De Pere Ice Arena
Duane Grove, Somerville
Mike Kostrewa
WPS

***All items marked with an asterisk will be forwarded to the Common Council.**



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Grace Lahtela

SUBJECT: Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the May 16, 2024 Meeting

ATTACHMENTS:

- Draft Minutes May 16, 2024 (PDF)



Board of Park Commissioners

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Thursday, May 16, 2024

6:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member Randy Soquet

Attendee Name	Title	Status	Arrived
Melissa Thiel Collar	Board Member	Present	
Mike Eserkaln	Aldersperson	Present	
Ryan Jennings	Board Member	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kundinger	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Randy Soquet	Board Member	Present	
Connor Mason	Teen Advisor	Present	
Connor Goodman	Teen Advisor	Present	

Marty and Grace

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Park Commissioners. Chapter 6-3(f) DPMC

None

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the April 18, 2024 Meeting

Aldersperson Defnet Ledvina moved to approve the Board of Park Commissioners minutes from the April 18, 2024 meeting, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Soquet

2. Consideration and Possible Action on Election of the Chair Person

Aldersperson Defnet Ledvina nominated Randy Soquet as Chairperson for the Board of Park Commissioners, seconded by Melissa Thiel Collar. Randy Soquet accepted the nomination. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Melissa Thiel Collar, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet

3. Consideration and Possible Action on Election of Vice Chair Person

Ryan Jennings nominated James Kneiszel as the Vice Chairperson for the Board of Park Commissioners, seconded by Randy Soquet. James Kneiszel accepted the nomination. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet

4. Consideration and Possible Action to Approve the Sponsor Panel Policy with DGSA.

James Kneiszel moved to approve the sponsor panel policy with De Pere Girls Softball for the scoreboards, seconded by Randy Soquet.

Alderperson Defnet Ledvina questioned if the sponsors needed to be approved by Park Board and Council. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the dollar amount and term of sponsorship would need to be approved by both the Park Board and Council.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet

5. Consideration and Possible Action to Approve DGSA Donors for Scoreboard Sponsor Panels*

Melissa Thiel Collar moved to approve the sponsors for the De Pere Girls Softball scoreboard sponsorship panels, seconded by Ryan Jennings.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained staff will work with De Pere Girls Softball regarding the wording for memorials.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Melissa Thiel Collar, Board Member
SECONDER:	Ryan Jennings, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Kunding, Defnet Ledvina, Soquet

6. Consideration and Possible Action to Approve Allowing Segway Tours in the Parks.

Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that staff received a request from a business that would like to operate segway tours out of Voyageur Park this summer. Although staff feels this is a great idea, this service cannot just be given to a single company. If the Park Board decides that this is something that they would like to see, staff would need to put out an RFP to see if any other businesses are interested in providing this service. Also, the Park Board will have to decide if they want the tours to be run out of Voyageur Park, or if a different location would work better. With the popularity of Voyageur Park and how busy the park is, it might not be the best location for the tours to be run from. At this time, although staff thinks the idea of segway tours in the city is a great idea, staff would not recommend this to be offered this summer at Voyageur Park.

Ryan Jennings questioned if this would have to go out to RFP. Marty Kosobucki explained that the city could open it up to more than one vendor, but he would not recommend that. If the Park Board is interested in providing the service, to be fair to all businesses that may have an interest, an RFP should be prepared.

Conner Goodman questioned if the company would provide tours outside the park. Marty Kosobucki explained that the company would like to start in the parking lot to meet and train the clients before venturing out into the city.

Randy Soquet questioned if the company would be interested in other locations than Voyageur Park. Marty Kosobucki explained that currently the company was interested in Voyageur Park and is not sure if they would be interested in a different location in the city.

Ryan Jennings questioned if their intent was to use the trail at Voyageur Park for part of the training, or if they could use a different city parking lot. Marty Kosobucki explained that he thinks their intent was to use the trail before going out into the city, which is another concern with the popularity of the playground at Voyageur Park.

Connor Goodman questioned if Wells Park could be a location. Marty Kosobucki stated that it is a possibility, but that parking lot is used for the Fox River Trail, but also used for business purposes.

Alderson Eserkaln questioned if the business specified the number of segways that would be in the tour. Marty Kosobucki stated that they did not specify a number.

Ryan Jennings stated that the parking lot located in the 100 block on S Broadway would be a good location for them to use, it allows good access to the park and to the city. Ryan feels this is a service that the city and Definitely De Pere would like to see.

Ryan Jennings moved to deny using Voyageur Park this year to operate segway tours from, but a different location could be an option, or reconsider Voyageur Park next year, seconded by Alderson Defnet Ledvina.

Marty Kosobucki clarified the motion that the Park Board agrees with the service, but not at Voyageur Park this year.

Upon vote, the motion passed unanimously.

RESULT:	DEFEATED [0 TO 7]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
NAYS:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Soquet

7. Consideration and Possible Action to Approve the 3rd Quarter Financial Statement for the De Pere Ice Center

Ryan Jennings moved to approve the 3rd quarter financial statements for the De Pere Ice Center, seconded by Randy Soquet.

Ryan Jennings stated that it appears that the expenses and revenues dropped a lot. Marty Kosobucki stated that it could be due to timing. Speaking with Don Chilson, the building has been full and doesn't have much down time. Marty will check with Don Chilson to see why revenues dropped so much this period.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Thiel Collar, Eserkaln, Jennings, Kneiszel, Kundinger, Defnet Ledvina, Soquet

IV. Discussion Items

1. Announcement and Introduction of New Park Superintendent.

Marty Kosobucki explained that the plan was for the new Park Superintendent, Brian Christnovich to be present at the meeting tonight so he could be introduced to the Park Board, however Brian is moving tonight. Prior to being hired as the Park Superintendent, Brian was an arborist with the city, and things have been going very well since he started his new position. Brian should be here next month for introductions.

RESULT:	DISCUSSED
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V. Future Agenda Items

Randy Soquet stated that next month is Connor Goodman's last month.

VI. Adjournment

James Kneiszel moved to adjourn the meeting at 6:49 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Brian Christnovich

SUBJECT: Consideration and Possible Action to Accept Tree Donation from ATC. *

ATTACHMENTS:

- Memo for Park Board Tree Donation from ATC (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Brian Christnovich – Park Superintendent
Date: May 28, 2024

RE: **Approval to Accept Tree Donation from American Transmission Company (ATC).**

This memo is to seek the Board of Park Commissioner's approval for the De Pere Parks, Recreation and Forestry Department to accept a donation of \$800 from American Transmission Company to be used to plant trees in our parks for Arbor Day.

As part of ATC's effort to support our local communities they offered to donate \$800 to be used to purchase trees for our parks and to incorporate this donation into our Arbor Day activity. For Arbor Day we did multiple plantings and used this donation to plant 5 trees along the Preserve Trail.

Thank you for your consideration in this matter. If you have any questions, concerns, or comments, please do not hesitate to contact me.

Donation Information:

From: American Transmission Company (ATC)
To: De Pere Forestry Department
For: Arbor Day Tree Plantings
Amount: \$800



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Brian Christnovich

SUBJECT: Consideration and Possible Action to Accept Tree Donation from WPS. *

ATTACHMENTS:

- Memo for Park Board Tree Donation from WPS (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Brian Christnovich – Park Superintendent
Date: May 28, 2024

RE: **Approval to Accept Tree Donation from Wisconsin Public Service (WPS).**

This memo is to seek the Board of Park Commissioner's approval for the De Pere Parks, Recreation and Forestry Department to accept a donation of 3 trees valued at \$500 from Wisconsin Public Service for planting at the West De Pere Intermediate School.

As part of WPS's effort to support our local communities they offered to donate 3 trees and to incorporate this donation into their Arbor Day activities. An employee from WPS attended the planting as well as four employees from the city.

Thank you for your consideration in this matter. If you have any questions, concerns, or comments, please do not hesitate to contact me.

Donation Information:

From: Wisconsin Public Service (WPS)
To: De Pere Forestry Department
For: Arbor Day Tree Plantings
Amount: \$500



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Approve Amendment to the WDNR Grant for Perkofski Dock Rennovations for Increases in Project Costs*

ATTACHMENTS:

- Memo.Grant Amendment (DOCX)
- 2023 wdnr grant application_perkofski fishing pier refurbishment_additional funding application (Temp) (Converted) (PDF)
- Perkofski repair.Quote(PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Date: June 20, 2024

RE: Grant Amendment

We received a grant to help refurbish our pier sections at Perkofski Boat Launch. Unfortunately as we waited for confirmation of the grant, enough time passed that the original quote was no longer valid. After obtaining an updated quote, the price went up a little over \$1,200. We are asking the WDNR to amend the grant, which would pay for half. We will need to request additional City Funds (approximately \$625) to comply with the grant request.

Staff recommendation: It makes very good sense to approve the additional funding so that we can obtain a 50% grant from the WDNR. Approve grant amendment.

Recreational Boating Facilities Development/Renovation Grant Application

Form 8700-343D (3/22)

Page 1 of 4

Notice: This form is authorized under [s. 30.92, Wis. Stats.](#) and 50 C.F.R. 80 Code of Federal Regulations. You must complete this form in order to apply for or receive financial assistance from the Wisconsin Department of Natural Resources. Failure to complete this form will result in denial of financial assistance. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Laws [ss.19.31-19.39 Wis. Stats.]

BEFORE YOU BEGIN TO FILL OUT THIS APPLICATION, PLEASE CONTACT YOUR REGIONAL GRANT PROJECT MANAGER!

Section 1. Applicant Information

Applicant/Organization Name

City of De Pere

Organization Mailing Address 925 S Sixth St	City De Pere	State WI	ZIP Code 54115
Individual Authorized to Act on Behalf of Applicant per Resolution Marty Kosobucki	Phone Number (920) 339-8358	Email Address mkosobucki@deperewi.gov	
ACH Payment Established with DNR? ☐ Yes ☒ No		If Yes, Email Address for ACH Payment	
Mail Check to (if no ACH or address is different from applicant)			

Address	City	State	ZIP Code
Are you a lake association? ☐ Yes ☒ No			

Section 2. General Project Information

Project Title

Perkofski Fishing Pier Renovation

Provide GPS coordinates of main parking lot at main public boat access site.

¼ ¼	¼	Section 23	Township N	Range 20	☒ E ☐ W	Latitude (decimal degrees) 44.3459318	Longitude (decimal degrees) -88.0685634	County Brown
Waterbody Name Fox River								Acres (DNR will fill in)
Property Owner (if other than applicant)								Phone Number
Street Address						City	State	ZIP Code
☒ Public Entity ☐ Private Entity ☐ Lease or Easement Expiration Date: _____								

Who will be responsible to build/operate/maintain the project for at least 20 years?

City of De Pere

Is boat launch facility being developed or renovated? ☐ New Facility ☒ Renovation

Do you currently or will you charge a launch fee when renovations are completed? ☒ Yes ☐ No What is the daily launch rate? \$6.00

Is there a separate account for these funds for the operation and maintenance of the launch? ☒ Yes ☐ No

Do you have all the necessary permits for your project? ☐ Yes ☐ No ☒ No Permits Needed for Project*

Who did you talk to and reason why no permit is needed?

Water Permit Application Webpage: <https://dnr.wisconsin.gov/permits/water>. Copies of all required permits must be submitted to your regional grant project manager before appearing before the Wisconsin Waterways Commission. The permitting process may take over 60 days.

Recreational Boating Facilities Development/Renovation Grant Application

Form 8700-343D (3/22)

Page 2 of 4

Section 3. Existing Conditions

Describe the project area and if there are existing facilities, include the condition and age of these facilities.

The Perkofski Boat Launch is located next to the Brown County Fairground property. The City of De Pere is planning to refurbish one of the two fishing / boating pier sections at Perkofski. This will be the first section of two that will be refurbished. The refurbishment would consist of repairing or replacing damages to the frame, in addition to replacing the wood skirts, stringers and decking with recycled plastic boards. The City plans to refurbish the sections incrementally over the next couple years. The refurbishments would likely take place in November or December 2023, so the boating and fishing season is not disrupted.

Section 4. Feasibility Statement

Describe, justify and state the project objectives to include economic, environmental and engineering aspects (who, what, where, when and why). Include dimensions of the property and proposed facilities including **percentage of ramp slope, water depth at end of ramp, and width of the exiting or proposed boarding dock or pier.**

The frames and flotation of the piers are beginning to deteriorate. In an effort to increase the safety of all users, it is the intention of the City to refurbish one section per year.

The original quote came in at \$9,983.00 from 4/27/23. Due to the inability of getting the grant application submitted, we requested a new quote in 2024. Due to material cost increases, the new quote came in at \$11,233.00. This request is for 50% of this cost increase.

Section 5. Budget

Provide a detailed budget of eligible costs including all wages, services, supplies and equipment to accomplish the project. Select a category, item, cash or donation, item condition, quantity and cost: one per line.

Part A – Itemized Budget Detail

Cost Category	Item Description	Cash or Donation	Item Condition	Qty #	Cost	Total Cost
construction	transient dock	Cash		1	\$1,250.00	\$1,250.00
Total Project Cost Estimate						\$1,250.00

Part B – Cost Estimate Summary

Summary of all costs from Part A. All items from Part A will self-populate into the allocated categories.

Cost Category	A Cash Costs	B Donated Value
1. Salaries, wages and employee benefits and donated labor		
2. Equipment		
3. Contractual Services		
4. Construction	\$1,250.00	
5. Other		
6. Subtotals	\$1,250.00	
7. Total Project Cost Estimate	\$1,250.00	
8. Eligible Grant Award Request	\$625.00	
9. Adjusted Grant Request: If you would like to request <u>less than</u> the allowed amount, please fill in the amount of grant you would like to receive.		
10. Adjusted Grant Request: If you would like to request <u>more than</u> the allowed amount because you meet the criteria below*, please fill in the amount of grant you would like to receive.		

*May request up to 80% if meet criteria in [s. NR 7.088, Wis. Adm. Code](#)

Recreational Boating Facilities Development/Renovation Grant Application

Form 8700-343D (3/22)

Page 3 of 4

Part C – Cost Share

Total Project Cost Estimate		\$1,250.00	
DNR Cost Share		\$625.00	50 %
Applicant Cost Share		\$625.00	50 %
Sources of Applicant Share	Amount	Status	Comments
Local budget, force account, etc.			
Federal Funds/Grants		☐ Applied For/Pending ☐ Awarded (Attach copy of grant agreement or notification email.)	
Other		☐ Applied For/Pending ☐ Awarded/Received (Attach copy of award notification.)	

Section 6: s. NR 1.91, Wis. Adm. Code Required Information

How many vehicle/trailer parking spaces currently at the location? 68 spaces

How many vehicle/trailer parking spaces are you planning to add? 0 spaces

For an inland lake project, what is the total number of vehicle/trail parking spaces currently on the proposed waterbody at public facilities? _____ spaces

Will your project have single vehicle parking spaces? ☒ Yes ☐ No 17 spaces

For a Great Lakes or river project, what is the distance to the nearest existing public access site? _____ miles

Does your project location have any designated disabled parking space(s)? ☒ Yes ☐ No

If yes, how many spaces? 4 spaces

Is your project (boat launch, boarding dock, pier, restrooms, etc.) accessible to people with disabilities? ☒ Yes ☐ No

Is your project a development of an access facility on an inland lake or river where no public access exists? ☐ Yes ☒ No

Section 7: Other Items

Have any of the following reviews been completed for the launch site:

Wetland Analysis? ☐ Yes ☒ No

Phase I Environmental Site Assessment? ☐ Yes ☒ No

Archaeological or Historical Investigation? ☐ Yes ☒ No

Is your project located within a floodplain? ☐ Yes ☒ No

Do you have a stormwater management plan? ☐ Yes ☒ No

Is your project associated with a harbor of refuge or protected launch (structures such as bulkheads and breakwaters necessary to provide safe water conditions) (ref. [NR 7.03\(14\), Wis. Adm. Code](#))? ☐ Yes ☒ No

Will your project correct a significant health or safety hazard? ☐ Yes ☒ No

Is your project required to fulfill a compliance order or court ruling? If yes, include a copy with key provisions highlighted. ☐ Yes ☒ No

Do you conduct a boating safety enforcement and education program that has been approved by the Department of Natural Resources? ☐ Yes ☒ No

Recreational Boating Facilities Development/Renovation Grant Application

Form 8700-343D (3/22)

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What is the state of readiness of your project?

- ☒ Project has final engineering plans suitable for construction or construction bidding or project does not require further planning or design for construction to begin.
- ☐ Project has preliminary site plans, but additional engineering or design work are necessary before construction can begin.

Are there any known controversies/complications with the proposed project?

☐ Yes ☒ No

Are there any measures proposed to address the controversies/complications?

☐ Yes ☒ No

Site the useful life of the project components. Cite the source for the determination.

Section 8: Timeline

Anticipated Project Start Date	Anticipated Project End Date	When do you anticipate that the project area will be open for use?
11/01/2024		Spring 2025

Section 9. Required Attachments

- Project resolution by grant applicant authorizing participation May use Form 8700-388 which can be found on the Recreational Boating Facilities Webpage: <https://dnr.wisconsin.gov/aid/RBF.html> (Resolution instructions in program guidance).
- Project location clearly marked on map.
- Project area footprint (site plan detailed on a map that includes buildings, parking lots, ramps, piers, etc.).
- Topographical map of project location.
- Illustration (drawings/photos) of project area in its current condition including all existing facilities.
- Plans for launch ramps that show percentage of ramp slope, the water depth at the end of the ramp, and the width of the existing or proposed boarding dock or pier.
- Preliminary engineering plans for dredging at launch facility (if any).
- Draft easement or lease document (if development project is on land not owned by applicant).
- Copy of required permit(s).

