



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, NOVEMBER 4, 2020, 5:00 PM

a. Virtual Meeting. Public may join 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 the request by Michael and Holly Goza to grant a perpetual easement in the Mahon Creek Greenway for residential yard expansion purposes at 2100 Emmalane Drive (Parcel 21-8116).
2. Consideration with possible action on the request by Ald. Lefebvre to look into where the playground equipment and splash pad are located in relation to the parking lot at Farlin Park. As the park parking lot is almost a block away, it is causing illegal parking on the 1500 block of Smith Street.
3. Consideration with possible action on the staff summary of the research and cost estimates for the necessary floodway studies to reopen the East River trails within the City limits on both sides of the East River.
4. Consideration with possible action on hiring McMahon for \$19,800 to complete stormwater management engineering for a parking lot expansion at the Wildlife Sanctuary Nature Center.
5. Consideration with possible action on the approval of allocating \$72,910 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.

F. Informational.

1. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
2. The next Parks Committee is scheduled for November 18, 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

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/81377797762?pwd=ZGhteWFBVUVwNmdUaWt4Zy9LZlFMUT09>

Meeting ID: 813 7779 7762

Passcode: 623545

One tap mobile

+19292056099,,81377797762#,,,,,0#,,623545# US (New York)

+13017158592,,81377797762#,,,,,0#,,623545# 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: 813 7779 7762

Passcode: 623545

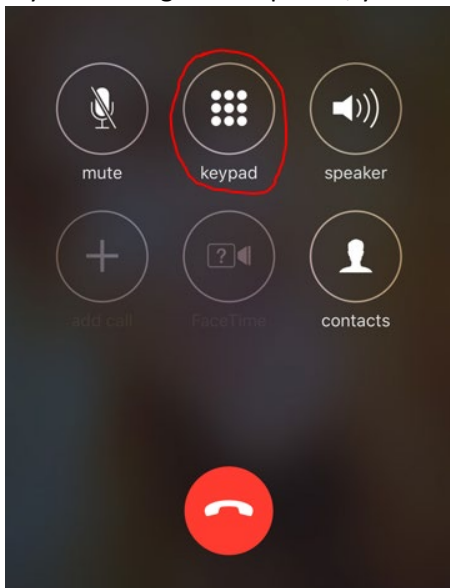
Find your local number: <https://us02web.zoom.us/j/kd39Ua5bWR>

Additional Information

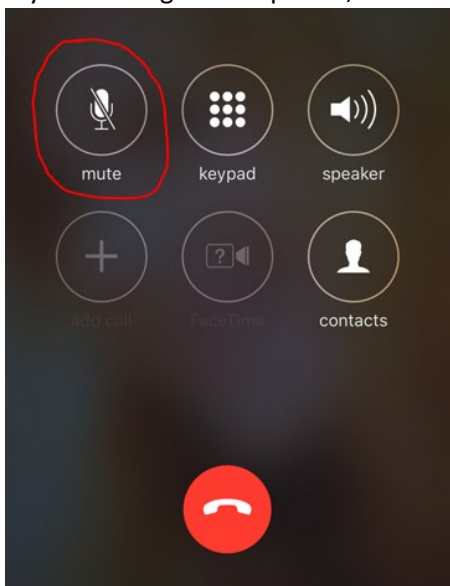
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
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 attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number above.

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

November 4, 2020

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on the request by Michael and Holly Goza to grant a perpetual easement in the Mahon Creek Greenway for residential yard expansion purposes at 2100 Emmalane Drive (Parcel 21-8116).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 2100 Emmalane Proposed Perpetual Easement
2. Conservancy Encroachment



2100 EMMALANE DRIVE

Map printed on 10/27/2020

1:480

1 inch = 40 feet*

1 inch = 0.00758 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level

Parcel ownership key

- Parcel Boundary
- Condominium
- Gap or Overlap

- Parcel line
- Right of Way line
- Meander line
- Lines between deeds or lots
- Historic Parcel Line
- Vacated Right of Way

"hooks" indicate
parcel ownership
crosses a line

SC-190-2 Parcel ID Number
2880257 Document Number
0.814 AC Area of parcel
279.8' Line Distance
3547 Address

A complete key (legend) is available at:
<https://tinyurl.com/BrownDogKey>



(920) 448-6480
maps.gis.co.brown.wi.us

MAHON CREEK GREENWAY CONSERVANCY AREA ENCROACHMENT

ADJACENT TO 2100 EMMALANE DRIVE



MAHON CREEK GREENWAY CONSERVANCY AREA RESTORATION WORK

ADJACENT TO 2100 EMMALANE DRIVE





Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

November 4, 2020

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on the request by Ald. Lefebvre to look into where the playground equipment and splash pad are located in relation to the parking lot at Farlin Park. As the park parking lot is almost a block away, it is causing illegal parking on the 1500 block of Smith Street.

