



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115
<http://www.de-pere.org>

Regular Meeting

Agenda

Thursday, October 16, 2014

6:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 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 **October 16, 2014 at 6:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

I. Call to Order

1. Roll Call

II. Action Items

1. Approve Board of Park Commissioners Minutes 9-18-14
2. Review and Approve 3rd Quarter Community Center Report
3. Aquatic Facility Evaluation
4. Approve revisions to Recreation Scholarship application.

III. Public Comment Period

IV. Future Agenda Items

V. Staff Updates

1. Braisher Park
2. Southwest Park
3. Budget
4. James Street Dock
5. Zamboni

VI. Adjournment

Any person wishing to attend this meeting who, because of 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.

Committee Members

Alderpersons

Mayor Michael J. Walsh

Judy Schmidt-Lehman, City Attorney

Allyson Watson, Definitely De Pere

Marty Kosobucki

Staff Members

De Pere Rapides Soccer

Ben Villarruel, Unified School District

De Pere Youth Hockey

Tod Maki, De Pere Select Soccer

Shana Defnet, City Clerk

City Hall 1st and 2nd Floor

De Pere Area Chamber of Commerce

TV & Radio Stations

De Pere Girls Softball

De Pere Baseball

John Zegers, West De Pere School District

Notice is hereby given that a majority of the Members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision making responsibility.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve Board of Park Commissioners Minutes 9-18-14

ATTACHMENTS:

- Draft Minutes 9-18-14 (PDF)



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Thursday, September 18, 2014

6:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member George Brown

Attendee Name	Title	Status	Arrived
Sue Schinkten	Board Member	Excused	
Bill Volpano	Board Member	Present	
George Brown	Board Member	Present	
Michael Donovan	Aldersperson	Present	
Rod Kowalczyk	Board Member	Present	
Larry Lueck	Aldersperson	Present	
Lisa Rafferty	Aldersperson	Present	

II. Action Items

1. Approve Minutes from the Board of Park Commissioners 8-21-14

RESULT: ADOPTED [UNANIMOUS]
MOVER: Rod Kowalczyk, Board Member
SECONDER: Bill Volpano, Board Member
AYES: Volpano, Brown, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED: Sue Schinkten

2. Approve one year lease extension for Humana Sports Park. Marty Kosobucki took questions from the board in reference to the one year lease extension and possible improvements to the facility in the future. There was discussion by the board on the lease.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Rod Kowalczyk, Board Member
SECONDER: Michael Donovan, Aldersperson
AYES: Volpano, Brown, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED: Sue Schinkten

3. Discussion on revising agreement for donation to City regarding the Zamboni. Marty took questions from the board in reference to the agreement for the donation regarding the Zamboni.

4. Approve revised agreement with De Pere Youth Hockey Association.*

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Donovan, Aldersperson
SECONDER: Lisa Rafferty, Aldersperson
AYES: Volpano, Brown, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED: Sue Schinkten

5. Approve agreement with DePere WIAA Hockey, Inc for donation toward Zamboni.*

Attachment: Draft Minutes 9-18-14 (2716 : Approve Board of Park Commissioners Minutes 9-18-14)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Volpano, Board Member
SECONDER:	Rod Kowalczyk, Board Member
AYES:	Volpano, Brown, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED:	Sue Schinkten

6. Approve revisions to waiver policy.
Marty Kosobucki took questions from the board in reference to the waiver. The board discussed the waiver policy.

Mike Donovan made a motion to approve the revisions to the Waiver Policy striking article #2, seconded by Bill Volpano. Motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Volpano, Brown, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED:	Sue Schinkten

III. Public Comment Period

None

IV. Future Agenda Items

Information about Kelly Danen will possibly be brought to the October Park Board meeting.

The Recreation Scholarship will also be brought to the October Park Board meeting.

V. Staff Updates

1. Braisher Park
Marty Kosobucki reported the Braisher Playground reconstruction has started and should be done by the end of September.

Marty Kosobucki reported the Disc Golf is going well at Legion Park.

VI. Adjournment

Rod Kowalczyk made a motion to close the meeting at 6:57 p.m., seconded by Lisa Rafferty.
Motion passed.

Respectfully submitted,
Debbie Zierson

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Review and Approve 3rd Quarter Community Center Report

Please find attached the 2014 Community Center 3rd Quarter Report for review and approval. Thank you.

ATTACHMENTS:

- 3rd.quarter (XLSX)
- 2014 3rd Quarter (DOC)

FACILITY USAGE

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC
Paid Rentals	28	31	33	30	32	35	37	34	13			
Non-Paid Rentals	14	22	28	20	31	11	17	18	19			
Recreation Programs	136	190	175	204	139	137	122	100	91			
<i>(includes P&R, CC)</i>												
Total Room Use	178	243	236	254	202	183	176	152	123	0	0	0
Percentage Used	115%	174%	152%	169%	130%	122%	114%	98%	82%	0%	0%	0%
<i>(percents over 100 reflect rooms rented more than once on a given day)</i>												
Rental Revenue	\$2,597.76	\$2,861.43	\$2,987.32	\$3,212.66	\$4,498.52	\$4,149.24	\$4,255.91	\$3,922.16	\$1,614.52			
Program Revenue	\$10,819.91	\$28,382.47	\$25,817.23	\$31,768.25	\$19,912.11	\$14,229.40	\$19,622.73	\$19,362.47	\$15,259.83			
Contractual Revenue	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00			
<i>(County Rent)</i>												
Equipment/Storage & Miscellaneous Revenue	\$89.63	\$93.71	\$68.71	\$138.82	\$75.35	\$146.85	\$111.54	\$147.18	\$58.93			
TOTAL REVENUE	\$13,722.30	\$31,552.61	\$29,088.26	\$35,334.73	\$24,700.98	\$18,740.49	\$24,205.18	\$23,646.81	\$17,148.28	\$0.00	\$0.00	\$0.00

2014 TOTAL REVENUE (to date)

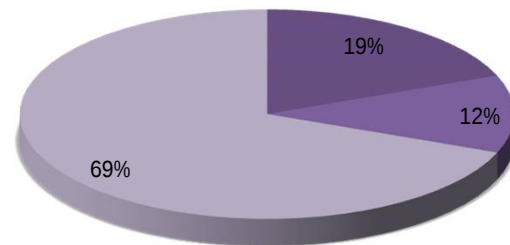
\$218,139.64

3rd Quarter 2014 - Individual Room Usage

<u>ROOM</u>	<u>Program Usage</u>	<u>Rental Usage</u>
Pine Room	73	35
Oak Room	6	38
Hickory Room	57	30
Spruce Room	101	17
Maple Room	8	18
Lounge	68	N/A
Total Usage	313	138

3rd Quarter 2014 Facility Usage

■ Paid Rentals ■ Non-Paid Rentals ■ Recreation Programs



This year's 3rd quarter revenue totaled \$65,000.27, which is up from last year's 3rd quarter by \$4,590.42! This is great but we are sad to report that one of our long standing church groups who rented out 3 rooms on a weekly basis (one large & two small) has found a permanent location so our rental & storage revenue was grossly affected for the month of September. Not to mention we did not have as many private rentals - it was a very slow month for September. Our program revenue increased by \$3,373.40 compared to last quarter so that was positive! The overall budgeted revenue for the Community Center \$236,940; thus far we have brought in \$218,139.64 so I am confident we will reach that goal and surpass it even with the loss of the church group's rental income. (Last year we brought in \$45,500 in the last quarter so I'm certain we will be able to come close to that! This quarter brought in 84 paid rentals which is lower than average but again, we lost 12+ rentals from the church group alone. The Oak & Pine Rms. were the most widely utilized rooms for paid rentals mainly because that is what the two church groups utilize. The Spruce Rm. ranked the highest for program usage (mainly due to senior programs) with the Pine Rm. coming in second at 73.

Paid Rentals	19%	4%
Non	12%	2%
Rec Programs	69%	28%

100%



City of De Pere

600 Grant St.
DePere, WI 54115-1199
Phone: 920-339-2471
Fax: 920-339-6348

Paula Rahn
Community Center Manager
prahn@mail.de-pere.org
www.de-pere.org

2014 Community Center 3rd Quarter Report

- Wrapped up summer recreation classes, playground program, summer day camp & held some special events. Special events included three Ice Cream Socials, Kids Nights at the pools, a Basketball Clinic put on by the De Pere High School basketball team, a Bike Rodeo sponsored and instructed by the De Pere Police Dept., the Super Summer Reading Program at two parks in cooperation with teachers from Dickinson & Susie Altmayer schools, an expanded and successful End of Summer Carnival and a Senior Citizen's Picnic. The Summer Carnival had more games, refreshments & awesome inflatables. Our Senior Picnic had 155 participants in which seniors were treated to a meal along with Bingo with the Honorary Mayor as our bingo caller. They also had a chance to win some fabulous prizes!
- Very successful workshops and clinics were held in July & August with amazing numbers. These included two Dance With Ribbons Camps, A Baton Twirling Clinic, Pom Clinic and a new Volleyball Clinic. Free preview days were also held for some of our classes: Hooping for Health, Dynamic Sculpting Workout & Zumba Gold. The intent of the free preview days were to bring awareness to these classes with hopes to increase participation numbers. Preparation for fall workshops started.
- Staff covered with the departure of the part-time recreation secretary in mid-July. Hired new seasonal part-time staff for Kidz Zone & some substitute instructors for various programs.
- Completed 2015 Community Center budget.
- Developed flyers which were brought to the schools and select locations within the City depicting our fall/winter programs & events. Class registrations have been going well. Staff was busy preparing for the start of all fall programs in September. Three new workshops offered for fall. All fall enrichment classes filled and up and running!
- Summer Day Camp completed its 7th year. 698 of 764 available seats were filled. This summer we saw more competition with specialty camps (sports and BOLD/DARE held at SNC). Many campers signed up for fewer weeks this summer (ie: summer school weeks/random theme weeks). The West Side camp saw several campers participate in swimming lessons during camp time and a few tennis lesson participants; the East side had two swim lesson participants. The East side ran for 9 weeks to compensate for the Unified District's late last day of school date and will follow that format for summer 2015. Both sides of camp had approximately 45-50% of campers participate in summer school classes.
- Kidz Zone has several new families this year; many are from Our Lady of Lourdes. Several students have "graduated out" of the program. Numbers are a bit lower this year, staffing has been adjusted accordingly. Our Lady of Lourdes (GRACE System Calendar) has a few different early release days/days off from the West De Pere calendar. They are being very gracious about letting us hold Kidz Zone at OLOL on those days. The first early release day was September 26th, we had 15 participants. The collaborative agreements with the Unified School District and Our Lady of Lourdes School/Parish are up for review and renewal. Each entity has requested one year renewals. Paula and Cindy will be working on getting new and updated agreements in place over the upcoming months.
- We are still working with Notre Dame of De Pere to get a before school program up and running for Kidz Zone East. The necessary agreements were approved at the boards and are waiting to be signed by the Notre Dame Parish. We will look at implementing the program starting in January. Notre Dame has also expressed interest of the Park & Rec. Dept. taking over their after school program as well.
- Sold a total of 811 discounted tickets this year through the WPRa Ticket Program. That is down by 25 tickets from last year however, this wasn't the nicest of summers. The department made \$608.25 by participating in this program.
- Started working on the new Winter/Spring 2014-15 Brochure.
- Completed Profit/Loss Reports for summer programs.
- Senior Program Coordinator attended GWAAR-Wisconsin Aging Network Conference and also attended quarterly nutrition program meetings.

During the 4th quarter, staff will continue to oversee fall recreation classes, special events & workshops; finalize design of Winter/Spring brochure and postcards; distribute postcards to all City of De Pere households, enter all winter & spring classes into ActiveNet and Access, take registrations; train new part-time recreation secretary; attend WPRa Conference; order costumes/supplies for pom & dance and twirling classes; hold Kids Day Out Camps; determine 2015 Summer Camp themes; design/publicize flyers for summer day camps; hold parties and special events for the holidays; complete P/L's for fall programs; hold parties and special events for the holidays; prepare for seasonal hiring process; bring forward cooperative agreements with the school districts for approval; pursue East side Kidz Zone Program; continue working on the Long Range Planning Project.

Respectfully submitted by: *Paula Rahn, Community Center Manager*

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Stephanie Schlag

SUBJECT: Aquatic Facility Evaluation

Attached is the completed and final evaluation report of the Legion and VFW Pools and facilities. MSA Professional Services completed the evaluation of both facilities. The plan will be used to provide us with an estimated lifespan of equipment, continuing maintenance needs, and a future maintenance plan for both pools to assist in prioritizing needed maintenance and repairs. In your reviewing of the plan, you will notice we are approaching a crossroads with the pool facilities in their maintenance.

I have also included the results from the community survey done by the City related to the future of our pools. A question was posed to our community about their preference of rebuilding or replacing of the current pools.

Because you are seeing the survey for the first time and there is quite a bit of information to digest. At this time, we will not be asking the Park Board for any decision other than to accept the plan that was completed. However, I am asking the Park Board to begin discussions on the content of the survey, and future direction of our pools.

ATTACHMENTS:

- 09441004 De Pere Aquatic Facilities Report 100314 (PDF)
- 20141008075030292 (PDF)



2014 AQUATICS FACILITY EVALUATION for CITY OF DE PERE, WI

OCTOBER 3, 2014



WATER TECHNOLOGY INC.

