



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, FEBRUARY 9, 2022, 6:00 PM

Virtual Meeting. Public may join via Zoom.

PLEASE NOTE TIME CHANGE

**Immediately following Improvement and Services Committee
which begins at 5 P.M.**

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 Ald. Scannell to officially name the Fisk Park basketball courts, L.C. Green Courts, in memory/honor of L.C. Green, Civil Rights Activist and Pastor of Devine Temple.
2. Consideration with possible action on adopting a resolution in support of World Migratory Bird Day.
3. Consideration with possible action on General Ordinance No. 5-22, creating Section 28-4(k)(1), Green Bay Municipal Code, relating to Ken Euers Natural Area hours.
4. Consideration with possible action on approving the purchase of 12 aluminum seat assemblies for the original Ferris Wheel at Bay Beach Amusement Park from Eli Bridge Company for a total cost of \$59,000 plus the cost of crates and delivery.
5. Consideration with possible action on renewing the annual weed control contract with N.E.W. Landscapes & Lawn Care through February 28, 2023.

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 February 23, 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

February 9, 2022

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on the request by Ald. Scannell to officially name the Fisk Park basketball courts, L.C. Green Courts, in memory/honor of L.C. Green, Civil Rights Activist and Pastor of Devine Temple.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 9, 2022

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on adopting a resolution in support of World Migratory Bird Day.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Resolution relating to World Migratory Bird Day 2022

RESOLUTION RELATING TO WORLD MIGRATORY BIRD DAY

February 16, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS migratory birds and their habitats are declining throughout America, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, since 1993, World Migratory Bird Day (“WMBD”), formerly International Migratory Bird Day, has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in communities throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern United States; and

WHEREAS WMBD is officially celebrated on the second Saturday in May, as migratory birds journey to nesting sites, and on the second Saturday in October, as they return to wintering areas; and

WHEREAS observance of WMBD is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants and in accordance with federal, state, and local public health directives; and

WHEREAS WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action;

NOW, THEREFORE, BE IT RESOLVED that May 14, 2022, and October 8, 2022, shall each be known as World Migratory Bird Day in the City of Green Bay, Wisconsin.

BE IT FURTHER RESOLVED that the Common Council of the City of Green Bay urges all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Adopted _____

Approved _____

Mayor

Clerk

ljm



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 9, 2022

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on General Ordinance No. 5-22, creating Section 28-4(k)(l), Green Bay Municipal Code, relating to Ken Euers Natural Area hours.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. DRAFT GO 5-22 Creating 28-4(k)(l) - Ken Euers Hours

GENERAL ORDINANCE NO. 05-22

**AN ORDINANCE
CREATING SECTION 28-4(k)(1),
GREEN BAY MUNICIPAL CODE, RELATING TO
HOURS FOR KEN EUERS NATURAL AREA**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 28-4(k)(1), Green Bay Municipal Code, is hereby created to read:

(1) *Hours for Ken Euers Natural Area.* This section shall apply to Ken Euers Natural Area as follows:

- a. From May 1 to October 31, Ken Euers Natural Area shall be closed between the hours of 8:00 p.m. and 6:00 a.m.
- b. From November 1 to April 30, Ken Euers Natural Area shall be closed between the hours of 5:00 p.m. and 6:00 a.m.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2022.

APPROVED:

Mayor

ATTEST:

Clerk

ljm

2/16/2022



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 9, 2022

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on approving the purchase of 12 aluminum seat assemblies for the original Ferris Wheel at Bay Beach Amusement Park from Eli Bridge Company for a total cost of \$59,000 plus the cost of crates and delivery.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. BRN3C2AF481B58B_0000010678
2. No Substitute Form

Eli Bridge Company

800 Case Avenue, Jacksonville, IL 62650
Phone: (217) 245-7145 • Fax: (217) 479-0103
brooke@elibridge.com

Quote

No. 220202-01

Date: February 2, 2022

TO: City of Green Bay Parks
919 Crocker St
Green Bay WI 54301

Wheel Seats

Includes: Set of twelve new aluminum Wheel seats complete with footbottoms, urethane molded cushions (in your color choice), decals (your choice of traditional, primary, or hot colors), hairguards, lapbars, seat belts.

Does not Include: Freight

PRICE: FOB Jacksonville, IL \$59,000 US Dollars plus any applicable tax
Due to current lumber prices, there will also be a \$250 per crate charge for each seat.

