



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, JANUARY 12, 2022, 5:00 PM

Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

E. Regular Business.

1. Consideration with possible action on the request by TDS Metrocom, LLC to approve a 15'x20' Utility Easement at He-Nis-Ra Park.
2. Consideration with possible action on modifying the open park hours at Ken Euers Park.

F. Informational.

1. Presentation of the St. John's Homeless Shelter ENGAGE Program year end summary.
2. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
3. The next Parks Committee is scheduled for January 26, 2022.

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.

- 3) **QUORUM:** Please take notice that a majority or quorum of the Common Council will attend this Parks Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Parks Committee

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/84314784824?pwd=THBkd mRwT1k4MG5DV3hhbC9xVDhXdz09>

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 DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 843 1478 4824

Passcode: 278667

Find your local number: <https://us02web.zoom.us/j/84314784824?pwd=THBkd mRwT1k4MG5DV3hhbC9xVDhXdz09>

Public Comments

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting.

Additional Information

1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must state their name and address for the minutes.
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order Newly Revised 12th edition*.
2. Please log into the Zoom meeting at least 10 minutes before the meeting begins to ensure a proper connection and that your technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
3. Once you are in the meeting please mute yourself.
 - a. You may unmute yourself when you are called upon to speak.
4. Waiting room
 - a. When you call in or connect via web or Zoom app, you will be placed in a "waiting room."
 - b. The meeting host will then admit you to the meeting, and mute you upon entrance (you will still be able to hear and or otherwise observe the meeting).
5. 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 be tied to an email.
6. Raising your hand
 - a. Committee/Commission/Board members—you can either use CivicClerk and request to speak or you can also utilize the "raise your hand" tool in the Zoom platform (you'd need to use a computer or tablet) to let the host know you would like to speak. You can also un-mute yourself and start speaking.
 - b. Persons with items on the agenda or other interested parties—you can also utilize the "raise your hand" tool on the Zoom platform via computer or mobile device. You will be allowed to speak once the committee, commission, or board has moved to "open the floor for interested parties to speak." Once discussion on your agenda item has concluded, the host will mute you, unless the committee opens the floor again.
7. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—in advance of the meeting, please download the Zoom Meeting app by using either the Apple Store or the Play Store. You will be asked to input your name, to identify you for the meeting.
 - d. Computer—you can access the meeting through a web browser by clicking on the meeting link, or through the Zoom Meeting app. If using the app, please download it in advance of the meeting. You will be asked to input your name, to identify yourself for the meeting.
 - e. For tablet and computer users—if you download the app you may be asked to verify your email.

8. Zoom etiquette
 - a. Muting yourself when you're not speaking 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 state your name and address before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourself.
9. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee/commission/board meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching a Common Council meeting live on YouTube will see a gray screen with the City logo during closed session.
10. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number in the Zoom Meeting Information box.

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 #
3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not wish to speak, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button





Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

January 12, 2022

PREPARED BY

AGENDA ITEM # E.1

Consideration with possible action on the request by TDS Metrocom, LLC to approve a 15'x20' Utility Easement at He-Nis-Ra Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. He-Nis-Ra Map 3
2. He-Nis-Ra Park Easement - TDS-City Revised-1.06
3. Exhibit A - TDS - Green Bay (South Point Rd) SIGNED

**CONVEYANCE OF NON-
EXCLUSIVE EASEMENT**

DOCUMENT NO.

This Conveyance of Non-Exclusive Easement (including exhibits hereto, this "Conveyance") is made as of the ____ day of _____, 2022 by the - _____, its successors and assigns ("Grantor").

WHEREAS, GRANTOR is the owner of that certain land located at 1810 South Point Road (Parcel # 6H-1186), otherwise known as He-Nis-Ra Park.

NOW, THEREFORE, for valuable consideration of One Dollar (1.00) and other good and valuable consideration, Grantor does hereby give, grant and convey to **TDS Metrocom, LLC**, its successors and assigns ("Grantee"), a "non-exclusive" easement upon, in, under, across, and along the Burdened Parcel ("Easement") to construct, use, maintain, operate, alter, add to, repair, replace, and/or remove its facilities consisting of underground cables, wires, conduits, and for above ground equipment, and appurtenances for communication and/or other purposes under a portion of the certain real property described as follows:

See Exhibit A.

