



MINUTES OF THE PARKS COMMITTEE

WEDNESDAY, FEBRUARY 24, 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.

Present: Alder Randy Scannell - Parks Committee Chair, Alder Chris Wery - Parks Committee Vice Chair, Alder Jesse Brunette, Alder Lynn Gerlach

Others Present: Alder Mark Steuer, Alder Barb Dorff, Director Dan Ditscheit, Assistant Director James Andersen, Nina Robinette, Calvin Winters, Director Mike Hronek

C. APPROVAL OF THE AGENDA.

Moved by Ald. Jesse Brunette, seconded by Ald. Lynn Gerlach to approve. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

D. APPROVAL OF MINUTES.

Moved by Ald. Chris Wery, seconded by Ald. Lynn Gerlach to approve. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

E. REGULAR BUSINESS.

I. Consideration with possible action on purchasing (21) EloPOS (Point of Sale) computers for a total cost of \$30,614 from CDW-G for Bay Beach Amusement Park and the three public pools.

Moved by Ald. Lynn Gerlach, seconded by Ald. Jesse Brunette to approve the purchase of (22) EloPOS (Point of Sale) computers for a total cost of \$30,615 from CDW-G for Bay Beach

Amusement Park and the three public pools. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

2. Consideration with possible action on the request by Wisconsin Public Service to approve a utility easement for a gas vault in Seymour Park.

Moved by Ald. Lynn Gerlach, seconded by Ald. Chris Wery to approve the request by Wisconsin Public Service for a utility easement to accommodate a gas vault in Seymour Park. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

F. INFORMATIONAL.

1. Request by Ald. Steuer for staff to provide a timeline for public input for the replanting of the Perkins Park wooded area.

Moved by Ald. Chris Wery, seconded by Ald. Lynn Gerlach to receive and place on file the recommended staff timeline for public input for the replanting of the Perkins Park wooded area. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

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

Moved by Ald. Lynn Gerlach, seconded by Ald. Jesse Brunette to receive and place on file the staff update on fat tire biking at He-Nis-Ra Park. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

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

Moved by Ald. Jesse Brunette, seconded by Ald. Chris Wery to receive and place on file the Directors Report on updates and recent activities of the Parks, Recreation & Forestry Department. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

4. The next Parks Committee is scheduled for March 10, 2021.

Moved by Ald. Lynn Gerlach, seconded by Ald. Chris Wery to adjourn. Motion carried.

Yes- Chris Wery, Jesse Brunette, Lynn Gerlach, Randy Scannell, No- None, Abstain- None

G. ADJOURNMENT.

VERBATIM MINUTES

- This committee meeting for February 24th, 2021 session. Let it be noted that all the committee alders, Alder Gerlach, Alder Brunette, Alder Wery and myself, Alder Scannell are present. I'll take a motion to, for the approval of the agenda.
- Move to approve the agenda.
- Second.
- Moved by Alder Brunette, seconded by Alder Gerlach, all in favor?
- [Alders] Aye.
- Opposed? Okay, we have been agenda. Okay, I'll take a motion for to approve the minutes from our last meeting.
- Move to approve.
- Second.
- Moved by Alder Wery, second by Alder Gerlach. All in favor?
- [Alders] Aye.
- Opposed? Okay, our minutes have been seconded. You think they'd be minuted, but no, they're seconded. I worry about that hourly. Shoot. Okay, we're on to regular business. Consideration with possible action on purchasing 21 exPOS point of sale computers for total cost of \$30,604 from CWG for Bay Beach Amusement Park and the three public pools, staff.
- Yeah, so we need to upgrade our point of sale computers at Bay Beach Amusement park and add all three pools. So the system we currently have is outdated and requires Windows 10 to be compatible with our updated software systems. So we also recently purchased new credit card readers to become credit card PCI compliant. And unfortunately the old POS systems are not compatible with the new credit card readers. So we feel this upgrade will also enhance customer experience throughout all of these facilities. So our staff went out and researched various options and we are recommending to purchase the ELO POS system I3 all in one computer. So this system will be compatible with the new credit card readers that we already purchased. And it will also be compatible with Rec Track and Rec Track is the software program that we use to do all of our scheduling and payments for all of our events and activities. So the biggest concern whenever you select a POS system is to make sure that you find a system that works well with the software and hardware systems that you currently are using. So we reached out to a couple other communities. We reached out to Ashwaubenon in Brown County parks. They also use Rec Track and they have these exact same POS systems that they've purchased and they're using. So they're happy with this

