



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, DECEMBER 1, 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 approval of a Hold Harmless Agreement with On Broadway, Inc., allowing On Broadway, Inc. to purchase light pole banners for Park crews to install in the R.O.W. throughout the Broadway District.
2. Consideration with possible action on approving the purchase of a 270' Snow Tube Conveyor Belt Lift System from Magic Carpet Lifts/RMCE, Inc. for a total cost of \$156,340.
3. Consideration with possible action on awarding the purchase of a Forestry Aerial Lift Truck to the lowest responsive, responsible vendor not to exceed \$204,680.

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 December 15, 2021.

G. Public Hearings.

H. 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

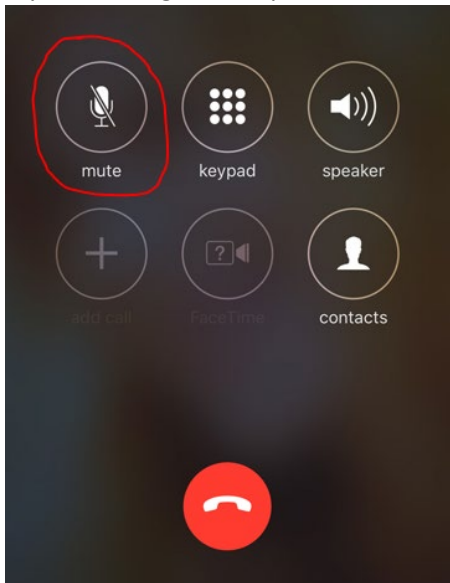
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.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

December 1, 2021

PREPARED BY

AGENDA ITEM # E.1

Consideration with possible action on the approval of a Hold Harmless Agreement with On Broadway, Inc., allowing On Broadway, Inc. to purchase light pole banners for Park crews to install in the R.O.W. throughout the Broadway District.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. HH-OBI-Banners-Final 11.23
2. 2021 Pole Banners

HOLD HARMLESS AGREEMENT-OBJECT IN RIGHT-OF-WAY

THIS AGREEMENT ("Agreement") is made in the City of Green Bay, Brown County, Wisconsin, by and between the CITY OF GREEN BAY, WISCONSIN, a municipal corporation ("CITY"), and ON BROADWAY, INC. ("OBI").

WHEREAS, OBI is a local business district that promotes tourism, business and recreation within the Broadway District of the City of Green Bay; and

WHEREAS, to further promote its presence and support of the community, OBI desires to place banners ("OBJECTS") on bracketed street light poles within the right-of-way adjacent to Mather Street, Dousman Street, Hubbard Street, Walnut Street and Broadway Avenue located in ("PROPERTIES") Green Bay, Wisconsin as further described and indicated in the attached Exhibit A; and

NOW, THEREFORE, in consideration of the covenants and promises hereinafter set forth and other good and valuable consideration acknowledged by the parties herein, it is agreed as follows:

1. CITY grants OBI permission and authority to install such OBJECTS in the CITY's right of way, located and adjacent to the PROPERTIES, subject to the terms and conditions of this Agreement.
2. OBI shall insure that the OBJECTS do not at any time unreasonably impair or impede the orderly and safe ingress, egress or smooth flow of pedestrian or vehicular traffic upon said PROPERTIES. The Department of Public Works will review and approve the final banner locations.
3. The CITY shall install and place the OBJECTS on the designated light poles on a one time basis. The CITY shall provide any necessary brackets for the initial installation. The CITY will not remove and reinstall these OBJECTS after the initial installation or on any reoccurring basis.
4. OBI shall own the OBJECTS and shall be solely responsible for the procurement of additional OBJECTS and or brackets as needed for maintenance and repairs. The City shall

own the brackets after they are installed.

5. In the event that any of the OBJECTs and or brackets are damaged once installed, the CITY will replace such OBJECTS and brackets at such times designated by the City not to exceed two (2) times per year; once in the Spring and once in the Fall.

6. OBI shall be responsible for all material costs and expenses related to the procurement, maintenance, repair, and removal of the OBJECTS and brackets, including such repairs performed under Section 5 of this Agreement.