BACKGROUND

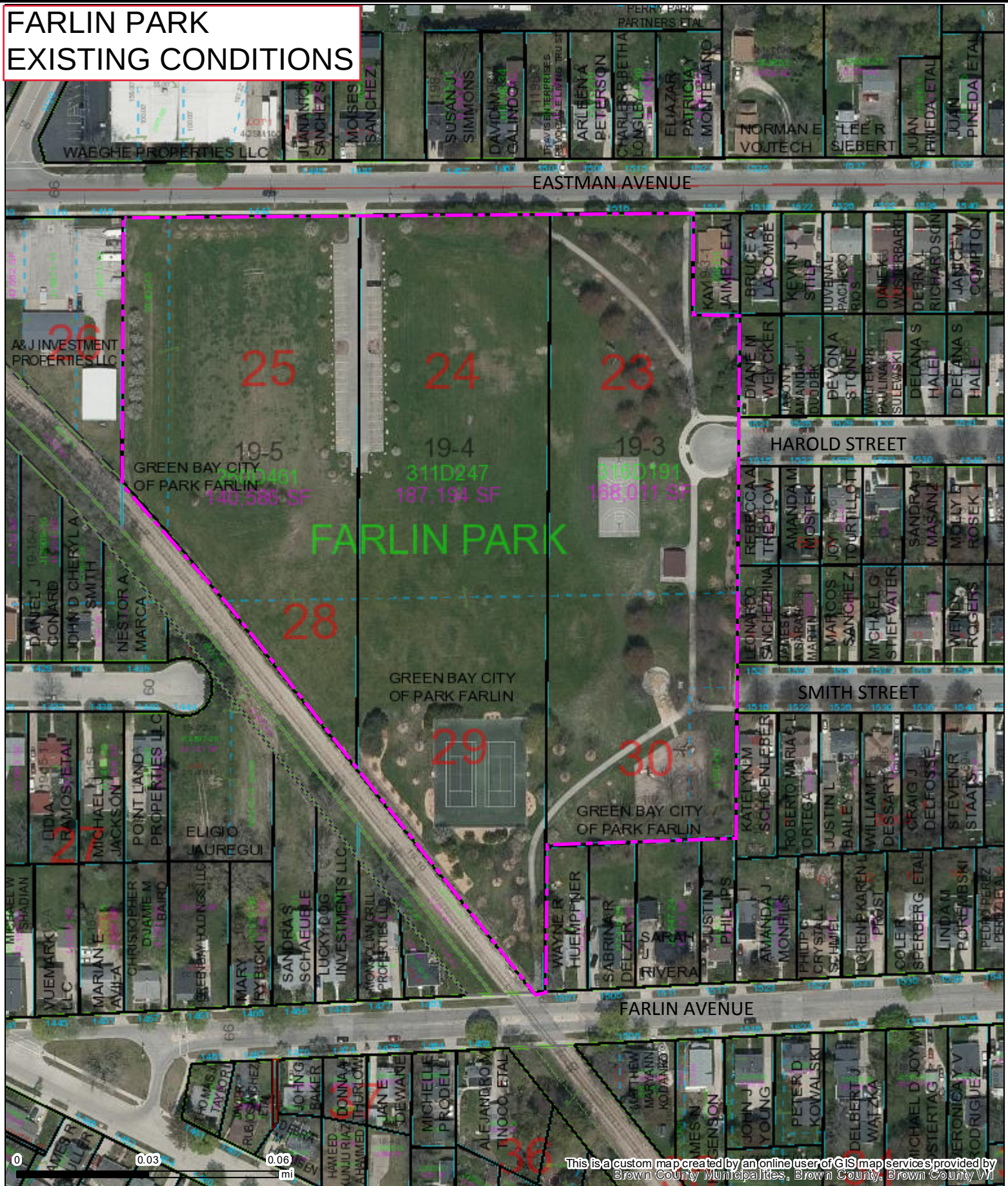
RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Parking Graphic_2020

FARLIN PARK EXISTING CONDITIONS



FARLIN PARK

Map printed on 10/27/2020

1:1,800

1 inch = 150 feet*

1 inch = 0.0284 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level

Parcel ownership key

- Parcel Boundary
- Condominium
- Gap or Overlap

- Parcel line
- Right of Way line
- Meander line
- Lines between deeds or lots
- Historic Parcel Line
- Vacated Right of Way
- "hooks" indicate parcel ownership crosses a line
- Park Property Line

SC-190-2
2880257
0.814 AC
279.8'
3547

Parcel ID Number
Document Number
Area of parcel
Line Distance
Address

A complete key (legend) is available at:
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Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

November 4, 2020

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on the staff summary of the research and cost estimates for the necessary floodway studies to reopen the East River trails within the City limits on both sides of the East River.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Phased Estimate per Trail Section
2. Emilie Park - Trail Flooding
3. Joannes Park - Trail Flooding
4. Meyer Park - Trail Flooding
5. Optimist Park - Trail Flooding
6. Sullivan Park - Parking Lot - Trail Flooding
7. Sullivan Park - Trail Flooding
8. Van Beaver Park - Trail Flooding

Flood Study Estimate - Engineering & Construction Costs

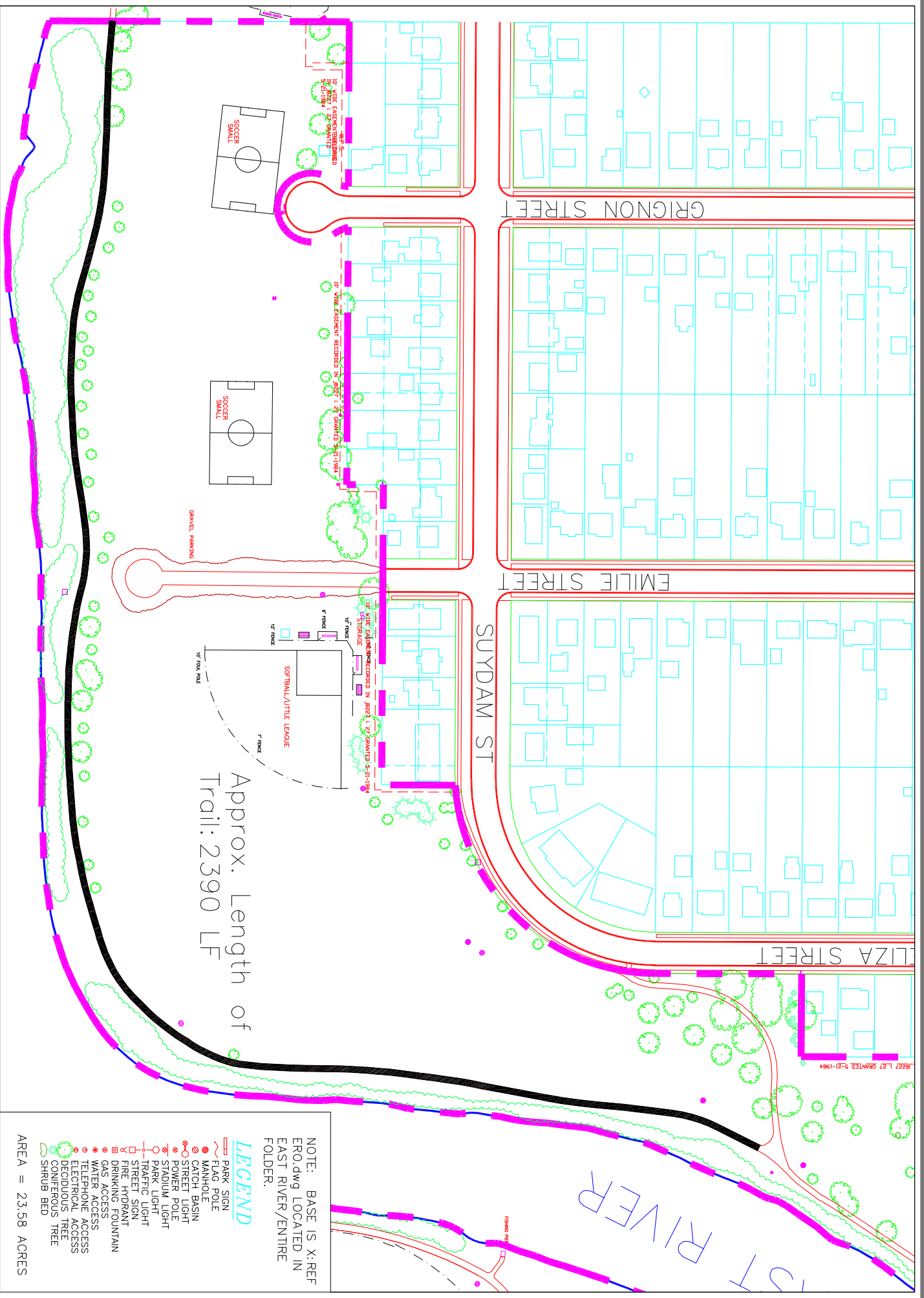
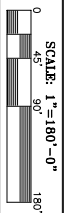
Location	Emilie	Optimist	Meyer	Joannes	Van Beaver	Sullivan (north)	Sullivan (Parking Lot)
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Phase 1 Engineering (Preliminary Study & Investigation)							
Survey	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Hydrologic & Hydraulic Study	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Total Phase 1:	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00

