

## Sonja Birr

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**From:** Chad Scheinoha  
**Sent:** Thursday, October 12, 2017 9:20 AM  
**To:** Steve Corbelle  
**Cc:** Dan Koski; Sonja Birr  
**Subject:** FW: Disc golf funding request  
**Attachments:** scan0332.pdf

Steve,

Jim Brey wanted this to go to finance committee and offered to take this up as a finance item on the council floor or before the council meeting. How do we make this happen and who do I need to get it to for the agenda next Monday?

Also the amount below is a bit different than what PI approved. Does this matter?

### ***Chad J. Scheinoha***

City of Manitowoc, Dept. of Public Infrastructure  
(Park, Cemetery, Lift Bridge and Electrical Operations)  
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**From:** Chad Scheinoha  
**Sent:** Thursday, October 12, 2017 9:17 AM  
**To:** Steve Corbelle; James Brey - D4  
**Cc:** Dan Koski; James Van Lanen ([jlm@hinn.com](mailto:jlm@hinn.com)); Lee Kummer - D5  
**Subject:** Disc golf funding request

Steve/Jim,

Thank you for taking this up at Finance and council next week. Jim has been hard at work and as always has tracked all of his costs to the penny for this and other projects. After I sat down with him yesterday and looked at actual costs of the project we caught 2 things.

- My memo to PI Committee was off a bit in the request amount for new items. I forgot to add the locks into the total \$\$\$ amount from the park land fund after Kathleen approved this in an e-mail I had sent her. This amount was only \$221.00. This would be immaterial considering the following though.
- Jims actual costs related to the "new" items for this project to date comes out to \$10,145.00. Other costs related to the "non new" items to make this project zero out are \$2,813.00. This is noted on the attached sheets and highlighted the same color as the previous request so that you can easily compare.

I would ask that the request be submitted to council as follows to make Jims project complete or zero balance.

- \$10,145.00 from the Parkland Dedication Fund
- \$1,681.00 from the Silver Creek Donation tube
- \$1,132.00 from the room tax reserve fund

Please let me know if you have questions

***Chad J. Scheinoha***

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MEMO

Date: 10-5-17

To: PI Committee

From: Chad Scheinoha

Re: Request for support/approval of donation tube funds and room tax funds

Recently council approved \$11,388.00 from the Parkland Dedication Fund for a project at Silver Creek Park. The approval was subject to the city attorney approving it aligned with the terms of the Parkland Fund Policy. After the attorney's review, it was determined that the funds could not be spent as originally proposed/approved.

The project proposal only included \$8,516.00 toward "new" amenities in the park. This determination left the project \$2,651.00 short.

After discussions and support from The Mayor, Engineering Department, Finance Department, and the Attorneys Office the following is being requested for approval. \$1,500.00 from the donation tube for Silver Creek Park and \$1,151.00 from room tax. This will complete the project this fall and is in compliance with the city attorney's recommendation of expenditures from the Parkland Fund to only be used for "new" equipment. It will also allow Jim V, DEWDG, and Manitowoc to bid this year on the 2018/2019 Disc Golf Pro Tour which has an estimated economic impact of \$170,000.00 for the area.

New items for Silver Creek Park include:

- 2 permanent porta john structures
- 4 permanent benches
- 2 permanent safety walls/benches
- 20 padlocks

*\$1,576.00 increase*  
*} extra cost related to these items*

Chad Scheinoha  
Operations Division Manager

Parkland Expenses	Date	Amount	By	Description
DEW (above)	10/11/17	2302	DEW	Wood, screws, bags of cement, brackets, etc
Braun (above)	10/11/17	1077	Braun	Wood, screws
Fricke Concrete	10/5/2017	340	MPRD	2 yards of concrete delivered
Holschbach Excavating	10/4/17	150	MPRD	12 Yards black dirt
Ace Hardware	43006	477	MPRD	36 Padlocks
City of Manitowoc	10/11/17	300	MPRD	24 yards black dirt
Labor	10/11/17	5000	Volunteers	250 hrs
Tom Holsten	10/31/17	500	Tom Holsten-DEW	Custom Basket top

**=Total Parkland Funds Requested** 10145

Balance of Original Grant 1243

Grant Budget Shortage 604

Repay MPRD Expenses 967

**=Total Other Funds Requested** 2813

**=Total Grant** 12959 Match % = 41.74%

Non-Parkland Expenses	Date	Amount	By	Description
DGA	9/21/17	20900	DEW	38 Mach X baskets (deluxe)