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

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

8. OBI shall present to the CITY a Certificate of Insurance with coverage and minimum

policy limits as follows:

A. General Liability - \$1,000,000.00 per occurrence, \$2,000,000.00 annual aggregate for bodily injury, personal injury and property damage.

B. Business Automobile Coverage

1. Minimum Limits - \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage each accident.

2. Must cover liability for “Any Auto” – including Owned, Non-Owned and Hired Automobile Liability.

C. Workers Compensation and Employers Liability

1. Must carry coverage for Statutory Workers Compensation and Employers Liability minimum limit of:

\$100,000 Each Accident

\$500,000 Disease Policy Limit

\$100,000 Disease – Each Employee

E. The insurance coverage required must be provided by an insurance carrier with “Best” rating of “A-VII” or better. All carriers shall be admitted carriers in the State of Wisconsin.

F. The City, its officials, employees, and agents shall be named as “Additional Insured” on all Liability Policies.

G. All insurance shall be primary to the Additional Insured and non-contributory to any other insurance, self-insurance or other similar protection available to the Additional Insured, whether other available coverage is primary, contributing or excess. This contract shall include an endorsement stating the following:

H. Written Notice of Cancellation or Non-Renewal shall be sent to the City no less than thirty (30) days prior to such cancellation or non-renewal at the following address:

City of Green Bay
Attn: Risk Management

100 North Jefferson Street
Green Bay, Wisconsin 54301

I. Said Certificate of Insurance shall be attached hereto and incorporated herein by reference.

9. CITY or OBI may terminate this Agreement for any reason upon (30) thirty day written notice to the other Party. Upon termination of this Agreement for any reason, CITY shall remove the OBJECTS and return them to OBI. The brackets will not be removed and will remain on the light poles.

10. This Agreement will be construed and interpreted in accordance with the laws of the State of Wisconsin, notwithstanding any conflicts of laws provisions.

11. This Agreement constitutes the Parties' complete agreement and may only be modified, amended, or added after the date of this Agreement by a written instrument executed by both Parties, except as otherwise provided herein.

12. Neither Party may assign its rights or delegate its obligations under this Agreement without the prior written consent of the other Party.

13. If any provisions of this Agreement or the application thereof to any persons or circumstances shall, to any extent, be invalid or unenforceable, then the remainder of this Agreement or the application of such provision, or portion thereof, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

14. Nothing in this Agreement is intended nor may be construed to create between CITY and OBI either an employer/employee, joint venture, landlord/tenant, or any other similar relationship. No agent, employee or representative of either Party shall be deemed to be an agent, employee or representative of the other Party. Neither Party shall have the authority to act for or on behalf of the other Party to bind the other Party without the express written approval of the other Party.

15. This Agreement may be executed in several counterparts, and the signatures on this Contract may be transmitted electronically. Electronic signatures will be deemed to constitute

original signatures and counterparts to this Agreement containing the signatures (whether original or electronic) of all the Parties will be deemed to constitute a single, enforceable Contract.

CITY OF GREEN BAY

Eric Genrich

Date _____

Celestine Jeffreys

Date _____

ON BROADWAY, INC

By:_____

Its:_____

Broadway District





Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

December 1, 2021

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on approving the purchase of a 270' Snow Tube Conveyor Belt Lift System from Magic Carpet Lifts/RMCE, Inc. for a total cost of \$156,340.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Tube_Lift_Bid_Greenbay_1121wletterhead
2. Tube_Lift_Sole-Source-No-Sub-Approval-Form



Proudly made in the USA since 1990



Hello Greg,

I hope you are doing well. Enclosed is a bid for a 270' Magic Carpet® at Green Bay Park.

Magic Carpet Lifts/RMCE, Inc. are the unparalleled experts in supplying conveyor surface lifts for the winter sports industry. As the original developer of the Boardwalk®, the conveyor lift used for ski schools, Magic Carpet Lifts have the most experience in design and manufacture of this innovative type of lift, which has revolutionized the surface lift industry over the past two decades. While originally designed with beginner skiers in mind, the Boardwalk® lift is used today for a variety of transportation uses, including half pipes and tubing.

