



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, JUNE 10, 2020, 5:00 PM

AMENDED AGENDA

Virtual Meeting

Public may also view meeting at:

www.youtube.com/cityofgreenbay

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

E. Regular Business.

- I. Consideration with possible action on the request by Ald. Lefebvre for staff to report on the status of the invasive plants in the Wildlife Sanctuary. Why they are out of control? What plans are there to combat them? Note: These invasive plants (garlic mustard, creeping charlie) are invading the neighborhood across the street.
2. Consideration with possible action on the update from staff on the budget, cost estimates and phasing plan options for the beach project at Bay Beach Amusement Park.
3. Consideration with possible action on the request by Ald. Gerlach to transfer the name "Joseph F. Gagnon" to the Little League field, specifically, in the current Gagnon Park (formerly Oakdale Park) and to rename the park "Olde Preble Neighborhood Park."
4. Consideration with possible action on the opening plan of recreational aquatic facilities, youth sports leagues and youth camps based on the guidelines issued by the Wisconsin Department of Health Services.

F. Informational.

1. Director's Report on updates and recent activities of the Parks, Recreation and Forestry Department.
2. The next Park Committee is scheduled for June 24, 2020.

G. 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.

Virtual Meeting Instructions



Parks Committee for 6-10-20

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/82937318323?pwd=cUFsN1pCMmVZSmV6R1BpN1NPOWJuUT09>

Meeting ID: 829 3731 8323

Password: 996441

One tap mobile

+19292056099,,82937318323#,,1#,996441# US (New York)

+13017158592,,82937318323#,,1#,996441# US (Germantown)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 829 3731 8323

Password: 996441

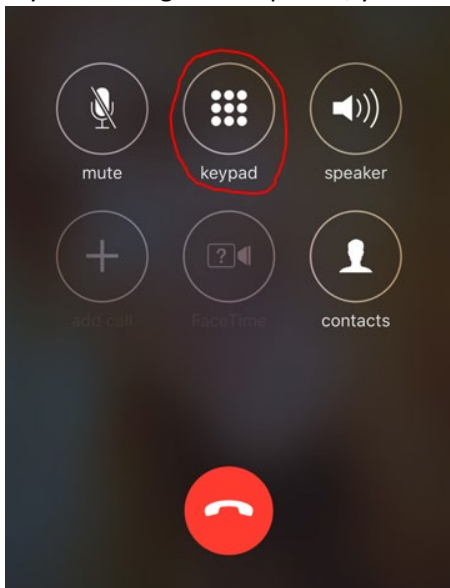
Find your local number: <https://us02web.zoom.us/j/kex3XLIOv5>

Additional Information

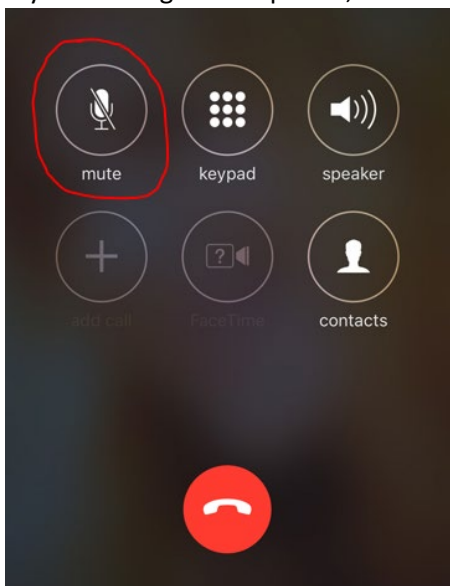
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 10, 2020

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on the request by Ald. Lefebvre for staff to report on the status of the invasive plants in the Wildlife Sanctuary. Why they are out of control? What plans are there to combat them? Note: These invasive plants (garlic mustard, creeping charlie) are invading the neighborhood across the street.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 10, 2020

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on the update from staff on the budget, cost estimates and phasing plan options for the beach project at Bay Beach Amusement Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Shoreline Improvements Phasing Plan 120

