



AGENDA OF THE PARKS COMMITTEE

**TUESDAY, MAY 14, 2019, 7:00 PM
CITY HALL, ROOM 310**

A. Roll Call.

B. Approval of the Agenda.

C. Approval of Minutes.

D. Regular Business.

1. Consideration with possible action on the review of the bids and budget for the Colburn Pool Renovations.
2. Consideration with possible action on the approval of allocating \$170,000 from the existing beach funding for an amendment to the scope of work for Patrick Engineering to complete the engineering associated with the beach, pier and boardwalk project at Bay Beach Amusement Park.
3. Consideration with possible action on the request by OnBroadway to allow the sale of alcohol (beer and malt beverages only) and concessions at Leicht Memorial Park on Tuesday nights, June 18 - August 27, during the Levitt Concert Series.
4. Consideration with possible action on the purchase of 1705 East Shore Circle (Parcel 21-439) for the expansion of Bay Beach Amusement Park.

The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to Section 19.82(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

E. Informational.

1. Director's Report on updates and recent activities of the Parks, Recreation and Forestry Department.

2. The next Park Committee meeting is scheduled for June 12, 2019.

F. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Parks Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

May 14, 2019

PREPARED BY

AGENDA ITEM # D.I.

Consideration with possible action on the review of the bids and budget for the Colburn Pool Renovations.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Project Accounting Estimate - Parks 3-19 Colburn Park



DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
100 N. Jefferson Street, Room 300
Green Bay, WI 54301
Tel (920) 448-3100
Fax (920) 448-3102

PROJECT #: **PARKS 3-19**

FUNDING #:

BID COMPARISON

DATE: **May 7, 2019**

CONTRACT: **PARKS PROJECT 3-19 (COLBURN PARK POOL AND BATHHOUSE RENOVATIONS)**

ITEM NO.	DESCRIPTION	Quantity	UNIT	ENGINEERS ESTIMATE		Howard Immel Inc.					
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1.0	Provide all labor, materials, equipment and services as specified on the plans title Colburn Park Bathhouse Renovations	1	LS	\$254,900.00	\$254,900.00	\$1,500,000.00	\$1,500,000.00		\$0.00		\$0.00
2.0	Provide all labor, materials, equipment and services as specified on the plans title Colburn Park Pool Renovations	1	LS	\$1,800,000.00	\$1,800,000.00	\$1,000,000.00	\$1,000,000.00		\$0.00		\$0.00
TOTAL BASE BID				\$2,054,900.00		\$2,500,000.00		\$0.00		\$0.00	
Alternate 1	Add- Provide all labor, materials, equipment and services as specified and shown on plan sheet AQ10.00 titled and labeled as "Backwash Tank Alternate #1"	1	LS	\$0.00	\$0.00	\$30,000.00	\$30,000.00		\$0.00		\$0.00
Alternate 2	Deduct - Provide all labor, materials, equipment and services as specified and shown on the plans for installing asphalt shingles on the roof instead of the Standing Seem Metal Roofing identified on Page No. A4.0	1	LS	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		\$0.00
Alternate 3	Add/Deduct - Provide all labor, materials, equipment and services as specified and shown on the plans for installing Floor Inlets at Recirculation Trench as identified on Drawings AQ1.04, AQ1.01A and AQ20.06	1	LS	\$0.00	\$0.00	\$24,000.00	\$24,000.00		\$0.00		\$0.00
TOTAL BASE BID + ALTERNATE 1				\$2,054,900.00		\$2,530,000.00		\$0.00		\$0.00	
TOTAL BASE BID + ALTERNATE 2				\$2,054,900.00		\$2,500,000.00		\$0.00		\$0.00	
TOTAL BASE BID + ALTERNATE 3				\$2,054,900.00		\$2,524,000.00		\$0.00		\$0.00	
TOTAL BASE BID + ALTERNATE 1 + ALTERNATE 2				\$2,054,900.00		\$2,530,000.00		\$0.00		\$0.00	
TOTAL BASE BID + ALTERNATE 1 + ALTERNATE 3				\$2,054,900.00		\$2,554,000.00		\$0.00		\$0.00	
TOTAL BASE BID + ALTERNATE 2 + ALTERNATE 3				\$2,054,900.00		\$2,524,000.00		\$0.00		\$0.00	
TOTAL BASE BID + ALTERNATE 1 + ALTERNATE 2 + ALTERNATE 3				\$2,054,900.00		\$2,554,000.00		\$0.00		\$0.00	



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

May 14, 2019

PREPARED BY

AGENDA ITEM # D.2.