- Made in the USA
- User-friendly design for all types of riders ... skiers, snowboarders, adaptive needs, sit skis, and tubers alike
- "Learning curve" for beginners is greatly reduced with this non-intimidating surface lift option
- Fun and exciting to use
- Offers the highest surface lift capacity (3-4 times more people per hour than a handle and rope tow)
- Installs on top of existing terrain
- The modular design can be easily relocated
- Components are pre-manufactured and assembled in Denver warehouse so less installation in the field
- Uses US Standard Units
- Minimal maintenance required
- Heavy-duty construction of galvanized steel frame and premium components
- Customized to the area requirements for length, width, incoming electrical power, and capacity

The Boardwalk® includes the Magic Carpet Grip® premium belt and oversized pulleys, shafts, and bearings.



Thanks for your interest in Magic Carpet Lifts/RMCE, Inc.

Best,

Audrey Paulus

Audrey Paulus
Sales and Marketing Manager
(303) 333-5778 | (303) 333-6986 Fax
(310) 614-2321 Cell | apaulus@rmce.com



Proudly made in the USA since 1990

Quote # 111121
Stock # BoardWalk



PROPOSAL FOR:
LOCATION:
DATE:

GREEN BAY PARK
Green Bay, WI
November 19, 2021

Application:	Tubing Hill
Length:	270'
Belt Width:	30"
Vertical Rise:	56.7' (21%)
Design Capacity:	500 persons per hour
Drive System:	15 HP
Incoming Power:	208VAC, Three Phase
Head (unload) Section:	1
Tail (load) Section:	1
Intermediate Sections:	25 standard + 1 with belt scraper
Walkway Panels, 18" wide:	52
Belt Tensioning System:	Constant Manual Tension w/ marshmallow springs
Belting Material:	Premium 2ply 220# "Magic Grip" Belting
Conveyor System:	\$134,440.00
Freight:	\$ 4,000.00 (estimated)
Handrail (one side) (1-1/2" Schedule 40 Pipe excluded) Components to include: Hollaender fittings, speed rail tees, rail crosses, and elbows, 4-bolt square flanges, C-Channel, UBolts, and fasteners.	\$17,900.00 (add for one side)

FOB Denver

Price Valid 30 days.

Included:

- ✓ ANSI requirements and pre-installation criteria
- ✓ Technical Specifications and Analysis
- ✓ Components Specifications
- ✓ Electrical Schematics
- ✓ Motorized belt cleaning brush
- ✓ Acceptance Test Procedure
- ✓ Mechanical Component Drawings



TERMS:

Buyer agrees to pay Seller the total agreed purchase price for the Equipment, payable as follows:

- (a) (50%) to be paid upon execution of Purchase Agreement by Buyer and Seller to initiate component purchases;
- (b) (20%) prior to shipment;
- (c) (30% balance), plus freight and applicable options to be paid within thirty (30) days after delivery of all equipment.

WARRANTY:

Seller acknowledges that Buyer intends to use the Equipment for ski/tubing lift conveyor system and Seller warrants that the Equipment and each of its components, when used and maintained substantially in accordance with Seller's and/or its subcontractors' instructions and when delivered to Buyer, will be of merchantable quality and free from defects in materials and workmanship for the duration of the one (1) succeeding winter operating season occurring after the date of this Agreement (i.e., 2022/2023 winter operating season) (the "Warranty Period"). Further, Seller warrants that the Equipment will operate in accordance with the design specifications and performance data referenced below:

The Equipment shall be manufactured (a) with respect to the steel frame, engineering, and certain electrical aspects, by subcontractors of Seller; and (b) with respect to the remainder and assembly of the Equipment, by Seller, and shall conform with all applicable rules and regulations, including without limitation those of ANSI B77, Section 7 (dealing with uphill conveyors to transport skiers).

Any changes by Buyer in the specifications of the original supplied Equipment may require an increase or decrease in the purchase price, as the case may be.

DELIVERY:

Buyer acknowledges that Seller orders certain components of the Equipment, specifically pulley and related equipment, from manufacturers located outside of the State of Colorado and delivery of equipment is contingent upon Seller's timely receipt of such components. Notwithstanding the forgoing, seller shall use its best efforts to comply with the following Equipment delivery schedule:

- (a) On or before May 1, 2022, and after receipt of deposit, Seller agrees to make to make available for delivery that portion of the Conveyor to be installed at the ski area site. Delivery shall be FOB factory (Denver).

