



Parks & Recreation Commission

THURSDAY, MARCH 17, 2022; 4:30 PM

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- One-touch: tel:+15713173122,,242538901#

Access Code: 242-538-901

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

MEMBERS	Lee Hillstrom, Kate Hancock-Cooke, Gary Lawell, Peter Kelly, Jim Vedder, Ted Galloway, Jim Wise, Amanda Loudon and Brian Borchardt
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STAFF	Stephanie Schott, Jim Kluge, Trevor Fink, and Michael Kading
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AGENDA TOPICS

CALL TO ORDER	
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APPEARANCES	Open Forum / Commission Consideration of Appearances
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MINUTES	Approval of Meeting Minutes February 17, 2022	Attached
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BILL VOUCHERS	Bills for previous month	Hancock-Cooke
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FINANCIAL Report	Reviewed quarterly in March, June, September, December	Attached
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MISSION ACTION Report		Attached
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BUSINESS ITEMS	<ol style="list-style-type: none"> 1. Election of Officers 2. Pool Water Slide Restoration Bids 3. Arrowhead Pier Discussion 4. 2022 Capital Improvement Plan Summary 5. Proposed 2023 – 2026 Capital Improvement Plan 6. Announcements & Future Agenda Items - Commission Elections 	
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LIAISON Reports	<ul style="list-style-type: none"> ◇ Plan Commission ◇ Harbor Committee 	<ul style="list-style-type: none"> ◇ Hancock-Cooke ◇ Galloway
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ADJOURN	
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ADA Accommodation Notice: the following notice should be included in all printed material produced for City programs. In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the **Park and Recreation Department** or the **City's ADA Coordinator** at (920) 886-6106 or e-mail attorney@ci.Neenah.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

Creating Community Through People, Parks & Programs



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – February 17, 2022 **Conducted via virtual application due to COVID-19.**

MEMBERS PRESENT

X	Jim Wise	X	Kate Hancock - Cooke	X	Gary Lawell
X	Peter Kelly		Jim Vedder		Ted Galloway
X	Lee Hillstrom (left @ 5p)			X	Brian Borchardt

STAFF PRESENT

X	Michael T. Kading, Director of Parks & Recreation
X	Jim Kluge, Superintendent of Recreation
X	Trevor Fink, Superintendent of Parks
X	Stephanie Schott, Recreation Supervisor

OTHERS PRESENT:

MEETING CALLED TO ORDER BY Commissioner Hancock-Cooke at 4:37 P.M.

MSC Hancock – Cooke / Kelly to adjust the agenda to address Business Items 3 and 4 and then return to the agenda as presented. Motion Carried.

CORRESPONDENCE: NONE.

APPEARANCES: NONE.

MINUTES

MSC Borchardt / Wise to approve the minutes of the December 16, 2021. All voting aye.

BILL VOUCHERS

Commissioner Hancock - Cooke reviewed the vouchers for December and January and found them to be in order. Commissioner Hancock – Cooke inquired about the cost of printing the Rec Guides versus the cost of the post cards. Superintendent Kluge indicated that the cost to the print the guide is approximately \$7,000. Recreation Supervisor Schott further clarified that while the post card is more cost effective and registered 1200 QR code hits, registration was significantly lower and staff needed to create additional Facebook posts.

MISSION ACTION REPORT

The report was distributed earlier. The following items were discussed:

- Recreation Supervisor Schott – Winter Fest was awesome with great attendance and good weather. Thanked the hot dog distribution team of Gary and Brian.
 - Op Rec - 40 all day registrations have been received, we can accept 60 all day registrations.
 - Commissioner Hancock – Cooke recognized the new signs that are popping up in the parks, looking good.
 - Director Kading highlighted the current status of Arrowhead Park indicating that the Pier is at the DNR for review and approval and the final material has been brought to the park from the Harrison Pond project. A final land survey has been completed and the prairie/path project will be going to the DNR for review and approval within the month. Kading also informed the Commission that Pamela Sabatke has started as the new part-time administrative assistant.
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BUSINESS FOR CONSIDERATION

BUSINESS ITEM #1: Island Park Concept

Director Kading reviewed the concept plan as presented to the Commission. The plan focuses on the near water and pathway connections with new concrete, railings, gathering spaces and in the future a new restrooms. Commissioners inquired about the internal portion of the park, donated funds and overall cost. Director Kading indicated that the internal portion of the park was being left green space, the donation is estimated at \$62,500 with an overall project cost estimated at \$300,000.

Action Needed: By consensus the conceptual plan was accepted.

BUSINESS ITEM #2: Fresh Air Concept

Commissioner Hancock – Cooke provided an introduction and refresher to the Fresh Air Concept planning process with basic idea to reduce asphalt while increasing green space. 5 concept plans were present in October from which staff developed the recommended concept plan. Superintendent Fink had previously sent out the plan to the commission prior to the meeting to solicit feedback.