Phase 2 Engineering (Design & Permitting)							
Storm Water Management	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Trail Engineering	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Permitting/Mitigation	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
Total Phase 2:	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00

Phase 3 Construction							
Construction	\$ 180,000.00	\$ 52,500.00	\$ 36,375.00	\$ 20,250.00	\$ 69,375.00	\$ 31,125.00	\$ 17,475.00
Total Project Cost/Location (Phase 1 + Phase 2 + Phase 3):	\$ 280,000.00	\$ 152,500.00	\$ 131,375.00	\$ 115,250.00	\$ 169,375.00	\$ 126,125.00	\$ 112,475.00
Total Project Cost:	\$ 1,087,100.00						

Note: Phase 1 will be required for each location; if the study proves that additional design and construction is feasible, the total price for the work will be the sum of Phase 1 + Phase 2 + Phase 3.



NOTE: BASE IS X:REF
ERO.dwg LOCATED IN
EAST RIVER/ENTIRE
FOLDER.

LEGEND

- PARK SIGN
- FLAG POLE
- MANHOLE
- WATCH BASIN
- STREET LIGHT
- POWER POLE
- STADIUM LIGHT
- PARK LIGHT
- TRAFFIC SIGN
- FIRE HYDRANT
- DRINKING FOUNTAIN
- GAS ACCESS
- WATER ACCESS
- TELEPHONE ACCESS
- ELECTRICAL ACCESS
- DECIDUOUS TREE
- CONIFEROUS TREE
- SHRUB BED