Section 10. Certification

I hereby certify that all information provided in this application and attachments are true, accurate, and complete. I understand that any information found to be inaccurate, misleading, or falsified may result in disqualification from consideration for a grant under this program.

NOTE: Please type your name on the signature line. The email message generated from electronic submittal of this form will be used as an electronic signature.

Marty Kosobucki

Signature of Authorized Representative

5/29/2024

Date Signed


Pier & Waterfront Solutions LLC

7325 State Hwy 42 - 57
Sturgeon Bay, WI 54235

www.wisconsinpws.com

Date	Estimate #	Rep
5/1/2024	3702	

Name / Address		Site Address	
City of DePere Don Melichar dmelichar@deperewi.gov 920-339-8362		PWS	
Item	Description	MPN	Qty
	Repair one 6' x 32' fishing pier for Perkofski Launch		
Delivery/Pick Up - Loa...	Labor at shop/on site to load/unload and/or deliver product(s)		1
Shop Repair	Remove rubrail and decking. Save to be re-used		10
Shop Repair	Remove fascia and stringers. To be disposed of		6
Misc. Charge	Dumpster fee		1
Hardware / Materials	Treated 2x10 fascia		18
Hardware / Materials	Treated 2x4 stringers		34
Hardware / Materials	Decking screws = stainless steel = box of 1350		1.5
Hardware / Materials	Fascia bolts = zinc plated or galvanized		248
Hardware / Materials	Rubrail screws stainless steel = 25 pack		25
Shop Repair	Install new 2x4 stringers and fascia		8
Shop Repair	Install existing decking		14
Shop Repair	Install existing rubrail		2
Delivery/Pick Up - Loa...	Labor at shop/on site to load/unload and/or deliver product(s)		1
	Estimate does not include any cost to repair floats. Floats appear to be in good condition but can not be fully inspected until decking is removed and sections lifted.		
Terms 50% down Balance upon delivery		Subtotal	\$11,233.00
"Current market conditions have caused delivery disruptions and frequent price increases. This estimate is submitted based on current pricing and availability. Prices are subject to change without prior notice."		Sales Tax (5.5%)	\$0.00
		Total	\$11,233.00



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action on Consideration from Resident to Install a Volleyball Court at Southwest Park.

ATTACHMENTS:

- Memo.Southwest Volleyball court request (DOCX)

CITY OF DE PERE MEMO



To: Board of Park Commissioners

From: Marty Kosobucki

Date: June 20, 2024

RE: Southwest Park – Sand Volleyball Court Request

We have received a request from a resident to have a sandpit volleyball court installed at Southwest Park. Before moving forward with such a facility, we would need to look at several factors before considering. Those would be location, accessibility, and cost.

Location - There would be room to consider such a facility northeast corner of the park. See map included. I would not recommend any other location due to utilities, accessibility, and other fields/park facilities.

Accessibility – with any facility its not as simple as just building it. In order to construct such an amenity, we need to also ensure there is an accessible route to the court. Both of the recommended locations would require an additional access path.

Cost – The court itself will run about \$6,000 - \$10,000 (sand, excavation, poles and net). The accessible route will be another \$1,000 - \$15,000 depending on what type of material we use and where its located. All totaled, the cost to install a sandpit volleyball court would be between \$7,000 - \$25,000 depending on where you would decide to place the court and what material you would use for gaining accessibility.

Staff Recommendation/Analysis: I believe the best location would be outside of the left field fence, however selecting this location would generate a higher additional cost in being able to gain accessibility. We will need to install a curb cut as well as a lengthy accessible path. While I think the lesser of the two locations is next to the batting cages, I think this makes the most sense economically. If you feel a sandpit volleyball court would be beneficial at this park, I would recommend proposing funding for the 2025 Budget.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Approve Bid for Poured In Place Surfacing for Willems Playground.

ATTACHMENTS:

- Memo.Willems Playground Fall Surfacing Bid (DOCX)
- 2024 0516 CE_Project 24-12_Bid Tab (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Date: June 20, 2024

RE: Willems Park Playground Surfacing Bids

Recently our Engineering Division sent out a project bid for fall surfacing at Willems Park. The surfacing could either be poured in place, or turf. We received one bid. Fortunately, the one bid happens to be within our projected budget.

Staff recommendation: Approve bid from Bluemel's for fall surfacing at Willems Playground.



Project 24-12
Willems Park Playground Surfacing

				BIDDER NO. 1	
				Bluemel's Maintenance Service, Inc.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID
PC-01	Playground Surface Installation	SF	2900	\$17.30	\$50,170.00
PC-02	Playground Surface Testing	LS	1	\$1,600.00	\$1,600.00
TOTAL AMOUNT BID:				\$51,770.00	



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Approve the Revised Ordinance Related to Dogs In Parks.

ATTACHMENTS:

- Memo.dog ordinance (DOCX)
- Sec._30_2.___Park_regulations_ (DOCX)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Date: June 20, 2024

RE: Proposed Ordinance change for allowing Dogs in Parks

We have received a proposed change to the ordinance related to our Parks and the allowance of dogs in our parks. After reviewing the changes, I do believe the proposed ordinance reflects the recommendations the Park Board suggested.

Staff Recommendation: Approve and forward to City Council for consideration.

Sec. 30-2. Park regulations.

- (a) *Definitions.* The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alcohol beverage or beverages means fermented malt beverages and intoxicating liquor, all as provided for and defined in Wis. Stats. ch. 125.

Board means the board of park commissioners.

Director means the director of parks, recreation and forestry.

Fishing means the act, occupation or sport of catching or attempting to catch fish.

- (b) *Use of parks.*

(1) *Compliance required.* No person shall enter or use any public park of the city except as permitted under this chapter and under the rules and regulations of the board.

(2) *Fishing from Riverwalk prohibited.* No person shall fish from the Riverwalk sidewalk, viewing pier and abutments thereto, or viewing platforms. The director shall place signs indicating the area to which this prohibition applies.

- (c) *Injury to plants.* No person shall pluck or cause injury to any flowers, plants, shrubs, grass or trees growing in any of the public parks except city employees in the performance of their official duties.

- (d) *Care of birds and animals.* No person shall misuse or mistreat any bird or fowl or animal or injure or remove any nests of any bird or animal in the parks, parkways or boulevards of the city.

- (e) *Unlawful entry of ~~dogs, cats and other animals~~.* Except as provided below, no owner or keeper of any ~~dog~~, cat or other animal, except as otherwise provided herein, shall permit such animal to enter or remain in any park in the city, whether the animal is leashed or unleashed.

(1) —

(1) This section shall not apply to animals used by law enforcement agencies while performing law enforcement functions.

(2) Dogs on a visible and non-retractable leash no longer than six feet are allowed to be walked in parks only on designated walkways or pathways, parking lots serving the walkways or pathways, and designated trails. A dog owner or handler and his or her dog shall not loiter, stop, or stand in such designated park areas or trails. Dogs must be current with all appropriate vaccinations and licensed in accordance with chapter 86 and Wis. Stat. § 174.07. If a dog defecates while walking through a park, the dog owner or handler must clean up after the dog and remove such excrement from the park. Notwithstanding the foregoing, dogs (along with cats and other pets) shall not be allowed in park buildings, playgrounds, picnic shelters or sports fields.

(32) The board may make other exceptions to this prohibition on a temporary or permanent basis. Should the board make such exception, it shall be upon such terms and conditions as set by the board. Signs shall be erected at accessible points at city parks where such animals may be permitted informing the general public of the same.

(43) The director is hereby authorized to permit dogs to be used in any city park for the elimination of nuisance animals, provided the following minimum guidelines are met:

- The dog for which permission is sought is presented with proof of current vaccination status and such dog is licensed in the city in accordance with chapter 86 and Wis. Stats. § 174.07;
- The dog is easily identifiable as being engaged in nuisance animal elimination;

Formatted: List 1

-
- c. The dog owner shall have voice command control over such dog;
 - d. The permission granted may be revoked by the director for any reason. The decision of the director is final;
 - e. The director may establish additional requirements not in conflict with this section.
- (54) The board may designate any city park or area within a city park as a dog park. Persons using such dog park shall do so upon such rules and regulations as are adopted by the board, which shall be available to the public at the office of the director and upon the city's official website.
- (f) *Injury to property.* No person shall injure, deface, destroy, steal, take or carry away any of the equipment used in or upon any park of the city.
 - (g) *Disorderly conduct.* No persons shall appear in any park or in or on the Fox River in the state of nudity or in any indecent dress. No person shall make any indecent exposure of his or her person or be guilty of any indecent or obscene act, language, written or spoken, or other disorderly conduct. No person shall enter or be present in any park or in or on the Fox River while intoxicated.
 - (h) *Sale of alcohol beverages.*
 - (1) Pursuant to Wis. Stats. § 125.06(6), fermented malt beverages may be sold by city officers or employees in any city park under such terms and conditions as authorized by the board.
 - (2) Other than as provided above, alcohol beverages may be sold only pursuant to a private vendor permit granted under subsection (j) of this section.
 - (i) *Carry-in of alcohol beverages.*
 - (1) Subject to restrictions adopted by the board, beer/wine may be brought to and consumed in public parks.
 - (2) Notwithstanding the foregoing, no person shall bring or in any way carry-in any alcohol beverages onto the fairgrounds during the annual county fair.
 - (3) No person shall possess intoxicating liquor (excluding wine) in any park without first obtaining official permit therefor from the director. This subsection shall not apply to the sale and possession of intoxicating liquor (excluding wine) vended pursuant to a private vendor permit issued under this section, provided the sale and possession of such intoxicating liquor takes place within the time and location parameters of the permit.
 - (4) The director may order an individual or groups of individuals to discontinue consuming alcohol beverages in any public park and to remove such alcohol beverages from the public parks if the director has reason to believe that the presence and consumption of beer/wine in the public park is detrimental to the purposes of the public park.
 - (j) *Private vendor permits.*
 - (1) *Intent and purpose.* It is hereby declared to be the policy of the city and the board to enhance the use and enjoyment of city park and recreational areas by allowing the private vending of goods and services within such areas along the terms and conditions of this policy. This policy shall not apply to:
 - a. Goods or services offered for sale or provided by the city;
 - b. Goods or services offered for sale by bona fide city service clubs or charitable organizations in conjunction with authorized use of city park locations.
 - (2) *Procedure.*

- a. *Request for permit.* The board may issue a request for proposals (RFP) for the vending of goods or services in city park. Additionally, any person wishing to vend goods or services in any city park shall submit an application for a vending permit to the director on or before December 1 for the following year. All proposals shall identify:

1. Name of applicant;
2. Type of vending activity sought/product to be sold;
3. Location where vending sought;
4. Proposed hours of operation;
5. Mode of vending (cart, vending machine, movable structure, etc.).

Note: Except for Riverwalk Fishing and Viewing Piers, no food truck vendors shall be considered for a private vendor permit unless the proposal is in response to the RFP issued by the board.

- b. *Number of permits to be allowed.* No more than three private vending permits per day shall be granted by the board for any city park.
- c. *Selection process.* The director shall review each application submitted and make recommendations to the board on the applications. In the event more than one complete application, per vending activity, is received from qualified applicants, the director will review the applications and make a recommendation regarding the preferred applicant to the board. Nothing herein shall require the board to grant or not grant any requested permit. The board may reject any or all applications.
- (3) *Regulations.* Unless otherwise expressly provided in a permit issued by the board pursuant to an RFP issued by the board, the following regulations shall apply to private vendor permits:
- a. *Annual permit.* The fee for an annual permit shall be as defined in the permit which shall be paid to the city clerk within ten days of notice of permit approval from the board. Such permit shall be issued by the director on or before February 28 of each year, or thereafter when applied for, and shall expire one year following its issuance. The permit shall specify the location authorized and the hours of operation allowed under the permit.
- b. *Liability insurance.* To hold a valid permit, the vendor must have in force adequate liability insurance and must agree to indemnify, defend, and hold the city, its employees and agents harmless against all claims, liability, loss, damage, or expense incurred by the city as the result of any injury to or death of any person or damage to property caused by or resulting from the activities for which the license is granted. As evidence of liability insurance, the applicant shall furnish a certificate of insurance, on a form acceptable to the city, evidencing the existence of commercial general liability insurance (including contractual liability) naming the city, its employees and agents as additional insureds, together with the appropriate endorsement therefor, with minimum limits of \$1,000,000.00 in the aggregate. The certificate of insurance shall provide 30 days' written notice to the city upon cancellation, nonrenewal or material change in the policy. If food is to be vended, such insurance shall also include product liability insurance and comply with all requirements above.
- c. *Alcohol.* There shall be no sale of alcoholic beverages.
- d. *Revocation/suspension of permit.* Revocation or suspension of permit may be ordered by the board upon cause after notice to the permittee and hearing before the board. In lieu of revocation or suspension, the board may place reasonable conditions or restrictions on the permit for the remainder of the vending year in order to effectuate the provisions of this chapter and ensure compliance by the permit holder. No condition imposed may be contrary to or

inconsistent with any ordinance, regulation or statute regulating vending activities. If any permit holder fails or neglects to comply with the conditions or restrictions imposed by the board, her/his permit may be suspended or revoked as provided above.

- e. *Change of address.* A vendor to whom a vending permit has been issued under this subsection shall inform the director, or his/her designee, of any change of address of the primary vendor named on the permit, in writing, if the address change occurs during the time period for which the vending license was issued.
- f. *Maintenance of area.* Vendors must maintain their vending areas in a clean and hazard-free condition.
- g. *Vendor only.* It is unlawful for any vendor licensed under this subsection (j) to permit any other person to vend at the permitted site.
- h. *Park amenities.* No vendor shall be permitted to use any of the amenities, such as benches, flower planters, trees, bus shelters, kiosks, light poles or any other utility poles for display of merchandise or to attach any ropes or other vending equipment to any of the aforementioned.
- i. *Obstruction of fire hydrants.* No vending equipment shall be permitted within a ten-foot radius of a fire hydrant.
- j. *Signage.* Vending equipment and displays, including signage, shall be directed away from the street. In addition, merchandise shall be displayed in a manner which does not draw attention from the street and which does not require or encourage prospective buyers to enter or walk upon the street in order to examine it.
- k. *Vendor on site.* Except for permits issued for vending machines or other self-serve outlets, a vendor shall be present within the vending site at all times during which items are displayed or sold.
- l. *Removal of vending equipment.* All vending equipment, including carts, tables, apparatus and merchandise shall be removed from the streets, sidewalks, terrace area or other vending location during times when vending is prohibited.
- m. *Compliance with laws.* All vendors shall comply with all other state, federal and local laws and permit requirements, including, but not limited to, health department permits, direct seller permits, state seller's permit and the like.
- n. *Enforcement.* The director, or designee authorized in writing, shall have concurrent authority with the chief of police, or designee, to enforce the above restrictions on vending. They shall further have concurrent authority to remove or cause the removal of any vending equipment or merchandise found on the street, sidewalk, terrace or other vending location in violation of these regulations.
- o. *Utility connections.* Permittee shall pay all costs associated with any electric supply needs.
- (k) *Nuisances.* No person shall commit any nuisance upon any portion of any park.
- (l) *Refuse.* No person shall pile, deposit or place any rubbish or scatter boxes or other refuse or debris in any park. Persons using the park shall deposit all refuse in the containers provided therefor.
- (m) *Park closed; entry prohibited.*
 - (1) Except as provided herein, all parks within the city shall be closed to the public between the hours of 11:00 p.m. and 6:00 a.m. and no person shall enter or remain upon any park property during these hours. The hours the park is closed to the public also prohibits causing or allowing the docking of any watercraft upon any city-owned boat landing except as specifically permitted by section 30-4.

Created: 2024-03-27 10:50:40 [EST]

(Supp. No. 1)

(2) Exceptions.

- a. Voyager park shall be closed to the public between the hours of 11:00 p.m. and 4:00 a.m.
- b. The hours of operation of the county fairgrounds shall be governed by section 30-3(5).
- c. Dog parks shall be closed between the hours of sunset and 7:00 a.m.
- d. The director or designee authorized in writing, may, in writing and upon request, extend the hours of operation at the community center to 1:00 a.m.

(3) The director or designee authorized in writing, may, in conjunction with the issuance of a permit under section 30-6:

- a. Approve a request by permittee to charge a fee for the parking of vehicles at the event, provided that:
 1. The city receives 50 percent of the net parking revenue not to exceed \$2.00 per vehicle;
 2. The permittee provides the director with a written parking plan and schematic for review and approval at least 30 days prior to the event.
- b. Approve a request by a permittee hosting a multiple, consecutive day event, to remain in the park during closed hours, including overnight, for the purposes of security. In granting such permission, the director may impose conditions, including, but not limited to, the following:
 1. Ingress and egress to areas of overnight use shall be allowed at all times;
 2. No campfires, open flame, lit-charcoal or other outside burning shall be allowed;
 3. The area of overnight use shall be kept neat and orderly with covered trash receptacles provided and maintained by permittee;
 4. No outside display or storage of laundry is permitted;
 5. No tents will be permitted;
 6. All gray and black water shall be disposed of at a permitted facility.

(n) *Feeding of birds or fowl.*

- (1) The feeding of birds or fowl in city parks as to create a public nuisance is hereby prohibited.
- (2) If the health commissioner, or designee authorized in writing, determines that there exists upon any city park property a public health nuisance caused, in full or in part, by the feeding of birds or fowl, the health commissioner may report such finding to the board.
- (3) The board may, upon receiving such report, cause such area affected to be posted with a notice that such feeding of birds or fowl is prohibited.
- (4) Any person violating such posted notice may be proceeded against under chapter 78 prohibiting public nuisances.

