

COMMITTEE OF THE WHOLE AMENDED MEETING AGENDA  
TUESDAY OCTOBER 1, 2024, 7:00 PM  
BERLIN COMMON COUNCIL CHAMBERS  
Zoom Meeting ID: 893 1930 8907 Password: 123456

1. Roll Call
2. Virtual Attendees Seated (if necessary)
3. General Public Comments. Registration card required (located at podium in Council Chambers).
4. Approval of Minutes. RECOMMENDATION: Approve the minutes from the September 3, 2024 Committee of the Whole meeting.
5. 2025 Budget Discussion on Capital Projects including Pool Evaluation and Streets Projects. RECOMMENDATION: Listen to staff presentation with action to Common Council as appropriate.
6. Election worker Sara Rutkowski. RECOMMENDATION: Approve Sara Rutkowski as election worker with action to Common Council as appropriate.
7. ATV/UTV Ordinance and Referendum. RECOMMENDATION: Discussion and action as appropriate.
8. Adjourn.

*Note: In adherence to the City of Berlin Public Meeting Participation Policy, public participation will be allowed under each agenda item at the discretion of the presiding officer, with the exception of the Consent Agenda. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Internet, City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting to either the presiding officer or City Clerk.*

**CITY OF BERLIN COMMITTEE OF THE WHOLE MEETING MINUTES**  
**TUESDAY, SEPTEMBER 3, 2024 7:00PM**  
**BERLIN COMMON COUNCIL CHAMBERS, CITY HALL**  
**Zoom Meeting ID: 893 1930 8907 Password: 123456**

Mayor Bruessel called the Committee of the Whole meeting to order at 7:00 p.m. Present: Ald Stobbe, Boeck, Burgess, Durtschi, Dretske and Nigbor. Staff present: Attorney Matt Chier, Sara Rutkowski, Tim Ludolph, and Deb Thiel.

No public Comments

#4 - Approval of minutes. Durtschi made a motion to approve the August 6, 2024 committee of the whole meeting minutes as presented. Dretske seconded the motion. Motion passed unanimously with voice vote.

#5 – Weights & Measures Services Contract. Sara Rutkowski presented. We can only make so much in revenue and last year we made more than what we should have. They had us increase our fees last year and this year they have increased their fees, however they will help with invoicing and follow-up on the invoices. They will have access to all the big corporations which will take work off of us and the revenues will be sent to us. Nigbor made a motion to move to council. Burgess 2<sup>nd</sup> the motion. Motion passed unanimously with voice vote.

#6 – Ordinance 09-24 Vacant Building Registration. Tim Ludolph presented. In review, he would like to remove the vacant building registration code for residential property exemption from the ordinance, making it more effective and fair. Stobbe made a motion to move to council. Dretske 2<sup>nd</sup> the motion. Motion passed unanimously with voice vote.

#7 – 2025 Budget/ARPA Funds Requests. Rutkowski presented. Road projects were discussed. Quotes were given, some just road projects and some bigger projects with utility work needed as well. Last year 3 blocks were completed. Discussion followed with different thoughts on how to proceed. Debt info, payments and borrowing options were asked to see by council. The council will be able to tour the pool to see what it looks like emptied, no final quotes have come in to fix the pool as of yet. The Emergency Management position was discussed as our person will be retiring. Right now he is 50-50 between the county and the city. The county will be absorbing the roll that our persons fills into the county so this position will no longer be a full-time position. The council would like to sit down with the employee to find out what he all does in his position before a decision is made. Next up was the discussion on ARPA funds that are still available. Not a whole lot of quotes have come in to allocate the funds. Would like to wait until next week before deciding on the projects. Must be allocated this year but does not have to be used until 2025-2026. Many ideas were discussed. Passed with voice vote.

Diane, from Mid-State (MSA) talked to council about what her and her company can offer to the city in regards to finding an interim city administrator while seeking our next administrator. For an interim role the shortest she has been involved in was 6 months and longest just over a year. The average time to get someone into the interim role would be a week or two.

#8 – Motion to convene into closed session pursuant to Wis Stat 19.85. Dretske made a motion to close the session at 7:46pm. Burgess 2<sup>nd</sup> the motion. Motion carried unanimously.

Discussion continued in closed session.

*Deb Thiel, Deputy Clerk*

DRAFT

## Susan Kiener

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**From:** Scott Zabel  
**Sent:** Monday, September 30, 2024 9:14 AM  
**To:** City Administrator; Susan Kiener  
**Cc:** Debra Thiel; Caitlin Hilgart  
**Subject:** FW: #60575 Berlin Pool Evaluation - ROM Documents  
**Attachments:** Berlin Aquatic Center -Holtz Builders Conceptual Budget - 09-27-2024.pdf; 2024-09-30 - Berlin Report Const Estimates and Wish List items 60575.pdf; 2024-08-28 - Berlin Family Aquatic Center Ramaker Report 60575.pdf

Good morning,

Please include the email and attachments regarding the pool evaluation for discussion at the COTW meeting, thank you!

**From:** Austin Nolden <anolden@ramaker.com>  
**Sent:** Monday, September 30, 2024 7:58 AM  
**To:** Scott Zabel <szabel@cityofberlin.wi.gov>  
**Subject:** #60575 Berlin Pool Evaluation - ROM Documents

Hello Scott,

Thank you so much for your patience. Attached are the ROM documents with estimates from Holtz Builders, Badger Swim pools, and Fischer Bros for the items in the report and on the Berlin Wish List.

I am currently planning on attending the meeting tomorrow night virtually to answer any questions that may arise, can you please let me know how to call in or join the meeting on Teams, Zoom, etc.?

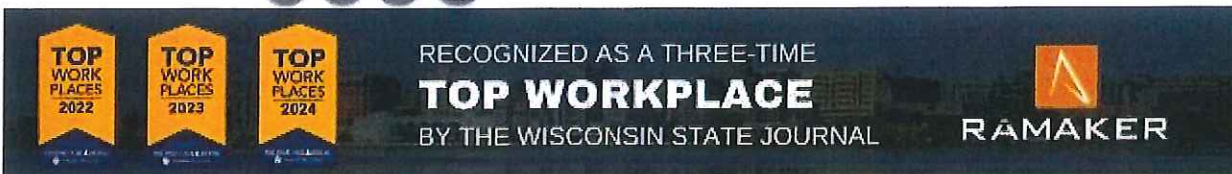
A few things to note, Holtz Builders feels confident in the number that they have provided but they were unable to get a bid in time on switching out the windows in the guard shack. Also, in regard to the water train assembly in the mechanical room that feeds the bathhouse, you have to reach out to the manufacturer in order to get solid estimates to replace the corroded valves. They weren't able to get a response from the manufacturer which is why there isn't a value for that in the estimate.