AREA = 23.58 ACRES



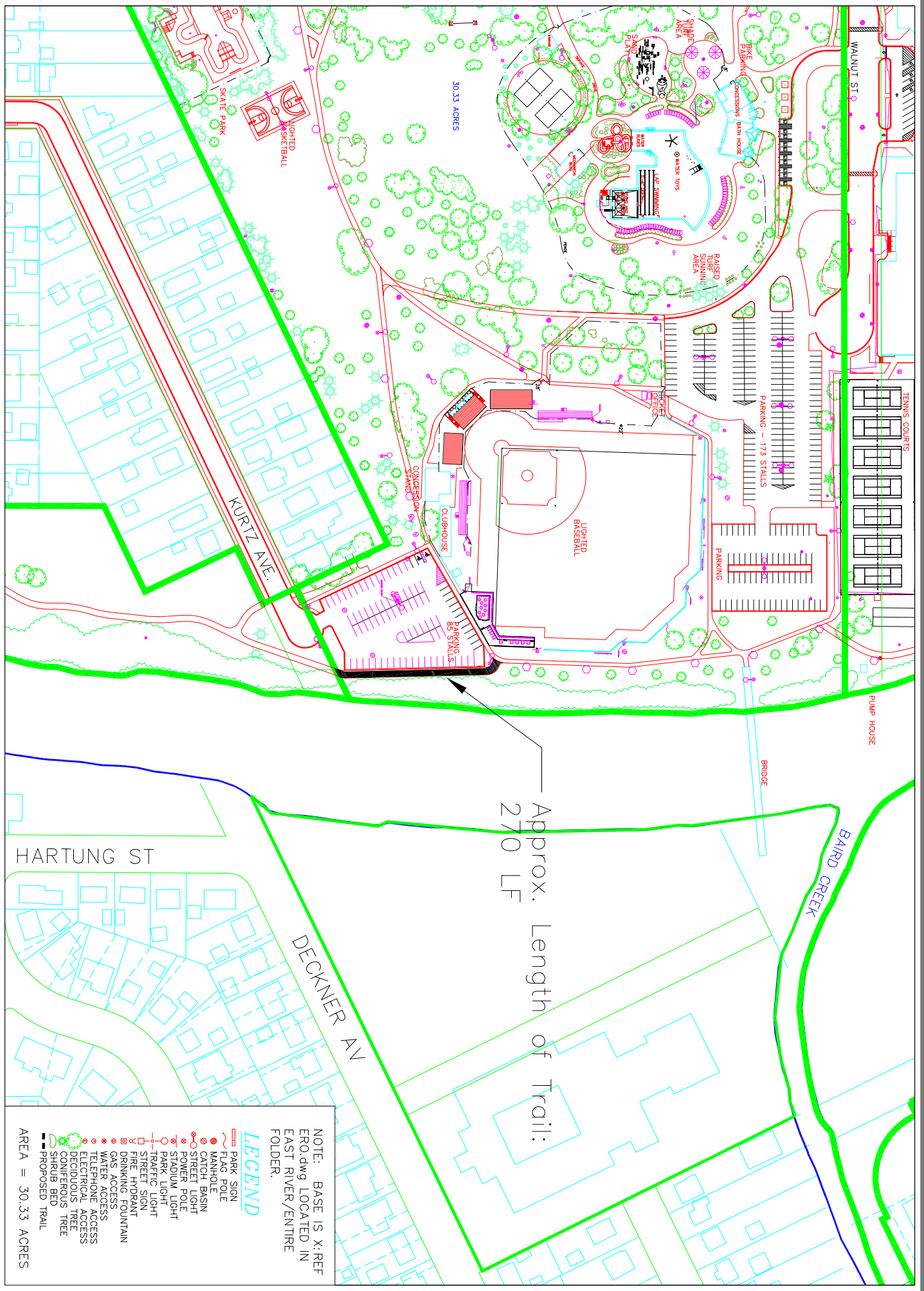
GREEN BAY PARKS, RECREATION,
AND FORESTRY DEPARTMENT

JOANNES PARK / EAST HIGH SCHOOL
TRAIL FLOODING



SCALE: 1"=16'-0"
0 2' 4' 8' 16'

DATE DRAWN: JANUARY 2002
DRAWN BY: JOA
PAGE 1 OF 1



Approx. Length of Trail:
270 LF

LEGEND

- PARK SIGN
- FLAG POLE
- MANHOLE
- CATCH BASIN
- STREET LIGHT
- POWER POLE
- STADIUM LIGHT
- PARK LIGHT
- TRAFFIC SIGN
- FIRE HYDRANT
- DRINKING FOUNTAIN
- GAS ACCESS
- WATER ACCESS
- TELEPHONE ACCESS
- ELECTRICAL ACCESS
- DECIDUOUS TREE
- CONIFEROUS TREE
- SHRUB BED
- PROPOSED TRAIL

NOTE: BASE IS X:REF
ERO.DWG LOCATED IN
EAST RIVER/ENTIRE
FOLDER.