system and this computer system. And they've indicated that all of the software that they use, which is similar to the software we use, they all work well together. So this is a good fit for our needs. So then we did reach out to purchasing in the IT department and both agreed that this is the appropriate system to purchase. And that it's a good idea to sole source this purchase through our government supply source. So CDWG they are our governmental IT supply source used by the city. And if you look at the agenda packet, so I included a quote which stated the purchase price for each unit was \$1,456 per unit. That's their standard rate. We're actually able to lock into a government rate which is slightly cheaper at \$1,391 and 58 cents per unit. So in the agenda I mistakenly stated we need 21 units. We actually need 22 units. So we would need 12 at Bay Beach and 10 at the pools. So 22 units at \$1,391 and 58 cents comes out to \$30,615. So the dollar amount was accurate, I just needed to add one unit to the agenda item. So we're proposing to fund the purchase out of our existing equipment replacement funding. So we currently have enough money in that account to fund the purchase. So we wouldn't have to bond for anything. The money is all currently available. So I would recommend at this point that we approve the purchase. We do have Mike Hronek here, our IT director and we have Calvin Winters here, our purchasing agent if you have specific questions in regards to this purchase.

- Anybody got a question? Alder Gerlach. I just wanna say, I move to approve the purchase.

- Move to approve by Alder Gerlach.

- Second.

- Seconded by Alder Brunette. Any further discussion?

- I just wanted to clarify the old POS is now POS, so we need a new POS.

- I get it.

- Okay.

- I tell you what, I'll create a disturbance someone go over at Ashwaubenon, and they'll never miss them. All in favor?

- [Alders] Aye.

- Opposed? Okay, we've got ourselves to new computers.

- Thank you.

- Okay, item two, consideration with possible action on the request Wisconsin Public Service to approve a utility easement for gas vault in Seymour Park, staff.

- So Wisconsin public service recently contacted us and requested to do some upgrade work to an existing gas vault located in Seymour Park. And this is the area of Seymour Park just east of Ashland Avenue. The gas vault was installed approximately 10 years ago and it's very similar to other gas vaults that have been approved in the parks. So we do have similar gas vaults at Jackson Square and also Baird Place. So after we began researching their requests we determined that for whatever

reason, the vault was approved by staff, but a formal easement was never finalized authorizing them to put that in the park. So what we think happened at the time was because of the vault was placed adjacent to an existing utility easement, therefore there was some question as to whether or not the original easement needed to be amended to include the gas vault. So we think that they just, it was approved with the assumption that the existing easement would cover the new gas vault. So that being said, after we reviewed this with our Law department, we decided that we'd like to formalize the easement to accommodate this existing vault, so that there's no confusion in the future. And so if you take a look at the agenda packet, I did include the formal easement, the final easement that was reviewed and approved by the Law department and the Public Works Right of Way Specialist. And if you open to page four you'll see the graphic, page four of that easement you'll see the graphic that shows clearly the area that we're talking about. So in that graphic, you'll see an easement running north and south titled gas pipeline easement. This easement then turns 90 degrees and runs east and west following the alley to the south side of the property. That easement was existing and has been in place since 2001. And then you'll also see a smaller hatched rectangle titled, gas facility easement. That's the location of the gas vault that was installed a few years ago. And that's the area that we would like to include in this easement. So in this write-up the proposed easement would take the place of the original easement and both locations both the gas vault and the existing easement that was in place is included in this amendment. So I would recommend approval of the easement and I have no concerns whatsoever with this request.

- Anyone?

- Move to approve.

- Move to approve by Alder Gerlach.

- Second.

- Seconded by Alder Wery. I just say that I believe that we didn't have any use of it in the past and that's nobody's vault.

- You are in fine form tonight.

- I'll approve, aye.

- Aye.

- Opposed? Okay we, they have an easement. Oh, shoot. Okay, we're set James?

- Yep.

- All right. Then informational, request by Alder Steuer for staff to provide a timeline for public input for the replanting of the Perkins Park wooded area, staff. Or do we want to go to Alder Steuer first? Does it?

- Why don't I give a brief summary and then if Alder Steuer wants to add to it, he is more than welcome to. Is that okay with you Alderman Steuer?

- It's fine.

- Great, thank you.