(Code 1974, § 9.02; Code 2001, § 30-2; Ord. No. 99-15, § 1, 7-6-1999; Ord. No. 02-06, § 1, 3-5-2002; Ord. No. 05-14, § 1, 4-19-2005; Ord. No. 06-03, § 1, 1-3-2006; Ord. No. 06-32, § 1, 11-8-2006; Ord. No. 08-01, § 1, 1-15-2008; Ord. No. 09-10, § 2, 4-21-2009; Ord. No. 11-08, §§ 1—3, 4-6-2011; Ord. No. 12-12, § 1, 6-6-2012; Ord. No. 13-17, §§ 13, 15, 8-20-2013; Ord. No. 17-05, § 1, 3-7-2017; Ord. No. 17-23, § 1, 12-5-2017; Ord. No. 19-01, § 1, 1-2-2019; Ord. No. 19-02, §§ 1, 2, 1-15-2019)

Created: 2024-03-27 10:50:40 [EST]

(Supp. No. 1)



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Consideration and Possible Action to Approve Small Park Sign Design.

ATTACHMENTS:

- Memo.Small Park Sign (DOCX)
- Small Park Signs Revamp (JPG)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Date: June 20, 2024

RE: Small Park Sign

At our parks we have two different types of Park Identification signs. We have large signs for our bigger parks (ie. Optimist, Southwest Park, VFW). Our smaller parks we have a small sign mounted to a 4x4 post. We will gradually go through and replace these signs in concurrence with our branding initiative. I have included a revamped sign for your review and consideration. The sign is essentially the same exact sign, with exception for the logo included on the top.

Staff Recommendation: Approve small park sign design.

DE PERE[®]



BRAISHER PARK



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Review of Nelson Pavilion Donor Signage

ATTACHMENTS:

- 7208.1 CDP Pavilion Donor Signage NAMES ADDED (PNG)
- 7467.1R1 CDPRC - NFP Plaque (PNG)
- 7467.2 CDPRC - NFP Plaque (PNG)

SIGN SPECIFICATIONS

SIGNAGE: CUSTOM DIMENSIONAL NON-LIT SPONSOR SIGN
A - ROUTED ACM BACKER PANEL W/ MEDIUM GREY OPAQUE VINYL, MATTE FINISH (MOUNTING HARDWARE NOT SHOWN. HARDWARE TO BE HIDDEN BEHIND SPONSOR PANELS)
B - ACM PANEL W/ DIGITAL PRINT VINYL GRAPHIC, MATTE FINISH. STUD MOUNTED.
C - 1" DEEP FLAT CUT ACRYLIC LETTERS STUD MOUNTED TO WALL
D - (11) SILVER BRUSHED ACM PANELS MOUNTED W/ (4) EACH 1/2" X 1" STANDOFFS
E - (6) GOLD BRUSHED ACM PANELS W/ (4) EACH 1/2" X 1/2" STANDOFFS
F - HIGH TAC BLACK VINYL NAMES - SIZE TBD
G - CLEAR VINYL W/ DIGITAL PRINT BLACK NAMES
H - ROUND SILVER BRUSHED STANDOFFS
I - OPTIONAL ACM PANEL W/ DIGITAL PRINT VINYL W/ MATTE FINISH, STUD MOUNTED

FENCE MOUNT:
SAME DIMENSIONAL SIGN FABRICATION
ACM PANELS WOULD BE SECURED TO RAILINGS
(HARDWARE TBD)

ITEM: **7208.1**

SCALE RATIO 1:1

☐ REVISION 1 - NOTES/DATE

☐ REVISION 2 - NOTES/DATE

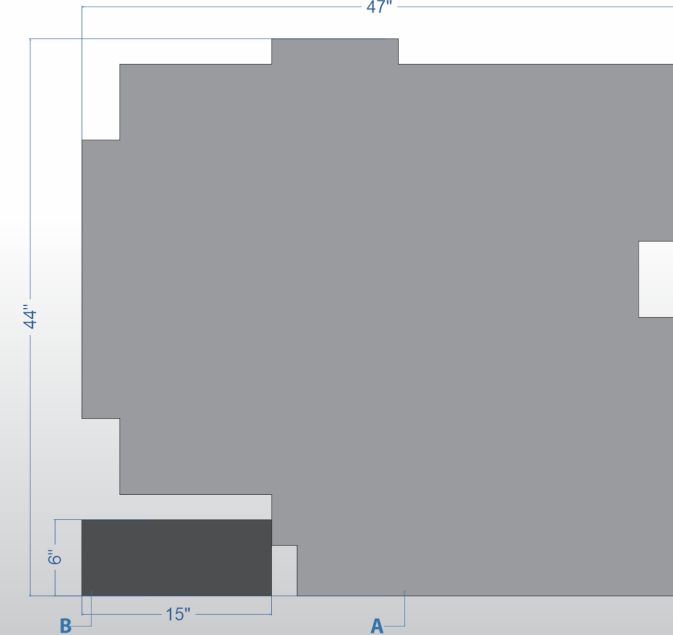
☐ REVISION 3 - NOTES/DATE

REVISION 4 - EXTRA CHARGE \$60/HALF HOUR DESIGN TIME

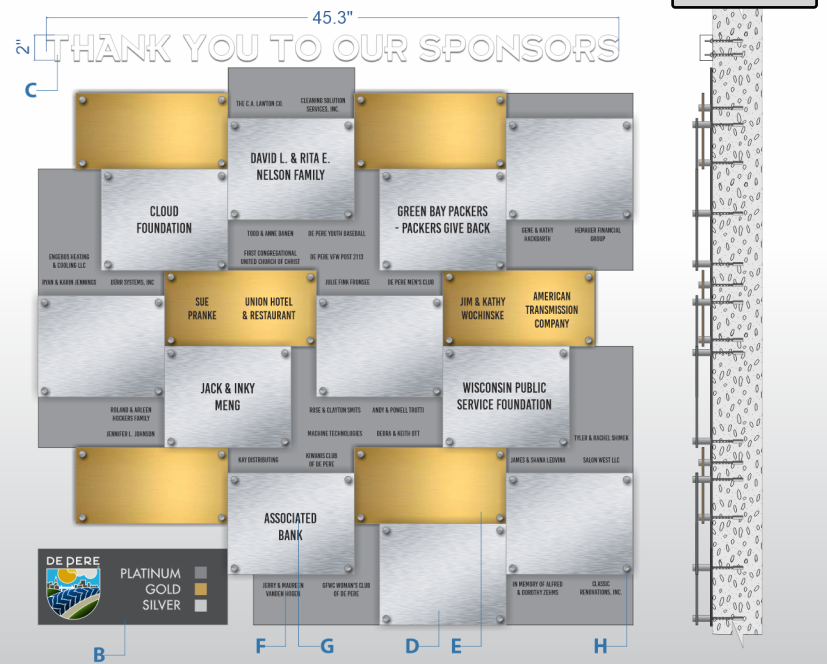
NOTES/DATE

REVISION 5 - EXTRA CHARGE \$60/HALF HOUR DESIGN TIME

NOTES/DATE

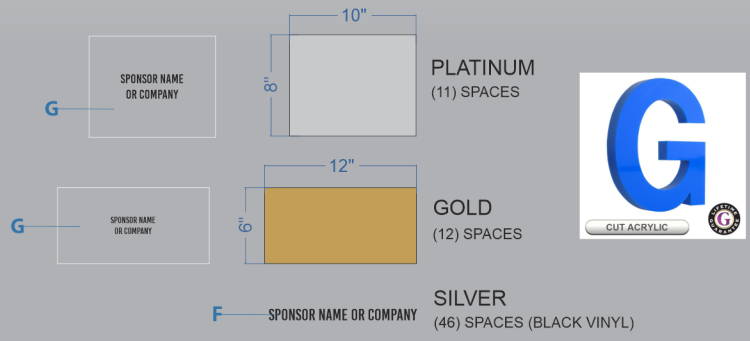


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ACM PANELS
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Direction Horizontal

Tamper Proof Stainless
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Standoffs



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2375 W. Nordale Dr., Appleton, WI 54914
T: 920-378-3515

SIGN SPECIFICATIONS

SIGNAGE: CUSTOM DIMENSIONAL
NON LIT PLAQUES

A - (4) EACH 1/2" X 1" BRUSHED STANDOFFS

B - GOLD BRUSHED ACM PANEL

C - 1/4" ACRYLIC W/ 1ST & 2ND SURFACE
DIGITAL PRINT, SATIN SHEEN

COLOR SPECIFICATIONS

C1

C2

FULL COLOR
75% BLACK

ITEM: 7467.1R1

SCALE RATIO 1:1

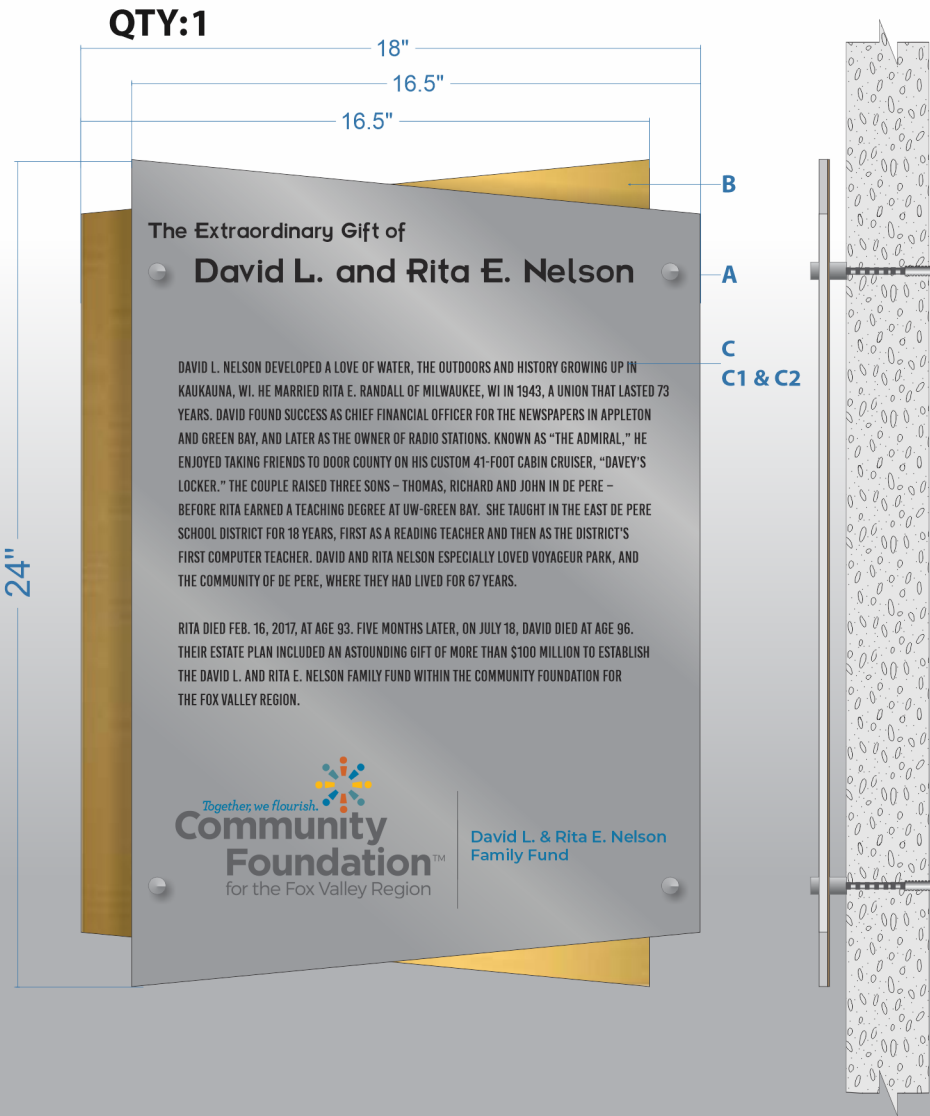
REVISION 1 - Word Change

REVISION 2 - NOTES/DATE

REVISION 3 - NOTES/DATE

REVISION 4 - EXTRA CHARGE \$60/HALF HOUR DESIGN TIME
NOTES/DATE

REVISION 5 - EXTRA CHARGE \$60/HALF HOUR DESIGN TIME
NOTES/DATE



SIGN SPECIFICATIONS

SIGNAGE: CUSTOM DIMENSIONAL
NON LIT PLAQUES

A - (4) EACH 1/2" X 1" BRUSHED STANDOFFS

B - GOLD BRUSHED ACM PANEL

C - 1/4" ACRYLIC W/ RAISED BLACK LETTERS & 2ND SURFACE DIGITAL PRINT, SATIN SHEEN

COLOR SPECIFICATIONS

C1		FULL COLOR
C2		75% BLACK

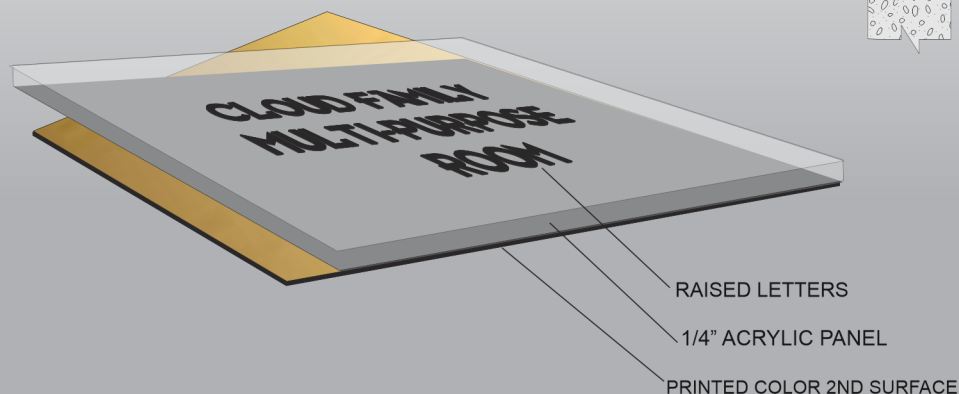
QTY:2



Tamper Proof Stainless Steel Brush Finish Standoffs



ACM PANELS
Brushed Grain
Direction Horizontal



RAISED LETTERS

1/4" ACRYLIC PANEL

PRINTED COLOR 2ND SURFACE

7467.2

SCALE RATIO 1:1

○ REVISION 1 - *NOTES/DATE*

○ REVISION 2 - *NOTES/DATE*

○ REVISION 3 - NOTES/DATE

REVISION 4 - EXTRA CHARGE \$60/HALF HOUR DESIGN TIME

REVISION 5 - EXTRA CHARGE \$60/HALF HOUR DESIGN TIME

COMPANY: City of DePere Parks & Rec

CLIENT: Marty Kosobucki

JOB LOCATION: 925 S. Sixth Street
De Pere, WI

DATE: 5-2024

SALES REP: Kristina

DESIGNER: Dana

CHECK LIST CLIENT NOTIFICATIONS

☐	ORIENTATION & PLACEMENT
☐	COLOR SPECIFICATIONS
☐	SPELLING & GRAMMAR

**CLEAN ART
NEEDED**

IF CLEAN ART CANNOT
BE PROVIDED DESIGN
SETUP FEES MAY OCCUR

**PRESITE
NEEDED**

ESTIMATE PROVIDED PRIOR
TO PRESITE CANNOT BE
GUARANTEED

R COLOR SPEC
NEEDED

ALL COLOR SPECIFICATIONS MUST
BE PROVIDED OR APPROVED BY
CLIENT PRIOR TO PRODUCTION

ELECTRICIAN
NEEDED

CLIENT TO PROVIDE ELECTRICAL
RAN & OR SUBBED OUT PRIOR
TO INSTALL BY THEIR ELECTRICIAN

**APPROVAL
SIGNATURE**

DAT

Packet Pg. 37

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City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Discussion on Current Rental Policy for Park Shelters

ATTACHMENTS:

- Memo.rental policy (DOCX)

CITY OF DE PERE

MEMO



To: Board of Park Commissioners
 From: Marty Kosobucki
 Date: June 20, 2024

RE: Discussion on Park Shelter Rental Policy

Our current policy for renting a park shelter states that when you rent a shelter it is A) not refundable, and B) not transferrable. I cannot speak for the purpose behind these policies and can only guess that they were put in place because of shelter rentals being popular and having people cancel at the last minute. If this would occur, we are then left without a revenue stream for many rentals.

I have received a fair amount of calls and requests over the past few years to cancel rentals for various reasons. Most reasons are typically health related such as “we were planning on an 80th birthday party for a person and that person came down with covid”.

While I think there is merit in our policies, and we do need some checks and balances with renting our facilities, I think the Park Board should consider some revisions as denying an option for a shelter rental due to a health reason could cause some negative reactions in the public eye. I would recommend we consider the following policy as it relates to park shelter rentals, although I am open to all suggestions.

- Outside or equal to 4 weeks of the rental, a full refund, minus administration fee will be provided.
 - o An administration fee will be considered 10% of the rental charge.
- Inside of 4 weeks of the rental.
 - o No refunds shall be provided.
 - o A transfer of rental date will be provided with an administration fee.
 - An administration fee will be considered 10% of the rental charge.
 - o Once a facility rental date has been transferred, no refund is allowed to be given and additional transfers are not allowed.

If the Park Board believes a change is recommended, I will revise and place on the next Park Board meeting for consideration of action.



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Review of Draft Facility Condition Analysis for Ice Arena.