- Commissioner Hillstrom likes the revised plan; specifically, that the road does not go through and there is more open space.
- Commissioner Kelly likes the green space but not sure that it is going to be used any more than it is now, because guests come to access the lake; however, is concerned about the reduced amount of parking.
- Commissioner Lawell disagreed with the concept of having the parking off of Maple.
- Commissioner Borchardt agrees with Kelly.
- Commissioner Lawell not sure the lot is ever full, but recognizes the popularity of the water and ice.
- Commissioner Wise inquired if additional parking could be created.
- Commissioner Kelly requested that staff confirm the access of Rainbow Beach Road through the park and whether the road can be closed off
- Superintendent Fink indicated that additional excavation outside of the current asphalt footprint will come with costs and further stated that the pass through loop will help with parking.
- Commissioner Hancock – Cooke ask “What are the next steps?”
- Director Kading responded that staff is looking for consensus on a plan so that we continue working with Public Works to develop construction and bid documents.
- Commissioner Hancock – Cooke asked each commissioner member to indicate their preferred plan. Kelly – the revised, Lawell- the revised, Wise – the revised and Borchardt – the revised.

BUSINESS ITEM #3: Reciprocity Agreement with Appleton / Menasha

Superintendent Kluge reviewed the information provided in the memo that was sent out with the commission packet. Unfortunately, all three departments have converted registration systems and data has been loss regarding participation. Kluge further explained that staff is recommending a 2 year agreement as compared to a 5 year agreement because COVID has significantly impacted participation.

- Commissioner Hancock – Cooke What if any numbers exist? What are the thresholds that we use to determine if this is in our best interest?
- Kluge clarified that previous numbers seem to indicate that it is pretty even between communities and slightly favoring Neenah with our residents using more rentals in other communities.
- Commissioner Hillstrom agreed that over the years the participation numbers have been fairly equal.
- Commissioner Borchardt inquired about the registration process.

- Kluge responded that Neenah residents have priority and then approximately 2 later non-residents have the opportunity to enroll in programs.
- Commissioner Lawell stated that as Neenah no longer offers softball leagues, residents have been forced to go to other communities to participate in leagues such as Appleton.

Action: MSC Kelly / Lawell to recommend acceptance of the agreement with the city of Appleton and Menasha. Motion Carried.

BUSINESS ITEM #4: Possible Cell Tower Location – Recreation Park

Director Kading introduced the issue before the commission including that the representative had first inquired about Riverside and Quarry Parks. After further discussion these site were determined to be unsuitable. The representative further inquired about Recreation Park. Kading further stated that this is very preliminary as US Cellar is attempting to locate appropriate sites.

- Commissioner Hillstrom indicated that new state legislation limits the authority of local governments to regulate cell towers.
- Commissioner Wise inquired about what the tower might look like and why they could not use existing towers. Kading indicated that it was too early in the process.
- Commissioner Hancock – Cooke the plan commission dealt with this same issue with the tower that was placed near Walgreens.
- Commissioner Lawell asked about the proposed height. Kading said that they initially talked about a 100' tower.

Action: MSC Borchardt / Lawell to authorize staff to move forward with discussion should US Cellar pick this site. Motion Carried.

Announcements & Future Agenda Items

Commission Elections
CIP 2022 Update

LIAISON REPORTS

PLANS COMMISSION: Hancock-Cooke nothing to report.

HARBOR COMMITTEE: Director Kading in absence of Commission Galloway reported that there are 2 openings on the committee, replacement buoys have been picked up. The WI –DNR 3 year permit has been received for weed harvesting.

MSC Lawell / Borchardt to adjourn at 5:39p

Recorded for the Commission by Michael T. Kading, CPRP



Parks & Recreation MISSION ACTION REPORT

March 17, 2022

Provide recreational experiences.

- We are taking registration for **Operation Recreation – Spring Break**. Open to boys and girls in grades K-6. Spring Break week is March 21-25. Program runs 7:30 AM to 5:30 PM.
- Registration for summer programs for City of Neenah residents will begin on March 16th at 7:30 AM.



Foster human development.

- Two **new park technicians** have been hired to replace the two techs that resigned in January and February, respectively.
- Staff is continuing to search for both **long term and short term seasonal employees** for park and cemetery maintenance.
- Director Kading, Superintendent Kluge, and Supervisor Schott attended the WPRO Conference taking place at in the Wisconsin Dells, February 22nd – 24th. The conference was cancelled due to COVID last year, so it was great to be able to network with other professionals and learn about current parks and recreation trends.
- **Summer Seasonal staff** have been interviewed and job offers made. Staff orientations will start in May.



2022 Summer Jobs	Interviewed	Hired
Pool	60	55
Playground and Sports	57	53

Promote health and wellness.

- Staff has participated in City Hall Lunch and Learns. Topics included Healthy Living: Nutrition and Emotional Intelligence.

Protect environmental resources.

- Forestry staff continues removing **EAB infested ash trees** at Carpenter Preserve and Bill Miller Trail.
- **Clean The Creek** has joined forces with the **Fox-Wolf Watershed Cleanup** for its annual Neenah Creek clean up on Saturday, May 7. Volunteer's should sign up at <https://fwwa.org/events-calendar-fwwa/watershed-cleanup/> . Meet at 9:00 AM at Herb & Dolly Smith Park. Shoreline walkers and kayakers/canoeists needed.

*Creating Community Through People,
Parks & Programs*

Parks & Recreation MISSION ACTION REPORT

Strengthen community image and sense of place.

