



# APPLETON GROUNDS 2023 ANNUAL REPORT



# 2023 GROUNDS DIVISION ANNUAL REPORT

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Grounds Manager

Early 2023 saw the completion of the Pickleball Complex in Telulah Park. Lights were installed, furnishings, signage, and landscaping was completed. The 2022-2023 winter allowed skating rinks to be established, but they were only useable for a short time due to warm weather. The dry summer slowed grass growth and reduced the need for mowing, but it required repeated waterings to get new landscaping established, or the reseeding of areas that did not establish. The dry conditions allowed for an area next to the Water Plant to be mowed that we could not access in the past because of it being too wet. Drain tile was installed at the south end of Arbutus Park, another area that is typically too wet. Seasonal pay increases in 2023 allowed for the hiring of a full complement of seasonal employees. This was a big help in making 2023 a successful season.

Homelessness continues to be a major problem in the parks, with increased messes around pavilions, and encampments in wooded areas that needed to be cleaned up. The homeless defeat the pavilion bathroom auto locks by placing objects in the door so it can't lock. The Grounds staff encounters groups of homeless sleeping on the floor of park bathrooms when they arrive in the morning to clean. Some are there to sleep, others leave beer cans and drug paraphernalia behind. They are not always eager to leave when asked. Both seasonal and fulltime employees have raised safety concerns about dealing with the homeless in this scenario. The Police Department has been helpful with checking some of the problem parks in the evening to ensure nobody is in the bathrooms when they lock for the night.

## CONTRACTED PROJECTS

**Appleton Memorial pathway by ball diamonds** – Northeast Asphalt paved from the Miracle League Pavilion to ball diamonds 1-4.



**Jones Park Shade** – A contractor assisted by City staff installed two shade structures at Jones Park.

**Mead Pool Fencing** – Fortress Fence replaced the perimeter fencing on the south side of Meade Pool. They also enclosed a concrete slab that the Grounds staff poured for a new dumpster enclosure.

**Hoover Park Large Diamond** – American Fence performed outfield fence and backstop repairs.

**Appleton Memorial Park East Lot** – Fahrner Asphalt performed thermal repairs, crack filled, and striped the East Lot.

**Peabody Park Basketball Court** – Frank Armstrong Enterprises performed crack repairs to the court.

**Green Meadows Walkway Ramp** – A ramp was added to the pathway connection at Thistle Down Ct.

**Pickleball Complex** – Fortress Fence installed gates on all four corners to facilitate leaf removal.

**Lower Telulah Kayak Launch** – Radke removed and replaced the existing 4-inch metal pilings with wood pilings.

**Striping** – Wisconsin Sealcoat and Striping restriped the PRFMD office lot, the Erb Park lots, the Lower Telulah lot, and a section at Fire Station 6.

**Concrete Raising** – All City Mudjacking raised an area around the flagpole at the Police Department, an area in front of the doors at Fire Station 5, and a slab outside the Miracle League bathrooms.

## CONTRACTED SERVICES

**P&C Portables** - Supplied portable toilets for 2023.

**TrueGreen** – Was contracted for fall herbicide application at the Fire Stations and some medians.

**B&V Maintenance** – Contracted to mow South Point Commerce Park and Northeast Business Park.

## OPERATIONS PROJECTS

- PRFMD pallet racking was secured to the floor.
- Concrete was poured for several memorial benches, a bike rack slab at the Scheig Center, Fire Station 6 new patio and concrete around hydrants. Jones Park had a concrete area for grilling added.



- Bike racks were installed at Jones and Telulah Parks, and at the Scheig Center.
- The new asphalt by path the Memorial Park diamonds was landscaped.
- Kiwanis Park outfield fence repaired after a car damaged it.
- The two observation areas were removed from the shoreline of Telulah Park. These areas needed repair but were never permitted with the DNR. They do not meet current requirements so the DNR would not provide a permit to repair them.
- Pickleball Complex had beds planted, furniture installed, and signage installed.
- Memorial bench slabs were poured, and benches installed.
- The bell was installed at Fire Station 1. Staff planted and landscaped the area around the bell.