Bay Beach Shoreline Project Available Funding - 6/9/2020

Bond 2018	\$5,000,000
Donations to Date	\$723,000
NRDA - Construction Grant	\$200,000
WI Coastal Management - Construction Grant	\$100,000
Fund for Lake Michigan - Construction Grant	\$75,000
WPS - Construction Grant	\$50,000
Total Funding Available	\$6,148,000

Total Spent To Date or Committed Expenses

Additional Engineering Fees Beyond Grant Funding	\$193,265
Miscellaneous Costs to Date	\$35,518
Construction Cost to Install Pier Pilings by Ferris Wheel	\$331,064
Total Spent To Date	\$559,847

Staff Proposed Phase 1 Shoreline Projects

Beach Installation and Beach Grooming Equipment	\$1,100,000
Shoreline Walk Installation	\$535,000
Bathhouse with Concession Stand	\$520,000
Parking Lot Paving	\$550,000
Utilities	\$240,000
Site Work and Erosion Control	\$190,000
10% Contingency	\$313,500
Total Proposed Phase 1 Shoreline Projects	\$3,448,500

Staff Proposed Phase 2 Shoreline Projects

Additional Pier Engineering	\$30,000
Pier Construction	\$3,000,000
10% Contingency	\$300,000
Total Proposed Phase 2 Shoreline Projects	\$3,330,000

Project Budget Summary

Spent to Date	\$559,847
Total Proposed Phase 1 Shoreline Projects	\$3,448,500
Total Proposed Phase 2 Shoreline Projects	\$3,330,000
Grand Total for Shoreline Project	\$7,338,347
Total Available Budget to Date	\$6,148,000
Grand Total for Shoreline Project	\$7,338,347
Total Shortage of Funds	\$1,190,347



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 10, 2020

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on the request by Ald. Gerlach to transfer the name "Joseph F. Gagnon" to the Little League field, specifically, in the current Gagnon Park (formerly Oakdale Park) and to rename the park "Olde Preble Neighborhood Park."

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 10, 2020

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on the opening plan of recreational aquatic facilities, youth sports leagues and youth camps based on the guidelines issued by the Wisconsin Department of Health Services.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. COVID-19 _ Wisconsin Department of Health Services _ Aquatics
2. COVID-19 _ Wisconsin Department of Health Services _ Youth Camps
3. COVID-19 _ Wisconsin Department of Health Services _ Youth Sports

Note: The Department of Agriculture, Trade, and Consumer Protection (DATCP) and the Wisconsin Economic Development Corporation (WEDC) have released [guidance for operators](#) to assist in planning and reducing risk when reopening. The [DATCP and WEDC guidelines](#) provide information on **how** to reopen, while these recommendations provide information on **when** to reopen.

Groups of people who are in close contact with one another greatly increases the risk for the spread of the virus. It is difficult to maintain physical distancing while swimming or playing in pools, splash pads, and water parks. During this time it is also challenging to maintain necessary physical distancing and sanitation recommendations in other communal areas, such as poolside seating, concession stands, changing facilities, locker rooms, and bathrooms. Pools and water parks can draw large numbers of individuals and families, especially during the summer months. People may travel from a wide geographic area to Wisconsin's water parks, making it possible for many communities to become infected from a single day of fun.

At this time, the Department of Health Services (DHS) recommends that all public pools, splash pads, and water parks remain closed due to the spread of COVID-19. Until we meet the benchmarks established in the roadmap to reopen Wisconsin, it is not safe to bring together groups of individuals that are not part of a single household or living unit into an environment where sustained and close contact could occur. You can track the state's progress on these benchmarks on the [DHS COVID-19 Response website](#). This is a rapidly evolving situation, but it is unlikely that this recommendation would be changed unless significant progress in meeting gating criteria are met.

DHS understands that there are many positive benefits from visiting public pools, splash pads, and water parks. While it isn't the same, there are other fun outdoor activities individuals and families can participate in while waiting for it to be safe to return to pools and water parks. Families or households can still enjoy bike rides, walks, and other outdoor physical activities that allow for safe physical distancing.