Consideration with possible action on the approval of allocating \$170,000 from the existing beach funding for an amendment to the scope of work for Patrick Engineering to complete the engineering associated with the beach, pier and boardwalk project at Bay Beach Amusement Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Bay Beach Restoration Amendment No. 2 Scope of Services 4.22.19



April 22, 2019

Mr. Steve Grenier, P.E.
Director of Public Works
CITY OF GREEN BAY
Public Works Department
100 North Jefferson Street
Green Bay, WI 54301-5026

Subject: Amendment No. 2 to Bay Beach Restoration Agreement

Dear Mr. Grenier:

Patrick Engineering Inc. (Patrick) is pleased to submit this amendment to the City of Green Bay (City) for engineering design and construction plan preparation for the Bay Beach Restoration project. This amendment is submitted in accordance with the City's request, and is based on meetings and conversations held between the City and Patrick Engineering.

Phase I has been defined as Preliminary Engineering and Permitting which included obtaining permits to construct the boardwalk, beach, and Viewing Platform. Phase I services are complete.

Phase II has been defined as Final Design which includes final plans, specifications, and estimate for items included in this Scope of Services as defined below. It is understood that the City will perform all bidding tasks including but not limited to preparation of bid documents, advertisement for bids, and bid opening. Patrick Engineering will be responsible to provide all technical specifications and bidder's proposal. Patrick will be available to answer questions during the advertisement and bidding process.

Phase III Construction Observation, Construction Contract Administration, and DNR Permit Reporting is not included in the Scope of Services of this Amendment. Construction Observation, Contract Administration, and DNR Permit Reporting services will be evaluated and negotiated as part of a future amendment to this Agreement.

SCOPE OF SERVICES

Phase II Scope of Services Completed To Date

- Geotechnical Investigations for Viewing Platform, Bathhouse, and Ramp Structures
 - Geotechnical investigation including drilling and logging of samples of two (2) 65-foot deep soil borings in water for the viewing platform.
 - Geotechnical investigation including drilling and logging of samples of one (1) 40-foot deep, one (1) 25-foot deep, and one (1) 20-foot deep soil boring for the bathhouse, ramp structures, and grand archway's deep foundations.
 - A written report including recommendations for foundation design for viewing platform, ramp structures, grand archway, and bathhouse.
- Design of Viewing and Fishing Platform
 - Final viewing platform layout and geometrics, including modifications to the shape of the end of platform.

- Substructure (foundation) design of pile bents/piers for the overall Viewing Platform to resist ice loads and ice shoving, including modifications to the shape of the end of platform.
 - Final design, specifications, and bid documents for Pier 1, Partial Pier 2, Partial Pier 3, and the first span of the Viewing Platform deck.
 - Alternative superstructure (deck) design, evaluation, and summary cost estimate report for four (4) deck material alternatives. The four (4) alternatives include precast concrete, cast-in-place concrete, composite deck with steel beams, and wood deck and beams.
 - Electrical service design and conduit routing for overall Viewing Platform ornamental and navigational lighting.
- Walkways
 - Location, walkway type, and geometrics for park walkways leading to the boardwalk and beach from east of the main Pavilion Building and parking lot, and from west of the Pavilion Building near the carousel.

Phase II Scope of Services To Be Completed

- Design of Swimming Beach Including Plantings
 - The final beach and planting layout and design as part of the Phase II Scope of Services will be the same as submitted in Phase I and permitted by the DNR. Beach nourishment, dune habitat, and native planting areas will be included in the final design as part of the Phase II Scope of Services. No additional alternatives will be considered.
- Design of Boardwalk Retaining Wall
 - The final boardwalk retaining wall type (limestone block) and design as part of the Phase II Scope of Services will be the same as submitted in Phase I and permitted by the DNR. No additional retaining wall types or alternative layouts will be considered.
- Design of ADA Compliant Accessibility to the Beach via Boardwalks
 - The boardwalk location will remain in its existing location and the final boardwalk layout and design as part of the Phase II Scope of Services will be the same as submitted in Phase I and permitted by the DNR. No additional alternatives will be considered.
- Design of Sitting Benches along the Boardwalk and Beach
 - Design for accommodating sitting benches along the south side of the boardwalk will be included in the final design as part of the Phase II Scope of Services. The design for accommodating sitting benches will include possible locations adjacent to the boardwalk. Patrick will provide options for selection of benches by the City.
 - Design for sitting benches along the north side of boardwalk will not be included in the overall Scope of Services.
- Design of Viewing Platform with Lighting and Benches for Viewing and Fishing
 - Final viewing platform layout and geometrics, including modifications to the shape of the end of platform, have been determined. No additional alternative layouts will be considered.

