

## PARKS & RECREATION COMMITTEE MINUTES

Monday April 1, 2019 5:30 p.m.

COMMITTEE MEMBERS PRESENT: Rob Way, Bob Besaw, Dennis Herter, John Faucher, Lori Dean, Bob Marcks, Kelli Sager

COMMITTEE MEMBERS ABSENT: Henrica Bult

COUNCIL MEMBERS PRESENT: Mayor Gary Henke, Tom O'Connell, Mike Barrington, Ron Steinhorst, Dave Morack, Fred Zaug

OTHERS PRESENT: Chad Hoerth, Director of Public Services  
Kent Hager, City Administrator  
Michelle Lambrecht, Administrative Assistant  
Scott Bellile, New London Press Star

Way called the meeting to order at 5:15 p.m. Zaug moved to approve the agenda, seconded by Besaw. *Motion carried by all.*

### Approval of February 5, 2019 Minutes:

Dean moved, seconded by Zaug to approve the February 5, 2019 Parks & Recreation Committee meeting minutes.  
*Motion carried by all.*

Public comment relevant to items on agenda: None presented

Review remaining grant funds for St. John's Park and consider for action approval of park improvements to St. John's Park utilizing remaining grant funds: An estimate was presented to install a prefab shelter kit above the existing picnic table at St. John's park in the amount of \$12,000. The estimate would include delivery of the kit, concrete footings and anticipated supplies for city staff to install the shelter. There is \$67,396.37 left in grant funds for St. John's Park improvements. Since this project was not in the 2019 budget, a consideration would need to be made to fund the city's half of the project utilizing unassigned fund balance.

Besaw moved, seconded by Faucher to recommend that the New London Finance Committee approves utilizing unassigned fund balance for the city's half of the cost to install a new shelter at St. John's Park. *Motion carried by all.*

Discuss options for future park lighting upgrades: Chairman Way led a discussion on the consideration of park LED lighting upgrades as he has gone through a major lighting upgrade process with the Winnebago County Parks. He suggested that planning start now for future upgrades to coordinate efforts with New London Utilities. *No motion was made on this item.*

Update on the status of the Newton Blackmour Trail Extension: Hoerth explained the city applied for a grant for the Newton Blackmore Trail Extension for phase 1 of the trail development in 2018. Unfortunately the city did not receive a grant award with that application. Hoerth and the city's engineer for the project will have discussions with the DNR grant representative to talk about how to improve the city's grant application ranking. *No motion was made on this item.*

Director's Memo & Report: There were no questions on the monthly reports and statistics.

Chairman's Report: None identified

Committee Member's Report: None identified

Next Month Agenda Items: None identified

Dean moved to adjourn; seconded by Besaw at 5:45 p.m. *Motion carried by all.*

Chad R. Hoerth  
Director of Public Services

# **AGENDA**

Unless specifically noticed otherwise, this meeting and all other meetings of this body are open to the public. Proper notice has been posted and given to the media in accordance with Wisconsin Statutes so that citizens may be aware of the time, place and purpose of the meeting.

## **MEETING NOTICE**

### **PARKS & RECREATION COMMITTEE**

**Monday, April 1st, 2019**

**The Parks & Recreation Committee meeting will begin immediately following the adjournment of the 4:30pm Board of Public Works meeting. (Estimated time to begin between 4:50pm and 5:20pm).**

**Council Chamber, New London Municipal Building**

1. Call meeting to order, Adopt Agenda
2. Approval of February 5<sup>th</sup>, 2019 minutes
3. Director's Memo
4. Public comment relevant to items on the agenda
5. Review remaining grant funds for St. John's Park and consider for action approval of a park improvements to St. John's Park utilizing remaining grant funds
6. Discuss options for future park lighting upgrades
7. Update on the status of the Newton Blackmour trail extension
8. Director's Report
9. Chairman's Report
10. Committee Member's Report
11. Next Month Agenda Items
12. Adjournment