**=Total Project Cost** 31045

Silver Creek Park 2017 Expansion Project				DEW Disc Golf	10/11/2017
Payee	Date	Amount	By	Description	
Ace Hardware	9/16/17	99.75	BoA	Auger Rental	
Lowe's	9/16/17	116.93	BoA	Quikrete 32@2.59 - Gloves 3 for \$5.00 - Screws 5# for \$23.48	
Lowe's	9/16/17	65.27	BoA	Quikrete 24@2.59	
Little Ceasars	9/16/17	14.27	BoA	Vol lunches	
Lowe's	9/21/17	80.28	JVL Lowe's Card	Impact Driver	
Lowe's	9/21/17	29.39	JVL Lowe's Card	Screws for walls - skil saw blade	
Eis Implement	9/21/17	73.24	BoA	Brush cutter blade, chainsaw chain, brush cutter oil	
Lowe's	9/29/17	227.54	JVL Lowe's Card	8-Post Anchors, 8-Concrete Pins 4.5", 8-Galv Eye Hooks 6", 25-Tap Cons 3.25", drill bit	
Lowe's	9/29/17	7.64	JVL Lowe's Card	8-Carriage Bolts, Nuts, Washers, lock washers (to secure posts to anchors)	
Lowe's	9/30/17	32.91	JVL Lowe's Card	4# Hammer, 2-3/8" x 24" rebar for 4" concrete pegs	
Grand Rental Station	9/30/17	15.75	BoA	Hammer Drill Dental (Tee 29 holes)	
Lowe's	9/30/17	6.92	JVL Lowe's Card	1# 2" deck screws for concrete pins	
Lowe's	9/30/17	7.75	JVL Lowe's Card	3-50# bags quikrete for sign posts	
Lowe's	10/5/17	22.91	JVL Lowe's Card	Plastic to cover concrete in rain 2-10' x 25'	
Lowe's	10/5/17	30.89	JVL Lowe's Card	Trailer Hitch 2 5/16" for hauling bobcat	
Reedsville C-store	10/5/17	23.73	BoA	Diesel for bobcat	
Ace Hardware	10/5/17	15.75	BoA	Rental of concrete tools	
Lowe's	10/6/17	47.43	JVL Lowe's Card	20-Steel Rebar & 1/2" drill bit for tee frames	
Festival Foods	10/6/17	2.99	Cash	1-cs of water	
Popps BP	10/8/17	11.34	BoA	Fuel for generator	
Lowe's	10/9/17	40.77	JVL Lowe's Card	8-angle iron brackets & tap cons for ports-shelters	
DGA	10/9/17	252	BoA	Custom chains - to match Mach X for lighthouse hole	
Braun Bldg Center	9/16/17	273	Braun	8-4x6x12' 8-4x6x16' 4-2x6x16' Benches/Safety Walls	
Braun Bldg Center	9/23/17	1404.42	Braun	Balance of Wood for Benches/Safety Walls	
Braun Bldg Center	10/5/17	370.96	Braun	Wood for Port-a-john screening	
Braun Bldg Center	10/10/17	105	Braun	Balance of Wood for Port-a-john screening	
Summary	DEW	1225.45			
Summary	DEW-Braun	2153.38			