City of Green Bay, Wisconsin
REQUEST FOR APPROVAL OF "NO SUBSTITUTE" PURCHASE SPECIFICATION

TO : Purchasing Division/Administrative Services

DATE: 11/22/20

FROM: Department/Division Parks, Recreation & Forestry

REQUISITION #

List "No Substitute" Item(s) here:

Magic Carpet Lift 270" with One-Side Handrail

Select One:

- ☒ 1) One Time Purchase Estimated Cost: \$ 156,340
- ☐ 2) Annual Commodity purchase: Estimated annual cost: \$
- ☐ 3) Item may be purchased again: Indicate term: Estimated Annual Cost: \$
- Example: 1 year, indefinite, etc. Long term requests will be reevaluated periodically)

We request approval of a "NO SUBSTITUTE" specification for the purchase of the subject item(s)

Check appropriate justification(s). Provide DETAILED explanation(s) below.

- ☒ 1. Sole Source – The below signed has searched the market and verified that no comparable item is available.
- ☐ 2. Single Source – Although comparable items are available, THIS is the only brand/model that will work.
- ☐ 3. Item(s) is (are) only acceptable replacement part(s) known for _____ (Identify)
- ☐ 4. Continuity of design is overriding consideration (ex: playground equipment or street furniture)
- ☐ 5. Safety:
- ☐ 6. Other:

*Explanations shall contain sufficient information and justification for the items to be considered and approved as "NO SUBSTITUTE" items. Failure to do so will result in the request being denied and returned to the originator.

*Recommending Department Head will be available to defend said recommendation to the appropriate City Committee and/or Common Council.

PLEASE EXPLAIN YOUR REASONS FOR THIS REQUEST (additional info may be attached on a separate sheet):

The Parks, Recreation & Forestry Department is looking to upgrade our rider lift located at the Triangle Sports Area (TSA) used for tubing in the winter months. The upgrade to our current system will allow for a more safer ride and enhance the customer's experience. The manufacturer for this lift is located in Denver which will allow us to get parts, service and warranty work done quickly all other manufactuers are located overseas which make it not only non-cost effective it becomes a burden with shutdown times due to none availability of parts. Magic Carpet Lifts are also used by our neighboring community Kewaunee and our staff have conferred with them regarding the services of this company as well as our own experience as they produced our current lift which has exceeded it's life span.

Approvals:

Requestor:

Kevin J. P. Perette

Date:

11/22/2021

Department Head:

Daniel J. Starnett

Date:

11/22/21

Purchasing Manager:

Diana Ellender

Date:

11/23/21



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

December 1, 2021

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on awarding the purchase of a Forestry Aerial Lift Truck to the lowest responsive, responsible vendor not to exceed \$204,680.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

December 1, 2021

PREPARED BY

AGENDA ITEM # F.1

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 12012021

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, December 1, 2021**

PARK DIVISION

- Park crews are continuing to work on fall leaf mulching as long as weather permits.
- Park Carpenters began construction on the H.S. Baird playground the week of October 4 and have completed construction of the new playground.
- Park Shelters are currently being winterized as rental season has ended and colder temperatures have moved in.

FORESTRY DIVISION

- Forestry crews continue to grind stumps. The crew is finishing up west side stumps and working back to the east to complete stumps from summer storms. Anticipated timeline for stumps is to finish by the end of October.
- Crews are taking time from removals to prune trees for clearance and safety issues. Pruning operations will go through October.
- Staff continues to plan for implementing an EAB removal plan for the next 2-3 years. Several changes to operations will need to take place to implement the plan.
- Staff has begun working with Human Resources to recruit two new Forestry II workers that were approved as part of the 2022 budget.
- Fall tree planting is winding down.

DESIGN & DEVELOPMENT DIVISION

- Baird Creek Greenway – Pedestrian Bridge Installation
 - The contractor is scheduled to begin the footing construction on December 27. The necessary tree removals will occur approximately 1-2 weeks prior to the footing installation.
- Baird Creek Greenway – Mountain Bike Skills Course
 - The installation of the Mountain Bike Skills Course is expected to begin in spring 2022.
- Bay Beach Amusement Park – Wildlife Viewing Platform
 - Staff submitted a grant application for \$1 million to go towards the construction of the Wildlife Viewing Platform. This was part of a Tourism Grant Program

that is funded through the Wisconsin Department of Administration.