**Rob Way, Chairman  
New London Parks & Recreation Committee**

*Agenda items are listed so as to accurately describe the actions or issue being considered instead of simply the document listing title or the parties to a contract. This is done as such titles or a list of parties to a contract conveys insufficient information to the public on whether a topic or project they are interested in is being considered. It is the policy of the City of New London to comply in good faith with all applicable regulations, guidelines, etc. put forth in the American with Disabilities Act (ADA). To that end, it is the City's intent to provide equal opportunity for everyone to participate in all programs and/or services offered, to attend every public meeting scheduled, and to utilize all public facilities available. Any person(s) in need of an alternative format (i.e. larger print, audio tapes, Braille, readers, interpreters, amplifiers, transcript) regarding information disseminated by the City of New London should notify the City 48 hours prior to a meeting, etc., or allow 48 hours after a request for a copy of brochures, notices, etc. for delivery of that alternative format. Contact ADA Co-Coordinator Paul Hanlon or Chad Hoerth by telephone through: (Relay Wisconsin) – or 920/982-8500 and in person/letter at 215 N. Shawano Street, New London, WI 54961.*

## PARKS & RECREATION COMMITTEE MINUTES

Tuesday February 5, 2019 5:30 p.m.

COMMITTEE MEMBERS PRESENT: Rob Way, Bob Besaw, John Faucher, Lori Dean, Henrica Bult, Kelli Sager

COMMITTEE MEMBERS ABSENT: Dennis Herter, Bob Marcks,

COUNCIL MEMBERS PRESENT: Tom O'Connell, Mike Barrington, Ron Steinhorst

OTHERS PRESENT: Chad Hoerth, Director of Public Services  
Kent Hager, City Administrator  
Michelle Lambrecht, Administrative Assistant  
Scott Bellile, New London Press Star  
Kelli Sager, New London High School Youth Member  
Nancy Besaw

Way called the meeting to order at 5:33 p.m. Dean moved to approve the agenda, seconded by Besaw. *Motion carried by all.*

### Approval of December 4, 2018 Minutes:

Dean moved, seconded by Besaw to approve the December 4, 2018 Parks & Recreation Committee meeting minutes. *Motion carried by all.*

Public comment relevant to items on agenda: None presented

### Consider for approval an engineers' agreement with McMahon and Associates for design, bid and construction administration services for Phase 1 HVAC upgrades at the Police Department:

An agreement for engineering services to begin replacement of the Police Department's HVAC system was presented. Hoerth explained the current unit has a Freon leak and since it's beyond its useful life, recommended putting resources into replacement instead of repairs. Funding for engineering and phase 1 construction are in the proposed 2019 capital equipment and project schedule.

Besaw moved, seconded by Faucher to recommend that council approves the proposed engineers' agreement with McMahon and Associates for design, bid and construction administration services for Phase 1 HVAC upgrades at the Police Department in the amount of \$9,500. *Motion carried by all.*

Review of preliminary design plans of the Newton Blackmour Trail extension: The 30% design review plans for the Newton Blackmore trail extension were included in the committee's agenda packet. Future steps include requesting DOT and DNR permits to construct in their Right of Way and to apply for the next round of Stewardship Grant funding. *No motion was made on this item.*

Discussion about remaining grant funds for St. John's Park: The Downtown Riverwall and Dock project was completed this past summer and there is \$67,396.37 remaining from the original grant of \$495,188. Staff have been looking into possibilities for what the remaining funds could be used for. The grant agreement restricts that funds can only be used at the St. John's site and has limitations which can only support nature based recreation. The current grant expires in June of 2019 but could be extended for 1 year if necessary. *No motion was made on this item.*

Director's Memo & Report: There were no questions on the monthly reports and statistics.