- Park staff has been refinishing and remaking **park signs and refinishing the wood benches** around the splash pad at Washington Park.
- Kimberly Point Design work is 60% complete with UW-Milwaukee having completed the review process.
- Fresh Air Drive / Basketball Court reconstruction is out for bid with the bid opening scheduled for March 16. The design, engineering and bid specifications was completed by the city public works department
- **Arrowhead Park Updates**

Pier Development (2021): Heidi Kennedy (SEH representative), Lee Hillstrom and I met with Jean Romback-Bartels (WI-DNR) regarding the pier submission that has been determined as incomplete, mainly due to the overall size. We presented our case that the size of the pier was based upon current use of the Loop the Lake Trail, as well as future growth of the park. The fact that there is no other public pier located on Little Lake Butte des Morts, ADA access concerns due to the projected multi-use of the gathering space and as well as the quiet water launch and the fact that the design team did implement recommendations from the DNR into the design such as panels that will allow light to penetrate to the lake bed. I believe the meeting was productive and look forward to gaining DNR approval.

Path and Prairie (2021) Final material is on site, final survey has been complete, and SEH is preparing final design for submission to the WI-DNR which is expected late next week.

Railroad Crossing Design (2021) Preliminary design has been submitted to CN. No response as of this writing.

Activity Building Design (2022): On hold until after the Mayoral Election.

FVTC Partnership: Through the efforts of Jon Gumtow as partnership is being developed with the Natural Resources Dept at FVTC. Working on developing specific action items.

iNaturalist App: Just a reminder that we have set up Arrowhead Park as a site through the iNaturalist App. It is an easy way to engage in the citizen science community while helping us identifying plant and animals at Arrowhead Park.

Increase cultural unity.

- **Riverside Players** 66th Season of “Theatre in the Park” announce its line up. June 22-26 The **Savannah Sipping Society** directed by Laurie Friedman-Fannin and July 21-24 and July 27-31 **The Addams Family** directed by Erick James Gyrion. Ticket sales begin May 2.



P&R Commission Meeting – March 17, 2022

BUSINESS ITEM #1: Election of Officers

Commissioner Hillstrom on behalf of Commissioner Vedder will present the slate of proposed 2022 Officers.

Suggested Action: A motion to accept the nomination of _____ as 2022 Commission President and _____ as 2022 Commission Vice President.

BUSINESS ITEM #2: Pool Water Slide Restoration Bids (Attachment #1)

The pool slide needs to be inspected every 10 years and along with it maintenance is performed to ensure the safety of our guests. Unfortunately, the work will not be completed until after the pool season due to the contractor already booked out for spring.

Suggested Action: A motion to recommend approval of the bid from Safe Slide Restoration, Farmington, Ohio in the amount not to exceed \$47,691.

BUSINESS ITEM #3: Arrowhead Pier Discussion (Attachement #2)

SEH, on behalf of the city, submitted an application to install a pier at Arrowhead Park as approved by the commission. Prior to submitting the application we met with DNR staff to review the pier and received feed back. Based upon feedback SEH incorporated Titan Decking into the design which would allow light to penetrate to the lake bed and acknowledge that the size of the pier exceeded current state statues for residential piers of 6 foot wide, no longer than 100 feet from shore and gathering/landing area no greater than 200 sqaure feet.

Included with the application is a narrative that spells out the reasons for proposing a public pier that is greater than the state statues. The primary reasoning is ADA Access as well as the current popularity of the Loop the Lake trail (1000 users/day), as well as the projected future growth for the park.

Attached, you will also find the response from WI-DNR representative Luke Roffler indicating an incompleted application primarily based upon the size of the pier. He outlines a size of pier that may be acceptable (14 feet wide, no longer than 100 feet and a gather space of 728 square feet).

This led to a phone conversation with Jean Romback-Bartells, Heidi Kennedy, Lee Hillstrom and me on Tuesday, March 8 to plead the city's case to maintain the size of the pier as originally submitted.

Jean met with the Compliance Team on Thursday, March 10 and sent the attached email on March 11. Unfortunately, the DNR has denied the request to install the pier as originally submitted.

Action Needed: Staff is seeking the commission input on how best to proceed.

BUSINESS ITEM #4: 2022 Capital Improvement Plan Summary (Attachement #3)

Per the commission's request, please find the attached 2022 CIP Summary. Also included is a tentative work schedule.

Suggested Action: Discussion Only.

BUSINESS ITEM #4: Proposed 2023 – 2026 Capital Improvement Plan (attachment #4)

A draft copy of the proposed CIP has been previously emailed. Attached is a more refined version.

Of note:

- A 10% increase was implement on all previous CIP items;
- Several items were moved in attempt to equalize expenditures;
- Staff combined Doty Park seawall and Kimberly Point shoreline improvements to create efficiency from a planning and construction perspective.

We realize commissioners may have projects that you would like to see implement into the CIP and look forward to creating a CIP that continues to move the Park and Rec Dept forward while being conscieous of proposed expenditures.

Suggested Action: A motion to authorize staff to further negotiate permission to place a cell tower at Rec Park.

BUSINESS ITEM #5: Announcements & Future Agenda Item



*Department of
Parks & Recreation*

DATE: March 10, 2022
 TO: Mayor Kaufert and members of the Board of Public Works Committee
 FROM: Jim Kluge, Superintendent of Recreation
 RE: Neenah Pool Water Slide Restoration

The Neenah Parks & Recreation Department accepted bids until Monday, January 31, 2022 for the Neenah Pool Water Slide Restoration project. Three qualified bids were received.

