



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, FEBRUARY 10, 2021, 5:00 PM

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 purchase a portion of the the Mahon Creek Greenway for residential yard expansion purposes at 2100 Emmalane Drive (Parcel 21-8116).

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 will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

F. Informational.

- I. Staff update on fat tire biking at He-Nis-Ra Park.
2. Directors' Report on updates and recent activities of the Parks, Recreation & Forestry Department.
3. The next Parks Committee is scheduled for February 24, 2021.

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/84314784824?pwd=THBkd mRwT1k4MG5DV3h h b C 9 x V D h X d z 0 9>

Meeting ID: 843 1478 4824

Passcode: 278667

One tap mobile

+13126266799,,84314784824#,,,,*278667# US (Chicago)

+19292056099,,84314784824#,,,,*278667# 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 (Washington D.C)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 843 1478 4824

Passcode: 278667

Find your local number: <https://us02web.zoom.us/j/84314784824?pwd=THBkd mRwT1k4MG5DV3h h b C 9 x V D h X d z 0 9>

Additional Information

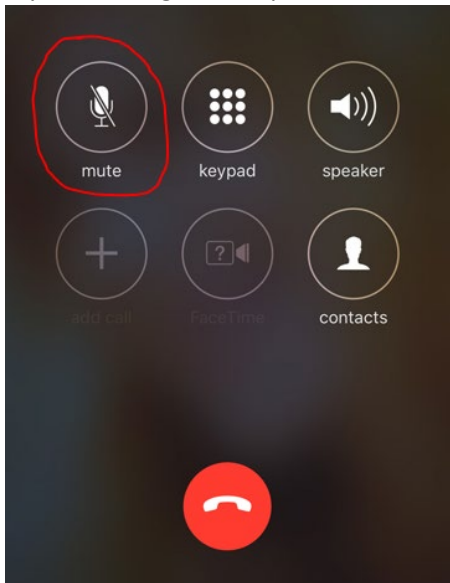
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.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

February 10, 2021

PREPARED BY

AGENDA ITEM # E.1

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

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BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2100 Emmalane_Mahon Creek Greenway





Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # F.I

Staff update on fat tire biking at He-Nis-Ra Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # F.2

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 021021

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY,
February, 10, 2021**

PARK DIVISION

- Park crews are continuing to repair and paint park picnic tables and benches.
- Park crews are replacing faded and or damaged trail signage along the George F. Kress section of trail.
- As snow events occur we are continuing to clean Park lots, walks, and trails.
- Ice Hockey/Skating Rinks
 - Park crews are out flooding ice rinks when the weather conditions are appropriate.
 - Edison, Red Smith, Beaver Dam, Colburn, and Perkins have hockey goals set out for public use along with light access. Astor also has light access. Atkinson and McAuliffe are flooded and skateable and are lit only by street lights or parking lot lights. The park crews will continue to flood the hockey and auxiliary ice rinks as best as the weather allows.

FORESTRY DIVISION

- Tree Pruning – Crew finished working on N Jackson prior to Water Dept. / DPW construction project scheduled for later this year. Crew completed work in the St. Phillip's area and started work in the Eisenhower Park area.
- Tree removal along streets and in parks continues. 365 EAB infested ash trees in Perkins Park are being harvested.

DESIGN & DEVELOPMENT DIVISION

- Bay Beach Amusement Park – Shoreline Improvements
 - The consultant submitted plans and specifications for the revised wildlife viewing platform design. Parks and DPW are currently reviewing them.
 - The City has requested a permit extension from the DNR for this project.
 - Staff is working on a Bird Deterrence Plan that will focus on ways to deter birds from gathering along the shoreline and proposed pier to aid in better water quality within the proposed recreational area.
- Fat Tire Biking
 - Staff continues to work through the logistic of the usage of the trails at He-Nis-Ra Park.
 - Staff is exploring the possibility of fat tire biking within other areas of park land throughout the city.
- Olde Preble Neighborhood park– Master Plan
 - Staff is working to finalize a master plan for the park.