2014 AQUATICS FACILITY EVALUATION

for CITY OF DE PERE, WI

MSA Project # 9441004
October 3, 2014

Prepared by:



Buildings/Plumbing/HVAC:

MSA PROFESSIONAL SERVICES, INC.

1230 South Blvd.

Baraboo, WI 53913

E. Carter Arndt, AIA

carndt@msa-ps.com

608.355.8884



Aquatics:

WATER TECHNOLOGY, INC.

100 Park Avenue

Beaver Dam, WI 53916

Dean Mueller, AIA

dmueller@watertechnologyinc.com

920.887.7375



Electrical:

MUERMANN ENGINEERING, INC.

116 Freemont

Kiel, WI 53042

Curt Krupp

curt@me-pe.com

920.894.7800

TABLE OF CONTENTS

1.0	EXECUTIVE SUMMARY	1
1.1	Overview:.....	1
1.2	Comments.....	2
2.0	EXISTING FACILITIES CONDITION ASSESSMENT – VFW POOL	4
2.1	General Building & Grounds Information	4
2.1.1	General Comments	4
2.2	Architectural Facility Review.....	5
2.2.1	Site	5
2.2.2	Exterior Envelope.....	5
2.2.3	Interior Construction/ Interior Finishes	6
2.2.4	Building Code/ Accessibility	6
2.3	Plumbing, HVAC & Electrical Facility Reviews.....	7
2.3.1	Plumbing:	7
2.3.2	HVAC	7
2.3.3	Electrical	7
2.3.4	HVAC, Electrical and Plumbing Systems Selection/Budget Considerations	9
2.3.5	Electrical Systems	9
3.0	EXISTING FACILITIES CONDITION ASSESSMENT – LEGION POOL	10
3.1	General Building & Grounds Information	10
3.1.1	General Comments	10
3.2	Architectural Facility Review.....	11
3.2.1	Site	11
3.2.2	Exterior Envelope.....	11
3.2.3	Interior Construction/ Interior Finishes	12
3.2.4	Building Code/ Accessibility	12
3.3	Plumbing, HVAC & Electrical Facility Reviews.....	13
3.3.1	Plumbing:	13
3.3.2	HVAC	13
3.3.3	Electrical	13
3.3.3.1	Site	13
3.4	Swimming Pools and Equipment – See Appendix A.....	15
4.0	RECOMMENDATIONS FOR REPAIR AND/OR REPLACEMENT	16
4.1	General Comments.....	16
4.2	Cost Avoidance.....	16
4.3	Sustainability.....	16
4.4	Recommended Improvements	17
4.4.1	VFW Pool Facility	18
4.4.2	Legion Pool Facility	19
4.4.3	Summary of All Facility and Aquatics Improvements	20
4.5	Facility Options.....	23

LIST OF APPENDICES

APPENDIX I - Aquatics Evaluation (44 pages)

Introduction

Methodology

Facility Evaluations

Recommended Improvements

Sub Appendix A - Aquatics Pictures

Sub Appendix B - Deterioration Mechanisms

Sub Appendix C - Trends

Sub Appendix D - Magic Makeovers For Less

Sub Appendix E - Intergenerational Aquatic Use

APPENDIX II - Acknowledgements

1.0 EXECUTIVE SUMMARY

1.1 Overview:

The City of De Pere, Wisconsin operates two outdoor swimming pools. The Legion Pool is located in Legion Park located at 1212 Charles Street, and VFW Pool is located in the Veterans of Foreign Wars Park at 730 Grant Street. Each facility includes a large main pool and a separate wading pool. The aquatic facilities were originally constructed in 1957 (VFW) and 1961 (Legion). The pools were then reconstructed in 1986 (Legion) and 1987 (VFW). New heating systems were added to the pools in 2011 (VFW) and 2012 (Legion).

An evaluation of the existing City aquatic facilities is desired to consider the near and long term facility needs in regard to code compliance, function and physical condition. The goal of this review is to provide the City further information to make an informed decision as to the future of the facilities. Long-term, practical and cost effective measures are desired.

Alternatives include implementation of maintenance measures, renovation efforts and/or facility replacement. Consolidation to a single facility is not anticipated since the City is geographically divided by the Fox River and each facility generally serves residents on each side of the river. The VFW pool is to the west and the Legion Pool is to the east. The intention is for the facilities to meet all applicable local, state, and federal building code requirements.

The facility observations and identified needs are based on facility tours and a meeting that took place on May 20, 2014 prior to facility activation for the 2014 season.

General consideration of the following:

- Architectural - Site/Civil - General Structural
- Aquatics - Plumbing - Electrical
- Heating and Ventilation and Air Conditioning (HVAC)

1.2 Comments

As part of this facility overview, the comments listed in this report are based on observations and on professional opinion. The conclusions identified are general, with the exact detailed/engineered physical needs not necessarily defined. The goal is to consider the relative options to allow the City to make an informed decision regarding future facilities. Corrective measures and items noted will require further and more detailed consideration during final development and implementation of the selected alternative/project.

The physical state/condition of these facilities is mixed. The fact that the pools and pool equipment are 27 years old and the bath houses are over 50 years old is reflected in their condition. Thus the pools, though lacking modern aquatic amenities they are in reasonably good condition while the buildings are showing their age. The VFW buildings are in particular poor condition, while the Legion building is in better condition since it is minimally heated in the winter and it was originally constructed of higher quality materials.

This report is the initial stage in the City's recognition of needs. This report will serve as the foundation to facility-related decisions that will be made in the future, and the implementation of long-term and effective solutions to meet these needs.

The implementation of the corrective measures can be established in a timetable based on the City's priorities and financial resources. Priority is recommended in code deficiencies, malfunctioning equipment and maintenance measures to minimize detrimental deterioration.

In the process of improving existing facilities some cost saving, based on reduced energy consumption, can be achieved. However, when new construction replaces existing facilities, higher energy consumption costs are often encountered. New facilities are often larger than the ones they replace and mechanical and ventilation requirements meeting today's building codes are more stringent. However, with proper development and in some cases added investment in sustainable technologies, energy consumption may remain constant or in some cases be reduced.

This review identifies the general condition of the existing properties in order to best consider and identify long-term facility needs for the City. For any facilities the City intends to keep for long term operation, the creation of a year-by-year master maintenance plan (commonly known as a "5-Year [or 10-year] Capital Improvements Plan") is recommended. This sort of long-term facilities management plan would support the City's effort to properly maintain facilities and forecast for anticipated expenditures. A Capital Improvement was not part of this review, but could be provided as a supplementary professional service if desired.

Development of concepts and design for new and/or auxiliary aquatics facilities was not part of this review, but could be provided as a supplementary professional service if desired.

Asbestos and lead paint was not reviewed as part of this study, but material such as this that has the potential to be asbestos-bearing can be expected in the facility. It is recommended that a facility asbestos and lead paint survey with material testing be conducted to identify all asbestos in the building. This sort of study is relatively inexpensive, but will allow the City to manage this material and budget for its removal. This information is required whether the facilities are renovated or demolished.

Accessibility was reviewed for general compliance with accessible routes and spaces. This review was done to better identify the general viability of the ongoing use of the facility and to identify major work required for compliance. A detailed Accessibility Transition Plan for all City's programs, policy and services is recommended if it does not already exist.

2.0 EXISTING FACILITIES CONDITION ASSESSMENT – VFW POOL

2.1 General Building & Grounds Information

2.1.1 General Comments

- The buildings associated with this facility should be considered in poor to very poor condition. With these more significant problems at the VFW facility, we anticipate the repair would require reconstruction of some walls or repair and exterior cladding of the walls. This matter is the most dramatic condition difference between the two facilities and will be a major factor in considering the feasibility of remodeling the VFW facility for long-term use.
- The changing areas though screened with walls are open to the sky and fills with leaves and users have expressed discomfort with changing outdoors.
- Review included the free standing octagon concessions building.
- Facility does not comply with the federal American's with Disabilities Act of 1990.
- City observations are that the concession facility is not adequate in scale and amenity.
- A separate first-aid area is not provided and is desired by City.

Location: VFW Park
730 Grant Street
De Pere, WI

Existing Building Construction:

Year Built	1957
Year for Remodel & Pool Equipment	1987
Year for Concession Building	Unknown
Use:	Pool Equipment, concessions, seasonal (warm weather)
Foundation	Cast-in-place concrete
Exterior Walls	Load-Bearing Masonry (ribbed & painted CMU)
Concessions exterior:	
Interior Walls	Masonry (CMU)
Roof Structure	Bathhouse: Precast concrete plank Open air at changing rooms Pool Eq. & Concessions Bldg.: Wood Trusses



2.2 Architectural Facility Review

2.2.1 Site

- Concrete Sidewalks are cracked and in need of spot repairs.
- Asphalt path to the concessions are cracked and in need of spot repairs and or replacement.
- Observed standing site water in the park to the northwest of the pool area.
- In the near future, the parking lot is in need of crack filling and seal coating.
- Sunshade Structures
 - o Wood framed pergola roof structure with concrete columns.
 - o Wood requires prepping and repainting.
 - o Some sagging in the wood members was observed.
 - o Steel connectors and components are rusting; prep and repaint.



2.2.2 Exterior Envelope

Roof

- The exact age of the adhered rubber roof was unknown. Cracking in the exposed sealant at the seams was observed; this may or may not be indicative of the leak potential. There is standing water on about 50% of the roof surface, indicating there is not pitch for proper drainage to send water in the drains as needed.
- Internal roof drain inlets were partially clogged with debris, but appeared to still allow drainage. Roof drain dome covers are missing at several locations.
- Asphalt shingles at the pool equipment building are aged and have curling at the edges.
- Downspouts at pool equipment building are missing, damaged and crushed

in some locations.

- Gaps in the precast plank roof structure are visible from below and require sealant.

Exterior Walls

- The exterior walls are in poor condition. They are a combination of the 1957 painted concrete block walls and 1987 ribbed decorative painted concrete block walls.
 - o Painted walls are severely peeling in some areas with observed spider and joint cracking. Water infiltration is worsening the condition.
 - o Ribbed walls have many areas of cracking and at screen wall locations the free standing wall caps are loose, cracked and with open end joints in many areas and allowing moisture into the walls and worsening the condition. Some areas are growing dark mildew. Some limited areas have peeling paint.
 - o Exposed steel lintels are rusty; requires preparation and painting.
- Some cracking in the concrete building foundations are present.
- Exterior surface mounted gas piping is rusty; requires preparation and painting.
- The free standing concessions building has wood framed walls with wood siding. Siding requires repainting and has some deteriorated areas requiring replacement.

Windows/Doors

- Exterior hollow metal doors and frames require preparation and repainting.
- Sealant is required at door perimeters.
- The exterior wood door that leads to the exterior pool heater requires staining.
- At the concessions some failed insulated glass is fogged up.

2.2.3 Interior Construction/ Interior Finishes

- Concrete slabs are cracked in many areas.
- Paint is peeling off walls and ceilings.
- Walls have cracking present.
- The open air changing area has a floor slab that ponds water.

2.2.4 Building Code/ Accessibility

- Accessibility
 - o The concrete slab outside the main exterior entry doors is steeper than the 1/50 maximum slope allowed.
 - o Some room signage is not compliant.
 - o Lavatory sinks are not accessible.
 - o There is not an accessible toilet stall in either locker room or the concession building.
 - o Mirrors are too high for accessibility.
 - o There are doors en route from pool to the main entry that have an abrupt change in elevation or gap at the door sills that cause an accessibility barrier.

- There are doors en route from pool to the main entry that do not have proper accessibility clearance. If they are held open during open hours, these do cause a barrier.
- No accessible shower or changing facilities are provided.
- A designated van accessible disabled parking stall is not indicated.
- The concession service counter is not accessible.

2.3 Plumbing, HVAC & Electrical Facility Reviews

2.3.1 Plumbing:

- The plumbing system was not operational during the review, however deteriorated valves and faucets were observed.
- Gas fired water heater can expect to require replacement in the next 10-years.
- Some of the internal roof drain leaders appear to be leaking based on corrosion steaks.

2.3.2 HVAC

- Not heated except for the pool equipment building which is minimally heated for pool equipment maintenance reasons.
- No mechanical exhaust ventilation is present. Building is naturally ventilated. Adding a supplemental mechanical ventilation system is recommended.
- At the concession building the exhaust fans at the restroom require cleaning of the intake grilles and verification that fans are operable.
- At the concession building a furnace is provided. Serves the warming room.

2.3.3 Electrical

2.3.3.1 Site

- Parking lot lighting consists of high wattage HID light fixtures mounted with steel poles with concrete bases.
- Building mounted lighting is a combination of low wattage wall mounted HID fixtures.

2.3.3.2 Service Equipment

Utility Power

- The existing electrical service is fed with an overhead distribution system fed from pole mounted transformers.
- The pole mounted utility transformers feeds a 400 amp, 3 pole disconnect, which feeds multiple panel boards and equipment with taps located in a gutter below the main disconnect. The distribution equipment is located in an interior storage room.
- The electrical service utilization voltage is 120/240v, 3 phase, 4 wire.





Emergency and Standby Power

- None

2.3.3.3 Electrical Distribution Equipment:

- The distribution equipment in the facility consists of two panel boards. A 100 amp and 200 amp single phase 3 wire. Both panel boards in the facility show signs of corrosion and appear to be dated to the original construction of the building.
- The expandability of this service is limited due to the gutter and taps located below the main disconnect.
- The existing 400 amp service also feeds the pool equipment room facility located directly to the east of the main building. It is fed with a 200 amp feed.
- The panel located in the pool equipment room is a 225 amp; 3 pole old style ITE type. The panel board is corroded and has exceeded its useful life span.
- A separate concessions building located to the west of the main building is fed with a separate 200 amp single phase service with a separate meter. This panel is a new style 200 amp load center and can remain.