COMPANY	TOTAL PRICE
Fischer Bros. LLC (Chippewa Falls, WI)	\$ 74,300
Aquamen Waterslide Restorations (Hedgesville, WV)	No bid
Splashtacular (Paola, KS)	No bid
Safe Slide Restoration (Farmington, MO)	\$47,691
SlideRenu (Westerville, OH)	\$55,924

Budgeted: \$49,500 (2022 Capital Improvement Plan)

Staff recommends Safe Slide Restoration, Farmington Ohio in the lump sum amount of \$47,691.

Suggested Action: A motion to accept the bid from Safe Slide Restoration, Farmington Ohio in the lump sum amount of \$47,691.



Building a Better World
for All of Us®

MEMORANDUM

TO: WI DNR Water Management Specialist

FROM: Heidi Kennedy

DATE: January 4, 2022

RE: Narrative Ch. 30 pier permit
SEH No. NEENA 159067 14.00

Ch. 30 Individual Pier Permit

This project involves the construction of a fishing pier and canoe/kayak launch at the City's Arrowhead Park located on Little Lake Butte Des Morts. The pier will be located in the NE ¼ SE ¼ of Section 21, T20N, R17E, the address of the property is 355 Millview Dr, in Neenah.

Arrowhead Park was a former landfill, constructed in the 1970's, for paper industry waste. The Park has a constructed cap and groundwater monitoring. However, the City now owns the property and for the past 5+ years the City has made a significant investment in Arrowhead Park to improve the overall accessibility of the park to its residents. Over the past 5 years the City has constructed ADA accessible trails, installed fish habitat structures, completed a shoreline stabilization project, and completed the initial preliminary grading to create positive drainage, as required by the WDNR R&R program, and prepare for future construction of a road and parking area for improved public access.

The fishing pier is the next phase of park development. This public fishing pier will be accessible from the loop the lake trail and the existing public parking lot off Millview Drive. A future community building will provide additional resources and public facilities for the public fishing pier. Therefore, the community anticipates heavy use of the pier and as such the design takes into consideration the width necessary to allow for multiple wheelchairs, motorized and manual, to safely pass each other on the pier with simultaneous pedestrian traffic and the transportation of kayaks and canoes on the dock with pedestrians. Ambulatory services on the pier attempting to pass a wheelchair or pedestrians safely and comfortably and the turning radius necessary for multiple wheelchairs potentially utilizing the pier at the same time either for fishing or transportation of canoes or kayaks.

The objective and goals for the pier is to create a pier where all of the City's residents will feel welcome. Of particular consideration in the design of the fishing pier and kayak launch is that the facility should not only meet US Access Board but exceed those standards to make all users comfortable using and traversing the pier. A 2010 study that found that the US Access Board dimensional standards for L-turns, 360° turns, turning-in-place, and U-turns, with and without barriers, were insufficient for 75% of people utilizing motorized wheelchairs and scooters.¹ The study found that rear and mid wheel motorized wheelchairs and scooters required up to 8.5 feet to do a U-turn or 360° turn, when the current standards only require 5 feet of an unobstructed clear zone for safe turning. The study recommended the United

¹ Koontz AM, Brindle ED, Kankipati P, Feathers D, Cooper RA. Design features that affect the maneuverability of wheelchairs and scooters. Arch Phys Med Rehabil. 2010 May;91(5):759-64. doi: 10.1016/j.apmr.2010.01.009. PMID: 20434614, accessed at [https://www.archives-pmr.org/article/S0003-9993\(10\)00077-8/fulltext](https://www.archives-pmr.org/article/S0003-9993(10)00077-8/fulltext) on January 4, 2022.

States update its accessibility standards, but it has yet to do so. In light of this the City of Neenah has designed the pier to be wider than DNR's standard 6-foot width for a pier, so that residents that utilized motorized wheelchairs or scooters can turn around safely on the pier when there are other pedestrians or other motorized wheelchairs and scooters on the pier at the same time, instead of needing to try to drive in reverse for a distance on the pier.

The majority of the dock will be constructed on helical piles with marine decking, such as Titan Decking Products – Titan Classic - Titan Deck, which provides a skid resistant surface and 47% open area for light penetration to minimize shading and impacts to aquatic habitat. The proposed pier would be 20 feet wide out to the kayak/canoe launch to accommodate pedestrians and those transporting watercraft, then it would narrow to 14 feet out to the fishing pier. The fishing pier then would be 16 feet by 52 feet to allow multiple users safe access. The current plans show 38 helical piles below the OHWM. There are 8 pilings on the steep slope up to the shore. The pilings will be driven into the bed to support the pier structure. This is the maximum number of piling necessary and depending on site conditions during construction, the number of pilings will likely be reduced.

Please note, the plans show flood stage (740.2 FS), and based on the flood modeling high water mark (HWM), average water levels (AVE) and low water level (LWM). These water elevations were for the purposes of the design to ensure accessibility and are not meant to indicate Department regulatory OHWM.

The ADA compliant kayak launch will consist of an 5' by 32' aluminum gangway <https://www.ez-dock.com/product/gangway-aluminum-3-feet-width/> will lead to an ADA accessible kayak launch such as the launches offered by <https://www.ez-dock.com/product/ez-launch-drive-through-ada/> that have a transfer bench allowing a person with a disability or less agility to transfer safely into and out of a canoe or kayak.

