



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, JUNE 24, 2020, 6:00 PM

Public may join this virtual meeting via Zoom

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 granting a utility easement to Wisconsin Independent Network (WIN) on behalf of the Green Bay Packers for the installation of a fiber optic line at John Muir Park.
2. Consideration with possible action on increasing the launch fees at the Metro Boat Launch.

F. Informational.

- I. Director's Report on updates and recent activities of the Parks, Recreation and Forestry Department.
2. The next Park Committee is scheduled for July 15, 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 6-24-20

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/84144975713?pwd=b2dwejRuYnJLaXdNdTRvN29ia3cvdz09>

Meeting ID: 841 4497 5713

Password: 847669

One tap mobile

+13126266799,,84144975713#,,1#,847669# US (Chicago)

+19292056099,,84144975713#,,1#,847669# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 841 4497 5713

Password: 847669

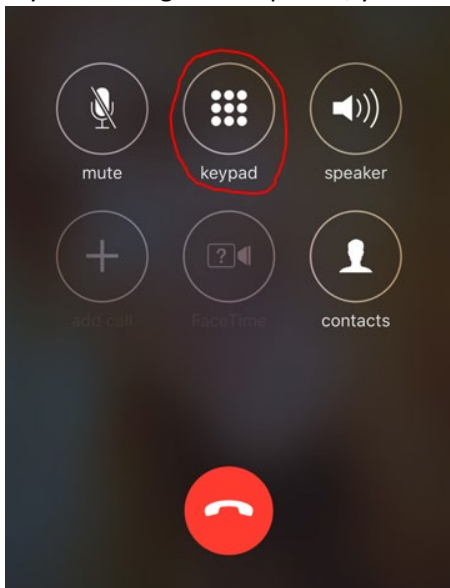
Find your local number: <https://us02web.zoom.us/j/84144975713?pwd=b2dwejRuYnJLaXdNdTRvN29ia3cvdz09>

Additional Information

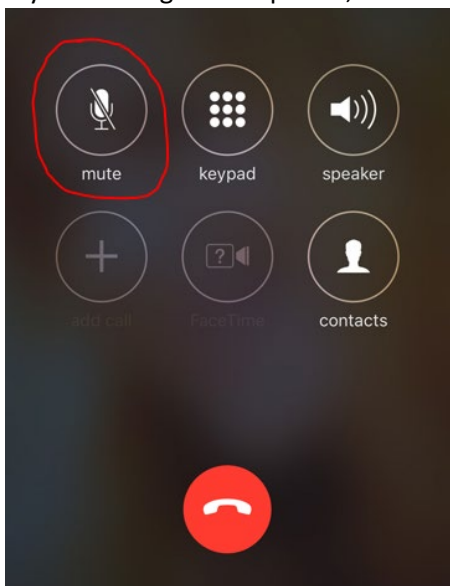
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
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 24, 2020

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on granting a utility easement to Wisconsin Independent Network (WIN) on behalf of the Green Bay Packers for the installation of a fiber optic line at John Muir Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. WIN Easement John Muir Park_CITY REVISED-06.17.20
2. John Muir Park Proposed Bore Crossing 2

EASEMENT

Name: **CITY OF GREEN BAY JOHN MUIR PARK**

The undersigned, hereinafter called "Grantor", in good consideration, does hereby grant and convey unto WIN, LLC, a Wisconsin Limited Liability Company, whose address is 4955 Bullis Farm Road, Eau Claire, WI 54701, its successor and assigns, lessees, licensees and agents ("WIN" or "Grantee"), a perpetual easement with the right, privilege and authority to locate, construct, reconstruct, maintain, operate, enlarge, repair, patrol, remove and replace such communication facilities as WIN may require (the "Facilities"), together with the power to extend to any other party the right to use, jointly with WIN, pursuant to the provisions hereof, upon, under, over and across the following described lands which the Grantor owns, and are located in the County of Brown, in the State of Wisconsin ("Easement Area"):