Name	Date	In	Out	Total	Description
Jim Van Lanen	08/25/2017	7.5	8.5	1	MPRD Meeting
Jim Van Lanen	09/06/2017	17.5	19	1.5	Infrastructure Comm Mtg
Crystal Whatley	09/06/2017	17.5	19	1.5	Infrastructure Comm Mtg
Matt Strathman	09/06/2017	17.5	19	1.5	Infrastructure Comm Mtg
Jim Van Lanen	9/13/2017	15	16	1	Braun Mullding Ctr Mtg
Jim Van Lanen	9/16/17	7.5	16	8.5	Set 4x6 posts (16)
Jim Mc Kay	9/16/17	10	16	6	Set 4x6 posts (16)
Nick Mrozinsky	9/16/17	10	16	6	Set 4x6 posts (16)
Steve Hoffman	9/16/17	11	13	2	Set 4x6 posts (16)
John Buck	9/16/17	12.5	16	3.5	Set 4x6 posts (16)
Jim Van Lanen	9/22/17	7.5	15.5	8	Build benches, start bench install
Paul Grossteuck	9/22/17	9.5	15.5	6	Build benches, start bench install
Jason Garza	9/22/17	9.5	15.5	6	Build benches, start bench install
Jim Mc Kay	9/22/17	13	15.5	2.5	Build benches, start bench install
Nick Mrozinsky	9/22/17	13	15.5	2.5	Build benches, start bench install
Jim Van Lanen	9/23/17	8	13	5	Bench install and wall install
Paul Grossteuck	9/23/17	8	16.5	8.5	Bench install and wall install
Jim Mc Kay	9/23/17	8	16.5	8.5	Bench install and wall install
Nick Mrozinsky	9/23/17	8	16.5	8.5	Bench install and wall install
Jason Garza	9/23/17	8	16.5	8.5	Bench install and wall install
Kevin Luchsinger	9/23/17	8	16.5	8.5	Bench install and wall install
Toby Mrozinsky	9/23/17	10	12	2	Bench install and wall install
Nick Mrozinsky	9/30/17	9	16	7	Setting Concrete Forms
Jason Garza	9/30/17	9	16	7	Setting Concrete Forms
Jim Van Lanen	9/30/17	9	16	7	Setting Concrete Forms
Nick Mrozinsky	10/5/17	15	21	6	Pouring Concrete
Jason Garza	10/5/17	14	21	7	Pouring Concrete
Jim Van Lanen	10/5/17	9	18.5	9.5	Pouring Concrete
Nick Mrozinsky	10/6/17	8	17	9	Build hole 29 tee box & backfill
Jason Garza	10/6/17	8	17	9	Build hole 29 tee box & backfill
Jim Van Lanen	10/6/17	8	15.5	7.5	Build hole 29 tee box & backfill

Jason Johnston	10/6/17	8	13	5 Build hole 29 tee box & backfill
Steve Hoffman	10/6/17	11	13	2 Build hole 29 tee box & backfill
Nick Mrozinsky	10/7/17	11	15	4 Move Wood Chips
Jim Mc Kay	10/7/17	11	15	4 Move Wood Chips
Jim Van Lanen	10/8/17	10	15	5 Build Frame Porta-shelter 1 & move dirt
Nick Mrozinsky	10/8/17	10	13.5	3.5 Build Frame Porta-shelter 1
Jim Van Lanen	10/9/17	15	18.5	3.5 Build Frame Porta-shelter 2 & finish 1
Jim Mc Kay	10/9/17	15	18.5	3.5 Build Frame Porta-shelter 2 & finish 1
Nick Mrozinsky	10/9/17	15	18.5	3.5 Build Frame Porta-shelter 2 & finish 1
Jim Van Lanen	10/10/17	16	18.5	2.5 Deliver wood & setup for finish 2
Jim Van Lanen	10/13/17	9	16	7 Finish surround on porta-shelter 2 & backfill tees
Nick Mrozinsky	10/13/17	9	16	7 Finish surround on porta-shelter 2 & backfill tees
Jim Mc Kay	10/13/17	9	16	7 Finish surround on porta-shelter 2 & backfill tees
Steve Hoffman	10/14/17	8	16	8 Spread dirt and wood chips
Jason Garza	10/14/17	8	16	8 Spread dirt and wood chips
Jim Van Lanen	10/14/17	8	16	8 Spread dirt and wood chips
Nick Mrozinsky	10/14/17	8	16	8 Spread dirt and wood chips
Jim Mc Kay	10/14/17	8	16	8 Spread dirt and wood chips
Total Hours				273.5

## Chad Scheinoha

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**From:** Kim Lynch  
**Sent:** Tuesday, October 10, 2017 1:27 PM  
**To:** Chad Scheinoha  
**Subject:** FW: ShoreTel voice message from CELLULAR CALLER, +19203740402 for mailbox 6962  
**Attachments:** B3MPEVFBM.wav

2813

The balance is \$1681.00 for the disc golf.

= 1132 from room tax reserve

Kim Lynch | Comptroller/Deputy Treasurer  
City of Manitowoc  
900 Quay Street  
Manitowoc, WI 54220  
(920) 686-6962

-----Original Message-----

**From:** ShoreWare Voice Mail [[mailto:voicemail\\_sender@ShoreTel](mailto:voicemail_sender@ShoreTel)]  
**Sent:** Thursday, October 05, 2017 11:35 AM  
**To:** Kim Lynch <[klynch@manitowoc.org](mailto:klynch@manitowoc.org)>  
**Subject:** ShoreTel voice message from CELLULAR CALLER, +19203740402 for mailbox 6962

You have received a voice mail message from CELLULAR CALLER, +19203740402 for mailbox 6962.  
Message length is 00:00:13. Message size is 107 KB.