Recommended Actions to Take

Stay informed about local COVID-19 information and updates. We recommend checking the website or social media of your local or tribal health department and the [Department of Health Services website](#) for the most updated information.

Close all public pools (including pools located in lodging facilities), splash pads, and water parks, and limit the people onsite to only those needed for maintenance and upkeep.

Once it is Determined to be Safe to Reopen

Operators should coordinate with their local or tribal health departments to ensure that best practices are being followed to meet all expectations and requirements for physical distancing and other public health protections. Refer to the [WEDC Industry Guidelines for Entertainment and Amusement](#) for specific considerations for swimming pools and water attractions.

All decisions about implementing considerations for operations should be made locally, in collaboration with local or tribal health officials. Operators of public aquatic venues can consult with local officials to determine if and how to implement these considerations while adjusting them to meet the unique needs and circumstances of the local community. Their implementation should also be informed by what is feasible, practical, and acceptable.

At this time, DHS recommends that congregate activities for children that are considered educational or enrichment programs, including residential summer camps, be postponed or canceled. This guidance does not apply to licensed day camps regulated by the Department of Children and Families. COVID-19 continues to circulate throughout Wisconsin, and the state has not yet met the criteria for safely conducting these programs. Physical distancing and proper hygiene by children in these settings is extremely difficult to enforce. Summer camps and enrichment programs should follow applicable state, local, and tribal health recommendations. We urge programs to work with their local public health departments, who can help assess the community mitigation strategies needed based on the level of COVID-19 transmission in your area, the capacities of your local public health department and health care systems, and other relevant factors. This guidance does not apply to day cares for the children of essential workers.

This is a rapidly evolving situation, so please continue to monitor DHS guidelines, as they may change based upon new scientific information and epidemiological data.

With schools across the state closed and summer quickly approaching, many parents and guardians rely on summer programs for the care of their children. This guidance is intended to assist camp directors and administrators in making the safest decisions possible regarding child care programs and summer day camps during the COVID-19 pandemic. It outlines best practices and considerations for resuming operations when it is considered safe to do so. These recommendations are based on what is currently known and understood regarding COVID-19.

Until we reduce the transmission of COVID-19 and meet the Wisconsin gating criteria and core responsibilities in the Badger Bounce Back plan, DHS recommends that summer camps and youth programs that are considered educational or for enrichment be postponed or canceled. Resuming educational and enrichment programs for youth will need to be a gradual process, starting once the state experiences a sustained downward trend in COVID-19 cases. We will need to continue efforts to prevent future outbreaks, monitor for resurgence of the virus, and take appropriate steps if we see increases in virus transmission.

Overview of the Three Phases of the Badger Bounce Back Plan

Action	Safer at Home	Phase One: When all Gating Criteria and Core Responsibilities are Met	Phase Two: Based on Re-Evaluation of Criteria and Core Responsibilities	Phase Three: Based on Re-Evaluation of Criteria and Core Responsibilities
Open K-12 Summer Educational and Enrichment Programs	No	Yes*	Yes*	Yes
Open Day Cares	Yes, but limits on capacity	Yes*	Yes*	Yes

*People over age 60, including employees, and those who are medically vulnerable should continue to shelter in place. Online education and remote work encouraged wherever possible.

This guidance does not apply to day cares for the children of essential workers. As such, day camps and youth programs that are licensed by the Department of Children and Families (DCF) or attached to a licensed program, should continue to operate their programs following other applicable guidelines issued by the state.

Decisions to open camps for education and enrichment depend on our ability to quickly track, test, and trace cases of COVID-19 in our communities, in order to limit its spread. All decisions about opening summer camps should be made in collaboration with state and local and/or tribal health authorities, who can help assess the community mitigation strategies needed based on the level of COVID-19 transmission in your area, the capacities of your local public health department and health care systems, and other relevant factors.

