
CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 17, 2017

To: Theodore Lipscomb, Sr., Chairman, County Board of Supervisors

From: John Dargle, Jr., CPRP, Director, Department of Parks, Recreation and Culture (DPRC)

Subject: Amendment to Terms of Management Agreement (File #12-486) with Journey House, Inc. for Premises located within Mitchell Park (ACTION)

POLICY

The Department of Parks, Recreation and Culture (DPRC) is seeking authorization to execute an amendment to a current Management Agreement with Journey House, Inc. (Journey House) to allow for the installation of a lighted pathway, water utility, and gateway signage to support the football field in Mitchell Park.

BACKGROUND

The Management Agreement and partnership between DPRC and Journey House is now in its fifth year. That partnership allows a community based non-profit organization, Journey House, to install, maintain, and program the Ray Nitschke Green Bay Packers practice football field which is within Mitchell Park in the City of Milwaukee. The relationship is codified in a Management Agreement which is attached to this report which includes the following provisions:

- **Term:** 15 years, expiring 6/30/2027, one additional 15-year renewal option
- **Maintenance and Operations:** Journey House maintains the improvements, County maintains the park surrounding the improvements, Journey House must create a maintenance fund of \$100,000
- **Improvements:** Owned by County at the end of the term unless football field donors want to retain ownership, plans must be approved by County
- **Utilities:** Journey House pays all utilities
- **DBE Participation:** 25% construction, 17% professional services

Journey House is concerned about the safety of attendees to the field especially at night related to poor lighting in the area surrounding the field. To address this, Journey House proposes that they will install a lighted pathway from the football field to the restrooms

building to the south of the field in the vicinity of the playground, more fully described in the attached map.

The football field and concession stands currently do not have access to water. Journey House staff and volunteers have to manually haul water to the field for practices and games. Access to fresh running water is critically important to sustaining the programming and use of the fields, and Journey House proposes to extend a water distribution pipe from an adjacent Parks building to the football field. The cost and responsibilities related to this utility extension would be the sole responsibility of Journey House. Prior to conducting any work, construction, restoration, and maintenance plans will be reviewed for approval by County staff. Journey House will install the connection at the Mitchell Park bathroom building, install a separate water meter, and assume responsibility for the utility costs.

Journey House is funding the new improvements to the park through donations that have been secured from the Zilber Family Foundation (\$150,000) and individual donors. In order to recognize the positive contribution of these donors, Journey House proposes to install placards thanking the donors on gateway signage to the field.

This project was reviewed by the Consolidated Facilities Plan Steering Committee (CFP) at its February 2, 2017 meeting.

Amendment to Management Agreement

The amendment to the terms of the Management Agreement would allow for the creation of these new improvements as well as assigning all ongoing operational responsibilities and liabilities to Journey House. In addition to these new improvements, the Amendment to the Agreement seeks to clarify public accessibility to the fields, ensure ADA compliance, and more clearly define a trash removal plan.

DPRC staff and Journey House have had ongoing discussions related to public use and access of the football field. It is the shared goal of both parties that the public have an opportunity to use the recreation amenity within the park, but in such a way that protects the field. In that Journey House is responsible for the maintenance, repair, programming, and security of the facility, the increased public access of the field should take into consideration the capacity of Journey House to manage the impacts of that access. County staff and Journey House have identified a method wherein a shared calendar of events is created and the County has the ability to reserve field space through that calendar. In turn, the County would be provided a discounted rate for field access. The use of the fields by the County could be for league play or general use, and the remaining four free public open hours per week would be maintained per the current agreement.

DPRC would like to clarify the trash removal plan on site, which can be a challenge given that there are no dumpsters on site and vehicular traffic is not allowed on the paths within the park. DPRC and Journey House will coordinate to allow for Journey House to provide a new locked dumpster in the north parking lot of the park. Journey

House will remove the waste without using cars or trucks, but may use light vehicles equivalent to a golf cart.

The amendment for the Management Agreement includes the following provisions:

- Journey House may install the new improvements described above,
- The Premises are expanded to include the areas where the improvements will occur,
- Journey House will share its calendar of events and availability with Milwaukee County, and Milwaukee County will ensure public access to the field by programming through Journey House,
- Journey House will maintain, operate, and if needed remove the improvements,
- Journey House will manage and remove all trash on the premises,
- Journey House will pay all fees and expenses related to this project.
- TE participation goal of 25%
- ADA accessibility

Project budget

Sources	
Investor	Amount
Zilber Family Foundation	\$150,000
Anonymous Donors – Gateway markers	\$75,000
Individual Donors	\$44,428
TOTAL	\$269,428
Uses	
Estimated Costs	Amount
Pathway lighting – 5 poles installation and utility	\$7,235
Water and sewage installation	\$141,188
Gateway marker installation	\$30,000
Engineering and permits	\$15,000
Landscaping and site restoration	\$10,000
Maintenance and Operation	\$65,915
TOTAL	\$269,428

The amendment to the Management Agreement between Milwaukee County and Journey House for the football fields and improvements located within Mitchell Park includes:

- Installation of five light fixtures along a path for improved safety,

- Installation of water utilities to the existing structure to create water access,
- Installation of gateway sign monuments to recognize the donors to this project,
- Clarification of the pertinent terms of the Management Agreement related to the installation, operation, management, replacement, and use of the improvements contained therein.

RECOMMENDATION

Approve the Amendment to the Management Agreement with Journey House to support the improvements described herein.

Prepared by: James Tarantino, Director, Economic Development

Approved by:



 John Dargle, Jr., CPRP, Director DPRC

Attachments:

- Attachment 1 – Fiscal Note
- Attachment 2 – Resolution
- Attachment 3 – Amendment to Management Agreement with Journey House
- Attachment 4 – Management Agreement with Journey House for Mitchell Park
- Attachment 5 – Map
- Attachment 6 – Detail of Monument Signage

Copy:

- Chris Abele, County Executive
- Raisa Koltun, Chief of Staff, County Executive's Office
- Jason Haas, Chairman, Parks, Energy & Environment Committee
- Marcelia Nicholson, Vice-Chair, Parks, Energy & Environment Committee
- Parks, Energy and Environment Committee Members
- Teig Whaley-Smith, Director, Department of Administrative Services
- Kelly Bablitch, Chief of Staff, County Board of Supervisors
- Jeremy Lucas, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS
- Scott Manske, Comptroller, Office of the Comptroller
- Steve Cady, Research & Policy Director
- Allyson Smith, Committee Coordinator, Office of the County Clerk
- Jessica Janz-McKnight, Research & Policy Analyst, Office of the Comptroller