PROJECT EXECUTION, METHODS, MATERIALS, AND EQUIPMENT

Construction of the pier will begin with the construction of the helical piles. It is anticipated that a small barge will be launched from the Fritse Park boat ramp and maneuvered to Arrowhead Park. The barge will be anchored and then equipment on the barge will install all of the helical piles into the bed of the Lake. Once the helical piles are installed, the decking for the pier will be constructed. The barge may be either anchored to the shore overnight, adjacent to the pier, or the contractor may choose to launch the barge each working day.

PROPOSED CONSTRUCTION SCHEDULE AND SEQUENCE OF WORK

Proposed construction is in November or December of 2022. With appropriate weather conditions, in-water construction of the pier would take no more than 3 weeks.

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
141 NW Barstow St., Room 180
Waukesha, WI, 53188

Tony Evers, Governor
Preston D. Cole, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



Michael Kading
City of Neenah
211 Walnut Street
Neenah, WI 54956

IP-NE-2022-71-00277

Dear Mr. Kading:

Thank you for continuing to work with the Department of Natural Resources (DNR) on your proposed project. This letter contains important information regarding your DNR permit application to construct a pier-like structure for public access on Little Lake Butte Des Morts in Winnebago County.

We have reviewed your application materials and are writing to notify you that **we need additional information to complete your application** and determine if your proposed project will meet applicable legal standards. It is important that we receive clear detailed information about your project requirements and constraints so the permit application file adequately explains your project and allows the DNR to issue a decision that is supported by the file information.

The items listed below were discussed in recent email exchanges and a pre-application meeting with staff from the City and SEH. **Specifically, we need information related to the following:**

- **20' wide mainstem.** A mainstem of 8-10' wide is much more common for "people pier" projects like this one. This structure has a kayak launch incorporated into it and will be built of semi-transparent decking, so a little more width than typical would be reasonable. With that in mind, reducing the mainstem to 14' wide to match the next section would likely be acceptable.
- **150' total length.** This very long length for the structure greatly increases the footprint and level of impact for the proposal. Longer piers also generate concerns regarding navigational safety. As discussed earlier, a total length close to 100' is generally more acceptable for structures such as these. For example, you could remove the short section of mainstem currently shown at 14' wide and have the fishing platform come off to the right.
- **832 square foot "loading platform."** Loading platform is not actually the correct term, since boats will not be loading/unloading at the end of the structure, but the impact of that area is the same. Residential piers are typically limited to 200 square foot loading platforms. Since this is a public access feature, we can certainly consider something larger. Narrowing the platform from 16' to 14' to match the rest of the structure would still give you a 728 square foot platform and would likely be acceptable.
- **Navigational concerns.** Regardless of the final dimensions, the new structure will represent a navigational concern in an area largely devoid of piers and other similar structures. As such, please incorporate reflectors or lights into the revised design and indicate the location and size of these items.

Please provide updated plans and narrative documents to me as soon as possible so we can determine your application to be complete and continue to the next step in the process. Please be sure to point out any additions or alterations to the project that are different from the original permit application. This is also an opportunity for you to explain how your project will avoid or minimize impacts to wetlands and public waters.

Please note that once your permit application is determined to be complete, the Department is legally required to review and issue a permit decision, which means we will be unable to refund your permit fee. At any time during the review process, you have the right to send us a letter or email requesting your application be withdrawn.

If we do not receive the requested information or hear from you in response to this letter within 30 calendar days from the date of this letter, we may dismiss your application.

If you have any questions, please contact your local Water Management Specialist, Luke Roffler at (262) 354-4569 or email luke.roffler@wisconsin.gov.

#2 5d7

Sincerely,



Compliance Team Coordinator

Copy to: USACE Project Manager
City Zoning Administrator
Conservation Warden
SEH

2 6 of 7



Permit for the pier
Romback-Bartels, Jean - DNR

to:

MKading@ci.neenah.wi.us

03/11/2022 02:47 PM

Cc:

"Roffler, Luke S - DNR"

Hide Details

From: "Romback-Bartels, Jean - DNR" <Jean.RombackBartels@wisconsin.gov>

To: "MKading@ci.neenah.wi.us" <MKading@ci.neenah.wi.us>

Cc: "Roffler, Luke S - DNR" <luke.roffler@wisconsin.gov>

History: This message has been replied to and forwarded.

Hi Mike,

I have done a fair amount of looking into the pier permit request and have shared the information you shared with me with Luke and other leaders in the waterways program. This is my understanding as to where things sit and what the next steps need to look like.

1. The city received the letter from Luke spelling out the concerns with the current design...size, navigation, and habitat impacts.
2. The city has considered the department's concerns and are prepared to use translucent panels to afford light penetration to minimize habitat impact. You are also willing to place reflective marking on the pier in order to mitigate concerns to navigation.
3. This leaves the discussion over the size of the structure and whether it is necessary based on the city's proposed use of the structure. I think this is the area that needs to be gone over with the city, the parks committee rep, your consultant and the Department (Luke). With the current written purpose of this structure as a fishing pier and canoe/kayak launch, the Department's position is that the length and width of the pier is excessive and not necessary to achieve those goals. As such, the additional impact to the public's domain is unwarranted. By having a discussion on this issue, the City can present any additional information you have on why the pier needs to be this wide and this long. This information may then need to be put into the application materials as further background.