Please review the attached documents and let me know if you have any questions or concerns prior to the meeting tomorrow night.

Regards,



**Austin Nolden, P.E.** | Project Manager  
**RAMAKER** | *employee-owned*  
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D (608) 424-5538 | M (608) 370-2744  
[www.ramaker.com](http://www.ramaker.com) | [anolden@ramaker.com](mailto:anolden@ramaker.com)





August 28, 2024

Berlin Family Aquatic Center  
255 Webster Street,  
Berlin, Wisconsin 54923  
Attn: Scott Zabel

**SUBJECT: EVALUATION SUMMARY OF EXISTING OUTDOOR SWIMMING POOL FACILITY**

**PROJECT: BERLIN FAMILY AQUATIC CENTER  
BERLIN, WISCONSIN  
RAMAKER & ASSOCIATES PROJECT #60575**

Dear Mr. Zabel:

The City of Berlin (Berlin) has hired Ramaker & Associates, Inc. (Ramaker) to evaluate the existing swimming pool basin, pool equipment, locker rooms, mechanical room, and bathhouse for compliance with the State of Wisconsin Pool Code at their Berlin Family Aquatic Center in Berlin, Wisconsin. This report is a follow up on the pool facility evaluation performed by Ramaker on July 16, 2024, and August 22, 2024, by Austin Nolden (Aquatics Project Manager), Carol Wilhelm (Architectural Job Captain), and Andy Skjolaas (Aquatic Designer).

The Berlin Family Aquatic Center was constructed in 1992 by Gremmer-Ohm. The current facility includes a bathhouse on the west end, a below ground mechanical building, two surge tanks and the pool vessel. The pool vessel has a zero-depth beach entry, slide plunge area, six 25-yard lap lane area and diving well with a single 1-meter diving board. Additionally, there is one waterslide into the slide plunge area and two drop slides terminating in the dive hopper. The facility has lighting for the pool area allowing for nighttime swimming.

During the site visit, the pool appeared to be functioning well, but one key issue was noted that put prolonged use of the facility in jeopardy.

- Slide Plunge Area – Starting approximately 10-12 years ago, Berlin noticed that they were losing water over the edge of the pool by the stairs into the slide plunge area. Berlin expressed that the water loss has increased in the past five years. During the visit it was clear to Ramaker that some sinking had occurred in that corner of the vessel. During the second visit Ramaker observed large cracks in the gutter on either side of the slide plunge area indicating that this area has settled. It appears that the slide plunge area is the only part that is sunk. However, before repairs are made, a survey of the empty vessel will need to be conducted to accurately determine the bounds of reconstruction. To reduce water loss during use, the operators of the facility lowered the water level in the vessel during the time of the visit. Ramaker was unable to determine if other areas of the pool were impacted due to inconsistent rim flow over the gutter around the pool perimeter.

Currently, swimming lessons are administered at the pool, and the facility stands as a cornerstone of aquatic sports and activities in the community. This pool facility adds to the quality of life in the Berlin community. If the pool was shut down for extended maintenance, or permanently closed, the negative impact would be significant for young families, students, adults and seniors – members of the community who enjoy the fitness and recreational benefits that swimming pools provide.



This report provides a summary of noted concerns and potential improvements for consideration by the City of Berlin. Photographs can be found in Appendix A for reference. Initial photos 01 and 02 provide an overall view of the facility and bathhouse.

### Pool Area Deck and Deck Equipment

The pool area deck and deck equipment appear to be in good condition. Modifications to the existing pool deck will be required if there are any major alterations to the pool area or basin.

1. Pool Area Deck: Overall good condition, one crack noticed at the base of the diving board. There is landscaping that is growing onto the pool deck under the waterslide. This should be trimmed back to not cover the deck walkway. Continue maintenance as normal. See photo 03.
2. Pool Deck Width: According to the Wisconsin pool code, pool deck must extend at least six feet from all basins. The deck between the pool vessel and the edge of the slide area is only 5'-8" wide. See photo 04. Additionally, there is landscaping under the waterslide that does not have a 4" depression that is required between the pool deck and the landscaping grade according to code. This was likely code compliant when first installed but should be renovated to achieve the 4" difference again.
3. Pool Deck Drains: All deck drains appear to be functioning adequately. Continue maintenance as normal.
4. Pool Depth Markers: Depth markers are constructed from 8"x8" tiles and are compliant with code. "No diving" markers are also present and in the necessary locations.
5. Pool ADA Lift: The facility does not have an ADA lift. Ramaker recommends installing one before this becomes an issue as the ADA code requires a second means of ADA access due to the pool perimeter being greater than 300 feet.
6. Pool Stairs: There is one set of stairs into the slide plunge area that appear to be in good condition. The handrails are 2'-9.5" tall and 5'-10.5" apart with minimal corrosion. Code requires that the leading edge of all steps be distinguished by a color contrasting with the color of the steps and pool floor. When the pool is refinished, this stripe should be added as well. Continue maintenance as required. See photos 05.
7. Pool Access Ladders: There are seven sets of access ladders, with one located in the middle of the diving hopper on the east end of the vessel. There is slight corrosion on the east dive hopper ladder and on the south shallow side ladder. See photos 06.
8. Lifeguard Chairs: There are four stationary chairs, and two portable chairs around the vessel. There was corrosion observed on all the lifeguard chairs to some degree, but they are otherwise in good condition. There is a broken support on the lifeguard chair on the east side of the lap lane area. The corrosion on each lifeguard chair should be treated as needed. Chairs that can't be repaired should be replaced to avoid failure in the future. See photos 07, and 08.
9. Diving Board: There is one 1-meter diving board into the dive hopper and there is significant corrosion present. This corrosion should be removed with a wire brush and refinished. Parts of the diving board that can't be repaired should be replaced to avoid failure in the future. A new diving board stand that is not like for like with the existing diving board, will require DSPS submittal. The decking around the diving board is cracked and should be monitored and maintained as needed. See photos 09, 10, and 11.
10. Slide Plunge Area: The slide plunge area shows signs of sinking with water running over the gutter by the stairs and onto the deck behind it. Further investigation is needed to determine the extent of the sinking in this corner. It is possible that the entire northern section of the pool from the zero-depth entry to the slide plunge has sunk. It appears that the northern section of the zero-depth entry is lower than the section adjacent to it. The nearby deck sections don't show any signs of cracking or strain. During the second site visit cracks in the gutter were observed on either side of the slide plunge area indicating settling. See photos 12, 13, 14 and 15.
11. Pool Enclosure: The facility is surrounded by chain link fencing along the entire perimeter. There are gaps larger than 4" observed in several locations specifically on the southeast corner of the enclosure. The fencing should be repaired so that there are no gaps larger than 4" to meet pool code requirements. See photo 16. Update photo callout.