AREA = 30.33 ACRES

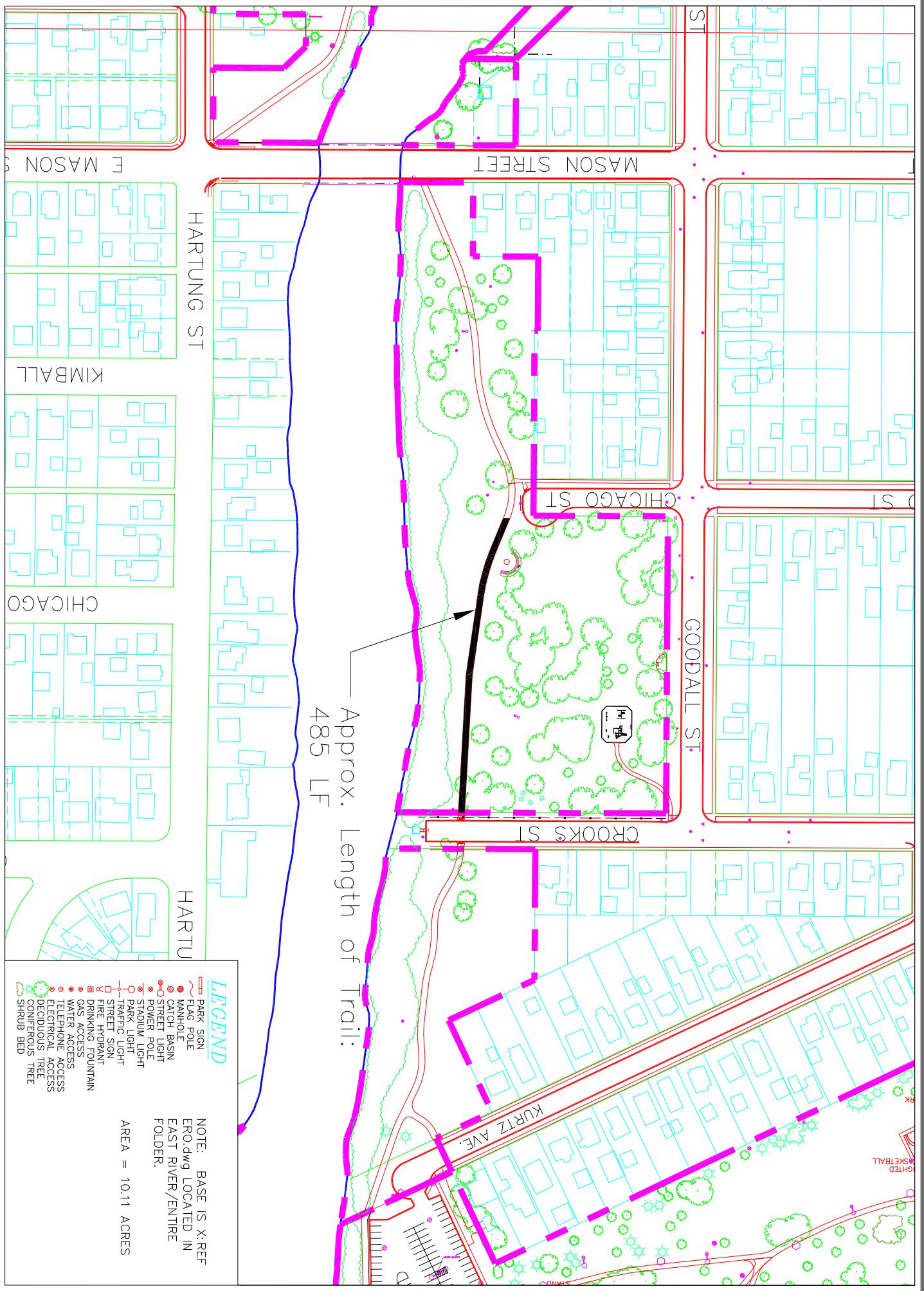


GREEN BAY PARKS, RECREATION,
AND FORESTRY DEPARTMENT

EAST RIVER (GEORGE J.) MEYER PARK
TRAIL FLOODING



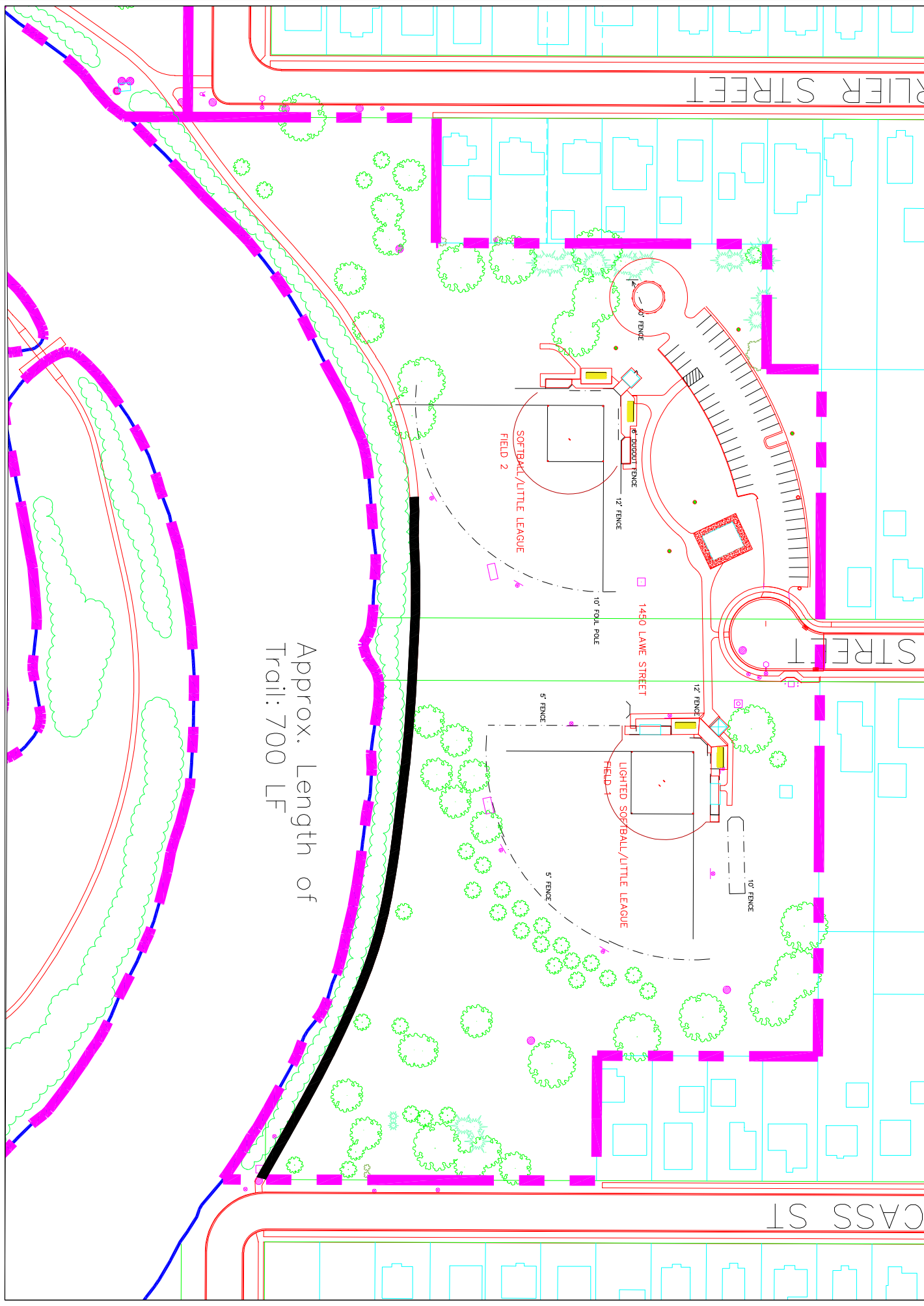
DATE DRAWN: JANUARY 1, 1993
LAST REVISION: JUNE 2005
PAGE 1 OF 1
MEY

