



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, MARCH 24, 2021, 5:00 PM

Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. 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.

1. Consideration with possible action on the request by St. John's Homeless Shelter to run a homeless support program at St. John's Park from April 30, 2021 through November 1, 2021.
2. Consideration with possible action on awarding N.E.W. Landscape & Lawn Care, the Annual Weed Control Contract for an amount not to exceed \$33,821.85.

F. Informational.

1. Staff update on fat tire biking at He-Nis-Ra Park.
2. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
3. The next Park Committee is scheduled for April 14, 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=THBkdMwT1k4MG5DV3hnbC9xVDhXdz09>

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=THBkdMwT1k4MG5DV3hnbC9xVDhXdz09>

Additional Information

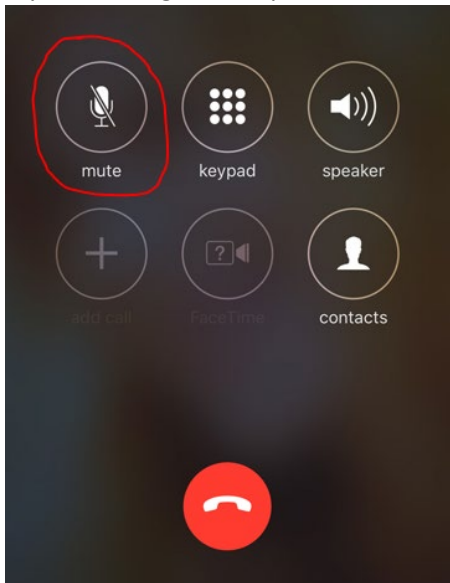
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.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

March 24, 2021

PREPARED BY

AGENDA ITEM # E.1

Consideration with possible action on the request by St. John's Homeless Shelter to run a homeless support program at St. John's Park from April 30, 2021 through November 1, 2021.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Engage 031821



a proposal by
ST. JOHN'S HOMELESS SHELTER

ENGAGE

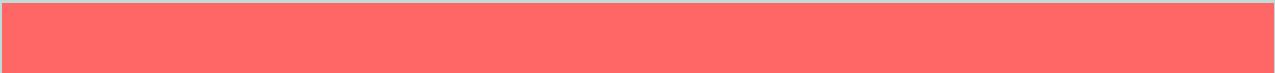


@ ST. JOHN'S PARK



project

**AN INTEGRATED PROGRAM TO REESTABLISH ST. JOHN'S PARK
AS AN ASSET TO THE DOWNTOWN NEIGHBORHOOD**



PROJECT OVERVIEW

INTRODUCTION

St. John's Park sits on the edge of the east downtown Green Bay area. Over the past few years, this park has seen an increase in unsheltered homeless individuals, resistant or refusing to engage in area services, who utilize the park as a place to gather and connect. Along with the number of adults utilizing the park as a place to gather each day, the park has become known for its many police calls and for its concerning and, at times, illegal behaviors.

Directly across the street from St. John's Park sits St. John's Homeless Shelter. Despite St. John's various attempts to engage this group of individuals in the summer months, the fact these adults are gathering in the park indicates they are not engaged with the services of St. John's. St. John's Shelter operates two year-round daytime resource centers open to the community: Micah Center and Wellspring. This unsheltered population has chosen to resist support to move their lives forward in favor of participating in activities that keep them marginalized.

In the summer of 2020, St. John's began staffing the main shelter location with two case managers each day, specifically focused on providing support to this population gathering in the park across the street. However, the group continued to not engage in services. Despite the lack of engagement with prior initiatives, St. John's leadership recognizes a responsibility and opportunity to be part of solutions.

In January 2021, St. John's Shelter met with the Green Bay Parks Department and Green Bay Police Department to brainstorm innovative solutions and partnerships to redeem this park as an asset to the neighborhood. The following proposal brings shelter and social justice services into the park. In addition to structured programming and accountability, on-site staffing will build rapport and encourage individuals to engage in services to begin transitioning to self-sufficiency by first meeting them exactly where they are at...within St. John's Park.