## Pool Basin

A significant effort has been put forth to keep this pool functional throughout the years. There are numerous surface cracks that were observed in the pool basin and the finish should be redone as it is flaking off in places around the pool vessel. See photos 17, 18, and 19.

1. Pool Piping: The majority of the piping is PVC with some metal piping components in the mechanical room. All metal components have severe corrosion in the mechanical room and should be replaced. Pool piping under the basin could be leaking and causing settling in the plunge area. Piping should be scoped to confirm there is no pipe leak.
2. Pool Perimeter Overflow Gutter: The gutters physically looked to be in good condition except around the slide plunge area. As stated above, there were places on either side of the waterslide that were cracked. The bullnose piping that is used on the gutter rim is outdated and has been discontinued. There are areas where the bullnose has been broken and has been replaced with PVC pipe as a stopgap measure. Some tiles are missing altogether. Broken and missing tiles can result in sharp edges around the pool. Additionally, the operators reduced the water level in the pool to minimize water loss in the slide plunge area which led to improper rim flow over the majority of the pool perimeter. Ramaker recommends replacing the bullnose tile completely. See photos 20, and 21.
3. Filtered Water Inlets: Pool uses floor inlets that appear to be in good condition, continue maintenance as necessary.
4. Main Drain(s): Two 18"x36" VGBA approved drains in diving well on side of functioning diving board. Sump information was not provided at the time of the visits. When main drain grates are replaced in the future, the grate manufacturer may have to verify existing sumps are compliant with potential new grates, or else both the grates and sumps will have to be replaced. If a new pump is installed, sump information may be required.
5. Basin Shell: Pool finish consists of painted concrete. The vessel was last painted 15 years ago and there are areas in the zero depth basin where the paint has flaked off exposing the concrete. Ramaker recommends repainting the areas as needed. See photo 22.
6. Basin Depth: The existing pool has a zero depth entry with a 3'-8" lap lane area and a 12' deep diving hopper.

## Waterslide and Drop Slides

The waterslide and drop slides were evaluated in the spring of 2024 for structural stability. They are showing some signs of wear and corrosion but are otherwise in good condition. Berlin desires to have the slides refinished.

### Waterslide

1. There are some spots of corrosion on the support structure that should be treated with a wire brush and have the finish reapplied. See photo 23.
2. There is corrosion present on some of the bolts on the structural as well. These bolts should be treated to remove the corrosion. Bolts that can't be treated should be replaced. See photo 24.
3. There are bolts outside the roped off area that don't have covers and could injure patrons passing by. All bolts within arm's reach should be covered to prevent this. See photo 25.

### Drop Slides

1. There is significant corrosion underneath the starting platform. This should be removed with a wire brush and then refinished. If this cannot be treated, the landing should be replaced. See photo 26.
2. Currently the stairs to the drop slide don't meet building code requirements and are grandfathered in. If the slide is removed, it will not be able to be reinstated with the current stairs.

## Pool Surge Tanks

The facility has two surge tanks. The first surge tank is north of the dive hopper and is being fed from a single 1.2" dropout from the northwest corner of the dive hopper gutter. From here this surge tank feeds an existing surge tank that is part of the mechanical room with another 1.2" pipe. The pool recirculation pump pulls directly from the existing surge tank to begin the recirculation process.

1. Overall, the surge tank appears to be in relatively good condition. No cracks in the tank walls, or leaks were noted. Continue maintenance as required.
2. The tank is supplied water from the pool perimeter gutter. The recirculation pump draws directly from the tank with no connections to the pool basin. See photo 27.

## Pool Water Treatment Equipment

The equipment was operating as intended during the visit and was visually evaluated by Ramaker.

- *Recirculation Pump:* One 30 HP pump with some slight corrosion. Heavy corrosion on the reducers out of the pump and on the strainer. Aurora AS08-07144, 5X6X11, 341-BF, 1250 GPM @ 80 TDH, 1800 RPM. See photo 28.
- *Waterslide Pump:* One 20 HP pump with some slight corrosion. Heavy corrosion on the reducers out of the pump and on the strainer. Aurora AS-09-12687, Model 5X6X11 - LB, 341-BF, 1000GPM @ 40 TDH, 1800 RPMs. See photo 29.
- *Water Feature Pump:* One 15 HP pump with some slight corrosion. Heavy corrosion on the reducers out of the pump. See photo 30.
- *Filter:* There are five Pentair Triton TR-140 filters and seven Astral Pool filters Model 27857 configured in a concrete shelf system with six on top and six on bottom. This configuration is likely not code compliant. The recirculation rate of the pool is 1250 GPM which requires 104.2 GPM per filter for equal flow. With the Astral filter areas at 6.84 square feet, they configuration can only supply 102.6 GPM maximum per the code required 15 GPM/square foot. The Astral filters should be replaced with Triton TR-140s to achieve balanced filtration. New, larger filters could be installed, but more of the equipment room would need to be redone to accommodate them. The filters appeared to be in good condition, however, some of the filters were leaking from their drain locations on bottom. See photo 31.
- *Pool Heat Exchangers:* There are three boilers that appear to be in good condition and are connected to two heat exchangers that is heating the pool. See photo 32.
- *Chemical Feed Equipment:* Liquid chlorine and acid are located in the same space as the rest of the mechanical equipment. See Photos 33.

Visually there is severe corrosion present on all metal components in the mechanical room. The corrosion should be removed as necessary and equipment that can't be treated should be replaced as needed. See photos 34, and 35.

The supply water assembly train is located behind the chemical storage tanks in the mechanical space and is severely corroded. This should be replaced to prevent the system from failing. See photo 36.