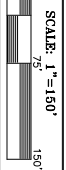


LEGEND

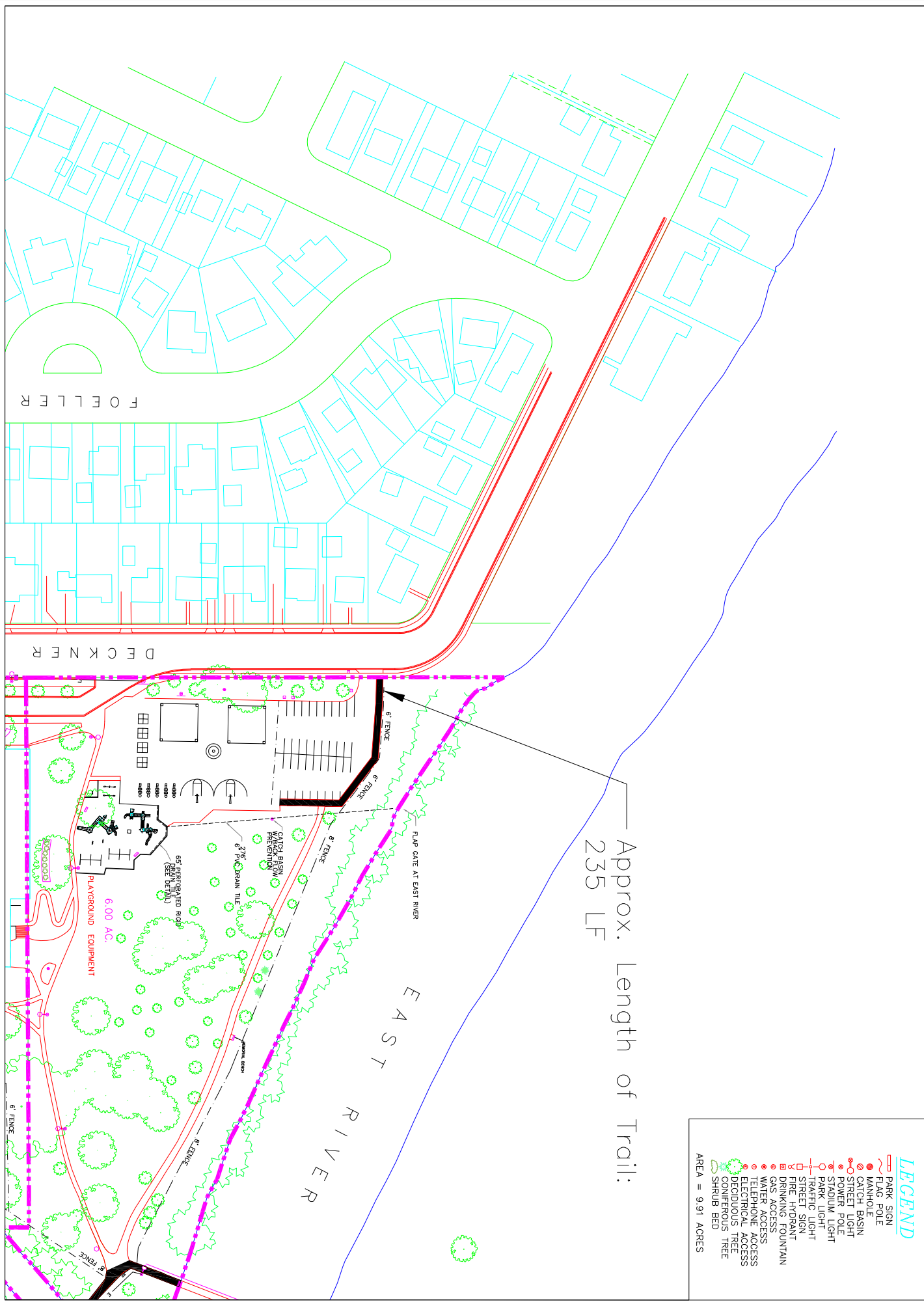
- PARK SIGN
- FLAG POLE
- MANHOLE
- CATCH BASIN
- STREET LIGHT
- POWER POLE
- STADIUM LIGHT
- PARK LIGHT
- STREET SIGN
- FIRE HYDRANT
- DRINKING FOUNTAIN
- GAS ACCESS
- WATER ACCESS
- TELEPHONE ACCESS
- ELECTRICAL ACCESS
- DECIDUOUS TREE
- CONIFEROUS TREE
- SHRUB BED