- Design of a concrete superstructure (deck) with ornamental railing will be included in the final design as part of the Phase II Scope of Services. Precast concrete panels will be considered in the final design and construction detailing for the deck.
 - Design of both pedestrian ornamental lighting and navigational lighting will be included in the final design as part of the Phase II Scope of Services.
 - Patrick will provide options for selection of benches, railing, and lighting fixtures by the City.
- Design of Ramp Structure and Grand Entrance with Archway
 - The layout and design of the ramp structure and grand entrance with archway as part of the Phase II Scope of Services will be the same as submitted in Phase I and permitted by the DNR. Slight adjustments may be made during final design.
 - Archway architectural design and signage will be included as part of the Phase II Scope of Services.
- Walkways
 - Construction details for park walkways will be included in the final design as part of the Phase II Scope of Services.
 - Design of a storm sewer system with lift station to accommodate storm water from the area north of pavilion and south of boardwalk, and the removal of the existing pump house, will be included as part of the Phase II Scope of Services.
 - Underground City utility facility reconnaissance, locating, and as-buitling will be included as part of the Phase II Scope of Services.
- Design for Beach and Bathhouse Area Lighting
 - Design for beach area lighting along the south side of the boardwalk will be included in the final design as part of the Phase II Scope of Services.
 - Design for bathhouse area lighting will be included in the final design as part of the Phase II Scope of Services.
 - Patrick will provide options for selection of lighting fixtures by the City.
- Architectural Design of Beach Bathhouse / Concession Stand, and Design of Outside Showers
 - Location, space requirements, and architectural design of the beach bathhouse have not been determined as part of the Phase I Scope of Services.
 - Location, space requirements, facility requirements, and architectural features will be determined as part of the Phase II Scope of Services. For purposes of this amendment, it is assumed that the building will not exceed 4,000 square feet.
 - Design of a beach bathhouse and concession stand, including foundation structural design, that includes restrooms, inside showers, and HVAC that meet local building codes, will be included as part of the Phase II Scope of Services.
 - Design of outside showers along the beach near the staircases will be included as part of the Phase II Scope of Services.
- Design of Sewer, Water, Fiber Optic, and Electricity for the Bathhouse
 - Location, utility requirements, and design of the utilities for the beach bathhouse and concessions including sewer, water, fiber optic, and electricity will be included in the final design as part of the Phase II Scope of Services.

- Acquisition of Army Corps of Engineers and WisDNR Permits for the Bathhouse and Walkways
 - Application and approval of necessary permits will be included as part of the Phase II Scope of Services for the construction of the bathhouse and walkways.
 - Completion of a stormwater management plan including two conceptual options for handling stormwater, and completion of an erosion control plan in accordance with regulatory agency and City permit requirements, will be included as part of the Phase II Scope of Services.
- Habitat Enhancement and Restoration Plan
 - Update habitat enhancement and restoration plans to include adjustments to the wetland enhancement area located west of the wildlife Viewing Platform as well as designated foot traffic routes throughout the dune and native planting areas, in accordance with Articles 28 and 33 of the WDNR Chapter 30 IP for the project.
 - Prepare a Habitat Enhancement and Restoration Plan narrative that includes performance goals for each habitat type and an associated monitoring and maintenance program. The narrative will also discuss how the area will be sustained during storm events and/or through long term fluctuations of water levels in Green Bay. Under Article 30 of the WDNR Chapter 30 IP for the project, the City will finalize the Habitat Enhancement and Restoration Plan prior to the opening of the beach to the public. This scope of work will include one cycle of review and associated non-major changes from project partners.
- Fish Habitat Improvements
 - Coordination with fisheries staff at WDNR to define the location and habitat improvement type for fish habitat improvements. The final design for fish habitat improvements will include up to four individual habitat locations utilizing fish sticks, cribs, and/or half logs.
 - Under Article 29 of the WDNR Chapter 30 IP for the project, the City will have application materials submitted to WDNR within 12 months of start of construction for the platform. Preparation and submittal of applications for up to four WDNR permits, as required, for proposed habitat improvements within this timeframe, no later than June 30, 2020, will be included as part of the Phase II Scope of Services for the construction of fish habitat improvements.
- Invasive Species Management Plan
 - Develop an Invasive Species Management Plan for all disturbed areas along the Bay Beach shoreline, as required by Article 30 of the Chapter 30 IP for the project. This scope of work will include one cycle of review and associated non-major changes from project partners.
 - Under Article 30 of the WDNR Chapter 30 IP for the project, the City will finalize the Invasive Species Management Plan prior to the opening of the beach to the public. Preparation of the plan within this timeframe, no later than June 30, 2020, will be included as part of the Phase II Scope of Services.
- Meetings
 - It is expected that additional meetings will be required to complete the Phase II Scope of Services. No more than six (6) meetings will be included as part of the Phase II Scope of Services.