With updates to the energy code, the existing pumps are no longer available. If any pumps fail, finding parts will be challenging. If the pump(s) fail and replacement is required, State approval will be required prior to installation of the new pump(s). The need for State approval will force the pool to be shut down for an undetermined period of time while the State reviews the new pump specifications. A new pump could require updating main drains for VGBA compliance as well.

## Pool Area Lighting



The pool facility has six light poles around the pool vessel that provide illumination for nighttime swimming. The light poles appear to be in good condition and Berlin staff desires to update the lighting to LED bulbs. For outdoor facilities according to DSPS code, the lighting shall provide a minimum of 3 footcandles of illumination at the water surface and on the decking. See photo 37.

## Electrical Systems

The entire electrical system for the pool facility is located in the pool equipment room below the pool deck. Due to proximity to the chemicals, there is severe corrosion present on the panels and boxes. See photo 38. No concerns were expressed to Ramaker by facility managers at the time of site visit. Continue to monitor and maintain electrical systems to ensure all equipment functions as needed when required.

## Bathhouse Building Condition Assessment

### Exterior

The Concrete Masonry Unit (CMU) walls of the building's exterior and interior are in good condition with no major structural deficiencies observed. There are a couple cracks at the exterior CMU with some separation at the mortar joints, see photo 39. There are instances of mineral deposits on the CMU below water bibs, see photos 40, 41, and 42.

The wood siding above the CMU appears to be in fair condition with a couple instances where the siding is deteriorating and not attached correctly or missing, see photos 43, 44, 45, and 46. The wood fascia board has areas where the wood is also deteriorating, see photos 47, 48, and 49. The paint is peeling at the Men's and Women's poolside entrance soffit. Wood siding, wood fascia boards and wood soffits will need continued typical wood maintenance of cleaning, replacing boards as needed, prepping for finish, and applying a finish.

The exterior doors have some rust at the bottom of the doors and frames but otherwise seem to be in good condition. There are glass block windows in the exterior masonry wall with one broken glass block, see photo 50. The louvers throughout need cleaning. The AED cabinet is corroding along with a couple lintels, see photos 51 and 52.

### Interior

The floors throughout the bathhouse locker room and staff rooms are epoxy finished concrete, with signs of wear and tear. There is a significant crack observed at the women's poolside entrance, see photo 53. The CMU walls on the interior are painted and have mineral deposits and dirt built up throughout and towards the bottom. The wood wall finish above the CMU walls and wood ceiling boards are in good condition with some discoloration around the sky light. This may be an indication that there is or was water leaking, see photo 54. The painted ceilings in the Men's locker room show signs of damage and was repainted at some point, see photo 55. The countertop in the Women's locker room is delaminating, likely due to the presence of moisture, see photo 56.

The equipment in the mechanical room is difficult to get in and out for winterization. There are three single flush doors for equipment to travel through, see photos 57 and 58. The door hinges could be replaced with offset door hinges to increase the width of the door.

### Locker Rooms Accessibility

The pool area locker rooms were evaluated for overall existing conditions as related to pool code compliance such as bathroom fixture counts, ADA compliance, floor drain requirements, etc. The pool area is accessed by the patrons through men's and women's locker rooms.

1. The fixture counts for the two locker rooms are as follows:
  - a. Male: 3 water closets, 2 urinals, 3 lavatories, and 3 gang showers with 3 heads each, the showers have two drains total. See photos 59, 60, 61 and 62.

- b. Female: 5 water closets, 3 lavatories, 2 individual showers, 3 gang showers with 3 heads each and 1 drain in the shower area. See photos 63, 64, 65 and 66.
- 2. The Women's locker room is not fully ADA compliant. Towel hooks, soap dispenses, and shower controls are not within reach ranges. There is exposed abrasive plumbing below the lavatories. The accessible toilet is not the correct distance from the wall, the toilet seat is too high, and missing a vertical grab bar. There is no accessible shower or changing room available.
- 3. The Men's locker room is not fully ADA compliant. Towel hooks and shower controls are not within reach ranges. There is exposed abrasive plumbing below the lavatories. The accessible toilet is not the correct distance from the wall, the toilet seat is too high, the flush valve is on the wrong side, and missing a vertical grab bar. There is no accessible shower or changing room available.
- 4. Both staff restrooms are not fully ADA compliant. The towel hooks are not within reach range. The toilet is not the correct distance from the wall and grab bars are not in the correct locations. The shower does not meet roll-in or transfer type shower requirements. Lavatories and mirrors are too high and there is exposed abrasive plumbing. See photos 67 and 68.
- 5. The check-in desk is not ADA compliant, the desk is too high.

**Ramaker Recommendations:**

The following issues with the Berlin Family Aquatic Center do not require immediate attention, but should be addressed in a timely manner:

- 1. Sunken Slide Plunge Area (approximately 600 square feet)
  - a. Ramaker recommends that a survey of the pool basin be completed to determine the bounds of the sunken portion of the pool vessel.
  - b. From there, the sunken area should be demolished and replaced to make sure that the gutters and basin floor are in the correct position.
  - c. Ramaker also recommends ground penetrating radar (GPR) be performed to verify that there are no voids occurring under other parts of the pool basin.
- 2. Chemical Rooms
  - a. Ramaker recommends installing two chemical rooms in the mechanical space to isolate the chemicals from the rest of the equipment and reduce the amount of corrosion.
- 3. Corroded Metal Components in the Mechanical Room
  - a. Ramaker recommends that all metal components showing signs of corrosion be replaced. This includes but is not limited to the following:
    - i. Electrical boxes and panels.
    - ii. Water supply piping for the bathhouse.
    - iii. Metal piping out of the pumps.
    - iv. Pipe hangers.
- 4. Replacement of bullnose tile
  - a. The bullnose tile and waterline tile around the entire perimeter of the pool should be replaced as the current bullnose tile is obsolete and Berlin can't obtain anymore to help with repairs.
- 5. ADA Lift Installation
  - a. Ramaker recommends installing an ADA lift as ADA regulations require a second means of egress into the pool with vessels over 300 feet in perimeter length.
- 6. Building Exterior
  - a. CMU cleaning at hose bibs.
  - b. Repointing CMU at cracks and replacing broken glass block.
  - c. Wood material will need typical wood maintenance, such as cleaning, replacing boards as needed, prepping for finish, and applying a finish.
  - d. Steel lintels should be cleaned, prepped for new finish and finished.
- 7. Building Interior
  - a. CMU cleaning throughout the building interior.