RETURN TO

PIN:

1. **Grantee** may construct, use, maintain operate, alter, add to, repair, replace, and/or remove its facilities consisting of electronic telecommunications cabinets, underground cables, wires, ducts and conduits, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems upon, in, under, over, across, and along an easement area Twenty (20) feet by Fifteen (15) feet, along those portions of the Burdened Parcel ("Easement Area") as more particularly described and depicted on Exhibit A.
2. **Grantee** shall have the right of ingress to and egress from the land of the Grantor for the purpose of exercising the rights herein granted, and the right to cut down and control the future growth of all trees and brush which may, in Grantee's sole but reasonable judgment, interfere with Grantee's use of the Easement.
3. **Grantee** agrees that it will pay the reasonable value of actual physical damage done to the Burdened Parcel, arising at any time out of the exercise by it of the rights herein granted.
4. **Grantor** covenants not to erect any structure upon the aforesaid real property that would interfere with Grantee's use of said easement and this covenant shall be binding upon Grantor's successors and assigns.
5. **Grantor** agrees that all facilities consisting of poles, pedestals, underground cables and wires, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, installed on or above the Burdened Parcel at the Grantee's expense shall remain the property of the Grantee, removable at the option of the Grantee.
6. **Grantor** reserves for itself and its successor and assigns the right to use any portion of the Burdened Parcel, within or without the Easement Area, in any reasonable manner, provided such use does not interfere with or unduly inconvenience Grantee's full use and enjoyment of the Easement granted to Grantee herein.

7. **Grantor** covenants that they are the owners of the above described lands and has the authority to grant and execute this easement.
8. **Grantor** agrees to give ingress and egress rights to said driveway on property in install structure and maintain structure. No vehicle will be parked on driveway overnight.
9. **Grantee** will remove said structure and any other communication facilities, restore property to original condition and release land back to municipality if the use of the Easement is no longer needed.
10. Grantee hereby agrees to indemnify, defend and hold harmless the Grantor, 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 Grantee or of anyone acting under its direction or control or on its behalf, even if liability is also sought to be imposed on Grantor, its elected and appointed officials, officers, employees, agents, representatives and volunteers. The obligation to indemnify, defend and hold harmless the Grantor, 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 Grantor, its elected and appointed officials, officers, employees, agents, representatives and volunteers. Grantee shall reimburse the Grantor, 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 Grantee employs other persons, firms, corporations or entities (sub-contractor), it shall be Grantee's responsibility to require and confirm that each sub-contractor enters into an Indemnity Agreement in favor of the Grantor, 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 Easement.

TDS TELECOM USE ONLY

Company No.

Easement No.

Exchange No.

WBS Element:

DATED: _____

By _____ (SEAL)

[_____]

By _____ (SEAL)

[_____]

STATE OF WISCONSIN)
) SS.
County of)

On this day of _____ 2022, before me, the undersigned, a Notary Public in and for said State, personally appeared

known to me to be the person(s) whose name(s) are subscribed to the within instrument and acknowledged to me that they executed the same.

Witness my hand and official seal

Signature of Notary

Printed Name of Notary

Notary Public _____ County,

My Commission Expires: _____, 20____

The instrument was drafted by: _____
Insertions by: _____

EXHIBIT "A"

LOCATED IN PART OF GOVERNMENT LOT 2 OF SECTION 31, TOWNSHIP 24 NORTH,
RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN

LOT 1
CSM 7704
DOC# 2328068
V53 P65

AT&T EASEMENT
DOC# 2321139

NORTHEAST CORNER
S31 T24N R20E
FND CHISELED "X" IN ALUM CAP



Bearings are referenced to the
WISCRS, Brown County, NAD 83
(2011) and referenced to the East
Line of Government Lots 1 and 2
S31, T24N, R20E measured as
S00° 54' 34"E

PARCEL# 6H-1186
DOC# 660609

GOVERNMENT
LOT 2

15' X 20'
UTILITY
EASEMENT

N88° 25' 13"E
15.00'

POB

7.09'

20.00'

S01° 34' 47"E

20.00'

S88° 25' 13"W

15.00'

Legal Description for TDS Easement:

Located in part of Government Lot 2 of Section 31,
Township 24 North, Range 20 East, City of Green Bay,
Brown County, Wisconsin, more particularly described as
follows:

Commencing at the Northeast Quarter of said Section 31;
thence South 00 degrees 54 minutes 34 seconds East along
the East Line of Government Lots 1 and 2, a distance of
972.48 feet; thence South 88 degrees 25 minutes 13
seconds West, a distance of 7.09 feet to the West
Right-of-Way (ROW) Line of South Point Road and the Point
of Beginning; thence South 01 degrees 34 minutes 47
seconds East along said West ROW Line, a distance of
20.00 feet; thence South 88 degrees 25 minutes 13 seconds
West perpendicular to said West ROW Line, a distance of
15.00 feet; thence North 01 degrees 34 minutes 47 seconds
West parallel to said West ROW Line, a distance of 20.00
feet; thence North 88 degrees 25 minutes 13 seconds East
perpendicular to said West ROW Line, a distance of 15.00
feet to the Point of Beginning.