PART OF VACATED BIEMERET STREET, LOCATED IN OAK CREST PLAT, CITY OF GREEN BAY, IN PRIVATE CLAIM 11, BROWN COUNTY, WISCONSIN. FURTHER DESCRIBED AS FOLLOWS THE CENTERLINE OF 10 FOOT WIDE EASEMENT: COMMENCING AT THE SOUTHEAST CORNER OF LOT 16 OF SAID OAK CREST PLAT. THENCE S15°50'24"W, 48.03 FEET ALONG THE WESTERLY RIGHT-OF-WAY LINE OF NELSON STREET TO THE POINT OF BEGINNING, THENCE N56°48'07"W, 52.96 FEET TO A POINT ON THE EASTERLY RIGHT-OF-LINE OF "I 41" TO THE END OF SAID CENTERLINE

SEE EXHIBIT "A" ATTACHED FOR LEGAL DEPICTION OF WISCONSIN INDEPENDENT NETWORK (WIN) NON-EXCLUSIVE EASEMENT

A map or survey of the Easement Area, if attached to this Easement, is incorporated into this Easement by reference. Together with all the associated rights and privileges for the full enjoyment or use of the Easement Area for the aforesaid purpose, including but not limited to the following rights: (1) the right of ingress and egress to the Facilities located upon, over, in or under the Easement Area for the purpose of locating, constructing, reconstructing, maintaining, operating, patrolling, repairing and removing Facilities; (2) the right to use property of Grantor outside of and adjacent to the Easement Area for ingress and egress; (3) the right to trim, cut down or control the growth of any trees or other vegetation on the Easement Area and such other trees and vegetation adjacent thereto as in the judgment of WIN may interfere with the construction, reconstruction, maintenance, operation, repair, use of, the Facilities or equipment appurtenant thereto.

WIN shall keep the Easement Area free and clear of any and all liens for labor performed or materials furnished at the request or for the benefit of WIN. WIN shall leave the Easement Area in good or better condition than its initial condition, and shall comply with all rules and regulations, whether federal, state, county, or municipal, relating to the use of the Easement Area.

Grantor will not construct or place any buildings, structures, trees, plants, or other obstructions on the Easement Area which could result in a violation of the minimum clearance requirements of the National Electric Safety Code or other applicable laws or regulations could interfere with the operation and maintenance of the Facilities.

WIN hereby agrees to indemnify, defend and hold harmless the Grantor, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys' fees, costs and expenses of whatsoever kind or nature in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part or claimed to be caused, occasioned, or contributed to in whole or in part, by reason of any act, omission, fault, or negligence, whether active or passive, of WIN or of anyone acting under its direction or control or on its behalf, even if liability is also sought to be imposed on Grantor, its elected and appointed officials, officers, employees, agents, representatives and volunteers. The obligation to indemnify, defend and hold harmless the Grantor, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, shall be applicable unless liability results from the sole negligence of the Grantor, its elected and appointed officials, officers, employees, agents, representatives and volunteers. WIN shall reimburse the Grantor its elected

RETURN TO:

WIN, LLC
4955 Bullis Farm Road
Eau Claire WI 54701

PIN: 6-300

and appointed officials, officers, employees, agent or authorized representatives or volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. In the event that WIN employs other persons, firms, corporations or entities (sub-contractor) as part of the work covered by this Agreement, it shall be WIN's responsibility to require and confirm that each sub-contractor enters into an Indemnity Agreement in favor of the Grantor, its elected and appointed officials, officers, employees, agents, representatives and volunteers, which is identical to this Indemnity Agreement. This indemnity provision shall survive the termination or expiration of this Agreement.

This instrument shall be binding upon the Grantor, his heirs, personal representatives, successors and assigns, and incorporates all agreements and stipulations between the parties and that no prior representations or statements, verbal or written, shall modify, add to or change the terms hereof.

IN WITNESS WHEREOF, I/We have hereto set my/our hand(s) and seal this _____ day of June, 2020.

Grantor:

CITY OF GREEN BAY JOHN MUIR PARK

Name: Eric Genrich – Mayor

Signature: _____

Name: Kris A. Teske – Clerk

Signature: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

Personally came before me this ____ day of June, 2020, the above named _____

to me known to be the person who executed the foregoing instrument and acknowledged the same.