Please work with Luke to set up a meeting similar to the one we just had earlier this week. This will afford him the opportunity to answer any additional questions you have and to gain any additional insights you may have on the need for the length and width. I wish we had had an opportunity to be involved earlier in the planning discussions for this feature so we could have helped ensure that the design was permissible. I know the Parks and Rec Committee put a lot of effort into the design. I am hopeful that some compromise can be found.

If you would like me to join in the conversation with Luke, I will do my best to fit it into my schedule. Take care and we look forward to hearing from you soon.

Jean

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Jean M. Romback-Bartels

Secretary's Director – Northeast Wisconsin

2 3 of 7

Wisconsin Department of Natural Resources
2984 Shawano Ave., Green Bay, WI 54313
Phone: 920-662-5114
Cell Phone: 920-360-8082
jean.rombackbartels@wisconsin.gov



CIP Summary	2022	Alternative Funding	Actual	Time Frame	Current Status
Development					
21' Arrowhead Pier	\$ 500,000	\$ 525,000		Nov 22' - Feb 23'	Submitted to DNR currently negotiating
21' Prairie and Path	\$ 500,000			August - Nov. 22'	Final Survey work completed, Finalize plans and submit to DNR
Arrowhead Activity Building & Plaza design/engineering	\$ 180,000			December	On hold until after election
Kimberly Pt Redevelopment	\$ 175,000			Fall Construct	Design in process
Dog Park	\$ 45,000			Late Spring / Summer	
Island Park Improvements	\$ 125,000				Concept Plan Accepted by Comm.
Shattuck Improvement	\$ 100,000	\$ 200,000	\$ 520,000	Late Winter/Spring	Const. April - June 3
Maintenance					
Building Security	\$ 15,000			Fall	
Fresh Air-asphalt/drainage (20)	\$ 64,890			Fall	design, out for bids soon
Pool Slide	\$ 49,500		\$ 47,691	Fall Install	Quotes received
Pool: Replace Play Equip	\$ 88,000		\$ 74,317	Fall install	Quote received
Pool Heaters -inside	\$ 18,000			Spring	
Pool - replacement vac	\$ 13,000			May	Will take ownership prior to pool opening
Resurface/Rebuild Southview Cts	\$ 85,000			Fall	design, out for bids soon
Riverside Play Surface	\$ 110,000			Fall	
Equipment					
Mower	\$ 115,000				
Cemetery					
Chimney	\$ 25,000				
	\$ 1,068,390	\$ 725,000	\$ 642,008		

CIP Summary	2022	2023	2024	2025	2026	2027
Development						
Arrowhead Phase design/ engineering	\$ 180,000	\$ 95,000		\$ 150,000		
Arrowhead Phase Construction		\$ 2,635,500	\$ 1,260,000	\$ 520,000	\$ 2,200,000	\$ 1,020,000
Arrowhead RR Xing (Est-revised \$ end of 21')		\$ -		\$ 850,000		
Cook Park Redevelopment	\$ -	\$ 320,000				
Carpenter Preserve Design	\$ -	\$ 30,000				
Carpenter Preserve Phase 1		\$ -		\$ 315,000		
Carpenter Preserve Phase 2			\$ -		\$ 335,000	
Kimberly Pt Conceptual Design Lighthouse Review-23'			\$ 20,000			
Island Park	\$ 125,000					
Dog Park	\$ 45,000	\$ -				
Kimberly Pt Redevelopment (based on 21' Est)	\$ 175,000	\$ -	\$ -			
Comprehensive Outdoor Rec Plan Update (CORP)					\$ 20,000	
Doty / Kimberly Point Preliminary Design & grant Assistance						
Seawall/dock/shoreline preservation	\$ -	\$ 75,000				
Rec Park Trailer Parking Lot					\$ 250,000	
Riverside Park Lighting Replacement					\$ 50,000	
Doty Seawall			\$ 750,000			
Kimberly Point dock, seawall and & Shoreline Preservation			\$ 625,000			
Kimberly Point Lighthouse-ADA/Historical Construction TBD				\$ -		
Maintenance						
Resurface Bball Courts						
Building ADA Upgrades	\$ 15,000		\$ 20,000	\$ 20,000	\$ 20,000	
Fresh Air-asphalt/drainage (20)	\$ 64,890					
Fresh Air- single ADA vault, site, etc...	\$ -					
Scherck - furnace						
Shattuck Fountain (2019)	\$ 100,000					
Pool Slide	\$ 49,500					
Pool: Replace Play Equip	\$ 88,000					
Pool Heaters -inside	\$ 18,000					
Resurface/Rebuild Southview Cts (22)	\$ 85,000	\$ -				
Pool Boilers		\$ 105,000				
Picnic Table Replacement Program		\$ 20,000	\$ 20,000	\$ 20,000		
Asphalt - Trail/Pking Lot ADA		\$ 30,000	\$ 30,000	\$ 35,000	\$ 35,000	
Washington Park HVAC (1996) (4-heat / 2 AC)			\$ 75,000			
Resurface Green Tennis Courts (2011)			\$ 20,000			
Replace Pool diving board/structural (1997)		\$ 28,000				
Replace Bathhouse Roof (1997)						\$ 49,500
Redo Bathhouse Floors (2003)						\$ 22,000
Riverside Play Surface (21)	\$ 110,000					
Whiting Boat House					\$ 30,000	
Doty Cabin - Log Replacement					\$ 25,000	
Pool Basin Painting					\$ 35,000	
Play Equipment						
Laudan (22)		\$ -	\$ 125,000			
Baldwin	\$ -	\$ 120,000				
Doty (23)			\$ -	\$ 150,000		
Green			\$ -	\$ 135,000		
Quarry				\$ -	\$ 137,500	
Douglas				\$ -	\$ 137,500	
CIP Totals	\$ 1,055,390	\$ 3,458,500	\$ 2,945,000	\$ 2,195,000	\$ 3,275,000	\$ 1,091,500
CIP minus Arrowhead	\$ 875,390	\$ 728,000	\$ 1,685,000	\$ 675,000	\$ 1,075,000	