At this time, the Department of Health Services (DHS) recommends that all youth sporting events planned for this spring and summer be postponed or canceled due to the spread of COVID-19. Until we meet the benchmarks established in the Badger Bounce Back plan, it is not safe to bring together groups of youth and coaches for practice or to host sporting events. You can track the state's progress on these benchmarks on the [DHS COVID-19 Response website](#).

DHS recommends that individuals avoid all public and private gatherings of any number of people that are not part of a single household or living unit. This applies to events like youth sporting events and team practice. We will re-evaluate this recommendation on in-person public events once Wisconsin has seen progress in the "gating criteria," including a sustained downward trend in COVID-19 cases, and the ability of hospitals and health systems to treat all patients. This is a rapidly changing and evolving situation, but it is unlikely that any large gatherings would be recommended throughout the summer.

Youth sporting events present unique challenges, as successful events typically bring in large numbers of teams and families from a wide geographic area, and many require regular interactions between team members and opposing teams. In addition, communal areas like vendor stalls, shelters, and bathrooms at such events makes it especially challenging to accommodate necessary physical distancing and sanitation recommendations during this time.

DHS understands that there are many positive benefits from participating in youth sports, and that children and families look forward to attending sporting events in the spring and summer. A child and their family can still acquire some of the same benefits of being physically active by going for a family walk, bike ride, or other physical activities that follow safe social distancing guidelines.

Actions to Take

Stay informed about local COVID-19 information and updates. We recommend checking the website or social media of your local health department and [the Department of Health Services website](#) for the most updated information.

Close all sporting facilities and fields, and limit services to only needed maintenance and upkeep. Post relevant signage indicating limitations on use.

Coaches can:

- Consider ways to provide practice virtually or guiding individual practice by providing at-home training instructions.

- Host virtual team calls or send out team emails to keep the team members connected, provide support and encouragement, and offer tips to stay in shape and practice skills.

Once it is safe to start holding youth sporting events again, you should coordinate with local public health departments, families, and other community members to ensure that any sporting event meets all expectations and requirements for social distancing or other public health protections.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 10, 2020

PREPARED BY

AGENDA ITEM # F.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 061020

PARK COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, June 10, 2020

PARK DIVISION

- We are continuing to discuss and plan the reopening of parks and best practices going forward.
- Our seasonal staff has begun to arrive.
- Recently we have seen large numbers of people gathering at a few park sites to protest. After they have dispersed we find that they are leaving large amounts of garbage and litter behind. We are cleaning up the day after.
- We are continuing to fix storm damage at areas around Bay Beach Amusement Park.
- Landscape crews are maintaining landscape beds around the city.
- Park crews are adding and moving garbage cans around where we are seeing increased use by park patrons.
- The mowing crews are in full swing with mowing operations as summer weather has arrived. With the past couple of storms there are some areas the mowing crews are unable to access due to standing water.
- Ball Diamond crews have begun maintenance on the ball diamonds.

FORESTRY DIVISION

- Tree Planting – Approximately 750 trees have been planted, staked and mulched along city streets and in parks. 450 trees were prepared in the Forestry Tree Nursery.
- Stump Removal along streets and in parks is underway. The crew will be working from west to east this year.
- Tree Pruning along streets on the far west side is underway.
- EAB Treatments are underway, 2500 ash are scheduled for treatment this season.

DESIGN & DEVELOPMENT DIVISION

- Bay Beach Amusement Park – Beach, Boardwalk, Bathhouse
 - Staff has received the majority of the plans for the bathhouse for review.
- City Hall - Mechanical
 - A Request for Proposals will be issued soon for the City Hall Mechanical Engineering.
- Colburn Park – Pool, Bathhouse, Concession Stand, Pool Deck Lighting
 - Work on the pool, bathhouse and concession stand is nearly completed. The final inspection will likely occur the week of June 15th.
 - City Hall - Mechanical

- Green Bay Outdoor Recreation and Open Space Plan
 - This plan is updated every 5 years. Staff is nearly completed with the revisions. It will be brought to one of the next Park Committees for approval.