- Public Involvement
 - Public Involvement will not be included in the Phase II Scope of Services.

ASSUMPTIONS AND EXCLUSIONS

In addition to assumptions stated above, the additional assumptions are included in this amendment.

1. The City will provide plans and as-built drawings for underground utilities including but not limited to sewer, water, electrical facilities, and power supply in the park.
2. The City will provide municipal utility facility construction details in AutoCAD format and specifications for the sewer, water, and electrical facilities.
3. The City will provide “front-end” contractual documents required in the bidding packages.
4. Patrick will apply for City Permits. Permit application fees shall be paid directly by the City and is excluded from this Agreement.

SCHEDULE

If this amendment is approved and signed no later than May 8, 2019 then (1) final plans, specifications, and estimate for Viewing Platform, beach, boardwalk, and walkways will be completed in time for public bid no later than July 24, 2019 and (2) final plans, specifications, and estimate for Beach Bathhouse/ Concession Stand will be completed in time for a public bid no later than August 7, 2019. All services for the project shall be completed no later than **December 31, 2020**.

PROPOSED FEE

Fees for Services Completed to Date (Including Permit Fees)	\$230,000
Fees for Services to be Completed	
Civil, Structural, Electrical	\$100,000
Environmental	\$ 20,000
Architectural	\$ 70,000
Total Fees	\$420,000
Current Contract Value	\$250,000
Amendment 2 Value	\$170,000

Total fees payable to Consultant under terms of the Agreement, Amendment No. 1, and Amendment No. 2 shall not exceed the amount of **\$420,000** based on a time and expense basis.

ADDITIONAL SERVICES IF REQUESTED BY THE CITY

If requested by the City, additional services described below will be provided on a time and expense fee basis not to exceed an additional **\$7,500**.

Water Quality Monitoring, Notification, and Education Plan

- Development of a Water Quality Monitoring, Notification, and Education Plan in accordance with Article 31 of the WDNR Chapter 30 IP for the project will be included as part of the



Phase II Scope of Services if requested. Plans will be developed in coordination with WDNR, DHS, and the City of Green Bay and will be consistent with the federal BEACH Act and the Wisconsin Beach Program.

- A preliminary Water Quality Monitoring, Notification, and Education Plan will be presented to the City of Green Bay, WDNR and DHS for review and comment at least 90 days prior to opening the beach for public use, as required under Article 30 of the WDNR Chapter 30 IP for the project. A final plan will be ready for implementation prior to the opening of the beach to the public. We understand that beach nourishment may not be placed prior to WDNR approval of the final plan, as stated in Article 32 of the WDNR Chapter 30 IP. This scope of work will include one cycle of review and associated non-major changes based upon review from project partners.

Fees for Phase III Construction Observation, Contract Administration, and DNR Permit Reporting services are not included in this amendment and shall be evaluated and negotiated as part of a future amendment to this Agreement.

Thank you for this opportunity to provide additional engineering services to the City. If approved, please sign and date below. If you have any questions or require additional information, please feel free to contact me at (920) 321-2350.

Sincerely,

PATRICK ENGINEERING INC.

Rowland Hoslet, PE
Director of Engineering Services

FOR THE CITY OF GREEN BAY

By: _____

Title: _____

Date: _____



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

May 14, 2019

PREPARED BY

AGENDA ITEM # D.3.