RECREATION DIVISION

- The Esports League program contracted with GG Leagues will begin January 16. There are currently 5 participants.
- The 2020-21 Chill Chaser is underway. There are 20 parks around Green Bay with a symbol hanging in the window of the shelter located at the park. When you visit a park, you draw the park's symbol into the chart provided. The program will run mid-December-early March.
- We are currently taking youth baseball and softball field permits.
- The adult softball league registration will begin January 25. The season is scheduled to begin the week of May 3.
- Recreation staff are currently working on facility permits for Tennis, Pickle Ball, Cross Country, Soccer, Softball, and Baseball.
- Recreation staff are working with sanctioned groups to update their Covid-19 reopening plans for 2021.
- Rehire letters were sent to the Summer Playground Leaders.
- Summer seasonal positions have been posted on our website.
- Recreation staff are earning continuing education credits by attending virtual WPRA webinars.
- Staff have been meeting with representatives of the Einstein Project in hopes of implementing STEM Programs in our parks this summer.

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.
 - Training on the new RecTrac software and setting up the POS screens for pool concessions & admissions.
- Re-hire information has been sent to current staff.
- The seasonal lifeguard position has been posted and applications are being accepted for the summer season.

BAY BEACH AMUSEMENT PARK

- We continue to look at what can be improved for the 2021 season.
- The Covid-19 reopening plans for 2021 are being updated.
- Policy and procedures are being updated for the 2021 season.
 - Rentals and catering information updated.
 - Field Trips and bus parking being reviewed.
- Staffing
 - Rehire documents have been sent out.
 - Staff is reaching out to seasonal staff rehires to complete their paperwork.

- Summer seasonal positions have been posted on our website and social media.
- Jolt.
 - Schedules are completed for the summer.
 - Documents for training and documentation have been updated.
- RecTrac is being upgraded.
 - Inventory process.
 - Touch screens developed.
 - Register updates.
- Ideas for alternative revenue sources are being researched.

TRIANGLE SPORTS AREA

- We were able to reopen the hills after this last snow.
- New programming is being researched, which could bring in additional revenue.
 - Snowshoeing.
 - Renting tubing hill for groups (Monday-Wednesday).
- The Facebook page has been setup, we will post updates and hill conditions.
 - The website has been updated to make it more convenient for users to get information.

METRO BOAT LAUNCH

- A pay station has been ordered to replace the envelope payment systems. This will be installed later this spring. This should simplify the process for staff and the users.
- We will be looking at other needed improvements, such as paving repairs, over the next few months.

WILDLIFE SANCTUARY

- The WLS has once again been chosen as a participant in the 2021 Give BIG Green Bay Campaign by the GGBCF and the Packers. We were 1 of 45 groups chosen and are very excited to take part again this year. The event is from Noon to Noon on February 16 to February 17.
- We are working through the last few construction issues in the new banquet hall necessary to get occupancy permits for the space. There is still some additional donor signage needed to be installed to complete the project. The Friends of the Wildlife Sanctuary are coordinating the signage work.
- The Sanctuary wide fiber optic/internet upgrade is well underway. The outside contracted work (cabling to all buildings/tested/terminated) is now complete. The City's IT crews will complete the final inside infrastructure and final connections.
- The On-site Deer Management Program for the 2020-2021 season is on target with just a few left to reach the goal for the year. The final numbers will be reviewed once the season is completed.
- All 30+ deer managed sites throughout the City have tested negative for CWD and we have kept with the 3:1 antlerless to antlered ratio in coordination with DNR representatives.

ADMINISTRATION

- We continue to modify and update the new web based RecTrac system which is a daily process.
- We have successfully adapted our point of sale procedures in order to receive shelter rentals

and payments for reservations online.

- We have posted 16 positions for the upcoming 2021 summer season.
- We have rehired 452 staff through the Neogov/Onboarding system.
- Providing extra support over the phone and through email to seasonal hires due to the “virtual” nature of the hiring process.
- Admin staff are gearing up for summer by creating and posting advertisements for seasonal positions for all Divisions.
- Staff continue to update all online and in-house forms for all summer recreation programs.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # F.3

The next Parks Committee is scheduled for February 24, 2021.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None