NOTE: BASE IS X:REF
ERO.dwg LOCATED IN
EAST RIVER/ENTIRE
FOLDER.
AREA = 10.11 ACRES





DATE DRAWN:
JANUARY 1993
LAST REVISION:
MARCH 2009

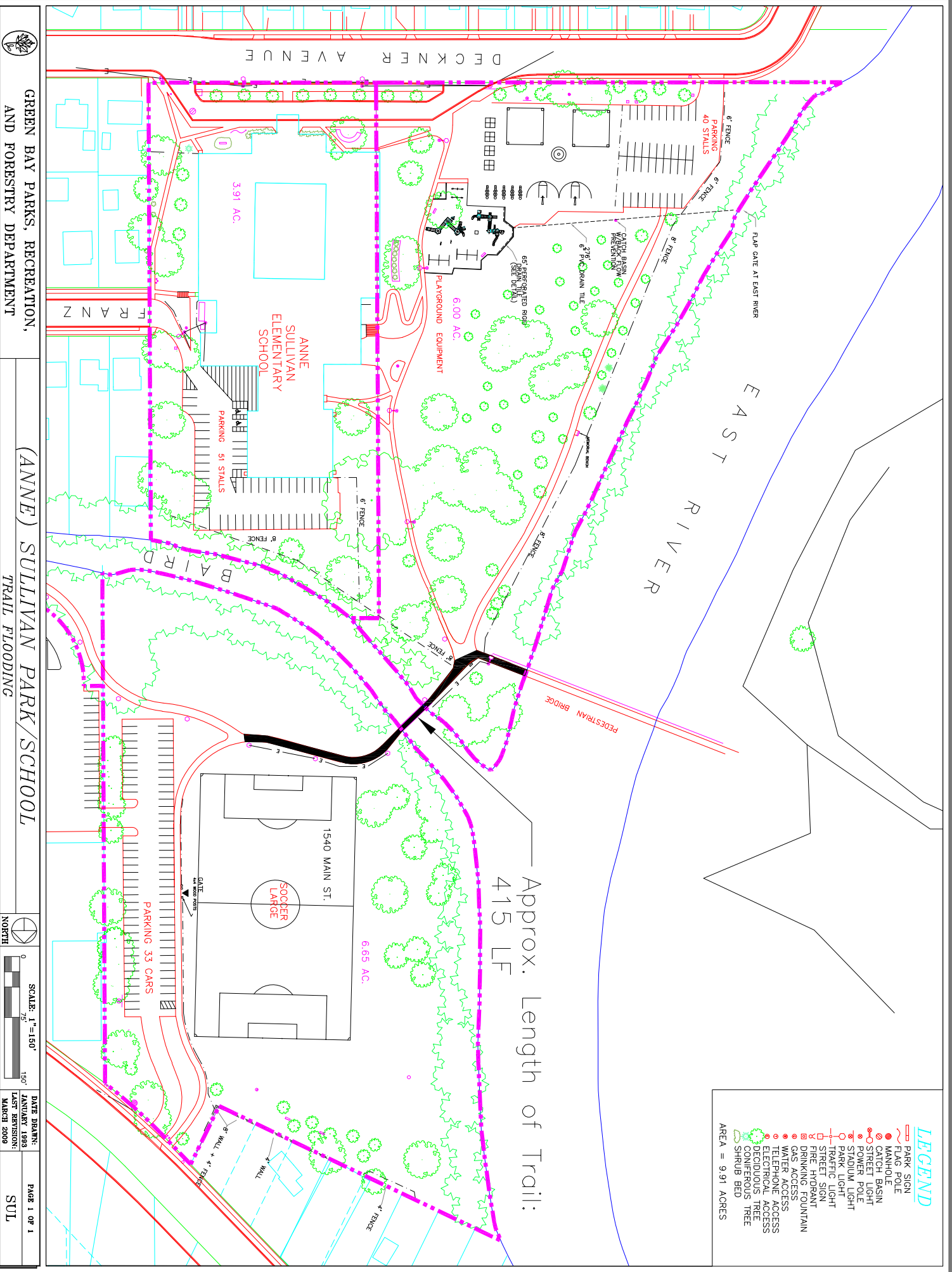


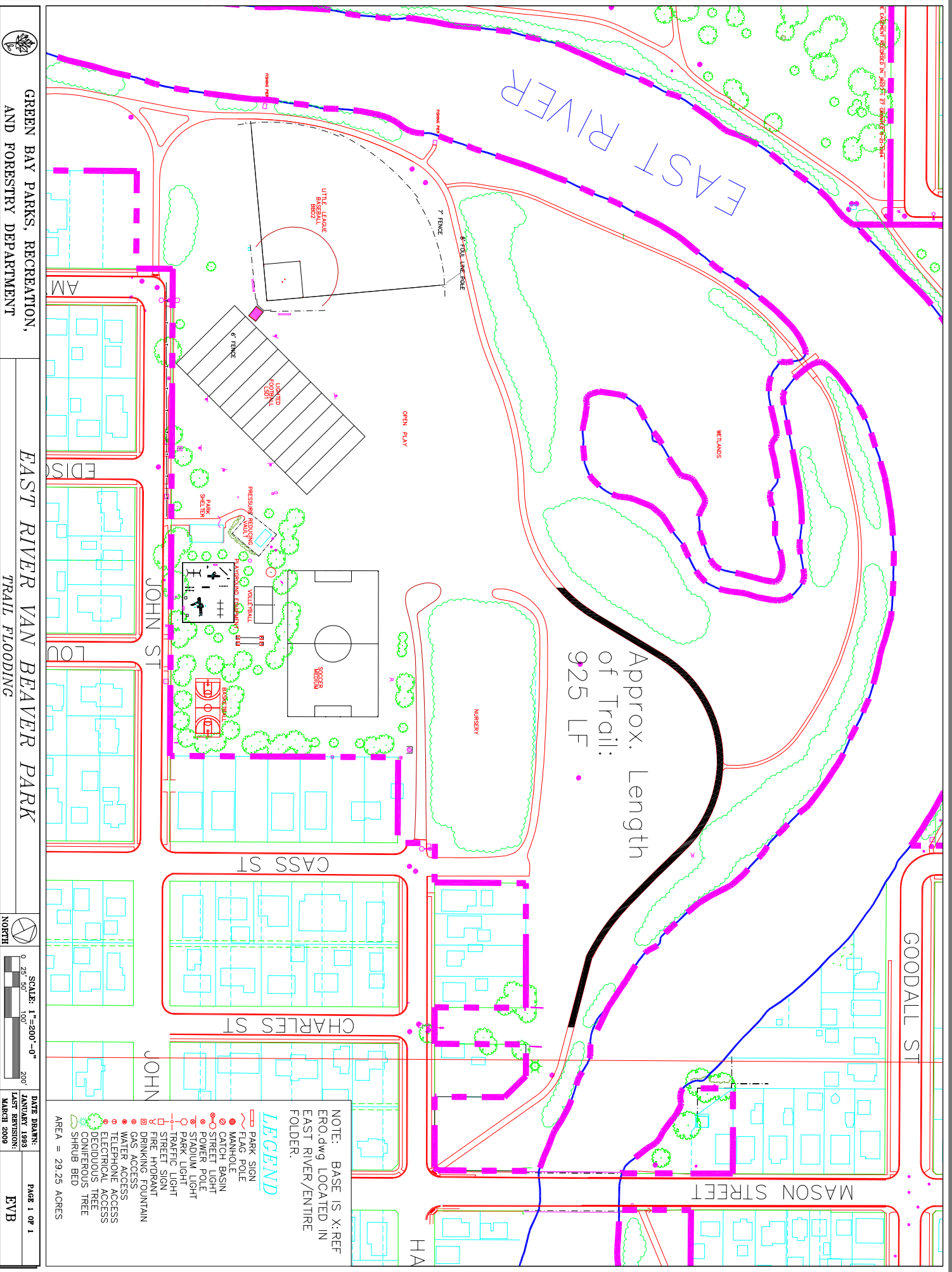
- LEGEND**
- PARK SIGN
 - FLAG POLE
 - MANHOLE
 - CATCH BASIN
 - STREET LIGHT
 - POWER POLE
 - STADIUM LIGHT
 - PARK LIGHT
 - TRAFFIC LIGHT
 - STREET SIGN
 - FIRE HYDRANT
 - DRINKING FOUNTAIN
 - GAS ACCESS
 - WATER ACCESS
 - TELEPHONE ACCESS
 - ELECTRICAL ACCESS
 - DECIDUOUS TREE
 - CONIFEROUS TREE
 - SHRUB BED
- AREA = 9.91 ACRES

- LEGEND**
- PARK SIGN
 - FLAG POLE
 - MANHOLE
 - CATCH BASIN
 - STREET LIGHT
 - POWER POLE
 - STADIUM LIGHT
 - PARK LIGHT
 - TRAFFIC LIGHT
 - STREET SIGN
 - FIRE HYDRANT
 - DRINKING FOUNTAIN
 - GAS ACCESS
 - WATER ACCESS
 - TECHNICAL ACCESS
 - ELECTRICAL ACCESS
 - DECIDUOUS TREE
 - CONIFEROUS TREE
 - SHRUB BED

AREA = 9.91 ACRES

Approx. Length of Trail:
415 LF







Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

November 4, 2020

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on hiring McMahon for \$19,800 to complete stormwater management engineering for a parking lot expansion at the Wildlife Sanctuary Nature Center.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. RFQ WLS SWM Summary 10.19.20

CITY OF GREEN BAY BID SUMMARY**RFQ: Engineering Design Request Services - Bay Beach Wildlife Sanctuary Parking Lot Expansion Storm Water Management**