2.3.3.4 Lighting

Interior lighting

- A combination of incandescent sources, HID, 4', T12, 34 watt lamps and T8 lamps were present.
- Controls appear original with single level switching and no automatic shut off controls.
- Exit signs throughout appear to be incandescent types.
- No egress lighting battery units were observed in the facility.
- The lighting lenses in most areas were yellowing or broken.
- We would recommend new lighting to be fluorescent T8 corrosion resistant type to replace any existing T12 lamps and ballasts and incandescent sources.



2.3.3.5 Fire Alarm

- None present.

2.3.3.6 Technology

Voice/ Data

- The existing facility contains a phone line with wiring back to telephone demark location.
- No data distribution is installed in the facility.



Security

- None installed.



Paging

- A desk mounted amplifier is installed and connected to exterior speakers for music source and paging. The system appears to be functioning for the

current building system needs. A possible upgrade may be new exterior speakers.

2.3.4 HVAC, Electrical and Plumbing Systems Selection/Budget Considerations

Depending on the facility option there are several MEP system options that can be considered.

2.3.5 Electrical Systems

The existing facility conditions assessment identified the following conditions for Electrical systems as follows:

- The normal utility electrical distribution system is near or beyond its expected life span.
- The distribution panel boards are also near or beyond their expected life span and should be replaced.
- The existing main disconnect should be replaced with a I-line panel board with a main breaker and separate sub-breakers to feed existing loads.
- The exterior site lighting consists of old style HID lamps. We would recommend replacement of the existing fixtures with new style LED type. The Owner expressed concerns during our interview meetings that additional security site lighting should be provided. This will require additional wiring to new or existing poles.
- Due to the corrosive nature of the interior spaces, the existing conduit, boxes, and supporting devices show signs of deterioration and should be replaced with new PVC conduit, boxes and corrosion resistant supportive devices.
- The existing surface mounted conduit feeding the pool equipment building is damaged and should be replaced with a new rigid steel conduit.



3.0 EXISTING FACILITIES CONDITION ASSESSMENT – LEGION POOL

3.1 General Building & Grounds Information

3.1.1 General Comments

- The buildings associated with this facility should be considered in average condition.
- Facility does not comply with the Federal American's with Disabilities Act of 1990.
- City observations are that the concession facility is not adequate in scale and amenity.
- Higher usership than VFW pool. The neighborhood setting is understood to energize usage by nearby residents.

Location: Legion Park
1212 Charles Street
De Pere, WI

Existing Building Construction:

Built	1961
Remodeled	1987
Use:	Bath House, Pool Equipment, concessions, primarily seasonal (warm weather), a portion of the building, at times, has been utilized as a warming shelter for a nearby ice skating area.
Foundation	Cast-in-place concrete
Exterior Walls	Load-Bearing Masonry (CMU/Face brick)
Interior Walls	Masonry (CMU)
Columns	Exposed precast concrete
Roof Structure	Precast concrete structural double Tees.



3.2 Architectural Facility Review

3.2.1 Site

- Parking facilities are remote.
- East service drive/ entry path is in poor condition partial replacement with crack filling and seal coating is needed.
- Some standing water was observed on the concrete walk and green space to the south.
- Concrete walk slabs to the south and west of the bathhouse have cracking. Also there are abrupt transitions from the concrete to asphalt areas south of the building which may cause tripping hazards and accessibility barriers.
- The gap between the asphalt paving along the south of the building should be filled to avoid water being directed to the subsoils in this area.
- Sunshade Structures
 - o Wood framed pergola roof structure with concrete columns.
 - o Wood requires prepping and repainting.
 - o Some sagging in the wood members was observed.
 - o Steel connectors and components are rusting; prep and repaint.



3.2.2 Exterior Envelope

Roof

- The exact age of the adhered rubber roof was unknown. Cracking in the exposed sealant at the seams was observed; this may or may not be indicative of the leak potential. There is standing water on about 10% of the roof surface, indicating there is not pitch for proper drainage to send water in the drains as needed. Some areas send water over the roof versus directing to the roof drains.

- The underside of the roof overhangs are painted concrete. The outer ends have areas with peeling paint and some limited areas where the grouted edge has chip out. Grout repair and painting is needed.

Exterior Walls

- Brick walls with painted concrete columns
 - o Some limited tuck pointing and cracks in the brick and concrete walls are present. Repair and/ or temporarily sealing the cracks is recommended prior to freezing conditions when increased deterioration could take place.
 - o Some paint is peeling at painted concrete; prepare and repaint.
 - o Installation of sealant between the brick and the precast concrete item to stop water infiltration.
 - o Rusting lintels and steel components require preparation and repainting.

Windows/Doors

- Exterior and interior hollow metal doors and frames require preparation and repainting.
- Sealant is required at door perimeters.
- At bath house some cracked glass observed.

3.2.3 Interior Construction/ Interior Finishes

- The glazed concrete masonry walls and resinous flooring is in relatively good condition. There is some spider cracking in the resinous floor.
- Some stainless mirrors are corroded and require replacement.

3.2.4 Building Code/ Accessibility

- Accessibility
 - o The entry doors have an abrupt change on elevation at the door sills that cause an accessibility barrier.
 - o A designated disabled parking stall in the closest proximity to the building is recommended, whether on street or in the paved area to the southeast of the building.
 - o The concession service counter is not accessible.
 - o Some of the room and directional signage is not compliant.
 - o Lavatory sinks are not accessible.
 - o There is not an accessible toilet stall in either locker room or the separate exterior restrooms.
 - o Mirrors are too high for accessibility.
 - o No accessible shower or changing facilities are provided.
- Code
 - o Handrails are recommended at the site stairs at the northwest pool corner (outside the fence).

3.3 Plumbing, HVAC & Electrical Facility Reviews



3.3.1 Plumbing:

- Some china lavatories are cracked.
- Gas fired water heater can expect to require replacement in the next 10-years.

3.3.2 HVAC

- The building changing/locker rooms do not dry out well. The building has operable windows and a complete mechanical ventilation system. However the mechanical ventilation is not operable. Repairs to the system are needed.
- A window air conditioner is utilized in the staff/lifeguard areas to accommodate computer equipment.
- The facility has a boiler with in floor heat and hot water unit heaters. Building is minimally heated in the winter. The 31-year old hot water boiler that serves this system can be expected to need replacement in the near future.

3.3.3 Electrical

3.3.3.1 Site

- Parking lot lighting consists of HID light fixtures mounted with steel poles with concrete bases.
- Building mounted lighting is a combination of low wattage wall mounted HID fixtures.

3.3.3.2 Service Equipment

Utility Power

- The existing electrical service is fed with an overhead distribution system fed from pole mounted transformers.
- The pole mounted utility transformers feeds a 400 amp, 3 pole main breaker distribution panel located in the pool equipment room.
- The electrical service utilization voltage is 120/240v, 3 phase, 4 wire.

Emergency and Standby Power

- None

3.3.3.3 Electrical Distribution Equipment:

- The main electric service panel board is an old style ITE switchboard with a 400 amp main breaker. The electrical service distribution gear is vintage to the original construction of the building. Signs of corrosion and rusting are apparent on the exterior of the gear due to the environment it is currently located in. We can make an assumption that the interior of the switchboard also has corrosion characteristics similar to the outside of the gear.





- From the 400 AMP ITE switchboard multiple breakers feed three separate panel boards in the facility.
- The existing panel boards are also vintage old style ITE type and show signs of corrosion.
- As the building ages, the breakers will no longer be available for replacement and due to signs of corrosion we would recommend new service distribution and new panel boards to replace the old style equipment.
- The old style breakers and corrosion characteristics may cause the breakers to not operate under a fault condition. The panel boards and distribution equipment have exceeded their useful life span and should be replaced.

3.3.3.4 Lighting

Interior lighting

- A combination of incandescent sources, HID, 4', T12, 34 watt lamps and T8 lamps were present.
- Controls appear original with single level switching and no automatic shut off controls.
- Exit signs throughout appear to be incandescent types.
- No egress lighting battery units were observed in the facility.
- The lighting lenses in most areas were yellowing or broken.
- We would recommend new lighting to be fluorescent T8 corrosion resistant type to replace any existing T12 lamps and ballasts and incandescent sources.

3.3.3.5 Fire Alarm

- None present.

3.3.3.6 Technology

Voice/ Data

- The existing facility contains a phone line with wiring back to telephone demark location.
- No data distribution is installed in the facility.

Security

- None installed.

Paging

- A desk mounted amplifier is installed connected to exterior speakers for music source and paging. The system appears to be functioning for the current building system needs.

- o HVAC, Electrical and Plumbing Systems Selection/Budget Considerations Depending on the facility option there are several MEP system options that can be considered.

- **Electrical Systems**

The existing facility conditions assessment identified the following conditions for electrical systems as follows:



- The normal utility electrical distribution system is near or beyond its expected life span.
- The distribution panel boards are also near or beyond their expected life span.
- Due to its age the existing main panel board has limited expandability with a lack of available breakers.
- Due to the age and inefficient nature of the existing interior light fixtures we would recommend replacement of all light fixtures and exits.
- The exterior site lighting consists of old style HID lamps. We would recommend replacement of the existing fixtures with new style LED type. The Owner expressed concerns during our interview meetings that additional security site lighting should be provided. This will require additional wiring to new or existing poles.
- Due to the corrosive nature of the interior spaces, the existing conduit, boxes, and supporting devices show signs of deterioration and should be replaced with new PVC conduit, boxes and corrosion resistant supportive devices.
- All metal equipment at pool deck and surrounding areas must be grounded per national electric code. We could not verify the existing condition of the ground connection. Based on the existing electrical drawings it appears to be in place. The condition of the existing ground connections should be assessed to ensure proper grounding is in place.

3.4 Swimming Pools and Equipment – See Appendix A

4.0 RECOMMENDATIONS FOR REPAIR AND/OR REPLACEMENT

4.1 General Comments

The aquatic facilities are in solid condition, but do have on-going issues and deficiencies due to its age and configuration. If the facilities will remain in long term use, upgrades are recommended to accommodate staff and public needs.

A new facility(s) offers the most positive attributes. Some advantages include increased usership and lower long term major maintenance needs. New facilities could address current and future needs, along with provisions that allow for simple future expansion and amenities.

General usership observations conveyed by the City include the fact that the Legion Pool is embedded in a neighborhood with a seemingly more remote general community access and community visibility, but the facility does see greater usage and neighborhood patronage. The VFW pool, however, is located in a more general area from access standpoint with more dedicated parking infrastructure and is located in the same park as the De Pere Community Center.

4.2 Cost Avoidance

Any effort to address the City of De Pere's facility and department needs requires a strategy to avoid spending money on facilities that will be replaced in the long-term due to inadequacies. The avoidance of such inefficient expenditures is desirable. If major building projects are undertaken, such a strategy can be expected to require a larger initial expenditure to reap the benefit of such long term savings and department efficiencies.

In the process of remodeling existing facilities (if they are not expanded), cost savings based on reduced energy consumption can be achieved by improving the exterior envelope construction of the buildings with added insulation and replacement windows. However, when new construction replaces existing facilities, higher energy consumption costs are often encountered. New facilities are often larger than the ones they replace and mechanical and ventilation requirements meeting today's building codes are more stringent. With proper development and added investment in sustainable technologies, energy consumption will be reduced from an option without such measures.

4.3 Sustainability

A positive goal to consider is the sustainable means and methods which would best develop the City's facilities. Sustainable means can be achieved with the use of energy efficient equipment and design along with items made of renewable materials. Sustainable measures are those which fulfill present and future needs while preserving and not harming renewable resources through unique human-environmental systems of a site or building, thus including air, water, land, energy, and human ecology and/or those of other off-site sustainable systems.

The built environment associated with the City's buildings and grounds is a key consideration when addressing this goal. This is a very relevant consideration, between the resources needed to construct and maintain the facility and the energy consumed by a facility.

Ideally added efficiencies can be captured as part of the ongoing improvement efforts and possible replacement. Such sustainable measures should save the City money in the long run and thus be a good investment and of positive value. Though this report does not develop specific sustainable measures, any proposed project with renovation or new construction should be developed and constructed with sensitivity to sustainability.

4.4 Recommended Improvements

The recommended improvements of this overview study are general in nature. The items identified are specific to perceive needs and DO NOT include ongoing facility general maintenance items that are not deficient at this time. They can vary in nature from code improvements, maintenance improvements to aesthetic improvements. Priorities are subjective to the City's consideration and the needs can intermingle and vary based on implementation. Accordingly the following list of priority categories may merge and intertwine, but the following offers some groupings for the City to consider.

Generic Priority Types:

- Type **A** – Observed Life Safety & Hazardous Conditions (code or physical condition related)
- Type **B** - Priority Maintenance (Important based on deteriorated condition)
- Type **C** - Priority Code Compliance (violations)
- Type **D** - On-Going Maintenance
- Type **E** - Code Compliance (recommended/otherwise grandfathered)
- Type **F** – Aesthetic/Amenity Improvements

Not all identified deficiencies can be easily addressed by a renovation effort. In some case facility replacement may be more practical and thus renovation costs for such items are not budgeted. Such items include the small and inadequate concessions facilities.