- So there's currently a wooded area located on the northeast corner of Perkins Park. This area consists of many trees, turf, wood chip areas and a disc golf course. So unfortunately this area was heavily hit by emerald ash borer and a large number of trees had to be removed over the last few years. So starting in 2012, we started to proactively remove the ash trees on site cause we knew emerald ash borer was on the way. And so at the time we were removing about 25 trees annually. And then over the last few years, this number increased to 50 to 75 trees as the trees started dying out. Recently we hired a logging company to remove the rest of the ash trees which were all infested with emerald ash borer. And that came out to approximately 280 trees we removed over the winter months. So all of the ash trees are now gone. They've all been removed from that area of the park. I don't have an exact count for you on the number of trees that were removed, but, you know I gave you a timeline of approximately how many we removed per year. Now, within the last five years, we did replace approximately 75 to 100 trees. Two years ago, we decided to hold on replanting any more trees until we completed the large-scale tree removal project. So we did this for two reasons. One, we didn't want the new trees to be in the way of the logging equipment when they took down the 280 trees. Secondly, we decided to take advantage of this opportunity to do a comprehensive planting plan of the entire site, instead of just placing the trees in the same general location as the trees that were removed. So typically when we remove a tree and when we replace it we plant a tree in generally the same location. Our foresters estimate that about 75% of the wooded area was made of ash trees. So you can tell now how different this site looks from what it did just a few short years ago. So the ballpark approximation is that there's 300 to 400 trees that still remain in the park, but it does look completely different. So this summer, what we intend on doing is using summer staff to inventory the remaining trees that exist. So we'll get some GIS equipment and we'll accurately document the location, size and species of the remaining trees. We'll do that over the summer months like I said with seasonal help. Once the inventory is done, our park planner will work with the Forestry department to develop several conceptual planting plans. We'll be looking at issues such as drainage. We know that there's a big drainage problem in that area, every spring there standing water throughout that entire site. So we'll be looking at drainage, we'll be looking at new tree planting locations or tree massings. We'll look at possibly incorporating native prairie plants into the planting design. And then we'll also look at know potential trail locations and the disc golf course that's there and how that all plays into all of this. So we anticipate that the conceptual design process would take about two months. After that, what we would propose is that we would have a public input meeting to present two or three conceptual planting plans to the neighborhood. And this meeting would be scheduled sometime later this fall. I don't have an exact date for you. It depends on how long it takes us to do the tree inventory and how long it takes us to pull together two or three concepts. So I had a discussion with Alder Steuer recently this area is really important to the neighborhood. They love this natural area there, we've received a lot of calls. I know I have, along with Alder Steuer about, you know, replanting that area and making sure every, it remains a natural area. And that's what we intend to do. It's just now's a good time to take a strategic replanting plan and really strategize where we're going to replant the trees instead of just replacing them. So I guess that's where we sit with the timeline and the process. I don't know if Alder Steuer has anything to add to that.

- Well, thank you Dan for that, like for the committee I'd like to say that Dan's been very helpful as well as Assistant Director Andersen talking about this. They met with me last week and I guess one of my concerns like anything else, we all, is obviously we all have concerns with our neighbors. Some

of the neighbors are very upset that so many trees are taken down. And even if you tell them that they had emerald ash borer, you know, they still don't quite see the whole picture, they just look at the end result and they don't realize what happened bring it to that point. And so I'm trying to assure the neighbors that, you know we're not gonna go in and just do some crazy wild plan to change everything. I think even Director Ditscheit was talking about keeping the area as natural as possible. It's a big area, they used to call it Tea Tree Woods. The locals call it that because these trees have been there many, many decades. And it said that, 75, well when you say 75% of those trees are ash trees. So with that being said, I agree with the fact that Dan is looking to have someone do inventory for GIS inventory, make a database to that. And I'm all about research and data. I think it's very important. It's very difficult to take aerial photos of that or have aerial photos. You can't really tell where the trees are located on the ground. So I agree with Dan on that. So I'm gonna move forward. I'll try to keep the neighbors in tune. We don't really have a neighborhood association specifically in that area. So it makes it difficult to get the word out to everybody. Though I will be leaning on the Park Department a little bit to help with notification to the neighbors. But other than that I appreciate the efforts, them listening and just so I have something to tell to the neighbors. So it is a beautiful area, so but it's different now but it is what it is. So thanks again.

- And I guess just one other thing I'd like to add to that is that we are gonna have to probably look at funding to do some of this replanting also, depending on what the master plan, planting concepts look like. So currently the only funding that we have in place is the sale, the money we've recovered from the logging. So I believe I don't have an exact dollar amount, but it's approximately \$10,000 is what we were able to generate in revenue from the sale of that lumber. So all of that money would go back towards purchasing trees to replant next year, but anything above and beyond that we would have to secure additional funding for.

- Again, real quickly. Well, I'm sorry. Let me do one more quick question, out of that 10,000 how many trees would you get from \$10,000? Roughly?