Dept: PRF Issued: 9/30/20 Due: 10/16/20	CONSULTANT 1	CONSULTANT 2	CONSULTANT 3
	McMahon	Ruekert Mielke	Robert E Lee & Assocaites
Cost:	\$ 19,800.00	\$ 19,550.00	\$ 21,800.00

Notes: Ruekert Mielke's price did not include the following: Test pits or geotechnical reports; WRAPP permitting, wetland permitting

Recommendation: Award to McMahon

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Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

November 4, 2020

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action on the approval of allocating \$72,910 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

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

November 4, 2020

PREPARED BY

AGENDA ITEM # F.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report I I0420

PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, November 4, 2020

PARK DIVISION

- Park crews are in fall clean up mode. We are mulching leaves, cleaning up beauty spots, and blowing debris off trails and walkways.
- Parks will begin to take down tennis nets for the end of the season. These nets will be stored until spring.
- Ball diamond crews are working on fixing fencing and restoring fields from this summer seasons use.
- Park staff is going through the parks and bringing damaged picnic tables back to the park shop for repair over the winter.
- Carpenters are replacing rotten and decaying signage at a few of our Park locations.

FORESTRY DIVISION

- Tree pruning along streets and in parks in the St Phillip's area continues.
- Stump removal along streets and in parks has been completed for the season.
- Tree planting along streets and in parks is underway.

DESIGN& DEVELOPMENT DIVISION

- Bay Beach Amusement Park – Shoreline Improvements
 - Staff is working to finalize an amendment for the engineering of the shoreline improvements.
- Danz Park – Century Grove Project
 - The 100 trees have been planted to symbolize the 100 year anniversary of the Parks, Recreation and Forestry Department.
 - The asphalt paving and central concrete gathering/seating area have been installed.
 - A ribbon cutting ceremony is planned for November 5th.
- Ken Euers Nature Area – Ecological Restoration
 - A sign has been installed at the Nature Area that describes recent ecological restoration efforts that have been completed. The sign was unveiled at a media event held on October 27th.
 - UW-Green Bay led a group of volunteers in seeding wild rice in the marsh.
- Navarino Park – Walk and Stormwater Management
 - The walk and stormwater management work has begun.
- Wildlife Sanctuary Parking Lot Expansion – Stormwater Management

- Engineering proposals have been received.
- Wildlife Sanctuary
 - A new ADA accessible walk has been installed at the main entrance of the Dick Resch & Family Learning and Conservation Center.

RECREATION DIVISION

- The Summer Adult Softball Leagues ended October 19. We had 38 teams participate.
- The Fall Playground Program was held September 14 - October 22.
- The Fall Tennis Lessons program ended October 26.
- Met with GG Leagues to discuss E-sport opportunities.
- Youth Dance Boot Camp wrapped up on Thursday, October 22. We had a total of 14 participants dancing and moving in the park.
- The 50 Mile Frenzy will be a virtual 50 mile challenge offered November 27-January 15. This event will challenge participants to complete 50 miles of activity in 50 days. Registration will begin November 6 and the price will include a t-shirt.

AQUATICS

- Staff is currently working on the following projects:
 - Lifeguard recruitment strategies.
 - Researching new innovative and creative staff in-services, pre-season trainings and online modules to use (in case of continued virtual training is needed).
 - Researching online scheduling apps and programs.
 - Updating the Pool Staff Manual with current policies, procedures and information.
 - Training on the new RecTrac software and setting up the POS screens for pool concessions & admissions.

BAYBEACH

- Staff is getting the Main Pavilion ready for November 3rd election.
 - There will be 6 wards voting at Bay Beach.
 - Rope barriers will be installed in the dancehall to accommodate the voting lines (approximately 70 people can be spaced 6 feet apart in the dancehall).
- Take down of all concession areas has begun:
 - The grill, tickets and souvenirs, concession stand and kitchen are all completed.
 - The Back Bar is being worked on.
- We will continue to look at what can be improved for the 2021 season and hopefully it will be a "normal" summer.
- Policy and procedures are being updated for the 2021 season.
- Rehire documents are being reviewed.
- RecTrac is being upgraded. Touchscreens will have to be created.

- Presentation for our proposed Inclusive Destination Playground was a success.
 - Lee Recreation/Burke will be the playground company we will be working with.
 - Presentation of the playground concepts to the Friends of Bay Beach will happen in November. They are hoping to fundraise for the cost of this playground.
- Ideas for alternative revenue sources are being researched.

TRIANGLE SPORTS AREA

- Shelter rentals continue through October.
- Fencing has been installed to make sledding lanes visible at the top of the hill.
- New programming is being researched to bring in additional revenue.
- Setup will begin in November after shelter rentals are completed.

METRO BOAT LAUNCH

- Docks are still in place.
- Updates to the facility are still being researched.

WILDLIFE SANCTUARY

- The Floating Boardwalk renovation is completed and is now open to the public. Big thanks to Paul one of our Park Rangers, who worked tirelessly on this project. We are working on a 'grand opening' of sorts in the coming weeks.
- The bid was awarded and work will begin soon on the sanctuary wide fiber optic cable installation. The project will be completed before the deep cold sets in.
- The entry to the new addition at the Nature Center is now ADA compliant. The walkway was rebuilt to address the steep slope.
- Public programming has been modified for staff and public safety during the pandemic. On-line options for families to print prior to visiting. These feature activities such as scavenger hunts, virtually led trail hikes, virtually led ambassador programming, as well as weekly FB live offerings, etc. Watch for updates as we are ready and eager to once again hold in person programming once safe to do so.
- The new addition to the Nature Center will once again be a polling location for 5 wards in the upcoming election. Staff have been working closely with election officials to give on-site voters the best experience possible. Internet connectivity/capabilities have been improved as well as improved building access for those who may have mobility issues.
- Progress is being made with completion of the kitchen at the new rental space in the Nature Center addition. Only a few items remain, but it involves the coordination of various construction trades.
- Stone donor plaques will be installed soon in front of the new addition to the Nature Center and the fishing pier that was installed a few years ago.
- The Resch Waterfall is in the process of being winterized.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

November 4, 2020

PREPARED BY

AGENDA ITEM # F.2

The next Parks Committee is scheduled for November 18, 2020.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None