The following cost estimates are general and very approximate, for general budgeting purposes and "Big-Picture" facility consideration. The nature of costs can vary widely based on the method of how the work is combined and implemented. When the project priorities and the desired work are identified, it is recommended to work with an architect/engineer to further develop the detailed solutions to thoroughly address the facility needs. Costs do not include Architectural and Engineering fees since those fees can vary greatly depending on the nature of services provided.

4.4.1 VFW Pool Facility

Item #	Recommendations	Probable Cost Range	Priority Type
1	Site Improvements	\$10,000 - \$25,000	D
2	Roofing Replacement	\$30,000	D
3	Exterior Masonry Repairs	\$100,000-\$200,000	B
4	Interior Construction and Finishes	\$25,000	D
5	Accessibility Remodeling	\$50,000 - \$80,000	C
6	HVAC – Add Supplemental Ventilation System	\$30,000	E
7	Plumbing – Water Heater Replacement	\$15,000	D
8	Plumbing – Limited Fixture Replacement Allowance	\$5,000	D
9	Electric - Replace electrical service distribution systems	\$15,000 - \$30,000	B
10	Electric - Replace electrical distribution panels. Excludes free standing concession building.	\$20,000 - \$30,000	B
11	Electric - Light Fixture Upgrade (\$4.00/sf)	\$15,000	D
12	Electric - Upgrade Exterior lighting	\$20,000 - \$40,000	D
13	Electric - Upgrade exposed deteriorated boxes and conduit	\$10,000 - \$15,000	B
14	Electric - Assess pool grounding and repair if required	\$2,000 - \$50,000	D
15	Electric - Replace existing exterior damaged conduit	\$2,000 - \$3,000	D
Note: See Appendix A for the recommended Aquatics Improvements.			

4.4.2 Legion Pool Facility

Item #	Recommendations	Probable Cost Range	Priority Type
1	Site Improvements	\$20,000- \$40,000	D
2	Roofing Replacement	\$45,000	D
3	Exterior Masonry Repairs	\$10,000-\$20,000	B
4	Interior Construction and Finishes	\$10,000	D
5	Accessibility Remodeling	\$50,000-\$80,000	C
6	HVAC – Repair/Recommission Ventilation System	\$30,000	B
7	HVAC – Boiler Replacement (expect soon)	\$15,000	B
8	Plumbing – Water Heater Replacement	\$15,000	D
9	Plumbing – Limited Fixture Replacement Allowance	\$5,000	D
10	Electric - Replace electrical service distribution systems	\$15,000 - \$30,000	B
11	Electric - Replace electrical distribution panels	\$20,000 - \$30,000	B
12	Electric - Light Fixture Upgrade (\$4.00/sf)	\$20,000	D
13	Electric - Upgrade Exterior lighting	\$20,000 - \$40,000	D
14	Electric - Upgrade boxes and conduit	\$10,000 - \$15,000	B
15	Electric - Assess pool grounding and repair if required	\$2,000 - \$50,000	D
Note: See Appendix A for the recommended Aquatics Improvements.			

4.4.3 Summary of All Facility and Aquatics Improvements

The following is a summary of ALL facility and aquatics improvements. Items are placed in priority types and see the comments of section 4.4 for further budget context and explanation of priority types.

The items are separated on a facility by facility basis. See the summaries on the following pages.

VFW POOL - Improvement Priority & Cost Summary		
Priority Type A (Observed Life Safety & Hazardous Conditions)		
Item #	Item Name	Cost
A6	Repair diving boards	\$1,000 - \$1,500
A14	Replace guard chairs with portable guard chairs, four (4) each.	\$10,000 - \$17,500
Subtotal		11,000-20,000
Priority Type B (Priority Maintenance)		
Item #	Item Name	Cost
3	Exterior Masonry Repairs	\$100,000 - \$200,000
9	Electric - Replace electrical service distribution systems	\$15,000 - \$30,000
10	Electric - Replace electrical distribution panels. Excludes free standing concession building.	\$20,000 - \$30,000
13	Electric - Upgrade exposed deteriorated boxes and conduit	\$10,000 - \$15,000
A1	Repair and caulk pool joints.	\$ 30,000 - \$50,000
Subtotal		\$175,000 - \$325,000
Priority Type C (Priority Code Compliance)		
Item #	Item Name	Cost
5	Accessibility Remodeling	\$50,000 - \$80,000
A4	Repair cracks and joint unevenness in deck.	\$7,000 - \$12,000
A5	Caulk deck expansion joints	\$5,000 - \$7,000
Subtotal		\$65,000 - \$100,000
Priority Type D (On-Going Maintenance)		
Item #	Item Name	Cost
1	Site Improvements	\$10,000 - \$25,000
2	Roofing Replacement	\$30,000
4	Interior Construction and Finishes	\$25,000
7	Plumbing – Water Heater Replacement	\$15,000
8	Plumbing – Limited Fixture Replacement Allowance	\$5,000
11	Electric - Light Fixture Upgrade (\$4.00/sf)	\$15,000
12	Electric - Upgrade Exterior lighting	\$20,000 - \$40,000
14	Electric - Assess pool grounding and repair if required	\$2,000 - \$50,000
15	Electric - Replace existing exterior damaged conduit	\$2,000 - \$3,000
A2	Replace pool wall tile with Acrylic and Quartz aggregate finishes	\$30,000 - \$50,000
A3	Replace pool finish	\$110,000 - \$120,000
A8	Replace pool pump, and strainer	\$15,500 - \$19,500
A9	Replace floor inlet at Legion	\$250 - \$300
Subtotal		\$280,000 - \$400,000
Priority Type E (Code Compliance)		
Item #	Item Name	Cost
6	HVAC – Add Supplemental Ventilation System	\$30,000
A7a	Provide separate wading pool circulation system.	\$50,000 - \$75,000
A7b	Replace wading pool with Splash Pad and separate circulation system	\$200,000 - \$350,000
A10	Install wall inlet at stairway	\$5,000 - \$6,500
A11	Replace pool drain pipe	\$90,000 - \$100,000
A12	Add Women's toilets	\$60,000 - \$65,000
A13	Add drinking fountain	\$2,000 - \$2,500
Subtotal		\$440,000 - \$630,000
Priority Type F (Aesthetic/Amenity Improvements)		
Item #	Item Name	Cost
A15	Add climbing wall.	\$20,000 - \$ 30,000
A16	Add shade distribution, three (3) each shade umbrellas.	\$18,000 - \$22,500
Subtotal		\$38,000 - \$55,000
Grand Total		\$1,009,000 - \$1,530,000

LEGION POOL - Improvement Priority & Cost Summary		
Priority Type A (Observed Life Safety & Hazardous Conditions)		
Item #	Item Name	Cost
A6	Repair diving boards	\$1,000 - \$1,500
A14	Replace guard chairs with portable guard chairs, four (4) each.	\$10,000 - \$17,500
Subtotal		11,000-20,000
Priority Type B (Priority Maintenance)		
Item #	Item Name	Cost
3	Exterior Masonry Repairs	\$10,000-\$20,000
6	HVAC – Repair/Recommission Ventilation System	\$30,000
7	HVAC – Boiler Replacement (expect soon)	\$15,000
10	Electric - Replace electrical service distribution systems	\$15,000 - \$30,000
11	Electric - Replace electrical distribution panels	\$20,000 - \$30,000
14	Electric - Upgrade boxes and conduit	\$10,000 - \$15,000
A1	Repair and caulk pool joints.	\$ 30,000 - \$50,000
Subtotal		\$130,000 - \$190,000
Priority Type C (Priority Code Compliance)		
Item #	Item Name	Cost
5	Accessibility Remodeling	\$50,000-\$80,000
A4	Repair cracks and joint unevenness in deck.	\$7,000 - \$12,000
A5	Caulk deck expansion joints	\$5,000 - \$7,000
Subtotal		\$65,000 - \$100,000
Priority Type D (On-Going Maintenance)		
Item #	Item Name	Cost
1	Site Improvements	\$20,000 - \$40,000
2	Roofing Replacement	\$45,000
4	Interior Construction and Finishes	\$10,000
8	Plumbing – Water Heater Replacement	\$15,000
9	Plumbing – Limited Fixture Replacement Allowance	\$5,000
12	Electric - Light Fixture Upgrade (\$4.00/sf)	\$20,000
13	Electric - Upgrade Exterior lighting	\$20,000 - \$40,000
15	Electric - Assess pool grounding and repair if required	\$2,000 - \$50,000
A2	Replace pool wall tile with Acrylic and Quartz aggregate finishes	\$30,000 - \$50,000
A3	Replace pool finish	\$110,000 - \$120,000
A8	Replace pool pump, and strainer	\$15,500 - \$19,500
A9	Replace floor inlet at Legion	\$250 - \$300
Subtotal		\$295,000 - \$415,000
Priority Type E (Code Compliance)		
Item #	Item Name	Cost
A7a	Provide separate wading pool circulation system.	\$50,000 - \$75,000
A7b	Replace wading pool with Splash Pad and separate circulation system	\$200,000 - \$350,000
A10	Install wall inlet at stairway	\$5,000 - \$6,500
A11	Replace pool drain pipe	\$90,000 - \$100,000
A12	Add Women's toilets	\$60,000 - \$65,000
A13	Add drinking fountain	\$2,000 - \$2,500
Subtotal		\$410,000 - \$600,000
Priority Type F (Aesthetic/Amenity Improvements)		
Item #	Item Name	Cost
A15	Add climbing wall.	\$20,000 - \$ 30,000
A16	Add shade distribution, three (3) each shade umbrellas.	\$18,000 - \$22,500
Subtotal		\$40,000 - \$55,000
Grand Total		\$950,000 - \$1,380,000

4.5 Facility Options

Perceived tentative "big-picture" options to address the needs identified include the following options:

Option One: "Status Quo" - Invest in improving the existing facilities and forecast for short and long term expenses.

- o Remodeling to accommodate accessibility is required.
- o VFW Pool bath house will require significant work to address the condition of the exterior envelope.
- o Maintenance and freshening-up improvements are recommended.

Option Two: "Build Two New Facilities" - Complete facility replacement for both facilities.

- o This will most effectively address facility needs but will be the most expensive.
- o Lessor long term maintenance costs.
- o This can expect to energize and increase the usership.
- o This will result in higher operation annual operation cost. The staffing cost may be higher if pool amenities are increased with components such as slides. Though new mechanical systems will be more energy efficient, often the new systems are updated to fully comply with current code requirements use of more energy.

Option Three: "One New & One Remodel" - Complete replacement of one facility, remodeling improvements to other with either a plan for continued use and ultimate long term replacement. See example budget on the next page.

- o One logical approach for this option is to replace the VFW Pool with a new aquatic facility with added amenities. The VFW facility is in worse condition and has the lowest usership. The higher visibility of the site and new facility amenities will energize the facility. Further this approach would maintain the Legion Pool as more of a neighborhood pool, and the VFW pool as a more community wide facility. The VFW concessions building could be replaced with a new integral and shared aquatics and park concession facility.

Example Replacement Facility



EXAMPLE BUDGET SUMMARY**DE PERE REPLACEMENT POOL**

De Pere, Wisconsin



Item/Area	Projected Costs	
Total Construction Cost		\$3,550,000
Building Construction Cost & GC	\$1,200,000	
Site Development/Landscape Cost/Dumpster Enclosure	\$250,000	
Aquatics (Pool, deck, fence, amenities, eq.)	\$2,000,000	
Demolition Allowance	\$100,000	
Allowances (Discretionary items by City)		\$80,000
Aquatics & Miscellaneous Site Furnishings		
Soft Costs		\$280,000
Architectural and Engineering Services	\$270,000	
Geotechnical Borings and Report	\$5,000	
State Plan Review Fees	\$2,500	
Plan Reproduction	\$2,500	
PROJECT TOTAL GLOBAL PROJECT COST		\$3,910,000
15% CONTINGENCY		\$590,000
PROJECT BUDGET		\$4,500,000

Notes:

1. Costs are based on 2015/2016 construction for one pool facility.
2. This cost is for a similar facility but with added aquatics amenities.
3. Costs do not include Financial Advisor or moving costs.
4. All costs listed are based on WTI's & MSA's opinion. All such opinions of Probable Construction Costs provided herein are made on the basis of experience and estimating materials/quantities. MSA/WTI makes no warranty, expressed or implied, as to the final cost as compared to actual bid or Contractor developed cost. It should be understood that MSA/WTI has no control over bidding market with costs and the price of labor and equipment or materials.



APPENDIX I

Aquatics Evaluation

Introduction

The intent of the facility evaluation is to determine the present condition of the De Pere, WI Legion Pool and VFW Pool swimming pool complexes. This report summarizes the existing condition of the facility and recommended repairs or replacements.

Methodology

The facility evaluation consisted of an on-site visual review of the pool and mechanical room, gutter system, exposed piping, filters, chemical control and feed systems, deck and deck equipment. In addition, City Staff provided information regarding systems' performance and specific areas of concern.

Dean Mueller of WTI conducted the on-site review.

The following record drawings were reviewed as part of the analysis:

Thirty-three (33) Drawing sheets dated March, 1986 - Prepared by Gremmer Bablitch.

Facility Evaluations

OBSERVATIONS

The general, overall condition of the facilities are exceptional for facilities celebrating their 56th season in 2014. Each facility underwent a major renovation in 1986. This included complete replacement of the pools, deck and barriers. The bathhouse was remodeled at this time. Pool structures appear generally sound.