ATTACHMENTS:

- De Pere Ice Arena Facility Study_7840_2024_DRAFT (PDF)



JUNE 2024

City of De Pere | De Pere Ice Arena

Facility Condition Assessment

design matters_{SM}


somerville
architects
eng



2100 Riverside Drive,
Green Bay, WI 54301-2390
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F. 920.437.8136

somervilleinc.com



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City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



EXECUTIVE SUMMARY

De Pere Ice Arena

1450 South Fort Howard Drive
De Pere, Wisconsin 54115

INTRODUCTION

Somerville Inc. was hired by the City of De Pere provide a Facility Assessment (FA) of the De Pere Ice Arena. The FA follows the proposal that was agreed to between Somerville Inc. and the City of De Pere.

The purpose of the Facility Assessment is to assist the City in ascertaining the condition of the existing building as it is today and to have a better understanding of the current and future replacement and/or repair needs for building components and systems. Additionally, base line cost estimates are provided to help the City prepare for ongoing capital costs or for future master planning efforts.

Over the years, maintenance has been done on an as-needed basis. As the building ages, these repairs are becoming a greater and greater expense to the City. The most recent large repairs include:

- A. Dehumidification system repaired in 2019
- B. Refrigeration plant repaired in 2019
- C. New bleacher system installed in 2018
- D. Above ground sump tank installed in 2018
- E. Garage door replacement in 2012
- F. Refrigeration plant replaced in 2011
- G. Chemical tank replaced in 2009

METHODOLOGY

Somerville Inc. visited the property on March 25th and April 11th, 2024. During our site visits we visually observed the building and inherent systems that were exposed to view. This was a non-intrusive and non-destructive evaluation. We are not authorized or licensed to inspect for hazardous materials,

No facility assessment can eliminate the uncertainty regarding the property and building deficiencies and their dependent systems. The walkthrough was based on visual observations of the building and the respective systems. The standard for FA's recognizes the subjective nature associated with defining the condition, quality and workmanship of the building components and their respective systems.



The only drawings available of the building were a basic floor plan and the precast floor plank shop drawings. These provided little useful information. The majority of this report is based on field observations. Our Team was able to discuss the building with Marty Kosobucki, Director of Parks, Recreation and Forestry for the City of De Pere, Don Chilson and Todd Gordon from Brown County Ice Management based on their experience in managing facility. Brown County Ice Management also operates the Cornerstone Community Center.

The following building condition assessment looks to document current physical conditions of the building as of our field visits mentioned on the previous page, and includes the following:

- Building Exterior – Walls, windows, roof, exterior doors
- Building Interiors – Floors, walls, ceilings, interior doors
- ADA and code deficiencies
- Plumbing Systems
- Heating/ventilating/air conditioning Systems (HVAC)
- Electrical Systems – Power, lighting, fire alarm, telecommunications
- Ice Plant refrigeration system
- Exterior site conditions

EVALUATION

Each assessment looks to comment on the general state of the building as well as point out deficiencies. The condition of each deficiency was evaluated and assigned a priority.

- 1** Immediate, requires attention within the next 3-6 months
- 2** Should be addressed in the next 2 years.
- 3** Should be addressed in the next 3 – 5 years.
- 4** 5 - 10 years – noted for planning purposes
- 5** 10+ years – noted for long term planning purposes

RECOMMENDATIONS AND COSTS

Each deficiency was then assigned a recommended correction, along with an opinion of probable cost. These costs are meant to give an order of magnitude to the recommendation, not provide fixed budget for the item. The full costs involved would only be known after a full repair/replacement scope is defined, and costs submitted by those vendors actually doing the work. Graphs in Appendix A shows a graphical summary of the costs involved by priority and by discipline. The costs are in today's dollars and are not pro-rated to account for future inflation.



NEW CONSTRUCTION – Example

This Facility Condition Assessment is a resource to help explore the cost benefit of repairing the existing facility or constructing a new facility. The existing building is approximately 40,000 sq.ft., including basement locker rooms and the 2nd floor assembly space. This does not include the Deacons locker room addition. By using RS Means, a national construction cost database, and projecting 2 years into the future, a similar sized building would cost approximately \$250/SF for a total of \$10,000,000.

It's envisioned that the building would all be on one level, with fixed seating for 500 spectators and 4 lockers rooms. Safety features would include a fire sprinkler system, addressable fire alarm, emergency lighting, and a generator.

TEAM MEMBERS:

Duane Grove, Senior Project Architect

Shelia Downing, Plumbing Project Designer

Travis Grell, Mechanical Project Engineer

Troy Theis, Electrical Project Designer

Kevin Byrne, Senior Landscape Architect, **JSD Professional Services**

Kyle Gillespie, President/CEO, **Rink Tec Arena Specialists**

CONCLUSION

ARCHITECTURE

The building falls into the “Grandfathered” status when reviewing building codes and the ADA guidelines. The facility did meet the building code in affect when it was constructed, and it can remain as-is as long as it is not reconfigured in any way. Building systems and equipment can be repaired and even totally replaced without requiring items outside that work to be upgraded. For example, a new ice sheet will not require that the toilet rooms be remodeled to accommodate ADA. However, what is the image of the facility to the community in not providing an ADA toilet room? The facility analysis that follows will point out where the codes have changed since the building was built.

PLUMBING

Condition of the entire sanitary system below floor is unknown and should be scoped to fully evaluate the condition. Supply piping needs to be insulated to help maintain temperature and reduce condensation. Updating the hot water recirculation piping system would increase hot water availability at hand wash lavatories and sinks. The hot water boiler and storage tank are beyond the expected service life and will require replacement in the near future. Plumbing fixtures that were upgraded in 2012 work as they should but the corroded p-traps and supply stops need eventual replacement.

**MECHANICAL**

Heating, ventilating and refrigeration systems primarily operate between the months of October to May. Some equipment has been replaced recently. Infrared tube heaters above Spectator/Bleacher Seating and suspended unit heater in Zamboni Storage have been replaced within the past 5 years. Major systems and/or their components are aging and will likely require replacement in near future. Upgrading systems to conform with current Building and Mechanical Codes will likely be a significant capital investment.

ELECTRICAL

The Main Distribution Panel and associated circuit breakers are aging and will likely require replacement in the near future. Multiple branch panels will need to be updated due to condition and being outdated. Updating luminaires to L.E.D. type. Updating to automated lighting controls. Installing a new Fire Alarm System to conform with current Building Codes.

SITE CIVIL

The property has experienced general degradation and deferred maintenance, mostly typical with a facility of this age, with no major site deficiencies. Improved grading to direct water away from the building was the most notable site challenge that could improve conditions. Additional observations and recommendations are provided in the report.

ICE PLANT AND RINK

The existing refrigeration system with the issues that arose based on the old calcium chloride being used is now in fairly good condition with the chiller barrel and compressors being replaced.

The Freon is R507. This refrigerant will be accessible for many years to come and has a phase-out date only for importing and manufacturing that is yet to be determined.

Most importantly the floor system is what causes the most concern from my standpoint. It is very unlevel and the subfloor heating system is non-functional. The more use the floor gets over extended periods of time, the worse the floor will heave and a frost problem will develop in the subgrade.



De Pere Ice Arena

SITE PLAN



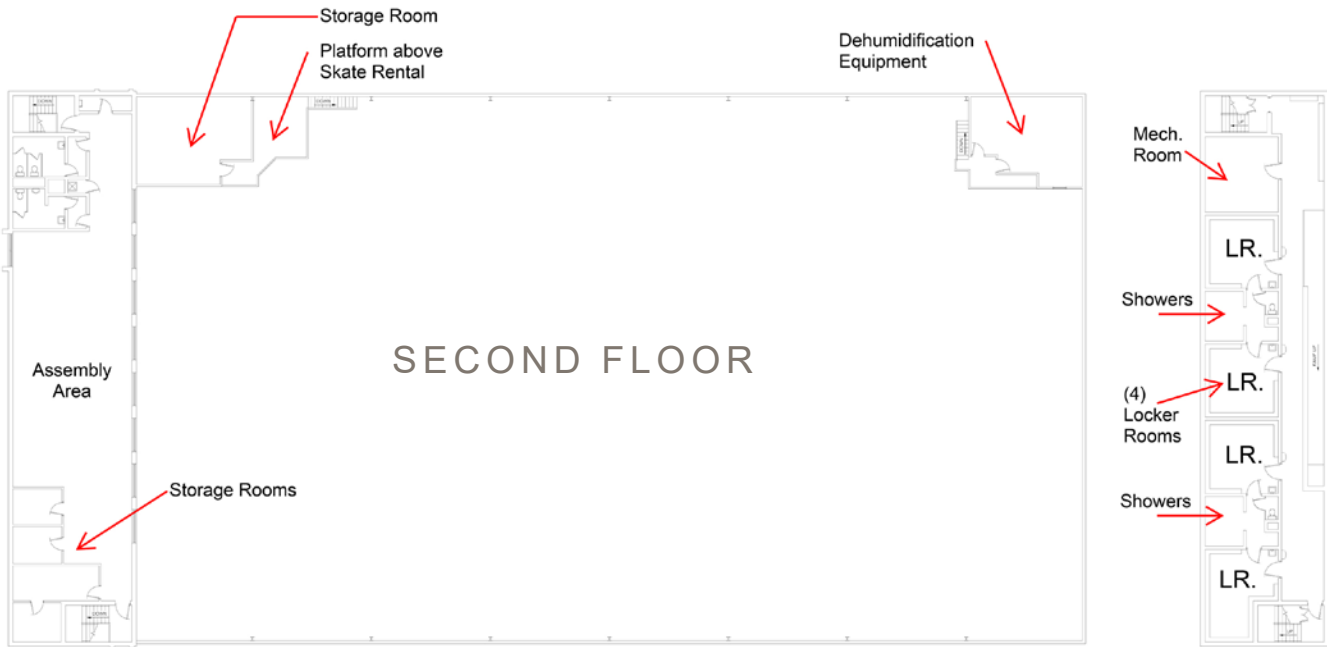
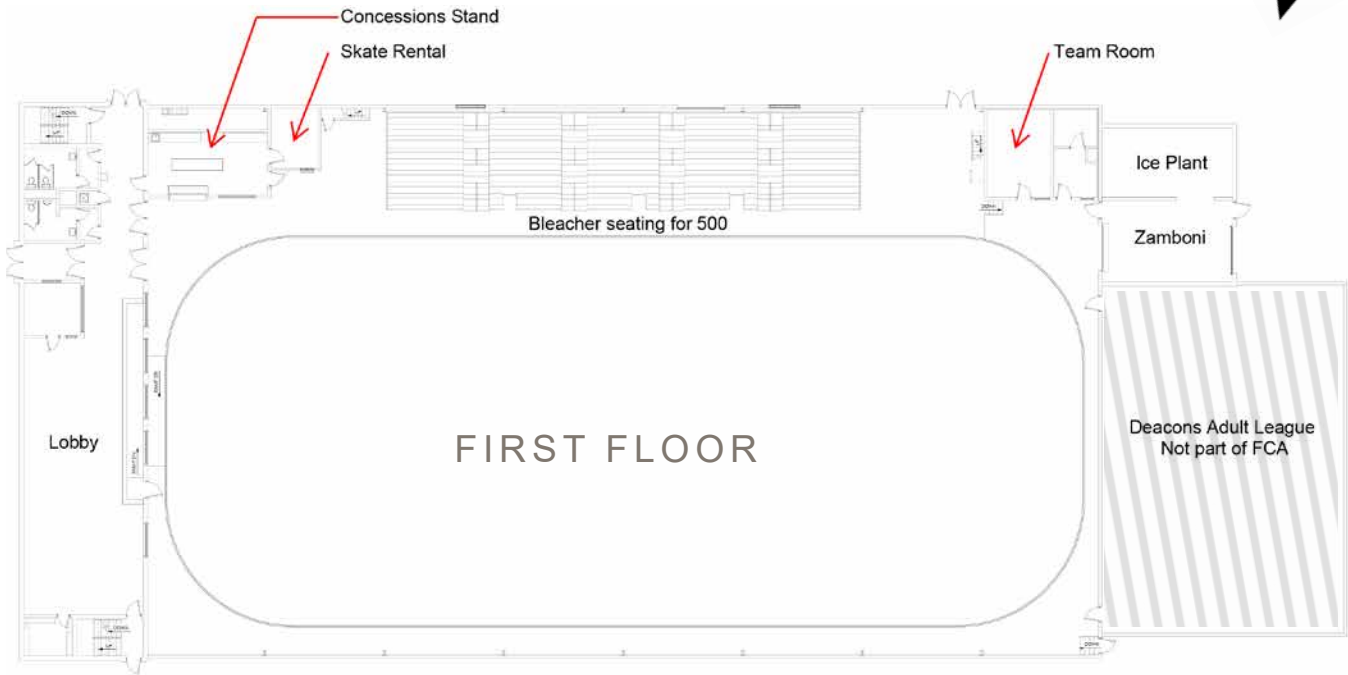


City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



De Pere Ice Arena

FLOOR PLANS



BASEMENT





CITY OF DE PERE – DE PERE ICE ARENA

Building Description / Condition

The De Pere Ice Area, built in 1974, sits on 3.45 acres adjacent to the Brown County Fair Ground on the City's west side. This site area includes the building's immediate site and the parking lot to the west. The main level is 29,500 sq.ft., the basement and second floors are both 3,400 sq.ft. each, and the Zamboni parking and ice plant are 1,000 sq.ft. with a total gross area is 37,300 sq.ft. Note that in the eastern section of the building there are locker rooms managed by the Deacons Adult Hockey League and are not part of this facility assessment. The square footage of this area is not accounted for in the above numbers. The arena section of the building contains one ice rink, bleacher seating for 500 persons, concessions stand, and skate rental. The entry section contains (3) levels: main entry with lobby and restrooms, a second floor with a large assembly space looking over the ice and restrooms, and a basement with (4) locker rooms.

SITE SUMMARY

Over the course of two site visits, by JSD Professional Services, in May of 2024, including a site walk-through with De Pere Ice Arena and Cornerstone Community Center Manager Don Chilson on May 15th, 2024, the current site conditions around the exterior of the De Pere Ice Arena were observed and documented, including a history of the facility over the approximately twelve years since Don Chilson became manager.

Located at 1450 Fort Howard Avenue in the City of De Pere, Wisconsin, the ice arena facility is approximately 50 years old, built on City of De Pere property, and adjacent to the Brown County Fair Grounds, City of De Pere Fairgrounds, Perkofski Public Boat Launch, and a residential neighborhood. Owned by the City of De Pere, the facility is operated by Brown County Ice Management, which also operates the privately owned Cornerstone Community Center, an Ice facility with three rinks, also in the City of De Pere. Parking is accommodated by a main parking lot adjacent to the front entry on the west side of the building, with additional gravel parking along the north façade and east of the building. The building is serviced by public utilities.

Challenges exist between the ice arena and adjacent residential properties to the south, as discussed during the walkthrough with the operator, and include noise complaints from vent fan use during ice removal and music during game events. Vandalism has been documented and includes dented and damaged fan shrouds along the south building façade.

No known construction plans or documents are available for the site design, utilities, etc.

PARKING AND ACCESS

Access to the property comes via a two-lane entry / exit from Fort Howard Avenue directly into the main parking lot, with secondary access from the fairgrounds on the north. An access drive through the park to the boat launch traverses along the north façade and provides access to the north and east / rear parking areas, and the east / rear service area.



PARKING LOT



The main parking area is located on the west side of the building, adjacent to the main entry, and accommodates 85 vehicles, including 4 accessible parking stalls, 2 of which are van accessible. The main parking lot appears accessibly compliant. A more efficient parking configuration may provide additional stalls.

Un-striped gravel parking along the north façade accommodates approximately 22 vehicles.

Un-striped gravel parking / service area at the east / rear side of the building can accommodate approximately 37 vehicles. Recycled asphalt millings were added to the rear parking lot, raising the elevation and causing water to drain towards the service entrances.

Striping of the current gravel parking areas will require additional accessible parking stalls.

Pedestrian walkways from the rear and north parking lots to the main entry do not exist.

During boating season, competition for parking with boat launch users causes a lack of parking for ice rink events. Unless barricaded and signed "For Rink Use Only", at times boater traffic has occupied most of the parking areas for the rink, causing parking issues for rink users.



GRAVEL PARKING LOT EAST OF THE ARENA

ENTRY

Around the building, there are 5 main egress doors with walks or concrete landings, along with several emergency exits discharging to gravel or grass. The entries have experienced settling of slabs or walkways, creating trip hazards and accessibility compliances issues. The main entry has been patched with asphalt as a temporary solution.

GRADING AND DRAINAGE

Along the front, or west side of the building, landscape beds, poor grading, soil build-up against the building above the floor slab, and roof discharge have caused water seepage into the building and damage to lower-level locker rooms. A minimal slope away from the building provides challenges for directing water. Operators have installed an above ground PVC drainage pipe to direct roof water away from the foundation in attempts to alleviate the problem.



NO CONCRETE STOOP AT MAIN ENTRY



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



WOODEN RETAINER WALLS



EAST DRAINAGE SWOLE



SOUTH DRAINAGE SWOLE



DOWNSPOUT WASHOUT



SURFACE ROOF DRAINAGE PIPE



NORTH SIDE OF PROPERTY



DEBRIS AT SURFACE DRAIN



SURFACE DEBRIS

Along the south, a swale between the ice arena and the residential properties captures water and directs it east, towards the Fox River. The swale is graded at a minimal slope in some areas, causing wet pockets that are soft for mowers to traverse, and it meanders through several evergreen trees, inhibiting drainage and causing trash collection. Downspouts along the east façade drain into the swale, however years of damage from vandalism and maintenance mowing have left the downspouts in disrepair or missing all together. Some downspouts drain straight down against the building into the foundation, while others are heavily eroded adjacent to the building from discharge. Discharge from an internal roof drain for the rear locker room has caused significant erosion to the rear swale.