Consideration with possible action on the request by OnBroadway to allow the sale of alcohol (beer and malt beverages only) and concessions at Leicht Memorial Park on Tuesday nights, June 18 - August 27, during the Levitt Concert Series.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

May 14, 2019

PREPARED BY

AGENDA ITEM # D.4.

Consideration with possible action on the purchase of 1705 East Shore Circle (Parcel 21-439) for the expansion of Bay Beach Amusement Park.

The Committee may convene in closed session pursuant to Sections 19.85(l)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to Section 19.82(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

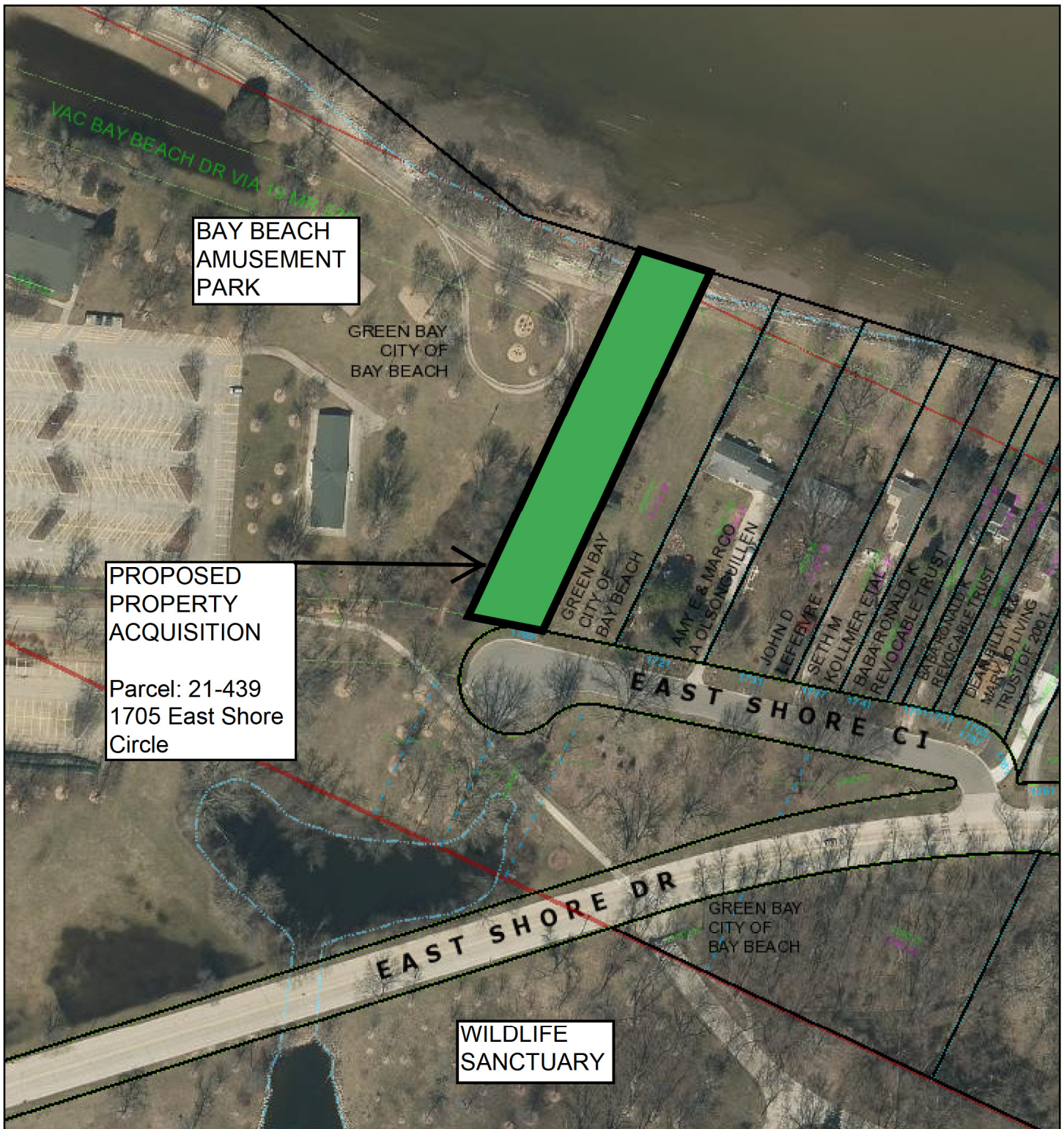
RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Proposed Property Acquisition Map Final