Deck and Deck Equipment:

The pool decks are in fair condition, but have many patches and repairs. The most significant problem is the tripping hazards caused by uneven deck where the frost has heaved it.

- The deck has a few areas that do not drain properly.
- Guard chairs are in good condition. Consideration should be given to replacing them with portable chairs that can be moved for the different pool programs.

Pools:

Each facility has a 7,542 square foot L-shaped lap/diving pool, (Main Pool) and a 745 square foot Wading Pool.

Each L-shaped lap/diving pool (Main Pool) has a water depth at the shallow end of 2'-6" and slopes down to a 5'-0" at the diving hopper transition. The depth of the hopper is 14'-0". The diving well floor then slopes back up to a 5'-0" depth at the pool's deep end wall. The calculated pool volume is 309,141 +/- gallons. The main pool capacity is 649 patrons

The Wading Pool depth at the shallow end is 0'-0" and slopes down to 1'-6". The calculated pool volume is 3,804 +/- gallons. The wading pool capacity is 74 patrons.

The investigation of the pools included an examination of the pool structures, gutter systems, surge tank, exposed piping, filters, heaters, chemical feed systems, deck areas and equipment and any major Wisconsin Department of Safety and Professional Services compliance violations. At the time of the site visit both pools were completely empty.

SWIMMING POOLS:

The swimming pools are concrete structures. Each Main Pool and Wading Pool was constructed in 1986. In addition new pool filtration/sanitation equipment was installed at that time at both facilities.

- Pool finishes are quartz aggregate finish. The finish will require repair/replacement in the near future.
- The construction/expansion joints are in need of repair/replacement.

POOL GUTTERS:

The gutter consists of a concrete gutter system with PVC pipe gutter lines. The gutter system is the original that was installed in 1986 and appears well maintained. There is a 5 1/4" freeboard. There are 3"x3" tile installed just below the deck and waterline. Replacement of these is an ongoing expense. It is recommended that these be removed and replaced with an acrylic finish above the waterline and quartz aggregate finish below the waterline.

POOL ACCESSIBILITY:

Americans with Disabilities Act (ADA) Requirements:

- The Perimeter of this main pool is 358 feet. Per the current design requirements of the ADA, this pool requires two (2) means of access. The requirements state the primary means of access needs to be either an ADA approved pool lift or a sloped entry. The requirements state the secondary means of access can be either a fixed ADA approved pool stair or transfer system. The main pool has an approved pool lift and complies with the primary means of access..

The existing stairs have been modified to comply as the secondary means of access.

- The Perimeter of this wading pool is 134 feet. Per the current design requirements of the ADA, this pool requires one (1) means of access. The requirements state the main means of access needs to be a sloped entry. The wading pool has a sloped entry and complies.

POOL MECHANICAL SYSTEMS

The pool mechanical rooms and equipment appeared to be very well maintained and in very good condition. There were no major problems that were observed during the site visit.

- **FILTERS**

Currently both pools share this system at each facility. Current code requires that each pool have its own mechanical system. Any major renovation of the pools other than maintenance will require the filter systems to comply with current code. They are currently "Grandfathered" and require no revisions.

Each facilities filter system consists of five (5) Pentair THS 143484 high rate sand filters. These are required to be backwashed every seven (7) days.

Future wading pool filter replacements will be required to comply with the current code if this pool is modified or replaced with a splash pad.. The current code requires the wading pool filtered water to be returned at a rate of 0.5-hour turnover.

- **FILTRATION PUMPS**

Each facility's filtration circulation pump is a Sta-Rite 30 HP 3 phase, 60 RPM centrifugal pump. The existing circulation pumps are not self-priming and require a manual prime before each start. It is recommended that these be replaced with self-priming pump.

- **PUMP STRAINERS**

Each facility's filtration pump strainer is cast iron. It is the original Mueller 10" strainer. The lid is heavy and difficult to remove. Strainers of stainless steel or fiberglass construction with clear, hinge type lids should be considered as they are easier to operate.

- **PIPING**

All of the pools piping consist of schedule 40 PVC piping. The wall inlets and floor inlets are all made of PVC plastic. The exposed pipes appear to be in good condition.

- FLOW METERS

The VFW facility has Blue - White flow meters installed that indicate the filtered water circulation rate. The Legion facility has flow meters installed.

- POOL HEATERS

The pool heaters were recently replaced. They are Raypak Model WHP-1571, 1,570,000 high efficiency natural gas heater at the VFW facility and a Raypak Model WHP-1505, 1,500,000 high efficiency natural gas heater at the Legion facility. They appear to be in good condition.

- DISINFECTANT SYSTEMS

The combined pool's chemical balance is monitored and controlled by a single Chemtrol automatic chemical controller at the VFW facility and a Polaris Watermatic C-660 automatic chemical controller at the Legion facility.

Disinfection is accomplished with Calcium hypochlorite and feed with an Accu Tab 3140 Powerbase system with booster pump at each facility. These systems were recently installed and are in good condition.

- pH SYSTEMS

Acid is used to control pH levels at each facility. These are feed into each feed pools filtered water return line with an LMI peristaltic pump. These systems were recently installed and are in good condition.

RECOMMENDED IMPROVEMENTS

Code Review:

The following is a summary of the significant swimming pool code deficiencies. It addresses requirements listed in Wisconsin Administrative Code SPS390, the Design and Construction of Public Swimming Pools and Water Attractions, Register September 2013 No. 693. Note that any reconstruction or alteration is required to meet the requirements of the current code. These are defined in the code as follows.

SPS 390.02 (2) RETROACTIVITY. A rule of this chapter does not apply retroactively to public swimming pools, water attractions and associated slides existing prior to the effective date of the rule unless specifically stated in the rule.

SPS 390.02 (26) “Reconstructed or altered pool” means a pool construction project where replacement of or modification to the pool shell, circulation system and appurtenances occur. It does not include the replacement of equipment or piping previously approved by the department, provided that the type and size of equipment are not changed, nor does it include normal maintenance or repair.

SPS 390.10 Minimum design requirements.

(1) GENERAL REQUIREMENTS. (a) Any construction or alteration of a pool or water attraction shall be designed and installed as specified under this subchapter.

Section Number	Requirements	Comments	Costs
390.10(4)(a)	Pools surfaces shall be impervious, easy to clean, inert and nontoxic to humans.	The pool finish is spalling and requires replacement or repair.	Items A1,A2 & A3
390.13(5)(c)	Standing water no deeper than 1/8”	There are a few other areas of the deck where the water ponds greater than 1/8”	Item A4
390.13(7)(a)	The maximum joint width between pool decks and other decks or walkways, including joint material, shall be 3/8 inch of horizontal clearance with a maximum difference in vertical elevation of ¼ inch.	Several deck joints exceed both of these requirements.	Item A4 & Item A5
390.13(7)(b)	Construction decks between pools and concrete decks shall be watertight	Joints require repair and replacement caulk	Item A5
390.14(2)	Pool circulation systems shall be separate for each pool	Swimming and Wading pools share a common circulation system	Item A7a or A7b
390.14(12)(c)	Pumps located above the waterline of the pool shall be self-priming or the system shall be designed to provide a means for priming.	The pumps use a foot valve for priming. These become frequently clogged and require cleaning. The valves are in a confined space; therefore require confined	Item A8

		space procedures for cleaning.	
390.14(13)(b)1	Return inlets shall be designed and installed so as not to constitute a hazard to the patron.	One floor inlet is damaged and requires replacement at the Legion Pool.	Item A9
390.14(13)(b)6	There shall be at least one wall return inlet for each 10 feet of stairway width or fraction thereof	There is no wall inlet installed in the stairway.	Item A10
390.13(13)(c)1	Flow through main drains shall accommodate 100% of design circulation flow rate.	Pool drains are connected to recirculation system on the Main Pool. They cannot accommodate 100% of the design circulation rate..	Item A11
Table 390.19, Type 4 Facility	8 Women's toilets are required	Only 4 Women's toilets are provided	Item A12
Table 390.19, Type 4 Facility	Two drinking fountains required	Only one drinking fountain is presently provided.	Item A13

Both facilities are identical in regards to the pool. The costs are identical for each facility. Below is a list from which items can be chosen to replace or repair and add items the staff discussed. No options for improvements other than were requested for are listed (i.e. Zero depth pool, etc.) as this was not requested in this phase.

	Recommendations	Probable Cost Range For Each Facility	Priority
Item A1	Repair and caulk pool joints.	\$ 30,000 - \$50,000	B
Item A2	Replace pool wall tile with Acrylic and Quartz aggregate finishes	\$30,000 - \$50,000	D
Item A3	Replace pool finish	\$110,000 - \$120,000	D
Item A4	Repair cracks and joint unevenness in deck.	\$7,000 - \$12,000	C
Item A5	Caulk deck expansion joints	\$5,000 - \$7,000	C
Item A6	Repair diving boards	\$1,000 - \$1,500	A
Item A7a	Provide separate wading pool circulation system.	\$50,000 - \$75,000	E
Item A7b	Replace wading pool with Splash Pad and separate circulation system	\$200,000 - \$350,000	E
Item A8	Replace pool pump, and strainer	\$15,500 - \$19,500	D
Item A9	Replace floor inlet at Legion	\$250 - \$300	D
Item A10	Install wall inlet at stairway	\$5,000 - \$6,500	E
Item A11	Replace pool drain pipe	\$90,000 - \$100,000	E
Item A12	Add Women's toilets	\$60,000 - \$65,000	E
Item A13	Add drinking fountain	\$2,000 - \$2,500	E
Item A14	Replace guard chairs with portable guard chairs, four (4) each.	\$10,000 - \$17,500	A
Item A15	Add climbing wall.	\$20,000 - \$ 30,000	F
Item A16	Add shade distribution, three (3) each shade umbrellas.	\$ 18,000 - \$ 22,500	F