- Colburn Park - Colburn Park Little League Renovations
 - Construction is completed with the exception of a few punch list items.
- Conservation Corps Coordinator
 - The Conservation Corps Coordinator began work in this newly created position on November 8. This position will focus on developing an AmeriCorps Program that will bring in AmeriCorps members to work on conservation projects in the City's Parks, Greenways, Trails and Rights-of-Way.
- Leicht Memorial Park
 - Staff is in the process of selecting an architect to provide master planning and architectural/engineering services for the installation of a new restroom/shelter facility along with a permanent stage on the City owned parcel of land.
- Perkins Park – Master Planning
 - The wetland delineation has been completed. 7.46 acres of the 35.61 acres observed are designated as wetland in the existing natural area in the northeast corner of the park.
 - Staff held a neighborhood input meeting on October 28th at the park to discuss the proposed planting master plan for the natural area. Approximately 275 trees were removed over the last few years due to the emerald ash borer. Approximately 15 residents attended the meeting,
- Seymour Park – Road Crossing
 - Work for the new pedestrian crossing across Ashland Ave. is nearly completed.
- Seymour Park – Storm Water Management/Master Planning
 - Staff is coordinating with the Department of Public Works on the development of two concept plans for the possible implementation of storm water ponds within the park to help alleviate neighborhood flooding issues.
 - Staff is coordinating a public input meeting regarding site planning and storm water pond concepts.
- Seymour Park – Wandering Winter Wonderland
 - Staff is planning for a holiday lighting display to be installed in the park. It is expected that the work will be completed in mid-December. Last year this display was installed at St. James Park. Each year a different park location will be selected.
- Shelter Murals – Various Locations
 - The shelter murals have been installed at Tank Park, Fisk Park, Bay Beach Amusement Park, Bay Beach Wildlife Sanctuary, St. John's Park, East River Van Beaver Park, Whitney Park, and Arnie Wolff. A freestanding mural has also been installed at Olde Preble Neighborhood Park.

RECREATION DIVISION

- The Parks Department is currently taking registration for our winter session of our partnership with GGLeagues Esports which will begin the week of January 24th, 2022. 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.
- The table tennis league championship tournament will be played on Wednesday, December 1 at Franklin Middle School. There are 9 players registered.
- The adult basketball season began November 3. Games will be held at Southwest, West and Preble High Schools through the end of February. There are 22 teams registered.
- The Parks Department is currently taking registrations for our Mini-Dribblers Youth Basketball Program. These programs will be held at Red Smith and King schools. There are 23 participants currently registered. Classes begin January 24th.
- The Parks Department is currently taking registration for our Winter Table Tennis League. It will be held on Wednesday evenings beginning January 5 at Franklin Middle School.
- Open Gyms began on November 6 held on Mondays, Thursdays, and Saturdays.
- The Hockey/Ice Rink Facility Leader position has been posted. We are currently recruiting for the upcoming season.
- The planning of the 5th Annual Frenzy on the Fox is underway. The event will take place on Friday, January 21, 2022. The Village of Allouez and Brown County Parks are collaborating with our department to celebrate the use of the Fox River Trail during the winter months. Registration is open and is \$10 which will include a stocking cap.

AQUATICS

- We are looking at ways to increase staffing levels at our outdoor pools next summer. Incentives and referrals are different ideas being researched.

BAY BEACH AMUSEMENT PARK

- Staffing
 - We will be looking at our current staff and offering letters back to those being rehired.
 - We are looking at ways to increase staffing for next year. Items for

consideration include pay increases; bonuses for working nights, weekends, and holidays; friend referrals; etc.

- Fall/closing preparation
 - The Grill, Concession building, Snack Shack, Back Bar, Kitchen and Carts have all been cleaned and winterized for the off season. All of the product has been removed.
 - Souvenir Shop – The apparel and hard goods have been inventoried. All products have been removed. The shop has been cleaned and winterized for the off season.
- Special Events
 - The Craft Show was held on October 2 from 9:00 to 2:00. There was a good number of customers that attended. We were able to sell concessions from the kitchen and bring in extra revenue.
 - The Duathlon was held on October 16. This family friendly duathlon started and finished at shelter 1 & 2.
 - Several staff members attended the annual International Association of Amusement Parks and Attractions (IAAPA) conference. Staff was able to connect with amusement park vendors along with industry experts to learn about new trends as it relates to the amusement park industry.