JANUARY 4, 2022

GRAPHIC SCALE

mi-TECH
Fond Du Lac • Green Bay • Madison • New Berlin
800.465.8050

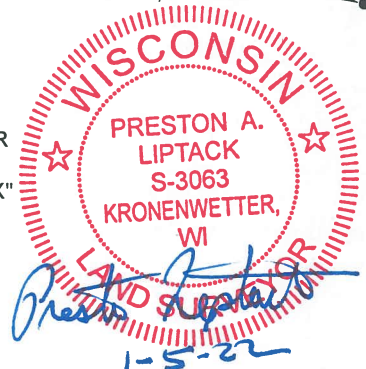


1 inch = 20 ft.

- LEGEND**
- GOVERNMENT CORNER
 - FD 0.75" O.D. IRON BAR
 - COMPUTED POINT
 - △ SET 3/8" X 12" SPIKE
 - () "RECORDED AS" DATA
 - POB POINT OF BEGINNING
 - ROW RIGHT-OF-WAY

SOUTHWEST CORNER
PARCEL "A", 1CSM21

SIXTEENTH CORNER
S31 T24N R20E
FOUND CHISELED "X"
IN CONCRETE



SHEET 1 OF 1

TC-210913026



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

January 12, 2022

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on modifying the open park hours at Ken Euers Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

January 12, 2022

PREPARED BY

AGENDA ITEM # F.1

Presentation of the St. John's Homeless Shelter ENGAGE Program year end summary.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ENGAGE Recap Parks Agenda - Final

Summary of 2021 ENGAGE Program at St. John's Park

Sponsored and run by the St. John's Homeless Shelter

In the spring of 2021 the Parks Committee and City Council approved a program proposal called ENGAGE, which was sponsored and facilitated by the St. John's Homeless Shelter. The St. John's Homeless Shelter proposed an inclusive program in partnership with the City, Parks Department, Police Department, Homelessness Task Force and various community partners/organization with the hopes of providing better outreach services to the homeless population in Green Bay. This program operated in St. John's Park from May 1, 2021 through October 31, 2021. This document is a summary of the first year of the program. It outlines the programming aspects of ENGAGE along with what challenges we faced and what was learned along the way.

Community Partners

Community Partners engaged in this program on a weekly basis. The information below highlights the Community Partners that participated in the program along with a monthly calendar of activities along with typical weekly calendar of activities. The calendar highlights the amount of time that the park was staffed the park for the ENGAGE program. The daily schedule was from 7:00 AM to 5:00 PM on most days.

Community Partnerships that participated

- Foodwise
- Outreach Healthcare
- NWTC Nursing Students
- Green Bay Police Dept.
- NEWCAP
- Parks and Rec Dept.
- Salvation Army
- Green Bay First Church
- Life Bridge Church
- Spring Lake Church

Programming highlights included bingo, journaling, basketball and card games.

This program initially served 20-30 guests meals per day. This provided an opportunity for outreach conversations in order to get guest's connected with services. Breakfast was served Monday-Friday. Partway through the program, breakfast was moved to the Micah Center in order to encourage individuals to utilize the park for its intended purpose. Initially lunches were provided by Salvation Army, then the Micah Center took it over.