APPENDIX A

VFW POOL FACILITY

Main Pool



Life Guard Chair



Handrail Anchors for New Stair ADA Access



3"x3" Pool Wall Tile Failure



3"x3" Pool Wall Tile Failure



Expansion Joint Failure



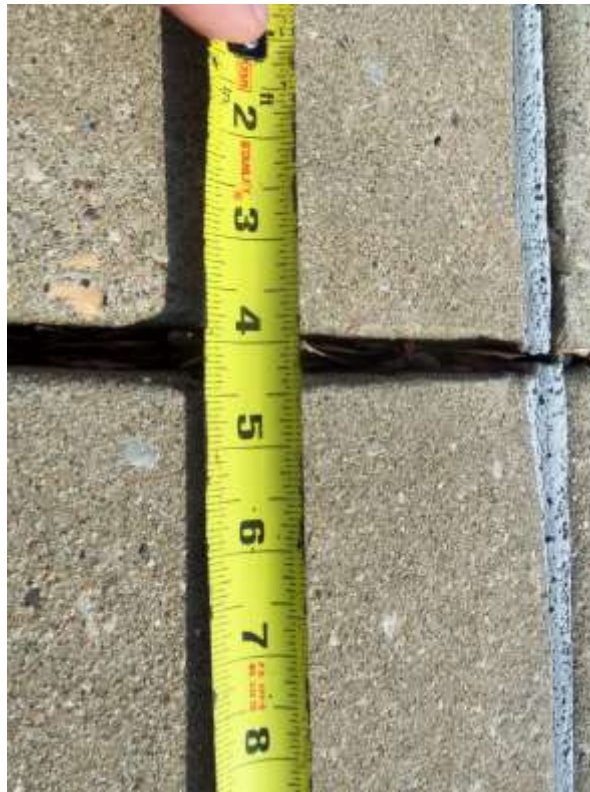
Expansion Joint Failure



Pool Finish Failure



Pool Deck Joints Require Repair



Pool Deck Joints Greater Than 3/8" Width Require Caulk Filler



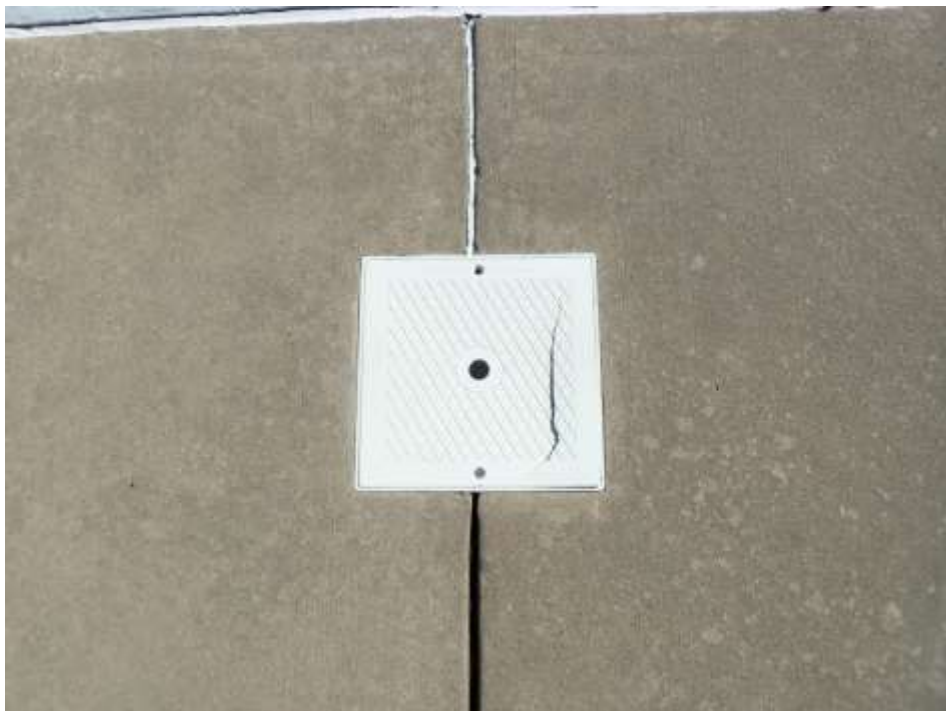
Diving Board Stand Requires Repair



Diving Board Ladder Steps Are Slippery



Wading Pool



Wading Pool Skimmer Cover Requires Replacement



Tripping Hazard at Wading Pool



Pool Enclosure



Hose Bibb Requires Repair



Pool Chemical Controller



Pool Chlorine Feeder



Sodium Bisulfite



Pool LMI Acid Pump



Pool Chemical Controller Probes



Cast Iron Materials – Pipe & Strainer



Filtration Pump



Pool Filters



Pool Heater

LEGION POOL



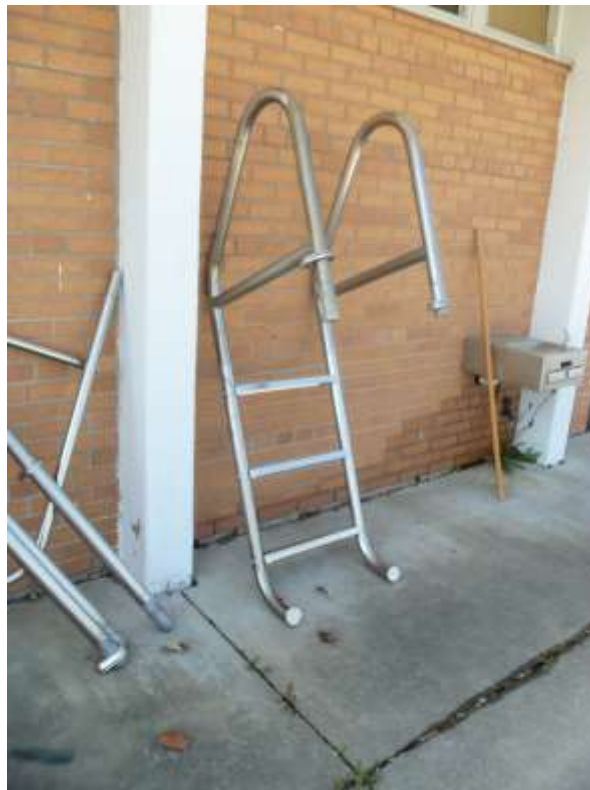
Main Pool



Deck Joints Require Repair



Deck Joints Require Repair



Deck Joints Require Repair



Pool Finish Failure



Pool Finish Failure



Pool Finish Failure



Pool Finish Failure



Pool Stair was repaired. Concrete was deteriorated



Cracked Floor Inlet Fitting



Deck Cracks at Diving Board



Diving Board Stand Requires Repair



Wading Pool pipe was recently replaced. The Seal water does not work.



Hose Bibb Requires Repair



Corrosion at Barrier



Chemical Controller



Chlorine Feeder



Sodium Bisulfite



Sodium Bisulfite LMI Acid Pump



Filtration Pump and Strainer



Pool Filters



Pool Heater

APPENDIX B

DETERIORATION MECHANISMS

INTRODUCTION

Concrete deterioration is generally evident by cracking, delamination, spalling, and scaling. These signs of distress are the most common deterioration problems of reinforced concrete facilities.

CRACKING

Concrete cracking is caused by tensile stresses. These stresses may be due to load, as a flexural member, or other causes such as shrinkage or temperature drop. Some cracking is usually anticipated, and the effects can be minimized by reinforcement or joints. Properly positioned reinforcement arrests crack development by keeping cracks short and tightly closed. Control joints are positioned to keep cracking only where it is planned. It is common practice to provide sealed crack control joints in concrete members when exposure to water is expected. Cracking can be detrimental when it occurs to an extent and frequency not expected. If abnormal or uncontrolled cracking develops, steps are necessary to minimize the effect of cracking on long-term structure durability.

Uncontrolled construction cracking is usually caused by improper control joint detailing or concrete placement, insufficient consolidation, inadequate curing of the concrete, premature removal of form supports, or by plastic shrinkage of the concrete. Service-related cracking is usually due to temperature changes, load, settlement, or internal stress. Corrosion of reinforcing bars and aggregate chemical reactions are common causes of internal stress.

SPALLING

Most concrete spalling associated with concrete structures is the end result of corrosion-induced stress, but can also be caused by extensive freeze-thaw deterioration. It is preceded by internal horizontal fractures which eventually migrate to the nearest surface. When fractures reach the surface, the concrete breaks away leaving an open spall or pothole.

SCALING

Concrete scaling is deterioration which attacks the mortar portion (paste) of the concrete mix. It first appears as minor flaking and disintegration of the concrete surface. Scaling progresses deeper into the concrete, exposing the aggregate, which eventually breaks away. This aggravates the process by exposing more paste to the elements. In extreme cases, apparently sound concrete can be reduced to a gravel-like condition in a short period of time.

Concrete scaling is usually caused by freeze-thaw action. If concrete is frozen in a saturated state, excess water freezing in the concrete causes high stress and weakens the mortar. Cyclic exposure to freeze-thaw action is very destructive to concrete in a saturated state.

Air entrained concrete is much more resistant to scaling than non-air entrained types. Air entrainment consists of microscopic air bubbles in the concrete. These bubbles, created by the addition of an admixture at the time of mixing, when properly sized and distributed, can act as small shock absorbers to cushion internal stresses caused by freezing and thawing.

JOINT DETERIORATION

The most common method for providing crack control or relief of restraint in concrete slabs is control joints. Control joints deteriorate for reasons usually associated with failure of the sealant or failure of the adjacent concrete. Joint sealants which fail prematurely may not have the required degree of flexibility, bond strength, or durability for a particular application. If concrete adjacent to the joint is not sufficiently durable, local scaling will cause joint sealant failure.

SURFACE POPOUTS

Popouts in the concrete surface result from freezing of the coarse aggregate. Certain aggregates are porous and become saturated with water. Upon freezing, the water expands, fracturing the aggregate. A pit or spall up to several inches in diameter results on the concrete surface.

APPENDIX C **TRENDS**

Many communities, large and small, across the country have reached a crossroads in their aquatics program. The declining physical condition of many community swimming pools, in addition to changes in aquatic leisure and programming needs, have contributed to the decision to take a new look at their aquatics program.

In the past ten to fifteen years, the typical public swimming pool has evolved from a rectangular tank of deep water surrounded by concrete deck and chain-link fence to a facility that combines lap swimming, zero-depth, exciting water play features, concessions, sun turf berms and sand play, all encompassed within aesthetic landscaping. This shift has been done due to the popularity and increased growth of the commercial waterpark industry. As waterparks were being built all over the country, they offered individuals an aquatic experience unlike any they could have at a traditional public pool. While waterparks offered guests pleasant surroundings, and a wide variety of activities to fit many needs and tastes, the traditional pool had an institutional feel and offered limited activities. The traditional public pool became a place for parents to drop off the kids. As a result, the average patron's expectations of what an aquatic facility should offer increased. Although the traditional public pool still functioned as an excellent facility for swimming lessons, exercise and safety classes, and competitive swimming, people were going elsewhere for the leisure aquatic experience. This phenomenon identified a pent up demand for leisure aquatics.

Many of the features and activities of commercial waterparks have been scaled down and implemented into the public swimming pool. These trends have proven not only popular in the design of the public pool but a necessity in order to fulfill revenue, attendance and patron expectations. The zero depth beach entry is probably one of the most well-known features of the family aquatic center. In fact, we have seen a decline in a separate wading pool area because of the zero depth pool.



We find that adults with toddlers would prefer to be in the main pool shallow water rather than being roped off in a separate wading pool, especially if they want to keep an eye on older children playing in other parts of the pool.



The popularity of waterslides is obvious evidence of the influence of waterparks and probably equals the zero depth area in popularity and usage. Where the zero depth



pool is almost standard when designing a family aquatic center, waterslides are next on list of necessary features.

The public has demonstrated their desire for water play features through their increased usage and popularity. The industry has responded by developing a variety of creative and highly entertaining water features. Items such as the interactive water play structures, kiddie slides and floatable features are common in the FAC. This area of water amusements has become very competitive, which has resulted in an increased quality and creativity of products.

We have found that people enjoy spraying, squirting, bubbling and falling water. Currently available are less expensive, but no less popular, features such as bubblers, geysers, fountains and spraying water. These are especially popular and add excitement to the zero depth area for children (and adults) who love interacting with the moving water. Small waterfalls have also been designed into many of our Family Aquatic Centers.



In the old days of the public swimming pool, if an individual didn't want to be in the water, they often had to turn to the hot concrete and a beach towel. Shade is an essential element for today's Family Aquatic Center. Shade structures are a popular item that protects the patron from the sun.

There are some shade umbrellas and shade pavilions that currently exist, however today's consumer prefers to have a multitude of options and significantly more shade would be highly effective in appealing to pool users. There are many other equally effective shade structures on the market that may be placed around the pool.

Sand has been a very natural addition to the Family Aquatic Center. Sand volleyball is one area that has been found to be very popular for families and teenage users. Sand play areas are an alternative activity which offers kids, as well as adults, many different types of play structures made especially for sand play. Access to fresh water for sand molding has also been incorporated as an added feature. To combat the problem of people carrying the sand into the pool water, special shower control areas are



placed outside of the sand areas where individuals are required to wash off the sand before exiting the area. The sand must be a finer sieve size for more comfort on smaller users' feet.

Another essential element to the Family Aquatic Center is concessions. We have found that people expect to be able to buy a soft drink, a hot dog, chips or a candy bar when they go to the swimming pool. Patrons almost always bring money to spend and a facility benefits by providing some type of separate concession area. Usually made available are less labor intensive finger food such as popcorn, nachos, pretzels, hotdogs, candy, and soda.



To keep up with the changing expectations of the pool patron, today's public aquatic facility must address the multi-use and multi-purpose demands of modern society. The first step is to examine the present situation and condition of a community's aquatic program and supporting facilities. WTI takes a holistic approach to design. We feel it is important to review the entire goals and objectives of the aquatic program. We need to answer questions like:

- Which existing facilities are involved in the aquatics program?
- Where is the existing facility located?
- What sections of the community are experiencing growth or decline?
- What type of aquatic activities will the facility need?
- Should the facility be consolidated for more efficient operation?

The public swimming pool is no longer just a place to drop off the kids for the day. The incorporation of these new trends adds up to a very complete experience to be had by the public pool patron. The Family Aquatic Center is now a destination point for the entire family. Likewise, the Village has the advantage of being able to offer the patron the "waterpark" experience at a public pool cost.



APPENDIX D **MAGIC MAKEOVERS FOR LESS**

Makeover mania has hit America by storm. Whether it's plastic surgery to crown a makeover beauty queen in Fox's "The Swan" or outrageous home makeovers on a budget while neighbors are "Trading Spaces" on TLC, Americans have gone crazy with low cost improvements. But, you may not have embraced that same "lots for less" attitude when it comes to your facility. Is your aquatic center starting to show its age, but your capital budget is hitting an all time low? Can your family aquatic center use a face-lift, but you just can't afford a new attraction? There are plenty of ways to infuse some new fun, excitement and drama into your facility without breaking the budget. Some subtle changes will go a long way with your members and help to keep your facility viable, exciting and attractive.

The first step in an affordable makeover is to "think small". Our usual reaction to improving an aquatic facility is to "think big". Add an attraction, expand a concession, or create a new area are themes that immediately come to mind. But, most customer service complaints arise from some of the smaller issues of cleanliness and perception. Start thinking small to get a big bang from some small bucks.

Create a New Arrival

First impressions are everything. Take a good hard look at your entrance and take it up a notch. A new entrance sign, planter boxes and banners are affordable solutions that make a big statement. Have a boring cinder block wall? A larger than life mural or a simple layered plywood sign painted with high gloss paint makes a real statement. Do your guests feel a real sense of arrival? Razzle-dazzle them from the entrance and you have already made a new friend.



Ready made banners are a quick and inexpensive way to add color and can also be used to redirect the visitor's eye away from big vistas of blacktop in our parking lots. That sea of asphalt will feel a bit cooler with fabric blowing in the wind. Keep the costs down by making your own

flagpoles out of concrete forms, metal poles and some hardware. Fabric is an inexpensive way to add color and the illusion of soft breezes on a hot and humid day.

Affordable planters with a different color scheme each year can make a big difference. Work with the local garden club or better yet, form a partnership with a local grower in exchange for a sponsorship. The cost saving secret here is to maintain them. Create flowerbeds throughout the facility using several local farm stands and nursery houses as corporate sponsors. There is

nothing like some healthy competition to make each flowerbed just a little nicer.

Color

Everything looks good with a new coat of paint. Attack painting the interiors and exteriors of your facility like you would if you were painting your home. Learn the psychology of color and use it to your advantage. Select a new color palette for the facility and it can create a whole new atmosphere. Do you have a children's area that needs some new punch? A new fresh color palette that entices children can add new excitement. Yellows and reds can make your guests feel hungry while blues will turn off that appetite. Your bathhouse can look fabulous with a wall full of fun murals. Use local high school and college artists to get the job done inexpensively. There are products on the market that make murals easy and affordable. Borders peel and stick characters are readily available in your local home improvement and craft stores. Rent an overhead projector and project clip art onto walls. It's readily available on every computer today. Can't afford to paint the entire bathhouse? Why not just do a mural at kid's height? It will add a new perspective and cover up most of the mess.