TERMS: \$23,600 down payment with signed contract (Balance upon delivery)

Delivery: Aprox. 12 weeks.

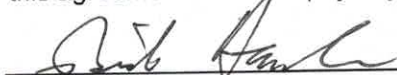
Freight: You may arrange for pick up at our factory or request us to arrange for delivery. If you choose for us to make delivery arrangements, the freight expenses shall be billed separately and due upon delivery. (Aprox \$720.00)

Customer is responsible for any regulatory/state certification and fees.

Fees for any engineering documentation that is required will be billed separately.

We propose to furnish the goods and/or services named (unless prevented by strikes, fires, delays caused by non-receipt of material, or other causes beyond our control), subject to the conditions noted below:

The equipment described herein above is offered for your acceptance within 30 days from the date of this offer. All prices are stated in U.S. currency and are FOB Jacksonville, Illinois USA. Furthermore, the parties herein agree that the law of the State of Illinois will govern their rights and duties and that the Circuit court of Morgan County, located in Jacksonville, Illinois, shall have jurisdiction to determine this agreement. An interest rate of 9% may be added to any late payment. Collection fees will be added to any unpaid balance that extends past the duration of this agreement. Late payments could result in the entire balance being forwarded to collection. By signing below, the purchaser agrees to the terms of this agreement and shall pay any costs associated with the collection of any amount not paid per this agreement.


Eli Bridge Company

2-2-2022
Date

Purchaser

Date

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

TO : Purchasing Division/Administrative Services

DATE: 02/02/20

FROM: Department/Division Bay Beach Amusement Park

REQUISITION #

List "No Substitute" Item(s) here:

Set of twelve new aluminum Ferris Wheel seats complete with footbottoms, urethane molded cushions, decals, hairguards, lapbars, and seat belts.

Select One:

- ☒ 1) One Time Purchase Estimated Cost: \$ \$62,720
- ☐ 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 current seats were manufactured by Eli Bridge in 1955 and are made of steel. As time passes on corrosion can become a factor within the frame and components of the seats. Eli Bridge no longer has an approved repair procedure for the current steel seats and requires the upgrade to the newer aluminum seats for the Ferris Wheel to continue operation.

Bay Beach is required to only use ride parts sourced from the ride manufacturer. As such Eli Bridge must be the sole source for the Ferris Wheel Seats.

Funding for this will be from the Bay Beach 214 ride repair line item for 2022.

Approvals:

Requestor:

Date: 2/2/2022

Department Head:

Date: 2/3/2022

Purchasing Manager:

Date:



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 9, 2022

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action on renewing the annual weed control contract with N.E.W. Landscapes & Lawn Care through February 28, 2023.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Weed Control Contract



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

01/28/2022

Greg Binsfeld
N.E.W. Landscape & Lawn Care
1699 Golden Arrow Rd.
Suamico, WI 54173

This letter is to confirm a one-year extension option for the Weed Control Service agreement, which you are currently providing to the City of Green Bay Parks Department. The term of this extension is March of 2022 to February 28, 2023. This agreement is per your response dated March 15, 2021. Due to economic conditions, a price increase of 7.78% will be absorbed for 2022 by the City of Green Bay.

Per email dated 2-1-22 prices for 2022 will have a 7.78% increase. N.E.W. Landscape & Lawn Care cannot hold their prices from 2021 to 2022 due to sharp increases in fertilizer prices.

We will revisit the pricing structure for years 2023, 2024, 2025 and 2026 and if acceptable, mutually agree upon the updated prices.

We are requesting a weekly progress report, sent via email every Friday to andy.krzewina@greenbaywi.gov

Data needed on report:

1. Weekly update of which parks are on the schedule to be sprayed for upcoming week.
2. Weekly update of which parks have been sprayed the previous week.

Your Certificate of Insurance must be supplied and meet all requirements per RFB #2021-06 and herewith in.

Once you respond this extension is contingent on Parks and Council members approval. We look forward to continuing working with your company.

Sincerely,

Diane Kruse, CPM, C.P.I.M.
Buyer

Attachment

cc: Dan Ditscheit
Nina Robinette
Andy Krzewina
Thomas Walenski

DocuSigned by:

FDAF007554AE447...

Signature:

Greg Binsfeld

Date: 2/4/2022

Email: greg@greenbaylawn care.com

Phone number: 920-593-2804

DocuSigned by:

92B66F3CDCEA406...