ATTACHMENT
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CITY OF NEENAH
2022 - 2026 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

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PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2023 FACILITIES</u>			
<u>Parks and Recreation</u>			
<u>Development</u>			
1. Arrowhead Construction - Activity Building/Gathering Plaza and Connection to Loop (\$580K DNR/Alice Jean; \$204K TIF 8) <i>Moved from 2022.</i>	\$2,635,500		
2. Arrowhead Design/Engineering/Constr Specs - Park drive, trail connections. <i>Adopted Spring CIP \$92,000.</i>	95,000		
3. Doty Seawall & Kimberly Point Dock / Seawall / Shoreline Design / Engineering / grant writing.	75,000		
4. Cook Park Redevelopment - Restroom / Play Area / Hard Surface. <i>Adopted Spring CIP \$288,750.</i>	320,000		
5. Carpenter Preserve Design. <i>Adopted Spring CIP \$55,000.</i>	30,000		
<u>Maintenance</u>			
6. Picnic Table Replacement Program (yr. 1 of 3) <i>Adopted Spring CIP \$15,000.</i>	20,000		
7. Asphalt Trail/Parking Lot - ADA. <i>Adopted Spring CIP \$28,750.</i>	30,000		
8. Replace Pool Diving Board/Structural (1997). <i>Moved up from 2024.</i>	28,000		
9. Pool: Boiler. <i>Moved up from 2024.</i>	105,000		
10. Shattuck Park Building Deficiencies. <i>Not included in adopted Spring CIP.</i>			
<u>Play Equipment</u>			
11. Baldwin Park. (23 yrs. old) <i>Adopted Spring CIP \$110,000.</i>	120,000		
<u>Total 2023 Parks and Recreation</u>	<u>\$3,458,500</u>	<u>\$0</u>	
<u>2024 FACILITIES</u>			
<u>Parks and Recreation</u>			
<u>Development</u>			
1. Arrowhead Construction - Park Drive/Parking/Connecting south loop trail. (2020 Carry Forward \$600K)	\$1,260,000		
2. Kimberly Point Construction: Seawall / Dock / Shoreline preservation. <i>Adopted Spring CIP \$200,000.</i>	625,000		
3. Doty Seawall Replacement Construction.	750,000		
4. Kimberly Point Lighthouse Historical and ADA Building Review and Preliminary Design. <i>Not included in adopted Spring CIP.</i>	20,000		

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Maintenance		
5. Picnic Table Replacement Program (yr. 2 of 3). <i>Adopted Spring CIP \$15,500.</i>	20,000	
6. Asphalt Trail/Parking Lot - ADA. <i>Adopted Spring CIP \$30,200.</i>	30,000	
7. Washington Park HVAC (1996) 4 Furnaces / 2 AC Units. <i>Adopted Spring CIP \$28,000.</i>	75,000	
8. Green Park - Resurface Tennis Courts (2011). <i>Adopted Spring CIP \$18,900.</i>	20,000	
9. Building ADA Upgrades. <i>Not included in adopted Spring CIP.</i>	20,000	
Play Equipment		
10. Laudan Park. <i>Adopted Spring CIP \$110,000</i>	125,000	
Total 2024 Parks and Recreation	\$2,945,000	\$0
2025 FACILITIES		
Parks and Recreation		
Development		
1. Carpenter Preserve Phase 1 (apply for Stewardship grants) (<i>Full dollar amount w/o 50% grants.</i>) <i>Moved from 2024.</i>	\$315,000	
2. Arrowhead Park - Phase 2 East/West Design and Engineering. (Scope includes: Natural Play Areas, Amphitheater, Climbing Structure, Landscaping) Fundraising material for '26. <i>Moved from 2024.</i>	150,000	
3. Arrowhead Park - Solar Park Lighting (Drive, trail). <i>Moved from 2024.</i>	520,000	
4. Arrowhead Construction: Millview/RR Xing (2020 Carry Forward TIF 10 -\$167K. <i>Moved from 2024.</i>	850,000	
5. Kimberly Point Lighthouse - ADA / Historical Preservation Construction - Cost TBD	0	
Maintenance		
6. Picnic Table Replacement Program (yr. 3 of 3). <i>Adopted Spring CIP \$15,900.</i>	20,000	
7. Asphalt Trail / Parking Lot Program. <i>Adopted Spring CIP \$32,000.</i>	35,000	
9. Building ADA Upgrades. <i>Not included in adopted Spring CIP.</i>	20,000	
Play Equipment		
10. Green. <i>Adopted Spring CIP \$120,000.</i>	135,000	
11. Doty. <i>Adopted Spring CIP \$138,000.</i>	150,000	
Total 2025 Parks and Recreation	\$2,195,000	\$0