- I haven't done the math on that. I know I talked to Forestry about it. I believe they told me that they could buy smaller trees this year and those will cost about 30 to \$50 roughly and then just let them grow in the tree nursery for a year and then plant them tomorrow with a year's worth of growth on them. So, I don't know the exact number of trees but the range would be about 30 to \$50 per tree.

- Okay. All right, thank you.

- Alder Gerlach. I just wanted to ask Alder Steuer a question. You mentioned the neighbors, is there a neighborhood association there? No?

- Well, there used to be one, but sadly it kind of blew up over some issues that we had years ago. We're hoping to reprise that again but it is a big area there's over almost a thousand homes, maybe more. So you would look at the whole area up into all Locust street and Platon, North Platon and then some areas a little bit to the east of that. So there are quite a few homes in that area and you know, the folks that live on Locust Street on the west side of the street, their backyard is Perkins Park. So they take it very seriously. And we had a number of issues when we were trying to get a disc golf course in there and they're very protective, but you know we have to remind each other that, it's all of our park, it's all for all of us. So, you know-

- I was just gonna ask that if there was a neighborhood association whose letter would have been a good way to get this information out but-

- We don't have one. So hopefully maybe this year we'll get something going. And hopefully before that meeting we'll have something in place. Thank you.

- Do we need to receive and place on file or should we do that with all of them at the end? Or can we just move on?

- I think that you do need to put a motion receive in place on file would be appropriate.

- To receive in place in file.

- Second.

- Motion by Alder Wery, Seconded by Alder Gerlach. I'll just say that my first memory ever is of walking to and around Perkins Park. Pretty, pretty cool place. And I know our Forestry guys are cut above the rest.

- Aye.

- Opposed.

- Okay. On to informational number two. Yes.

- All right.

- Okay.

- Can you all hear me?

- Yep.

- Excellent.

- Staff update on fat tire biking at Fenestra Park, staff.

- All right, well, the, as you probably could tell from the weather the last couple of days, currently our trails are actually closed until further notice. We were actually trying to keep people off the trails right now when it's, when the weather's like this. So they don't do any other damage beyond what you know, with the different trails. So we're trying to keep people off the trails that aren't able to be walked on right now. So there's certain areas of Fenestra and the Wetlands and other areas where we're actually trying to keep people off them if possible, until we either find out, you know it gets dry or we get some more freezing temperatures. So that's the first thing as we continue to monitor trail conditions though, we are continuing to discuss future signage modifications and different needs. We are noticing that not just on Fenestra trails but overall we did a tour of some of our other trails as well. And there is, you know, a certain amount of foot and dog traffic that are on the trails and on cross country ski trails that we notice. So we're continuing trying to reevaluate what would be the best way moving forward to hopefully make people aware that to designate the trails accordingly. The

level of fat tire biking in particular at Fenestra though has gone down considerably, previous to in the last couple of days, of course here with the trails being closed and in particular group rides have gone down. So that's something we've definitely noticed over the last month. The snow events initially of course helped our trails get in better shape. But like I said, due to the rising temperatures the trails have become soft and not easily skied. And we're actually encouraging people to stay off of them in the time being right now. We've noticed that more signage is needed probably around the parking lot and entry points of the park. So the park staff was addressing this last week. And we are currently strategizing on different ways moving forward in the long-term about how to groom, when to groom, we're researching and working with other organizations that do trail grooming and what the ideal temperatures are to groom as well as looking at a plan for over the weekends. When we get snow over the weekends, it can be challenging because we actually don't have staff available unless we, pay overtime right now, which is currently not budgeted to actually groom on the weekends. So for example, if we sometimes people get out to the trails and they may be walk on them and then we try to go in on Monday and start grooming them. It does make it a little challenging at times. Our park staff is meeting again on March 4th to start to review a more comprehensive plan with park maps and potential location and areas on the west side for fat tire biking to be considered. And then we actually do have our focus group meetings set up in March. So March 15th and March 29th, we have we're hosting a focus group consisting of representatives from each of the park user groups, as well as from the neighborhood, neighborhood associations in the area, community and an at-large representative to gain insight and input for continued development of the long-term use of Fenestra as well as development of potential comprehensive plans for Westside trail development and recommendations going forward. And there also will be a public input meeting where everyone interested in this will be invited in April and that more than likely will be onsite in the parking lot. Similar to how we ran the meeting in back in December. That date is yet to be determined. So that's the update.

- Any questions, comments from anyone? Alder Brunette.