PROJECT OVERVIEW

OBJECTIVES

- Engage a population resistant to or refusing to engage with shelter services on neutral ground
- Through rapport and trust, challenge individuals to participate in programming services offered at the daytime resource centers geared at future self-sufficiency
- Provide accountability, supervision, and support to St. John's Park ensuring it is a value add to the surrounding neighborhood
- Deter crime and negative behaviors through an ongoing professional presence
- Decrease police calls and crisis response time spent at this location

SUMMARY

St. John's Shelter will provide staffing within St. John's Park throughout the typical shelter off-season (May-October). Programming and community building will focus on building relationships with those who are resistant to services; on-site staffing will ensure corrective action is immediately brought to questionable behaviors. Supervision will ensure this community park remains drug and alcohol free.

Partnerships between St. John's Shelter staff, the Parks Department and local law enforcement will strengthen our community's response to homelessness as well as the neighborhood in which St. John's Park is located.



BACKGROUND INFO

COMMUNITY PROBLEM

In the summer of 2020, the Green Bay Police Department was called to St. John's Park 131 times. These calls included welfare checks, disturbances, ordinance violations, and reports of suspicious activities.

In addition to the burden on local emergency services, the behaviors and numbers associated with St. John's Park have created a significant problem for the immediate neighborhood and a liability for the local economy.

Without creative and proactive solutions, the issues and numbers within St. John's Park will continue to grow, spiraling out of control as seen in urban cities across the nation. Additional police calls, a replication of these behaviors in other downtown parks, and an unsheltered "tent encampment" within Green Bay will be likely unless collaborative solutions are brought forth now.



OUR PROGRAMS

St. John's Homeless Shelter

411 St. John Street, Green Bay, WI 54301

November-April: 5pm-9am daily

May-October: 8:30pm-6:30am daily

Micah Center [a daytime resource center]

700 E. Walnut Street, Green Bay, WI 54301

November-April: 8:30am-4:30pm daily

May-October: 7am-3:30pm daily

(Closed Weekends)

Wellspring [a place for women]

413 Dousman Street, Green Bay, WI 54303

- Same hours as Micah Center-

PROJECT PROPOSAL

In the summer of 2021, St. John's Homeless Shelter, with the support of the City of Green Bay and local law enforcement, will be piloting a program within St. John's Park. Daily programming will replace the unstructured environment that currently exists within this location. Staff will be on-site daily from 7am-5pm. The park will be open to all adults 18 and above, and a code of conduct must be signed to gain access; this Code of Conduct will ensure the park remains drug and alcohol free and that all behaviors within the park are legal, positive, and forward-facing.

Similar to the city's youth-focused Parkee program, structured programming throughout the day will keep participants engaged while offering a variety of skills that are transferrable to other aspects of daily living. Existing space within the pavilion can be easily converted for case management use.

Long-term, the playground equipment may be transferred to a different community park location if it's determined that there are other features that would be more conducive to positive experiences at this site. There are many innovative adult oriented playgrounds, health equipment, etc. that may be considered. Currently, children that utilize this equipment at St. John's Park are often unsupervised and exposed to behaviors not appropriate for their stage of development.

This will be the only park in the city that is geared at the adult user. Visions for future adaptations/additions include planting trees to provide natural shade, adding lights to the basketball court, community gardens, other sports fields (such as sand volleyball or flag football), and landscaping opportunities to teach job skills, etc.



PROJECT PROPOSAL

St. John's Shelter will partner with local churches and other social service agencies to provide evening and weekend programming. This will offer continued presence within the park during all operating hours. St. John's may add one additional evening staff to support these initiatives.

Saturday morning outreach could open the park to families in partnership with the Saturday Farmer's Market. Inflatables and yard games could be provided that offer families a free way to engage with their children. This too would be staffed by either the shelter or a local church partnership.

Since 2018, St. John's Shelter has offered Summer Safe Sleep, a scaled down access to shelter for those who would otherwise be on the streets in the summer months. Summer Safe Sleep operates from 9pm-6:30am. This park proposal offers all guests a place to connect and belong in the hours Summer Safe Sleep is not in operation.