NAME: ENGAGE AT PARK

MONTH: JUNE

YEAR: 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:00AM-9:30AM				
POSITIVE CHOICES WITH TAMEIKA	STAFF COVERAGE 7AM-9AM	PEACE IS OURS WITH KATIE	CREATIVE TIME WITH KATIE	POSITIVE THINKING/DESTRESS WITH CASE MANAGER
	DROP IN TUESDAY	CASE MGMT WITH CARISSA		
9:30AM-11:00AM				
	DROP IN TUESDAY	HOUSING WITH CARISSA	UW-EXTENSION FOOD-WISE PARK PROGRAM	
		CASE MGMT WITH KATIE		
CASE MGMT WITH TAMEIKA	@10:30AM-11:30AM NEW COMMUNITY SHELTER OUTREACH	OUTREACH CLINIC: AT PARK 10AM-12PM	@10:30-11:30 NEW COMMUNITY SHELTER OUTREACH IN PARK	SERVICE OPPORTUNITY
11:00AM-12:30PM				
MINDFULNESS WITH KATIE	DROP IN TUESDAY	COMMUNITY BUILDING WITH KATIE, CARISSA & EUGENE	WHO ARE YOU? WITH TOLLEF	COMMUNITY BUILDING
12:30PM-2:00PM				
CASE MGMT WITH KATIE	DROP IN TUESDAY UNTIL 1:30PM	APPLICATIONS WITH EUGENE	COMMUNITY BUILDING WITH TOLLEF	CASE MANAGEMENT
2:00PM-5:00PM				
NO MORE EXCUSES WITH EUGENE	ST JOHNS STAFF COVERAGE 2-3PM	POSITIVE RELATIONSHIPS WITH TOLLEF	SKILLS 4 LIFE WITH TAMEIKA 4:00PM-5:00PM	COMMUNITY BUILDING
OUTREACH CLINIC AT THE PARK FROM 3-5PM				4-5PM CASE MGMT
COMM BLDG CARISSA & EUGENE AT PARK 4-5PM	BERTA AT PARK 9AM-5PM	4:00PM-5:00PM COMM BUILDING WITH TOLLEF		
5:00PM-8:00PM				
ST JOHN'S STAFF IN PARK: CINDY &	ST JOHN'S STAFF @ PARK PROGRAM GRP TBD	GREEN BAY FIRST FOOD TRUCK & GAMES-LYNN	SPRING LAKE CHURCH GRILL OUT & GAMES	LIFE BRIDGE CHURCH MEAL & BINGO
SATURDAY SCHEDULE				
10:00AM-5:00PM	PROGRAM TBD		5:00PM-8:00PM	PROGRAM TBD
SUNDAY SCHEDULE				
12:00PM-4:00PM	PROGRAM TBD			

The most challenging aspect we faced was the lack of community support and the lack of consistency with partners. Due to that, it became challenging to adequately staff the hours of operation of the program. Another challenge is the fact we really did not have any authority to discipline guests unless the Police Department issued citations to unruly guests. Some of the folks in the park had no connection with St John's or our programming.

Police Department Summary

There were approximately 200 call for service (police) from May 1 to Oct 31 2021. The majority of calls were generated by St Johns / Micah Center staff while working in the park. With the greater use and visibility of the park, staff were directed to call if there were any problems. Most of the calls for service were coded as a disturbance which could be from a simple argument or a physical disturbance. Those that were creating issues in the park were either cited, no trespassed or arrested. We have very few arrests that centered directly on criminal activity and the majority of arrests centered on warrant pickups for unpaid citations.

Throughout the summer Office Nate Allen visited the park two or three times a week to develop a working relationship with St Johns and Micah. More importantly to break down barriers and engage in positive interactions with the homeless community and Police. Throughout the summer he got to know guests on first name basis that utilized the engage program. Throughout the summer we built a mutual trust among the group and many were not afraid to inform the Police Department or staff of issues or problems with people in the park. Several opened up to the Police Department about their situation and how they came to be at St John's.

Although this strategy and the intent for long lasting change is a slower process, the homeless population began to see the Police as a resource for assistance and help rather than an adversary. Currently the engage program is in its infancy and like anything new we did not know what to expect and it was anyone's best guess on what impact it would have on the community and the homeless population. After the first year we broke down some barriers, gained trust and did see some engaging in services to move forward. Like any first year program we can look back and retool to make the program better and fit the needs of the homeless population. Homelessness is not a problem that can be policed away. Rather it can be improved through community engagement at all levels with AODA, mental health services, along with mentoring programs and individualized case worker programs. Most of these things are happening in the community but those services are stretched thin.

The Future of this Program

We have reviewed and discussed the details of this program with the Homelessness Task Force. The Police Department, the City & St. John's Homeless Shelter will start meeting monthly to discuss the best opportunities moving forward to continue to move the needle in the right direction on this dynamic community challenge.