- Yeah, thank you James. You've done a really good job kind of following the direction of the council, what we voted on a month ago. I did receive for the sake of the committee and a few constituents who I see maybe on the line here, James did send the, James or Dan I forget who, but sent the invitation out regarding the neighborhood meeting the focus group rather. And so there will be some invitations that go out to two, to possibly three neighborhood associations adjacent to the park and they asked for invitation or email links to the Fenestra group. So we'll be making contacts with that group to make sure that they're well-represented at the meeting. So I'm happy with that. As we all know that the grape in the very beginning was that a lot of neighbors felt like this was going on without their knowledge or especially their consent. And I think the Parks Department has done very well in the community outreach and that's not to criticize anything that was done up until the meeting a month ago. But I do see a tremendous amount of outreach from a parks perspective. And so I look forward to that. I look forward to being involved in those conversations, but again I just wanna reiterate that this is still a trial basis. I mean, we extended the trial to May 15th so we really don't know what the council will decide around that time. But the community formation sessions are very critical. And I thank James, for that leadership in this area.

- Anyone else?

- Move to receive in place on file, would that be right?

- Yes it would.

- I'll second that.

- Okay, a motion by Alder Gerlach, seconded by Alder Brunette, thirded by Alder Wery. All in favor?

- [Alders] Aye.

- Opposed? Okay, it's been received in placed on file. Our wonderful and comprehensive director's report. Anything you care to comment on Director?

- Yeah, there's just a couple of things I wanted to point out and updates for you. So the ice rinks in Triangle Hill unfortunately are closed again due to the warm weather and snow melt. So we'll see what happens with the weather, if at all possible we'll open again but it's every day that passes it's more and more unlikely we'll be able to open those again. So weather would have to cooperate for us to open. So typically Mother Nature doesn't allow us to go much past the end of February with our ice rinks on Triangle Hill before we have to shut down for the season but you never know what'll happen. Students will begin in-person learning at the Nature Based 4K Program at the Sanctuary on March 1st. So safe protocols have been developed to protect the staff and the students in order to bring people back. So this is a nature based program. So it is nice to get the students back on site and instead of doing it virtually. So, also all of our staff are busy with hiring summer staff to maintain and run Bay Beach, all of our summer programming and the three pools and also for our maintenance staff. So we're kind of starting to recruit for summer staff. So, and then the final update I have for you is that the Wildlife Sanctuary received nearly \$20,000 in donations through the Green Bay fundraising campaign. So I just wanted to personally thank everyone that donated along with the Green Bay Packers and the greater Green Bay Community Foundation for allowing us to participate. And also they're going to match a portion of those donations. So thank you very much. So that concludes my report.

- Any questions or comments from anyone? Alder Gerlach.

- I would just like to make a comment. I don't know if you folks all saw the news today, from the Robert Wood Johnson Foundation that Green Bay Wisconsin is one of nine cities in the entire United States that has been named a semi-finalist for culture of health, a culture of health community. And I knew it in advance because I'm on the committee. And the day that I found out we were semifinalists is the day I read this report and I couldn't help, but comment to myself cause there's nobody else around, that our Parks Recreation Program is a huge, huge part of a community of culture, or of culture of health in Green Bay. There's just, I mean, when you look at this we are attempting to provide good outdoor recreation for every single age, every season of the year. I think if I get a chance to talk about parks and recreation when they come and talk to us, we're gonna win it. Thank you so much.

- Anyone else?

- Receive in place on file.

- Motion to receive a place on file by Alder Brunette. Seconded by Alder Wery, all in favor?

- [Alders] Aye.
- Opposed? It is received and placed on file. Our next meeting is March 10th, same bat time, same bat channel. I'll take a motion to adjourn
- Move to adjourn.
- Second.
- Okay moved by Alder Gerlach, seconded by Alder Wery. All in favor?
- [Alders] Aye.
- Okay, thanks everybody. Great job staff, thank you. When are we going to get together for INS?
- Well, it's scheduled for 6:00 can we start early? I don't know if it's a.
- No, I don't know.
- I don't think it says following. It says 6:00, so I'd hate to start early and have people miss it. So.
- Yeah.
- It's something we should think about changing for the future.
- Yes, have it following.
- Yeah, it used to be that way. So for today we'll meet at 6:00.
- Okay.
- Go have supper.
- Will do.
- Okay.
- Just one thing. So Director Grenier is here. It does say on the agenda for I&S that it is following a Parks Committee. So if you'd like you could reconvene at 5:40, that would be fine with Director Grenier.
- That all right with everybody? All right? Yeah, good.
- 5:40.
- You said I can have dinner.
- You can have a snack.

- Oh, okay. I'll see you at 5:40.

- All right, thank you.