ACTIVITIES OFFERED

- Alcoholics Anonymous
- Arts and Crafts
- Bingo
- Cardio Fitness
- Case Management
- Celebrate Recovery
- Coffee with a Cop
- Community Gardens
- Haircuts
- Health fairs
- Hygiene items and bottled water
- Internships
- Landscaping
- Lunch
- Mentorship program
- Movie Nights
- Neighborhood cleanup
- On-site providers
 - Medical
 - Mental Health
 - Veterans Services
- Service opportunities to downtown businesses
- Special Events
- Sports tournaments teaching leadership, team building, communication and character development
- Support Groups

EXAMPLE OF A DAY

7am-9:30am	Breakfast items, Coffee, Group: Positive Choices, Case Management
9:30am-11am	Landscaping and Lawn Care Haircuts
11am-12:30pm	Lunch Provided On-site medical services
12:30pm-2pm	Alcoholics Anonymous Cardio Fitness
2pm-4pm	Basketball tournament Workshop under the pavilion
4pm-5pm	Case Management
5pm-8pm	Community Building with area partners



PARTNERSHIPS

ST. JOHN'S SHELTER

- Provide daily staffing, programming, corrective action within St. John's Park
- Ensure all program participants (ie: park attendees) adhere to the park Code of Conduct
- Coordinate with other service providers to ensure case management, housing referrals, veteran services, and medical care are provided on-site
- Provide priority shelter services to active program participants in need of overnight shelter services

GREEN BAY PARKS DEPARTMENT

- Explore grant funding options through RDA to offset staffing
- Provide maintenance, lawn care, etc. consistent with other community parks

GREEN BAY POLICE DEPARTMENT

- Provide a presence within the park programming that is proactive and community-building in nature to build trust and rapport with participants
- Work with shelter staff to brainstorm proactive solutions to potential issues or concerns presenting in the program

COLLECTIVELY

- Meet regularly to discuss concerns and make adaptations as necessary
- Seek joint grant opportunities to fund staffing and program enhancements
- Foster continuous collaboration among partners and seek additional partners, as needed



NEEDS/WISH LIST

IMMEDIATE

- Way-finding signage for hours, programming, and event updates
- Benches for seating during forward-moving workshops
- Pavilion set up as case management office with air conditioning unit
- Wi-Fi in pavilion area
- Supplies for initial activities (ie: portable coffee pot, sports equipment, etc.)

SHORT-TERM

- Plant trees to provide natural shade
- Small stage for programming and performances
- Community Gardens
- Path from Martin Street into the central park area

LONG-TERM PLANNING

- Lights at basketball court
- Outdoor fitness equipment
- Partnerships for public art

SUMMARY OF INFO

LOCATION

St. John's Park
418 St. John Street
Green Bay, WI 54301

DURATION

April 30th, 2021-November 1, 2021

St. John's Homeless Shelter, Green Bay Parks Department and Green Bay Police Department will meet regularly to address concerns and make adaptations as necessary

HOURS

Daytime Hours: 7am-5pm daily
Evening Hours: 5pm-8pm, as available

Evening hours will be supported by local churches and service organizations

TARGET POPULATION

Unsheltered adults experiencing homelessness who are resistant to, or refuse to, engage with community services

STAFFING

A minimum of two staff will be on-site. St. John's Park will primarily be staffed by Case Managers with support from other shelter staff, Social Work Interns, and Guest Interns

CONTACT INFO

Dr. Alexia Wood, Executive Director
St. John's Homeless Shelter, Micah Center, and Wellspring
awood@sjehs.org
(920) 617-8700 ext. 109



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

March 24, 2021

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on awarding N.E.W. Landscape & Lawn Care, the Annual Weed Control Contract for an amount not to exceed \$33,821.85.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 3-24-21 Parks Agenda
2. #2021-06 Bid Summary



CITY OF GREEN BAY - PURCHASING DIVISION

TO: Parks Committee
FR: Calvin Winters, Procurement Manager
DT: March 24, 2021
RE: Purchasing Report
Cc: Dan Ditscheit; James Anderson

Report of the Purchasing Manager:

1. Approval of award to N.E.W Landscape & Lawn Care, the Weed Control Contract for an amount not to exceed \$33,821.85. N.E.W. Landscape & Lawn Care was the lowest bidder to RFB 2021-06. Bid Summary Attached.