TRIANGLE SPORTS AREA

- Disc golf will be closed soon.
- A new tube conveyor belt tube lift system is being quoted out. This system is scheduled to be installed in the summer/fall of 2022.
- There are approximately 30 staff signed up to work this winter season. We will continue to reach out to current employees and post to hire more staff as needed.
- Fall/opening preparation
 - Moving of equipment to The Tubing/Ski hill is completed.
 - Snow fencing has been installed to create our lanes for safe tubing.
 - Additional snow tubes have been purchased to meet the needs of the park. Staff purchased 40 tubes with a textured bottom. This will help us to stay open on icier days.
- Special Events
 - We will be looking into school groups coming out to the park during the day to increase revenue (staff permitting).

METRO BOAT LAUNCH

- The docks will be removed before the water is iced over.
- Public Works is currently putting together a bid package to quote out the installation of new docks in the spring of 2022.

WILDLIFE SANCTUARY

- The Howling Halloween Hike was held at the Wildlife Sanctuary on Friday, October 22 from 6-9 p.m. The event attracted over 400 children who were dressed in costumes as they hiked throughout the Wildlife Sanctuary. Booths from local agencies and organizations were spaced throughout the hike. The businesses and groups that lined the trick-or-treat trail did an amazing job. The campfire and s'mores station were well-received.
- The wood decking was replaced on the Nature Center Bridge adjacent to the parking lot. The roof was replaced on the outdoor run at the Observation Building. Both projects were accomplished in house.
- We welcomed a new full time 4K teacher into our OAK 4K preschool program. School is going safely so far with our teachers going above and beyond to ensure our students are as safe as possible during COVID.
- We welcomed a large UWGB Student Service group for a "Day of Service". Several dozen UWGB students gave several hours throughout the day on Monday 10/4 with a focus on the Raptor Walk exhibit raking leaves/debris, weeding, repainting kiosks, cleaning up sign, etc. The school chancellor joined them and expressed his thanks for the opportunity.
- The first few rentals are now booked for the new rental facility. A few weeks ago we welcomed the Wisconsin Association of Environmental Educators to the Sanctuary as they have booked our rental facility for their annual multi-day conference. Marketing strategies are underway with PRF personnel to raise awareness and more rentals.
- 85th Anniversary of Bay Beach Wildlife Sanctuary party was held on 10/23. This celebration showcased the sanctuary's history and mission along with programming and activities for the whole family, including stories and music from our friends of the Oneida nation, live animal programming, a showcase of upcoming PRF events and a welcome from the mayor with cake.
- Held press conference in conjunction with our friends from Oneida nation to accept their \$150K donation as a part of the recent cooperative governance agreement between the Oneida and the City. WLS staff is honored to receive this gift and appreciate the long-standing partnership and alignment of missions between the sanctuary and the Oneida.
- Held several recent public animal releases with our staff, our mayor, and set up special releases of eagles with the Oneida, including with Gov. Evers, on their land and joined them in honoring our connection to the living world around us.
- Staff hired an architect to complete conceptual plans for the construction of a

welcome counter in the Nature Center. City carpenters will begin construction in January with the hopes of opening it around March 1.

ADMINISTRATION

- We are currently taking registration for Mini Dribblers.
- As summer hiring ends, staff have started hiring for the fall/winter season.
- Year End reporting preparation, as well as financial analysis of current year spending has begun.
- We are preparing rehire staff listings, updating PRF seasonal handbooks, and updating new/rehire paperwork for the 2022 season.
- Shelter rentals are now complete for the 2021 season. We are closing out 2021 while prepping for 2022 rentals.
- Planning and marketing for Frenzy on the Fox as started, stay tuned for more details.
- Year-end archiving of events and reservations has been started to prepare our system for the opening of 2022.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

December 1, 2021

PREPARED BY

AGENDA ITEM # F.2

The next Parks Committee is scheduled for December 15, 2021.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None