Explore the views that your guests have while they are inside your facility. There may be eyesores that you have never noticed before. A fresh coat of paint on garbage receptacles, fence materials, pumps and other amenities just outside your facility can make a difference. The most creative applications I have seen that make a real difference were the most wonderful garbage dumpsters painted by local artists along the beaches of the Florida Keys. A small community in Central NJ painted the railroad trestle right outside of their facility with a beautiful mural with thanks to a Boy Scout troop. The view is now lovely as you lounge by the pool looking away from the facility.

Shade

The consistent lament of management and guests alike is that there is never enough shade. When it comes to customer satisfaction, shade ranks quite highly. Focus your attention and available funds here. Work with your manufacturer to select the right colors for your facility's palette but focus on colors that best handle the UV rays. Look at fabric sails, linear shade and creating new shaded areas like a stroller parking area along a bath house wall. Use awnings to add color and shade.



Signage





One of the most neglected areas in most family aquatic centers is signage. The right approach to your sign plan can create a themed, customer friendly environment without breaking the bank. If you can't afford an entirely new sign plan, have a master plan and attack an area of your park at a time. Colors have a way of dating a facility, just as it can date the look of your home. Certain colors

that were prominent in the 70's and 80's now give a dated appearance to your facility.

Seek out inexpensive ways to theme your park. Visit local auctions for nautical décor, or personalize your park for your region. Adopt a farming theme, industrial theme using regional influences and surplus equipment to create a fun environment. Recycle objects from garage sales and auctions to compliment your flowerbeds.



Create new entrances to each of your attractions. Why not incorporate archways with names of your attractions? A simple treated and painted plywood arch with planters can add a whole new sense of arrival. The arch will direct your guest's view upward and could cause higher use of an attraction that was not prominent before.

Programming

One of the most cost-effective ways to add new life to your facility is a constant improvement on services and programs. Look outside of the box for this one and you are sure to surprise your members and entice new ones. Story hours, free reading libraries, social events, parties, product and services demonstrations and membership incentives are low cost ways to keep the members interest. A season pass to your facility should carry with it special savings on goods and services throughout your community.



So, makeover magic isn't just for reality television. It's coming to your facility soon. It only takes some imagination and a little bit of effort.

APPENDIX E

INTERGENERATIONAL AQUATIC USE

Play /pleɪ / :to engage in (a game, pastime, etc.)

Play is a dynamic process that develops and changes as humans grow and evolve. The simple act of play actually becomes increasingly more varied and complex. It is an essential and integral part of a child's development and physical growth. The demands on today's children are much different from previous generations and consequently there is less play time in their lives. It is our responsibility as "professionals of fun" to understand this important lifelong skill and how to integrate play into our designs, facilities, and programming.

Youth at Risk

Watch the news. "Studies show early signs of heart disease found in US children. One in seven school aged children has three or more risk factors predisposing them to deadly cardiovascular conditions. 65% of all children 10 to 18 years cannot pass a minimum standard of fitness. One out of every four teenagers is dangerously overweight!" Additionally, drowning remains the second-leading cause of unintentional injury-related death for children ages 1 to 14 years, according to the U.S. Centers for Disease Control and Prevention. This is largely due to a lack of access to recreational water activities.

We continuously preach exercise, but how do we "force" children to exercise? Perhaps we simply make it more fun. Humans have a natural affinity to water and it is associated with fun in many instances; bubble baths, open fire hydrants on a hot day, running through the sprinkler, and spending time at the lake or the ocean. This may account for census results that have proven swimming is only second to walking over all other recreation activities.

In order to understand what aquatic trends will become popular and how to design for multi-generational programming we must first look at the fundamentals and benefits of play, what motivates an individual to participate, and how each age group plays in the water.

Physical development

Swimming can improve strength, balance and improve flexibility. It provides an aerobic benefit that is relatively injury free in comparison to other sports. "The water's unique properties allow the pool to provide an environment for people of all abilities" states the Aquatic Exercise Association. "Buoyancy creates a reduced impact exercise alternative that is easy on the joints, while the water's resistance challenges all the muscles. Water lends itself to a well-balanced workout that improves all major components of physical fitness, aerobic training, muscular strength and endurance, flexibility and body composition." It is also a sport that can be a lifetime activity; participants may be 1 or 101 years old.

Social development

Through social play, children and adults learn to cooperate and appreciate the importance of taking others' needs and feelings into account. Playing together fosters awareness and understanding of a variety of values and attitudes. These



great strides in development all happen while the person is laughing and establishing friendships while they are having fun. Water is a safe sport for children of all ages and proficiency levels. Learn to swim and aqua classes can be socially enjoyable while at the same time provide fitness benefits.

Psychological and Emotional Development

A water sport promotes fitness and cultivates a positive attitude. An accomplishment of finally mastering the back float or competing in a swim meet can help to increase self esteem. Spend some time at a pool and count the times you hear “*Watch me mom!*” Playing in the water promotes increased energy levels and promotes children to strive for physical achievement.

Water is iconic to stress relief; soothing waterfalls, gentle rains, calm waters. Swimming forces you to regulate breathing and allows more oxygen to flow into muscles. The warm water of a wellness pool or whirlpool can help to calm nerves, stimulate cardiovascular circulation, and soothe the mind and body.

Age Groups – How They Play

Each age group plays and responds differently to areas of the pool and its amenities. An accomplished aquatic designer understands the “play needs” of each generation and translates this into their pool designs. This ensures that there are multiple options for everyone to engage users at the pool.

Understanding the needs for multiple programming spaces is another design consideration often overlooked by an inexperienced team. Knowing what areas can double as teaching spaces, training areas and recreational swim/buy outs and rentals, while still meeting guest’s needs is an acquired skill. For example, current channels or lazy rivers can be used for resistance or assistive walking classes during one time of the day and can then be used as a recreational river to serve another group. Warm water wellness pools provide a place for therapy and rehabilitation but also presents adequate and appropriate depth and temperature for learn-to-swim lessons.

Ultimately, it is important to provide a safe environment for any type of play, especially in the water. Supervision is imperative in any type of design. Understanding how these facilities operate help the design team to properly place offices, observation and seating areas for easy maintenance and safety.

0 to 3 Years

Concentrating on their own needs, infants play alone while toddlers will play side by side. They engage in activities that stimulate their senses. Playing involves physical activity and it is closely related to the development and refinement of a child’s motor skills and coordination process. Infants intuitively prefer high contrast edges and patterns and respond best to primary colors. The interactive play structures available today address to this theory and are popular within this age group. Modest sized water spray features initiate the quest for interacting with water in motion and stimulates rudimentary fantasy play. Infants respond visually and smaller toddlers will approach and interact.

Many babies learn to swim before they walk because of the buoyancy they encounter in the water. Infant and toddler swim classes are also often the first social experience outside of the home. The zero depth edge of the pool presents a gradual, non-threatening entrance into warm water. Aquatic classes in the leisure and shallow water pools such as splash time and parent and tot classes are popular amongst this age group.

3 to 5 Years

This age group plays in small groups, uses props, pretend plays and does it passionately with no absolute goals in mind. Blissful. Individually they are building confidence and socially they are learning to share and cooperate. In the water they respond to interactive play including small dumping buckets, floatables and children's slides. Slides that accommodate several children at once are timeless. The 3-year-old initially rides with the assistance of a parent, as they become more daring they go down in pairs holding hands, and eventually they are racing their peers down the same slide.

Aquatic lessons should be fun and kept to smaller numbers, say five children per class. In the pre-school level skills will range from kicking their feet at the edge of the pool to swimming up to 25 yards on their front and back.

5 to 8 Years

At this age kids begin to play formal and informal games with their peers. There may be a winner, per se, or just the common goal of accomplishing a task (e.g. hopscotch). This play helps them to refine their social skills and understand cooperation, teamwork and competition. Role playing is popular amongst this age group and imitating their role models is a popular pastime (playing house). Providing a multi-level play structures with props such as ropes, ladders, cubby spaces, and interactive play will encourage their imagination.

It is imperative to a child of this age to be challenged and be provided the opportunity to demonstrate their talents and abilities (*"Watch me dad!"*). The leisure, activity pools and lazy rivers facilitate this type of play. It takes courage to ride the flume slide for the first time, engage in a game of water basketball, or hold your best friend's hand down the adventure channel and navigate an inflatable obstacle course.

Aquatic programming begins to take the form of children's masters and diving classes. Students begin to build upon their learned abilities moving onto the next level in their swimming abilities. It is still important to continue to offer learn-to-swim classes, especially in underserved populations where children have not had the benefit of aquatic recreation.

8 to 13 Years

At this age we become more organized and structured. Achievement becomes more important and we are starting to set goals and milestones for ourselves. The activity pool, with deeper water, provides the challenging environment. Flume slides, mat racer slides, activity pools, floatables, net walks, water basketball, aqua climbing walls, surf simulators, rope swings, etc. The more exciting and challenging the more appealing the activity becomes. Studies also

show that playing can enhance the learning process – the more physical the play – moving, stretching, and resistive – the better.

Programming includes junior lifeguarding, advanced swimming and diving. These help to build endurance, strength, speed and increase overall fitness levels. An activity night or designated swim night with peers is attractive as this age group is beginning to thrive socially outside the family unit.

Teens

It is common knowledge that during our teenage years our socialization moves from our families to our peer groups. We channel our energy (fun) into specialized clubs, youth groups, volunteer activities, and team sports. The complexity has moved from blissful play to that of self awareness and social standing.

In addition to the entertainment value of the challenging environments of their previous peer group, teenagers desire separate social spaces. These often difficult-to-please demographics do not want to always hang out with mom and dad. An aquatic craze among those participants is the “Teen Zone”. This is a separate, yet very visible, section of the deck or grass area that is programmed for this specific group. Within their “own space” they can socialize, enjoy popular music, engage in social interactive activities like ‘rock and roll band, guitar hero or others and just hang out to be social.

Aquatic programming for this age group could include lifeguard and instructor training, and competitive swim groups.

Adults

We have a big lesson to relearn here. Play. Some where along the way we concluded that grown up play is viewed as a weakness and the successful people just work; we need permission to play again. We have just agreed that play is a mind and body integration and social necessity. Play is a relaxed spontaneity that should be embraced, even into adulthood.

Adults should revisit what fun was for them as a child. Many adults that were involved in competitive swim groups are seeking out adult swim master programs. Water exercise, aerobics, water polo, aqua jog and resistance walk programs translate into fun adult programming. Shhhhhh... adults have fun on waterslides too.

Parents

The pool is an ideal opportunity for parents of young children to meet like minded people who share common interests. Take a quick scan over the pool area and you will find moms and dads congregating in the zero depth area with their tots. It is also common to find parents floating down the lazy river with a baby or sleeping child strewn across their lap. It is also pretty cool to be able to tell your friends that you beat your dad down the mat racer slide.

Aquatic programming to support the parent network is important; parent/infant, parent/toddler and adult swim classes.

Active Senior Adults

Swimming is one of the best exercise and social environments available to seniors. It is safe and easy on the body, allowing people to move their bodies without bearing their weight. It is an ideal way for seniors to get in shape and improve their overall well being. For some disabled and seniors, water gives them a sense of freedom as they freely move around in the water.

An aquatic fitness class is a great social outlet for seniors. Warm water lap lanes and wellness pools provide popular warm water activities such as silver sneakers, aqua restore (stay young with water) low impact aqua fitness, aqua walking, and underwater bikes. Vortex and lazy rivers offer assistive walking opportunities and whirlpools and social benches offer social spaces enjoyed by this age group.

Do not forget about the non-aquatic amenities in any age group, let alone seniors. Areas that promote socialization outside of class, a café or comfortable deck seating, is ideal. This is an attractive amenity that promotes return guests.

How People Play Together

Multi-generational recreation and fitness provide something for everyone under one roof; swimming is ageless. It is often said that families that play together, stay together. For example, recreational swimming provides seniors occasion to frequent the aquatic facility with their children and grandchildren. Teenagers can challenge their younger siblings or parents to a game of basketball in the water. Or we can just relax together floating down the lazy river.

It is interesting to watch the interaction between age groups; best friends, rivals, siblings, parents, and grandparents. This is where a cross over into each area of the pool occurs and where we find a social interaction between generations. Water brings together generations and allows everyone an opportunity to benefit individually and together.



APPENDIX II

Acknowledgements

ACKNOWLEDGEMENTS

We would like to thank the following individuals and others for their input, time and effort in the development and ongoing consideration of the City of De Pere Aquatics Facility.