Proposed Property Acquisition



5/10/2019 8:48:02 AM

Trail

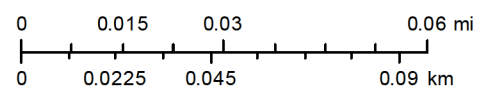
Major Highways large scale labeling

Street Centerline Name1 labeling

Street Centerline Name2 labeling

Street Centerline Name3 labeling

1:1,800



Brown County Municipalities
Brown County
Brown County WI



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

May 14, 2019

PREPARED BY

AGENDA ITEM # E.I.

Director's Report on updates and recent activities of the Parks, Recreation and Forestry Department.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 051419

PARKS, RECREATION, & FORESTRY COMMITTEE
DIRECTOR'S REPORT
TUESDAY, May 14, 2019

PARK DIVISION

- Mowing has started, mostly on athletic fields. When the sun finally comes out and the turf starts to dry, the grass is really going to grow quickly. Keep in mind that we can only mow so much in a day. Because it takes 6 to 7 work days to make a round of mowing, the last places on the list will really be long.
- The rain also plays havoc with our ball diamond preparations. Either we spend all day to get them ready and it rains at game time, or the infields are too wet to work on all day and the weather is nice at 5pm when people want to play.
- Shelter rentals are strong on the weekends.
- Pool cleaning and caulking is underway.
- The spring time graffiti artists are out creating lots of work for us.
- Many assorted projects and special events keep us going in many different directions.

FORESTRY DIVISION

- Spring tree planting along streets and in parks is underway at this time.
- Pruning and removal operations are reduced and on a necessary basis only.
- Residential stump removal is scheduled to start in early June; the crew will be working from east to west this year.

DESIGN & DEVELOPMENT DIVISION

- **Baird Creek Greenway – Prairie Burn**
 - Fox Valley Technical College will be conducting a controlled burn in the greenway near McKenzie Lane on May 16th.
- **Baird Creek Greenway – Pedestrian Bridge**
 - Staff submitted a DNR stewardship grant application to help fund the construction costs for this project.

- **Bay Beach Amusement Park – Beach, Pier and Boardwalk Engineering**
 - Staff submitted a DNR Stewardship grant application for this project.
- **Bay Beach Amusement Park – Ferris Wheel**
 - All of the ferris wheel components have arrived at the park.
 - Work continues on the ferris wheel and site work.
- **Bay Beach Amusement Park – Stormwater Management Plan**
 - Staff has been working with the Department of Public Works to issue an RFQ to develop a cohesive storm water management design for the entire amusement park.
- **Bay Beach Amusement Park – Temporary Parking Lot**
 - Staff has been working with the Friends of Bay Beach to install the temporary overflow parking lot. Construction will begin soon.
- **Colburn Pool**
 - The State of Wisconsin has approved the pool plans.
 - The bid opening for this project was on May 7. One contractor submitted a bid. If the City Council approves awarding the bid, the work will begin after the pool closes August 18th.
- **East River Optimist Site Improvements**
 - There was a preconstruction meeting held on May 6th for the project. The anticipated start date is during the week of May 13th. The expected completion date is August 30th.
 - The parking lot will not be available to users through the duration of the construction. Staff will work with the Little League group to select alternate parking options.
- **East River Trail – Expansion**
 - A design committee has been working with the consultant on conceptual plans for the Main Street Plaza. We will be presenting the chosen concept at an upcoming Park Committee meeting.
- **Playgrounds**
 - The playground equipment has arrived for East River Van Beaver Park and Fort Howard/Jefferson Park.

- **Red Smith Shelter**

- Work for the shelter and walkway will likely begin in June.

- **Wildlife Sanctuary – 4K Nature Center Addition**

- The exterior walls are completed and the roof trusses are currently being set.