At the rear, or east face of the building, is where the De Pere Deacons locker room and mechanical / service areas are located, several entries and the Zamboni garage are below grade, with grated inlets to remove storm water. Due to numerous trees on the property and adjacent grounds, leaf debris clogging the drains is a constant challenge, requiring regular cleaning of the drains, and water seepage into the building occurs. Water from the rear parking lot drains down the Zamboni access drive, and occasionally into the building, through the Zamboni garage door and mechanical service door, as well as down the sidewalk and into the locker room addition. The Zamboni access drive and rear locker room sidewalk concrete is cracked and settled.

Along the north façade, downspouts drain to grade, and many are damaged similar to the south façade, with water discharging directly against the foundation. A minimal slope away from the building provides challenges to move water away from the building.

The main parking lot east of the building, along Fort Howard Avenue, appears to surface drain to the southeast corner of the lot, into the swale that drains east towards the Fox River. Portions of the parking lot also appear to drain west to Fort Howard Avenue and to the north to a drain inlet in the grass adjacent to the pavement.

The north and east parking areas surface drain with no observable direction, though drain inlets are adjacent to both parking areas, either in the paved access lane or adjacent grass.

From discussion with operation staff, the main parking lot was repaved by the City of De Pere in approximately 2012 and appears in good condition. The city maintains the parking lot, and at the time of the walk-through it had recently been crack sealed.

A front planting area with curbing and fencing exists along the Fort Howard Avenue frontage, and is in disrepair with cracked curbs, no vegetation, damaged 4-foot-tall fencing, and a damaged pedestrian gate to the sidewalk along Fort Howard



RETAINING CURB AT FORT HOWARD DRIVE



OVERGROWN TREES AT SOUTH PROPERTY LINE



WOODEN RETNING WALL



ZAMBONI ACCESS DOOR

Avenue. The operator shared that a 6-foot-tall chain link fence is temporarily attached along the frontage during the County Fair for access control, causing damage and leaving temporary connectors.

Box elder trees on the south neighboring residential property at the Fort Howard Avenue frontage have grown into and damaged the existing chain link fence along the south property line. Many of the trees are in poor condition and lean over the property line onto the facility property. The operator mentioned that several times debris, limbs, and entire trees have fallen into the parking lot and required removal.

RETAINING WALLS

At the rear of the building, several timber retaining walls adjacent to the rear locker room entry and Zamboni / mechanical / service area were observed in poor condition. The timber is rotted and past its life expectancy, and the walls have shifted and settled. The retaining wall adjacent to the mechanical / service room has shifted across the face of the service door.



GAS SERVICE ENTRANCE



ICE EQUIPMENT CONDENSER



TELECOM BUILDING ENTRANCE



SITE PARKING LOT DRAIN

UTILITIES

Electrical utility services come overhead from Fort Howard Avenue to a pole adjacent to the northeast corner of the building, near the exterior chiller and mechanical room, and overhead from the pole to the building with a meter and switchgear located on the building face. Refer to the electrical assessment for additional information.

Gas utility services come underground to a meter on the north building face near the northwest corner. Refer to the mechanical assessment for additional information.

Sanitary sewer service appears to be located on the north side, near the northwest corner of the building, with a manhole adjacent to the building. Size and routing to the public sewer were not determined, though the Green Bay Metropolitan Sewerage District treatment facility is located north on the other side of the Brown County Fairgrounds. No known challenges were expressed by the operator.

Storm sewer service appears to be located along the north façade, traversing through the adjacent park and discharging to the Fox River. Several inlets exist along the north side to capture runoff, either in pavement or the adjacent grass



area. Sump pumps from the building, in the front northwest corner and the rear mechanical room at the northeast corner discharge to the storm sewer. The northeast storm connection from the mechanical room has presented challenges, and has been cleared several times, televised, and replaced due to damage and failure. It is currently functioning without issue. Exterior drains adjacent to the rear locker room and Zamboni / mechanical room clog regularly with dirt and debris and require regular cleaning and maintenance.

Water service was not observed but appeared to enter near the rear mechanical room. Size and route were unavailable. It is unknown if the water service, or any adjacent public water main, could accommodate a fire suppression system if required for renovation. The current water service satisfies the facility's requirements.

REFUSE COLLECTION

Currently, refuse collection is handled by the City of De Pere using numerous smaller, residential style collection carts. Illegal public refuse disposal is a challenge as the carts are located in the open in the rear parking lot.

PARKING LOT LIGHTING

The current main and rear parking lots are illuminated with pole lighting, including newer LED fixtures. Parking lot lighting has been acknowledged as deficient by operating staff, particularly the rear parking lot, where illegal public refuse disposal and vandalism regularly occurs.

SCREENING AND BUFFERS

No screening is observed between the residential neighborhood to the south and the building, main parking lot, and rear parking lot / service area. No screening is observed around the refuse collection carts or mechanical units in the service area. Fencing around the service area, to screen and direct leaf debris, is in disrepair and settling.

SITE CONCERNS

- Parking and access
- Foundation drainage
- Foundation damage from mowers and maintenance
- Pavement settling at entries
- Drainage at rear entries
- Retaining wall conditions
- Utility confirmation
- Refuse collection
- Parking lot lighting
- Screening and buffers



SITE RECOMMENDATIONS

■ Parking and Access

- Install permanent signage displaying parking is for rink users only. Install an access control gate at the rear parking lot / service area. Regrade and pave the north and rear parking lot areas for drainage and striped parking, along with sidewalks to the main entrance and additional accessible stalls as required by code. Discussions with the southwest neighbor regarding tree and fence removal and replacement with a newer fence and screening plants is recommended as trees continue to decline.

■ Foundation Drainage

- Regrade the front foundation to drain to the south swale. Remove landscape beds and rocks and return the area to grass. Install permanent underground drainage pipe from the front roof collector and perforated draitile pipe along the front foundation and direct towards south swale. Repair downspouts and extensions. Install 6-8-inch riprap at downspout discharge locations and repair grade. Re-grade swales and remove evergreen trees. Investigate adding storm sewer inlets along north façade and connecting to the storm sewer system.

■ Foundation damage from mowers and maintenance

- Install a gravel maintenance strip around the building, extending 2-feet from foundation, with metal landscape edging, in conjunction with rip rap at downspout discharge locations. Extend rip rap further into swale as necessary to minimize erosion.

■ Pavement settling at entries

- Remove and Replace pavement at entries to create safe, flush access to doors. Recommend concrete sidewalks.

■ Drainage at rear entries

- Remove and replace concrete walkways and Zamboni service drive at rear service area and locker room. Enlarge catch basins and grates, and/or add trench drains. Install new pavement to minimize water directed towards entries. Institute a regular maintenance schedule for catch basin debris removal.

■ Retaining wall conditions

- Remove and replace retaining walls with modular block retaining walls, including drainage backfill and draitile.

■ Utility confirmation

- Converse with utility owners, locate, and televise utilities to document condition and provide additional recommendations for utility services.

■ Refuse Collection

- Consider privatization of refuse and recycling collection using larger dumpsters in a fenced and/or locked enclosure.

■ Parking Lot Lighting

- Analyze current light levels and install additional pole and building mounted lighting to provide illumination around the site.

■ Screening and buffers

- Install screening along the south property line to provide a buffer to the residential neighborhood. Install screen fencing and vegetation around mechanical units and service areas, including refuse containers. Replace fencing around mechanical unit area and service entry.



STRUCTURAL SUMMARY

The Arena's main structure is a typical moment frame "metal building" girder system with 8" purlins on the roof and a clear span of 118' across the arena. The Entry Section of the building is a single wythe load bearing concrete masonry unit exterior walls with precast floor and roof structure. No major structural issues were observed, and Staff did not mention any.

STRUCTURAL CONCERNS

- There is evidence of water infiltration through the basement locker rooms walls along the western side of the building. We believe a contributing factor to this is the main roof downspout was draining on to grade too close the building.

STRUCTURAL RECOMMENDATIONS

- Route the downspout drain line further away from the building.

EXTERIOR WALLS

The Arena walls consist of exterior sheet metal siding and the interior finish is painted plywood. Wall insulation appears to be 6" fiberglass batts sandwiched between horizontal framing members and the exterior sheet metal siding. The entry section is a 6-scored split face concrete masonry unit, with heavily textured stucco plaster accent bands. The ice plant is painted concrete masonry units.

EXTERIOR CONCERNS

- The metal siding shows areas of buckling where it's either been hit, or the foundation has settled. The folds created are now starting to rust.
- At the base of some siding panels, the screw connections have rusted completely through the siding, and no longer hold the panel in place.
- Gaps in the metal siding, at the base of the wall, could easily allow rodents to enter into the insulation cavity, gaining access into the building.
- Gaps at the top of a few metal siding panels appear to have allowed birds or bats to construct nests in the insulation cavity.
- The jagged nature of the split face concrete masonry units allows dirt to accumulate and create streaks down the face of the walls.
- The heavily textured, white painted stucco also allows dirt to accumulate and contributes to the "old and dirty" feel of the exterior.



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



CRIMPED METAL SIDING AT ARENA BASE



METAL SIDING CONNECTION RUSTED THROUGH



EXPOSED WALL INSULATION AT WALL BASE



NEST IN SIDING GAPS UNDER THE ROOF GUTTERS



TEXTURED STUCCO HOLDING DIRT



LICHEN GROWING ON BUILDING FACE



EXTERIOR RECOMMENDATIONS

- Reattach the metal siding at the base of the wall and seal off the entire length of the bottom of the siding panels.
- Inspect the top of the siding panels to remove any foreign material and seal off with metal trim.
- The Entry Section should be thoroughly pressure washed. The heavy textured stucco should be cleaned and repainted.

ROOFING

No records or drawings of the Arena roof replacement were available. We believe the original roof was high density fiberglass insulation board covered with standing seam metal roofing panels. Approximately 20 years ago, 4 inches of foam insulation board and a fully adhered white TPO (Thermoplastic Polyolefin) membrane was added on top of the metal roofing. Along the ridge of the roof there are (8) vent hoods. The interior ceiling is covered with a reflective membrane under the purlins.

The Entry Section contains a 10-year-old ballasted black rubber roofing membrane. The entire 3,400 sq.ft. roof drains to a single roof scupper on the front of the building, with (2) relief overflow scuppers on the north and south ends. It's this roof drain we believe was contributing to the water infiltration in the basement.

The Ice Plant is roofed with what appears to be a tan, fully adhered TPO membrane. However, the TOP is covered with a loose laid black EPDM membrane and covered with ballast stones.

ROOFING CONCERNS

- The roof hatch cover is rotated 180 degrees from where it should be relative to the access ladder. This is a major safety concern for maintenance staff accessing the roof. This opening is directly against a roof edge.
- The adjacent honey locust tree deposits it's seed pods onto the roof. This organic material will break down and promote other organic material to grow between the ballast stones.
- At the Ice Plant area, the black layer of roofing membrane is held in place by the roofing ballast and is not continuous over the tan layer. It has exposed edges which will allow water to seep under it and become trapped.

ROOFING RECOMMENDATIONS

- Rotate the roof access hatch 180 degrees. The proximity of the hatch opening to the roof edge requires a fall protection safety guard rail. Not only is this a building code requirement, but it's also an OSHA mandate.
- The Arena roofing membrane is in good shape for its age. It should be inspected yearly by a qualified roofer as part of a yearly maintenance routine. Budgetary Planning could start now for a replacement in 2034.



ROOF HATCH INSTALLED BACKWARDS

City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT

- It's not understood why the ice plant has effectively two roofing membranes. Our theory is that the new tan membrane is not very thick and is not attached to the insulation below. The black rubber membrane is heavy enough to support ballast stones which holds the roof in place. Again, we do not know why there are two membranes at this location.



SEED PODS ON ROOF



ARENA AND ICE PLANT ROOF



ICE PLANT ROOF



EXTERIOR METAL DOOR FRAME RUSTING



METAL WINDOW FRAME RUSTING FROM THE INSIDE



WINDOWS

The building contains one single-pane window above the main entry doors. There is evidence of rust inside the frame working its way out. This glass and frame should be replaced with a new thermally broken aluminum frame and double pane insulated glass panel.

DOORS/ FRAMES

Interior and exterior doors and frames throughout the facility are hollow metal. Overall, most frames are in good to fair condition depending on their location.

DOOR/ FRAME CONCERNS

- The north entry lobby doors are rusting at the bottom and the frame is rusting through where it meets the floor.

DOOR/ FRAME RECOMMENDATIONS

- Replace the north lobby doors and frame.



SECOND FLOOR ASSEMBLY SPACE



WOOD FRAMED STORAGE ROOM

COMMON AREAS

The main entry lobby and the 2nd floor assembly space are in good condition overall.

COMMON AREAS CONCERNS

- On the second floor, there are (3) storage rooms made of wood construction equaling 436 sq.ft. Storage rooms of this size, in an un-sprinkled building, should be made of 1-hour noncombustible construction.

COMMON AREAS RECOMMENDATIONS

- Remove storage rooms, or construct a fire rated wall assembly at the 2nd floor storage rooms.



WOODEN STORAGE ROOM ABOVE CONCESSIONS



ALUMINUM BLEACHERS

SPECTATOR AREA OF THE ARENA

The spectator area contains the concession stand, skate rental room, and bleachers. Galvanized metal bleachers have aluminum seats and contain notches for wheelchair ADA seating. There is rubber flooring from the locker room access ramp, past the concessions stand, and in front of the bleachers. A double set of doors exit to the exterior east of the bleachers.

SPECTATOR AREA CONCERNS

- The rubber flooring in front of the bleachers appears aged, and is shrinking and pulling apart. In places tape is used to fill the gap in the flooring.
- The closest exit to the bleachers contains two doors, one has a round door handle and the other is pinned in place by a floor bolt. This is a code issue as the number of persons required to exit through that opening requires that both doors be active with push bar panic hardware. Current code requires there be a stoop outside the door. Currently there is a 6" drop into the grass.
- There are presently items stored under the bleachers. The current building code does not allow storage under bleachers unless it's protected by a fire sprinkler system or is separated by 1-hour rated construction.
- At the concessions stand, there are wooden stairs leading up to a storage room above. The room is 440 sq.ft. and appears to be sparsely used. As a storage room, it should be 1-hour rated construction or protected by a sprinkler system. The stairs and guard rails of the platform do not meet code and appear to have been constructed after the building was originally built.
- Above the Team Rooms, there is a similar set of stairs leading to the dehumidification equipment surrounded by wooden walls. Again, the stairs and platform guardrails do not meet code.
- There is a foil faced insulation below the roof purlins. At the goal ends, the foil facing has been damaged apparently by impacts with hockey pucks.



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



GAPS IN THE RUBBER FLOORING



WOODEN STAIRS TO DEHUMIDIFIER EQUIPMENT



DROP OFF AT EXTERIOR EXIT DOOR



REFLECTIVE MEMBRANE RIPPED BY PUCKS

SPECTATOR AREA RECOMMENDATIONS

- Replace the rubber flooring in front of the bleachers.
- Add panic door hardware to the exterior exit door and provide a concrete stoop on the exterior.
- Remove items stored under the bleachers. Provide chain link fencing to prevent unauthorized access to the space.
- If the storage room is needed above the concessions stand, rebuild it with fire rated construction and provide code compliant stairs and guard rails. Similar recommendation above the Team Rooms.
- Replace the foil faced insulation under the roof purlins and add protective netting above the goals to prevent future damage.



RESTROOMS

The current restrooms are extremely small, but did meet the code requirements at the time they were constructed. However, by today's codes they are undersized and not ADA compliant. See the expanded discussion on ADA issues in the Accessibility section of this report. For comparison, today's code would require (4) toilet fixtures for men and (7) toilet fixtures for women to serve the occupant load of the bleachers.

RESTROOM RECOMMENDATIONS

- At least one ADA accessible toilet room should be constructed in the facility. Often single ADA toilet rooms are called out as Family Restrooms as they are private and big enough for wheelchairs, baby strollers and used by families with small children who can not use the regular restrooms.



TYPICAL NON-ADA RESTROOM

LOCKER ROOMS

Each group of (2) basement locker rooms share a single toilet, and group shower room for (8) persons. In operation, only one locker room at a time would have access to the shower and toilet with the other locker room access being locked. This lower level is not code compliant ADA accessible. There is a ramp for users in skates to walk up to the ice level, however it does not meet the current ADA or building codes. Again, at the time it was constructed it met code. However, if upgrades to the facility are undertaken, ADA accessibility to this level will need to be addressed. Once accessibility to this level is created, then at least one accessible toilet and shower needs to be provided on this level. If the existing toilet and shower rooms are reconfigured, then both elements would need to meet ADA. The lower level is tight on available square footage and reconfiguring to meet ADA would be a challenge.

STAIRWELLS - CIRCULATION

Existing stairways met code in 1974. Codes have changed over the years and the existing railings don't meet the code compliance for rails built today. Only a reconfiguration of more than 50% of the building would require these to be upgraded to current codes.



STAIR GUARD RAILS DO NOT MEET THE CURRENT CODE



STAIRWELL - CIRCULATION CONCERNS

- On the lower level, the area under the stairs has been walled off to create additional storage.

STAIRWELL - CIRCULATION RECOMMENDATIONS

- All storage items and combustible construction under the stairs should be removed.



STORAGE UNDER EXIT STAIRWAYS

ACCESSIBILITY OBSERVATIONS

The American with Disabilities Act (ADA) of 1992 is a civil rights law that protects individuals with disabilities against discrimination in buildings classified as public due to physical barriers that may impede them from accessing the site, elements of a building or floors of a certain size or use. There are four important factors when considering the accessibility of a building.

The first factor is the approach to a building from a parking lot. This factor is satisfied with dedicated ADA parking directly in front of the building.