Stephanie A. Schlag, Park & Recreation Supervisor

Marty J. Kosobucki, Director of Parks & Forestry

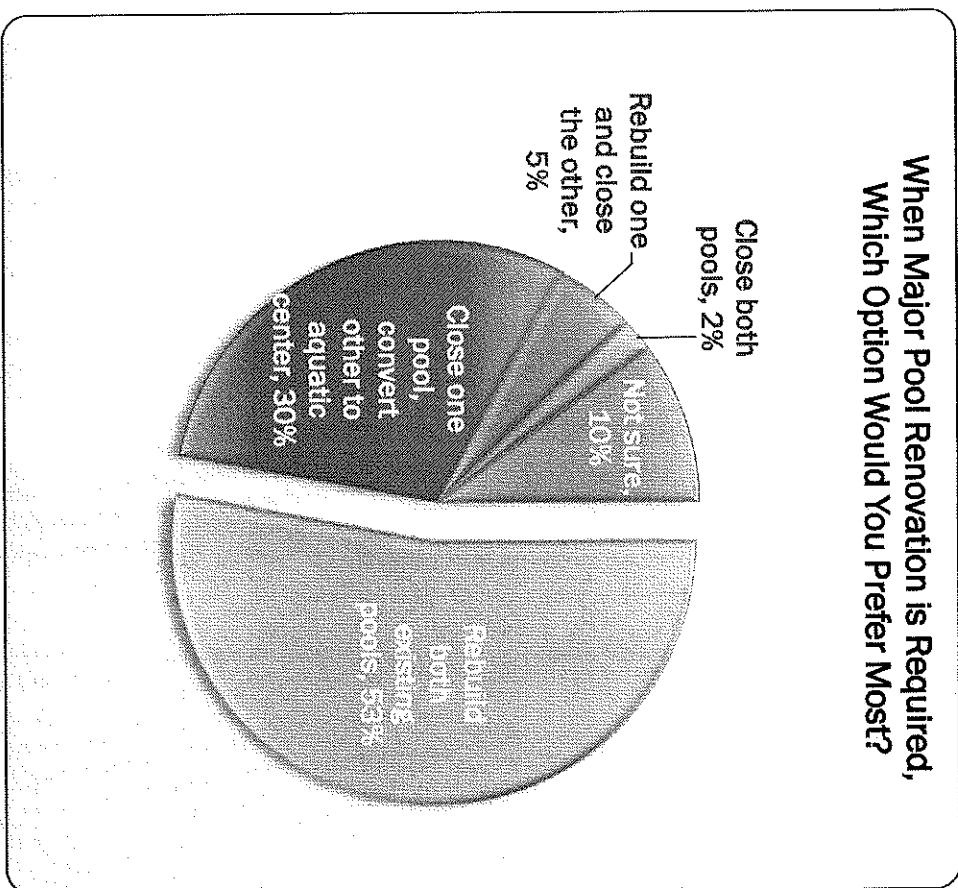
OUTDOOR COMMUNITY POOLS RENOVATION OPTIONS

53% of residents interviewed would like to see both pools rebuilt when major pool renovations are required. 30% would be interested in seeing one pool closed and the other turned into an aquatic center with a pool and slides.

No significant differences are witnessed across gender.

When looking at age, 76% of those age 18-34 feel both pools should be rebuilt compared to 46%-49% of all older age cohorts. The largest support for an aquatic center comes from those age 35-44 (46%) which may signify children in the household more likely to use such a center.

Those who have lived in De Pere longer are also more likely to support the rebuilding of both pools (58%-63% living in De Pere 16 years or longer) compared to 58% in favor of an aquatic center from those who have lived in De Pere less than a year.



City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Debbie Zierson

SUBJECT: Approve revisions to Recreation Scholarship application.

I would like the Park Board to discuss proposed and other potential revisions to the City's Recreation Scholarship Fund. In your attachments you will find the following information.

- 1) A copy of our current policy related to the Recreation Scholarship Fund.
- 2) Proposed changes to the Recreation Scholarship Policy. These revisions are based off of our Marketing Intern's research and recommendations along with staff.
- 3) Proposed new application form, which was designed to have it read better.

Our current fund balance for our Recreation Scholarship Fund is \$19,864. I do believe we are at a point that we can consider raising our maximum limits to assist families, as well as consider other avenues to assist. One avenue to assist would be offering assistance to the youth basketball groups at the two High Schools.

ATTACHMENTS:

- Recreation Scholarship Application September 2014 (DOCX)
- Recreation Scholarship Program (DOC)
- Recreation Scholarship Application Form.proposed (DOC)



City of De Pere

De Pere Parks, Recreation & Forestry Department

Recreation Scholarship Program

Financial Assistance

Purpose:

- The Recreation Scholarship Program has been established to provide youth in the City of De Pere the opportunity to participate in recreation programs offered by the Park, Recreation & Forestry Department, regardless of financial status.

Definitions:

“Family/Household” means all persons currently residing at the same address in the City of De Pere who are directly related (mother, father, son, daughter), are legal dependents of the applicant or are foster children.

“Resident” means any person who lives within the corporate limits of De Pere. Persons who own property in De Pere but live outside De Pere are not residents.

“Youth” means age 17 and younger.

“Hardship” for the purpose of this scholarship program means the family is unable to financially support/fund the program due to loss of employment, serious or chronic medical condition that prevents steady employment, major event or crisis impacting household income, or lacks sufficient means to cover full program costs.

Availability:

- Scholarships are available only for:

- Instructional programs - Special events - Pool passes - Summer playgrounds - Kidz Zone - Summer camp programs	City sponsored youth leagues: • De Pere Youth Baseball • De Pere Youth Hockey Association • De Pere Rapides Youth Soccer • De Pere Girls Softball Association
--	--
- Scholarships are not available for youth participation in field trips, costumes or supplies, replacement pool passes nor programs offered through another agency.
- Scholarships are awarded on a first come, first served basis and will be awarded only as long as there are available funds.
- The maximum scholarship awarded per individual youth per year is \$75.00. The maximum scholarships awarded per family/household per year are \$200.00.
- Scholarships shall have a maximum of 50% of the league participation fee for any individual requesting assistance for a league ran by De Pere Baseball, De Pere Youth Hockey, De Pere Rapides Youth Soccer, and/or De Pere Girls Softball Association.
- Availability of the program depends upon continued community support through donations. It is our hope that recipients of this program will, when able, support this program to ensure its continuation.

Eligibility:

- Scholarships are available based upon the applicant's household income or when an applicant can demonstrate a financial hardship. Household income will be compared to the De Pere School Districts National Lunch Program income scale in determining eligibility for a scholarship.
- Applications and recipients must be residents of the City of De Pere.

Comment [MSOffice1]:
Remove this.
Include on the award/acceptance letter

Attachment: Recreation Scholarship Application September 2014 (2722 : Approve revisions to Recreation Scholarship application.)

Application Process:

- Residents may apply by completing the Recreation Scholarship Program Application form signed by an adult member of the household. The applicant must include a copy of **one of the following**:
 1. Most recent federal income tax return;
 2. Brown County Social Services form showing current food stamp or AFDC eligibility;
 3. Proof of eligibility for free school lunch in any De Pere school district; or
 4. Written description of hardship; hardship cases will be reviewed and may be explained in writing on the application, or attached on a separate piece of paper (written or typed). Hardship referrals may be accepted from the applicant or other individuals or social services agencies on applicant's behalf.
- Hardship cases will be reviewed on an individual basis.
- You must also include a Program Registration Form, leaving the payment portion blank. (Can be found at www.de-pere.org and search "Program Registration Form")

Registration Process:

- Applicants awarded a scholarship will be provided directions in how to register for their program of interest.
- Enrollment into a program is contingent on program availability at the time of the applicant registering.
- Scholarships may not be awarded for the full program cost. Scholarship recipients will be required to pay the costs of the program not covered by the scholarship before program registration will be processed.

Selection Process:

- The Director of Parks, Recreation & Forestry or designee will review applications and make scholarship determinations within a 7-10 day time frame.
- Scholarship applications will not be reviewed or approved in person or at time of application.
- Applicants will be notified by mail of their funding status.
- Application and financial information will be kept confidential to the extent permitted by law.
- Mail or drop off application to:

De Pere Parks, Recreation & Forestry
925 S. Sixth Street
De Pere, WI 54115
- For questions call the Parks, Recreation & Forestry Department at 339-4065 or the Community Center at 339-4097.
- For assistance with filling out the application, see the "How to Apply" video at www.de-pere.org (City Departments → Parks, Recreation & Forestry → Recreation → Forms & Applications → Scholarship Program) or at www.depere.tv

Revised: August, 2014



De Pere Parks, Recreation & Forestry Department

Recreation Scholarship Program

Financial Assistance

2.4.b

Purpose:

- The Recreation Scholarship Program has been established to provide youth in the City of De Pere the opportunity to participate in recreation programs offered by the Park, Recreation & Forestry Department, regardless of financial status. Through the generous support of local service organizations and community members, the City of De Pere is able to help people overcome financial barriers to participation in city recreation programs.

Availability:

- Scholarships are available only for instructional programs, special events, pool passes, Summer Playgrounds, Kidz Zone, Summer Camp Programs and/or City sponsored youth leagues. Scholarships are not available for youth participation in field trips, costumes or supplies, replacement pool passes or programs offered through another agency.
- Scholarships are available for City of De Pere residents participating in regular league programs that are sponsored by the City of De Pere. They include; De Pere Youth Baseball, De Pere Youth Hockey Association, De Pere Rapides Youth Soccer, and De Pere Girls Youth Softball.
- Scholarships are awarded on a first come, first served basis and will be awarded only as long as there are available funds.
- Availability of the program depends upon continued community support through donations. It is our hope that recipients of this program will, when able, support this program to ensure its continuation.

Eligibility:

- Definitions:
 - “Family/Household” means all persons currently residing at the same address who are directly related (mother, father, son, daughter), are legal dependents of the applicant, or are foster children. Households are limited to two adults and their dependents/foster children.
 - “Resident” means any person who lives within the corporate limits of De Pere. Persons who own property in De Pere but live outside De Pere are not residents.
 - “Youth” means age 17 and under
 - “Hardship” for the purpose of this scholarship program means the family is unable to financially support/fund the program due to loss of employment, serious or chronic medical condition that prevents steady employment, major event or crisis impacting household income, or lacks sufficient means to cover full program costs.
- Applicants and recipients must be residents of the City of De Pere.
- Scholarships are available based upon the applicant’s household income. Household income will be compared to the De Pere School Districts National Lunch Program income scale in determining eligibility for scholarship(s).
- Hardship cases will be reviewed on an individual basis.
- Scholarships will not be awarded for the full program cost. Scholarship recipients will be required to pay the costs of the program not covered by the scholarship before program registration will be processed.
- The maximum scholarship awarded per individual youth per year is \$50.00. The maximum scholarships awarded per family/household per year are \$130.00.

Attachment: Recreation Scholarship Program (2722 : Approve revisions to Recreation Scholarship application.)

- Scholarships shall have a maximum of 50% of the league participation fee for any individual requesting assistance for a league ran by De Pere Baseball, De Pere Youth Hockey, De Pere Rapides Youth Soccer, and/or De Pere Girls Softball Association.

Application Process:

- Residents may apply by completing the Recreation Scholarship Program Application form signed by an adult member of the household. The applicant must include a copy of **one of the following**:
 1. most recent federal income tax return;
 2. Brown County Social Services form showing current food stamp or AFDC eligibility;
 3. proof of eligibility for free school lunch in any De Pere school district; or
 4. written description of hardship; hardship cases will be reviewed and should be explained in writing on the request form. Hardship referrals may be accepted from the applicant or other individuals or social services agencies on applicant's behalf.

Registration Process:

- Applicants awarded a scholarship will be provided directions in how to register for their program of interests.
- Enrollment into a program is contingent on program availability at the time of the applicant registering.

Selection Process:

- The Director of Parks, Recreation & Forestry or designee will review applications and make scholarship determinations within a 7-10 day timeframe.
- Scholarship applications will not be reviewed or approved in person or at time of application.
- Applicants will be notified by mail of their funding status.
- Application and financial information will be kept confidential to the extent permitted by law.
- For questions call 339-4065 or 339-4097.



RECREATION SCHOLARSHIP PROGRAM

APPLICATION FORM

[Financial Assistance Program]

2.4.c

Please thoroughly read all sections of the Scholarship Program's details before applying

For assistance with filling out this application, see the "How to Apply" video on the Scholarship Program's page at www.de-pere.org or www.depere.tv

CONTACT INFORMATION:

Guardian's LAST Name: _____ FIRST Name: _____

Address: _____ City: _____ Zip: _____

Phone: (home) _____ (cell) _____ (work) _____

Children: (Number of children, 17 & under, living in household) _____ Adults: (Number of adults, 18 & over, living in household) _____

EMPLOYMENT:

Are you currently employed? ☐ Yes ☐ No

Is your spouse / partner currently employed? ☐ Yes ☐ No

Employer: _____

Employer: _____

Address: _____

Address: _____

Occupation: _____

Occupation: _____

Monthly Household Income: (Include all sources of all income.) _____

ATTACH VERIFICATION OF ONE OF THE FOLLOWING:

☐ Federal Income Tax Return ☐ Participation in Free Lunch Program ☐ Brown County food stamp or AFDC eligible

☐ Financial Hardship Description (or attach separate sheet): _____

PROGRAM REQUESTS: See department brochure or www.de-pere.org (Please attach completed registration form.)

I hereby verify that the information stated on this application is true and correct.

APPLICANT'S SIGNATURE: (18 years or over) _____ **DATE:** _____

Mail or drop off form to:
De Pere Parks, Recreation & Forestry, 925 S. Sixth Street, De Pere, WI 54115

FOR OFFICE USE ONLY

Activity Approved:	Staff Approval:	Date:
Amount to be paid by participant:	Comments:	
Amount of scholarship award:	Date Participant is notified:	By:

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Braisher Park

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Southwest Park

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Budget

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: James Street Dock

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 16, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Zamboni