Chairman's Report: None identified

Committee Member's Report: None identified

Next Month Agenda Items:

Dean moved to adjourn; seconded by Besaw at 6:08 p.m. *Motion carried by all.*

Chad R. Hoerth  
Director of Public Services



Parks & Recreation Office  
215 N. Shawano Street  
New London, WI 54961  
920.982.8521  
Fax: 920.982.8665

Aquatic & Fitness Center  
815 W. Washington Street  
New London, WI 54961  
920.9828524

Senior Center & Transit  
600 W. Washington Street  
New London, WI 54961  
Center: 920.982.8522  
Transit: 920.982.8523

New London Access  
215 N. Shawano Street  
New London, WI 54961  
920.982.8537

Building & Grounds/  
Park Shop  
915 W. Wolf River Ave  
New London, WI 54961  
920.982.8510

# DEPARTMENT OF PARKS & RECREATION

## CITY OF NEW LONDON

### Memorandum

TO: New London Park & Recreation Committee  
FROM: Chad Hoerth, Director of Public Services  
RE: April 1<sup>st</sup> Park and Rec Committee Meeting  
DATE: March 27<sup>th</sup>, 2019

**PLEASE NOTE: THIS MONTH'S MEETING WILL BE HELD ON MONDAY, APRIL 1<sup>ST</sup>  
FOLLOWING THE BOARD OF PUBLIC WORKS MEETING**

Review remaining grant funds for St. John's Park and consider for action approval of a park improvements to St. John's Park utilizing remaining grant funds- As you may recall from the February Parks and Rec Committee meeting, we have \$67,396.37 left over in grant capacity for improvements at St. John's Park. Again the improvements need to be nature based or support nature based activities (so items like athletic venues or playgrounds do not qualify). We've talked about putting a small shelter above the existing picnic table. I obtained a quote for a prefab shelter kit as shown below. Cost would be \$9,122 delivered. It would be a few thousand dollars more for concrete footings and other parts. I'm guessing we can install this for around \$12,000. I also asked the DNR about some other ideas I had for projects and I'm waiting for an answer to see if they qualify. If we want to do these projects we would have to take our 50% of the cost out of unassigned fund balance as we did not specifically budget for these items (as we really didn't know the extent of how much left over grant fund we would have until late in the budget process). If the Parks and Rec Committee wants to proceed and use unassigned fund balance for these improvements a motion would need to be made to the Finance & Personal Committee.



Discuss options/ideas for future park lighting upgrades- Chairman Way suggested to have a discussion on future park lighting upgrades as he's gone through a lighting upgrade process in one of the Winnebago County Parks. More information will be provided at the meeting.

Update on the status of the Newton Blackmour trail extension- As you may recall we applied for a grant for the Newton Blackmore trail for phase 1 of trail development. Unfortunately we were not awarded the grant. We had two factors against us, #1 was a large project in the valley that received a large portion of last year's funding and #2 we lost some points on our application as we had an open grant (the Downtown Riverwall Grant). The engineer and I are going to set up a conference call or meeting with the DNR grant rep to see if it's beneficial to write the grant again or wait a cycle until our Riverwall grant closes.

### Director's Report

1. Years of Service Report:
  - No service anniversaries to report on for March
2. Department Usage & Financial Statistics –Reports will be emailed before the meeting.
3. Upcoming/Past Events –
  - We have a Xtreme Air Trampoline Park Bus Trip planned for April 18<sup>th</sup>.
  - Our annual Underwater Easter Egg Hunt will be on Friday April 19<sup>th</sup> at the New London Aquatics and Fitness Center.
  - Big Whopper Weekend is scheduled for April 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> at Riverside Park.
4. Updates on Projects/Notable Information:
  - With Mother Nature warming things up we're starting to work on getting park venues opened for the season. Once we can get into the diamonds at Memorial and Hatten Parks we'll get those ready for NLHS Softball and Baseball. It will be some time before we can get the bathrooms opened up yet as we need to wait for temperatures to stay above freezing overnight.
  - We have declared an emergency slow no wake order for the rivers. Both Outagamie County and Waupaca County have declared slow no wake emergencies as well. We have signage at the boat launch and have it posted on Facebook and the city's website. We're thinking of placing the buoys in the water next week (we need to wait until the majority of the ice and large debris floats down, otherwise we traditionally have lost lose buoys or they have been tangled up in large logs.