The second important factor in the accessibility of a building is the entry into the building from an accessible route. Code requires that the space on the exterior of the door is flat and that there is no more of a 1/2" high threshold at the door itself. Currently both the lobby doors do not have stoops and the drop off is approximately 1" at the west entry door, and 2" at the north entry door.

The third important factor is having an accessible route to common amenities and public spaces such as the bleachers, restrooms, locker rooms, and assembly rooms. An elevator should be provided in the entry section of the building for access to the locker rooms and the 2nd floor assembly room.

The fourth important factor would be to provide accessibility within all common spaces including arena seating and lobby, restrooms, locker/ shower rooms, assembly rooms, etc. As previously outlined, there are accessibility issues with the current restrooms and locker rooms due to their clearance constraints and barriers. Future renovations would mandate that up to 20% of the overall construction budget be allocated to increasing the accessibility of the buildings.





CITY OF DE PERE – DE PERE ICE ARENA
Plumbing Description / Condition

SANITARY SEWER LATERAL

The original building was built in 1974 with a recent locker room addition when Voyager Youth Hockey Association and De Pere Deacon Amateur ice hockey teams took it over. The sanitary sewer appears to be adequate for a building of this size and could handle subsequent additions.

There are no existing mechanical drawings for the original building or renovations that were done assuming it was a design build from the 70's. Condition of the sanitary sewer lateral is unknown given that it is underground. There were minor issues reported by facilities maintenance personnel.

SANITARY SEWER LATERAL RECOMMENDATION

- It is recommended to have the sanitary sewer scoped to determine its condition prior to any additions or alterations.

WATER SERVICE LATERAL

A 1 1/2" water service lateral enters the lower level mechanical room from the northwest corner of the facility.



WATER SERVICE SHUT-OFF VALVE



WATER SERVICE AND METER



GUTTER AND DOWNSPOUTS



DOWNSPOUT PVC EXTENSION



CRUSHED DOWNSPOUTS



MISSING DOWNSPOUT EXTENSIONS



MISSING DOWNSPOUT EXTENSIONS



SEVERE PERIMETER GRADE EROSION



MISSING DOWNSPOUT



MISSING DOWNSPOUT

GENERAL STORM/ ROOF DRAINAGE

The building is served by gutter and downspouts to grade.

- Interior storm piping at sump pump is galvanized steel and was replaced/ repaired in PVC.

STORM/ ROOF DRAINAGE CONCERNS

- Missing and damaged downspouts do not allow storm water to be carried away from the building properly. Missing extensions are causing the grade at the perimeter of building to erode due to stormwater.

STORM/ ROOF DRAINAGE RECOMMENDATIONS

- Repair downspouts to gutter, add extensions, pipe stormwater away from building.



SUMP PUMP

SANITARY DRAINAGE

The original building was constructed in 1974. Condition of the entire system below floor is unknown. The above grade sanitary and vent piping is primarily cast iron with additions and repairs made in PVC.

The sanitary pipe serving the large grated drain in the Zamboni room was replaced about 10 years ago. It is piped directly to the exterior to a sanitary manhole.

City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



REPAIRS IN PVC



PAINTED CAST IRON PIPING



PRO-PRESS FITTINGS



BROKEN THERMOMETER ON HOT WATER STORAGE TANK



SANITARY DRAINAGE CONCERNS

- No current issues were mentioned during the site visit and is assumed to be adequate for the building use.

SANITARY DRAINAGE RECOMMENDATIONS

- It is recommended to have the interior sanitary sewer scoped to determine its condition prior to any additions or alterations.

DOMESTIC WATER DISTRIBUTION SYSTEMS

The building has a 1 1/2" domestic water distribution system which is supplied from the 1 1/2" water service. Majority of the domestic supply piping is copper. Additions and/or repairs utilize Pro-Press fittings.

Water pressure was gauged at 62 psi at the first level service sink.

Hot and cold supply piping within the building is not insulated or labeled.

The domestic hot water recirculation system for this building is served by a Bell & Gossett #NBF-22 circulator and appears to be newer.



HOT WATER RECIRCULATING PUMP



COPPER SUPPLY PIPING – NO
INSULATION/NO LABELING



1 1/2" SUPPLY TO BELOW FLOOR –
UNINSULATED/NOT LABELED
AND HEAT TRACED



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



WATERCLOSETS REPLACED 2012



WATERCLOSETS REPLACED 2012



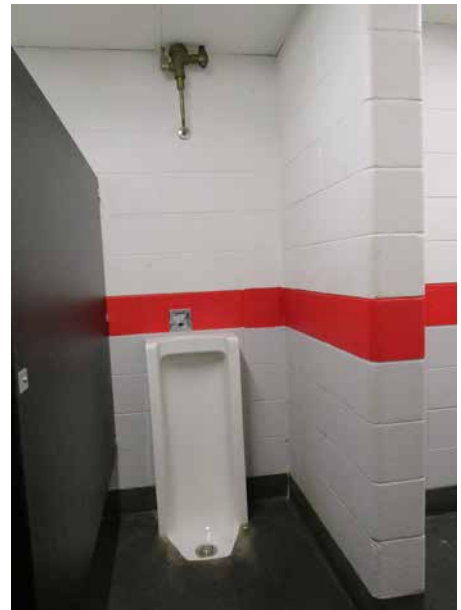
SUPPLY STOPS



WALL HUNG LAVATORIES



WALLHUNG LAVATORIES



STALL TYPE URINALS W/SENSOR
OPERATED FLUSH



DOMESTIC WATER DISTRIBUTION CONCERNS

- Lack of recirculation piping at branches limits the availability of hot water to most fixtures without running them for extended periods of time.
- Supply piping should be fully insulated and labeled throughout the facility.
- Outlet supply pipe of storage tank has a broken thermometer.

DOMESTIC WATER DISTRIBUTION RECOMMENDATIONS

- Per the Wisconsin Plumbing Code adoption, 2015, from the IECC (International Energy Conservation Code) effective May 1, 2018, regarding maximum pipe lengths on hot water supply to public lavatories and other fixtures by definition as being for public hand washing, shall provide hot water supply piping to within 2'-0" of the fixture for ½" supply pipe size. The entire hot water system would need updating/replacement to provide the necessary hot water at all hand washing fixtures to meet this code adoption.
- Insulate and label domestic water supply
- Replace/repair thermometer at hot water storage tank outlet.

PLUMBING FIXTURES

All the waterclosets and lavatories were replaced in 2012 which puts them at 12 years old at the time of this report. Existing p-traps and supply stops appear to have been installed prior to 2012. Stops are corroded.

- Waterclosets are tank type. Supply stops are corroded.
- Lavatories are wall hung with manual faucets.
- One dual height electric water cooler with bottle filler (EWC) located at the first level is in good condition and meets ADA.
- Urinals are stall type with sensor operated flush valve and a manual flush valve on second level.
- The first level service sink is a molded basin with spout threaded on vacuum breaker. The second level has an older mop basin with a two-handle faucet and plain end spout. No vacuum breaker required since it is not a threaded outlet.
- Lavatory p-traps are missing trap wrap to meet ADA code requirements.
- Some floor drain grates are broken and/or clogged.



REMOTE URINAL FLUSH VALVE



URINAL SENSOR OPERATED FLUSH



2ND LEVEL STALL URINAL
MANUAL FLUSH



ADA ACCESSIBLE EWC
W/BOTTLE FILLER



1ST FLOOR SERVICE SINK



2ND FLOOR SERVICE SINK



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



SERVICE SINK MISSING SUPPLY
SHUT-OFF VALVE HANDLES AND
VACUUM BREAKER



MISSING TRAP WRAP



MISSING TRAP WRAP



MISSING TRAP WRAP



SHOWER ROOM FLOOR DRAIN GRATE



BROKEN FLOOR DRAIN GRATE



PLUMBING FIXTURE CONCERNS

- Clogged floor drain grates.
- Floor drains missing grates.
- Waste p-traps are not insulated to protect against sharp edges or burns by a wheelchair bound individual not meeting ADA requirements.

PLUMBING FIXTURE RECOMMENDATIONS

- Insulate lavatory p-traps throughout the facility to meet ADA.
- Clear floor drain gates and ensure drains are functioning properly.
- Replace broken floor drain grates.

RESTROOM FIXTURES

Overall, a majority of the plumbing fixtures within the building are in acceptable working condition.

The water closets are 1.6 gallons per flush (gpf) tank type and appear to be in adequate condition.

Urinal is a wall hung 1.0 gpf with a sensor-operated flush valve.

The lavatories are wall mounted with manual single lever faucets.

Plumbing fixtures have a service life of 30 years, but the faucets and valves have a service life of between 10 and 15 years, with regular maintenance and parts replacement.

RESTROOM FIXTURE CONCERNS

- All fixtures appear to be operating as expected with no concerns.

EQUIPMENT

The hot water is served by an A.O.Smith "Burkay" gas fired boiler (dated 2005) and a 350 gallon vertical storage tank in the mechanical room. The recirculation pump appears to be newer and in good condition.

The expected service life of water heaters is 10 – 20 years depending upon water quality and maintenance.

The expected service life of recirculation pumps is 10 years depending upon water quality and maintenance.



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT

EQUIPMENT CONCERNS

- Age of water heater and storage tank are exceeding normal service life and efficiency is in question.
- Storage tank has torn insulation blanket and condition of tank interior is in question
- Recirculation pump appears to be in good condition.

EQUIPMENT RECOMMENDATIONS

- Replacement of water heater and storage tank is recommended due to age, questionable efficiency, and overall condition.

FIRE PROTECTION

Building is unsprinklered



WATER HEATER/STORAGE TANK



RECIRCULATION PUMP



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



CITY OF DE PERE – DE PERE ICE ARENA

HVAC Description / Condition

The mechanical systems serving west areas of the Arena consist of natural gas-fired furnaces and a packaged rooftop unit. Spaces served by the systems include lobby, viewing area, conference room, rest rooms, concessions, storage and locker rooms.

An indoor, modular air handling unit with chilled water coil and hot water reheat coil, provides dehumidification for the Arena.

Natural gas-fired infrared heaters provide supplemental heat for the Arena spectator area.

A suspended natural gas-fired unit heater provides heating for storage room housing Zamboni ice resurfacing machine.

The table below provides applicable values of service life as compared to the actual age and condition of the equipment explored herein. Service life is defined as the economic life of a system or component as it relates to obsolescence, reduced reliability, excessive maintenance cost, changed system requirements, or failure.

Equipment	Actual Equipment Age	ASHRAE Estimated Service Life ¹	Observed Condition
Gas-fired Furnaces	15-34 Years	18 Years	Poor
Packaged Rooftop Unit	25 Years	15 Years	Poor
Indoor Air Handling Unit with Coils	18 Years	20-25 Years	Fair
Inline Pump (Pipe Mounted)	18 Years	10 Years	Fair
Heat Exchangers (Shell-and-Tube)	18 Years	24 Years	Good
Gas-fired Infrared Heaters	1 Year	20 Years	Good
Gas-fired Unit Heater	5 Years	13 Years	Good
Powered Roof Ventilators	50 Years	20 Years	Poor
Electric Baseboard Heaters	50 Years	13 Years	Poor
Electronic Controls	2-25 Years	15 Years	Fair

¹ 1999 ASHRAE APPLICATIONS HANDBOOK



FURNACE #1



FURNACE #2



FURNACE #3



PACKAGED ROOFTOP UNIT

HEATING

There are (3) ducted, non-condensing furnaces serving the main entrance portion of the original building.

Furnace #1 (200,000 Btu/hr Input; 152,000 Btu/hr Output) is 34 years old and serves First Floor Office, Lobby, Restrooms and Skate Sharpening Room.

Furnace #2 (135,000 Btu/hr Input; 108,000 Btu/hr Output) is 15 years old and serves First Floor Concessions/Skate Rental.

Furnace #3 (125,000 Btu/hr Input; 100,000 Btu/hr Output) is 27 years old and serves Basement Locker Rooms.

A packaged rooftop unit with gas-fired heating serves Second Floor Viewing Area, Restrooms and Storage Rooms.

A ducted, indoor air handling unit with supply air blower; filtration; chilled water, cooling coil and hot water reheat coil provides humidity control for the Ice Arena. Heat rejection (waste heat) from the Ice Arena chiller is converted to hot water via (2) shell and tube heat exchangers and distribution of hot water to the reheat coil via an inline pump.



DEHUMIDIFICATION UNIT



HEAT EXCHANGERS



REHEAT COIL PUMP



INFRARED HEATERS

To provide some comfort for spectators, the bleachers are served by (2) natural gas-fired infrared tube heaters.

The northeast corner storage and locker areas are served by electric baseboard heaters.

Storage room, housing electric operated Zamboni, has a suspended gas-fired unit heater to maintain heating temperature in space when cold outdoor temperatures are experienced.



ELECTRIC BASEBOARD HEATER



UNIT HEATER



DETERIORATED FLUE VENTING FOR FURNACE #1 AND #2



UNIT HEATER FLUE VENT



GAS PIPING ON ROOF

HEATING CONCERNS

- Common flue venting termination on roof for furnaces does not have a rain cap. Venting inside the Basement mechanical room housing the furnaces is rusted and deteriorated. Openings in venting caused by deterioration may allow spread of harmful flue gases (carbon monoxide) into building.
- Furnace #1 and #3 are well past their estimated service life expectancy, according to American Society of Heating, Refrigerating and Air-conditioning Engineers (ASHRAE). Furnace #2 is nearing its estimated service life expectancy. Due to age, maintenance can be expected to increase further.
- Electric baseboard heaters are well past their estimated service life. Due to age, they could eventually fail to energize.
- When unit heater was replaced five years ago, existing venting was reused. Unit heater (low heat gas appliance) flue venting through roof is less than 10 feet horizontally from higher portion of building, so its vent termination should be installed a minimum of 2 feet higher than taller portion of building. When unit heater was replaced less than five years ago, venting should have been addressed to comply with Fuel and Gas Code.



- Gas piping routed on Ice Arena roof is rusted and supported by rotten wood blocks. Improperly supported piping could cause damage to roof. The gas piping feeds units serving the east building addition utilized by Voyagers and Deacons teams.

HEATING RECOMMENDATIONS

- It is recommended the flue venting for furnaces be replaced immediately.
- Implement a contingency plan to replace furnaces that have exceeded their estimated service life expectancy. Recommend replacement to be with sealed combustion, high efficiency, condensing furnaces.
- Consider replacing flue venting for unit heater.
- Consider replacing wood gas piping supports on roof with UV resistant rubber or plastic supports with Unistrut for pipe attachment.

COOLING AND VENTILATION



DEHUMIDIFICATION UNIT SUPPLY DUCTWORK



POWERED ROOF VENTILATORS AND
COMMON FURNACE FLUE VENT

Fresh air (outside air) brought into the building for spaces served by furnaces utilizes a common ventilation duct system connected to an exterior wall louver on the west side of building. Individual outside air ducts with motorized dampers, connected to the common ventilation duct, branch out to associated furnace return air ductwork. The common ventilation duct system also provides the room with fresh air for domestic water heater combustion.

The packaged rooftop unit has an air-cooled compressor and condensing section for mechanical Direct Expansion (DX) cooling, but no economizer section and controls to bypass mechanical cooling to allow the unit to bring in outdoor air for cooling when outdoor conditions (cool and dry) warrant use. Without an economizer section, the unit does not directly bring in fresh air for ventilation.



The dehumidification unit utilizes chilled water (glycol mixture) from the ice surface chiller system to maintain cooling setpoint in Arena. Sheet metal supply air ductwork discharges 10,000 CFM (Cubic Feet per Minute) from the unit's blower section, out into Arena. The sheet metal ductwork transitions to fabric ductwork with perforations for air distribution.

Several exhaust systems are installed in the building.

Ducted, power roof ventilators on Viewing Area roof provide exhaust for restrooms, locker rooms and storage.

A ducted, sidewall exhaust fan mounted on southwest corner of building provided exhaust when smoking was allowed in Lobby. This fan is activated by a wall mounted switch.

A ducted, sidewall exhaust fan mounted on north wall of building served concession area. It is no longer in use and has been abandoned for some time.

The Arena has (4) exhaust fans. Three (3) south, wall mounted exhaust fans are manually activated to provide an air exchange during summer and keep sand floor dry. An additional inline exhaust fan with discharge ductwork terminating outdoors to a vent on south wall of building is activated in the same manner.

In the mechanical room, housing the chiller, there is a ventilation system consisting of north wall mounted propeller fan and east wall mounted intake louver with damper. This system is no longer in use.

COOLING AND VENTILATION CONCERNS

- The furnace systems do not have means for cooling (air-conditioning for human comfort). This is only a concern if there is a desire to maintain comfortable cooling temperatures for occupants during summer months.
- Based on size of furnace system outside air ducts, they are not sized to provide adequate ventilation to conform with current Mechanical Code, based on occupancy classifications served.
- Outside air / combustion air ductwork is not insulated. Uninsulated, condensation on surface of duct will occur. With moisture buildup, dripping on building materials, it can lead to mold growth.
- The packaged rooftop unit serving Second Floor does not conform with current Mechanical and Energy Codes for ventilation and economizer requirement. According to ASHRAE, the unit is well past its estimated service life, so increased maintenance can be expected.
- Due to age of powered roof ventilators and exhaust fans, maintenance for fans should be expected to increase as they age further.

COOLING AND VENTILATION RECOMMENDATIONS

- If air-conditioning is desired in areas served by furnaces, recommendation is to add DX cooling coils to replacement furnaces. The coils would be piped with refrigerant to air-cooled compressor condensing units that could be mounted on the roof.
- Replace packaged rooftop unit.
- Replace aging powered roof ventilators for Restrooms, Showers and Locker Rooms.