- Tables were fastened down at pavilions where problems were occurring with tables stacked for roof access or dragged into the bathrooms.
- New park signs were installed at Highview and Einstein Parks.
- Magnetic bollards were installed in place of a gate on the roadway down to Lower Telulah Park.
- The dry summer allowed for drain tile to be installed on the south end of Arbutus Park.
- The dry summer also required staff to water established beds and newly installed landscaping to get grass to germinate and stay alive.
- The basketball rims were replaced at Highview Park.
- Acre of Art bases were removed from College Ave and Vulcan Heritage Park.
- Homeless encampments and debris collected and disposed of.
- The vehicle gate at MSB developed issues. Staff worked with a mechanic/welder from DPW to get the gate repaired.
- Bio-compost was hauled in from Utilities and top dressed onto the Memorial Park fields that flag football is played on.
- The hill at Wastewater was mowed. The dry summer also allowed for areas at the Water Plant to be mowed.
- The stamped concrete around the Scheig Center was power washed and sealed.
- The Jones Park wooden stairs were power washed because they were getting slippery.
- A spot was excavated, and concrete poured for a new drinking fountain at Lions Park.
- The CE Trail was undermined by some Utility work. Grounds staff cut open the asphalt and repaired the base. DPW patched with hot mix.

## ANNUAL RESPONSIBILITIES

- Daily cleaning of parks, pavilions, and rest rooms.
- Maintained 610 acres of turf.
- Maintained 13.25 miles of trails.
- Snow removal for Fire Stations, Wastewater, park lots, sidewalks, trails, water towers, and lift stations.
- Maintained ice rinks at Pierce, Erb, Highview, and Jones Parks.
- Graffiti/vandalism removal and repair.
- Park benches and tables were repaired and refurbished.
- Low branches that interfere with mowing removed.
- Landscape beds mulched, weeded, and cleaned up.
- Invasive plants removed or treated.
- South side parks and all sports fields were treated for broadleaf weeds and fertilized.
- Areas we are responsible for snow removal were staked.
- Hockey dasher boards were set up at Jones and Pierce Parks.
- Rinks were flooded and maintained for a short time in January and February 2023.
- Cross country ski trails were groomed at Reid Golf Course and Appleton Memorial Park.
- Fire Department, Wastewater, and park lots plowed for snow. Trails and sidewalk routes cleared of snow.
- Soccer, tennis, and pickleball nets installed in the spring and removed in the fall.
- Sport courts inspected, maintained, and kept free of debris.
- Park shade sails installed in the spring and removed in the fall.
- The ADA kayak launches at Lutz and Telulah Parks are installed in the spring and removed in the fall.
- The bases from 17 ball diamonds are installed in the spring, removed in the fall, and cleaned up/repared over the winter.
- 17 ball diamonds dragged and maintained for Little League, Recreation, Adult League, and weekend tournaments.
- Preventative maintenance and repairs were performed on the powered security gates at MSB, Wastewater, Water, PD, and Valley Transit.
- Recreation programming equipment was delivered and returned as needed throughout the year.
- Picnic tables were delivered and returned for various internal and external events.
- 29 playgrounds inspected monthly, and repairs made.
- Playgrounds top dressed with mulch.
- Mulch, topsoil, and rock salt delivered to the Fire Stations when requested.
- Sports fields and high use areas were aerated.
- Soil samples taken and tested.
- Snowplow damage repaired.
- Maintained archery range and targets.
- Treated medians, roundabouts and other hard surface cracks with herbicide.
- Maintain irrigation at Erb Pool and Memorial Park diamonds.
- Maintain the flags at College and Memorial, Veteran's Park, and by the "Doughboy".

### **Special Events**

The Grounds Division works with many special event organizers to make their event successful for residents and visitors.

- Sky Dance
- African Heritage, Inc.
- Jaycees
- ADI
- YMCA
- Soul Burner
- Art in the Park
- Irish fest
- Octoberfest

- Special Olympics

#### **Grounds Division Collaborative and Volunteer Projects**

- The Friends of the Scheig Center Gardens continued relationship for labor and expertise in maintaining the gardens.
- Coordinated workdays with the various Adopt a Park groups.
- Coordinated with school groups, and scouting troops to pick up litter, sticks, trail clean up and Eagle Scout projects.
- Continued sharing of equipment with the Department of Public Works.

#### **Training**

- Grounds Manager recertified as a Certified Playground Safety Inspector.
- Grounds Staff received First Aid, CPR, and Stop the Bleed Training.
- Grounds Staff received chain saw and tree felling training.
- Two Grounds Staff attended “Salt Wise” training on the proper application of road salt.
- CVMIC Playground Safety Training.
- LEARN Training
- Grounds Manager enrolled in Thrive Academy.