## DESCRIPTION

The Galleon™ LED luminaire delivers exceptional performance in a highly scalable, low-profile design. Patented, high-efficiency AccuLED Optics™ system provides uniform and energy conscious illumination to walkways, parking lots, roadways, building areas and security lighting applications. IP66 rated and UL/cUL Listed for wet locations.

<b>Catalog #</b>		<b>Type</b>
<b>Project</b>		
<b>Comments</b>		<b>Date</b>
<b>Prepared by</b>		

## SPECIFICATION FEATURES

### Construction

Extruded aluminum driver enclosure thermally isolated from Light Squares for optimal thermal performance. Heavy-wall, die-cast aluminum end caps enclose housing and die-cast aluminum heat sinks. A unique, patent pending interlocking housing and heat sink provides scalability with superior structural rigidity. 3G vibration tested and rated. Optional tool-less hardware available for ease of entry into electrical chamber. Housing is IP66 rated.

### Optics

Patented, high-efficiency injection-molded AccuLED Optics technology. Optics are precisely designed to shape the distribution maximizing efficiency and application spacing. AccuLED Optics create consistent distributions with the scalability to meet customized application requirements. Offered standard in 4000K (+/- 275K) CCT 70 CRI. Optional 3000K, 5000K and 6000K CCT.

### Electrical

LED drivers are mounted to removable tray assembly for ease of maintenance. 120-277V 50/60Hz, 347V 60Hz or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Standard with 0-10V dimming. Shipped standard with Eaton proprietary circuit module designed to withstand 10kV of transient line surge. The Galleon LED luminaire is suitable for operation in -40°C to 40°C ambient environments. For applications with ambient temperatures exceeding 40°C, specify the HA (High Ambient) option. Light Squares are IP66 rated. Greater than 90% lumen maintenance expected at 60,000 hours. Available in standard 1A drive current and optional 600mA, 800mA and 1200mA drive currents (nominal).

### Mounting

**STANDARD ARM MOUNT:** Extruded aluminum arm includes internal bolt guides allowing for easy positioning of fixture during mounting. When mounting two or more luminaires at 90° and 120° apart, the EA extended arm may be required. Refer to the

arm mounting requirement table. Round pole adapter included. For wall mounting, specify wall mount bracket option. **QUICK MOUNT ARM:** Adapter is bolted directly to the pole. Quick mount arm slide into place on the adapter and is secured via two screws, facilitating quick and easy installation. The versatile, patent pending, quick mount arm accommodates multiple drill patterns ranging from 1-1/2" to 4-7/8". Removal of the door on the quick mount arm enables wiring of the fixture without having to access the driver compartment. A knock-out enables round pole mounting.

### Finish

Housing finished in super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Heat sink is powder coated black. Standard housing colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available.

### Warranty

Five-year warranty.