1. Insurance Requirements.**Basic for Purchasing with Professional Liability**

It is hereby agreed and understood that the insurance required by the City of Green Bay is primary coverage and that any insurance or self-insurance maintained by the City of Green Bay, its officers, council members, agents, employees or authorized volunteers will not contribute to a loss. This insurance shall be written for not less than any limit of liability specified herein, or required by law, whichever is greater, notwithstanding that the policy may have lower limits applying elsewhere in the policy. All applicable insurance and endorsements shall be in full force and evidenced prior to commencing work and remain in force until the entire job is completed or the length of time that is specified in the contract.

1. PROFESSIONAL LIABILITY (Errors and Omissions)

- A. Minimum Limits
 - (a) \$1,000,000 each claim/\$3,000,000 annual aggregate
 - (b) Any deductible not to exceed \$25,000 each claim
- B. Must continue coverage for 3 years after final payment for service/job

2. GENERAL LIABILITY COVERAGE

- A. Commercial General Liability
 - (a) \$1,000,000 general aggregate
 - (b) \$1,000,000 products - completed operations aggregate
 - (c) \$1,000,000 personal injury and advertising injury
 - (d) \$1,000,000 each occurrence limit
- B. Claims made form of coverage is not acceptable.
- C. Insurance must include:
 - (a) Premises and Operations Liability
 - (b) Blanket Contractual Liability including coverage for the joint negligence of the City of Green Bay, its officers, council members, agents, employees, authorized volunteers and the named insured
 - (c) Personal Injury
 - (d) Explosion, collapse and underground coverage
 - (e) Products/Completed Operations
 - (f) Independent Contractors

3. BUSINESS AUTOMOBILE COVERAGE

- A. Minimum Limits - \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage each accident
- B. Must cover liability for "Any Auto" - including Owned, Non-Owned and Hired Automobile Liability

4. CONTRACTORS POLLUTION LIABILITY (Occurrence Basis)

- A. Limit of Liability: \$1,000,000
- B. Form must include coverage for natural resources damage
- C. Minimum Must include waiver of subrogation endorsement in favor of the City
- D. Coverage must include transportation (including watercraft) and loading and unloading.

5. WORKERS COMPENSATION AND EMPLOYERS LIABILITY

- A. 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

6. ADDITIONAL PROVISIONS

- * **Additional Insured** – On the General Liability Coverage, the City of Green Bay, and its officers, council members, agents, employees, and authorized volunteers shall be "Additional Insureds."
- * **Endorsement** -The Additional Insured and Workers Compensation Subrogation Waiver policy endorsements must accompany the Certificate of Insurance.
- * **Certificates of Insurance** - A copy of the Certificate of Insurance must be on file with the Risk Management.
- * **Notice** - City of Green Bay requires written notice of cancellation.
- * **Acceptability of Insurers** - No insurance required hereunder shall be carried with an insurer not authorized to do business in Wisconsin. The City reserves the right to disapprove any insurance company. A minimum AM Best Rating of A-VII is required.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 9, 2022

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 2.9

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, February 9, 2022**

PARK DIVISION

- Park crews continue to paint and repair picnic tables for the 2022 season.
- Snow removal on sidewalks, parking lots and trails have become a priority for park crews after the last few snowfalls.
- The ice rinks are up and running. Staff will continue to clean and maintain the ice rinks as weather permits.
- Park carpenters continue work on remodeling the kitchen area at Bay Beach shelters 1 and 2.
- Park carpenters have begun renovations to the Wildlife Sanctuary Gift Shop to construct a welcome counter at the entrance to the Nature Center. The Friends of Bay Beach have donated \$35,000 towards material costs for this renovation.
- Park carpenters continue to fabricate new Park signs and posts to replace older signs that have begun to rot.

FORESTRY DIVISION

- Crews continue winter ash tree removals on both sides of town. 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.
- Crews have been taking advantage of frozen ground and lower snow levels to work in several parks. The primary focus of work has been Ash tree removal, risk tree mitigation and dormant oak pruning. Parks of interest have been: Perkins, Colburn, Wilder, Danz and Bay Beach.
- An eagle scout is currently fundraising to replace some of the ash trees that were recently removed at Colburn Park. He has selected this tree planting project for his final Eagle Scout project.