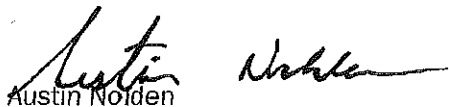
- b. Damaged ceiling at the men's locker room should be repaired and further investigated to the cause of the damage.
- c. The countertop in the women's locker room should be relaminated or replaced.
- d. Door hinges at the mechanical room should be replaced with offset door hinges to gain the width of the door for removing equipment. If more room is desired the three doors and frames may need to be removed along with adjacent CMU wall as needed and replaced with three larger doors and frames.
- e. ADA-related items should be addressed as feasible. Minor items may be addressed as part of routine maintenance, whereas larger items may be addressed as a part of a larger renovation project. A Transition Plan should be established to document the intent to bring the facility into compliance as well as plan the best course of action.

Considering the items of interest above, updates to the pool facility will eventually become necessary. The Berlin Family Aquatic Center provides many quality-of-life improvements for families in the community from free swimming lessons, quality athletic programs, and fitness facilities among other benefits. Maintaining such a facility is a worthy investment as evidenced by the diligent care and upkeep the staff have provided to keep a complex of this age in operable and above average conditions.

If you have any questions, please contact our office.

Sincerely,

RAMAKER & ASSOCIATES, INC.



Austin Noiden  
Aquatics Project Manager

# APPENDIX – A

**SITE PHOTOGRAPHS**



1. OVERALL VIEW OF POOL.



2. OVERALL VIEW OF BATHHOUSE.

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

PROJECT NUMBER:

**60575**



PROJECT LOCATION:

**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



# SITE PHOTOGRAPHS



3. LANDSCAPING OVER THE POOL DECK



4. POOL DECK ONLY 5'-8" WIDE.



5. POOL STAIRS



6. CORROSION ON POOL LADDER



7. TYPICAL LIFEGUARD CHAIR



8. BROKEN SUPPORT ON LIFEGUARD CHAIR

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

PROJECT NUMBER:

**60575**

**RAMAKER**  
employee-owned

PROJECT LOCATION:

**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



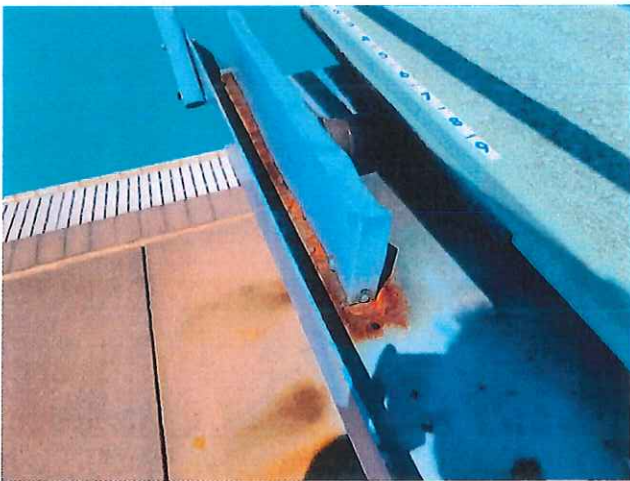
# SITE PHOTOGRAPHS



9. DIVING BOARD



10. CRACKING AROUND DIVING BOARD BASE



11. CORROSION ON DIVING BOARD ASSEMBLY



12. WATER OVERFLOWING THE POOL STAIRS



13. BROKEN GUTTER JOINT



14. BROKEN GUTTER JOINT

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

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**60575**

**RAMAKER**  
employee-owned

PROJECT LOCATION:

**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



# SITE PHOTOGRAPHS



15. NORTHERN SECTION APPEARS LOWER



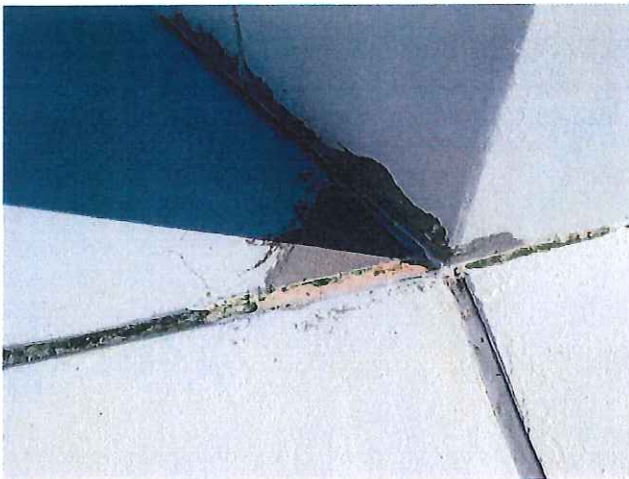
16. GAP UNDER FENCING LARGER THEN 4"



17. CRACK IN DIVING HOPPER



18. CRACK ON TRANSITION PANEL



19. FINISH IS COMING OFF THE FLOOR



20. NO RIM FLOW OVER GUTTER

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

PROJECT NUMBER:

**60575**

**RAMAKER**  
employee-owned

PROJECT LOCATION:

**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



# SITE PHOTOGRAPHS



21. BROKEN GUTTER BULLNOSE



22. FINISH FLAKING OFF IN ZERO DEPTH AREA



23. SUPPORT CORROSION



24. CORRODED BOLTS



25. EXPOSED FASTENERS OUTSIDE OF BARRIER



26. CORROSION UNDER DROP SLIDE PLATFORM

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

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**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



# SITE PHOTOGRAPHS



27. SURGE TANK IN MECHANICAL ROOM



28. CORROSION ON RECIRCULATION PUMP ASSEMBLY



29. CORROSION ON WATERSLIDE PUMP ASSEMBLY



30. CORROSION ON FEATURE PUMP ASSEMBLY



31. FILTER ASSEMBLY



32. THREE BOILERS

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

PROJECT NUMBER:

**60575**

**RAMAKER**  
employee-owned

PROJECT LOCATION:

**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

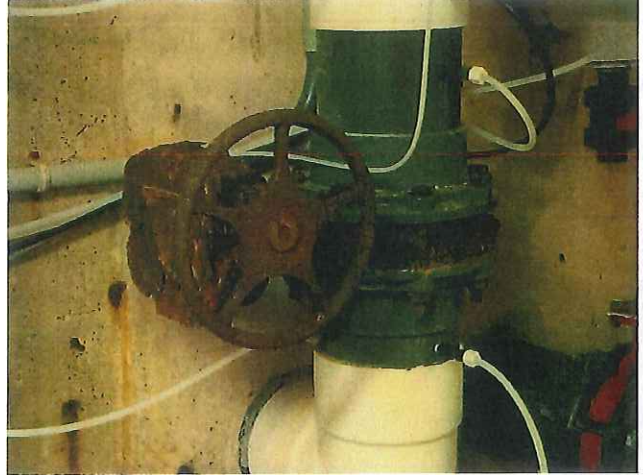
**GREEN LAKE COUNTY**



**SITE PHOTOGRAPHS**



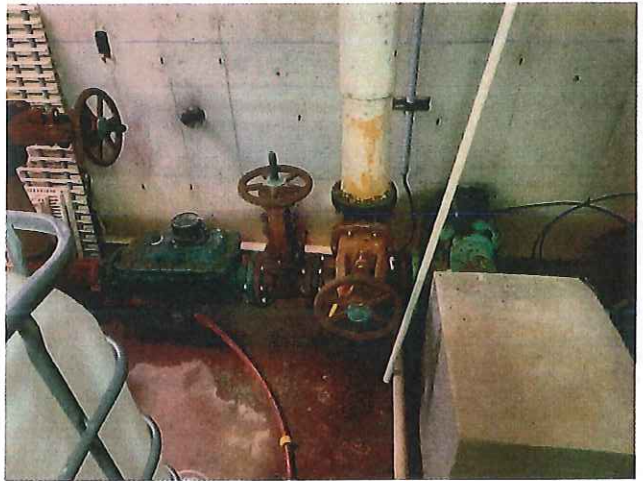
33. CHEMICAL FEED EQUIPMENT



34. CORRODED VALVE



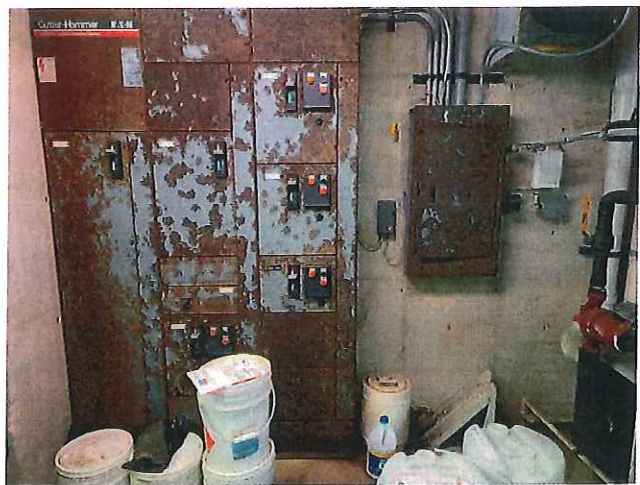
35. HEAVILY CORRODED REDUCER



36. CORRODED BATHHOUSE WATER TRAIN ASSEMBLY



37. POOL AREA LIGHT POLE



38. CORRODED ELECTRICAL SYSTEM IN MECH ROOM

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**GREEN LAKE COUNTY**



**SITE PHOTOGRAPHS**



39. CRACKS AND SEPARATION OF CMU



40. MINERAL DEPOSITS AT WATER BIB



41. MINERAL DEPOSITS AT WATER BIB



42. MINERAL DEPOSITS AT WATER BIB



43. MISSING WOOD SIDING



44. WOOD SIDING NOT ATTACHED

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PROJECT NUMBER:

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BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



# SITE PHOTOGRAPHS



45. WOOD SIDING DETERIORATING



46. WOOD SIDING DETERIORATING



47. WOOD FASCIA BOARD DETERIORATING



48. WOOD FASCIA BOARD DETERIORATING



49. WOOD FASCIA BOARD DETERIORATING



50. BROKEN GLASS BLOCK

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**GREEN LAKE COUNTY**



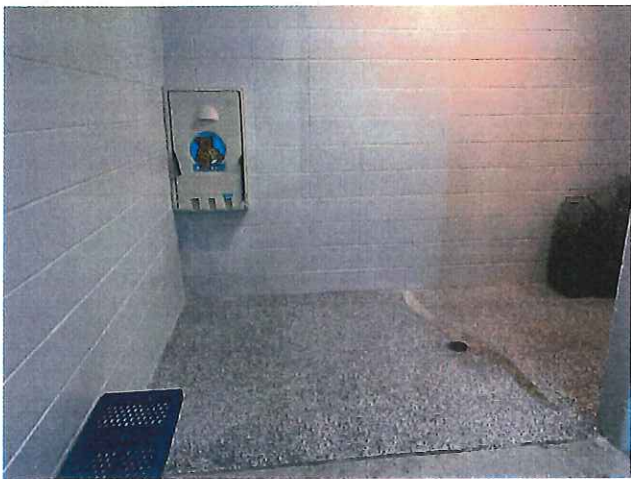
**SITE PHOTOGRAPHS**



51. CORRODED AED CABINET



52. CORRODED LINTEL



53. CRACK IN FLOOR



54. DISCOLORATION AROUND SKY LIGHT



55. DAMAGED CEILING AT MEN'S LOCKER ROOM



56. DELAMINATING COUNTERTOP AT WOMEN'S LOCKER ROOM

PROJECT NAME:

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AQUATIC CENTER**

PROJECT NUMBER:

**60575**



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BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



**SITE PHOTOGRAPHS**



57. MECHANICAL ROOM DOOR



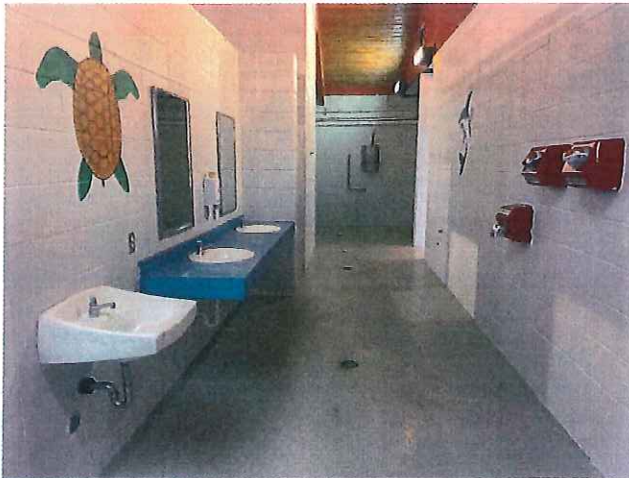
58. MEN'S URINALS



59. MEN'S WATER CLOSET COMPARTMENTS



60. MEN'S URINALS



61. MEN'S LAVATORIES



62. MEN'S GANG SHOWERS

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

PROJECT NUMBER:

**60575**

**RAMAKER**  
employee-ownec

PROJECT LOCATION:

**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**



**SITE PHOTOGRAPHS**



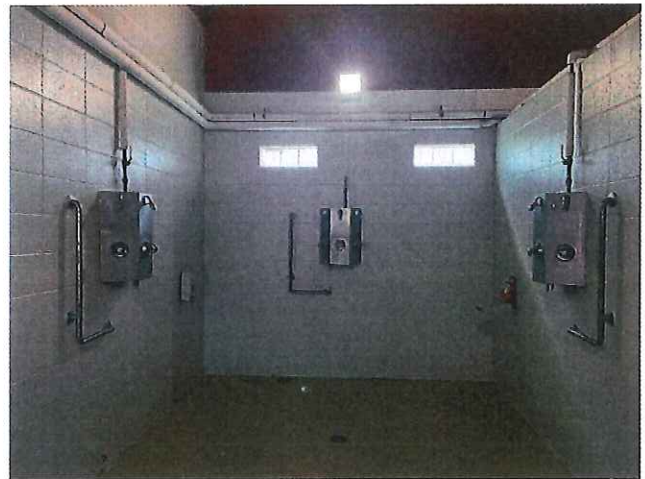
63. WOMEN'S NON-ACCESSIBLE TOILET COMPARTMENTS



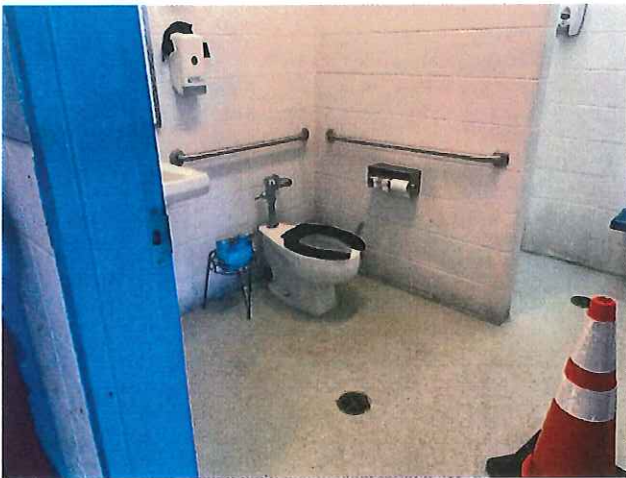
64. WOMEN'S ACCESSIBLE WATER CLOSET



65. WOMEN'S LAVATORIES



66. WOMEN'S GANG SHOWERS



67. WOMEN'S STAFF RESTROOM



68. MEN'S STAFF RESTROOM

PROJECT NAME:

**BERLIN CITY  
AQUATIC CENTER**

PROJECT NUMBER:

**60575**



PROJECT LOCATION:

**255 WEBSTER STREET  
BERLIN, WISCONSIN 54923**

**GREEN LAKE COUNTY**

**Berlin Family Aquatic Center Pool Facility Evaluation**  
**ROUGH ORDER OF MAGNITUDE CONSTRUCTION ESTIMATE**  
**Monday, September 30, 2024**  
**Berlin Family Aquatic Center Pool Repairs and Improvements**  
**Ramaker & Associates Project #60575**

**Summary of Proposed Improvements as Defined in the August 28th, 2024 Pool Study and Wish List**

**Pool Area and Basin** - Repair sunken slide plunge area, replace components in mechanical room, refinishing/replace slides, and refinishing pool basin. New pools cost per square foot includes pool equipment. Estimated values provided by Badger Swim pools, Inc. on September 3, 2024. Slide estimates from Fischer Bros provided on August 28, 2024.

**Note:**

**Construction estimate does not include construction contingencies, contractor profits, engineering/design fees, State/Federal wage requirements, agency fees, inflation, etc.**

<b>Pool and Pool Equipment</b>		<b>Total Item Costs</b>
1) Replace sunken slide plunge area	600 SF	\$350,000
2) Replace portable lifeguard chairs	2 QTY	\$2,800
3) Replace 8" check valves	3 QTY	\$2,500
4) Replace 2" Cla-Val	Allowance	\$4,600
5) Pressure test piping	Allowance	\$4,900
6) Repair suspected broken gutter pipe near waterslide	Allowance	\$22,000
7) Replace 12 sand filters	Allowance	\$170,000
8) Remove deck tile adjacent to gutter, gutter grating, hand hold, and waterline tile. Install broom finish Elite Crete at back of gutter, new PVC grating with PVC hand hold, and new 6" band of waterline tile.	Allowance	\$160,000
9) Sandblast and repaint the pool	Allowance	\$170,000
10) Spray down floor covering with substrate prep for the bathhouse.	Allowance	\$40,000
<b>Total Pool Items</b>		<b>\$926,800</b>
<b>Slide Refinish or Replacement</b>		
11a) Large slide interior restoration	Allowance	\$27,000
11b) Large slide exterior restoration	Allowance	\$23,000
11c) Turnkey Repair of the Large Slide This would include restoration of entire slide system tower, slide supports, and slide disassembled to smallest components and shop restored to better than new condition, with all stell components media blasted and then powdercoated.	Allowance	\$105,000
12) According to Fischer Bros the plastic drop slides can not be repaired or maintained. They suggest a new drop slide be installed. Estimated cost for new drop slide excluding foundations.	Allowance	\$40,000
<b>Total For Slide Repair (Lines 11a, 11b, and 12)</b>		<b>\$90,000</b>
<b>Alternate Slide Total (Items 11c and 12)</b>		<b>\$145,000</b>
<b>Combined Total</b>		<b>\$1,016,800 - \$1,071,800</b>





# Holtz Builders Inc.

*Honesty. Transparency. Integrity.*

## Berlin Family Aquatic Center

September 27, 2024

**PREPARED FOR:** Ramaker  
Attn: Austin Nolden

**JOB LOCATION:** City of Berlin  
108 North Capron Street  
Berlin, WI 54923

**JOB DESCRIPTION:** Holtz Builders, Inc is pleased to present a conceptual budget to renovate the existing aquatic facilities located in Berlin, WI. The remodel will consist of replacing the roofing, siding, fascia, electrical fixtures, plumbing fixtures, refinishing of the flooring and upgrades in the pool mechanical room.