We are optimistic that with more partners and community involvement, along with a strategized planning approach, we can continue to increase the likelihood the ENGAGE program has to help more individuals in 2022. We are hopeful that with a few modifications to this program we will be able to resolve some of the issues we encountered. Once we have a modified proposal prepared, we will bring this plan forward to the Parks Committee for consideration to run the ENGAGE program again in 2022.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

January 12, 2022

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 01-12-22

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, January 12, 2022**

PARK DIVISION

- Park crews are painting and repairing picnic tables for the 2022 season.
- Park crews have cleaned up sidewalks, parking lots, and trails after the last few snowfalls.
- With colder temperatures predicted, park crews have begun the process of flooding hockey and ice-skating rinks.
- Park carpenters are working on remodeling the kitchen area at the Bay Beach shelters 1&2.
- Park carpenters are fabricating new Park signs and posts to replace older signs that have begun to rot.

FORESTRY DIVISION

- Forestry crews have ended stump grinding due to winter weather. The crew had started stump grinding in Perkins Park but could not complete the work before the weather changed. Stump grinding will start back up in June of 2022 after spring tree planting is finished.
- Crews started winter ash tree removals on both sides of town on December 6th. The estimated number of ash trees to be removed this winter is 950. Crews have started in the Wilder Park neighborhood on the east side and St. Agnes area on the west side. To date approximately 170 ash trees have been removed.
- Forestry responded to a high wind event on December 16th. Approximately 25 service requests were fulfilled.
- Tree Pruning crew completed pruning on Cedar St. and Porlier St. (Baird to South Roosevelt) along with service requests from Transit and Lamers Bus line for vehicle/tree conflicts.

DESIGN & DEVELOPMENT DIVISION

- Baird Creek Greenway – Various Projects
 - ATC has started working in the greenway within their right-of-way, south of Danz Park to install new poles and service lines. They will be removing dead ash trees as part of the work, so the trees do not compromise the new construction. ATC will be accessing the work area through Danz Park.

- Construction of the pedestrian bridge over Baird Creek has begun and will be completed by March 1st.
- Colburn Park - Colburn Park Little League Renovations
 - The majority of the work is completed. Striping of the parking stalls will be completed in spring.
- Leicht Memorial Park – Dock Wall Repair
 - The contractor has begun work on the fenders and mooring repairs along the dock wall. Work is anticipated to be completed in early spring of 2022.
- Leicht Memorial Park – Master Planning, Shelter & Stage
 - ISG, Inc. has been awarded the contract for the Architectural & Engineering services for Master Planning, Shelter & Stage design at Leicht Memorial Park. The kick off meeting with the consultant has been scheduled.
- Seymour Park – Road Crossing
 - The majority of the work for the new pedestrian crossing across Ashland Ave. is completed. The new rapid flashing beacons still need to be installed.
- Seymour Park – Storm Water Management/Master Planning
 - Staff held a public input meeting regarding site planning and storm water pond concepts at the Seymour Park Neighborhood Association meeting on December 14, 2021.
 - Staff is working with the Department of Public Works to modify the design based on feedback from the neighborhood meeting.
- Seymour Park – Wandering Winter Wonderland
 - Staff installed a holiday lighting display in the park.
- Shipyard – Planning
 - Staff has been working with the Department of Public Works, the Department of Community and Economic Development finalizing the construction documents for Phase 1 construction of the shoreline improvements, which include a promenade, plantings, a canoe/kayak launch, docks, storm water management and other related amenities.

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 adult basketball season began November 3. Games are 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 32 participants currently registered. Classes begin January 24th.
- The Winter Table Tennis League will be held on Wednesday evenings beginning January 5 at Franklin Middle School. There are 9 participants registered.
- The Parks Department has begun the 2021-22 Chill Chaser. There will be 20 parks around Green Bay with a symbol hanging in the window of the shelter located at the park. When you visit the park, draw the park's symbol into the chart provided. The program will run mid-December-early March.
- We are currently taking youth baseball and softball field permits for the spring/summer 2022 season.
- Open Gyms are currently open at the following sites:
 - Mondays-JFK, Eisenhower, and Beaumont (6-10 p.m.)
 - Thursdays-Baird, Wilder, Chappell (6-10 p.m.)
 - Saturdays-Franklin (9 a.m.-12:00 Noon for grades 7-12)
- Hockey/Ice Rink Flooding will begin on January 7th.
- The planning of the 5th Annual Frenzy on the Fox is underway. The event will take place on Friday, January 21, 2022. 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 \$20 which will include a stocking cap.

AQUATICS

- Rehire offers have been sent out for returning pool staff
- A Bonus Pay Incentive plan will be implemented this summer to encourage new hires and returning staff to work full time schedules.
- Staff is finalizing a marketing plan to recruit new hires and to advertise our new Bonus Pay plan.