DESIGN & DEVELOPMENT DIVISION

- Baird Creek Greenway – Various Projects
 - ATC continues work in the greenway within their right-of-way to install new poles and service lines.
- Construction of the pedestrian bridge over Baird Creek continues.
- Leicht Memorial Park – Dock Wall Repair
 - Work continues the fenders and mooring repairs along the dock wall.
- Leicht Memorial Park – Master Planning, Shelter & Stage
 - A kickoff meeting with the consultant was held. We expect to see concepts from the consultant in early March.
- Perkins Park – Ballfield

- Work has begun on the engineering for the ballfield renovations, which is a proposed project in the 2022 Capital Improvement Plan.
- Sgt. Benjamin Edinger/ West Side Trail
 - Staff submitted a grant application to the DOT's Transportation Alternatives Program for the proposed connection of the West Side Trail to the Velp Avenue Multi-Use/Mountain Bay Trail in Howard. If the funding is awarded, we expect to engineer the trail section in 2025 and to construct it in 2026.
- Shipyard – Phase 1 Construction
 - Engineering continues for Phase 1 construction of the shoreline improvements. The scope of work includes a shoreline walk, plantings, canoe/kayak launch, boat docks, storm water management and other related amenities.
 - The desire is to bid this work out in the near future for summer construction.

RECREATION DIVISION

- The Parks Department is currently taking registration for the winter session of our partnership with GGLeagues Esports, which will begin the week of January 24th. These competitive leagues for youth and adults will allow participants to compete against participants in other Wisconsin communities. We will be offering leagues for Madden 21, Fortnite, Rocket League, and Super Smash Bros.
- The adult basketball season began November 3 and is now in postseason. Games are held at Southwest, West, and Preble High Schools through the end of February. There are 22 teams registered.
- Mini-Dribblers Youth Basketball Program is currently being held at Red Smith School and King School. Classes began January 24th. There are 43 participants currently registered.
- The Winter Table Tennis League is being held Wednesday evenings. Classes began January 5 at Franklin Middle School. There are 9 participants registered.
- The Parks Department has begun the 2021-22 Chill Chaser. There are 20 parks around Green Bay with a symbol hanging in the window of the park shelter. When you visit a park, draw the park's symbol into the chart provided. The program is running mid-December-early March. Prizes will be awarded to participants.
- Spring facility permit requests are coming in steady for soccer, softball, baseball, and tennis for youths and high schools.
- Open Gyms are currently open at the following sites:
 - Mondays-JFK, Eisenhower, and Beaumont (6-10 p.m.)
 - Thursdays-Baird, Wilder, and Chappell (6-10 p.m.)
 - Saturdays-Franklin (9 a.m.-12:00 p.m. for grades 7-12)
 - Attendance has been extremely high at Chappell and Baird.
- Hockey/Ice Rink Flooding have been flooded at the following sites:
 - Colburn, Beaver Dam, Perkins, Red Smith, Edison, Atkinson and Astor.
- The 5th Annual Frenzy on the Fox event took place on Friday, January 21. With sub-zero wind-chill, we had over 100 people out biking, running, and walking the Fox River Trail. All Participants received a Frenzy on the Fox stocking cap.
- Registration has opened for the 2nd Annual Be Active Wisconsin program. This is a virtual, state-wide competition. Participants register for the program and keep track

of their active minutes throughout the month of March. The community with the highest average of minutes will receive a traveling trophy and bragging rights. Currently, there are 50 communities registered to participate.

- Summer Playground Leader rehire letters have been sent out. Playground Leader job announcements have been posted and people are starting to apply.
- We are currently taking registration for our Youth Soccer Skills Program. The program will be held at Edison Middle School beginning March 14.

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
 - Rehire paperwork continues to be completed for returning staff. Currently close to 30 staff have responded.
 - Seasonal job applications gone live and we have received a few to date. We expect the applications to peak in March and April.
- Special Events
 - AIMS Safety Training was held on January 9-15.
 - The training provided safety education, delivering superior curriculum and connecting safety professionals around the world.
 - The Facilities Superintendent, Equipment Supervisor, and Lead Mechanic each received AIMS certifications.
 - Many new industry contacts were gathered and we are already seeing the benefits.
- Shelter Reservations
 - Reservations have continued at a high volume throughout the month of January. Many schools and corporate picnics that have been absent in 2020 and 2021 will be returning for 2022.
- Concessions
 - Meetings are being held with each vendor to determine product availability, placement, and potential for new offerings.
 - Forms for 2022 pricing have been sent to vendors. Once each is returned staff will set prices for the season. We expect a significant increase in product cost.
 - Product mix is being evaluated and menus are being set for each of the 6 concession areas.
- Souvenirs and Marketing
 - We are working with a former ride operator who is currently involved in graphic design in creating some unique designs for the 2022 season.