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<u>2026 FACILITIES</u>		
<u>Parks and Recreation</u>		
<u>Development</u>		
1. Arrowhead Construction - Scope to include: Amphitheater, formal lawn, music play garden, natural play, climbing structure, sculpture, kayak access. <i>Moved from 2025.</i>	\$2,200,000	
2. Carpenter Preserve #2. <i>Moved from 2025.</i>	335,000	
3. Comprehensive Outdoor Rec Plan 5 yr. Update. <i>Moved from 2025.</i>	20,000	
4. Rec Park Boat Parking Lot	250,000	
5. Riverside Park Lighting Replacement	50,000	
<u>Maintenance</u>		
6. Building ADA Upgrades	\$20,000	
7. Whiting Boat House - Roof	30,000	
8. Pool Basin Paint	35,000	
9. Doty Cabin - Log Replacement	25,000	
10. Asphalt Trail / Parking Lot Program	35,000	
<u>Play Equipment</u>		
11. Quarry	137,500	
12. Douglas	137,500	
<u>Total 2026 Parks and Recreation</u>	<u>\$3,275,000</u>	<u>\$0</u>

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CITY OF NEENAH
2022 - 2026 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2023 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. Replace 2007 Ford Taurus.	\$25,000		
2. Replace 2007 Ford FreeStar.	30,000		
Total <u>2023 Parks and Recreation</u>	<u>\$55,000</u>	<u>\$0</u>	
<u>2024 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. Replace 2016 Kubota Zero Turn.	\$20,000		
2. Replace 2006 Kubota Utility Vehicle.	20,000		
Total <u>2024 Parks and Recreation</u>	<u>\$40,000</u>	<u>\$0</u>	
<u>2025 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. Replace 2008 1-Ton Dump Truck	\$60,000		
Total <u>2025 Parks and Recreation</u>	<u>\$60,000</u>	<u>\$0</u>	
<u>2026 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. TR Tractor	\$120,000		
Total <u>2026 Parks and Recreation</u>	<u>\$120,000</u>	<u>\$0</u>	

CITY OF NEENAH
 2022 - 2026 CAPITAL IMPROVEMENTS PROGRAM BUDGET
 DETAIL PROJECT SCHEDULE

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PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2023 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. Replace 2007 Ford Taurus.	\$25,000		
2. Replace 2007 Ford FreeStar.	30,000		
Total <u>2023 Parks and Recreation</u>	<u>\$55,000</u>	<u>\$0</u>	
<u>2024 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. Replace 2016 Kubota Zero Turn.	\$20,000		
2. Replace 2006 Kubota Utility Vehicle.	20,000		
Total <u>2024 Parks and Recreation</u>	<u>\$40,000</u>	<u>\$0</u>	
<u>2025 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. Replace 2008 1-Ton Dump Truck	\$60,000		
Total <u>2025 Parks and Recreation</u>	<u>\$60,000</u>	<u>\$0</u>	
<u>2026 EQUIPMENT</u>			
<u>Parks and Recreation</u>			
1. TR Tractor	\$120,000		
Total <u>2026 Parks and Recreation</u>	<u>\$120,000</u>	<u>\$0</u>	

CITY OF NEENAH
 2022 - 2026 CAPITAL IMPROVEMENTS PROGRAM BUDGET
 DETAIL PROJECT SCHEDULE

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PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2023 FACILITIES</u>			
<u>Cemetery</u>			
1. Historical Building Assessment. <i>Adopted Spring CIP \$10,000.</i>	\$15,000		
Total <u>2023 Cemetery</u>	<u>\$15,000</u>	<u>\$0</u>	
<u>2024 FACILITIES</u>			
<u>Cemetery</u>			
1. Chapel Design/Engineering. <i>Not included in adopted Spring CIP.</i>	\$20,000		
Total <u>2024 Cemetery</u>	<u>\$20,000</u>	<u>\$0</u>	
<u>2025 FACILITIES</u>			
<u>Cemetery</u>			
1. Equipment Pole Shed	\$75,000		
2. Chapel Construction			
Total <u>2025 Cemetery</u>	<u>\$75,000</u>	<u>\$0</u>	
<u>2026 FACILITIES</u>			
<u>Cemetery</u>			
1.			
Total <u>2026 Cemetery</u>			

CITY OF NEENAH
 2022 - 2026 CAPITAL IMPROVEMENTS PROGRAM BUDGET
 DETAIL PROJECT SCHEDULE

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PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<p style="text-align: center;"><u>2023 EQUIPMENT</u></p> <p><u>Cemetery</u></p> <p>1.</p> <p>Total <u>2023 Cemetery</u></p>	<p>\$0</p>	<p>\$0</p>	
<p style="text-align: center;"><u>2024 EQUIPMENT</u></p> <p><u>Cemetery</u></p> <p>1. Replace 2004 TR1 Case Hoe. <i>Moved from 2023.</i></p> <p>Total <u>2024 Cemetery</u></p>	<p>\$125,000</p> <p><u>\$125,000</u></p>	<p>\$0</p>	
<p style="text-align: center;"><u>2025 EQUIPMENT</u></p> <p><u>Cemetery</u></p>			