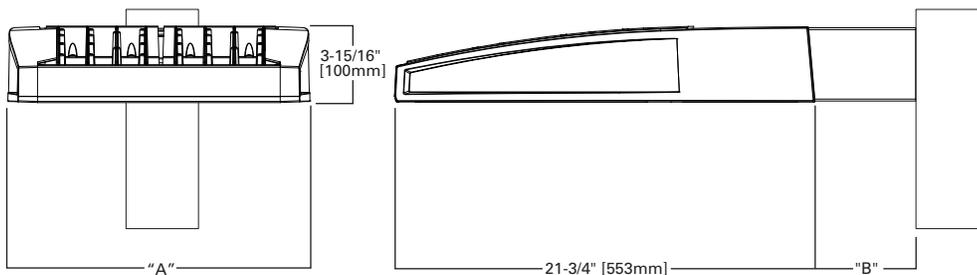


## GLEON GALLEON LED

1-10 Light Squares  
Solid State LED

AREA/SITE LUMINAIRE

## DIMENSIONS

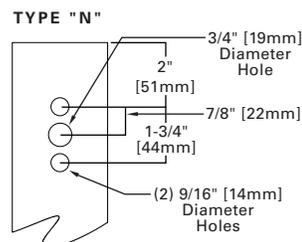


### DIMENSION DATA

Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Optional Arm Length <sup>1</sup>	Weight with Arm (lbs.)	EPA with Arm <sup>2</sup> (Sq. Ft.)
1-4	15-1/2" (394mm)	7" (178mm)	10" (254mm)	33 (15.0 kgs.)	0.96
5-6	21-5/8" (549mm)	7" (178mm)	10" (254mm)	44 (20.0 kgs.)	1.00
7-8	27-5/8" (702mm)	7" (178mm)	13" (330mm)	54 (24.5 kgs.)	1.07
9-10	33-3/4" (857mm)	7" (178mm)	16" (406mm)	63 (28.6 kgs.)	1.12

NOTES: 1. Optional arm length to be used when mounting two fixtures at 90° on a single pole. 2. EPA calculated with optional arm length.

### DRILLING PATTERN



### CERTIFICATION DATA

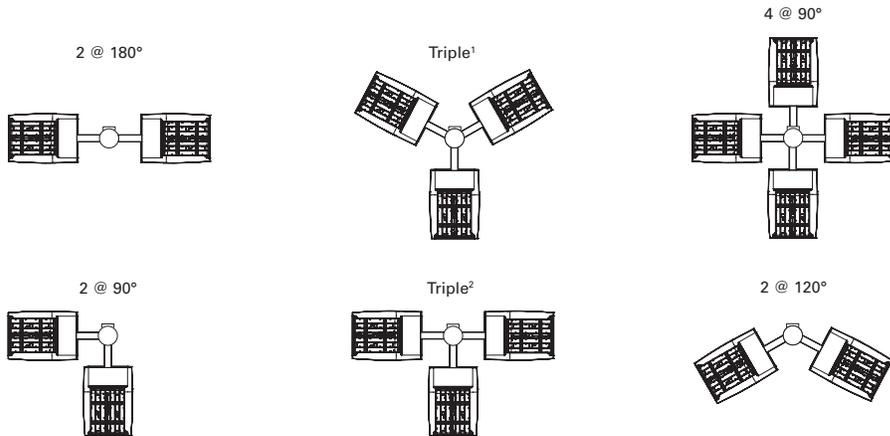
UL/cUL Wet Location Listed  
ISO 9001  
LM79 / LM80 Compliant  
3G Vibration Rated  
IP66 Rated  
DesignLights Consortium™ Qualified\*

### ENERGY DATA

**Electronic LED Driver**  
>0.9 Power Factor  
<20% Total Harmonic Distortion  
120V-277V 50/60Hz  
347V & 480V 60Hz  
-40°C Min. Temperature  
40°C Max. Temperature  
50°C Max. Temperature (HA Option)

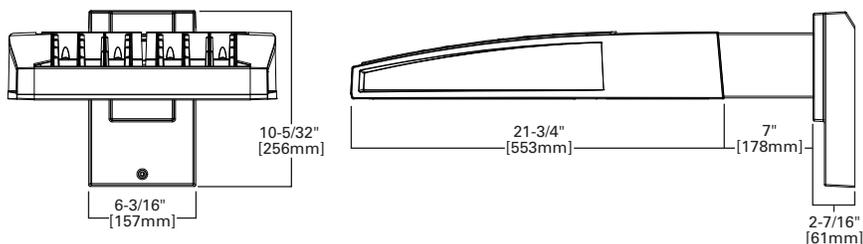
**ARM MOUNTING REQUIREMENTS**

Configuration	90° Apart	120° Apart
GLEON-AF-01	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-02	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-03	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-04	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-05	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-06	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-07	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-08	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-09	16" Extended Arm (Required)	16" Extended Arm (Required)
GLEON-AF-10	16" Extended Arm (Required)	16" Extended Arm (Required)