- Updates are being made for the 2022 season
 - All maintenance forms are being updated and adjusted to the 2022 standards.
 - Ride Manufacturers have been contacted for updated bulletins and manuals.
 - Interviews will begin end of February and continue until we are staffed.

TRIANGLE SPORTS AREA

- The new conveyor belt tube lift has been ordered. It will be delivered later this summer and installed in time for the 2023 season.
- Research on snowmaking and snow grooming machines have begun.
- The last day of operations would be March 13.
- Shelter rentals will begin April 1.
- We are still waiting for enough snow to open for the season.

WILDLIFE SANCTUARY

- Interviewing is underway for vacant Part Time Animal Keeper position with several well qualified potential candidates applying.
- Park Maintenance Worker Dave LaLuzerne is retiring after 24 years with the city with the vast majority of his time spent at the Wildlife Sanctuary.
- The replacement waterfall pump was delivered. Scheduling underway with City personnel for installation yet this winter.
- Several new technology and interactive displays will be installed in various locations.
 - New informational signage (large TV monitors) will be added to the Observation Building Visitor Specialist Counter and in the Woodland Building Wolf Viewing area.
 - The operating platform of existing monitor in Nature Center vestibule will be upgraded.
 - A touch screen interactive kiosk will be installed on the main floor of the Nature Center.
 - Installation will begin the second week of February. Staff has attended training on utilizing the new software.
- 2022 RPAWS (wildlife rehabilitation program at the wildlife sanctuary) is off to a busy start including an injured Snowy Owl admitted by GBPD. The owl's story was picked up by many media outlets highlighting the work and public service provided by both GBPD Animal Control and Wildlife Sanctuary Staff. The owl underwent surgery and is recovering well. She will remain in WLS care and progress will continued to be monitored by our veterinarians.
- WLS is honored to be chosen as one of 45 local non-profits for a third year in a row in the 5th annual Give BIG Green Bay day of giving held online from noon 2/24 to noon 2/25. Planning is underway for programming/events in-person at WLS in conjunction with the 24 hour period of giving.
- Lack of sufficient snow and thus trail proper trail conditions have slowed some the public WLS cross country skiing and snow shoeing opportunities. This has

allowed out Naturalists the opportunity to lead public winter hikes through the park on these same trails.

- Summer position rehires have all been alerted and several have reached out with an interest to return.
- The annual Frosty Family Fun night was held on February 5.

ADMINISTRATION

- We are currently taking registration for Indoor Soccer Skills, Be Active WI, and Adults Summer Softball Leagues.
- 2022 hiring has begun, and jobs are posted on the City of Green Bay Website.
- Shelters for the 2022 rental season are now open and can be made online, over the phone, or in person and started on January 4th, 2022.
- In the month of January, we had 17 on-line reservations for Bay Beach and 12 for park shelters; in comparison to last year there were only 2 at Bay Beach and 4 for park shelters. Our web presence is increasing.
- We have complete all the rehires for the 2022 season in the NEOGOV hiring system. Staff have received their rehire paperwork through onboarding and some staff have begun or completed their forms.

He-Nis-Ra Park - Winter Trail Update

- He-Nis-Ra Park trails continue to be heavily utilized this winter for walking, hiking, trail running, biking and cross country skiing.
- It has been a challenging year with the lack of consistent snow to provide well-groomed cross country trails at He-Nis-Ra Park. Our Parks crew initially groomed the Cross Country trails when we received snow earlier this year. With the up and down temperatures, the snow is not currently adequate to provide a good base for cross country skiing.
- The updated kiosk, trail markers and maps have been installed to designate and differentiate the various trails. Overall though, guests still have a tendency to utilize most of the trails for their recreational preference whether it be walking, hiking, biking, skiing, instead of following the recommended trail designations.
- To date the Parks Department only received one public comment this winter season on the winter trails at He-Nis-Ra Park.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 9, 2022

PREPARED BY

AGENDA ITEM # F.2

The next Parks Committee is scheduled for February 23, 2022.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None