BASEMENT LOCKERS PROGRAMMABLE THERMOSTAT



SHOWER AND RESTROOM FAN SWITCHES

HVAC CONTROLS

Furnaces and rooftop unit each have wall mounted, electronic, 7-day programmable thermostat for temperature control.

Dehumidification unit has electronic controls that act on input signals from space temperature and humidity sensors for operation.

Infrared and suspended unit heaters have electronic, non-programmable thermostats, set to maintain desired heating temperature.

Electric baseboard heaters have factory integral controls that can be adjusted to maintain a set heating temperature.

Wall mounted toggle (On/Off) switches were installed to energize powered roof ventilators and exhaust fans.

HVAC CONTROLS CONCERNS

- Overall, control components have exceeded their estimated service life expectancy and should be replaced.

HVAC CONTROLS RECOMMENDATIONS

- Implement a contingency plan to replace components and wiring as needed to ensure systems operate properly.
- At a minimum, consider implementing electronic time clocks for automatic management of powered roof ventilators and exhaust fans serving restrooms, showers and locker rooms when building is occupied and shutdown when building is unoccupied. This can be interlocked with furnace outside air (ventilation) dampers to open at same occupied hours, for building pressure management and energy conservation measure.



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



CITY OF DE PERE – DE PERE ICE ARENA

Electrical Systems Description / Condition

ELECTRICAL SERVICE/ POWER DISTRIBUTION

The building electrical service is provided by Wisconsin Public Service (W.P.S.) and is a 277/480V, 400A, 3-phase service with a 400A disconnect switch that feeds the Main Distribution Panel (MDP) located in the electrical / Ice Plant on the first level. The MDP feeds several branch panels and equipment. The original service was upgraded with a new disconnect switch in approximately 2010 to feed the MDP. The existing pole mounted utility transformer is located outside of the main electrical / Ice Plant, to the north of the building. The switchgear equipment and branch panels are manufactured by Square-D, I.T.E. and Siemens. Some pieces of equipment are original to building construction in 1974. Upgraded electrical equipment is limited to the main disconnect switch and two branch panels.

SERVICE/ POWER DISTRIBUTION CONCERNS

- Main distribution panel is original to the building. It is outdated and in poor condition with surface rust and corrosion throughout the panel. Finding replacement parts can be difficult and the actual operation of the breakers may be questionable due to the environment where it is located. If one of these breakers would happen to get overloaded, it may not trip into the “open” state to shut off the circuit. This situation would be considered a fire hazard.
- A few branch panels are original to building construction and dated. One branch panel located in the Ice Plant is outdated and in poor condition with surface rust and corrosion throughout the panel. Finding replacement parts can be difficult and the actual operation of the “toggle” type breakers is questionable. If one of these breakers would happen to get overloaded, it may not trip into the “open” state to shut off the circuit. This situation would be considered a fire hazard.
- The branch panels in the Ice Plant and Janitor’s Closet need to have clear floor space in front of them per National Electrical Code (NEC) 110.26 Working Space. There is a work bench in front of the branch panels in the Ice Plant that impedes into the working space.
- On the second floor above the concession stand, there is an open junction box with live conductor terminations exposed to the space.



400 AMP MAIN DISCONNECT



MAIN DISTRIBUTION PANEL



BRANCH PANEL



BRANCH PANEL

WORK BENCH CONFLICTS WITH
WORKING SPACE OF BRANCH PANEL

SERVICE/ POWER DISTRIBUTION RECOMMENDATIONS

- Exercise each of the MDP breakers that feed the branch panels and equipment, to verify that they are functional and operate as required.
- Replace Main Distribution panel and breakers with new.
- Replace certain Branch panels with new.
- If the branch panels are replaced, the conductors feeding these panels should be replaced at the same time.
- Relocate branch panels that do not meet the required working space as defined by NEC 110.26. In the case of the panels in the Ice Plant; remove the workbench that conflicts with the working space.
- Electrical service equipment typically has a service life of approximately 30-40 years. The primary cause of the replacement is the inability to produce breakers which properly fit and operate within the existing branch and distribution panels toward the end of life.



OPEN JUNCTION BOX



GENERATOR SYSTEM

The Ice Arena facility does not have a back-up or standby generator for emergency power systems or egress lighting. A generator is not required per code.

GENERATOR CONCERNS

- If any facility has a back-up generator, the current National Electrical Code (N.E.C.) Article 700 requires two separate distribution systems from the generator, or Emergency Power Source. One distribution for Life Safety (lighting and fire alarm) to protect the occupants and one distribution for Equipment (security, circulation pumps, boilers, HVAC units) to protect the building. The facility should consider the installation of a back-up generator system if major remodel or any building additions are done to the property.

GENERATOR RECOMMENDATIONS

- Generators typically have a service life of approximately 20-25 years, with the issue of finding replacement parts that will keep the generator operating properly.
- Consider updating the facility by adding a generator and two separate distributions to meet current code requirements of generator installations.

LIGHTING/ LIGHTING CONTROLS

For interior lighting; all of the ceiling lighting in the lobby areas and over the ice rink (low-bay luminaires) has been changed over to Light Emitting Diode (L.E.D.) type luminaires within the last two years. These have replaced the older / existing fluorescent tube type luminaires. This type of luminaire replacement is an ongoing conversion to L.E.D. luminaires and will result in a much more energy-efficient lighting system.

For exterior lighting; all lighting appears to have been converted to L.E.D. luminaires.

For emergency egress lighting; most of the exit signs have integral lamp heads that will illuminate when normal power is lost. An internal battery unit will energize the lamp heads.

There are areas that still use fluorescent type lamps within the luminaire for illumination; these areas are the lower-level locker rooms, concession stand, seating area in the rink and mechanical spaces. All areas have simple toggle switch for lighting control. There was no observation of automated lighting controls, such as occupancy / vacancy sensors or a lighting control system.

LIGHTING/ LIGHTING CONTROLS CONCERNS

- Lack of automated controls such as occupancy sensors can result in energy over-usage. An occupancy sensor has the ability to automatically turn off luminaires in areas when unoccupied. The International Energy Conservation Code (IECC), Chapter 4, section C405 requires the use of automated controls.
- Although the exit signs have battery back-up lamp heads for emergency egress lighting, that may not be sufficient to cover the “path of egress” in all areas of the building. The “path of egress” is an unobstructed path to exit buildings or structures and shall be illuminated as required by the International Building Code (IBC), Chapter 10, Section 1008. This code requires illumination level of 1.0 footcandle at the walking surface and 10 footcandles in exit stairways.



EMERGENCY LIGHTING



EMERGENCY LIGHTING

LIGHTING/ LIGHTING CONTROLS RECOMMENDATIONS

- Provide automated controls, such as occupancy or vacancy sensors, to turn off lighting when a space is unoccupied.
- Measure the current "path of egress" footcandle levels to determine if any additional battery lighting units are needed to achieve IBC footcandle requirements.

FIRE ALARM

The Ice Arena facility does not have a Fire Alarm system. A Fire Alarm system is required per code NFPA 72 (Group A-4).

FIRE ALARM CONCERNS

- Lack of Fire Alarm system for an assembly type building.

FIRE ALARM RECOMMENDATIONS

- Provide new Fire Alarm system to meet latest code of the National Fire Protection Agency (NFPA) 72 and International Building Code (IBC) 907.2.2.

TELECOMMUNICATIONS SYSTEM

The incoming Telecommunications service is located near the front entrance of the building and is provided by Ameritech. There do not appear to be any issues with this service, and it meets the current needs of the facility.



TELECOMMUNICATIONS



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT

TELECOMMUNICATIONS SYSTEM CONCERNS

- No major concerns at this time. Any future additions or large remodeling may require an updated service to a fiber optic service and upgraded data distribution within the building.
- Data racking and head-end equipment should be located in conditioned rooms dedicated for such use. The controlled environment extends the longevity of the system.

TELECOMMUNICATIONS SYSTEM RECOMMENDATIONS

- No recommendations at this time.
- Any major upgrades to the system should be installed in a room designed for that use.

SECURITY ACCESS CONTROLS

Security card access is used on doors where required by the occupants for private access to the building.

SECURITY ACCESS CONTROLS CONCERNS

- No concerns at this time.

SECURITY ACCESS CONTROLS RECOMMENDATIONS

- Security systems can be integrated into the Fire Alarm System.



TELECOMMUNICATIONS



CARD ACCESS





CITY OF DE PERE – DE PERE ICE ARENA

Ice Refrigeration Description / Condition

BACKGROUND | ORIGINAL INSTALLATION AND DESIGN

Rink-Tec was selected by the City of De Pere for the ice plant modernization at the De Pere Ice Arena in April of 2011. This consisted of removing an ammonia-based system using calcium chloride and installing the present-day system. The existing system is a Freon-based, split-circuit, 100-ton refrigeration system using R507 as its refrigerant. The refrigeration system is coupled with a Baltimore Aircoil evaporative condenser. The condenser is a combination of air and water and uses a VFD on the condenser fan motor for energy efficiency.

When the system was initially installed, it was coupled with a BRR Technologies dehumidifier. This design uses waste heat from the refrigeration system as well as cold fluid (calcium chloride) returning from the rink floor to dehumidify the rink space.

EMERGENCY SERVICE IN 2018

In September of 2018 an emergency service call was requested by rink management. It was noticed that the relief valve for the rink floor system had burst due to an increase in pressure. The chiller barrel for the refrigeration system was built specifically for use with calcium chloride as the secondary fluid. However, the PH level became acidic and the integrity of the tube sheet on the chiller vessel was compromised. The Freon side of the refrigeration system was also then compromised as calcium chloride infiltrated into the compressors and oil system.

Because the original fluid was used with the new system it became necessary to drain the floor system, flush the floor system, and replace the calcium chloride with ethylene glycol. The chiller barrel was replaced and the entire refrigeration circuit both on the A side and the B side of the system was cut open and cleaned and then purged with nitrogen. All four original compressors were replaced over the next year due to damage brought on by this catastrophic event.

The new chiller vessel has a life expectancy of 30 years with ethylene glycol as the new heat transfer fluid. The compressors, with continued preventative maintenance should be good for 10 plus years of use.

PREVENTATIVE MAINTENANCE

The refrigeration system has been serviced under a maintenance contract since 2014 and is currently serviced quarterly by Rink-Tec International. Refrigerant and oil filters are changed annually in the first quarter of every year. Refrigerant and oil levels are logged and checked on every visit.



Quarterly maintenance includes checking and tightening all electrical controls and components, inspecting pump seals, lubricating all motors, and tightening of fan belt fans on the condenser fan motor. The system is in good operating condition.

SYSTEM UPGRADES

A new condenser fan motor was installed in August of 2021.

A new Variable Frequency drive was added to the condenser fan motor in 2022.

RINK FLOOR CONCERNS AND OBSERVATIONS

In 2021, prior to ice being reinstalled in the rink, it was discovered that the surround pipe that holds the tubing system in place at both ends of the rink had pulled away from the concrete perimeter. This was the main reason for the poor ice conditions around the rink circumference. At this time, we reconnected the perimeter pipe where possible and reconnected the u-bends and tubing system to the surround pipe.

A levelness check was also completed on the rink floor using a laser at the same time. The rink floor level is out of tolerance of current industry standards. A new sand floor today is plus or minus a quarter inch from the benchmark. This floor is plus or minus 2 inches and is a concern based on ice quality and energy efficiency.

RECOMMENDATIONS

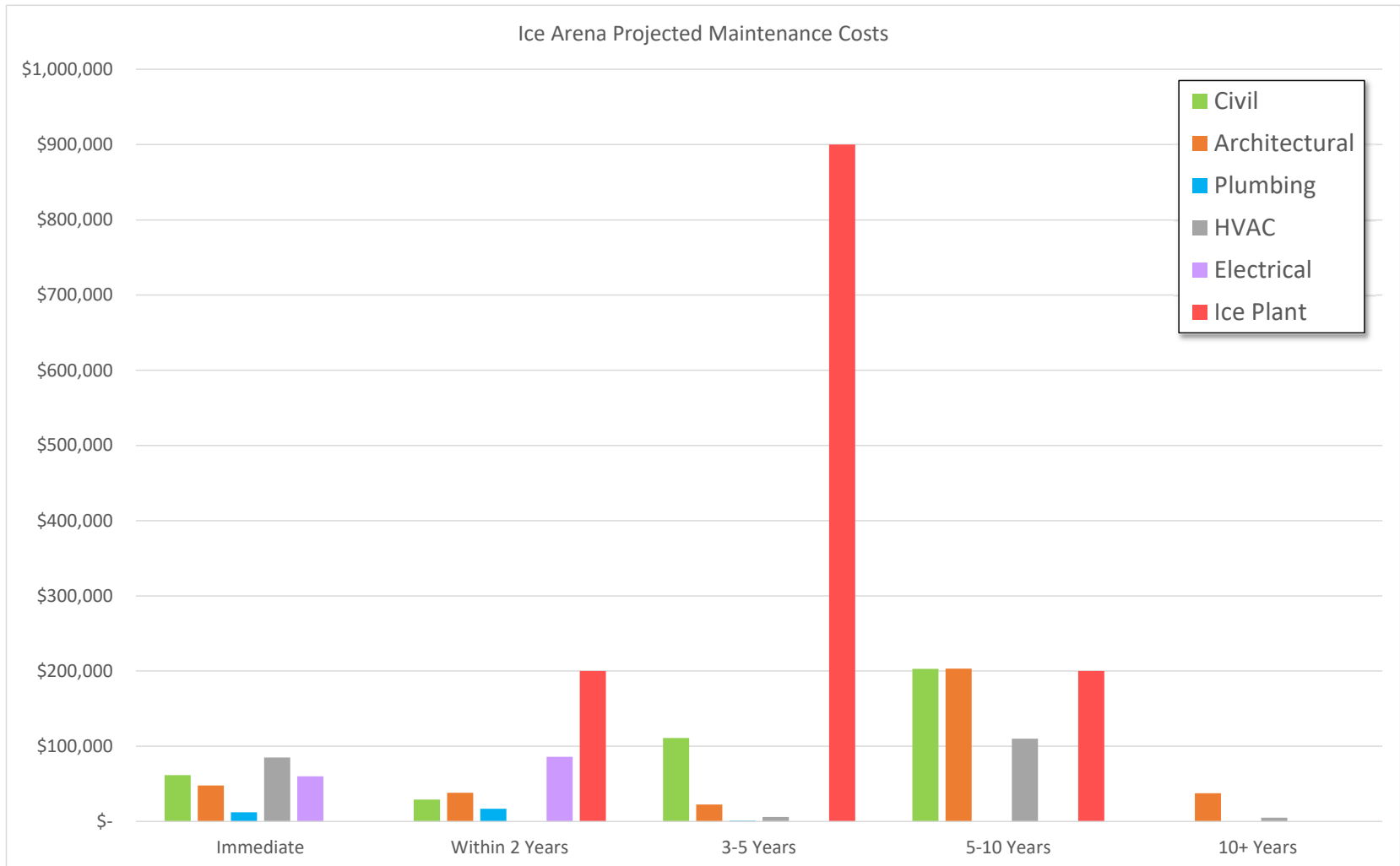
- Preventative maintenance on the chiller system should continue. The condenser is in excellent shape if the water treatment is managed properly. I anticipate a replacement for the condenser within a 10-year period. I would budget \$200,000 based on current cost and rate of inflation.
- A new dehumidification system is something that needs to be considered, not only for keeping the arena space dry, but also to make the system more energy efficient by disconnecting the BRR System from the rack system. A Desiccant dehumidification system is industry standard now. This would also take care of fresh air requirements per today's code. I would budget \$200,000 for a new Desiccant system with minimal ductwork.
- Most importantly the floor system is what causes the most concern from my standpoint. It is very unlevel and the subfloor heating system is non-functional. The more use the floor gets over extended periods of time, the worse the floor will heave and a frost problem will develop in the subgrade.