CITY OF GREEN BAY BID SUMMARY - RFB #2021-06
Weed Control Contract at Various Park Locations

Dept: PRF	Req #	VENDOR #1	VENDOR #2	VENDOR #3
Planholders: Vendors	CC #988-940	NEW LANDSCAPE & LAWN CARE	BECK'S ORNAMENTAL & TURF MGT	TURF PRO LLC
Issued: 2/16/2021	Due: 3/15/2021	Suamico	Norway, MI	Green Bay
DESCRIPTION	PRICE	PRICE	PRICE	
Vegetation control (April/May) ~ 10 acres of fence lines around baseball, softball, little league, ice rinks, batting cages, park boundaries, tree rings, dugouts & horseshoe courts at all parks (approx 60 locations)	\$ 10,224.00	\$ 3,611.00	\$ 3,500.00	
Pre-emergent of mulch beds w/solid beds of shrubs (end of April) ~ 24 acres including roundabouts (1 at Velp/Atkinson ~2916 sq. ft & 3 on Mason Street by Taylor St & North/South US 41 and surrounding beds ~44,132 sq. ft). Beds at: Bay Beach; Leicht's Park; Boat Launch; some water parks-Joannes & Resch Pools; I-43 Industrial Park entrance and pocket parks such as Joannes Stadium; Keuler Place; Badger Park & Murphy Park and Beds at Park & Rec Shop that are sprayed over the top early - pre-emergent.	\$ 2,765.05	\$ 7,951.00	\$ 8,400.00	
Mulch Beds with tree rings and big tree beds with individual shrubs (April/May timeframe per Letters A-E listed below) ~60 acres				
A) Pre & Post Emergence Weed & Grass Control Perennial & Annuals at Lake Largo Frontage (May)	\$ 1,494.90	\$ 2,167.00	\$ 3,500.00	
B) Pre & Post Emergence Weed Control for Bay Beach Beds, Joannes Aquatic Center, Keuler Place, Badger Park and Murphy Park (May)	\$ 3,784.00	\$ 6,732.00	\$ 7,000.00	
C) Pre & Post Emergence Weed Control at Veterans Park/ Neville Museum (Burm between access road and railroad tracks) (May)	\$ 311.56	\$ 448.00	\$ 500.00	
D) Pre & Post Emergence Weed Control at Forestry Dept Beds at corner of Shawano Ave & Taylor - tree rings ~25,286 sq. ft. (May)	\$ 236.56	\$ 275.00	\$ 350.00	
E) Pre & Post Emergence Weed Control at Industrial Park (I-43 & Mason St) (May)	\$ 646.23	\$ 391.00	\$ 2,800.00	
Vegetation control for all sidewalks, walkways, parking lot seams, curbs & frost cracks in asphalt ~ 19 acres (April)	\$ 2,559.90	\$ 4,680.00	\$ 6,650.00	
Total Kill: (Season Long Control): ~ 4-5 total acres at: Park Shop storage yard (except where trees line); Bay Beach Zippin Pippin Roller Coaster - under & around in drain field stone and crushed gravel (not in crushed asphalt area) and at Leicht Parkway (gravel between parking lot & railroad tracks)	\$ 461.56	\$ 1,400.00	\$ 2,000.00	
Herbicide application for ~180 acres: berm at Bay Beach lawns except low area toward Wildlife Sanctuary, Leicht's Park and all Park athletic fields (~30 soccer fields & 30 ball diamonds and smooth surrounds) & other park areas including but not limited to a 20' perimeter around the fields and dugouts	\$ 8,803.15	\$ 9,616.00	\$ 27,000.00	
Broadleaf weed control application on Boulevard from Mason St to Main St to I-43 (Sept/Oct) ~3 acres	\$ 2,534.94	\$ 330.00	\$ 450.00	
TOTAL:	\$ 33,821.85	\$ 37,601.00	\$ 62,150.00	
Payment Terms Net 30/Early Payment Discount:	5%		N/A	
Accepts Credit Cards:	No	No	No	
SOQ Expires:	In Process	In Process	3/4/2022	

Indicate if prices quoted will remain the same:			
1st Renewal Option for Calendar year 2022	Yes	No	No
2nd Renewal Option for Calendar year 2023	Yes	No	No
3rd Renewal Option for Calendar year 2024	No	No	No
4th Renewal Option for Calendar year 2025	No	No	No
5th Renewal Option for Calendar year 2026	No	No	No
If prices will not remain the same, maximum increase for the one-year renewal options:	3%	2%	5%