- General Conditions – \$47,029.01
  - Building permit allowance (\$4,159.00) based on City of Berlin Fee Schedule
  - Includes waste removal, project insurance, temp electrical, temp heating, equipment rental, and cleaning
  - Temporary barricades for work zone
- Div. 02 Existing Conditions – \$22,722.88
  - Demo of existing bathroom accessories, front desk, cabana decking, and post rope fencing
- Div. 04 Masonry – \$4,850.00
  - Repair of cracked CMU, joints, and replacement of existing CMU block stained with mineral residue
- Div. 06 Woods, Plastics & Composites – \$21,331.36
  - Labor, equipment, and materials included:
    - Construction of wood framed walls in mechanical room to enclose new electrical components. Wall finish to be clad in FRP
    - Wood framed front desk
    - Replacement of existing deck boards
- Div. 07 Thermal and Moisture Protection – \$70,448.60
  - Demo of existing shingles and siding
  - Furnish and install LP Smart Siding, asphalt shingle roofing, and aluminum soffit and fascia



- Div. 08 Openings – \$5,110.41
  - Furnish and install (2) overhead coiling doors at the concession stand
- Div. 09 Finishes – \$75,318.29
  - Demo and replace drywall ceiling throughout bathhouse building
  - Grind and refinish existing epoxy flooring in throughout bathhouse building
  - Paint interior walls using epoxy paint throughout bathhouse building
  - Stain new deck boards to match existing
- Div. 10 Specialties – \$31,460.00
  - An allowance of \$500.00 for Code & Life Safety signage
  - Furnish and install new toilet partitions
  - Furnish and install all bathroom accessories. TP holders, grab bars, sanitary napkin dispensers, mirrors, etc.
- Div. 12 Furnishings – \$11,977.50
  - Furnish and install acrylic solid surface counter tops with integral sinks in both bathrooms replacing the existing
  - Replace existing front desk countertop with ADA accessible option
- Div. 13 Special Construction – Pool Construction – By Owner
- Div. 22 Plumbing – \$101,913.00
  - Replace all fixtures per Berlin Aquatic Center plans dated 10/1/1992
  - Valve modification for winterizing
  - Cap existing sprinklers in place
- Div. 23 HVAC – \$39,453.05
  - (1) Exhaust fan and (1) intake fan
  - Hang both fans at the ceiling in the pool mechanical room
  - PVC ducting for both fans
  - Replace exiting pool heater piping
- Div. 26 Electrical – \$96,900.00
  - Replace existing 200-amp service panel with new 400-amp service panel
  - Remove and dispose of existing master control cabinet
  - MCC to be replace with VFD pump controls (4) VFD's in total to be installed
  - Remove existing light fixtures throughout aquatic facility and replace with upgraded LED options
  - LED lighting priced to replace existing fixtures as they appear on Berlin Aquatic Center plans dated 10/1/1992
- Div. 32 Exterior Improvements – \$22,722.88
  - Allowance of \$17,550.00 to repair existing perimeter fence as needed
  - Post and rope to be installed around existing slide landscaping

- Exclusions/Clarifications:
  - HBI is not holding a contingency in budget
  - Cost for electricity consumption during project is by owner
  - Temp heating fuel consumption during project is at owner's expense
  - All budgeting is conceptual per scope of work provided by City of Berlin titled "Wish list" and Berlin Aquatic Center Plans dated 10/1/1992
  - All labor is figured at normal working hours. No overtime, night, or weekend work figured
  - No budgeting was figured with prevailing wage
  - ADA requirements were not taken into account with plumbing fixtures
  - No HVAC work is figured for the bathhouse building
  - Div. 13 – Special Construction is not included at this time
  - Div. 21 – Fire Suppression is not budgeted at this time
  - Div. 27 – Communication is not budgeted at this time
  - Div. 28 – Electronic Safety and Security is not budgeted at this time
  - No mechanical design was available at time of budgeting – HVAC and Electrical pricing in mechanical room subject to change after plans are developed
  - All electrical gear figured to meet NEMA 12x enclosure rating. NEMA 4x rating is not figured. If mechanical plan does not address separating the pool chemicals from the electrical gear, there will be a significant cost increase to electrical scope.

<b><i>Project Management/ Supervision</i></b>	<b>\$ 191,671.41</b>
<b><i>General Conditions</i></b>	<b>\$ 47,029.01</b>
<b><i>Civil/Earthwork Budget</i></b>	<b>\$ 22,722.88</b>
<b><i>Building Budget</i></b>	<b>\$ 471,962.21</b>
<b><i>Project Subtotal</i></b>	<b>\$ 666,714.11</b>
<b><i>Project Budget Total:</i></b>	<b>\$ 733,385.52</b>

## Susan Kiener

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**From:** Caitlin Hilgart  
**Sent:** Thursday, September 26, 2024 4:24 PM  
**To:** Susan Kiener  
**Subject:** election worker

Put sara Rutkowski as an election worker please. Thank you

Caitlin Hilgart  
Deputy Clerk  
City Of Berlin  
108 N Capron St.  
Berlin WI 54923  
(920)361-5400  
[chilgart@cityofberlin.wi.gov](mailto:chilgart@cityofberlin.wi.gov)

## **ATV/UTV Ordinance and Referendum background**

Sec. 70-67 of the Berlin Code of Ordinances says the following:

Sec. 70-67. - Referendum and sunset.

- (a) The city administrator/clerk shall take all necessary action to include the following referendum question on the ballot in the city at the November 5, 2024 general election:

Do you wish for the City to continue to designate all streets, roads and public alleys within the City as ATV and UTV routes?

Answer: Yes or No

- (b) The provisions of subsection 70-64(a) shall sunset and terminate on November 30, 2024, unless the common council adopts an ordinance to renew such provisions and repeal this section 70-67.

Unfortunately, this referendum question was not in fact put on the ballot for the upcoming election and we are unfortunately well past any deadlines for being able to get it on the ballot.

Accordingly, the Common Council needs to determine whether to continue the ATV/UTV ordinance beyond November 30, 2024, without the benefit of a referendum. Depending on how the Common Council wants to move forward, the City Attorney will draft a new ordinance accordingly.