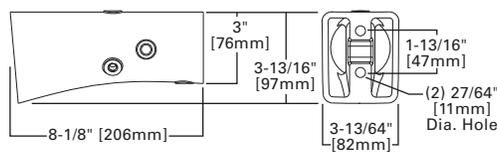


NOTES: 1 Round poles are 3 @ 120°. Square poles are 3 @ 90°. 2 Round poles are 3 @ 90°.

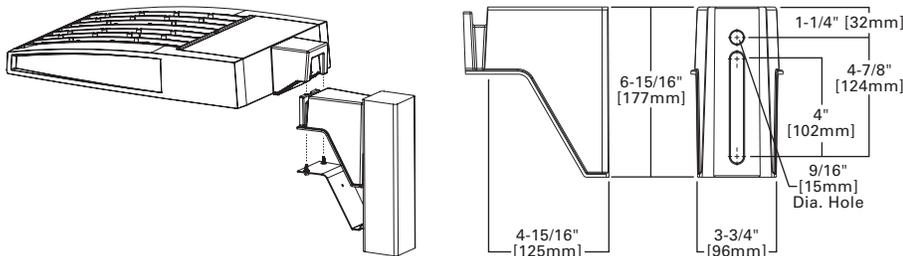
**STANDARD WALL MOUNT**



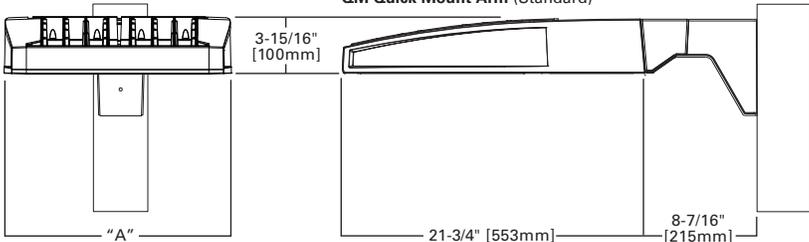
**MAST ARM MOUNT**



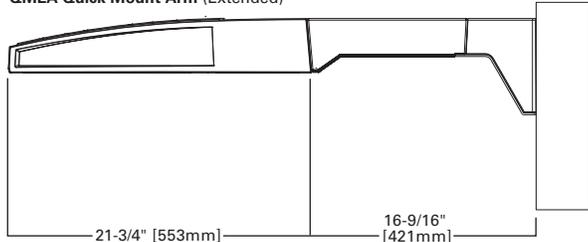
**QUICK MOUNT ARM (INCLUDES FIXTURE ADAPTER)**



QM Quick Mount Arm (Standard)



QMEA Quick Mount Arm (Extended)



**QUICK MOUNT ARM DATA**

Number of Light Squares <sup>1,2</sup>	"A" Width	Weight with QM Arm (lbs.)	Weight with QMEA Arm (lbs.)	EPA (Sq. Ft.)
1-4	15-1/2" (394mm)	35 (15.91 kgs.)	38 (17.27 kgs.)	1.11
5-6 <sup>3</sup>	21-5/8" (549mm)	46 (20.91 kgs.)	49 (22.27 kgs.)	
7-8	27-5/8" (702mm)	56 (25.45 kgs.)	59 (26.82 kgs.)	

NOTES: 1 QM option available with 1-8 light square configurations. 2 QMEA option available with 1-6 light square configurations. 3 QMEA arm to be used when mounting two fixtures at 90° on a single pole.