Recommendation: Award to the lowest responsive, responsible bidder NEW Landscape & Lawn Care with a not to exceed amount of \$33,821.85 for the 2021 season with five one-year renewal options upon mutual agreement by both parties.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

March 24, 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

March 24, 2021

PREPARED BY

AGENDA ITEM # F.2

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 03-24-21

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY,
March 24, 2021**

PARK DIVISION

- Park crews are beginning transition from winter into spring.
- Considering the weather we had this winter, we were able to get our hockey and skating rinks up this year. Even though not long lived, they were still enjoyed by the public.
- As snow melt continues, park crews are out picking garbage in parks and along trails.
- Park crews will begin prepping the parks for spring usage as the weather continues to improve.
- We are continuing to monitor park usage and place or add garbage cans as park use increases.
- The Skate Park at Joannes Park has opened for the season.
- Hockey/Ice Rinks are now closed for the season. The shelters have been cleaned and prepared for rentals.

FORESTRY DIVISION

- Tree Removal along streets and parks continues. Approximately 300 trees, mostly ash were removed from Perkins Park.
- Tree Pruning along streets continues, the crew is finishing up in the Eisenhower Park area and will be moving to Forestry District E 7 (Farlin Park to Danz Park).

DESIGN & DEVELOPMENT DIVISION

- AmeriCorps Planning Grant
 - Staff submitted an application for an AmeriCorp planning grant which would allow the department to hire a Conservation Corps Coordinator to plan for an AmeriCorp conservation program for the department.
- East River Trail - Development
 - A contractor was hired to remove the asbestos in the buildings at 601 St. George Street which will allow for Park crews to demolish the buildings once the abatement work is completed.
- Training
 - Staff attended online webinars for Fish Passage, Flood Resiliency, Road-Stream Crossings and Identifying/Monitoring Algal Blooms.
 - Staff attended the online Fox Wolf Watershed Alliance Conference.

RECREATION DIVISION

- We are currently taking youth baseball and softball field permits.
- The adult softball league registration began on January 25. We will be offering Men's Slow-pitch, Co-Ed Slow-pitch and Men's Modified softball leagues at Beaver Dam Park. The season is scheduled to begin the week of May 3.
- The spring session of our partnership with GGLeagues Esports is currently open for registration. These competitive leagues for youth and adults will allow participants to compete against participants in other Wisconsin communities. Leagues will run during the week and we will be offering leagues in Madden 21, Fortnite, Rocket League, and Super Smash Bros. Registration closes March 29 and leagues begin the week of April 10.
- Recreation staff have been working on facility use permits for our Sanctioned Groups. Requests are coming in for Soccer, Tennis, Softball, Baseball, Cross Country, and Football. User groups have been submitting their Covid-19 Reopening plans for approval.
- The Green Bay School District is currently submitting facility requests for Spring Modified Sports (Baseball, Softball, Track, Golf, Swimming, and Soccer) to be held from February-May.
- The Alternative Fall Sports (VB, Cross Country, Tennis, Football, Soccer, and Golf) will run from April-June.
- Rehire letters have been sent for the Summer Seasonal positions. Playground Leader interviews began March 8th.
- Pickleball 101 classes will be conducted at Edison Park in June, July, and August. Two players will be teamed up with two coaches to learn the basic skills of Pickleball.
- Recreation staff are working closely with the Einstein Project to bring age appropriate, skill based programs to our youth that creates and promotes creativity and critical thinking. These programs are interactive, hands on activities that keep children growing academically and socially.
- We are hosting a virtual challenge called, Be Active Wisconsin, during the month of March. This is a program that is taking place in over 40 communities across the state. Each participant is a member of their own city's team. Active minutes are recorded each week, and we will be tracking where each city ranks amongst the other competitors throughout the month. The city that claims the "Fittest Community" title will earn a traveling trophy. All participants will earn a t-shirt. We currently have 50 registrants.