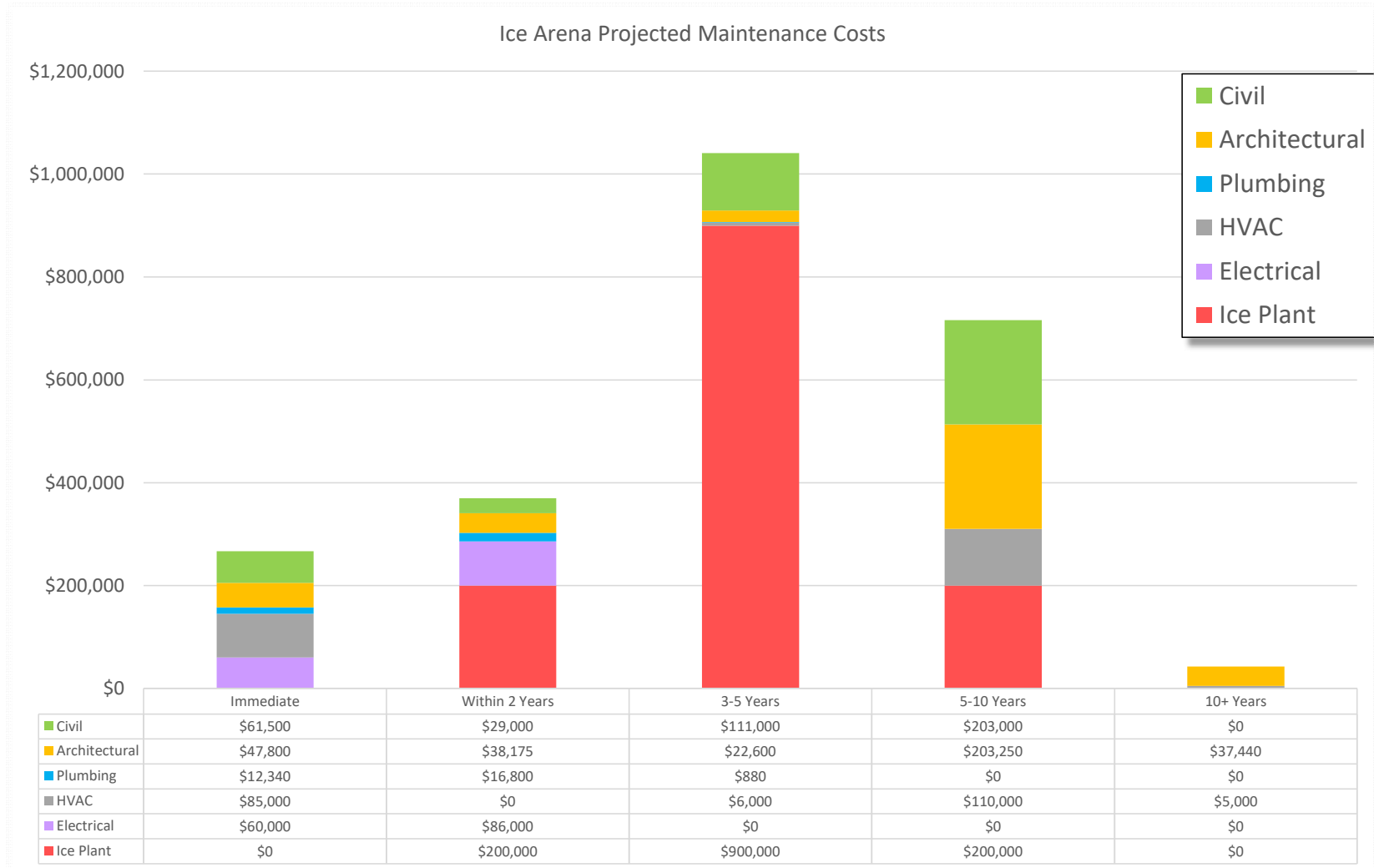
APPENDIX A

Cost Data Summary



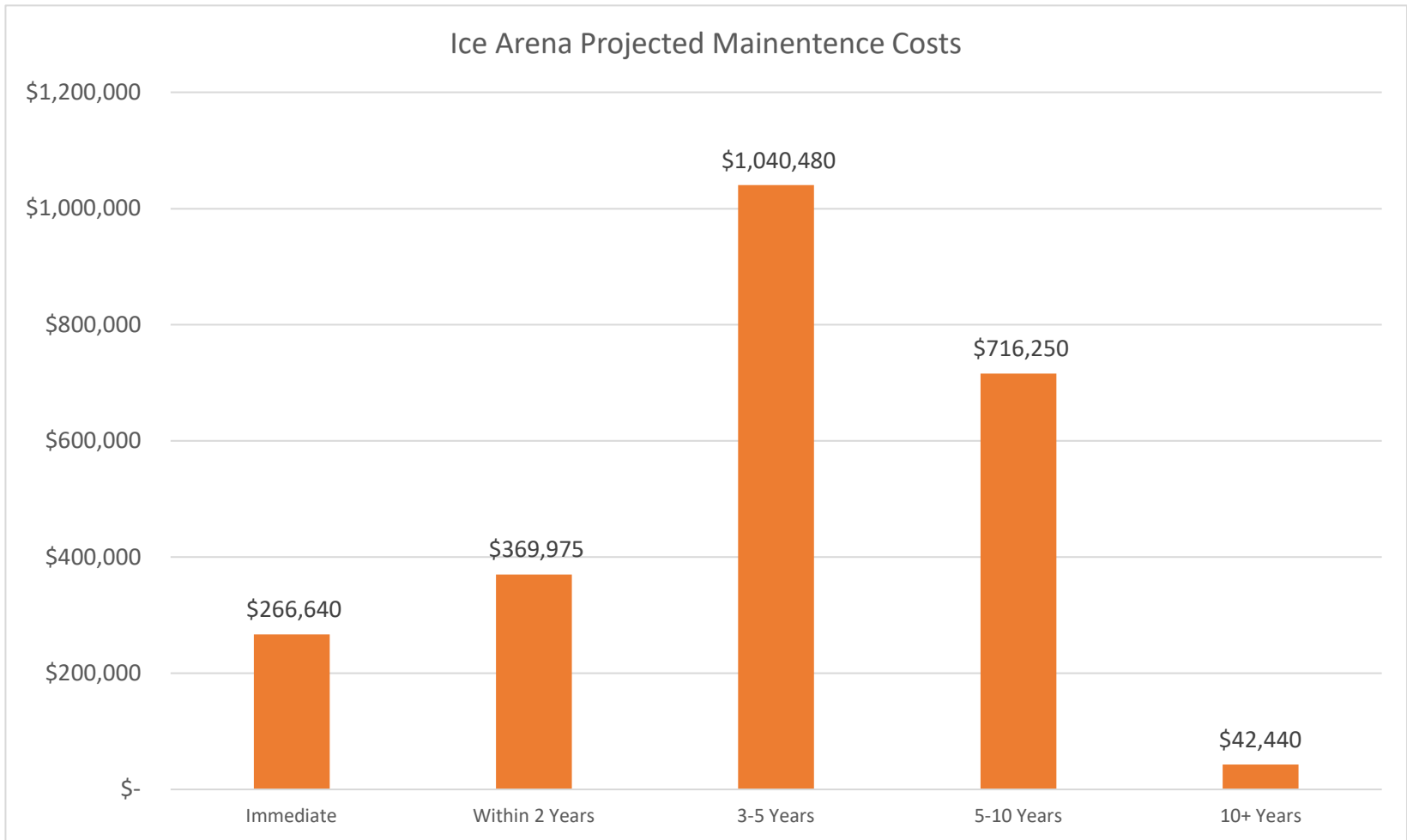








City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT





City of De Pere - Ice Arena
Project #7840 ESTIMATED REMODEL COST SUMMARY - June 2024



- 1 - Immediate - 1 year
2 - Within 2 years
3 - 3-5 years
4 - 5-10 years
5 - 10+ years

Priority	Discipline (A,C,P,H,E,I)	Description	Installed Date	Typical Life Expectancy (Years)	Condition Adjustment (Years)	Adjusted Life Span	Scheduled Replacement Date	Service Life Remaining (Years)	Cost			
									Qty	Units	\$/Unit	Estimated Total
1	A	Repair- Reattach exterior metal siding and seal off bottom	1974			0	1974		1	Allowance	\$10,000.00	\$ 10,000.00
1	A	Repair- Seal off top of exterior metal siding	1974			0	1974		1	Allowance	\$10,000.00	\$ 10,000.00
5	A	Replace exterior wall siding	1974	50		50	2024		3,120	SF	\$12.00	\$ 37,440.00
2	A	Pressure wash exterior CMU and stucco at main entry	1974			0	1974		4,000	SF	\$0.80	\$ 3,200.00
2	A	Repaint exterior stucco at main entry	1974			0	1974		1,850	SF	\$3.50	\$ 6,475.00
1	A	Rotate roof hatch 180 degrees add safety rails	1974			0	1974		10	LF	\$120.00	\$ 1,200.00
4	A	Replace Arena roof membrane	2004	25		25	2029	6	26,000	SF	\$7.50	\$ 195,000.00
4	A	Replace Ice Plant roof membrane	2004	25		25	2029	6	1,100	SF	\$7.50	\$ 8,250.00
3	A	Replace west window	1974			0	1974		1	EA	\$1,500.00	\$ 1,500.00
3	A	Replace north and west facing lobby doors and frames	1974			0	1974		2	EA	\$3,800.00	\$ 7,600.00
1	A	Rebuild 2nd floor storage rooms with fire rated walls				0			900	SF	\$9.00	\$ 8,100.00
1	A	Replace rubber flooring in front of bleachers				0			600	SF	\$10.00	\$ 6,000.00
1	A	New Arena north exit doors and stoop				0	0		1	EA	\$5,000.00	\$ 5,000.00
3	A	Replace arena reflective ceiling membrane				0	0		4,500	SF	\$3.00	\$ 13,500.00
2	A	Add ceiling netting above goal area to protect ceiling				0	0		4,500	SF	\$3.00	\$ 13,500.00
1	A	Demolish wood storage area above the concessions stand				0	0		1	Allowance	\$3,000.00	\$ 3,000.00
1	A	Provide Ladder to dehumidification equipment				0	0		1	EA	\$2,500.00	\$ 2,500.00
2	A	Provide ADA / Family Restroom				0	0		1	Allowance	\$15,000.00	\$ 15,000.00
1	A	Demolish wood storage area below basement stairs				0	0		2	Allowance	\$1,000.00	\$ 2,000.00
2	E	Lighting controls - occupancy sensors (several locations)	2024	20		20	2044	21	45	EA	\$300.00	\$ 13,500.00
1	E	Provide Fire Alarm System	2024	40		40	2064	41	1	EA	\$60,000.00	\$ 60,000.00
2	E	Replace existing MDP	1974	40		40	2014	(9)	1	EA	\$23,000.00	\$ 23,000.00
2	E	Replace existing branch panel & transformer	1974	40		40	2014	(9)	3	EA	\$16,500.00	\$ 49,500.00
1	H	Replace electric baseboard heaters	1974	13		13	1987	(37)	3	EA	\$1,000.00	\$ 3,000.00
4	H	Replace dehumidification unit HW heat exchangers	2006	24		24	2030	6	2	EA	\$17,500.00	\$ 35,000.00
1	H	Replace dehumidification unit heating coil pump	2006	10		10	2016	(8)	1	EA	\$5,000.00	\$ 5,000.00
4	H	Replace Ice Arena dehumidification unit	2006	25		25	2031	7	1	EA	\$75,000.00	\$ 75,000.00
1	H	Replace packaged HVAC rooftop unit	1999	15		15	2014	(10)	1	EA	\$20,000.00	\$ 20,000.00
1	H	Replace gas-fired furnace No. 1 (80% efficiency) + controls	1990	18		18	2006	(16)	1	LS	\$8,500.00	\$ 8,500.00
3	H	Replace gas-fired furnace No. 2 (80% efficiency) + controls	2009	18		18	2027	3	1	LS	\$6,000.00	\$ 6,000.00
1	H	Replace gas-fired furnace No. 3 (80% efficiency) + controls	1997	18		18	2015	(9)	1	LS	\$6,000.00	\$ 6,000.00
1	H	Replace gas-fired furnace flue venting							1	LS	\$7,500.00	\$ 7,500.00
5	H	Replace gas-fired unit heater	2019	13		13	2032	8	1	LS	\$5,000.00	\$ 5,000.00
1	H	Replace gas-fired unit heater venting							1	LS	\$2,000.00	\$ 2,000.00
1	H	Replace Ice Arena inline summer ventilation fan	1974	20		20	1994	(30)	1	EA	\$3,000.00	\$ 3,000.00



City of De Pere | De Pere Ice Arena
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Priority	Discipline (A,C,P,H,E,I)	Description	Installed Date	Typical Life Expectancy (Years)	Condition Adjustment (Years)	Adjusted Life Span	Scheduled Replacement Date	Service Life Remaining (Years)	Cost			
									Qty	Units	\$/Unit	Estimated Total
1	H	Replace Ice Arena sidewall summer ventilation fans	1974	20		20	1994	(30)	3	EA	\$5,000.00	\$ 15,000.00
1	H	Replace restroom, locker and shower room powered roof ventilators	1974	20		20	1994	(30)	3	EA	\$5,000.00	\$ 15,000.00
1	P	Insulate and label supply piping				0	0		800	LF	\$15.00	\$ 12,000.00
1	P	Replace temperature gauge at hot water storage tank				0	0		1	EA	\$340.00	\$ 340.00
2	P	Replace Water heater & Storage tank	2005	15		15	2020	(3)	1	EA	\$15,000.00	\$ 15,000.00
3	P	Provide trap wrap on ADA accessible lavatories				0	0		8	EA	\$110.00	\$ 880.00
2	P	Replace clogged/broken floor drain grates				0	0		6	EA	\$300.00	\$ 1,800.00
1	C	Signage displaying parking is for rink users only				0	0			EA	\$8,000.00	\$8,000.00
3	C	Access control gate at the rear parking lot / service area				0	0			EA	\$10,000.00	\$10,000.00
4	C	Regrade and pave the north and rear parking areas				0	0			EA	\$115,000.00	\$115,000.00
3	C	Sidewalks to the main entrance				0	0			EA	\$25,500.00	\$25,500.00
3	C	New south property line fencing				0	0			EA	\$15,000.00	\$15,000.00
1	C	Regrade the front foundation to drain to the south swale				0	0			EA	\$4,000.00	\$4,000.00
1	C	Remove landscape beds and rocks and return to grass.				0	0			EA	\$3,000.00	\$3,000.00
1	C	Front underground drain pipe to swale				0	0			EA	\$3,500.00	\$3,500.00
1	C	Rip-Rap at downspout discharge				0	0			EA	\$10,000.00	\$10,000.00
3	C	Re-grade swales and remove evergreen trees				0	0			EA	\$6,000.00	\$6,000.00
3	C	Storm sewer inlets along north façade				0	0			EA	\$45,000.00	\$45,000.00
1	C	Gravel maintenance strip around the building				0	0			EA	\$25,000.00	\$25,000.00
1	C	Concrete sidewalks at entires				0	0			EA	\$8,000.00	\$8,000.00
2	C	Replace east concrete walkways & Zamboni service drive				0	0			EA	\$9,000.00	\$9,000.00
2	C	Enlarge catch basins at front entry				0	0			EA	\$20,000.00	\$20,000.00
3	C	Replace retaining walls				0	0			EA	\$9,500.00	\$9,500.00
4	C	Televisе utilities to document conditions				0	0			EA	\$5,000.00	\$5,000.00
4	C	Additional pole and building lighting				0	0			EA	\$50,000.00	\$50,000.00
4	C	Screening along south property line				0	0			EA	\$18,000.00	\$18,000.00
4	C	Screening around mechanical units and trash area				0	0			EA	\$15,000.00	\$15,000.00
4	I	Replace the ice making chiller system				0	0			EA	\$200,000.00	\$ 200,000.00
2	I	Replace the ice floor system				0	0			EA	\$200,000.00	\$ 200,000.00
3	I	Desiccant dehumidification system to replace the existing				0	0			EA	\$900,000.00	\$ 900,000.00



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



APPENDIX B

Major Improvements To Modernize



City of De Pere | De Pere Ice Arena
FACILITY CONDITION ASSESSMENT



MAJOR IMPROVEMENTS TO MODERNIZE

This report has documented the many existing items that need ongoing maintenance in order to keep the facility operating in its current configurations. As also noted, the building's current state is lacking many Code required safety and ADA features that have been added to the model building codes since it was built. Building Codes are not retroactive, and do not require an owner to upgrade a building every time the code changes. However, as soon as the facility goes through a reconfiguration of its spaces or systems, then any new construction is required to be built to the current codes. This gets complicated because complying with the new codes may require work outside the intended work area and more than the intended work scope.

For example, if the locker rooms in the basement are reconfigured, an elevator will be required to meet ADA, and the basement would need a fire sprinkler system and fire alarm system since this floor is below the level of exit discharge. These are major expenses resulting from even minor work. The code does allow for maintenance and repair of existing features and system. But these are still existing items and not reconfigured.

Two simple ADA improvement outlined earlier, the stand-alone ADA toilet room and the concrete doorway stoops at the building's entry ways, would be an easily achievable upgrade which would not require further upgrades inside the facility.

If the intent is to modernize the facility and bring it up to current codes, one major remodeling concept is worth consideration. The building's greatest liability from a code standpoint is the basement and the 2nd floor. The concept would be to demolish the front 2-story western section of the building, filling in the basement and constructing a new one-story addition in its place. The new section would provide for locker rooms at ice rink level, allow ADA access to the building and the ice rink, and allow for the code required toilet fixture count. The cost for this 10,000 SF(+/-) addition could range from \$2.5 - 3.0 million dollars.



somerville

architects
engineers



City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: June 20, 2024

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Staff Update on Loud Music Concern at VFW Pool.

ATTACHMENTS:

- Park Board Memo - VFW Aquatic Facility Music Complaint Response Summary (PDF)

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Chelsea Moberg
Date: June 12th, 2024
RE: VFW Aquatic Facility Music Complaint Response Summary

This is a summary of staff response to resident complaints from the neighborhood surrounding VFW Aquatic Facility regarding music volume levels in 2023.

Primary Issue: Sound from the pools speaker system was clearer at Reid Street than at the aquatic facility. It was disturbing the resident, but not over the noise ordinance levels.

On investigation, staff found that the sound levels became problematic after construction completed for the day on Reid Street. Though frustrating to the resident, the decibel levels were under the ordinance parameters for sound pollution. This was documented by Decibel testing completed on August 16, 2023. Specifically, staff noted that the music was much clearer on Reid Street than in the VFW Park.

Staff contacted the Engineering Department at UWGB regarding the sound setup and ways to address it. They advised speaker adjustments to reduce some constructive and destructive interference causing the sound issues. Maintenance staff completed the adjustments in May of 2024.

Decibel testing was completed on May 31, 2024 by Environmental Health Sanitarian (EHS), Trista Groth

In 2023, the noise level at the property line was 55-57 dB (behind tennis courts at the lot line). Last Friday, the noise level at the property line was 52dB. Because I don't totally understand the new zoning code, I'm not certain what zoning category VFW is in; but even if we use the strictest numbers, the max noise level for Residential during the day is 57dB. So, there is no exceedance of the noise ordinance.

- Trista Groth

Final Solution: Adjusting the music levels within the sound system and volume levels on one central speaker.