RECREATION DIVISION

- The adult softball season began the week of April 29. We will be offering Men's Slow-pitch, Co-Ed Slow-pitch and Men's Modified softball leagues at various parks throughout Green Bay. There are 49 teams registered.
- We are currently interviewing and hiring staff for summer positions (playground leaders, softball site supervisors, softball officials, and pool staff).
- The Golden Memories Ball will be held at the Bay Beach Amusement Park on Friday, May 10th from 7-10 p.m. The Bob Kuether Ballroom Dance Band will be providing the entertainment.
- The Parks Perks Summer Kickoff Party will be held at the Joannes Park Shelter on Thursday, May 16th from 5-6:30 p.m.
- The 17th Annual Kids' Day Luncheon will be held on June 25th from 11 a.m.-2 p.m. at Leicht Park.
- The Summer Playground Program begins on Tuesday, June 11th. Important dates include the following:
 - June 11 - Playground sites open at 1 p.m.
 - June 12 - Summer Lunch Program begins
 - June 17 - Special Population Program Begins
 - June 20 - City Wide Track & Novelty Day
 - June 25 - Kids' Day
 - June 27 - Super Hero's Day
 - July 3 - WLS Day
 - July 10 - City Wide Games Day
 - July 11 - Countries of the World Theme Day
 - July 16 & 17 - Preliminary Talent Show
 - July 18 - Sports Tournament
 - July 23 - City Wide Talent Show
 - July 27 - Own Choice Theme Day
 - August 6 - Kiddie Parade & Kiddie Karnival
- Tennis Lesson and Sailings registration is now open for youth and adults.
- Wading pools open on weekends beginning June 8th.

- Planning is underway for the 5th Annual **FIT In the Parks** series. This year, classes will take place for 7 weeks: July 8-August 22. Staff is securing sponsorships and putting together this year's class schedule.
- The **2019 Summer Activity Guide** has been printed and distributed to schools and community organizations.

AQUATICS

- Southwest and Edison Pool continue to be utilized 5 days/week for local swim team practices and other community rentals.
- The final session of indoor swim lessons wrapped up at Southwest on May 9. Levels Parent-Child through Level 5 were offered.
- A Lifeguard Training Course will begin at Southwest Pool on Friday, May 11. 12 people are registered for this class.
- Outdoor pool staff orientations and trainings will begin on May 21 and run through June 6.
- Outdoor pools open for the season on Saturday, June 8
- We are currently extremely short on lifeguards this summer. Currently, we still need to hire approximately 25 full time lifeguards with very few applications coming in. Staff has done media releases, a live interview on Channel 11, a social media campaign, etc. We will offer an additional Lifeguard Training Course immediately after schools get out for the summer for those looking to work as a lifeguard for the City of Green Bay pools.

BAY BEACH

- Opening weekend was very successful. We had a record breaking opening weekend.
- Staff had great customer service and worked hard to make it a great experience for all.
- Implementation of Jolt management software continues and reports can be printed.
- Seasonal staff has been contacted about returning for summer employment.
- Notifying employees of changes being made for 2019 season.
- Seasonal Interviews continue twice a week. We are still looking to hire roughly 30 new staff members.
- Getting updated signs posted so places are more visible to our customers
- Updating schedules, documentation needs, and daily revenue sheets.

- Getting schedules uploaded to Jolt.
- Souvenir gift shop looks great with the floors being replaced and everything set up for opening weekend.
- First Aid center is completed and has been placed near kiddie rides. Procedures are being updated and product has been ordered.
- Coordinator training is updated and most coordinators have been trained.
- “First day” cheat sheet has been created for all staff. They were sent this in an email so they know what our procedures are.
- Menus have been updated and are ready for printing. Pepsi purchased TVs in the main pavilion and Grill to display our menus.
- Vendors have been contacted for time and delivery dates.
- Pricing has been updated.

Metro Boat Launch

- All docks are in the water.
- Envelopes are picked up weekly.

Triangle Sports Area

- The first rental was April 6th.
- We will continue to look at trends for next year and continue to make improvements.
- Continue planning events to increase summer use not related to disc golf, as well as winter activities for next season if there is little or no snow.

WILDLIFE SANCTUARY

- The Easter Egg hunt was sold out and was a great success.
- The Springs Wings event will be held on May 11th. This event celebrates International Migratory Bird Day. Events include guided bird hikes, bird house making, bird feeder making, demonstrations of bird rescue and bird banding.
- Don Renard generously donated 2,000 trout to stock the fishing lagoon.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

May 14, 2019

PREPARED BY

AGENDA ITEM # E.2.

The next Park Committee meeting is scheduled for June 12, 2019.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None