BAY BEACH AMUSEMENT PARK

- Staffing
 - We have sent offer letters to those being rehired. A dozen staff have already completed their rehire paperwork.
 - We are looking at ways to increase staffing for next year. Items under consideration include pay increases, bonuses for working nights/weekends and holidays, friend referrals, etc.

- The annual AIMS International Amusement Park Safety Training Seminar is scheduled for January 9-15. The training will provide Bay Beach staff with safety education, while delivering superior curriculum and connecting safety professionals around the world.
- Shelter reservations opened on January 4 and kept our staff busy with the number of reservations being made.
- Souvenir orders have been made and delivered for some items. Some items are delayed or out of stock so we will continue to look for new items. New shirt designs for 2022 are being discussed.
- Several updates are being made for the 2022 season.
 - The Onboarding documents, handbook and orientation info has been completed and updated in NeoGov.
 - Human Resources is finishing modifications to the application process.
 - Interviews will begin at the end of February and will continue until we are fully staffed.
 - Point of Sale, Time and Attendance, and Scheduling apps are being researched.

TRIANGLE SPORTS AREA

- A new tube lift has been purchased. It will be delivered in May of 2022. Park crews will install the lift for the 2022 winter season.
- Staff is researching snowmaking machines and potential water sources.
- There are approximately 30 staff signed up to work this year. We will continue to reach out to current employees and post to hire more staff as needed.

METRO BOAT LAUNCH

- The new pay station has been winterized and covered.
- Docks were removed on December 3.

WILDLIFE SANCTUARY

- The wildlife rehabilitation program nearing the 6000 patient mark for 2021. A lot of success was enjoyed by team this year with many high-profile releases as well as continuing to be a resource to our community and surrounding municipalities.
- The vacant Senior Animal Keeper position has been filled by Alyssa Baumann. Alyssa brings a lot of experience and compassion to this team and has been with the sanctuary in various roles, both volunteer and part-time, over the past few

years and is a welcome strong Admin team member to WLS.

- Winterization of animal enclosure and exhibits on course. Many heated perches/housings added and repaired and protection from elements added in necessary areas.
- Full “Winter Season” of public programming underway including a Sanctuary Storytime and Wolf Feeding every Monday, Naturalist led snowshoe hikes every Tuesday, Wolf Feeding and Facebook Live offerings every Wednesday, and a Ski & Tea every Thursday on our groomed trails. We will also have a monthly (Jan-Feb-Mar) Bird of Prey Tour at our Observation Building/exhibits.
- Work is underway to convert the existing Wildlife Sanctuary Website to the same format and platform as the City Website. This will allow staff more content control.
- Routine inspection revealed the pump/motor running our Resch Falls is failing and should be addressed. With financial assistance from the FOWLS a new pump is ordered and should be installed prior to the Spring of 2022.
- Planning underway for the return of Frosty Family Fun Night. This GUILD sponsored event will be held on Saturday, February 5 at a cost of \$5 per family. After cancelling last year due to pandemic conditions, we are excited to bring back a modified version of this event which reflect any (current) CDC guidelines at that time to do our best to ensure the safety of attendees and volunteers.
- Preliminary discussions and planning is underway for a remodel of the Nature Center existing Gift Shop to incorporate a Welcome Counter which will be staffed by a Visitor Specialist. This is a much-needed addition and something we have been lacking. This will lead to better customer service and improved overall experience for our patrons.
- We are actively recruiting a new part-time employee to assist in Marketing and coordinating the rentals in the new banquet facility.
- We recently added two Barn Owls to the Sanctuary captive collection. One will be for programs, and one will live on exhibit. Both are currently under quarantine and will go through some training/acclimation before being announced to public or program debut.
- The 4K School year going very well with our new teacher fitting right in with this already strong team. Students thriving and the comradery and cohesiveness of this group is evident. Staff still following all GBAPS protocols in relation to pandemic.

ADMINISTRATION

- We are currently taking registration for Mini Dribblers, Indoor Soccer Skills, and Frenzy on the Fox.
- Year End reporting preparation as well as financial analysis of prior year spending has started.

- 2022 hiring has begun, links for a simplified application will be available in the next few days.
- Shelter rentals for the 2022 rentals have opened and can be made online or over the phone as well as in person starting January 4th, 2022.
- We have completed background checks for 524 rehires for the 2022 season. They have received their rehire paperwork through onboarding and some staff have begun or completed their forms. We hope many will return for the 2022 season.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

January 12, 2022

PREPARED BY

AGENDA ITEM # F.3

The next Parks Committee is scheduled for January 26, 2022.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None