RECREATION DIVISION

- Staff is working with youth baseball/softball organizations to determine re-opening of their leagues this summer.
- Developing plans for re-opening summer activities (softball, playgrounds, summer camp) in response to Covid-19 pandemic.
- We are currently interviewing and hiring staff for summer positions (playground leaders, softball site supervisors, softball officials, and pool staff).
- The first annual Virtual Talent Show was a success. WIXX hosted the show where we showcased singers, dancers, magicians and other amazing talents.
- Planning is underway for FIT in the Parks. Modifications will be made to include social distancing and capacities for each FIT class.
- The 2020 Mayor's Kids' Day Luncheon at Leicht Park has been cancelled.
- The Green Bay Summer Lunch Program will be offered at 14 School Sites. They will not be distributed to the Summer Playground Sites.

AQUATICS

- We have been in contact with current staff to confirm who is still hoping to return to pools this summer.
- Preliminary opening plans have been drafted to address the COVID-19 concerns.
- We are in the process of developing pool staff trainings and schedules in anticipation of opening July 1 for Colburn Pool.

BAY BEACH

- Bay Beach concluded curbside takeout meals on Saturday, May 30th.
- A comprehensive opening plan has been developed to follow the CDC, WEDC, & IAAPA guidelines. New policies and procedures have been developed to ensure the safety of our customers and staff once we are able to open. Every piece of our operation has been analyzed and changes are being made accordingly.
- Repair on the east end train tracks continue. This work is anticipated to be completed within the next two weeks.
- Concession areas have been prepped and are ready for opening day.
- Onboarding, training and orientation processes had to be changed due to the current situation.
- Orientations began the first week of March and continue as new hires are brought on.
- Interviewing continues through video meetings.
- Hands on training will begin on June 15th with 3-4 people to maintain social

distancing.

TRIANGLE SPORTS AREA

- Gates have been opened to allow use of the trails.
- Disc golf is open.

METRO BOAT LAUNCH

- Daily attendance increases with the nicer weather, especially on the weekends.

WILDLIFE SANCTUARY

- The phased re-opening plan is in process.
 - On May 26th the outdoor animal exhibits opened to public. This includes the Raptor Walk and areas around our Woodland Building.
 - On May 27th we resumed our Wednesday public Wolf Feeding programming utilizing social distancing. Staff marked out areas and accomplished this safely. This will continue every Wednesday through June.
 - Programming will start to begin again. Starting June 5th we will once again be having our Talon Talk Programs at the Raptor Theater. Beginning Monday June 8th our Amazing mammal program will showcase our ambassador mammals.
 - On June 22nd we will resume our Summer Camp modified to be more outside and limited to 8 campers and 2 leaders.
 - On July 6th we are planning to re-open the buildings (assuming it is safe to do so). Certain areas may need to remain closed where enforcing social distancing is difficult.
 - More programming will be added as it is safe to do so.
- Park maintenance continues – With the additions of our Summer Crew, our entire team has been taking time to clean up/fix/improve many areas in the park. Our night crew has worked hard to deep clean the Nature Center, taking apart and cleaning ALL exhibits, wood polishing all the walls, and vacuuming the upper areas revealing the colors of our displays once again. Animal Care has been working hard deep cleaning/power washing all of our enclosures and improving the ground/substrate in some raptor enclosures. Summer pools and displays at the Woodland Building are cleaned and up and running for the season. Rangers and their crew have been busy maintaining trails, cutting grass, and cleaning up areas of the park, including the small trout pool area and small falls outside OB. What a change! Absolutely beautiful.
- On May 29th we received another generous donation of trout from Don Renard. Between 1500-1700 good size (14"-16"+) rainbow trout were stocked in the Lagoon.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 10, 2020

PREPARED BY

AGENDA ITEM # F.2

The next Park Committee is scheduled for June 24, 2020.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None