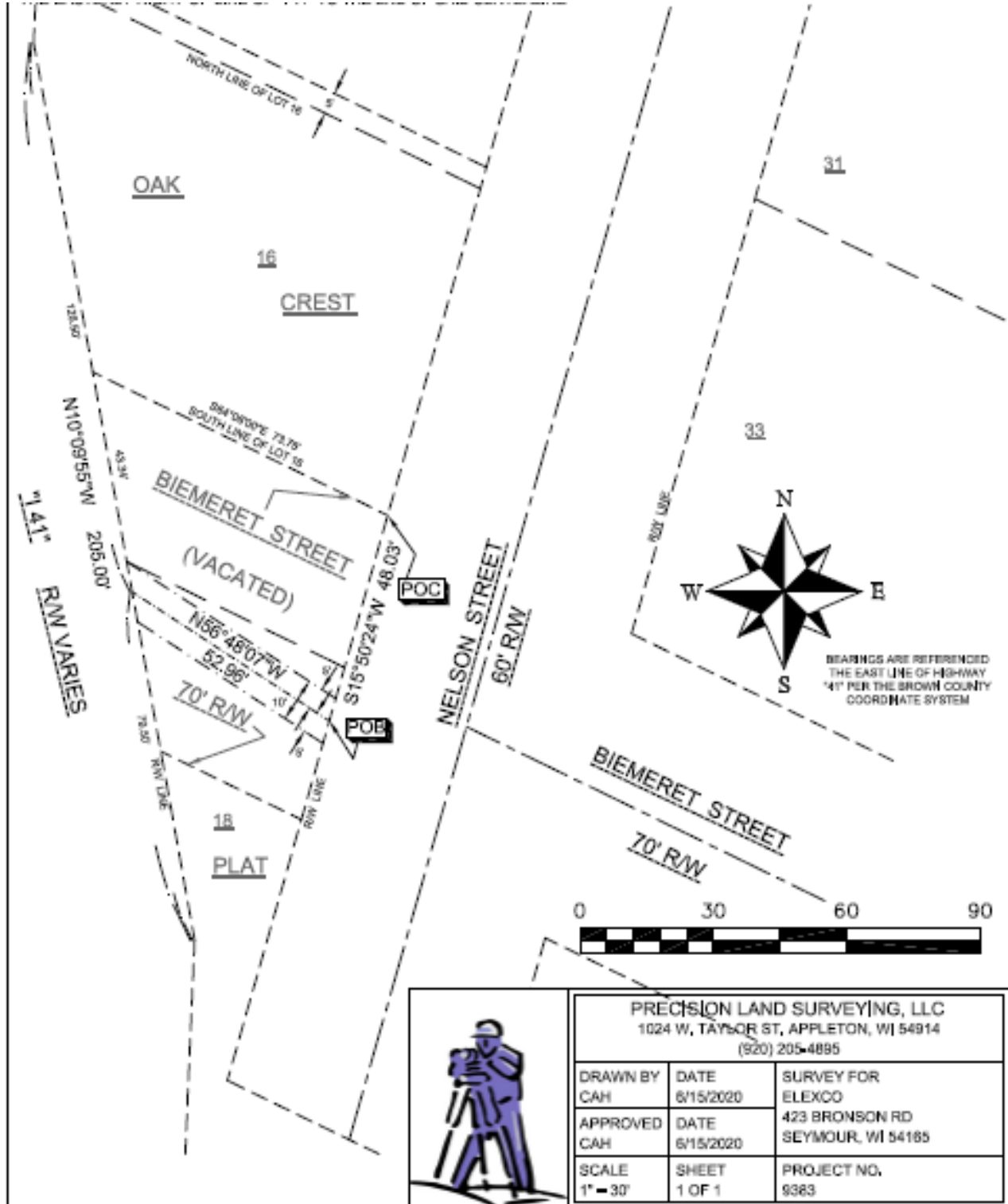
Notary Public, State of _____

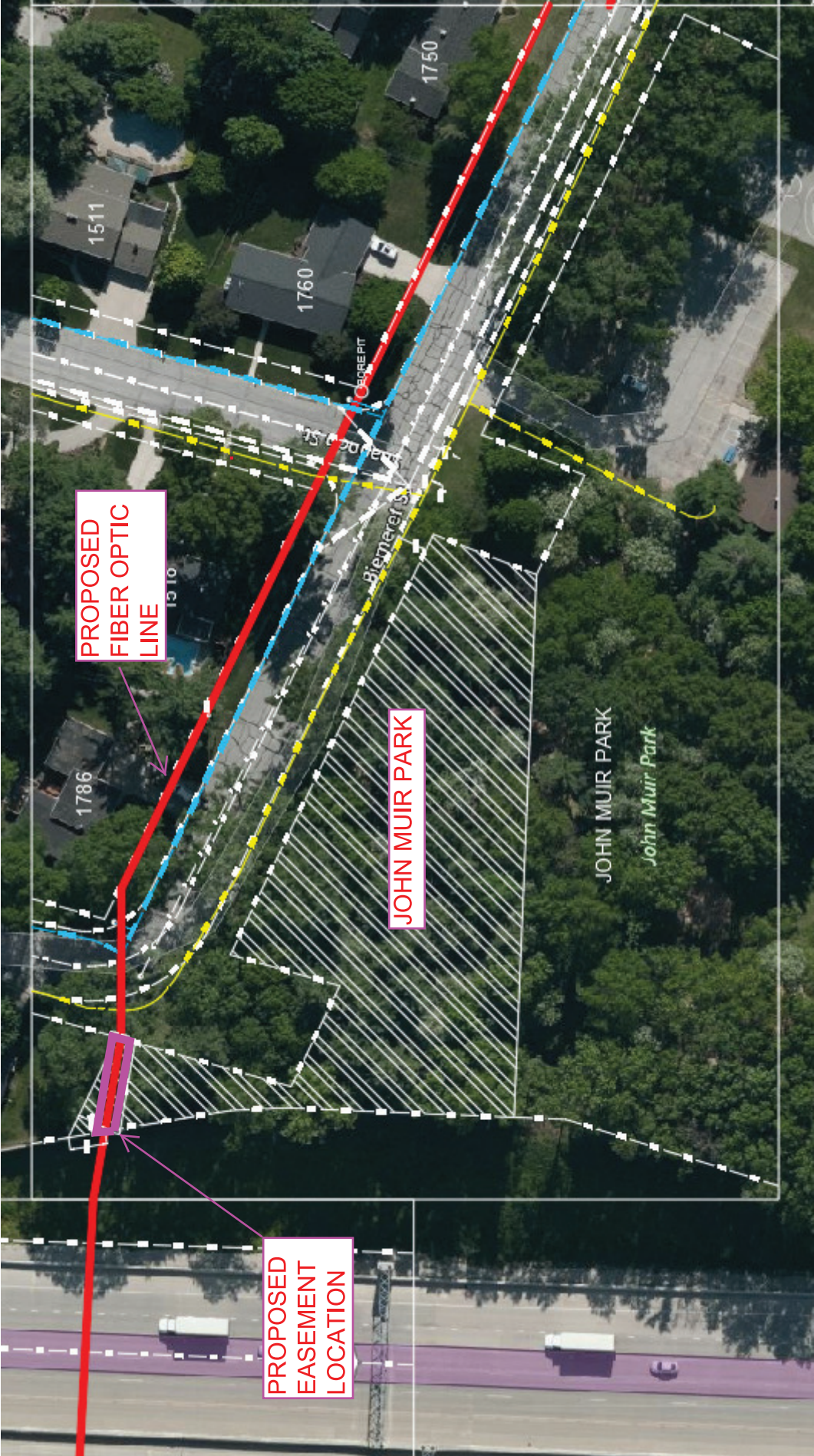
My Commission Expires: _____

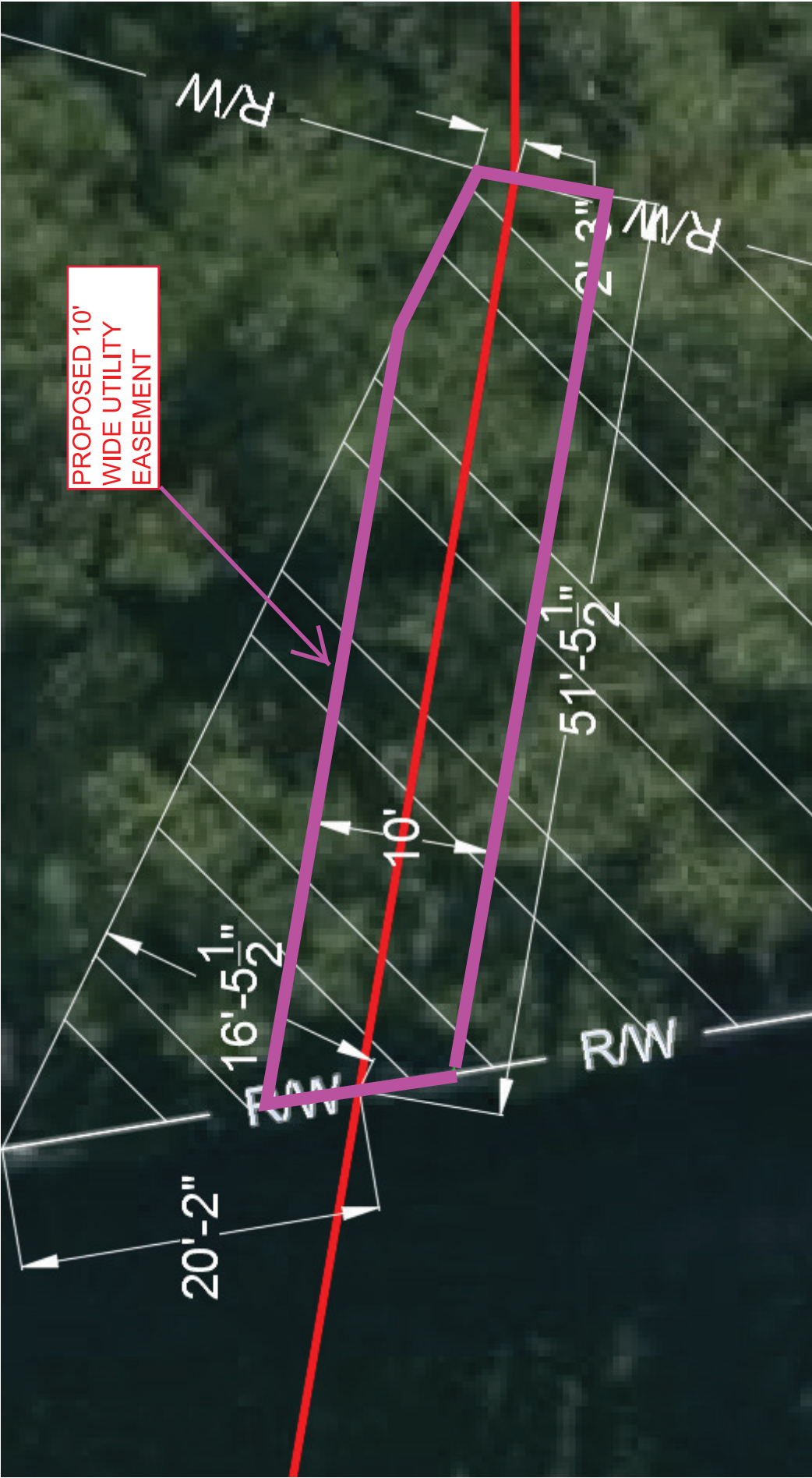
Exhibit "A" for WIN Easement

EASEMENT EXHIBIT

PART OF VACATED BIEMERET STREET, LOCATED IN OAK CREST PLAT, CITY OF GREEN BAY, IN PRIVATE CLAIM 11, BROWN COUNTY, WISCONSIN. FURTHER DESCRIBED AS FOLLOWS THE CENTERLINE OF 10 FOOT WIDE EASEMENT:
COMMENCING AT THE SOUTHEAST CORNER OF LOT 16 OF SAID OAK CREST PLAT, THENCE S15°50'24"W, 48.03 FEET ALONG THE WESTERLY RIGHT-OF-WAY LINE OF NELSON STREET TO THE POINT OF BEGINNING, THENCE N56°48'07"W, 52.96 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF "1.41" TO THE END OF SAID CENTERLINE









Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 24, 2020

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on increasing the launch fees at the Metro Boat Launch.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Joint Municipal Letter Proposing Fee Increase_6.2020
2. Boat Landing Fee Comparison_2020



DATE: 06/09/2020

TO: Brown County Board of Supervisors
City of Green Bay Common Council
City of De Pere Common Council
Village of Wrightstown Board

RE: Uniform Boat Launch Fee Increase Proposal for All Launches in Brown County in 2021

On June 8, 2020 a meeting was held between Travis Coenen, Wrightstown administrator; Marty Kosobucki, De Pere Parks, Recreation & Forestry director; Dan Ditscheit, Green Bay Parks, Recreation & Forestry director; and Matt Kriese, Brown County parks director, in regard to the uniform boat launch fee program. In 1989 the municipalities agreed to implement an annual/seasonal pass program where the launch users could purchase one pass and launch at multiple boat landing sites across the county, with Wrightstown added into this program around 2015 based on a jurisdictional transfer of the Wrightstown Boat Landing. This program has served users very well and is efficient for users knowing they may use the annual pass at all launches based on wave height and safety, wind direction or specific recreational activity.

Brown County maintains a segregated account, where the County acts as the program administrator, and makes a lump sum payment to all municipalities at the end of each fiscal year. The program includes eight (8) boat launch sites across the county and funding is divided annually based on an agreed percentage of use.

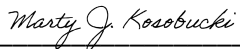
In 1989 the annual fee was \$20, in 1999 the annual fee was \$30 and around 2016 a senior discount was approved for \$30 with the regular pass increasing to \$35, while the daily pass remains at \$5. Based on comparable rates from other municipalities it is the recommendation of the undersigned directors to increase the annual/seasonal county-wide boat launch fee to the following rates commencing in 2021:

\$60 seasonal pass \$50 senior pass \$6 daily pass
\$75 commercial pass (i.e. contractors, boat dealers, fishing/hunting guides)

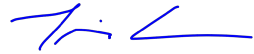
Increasing the fee will allow municipalities to use this funding specifically for the rising cost of boat landing operations and maintenance where use is increasing, and infrastructure needs are great.

Sincerely,


County Parks Director


De Pere Parks Director


Green Bay Parks Director


Wrightstown Administrator

2020 Annual and Daily Boat Launch Fee Comparison

Location:	# of launches	Daily	Annual	Senior Annual	Commercial Fee	2nd sticker	Notes
Brown Co	8	\$ 5	\$ 35	\$ 30	\$ 60	\$ 5	\$30 senior 62+
Geano Beach	1		\$ 50				private/one launch lane
Oconto Co	13	\$ 5	\$ 30				Primarily inland lakes
City of Shawano*	9		\$ 25	\$ 20			
Door Co	7	\$ 7	40-55			\$ 30	resident and non
Kewaunee Co	1	\$ 8	60-80				Lake Michigan pass (Algoma) resident and non
Kewaunee Co	1	\$ 8	45-65				Lake Michigan pass (kewaunee)resident and non
Winnebago Co*	8	\$ 7	\$ 35	\$ 30			non resident \$45
Lake Winnebago launches*			\$ 50				
Marinette	4	\$ 3	\$ 25				
Manitowoc Marina	1	\$ 6	\$ 60				
Milwaukee Co	4	6.75-15.50	64.50-155	55-105			based on boat size, 8 diff. fee schedules
Waukesha Co*	4	\$7-9	\$ 90				
City of Racine	1	\$8-18	65-145				8 diff. fee schedules
Racine Co	2	\$7-11	\$65-115				
Huron MI (out of state comp)			\$ 75				access to Lake Erie (comparable fishery)
Dane Co*	7	\$ 8	\$40-50	\$ 21			resident and non

*Comparisons not equal due to Great Lakes Access in Brown Co



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

June 24, 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 24, 2020

PREPARED BY

AGENDA ITEM # F.2

The next Park Committee is scheduled for July 15, 2020.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None