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.
- Rehire 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

- Improvements for 2021 season are being discussed.
- Updating Covid-19 reopening plans for 2021.
- Staffing
 - Rehires are submitting their paperwork.
 - Interviews have begun for the upcoming season. In a typical spring we interview over 200 candidates to fill open positions.
 - Orientations and trainings will begin in the next few weeks.
- Jolt Software
 - Staff are being added and updated with correct job codes and pay.
 - Maintenance forms and documentation procedures have been updated.
- Upgrading RecTrac
 - Inventory process updated and restructured.
 - New Credit Card terminals have been researched and will be soon ready for purchase.
 - Updated POS terminals have been researched and selected to work with the RecTrac upgrade, pending approval.
- Standard Operating Procedures for all concession areas are being updated.
- Souvenirs
 - Ordering new items.
 - Being delivered and inventoried.
 - Setup will begin in the next few weeks, weather permitted.
- New concession offerings are being researched and menus are being restructured and updated for each area.

TRIANGLE SPORTS AREA

- TSA is currently closed because of the warm weather and melted snow.
- Design staff is working with the Baird Creek Preservation Foundation on the design of the skills bike course.

METRO BOAT LAUNCH

- Improvements being made/needed
 - An electronic pay station has been ordered and will be installed in May.
 - Pavement patching will be done later this June.

WILDLIFE SANCTUARY

- Monday, March 1st was the first day of in-person school for our OAK 4K Learning Center. Staff worked together with the Green Bay School district to develop safety protocols. We are excited to welcome the children back onsite into this fantastic program.
- On Feb 16 to Feb 17 Bay Beach Wildlife Sanctuary took part in the 2021 Give BIG Green Bay campaign. We raised \$21,864.96 by just over 220 individual donors and

the Green Bay Packers. It is important to note that in addition to the funds raised, our park, our team, our mission, our abundance of free family friendly programming and our volunteer opportunities were ALL highlighted in this donation campaign.

- The preliminary schedule for summer programming is set. We have 3 free programs each weekday including our Talon Talks, Fox Trots, Fantastic Felines, as well as other, as well as offerings on the weekends (all free).
- We have 16 sessions of camp planned over 8 weeks of the summer (with at least two of the sessions already full). Registration is currently taking place for our recreation summer day camps at the WLS. The camps will run Monday through Thursday for 6 weeks. In addition the recreation summer day camp at the WLS is scheduled to begin the week of June 21. There are 6 weekly camps being offered from 9am – 4pm, Monday-Thursday.
- Tai Chi programs, Astronomy Night, Snowshoe/Ski options and Trail Fitness Walks to name a few will resume this year. We are also starting to host field trips (outside for now) for smaller groups such as Scouts and being asked to provide some virtual options from teachers who want to tie the sanctuary and our mission into their lessons but are unable to do field trips currently.
- The Re-Opening plan is currently in the planning phase. Specific dates will be announced in the near future.
- New exhibits are currently under construction at Nature Center and Woodland Building along with many areas of fresh paint and improvements.
- In conjunction with the Brown County Historical Society's Roads, Rivers, Rails & Trails Event on August 21st, 2021 (8am-10am), the Bay Beach Wildlife Sanctuary has been chosen as the initial stop and registration site for this event.
- The Fiber Optic Internet upgrade is nearly completed. A contractor installed new service lines to each of the building. City electricians and IT staff are currently working on the final connections.

ADMINISTRATION

- Starting the design and layout process for the Summer Guide 2021.
- Continuing the implementation of the Rectrac and Webtrac systems.
- Training of staff throughout the Parks Department in the new reservation system.
- Reservations throughout our shelters and at Bay Beach have increased with many customer's utilizing the web as well as over the phone.
- Researched and submitted purchase package for upgraded POS and credit card readers.
- Submitted purchasing package for New Point of Sale terminals and credit card readers.
- Reservations for fields, diamonds, and courts for schools and youth groups have increased dramatically.
- Photo staging for the Wildlife Sanctuary Banquet Room has been completed. New brochures and advertising will be coming soon.
- Garden Plot renewals have been receiving a great response.
- Currently supporting 300 activate hires in Onboarding with rehire and new hire paperwork.
- Waiting for responses from 250 rehires from the 2020 season, we continue to monitor

onboarding accounts as well as send out activation notices weekly.

- Training/assisting PRF staff on the Onboarding/Hiring system.
- Advertising GG Leagues, Summer Camps, and a brand new program, Be Active WI.
- Assembling the Wildlife Sanctuary's Spring 2021 Honker.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

March 24, 2021

PREPARED BY

AGENDA ITEM # F.3

The next Park Committee is scheduled for April 14, 2021.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None