



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, JULY 27, 2022, 5:00 PM

CITY HALL, ROOM 207

AMENDED

- A. Roll Call.**
- B. Approval of the Agenda.**
- C. Approval of Minutes.**
- D. Regular Business.**
 - 1. Consideration with possible action on the request by The Green Bay Public Works Department to install a stormwater management pond and other stormwater features at Seymour Park to assist with neighborhood flooding issues.
 - 2. Consideration with possible action on the approval of a Design, Construction & Dedication Agreement with the Optimist Club of Green Bay for the construction of a concession stand with restrooms at the Finger Road Ballfield Complex.
 - 3. Consideration with possible action on approving the Parks, Recreation & Forestry Department's, Park & Greenway Encroachment Policy.
 - 4. Consideration with possible action on the report of the Purchasing Manager:
 - A. Request approval to hire Fortress Fence to repair the Beaver Dam Park Backstops at Fields 2 and 3 for \$22,845.
 - B. Request approval to hire Fortress Fence to repair the tennis court fencing at Fisk Park for \$6,043.
 - C. Request approval to hire Fortress Fence to repair the Perkins Park Baseball Backstop for \$28,626.
 - D. Request approval to purchase fence materials from Fortress Fence to repair misc. damaged fencing for \$1,502.

5. Consideration with possible action on the request by TDS Metrocom, LLC to approve a Utility Easement at Kennedy Park.

E. Informational.

1. Director's Report on updates and recent activities for the Parks, Recreation & Forestry Department.
2. The next Parks Committee meeting is scheduled for August 24, 2022.

F. 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.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 27, 2022

PREPARED BY

AGENDA ITEM # D.1

Consideration with possible action on the request by The Green Bay Public Works Department to install a stormwater management pond and other stormwater features at Seymour Park to assist with neighborhood flooding issues.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Seymour Park Concept_Alt6_B-2



Disclaimer: The property lines, right-of-way lines, and other property information on this drawing were developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. MCMAHON ASSOCIATES, INC. does not guarantee this information to be correct, current, or complete. The property and right-of-way information are only intended for use as a general reference and are not intended or suitable for site-specific uses. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

McMAHON
ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.

FIGURE 1
SEYMOUR WEST
STORMWATER FACILITY - ALT 6
SEYMOUR PARK
CITY OF GREEN BAY
BROWN COUNTY, WISCONSIN



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 27, 2022

PREPARED BY

AGENDA ITEM # D.2

Consideration with possible action on the approval of a Design, Construction & Dedication Agreement with the Optimist Club of Green Bay for the construction of a concession stand with restrooms at the Finger Road Ballfield Complex.

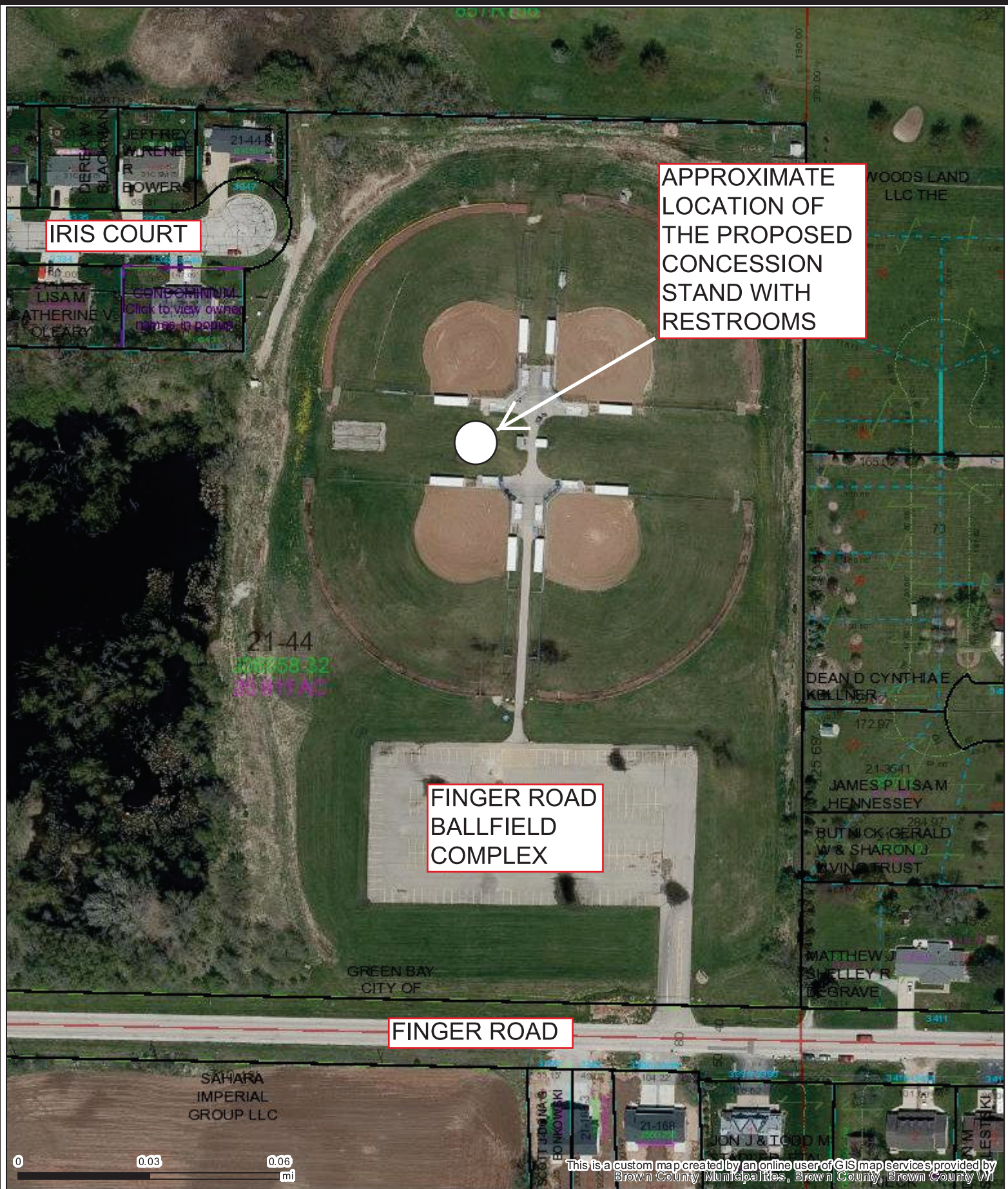
BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Finger Road Ballfield Map 3
2. Finger Road Construction Dedication Agreement - Final Draft
3. Finger Road Ballfield Complex - Exhibit A



Part of Brown County WI

Map printed on 7/21/2022

1:1,800
 1 inch = 150 feet*
 1 inch = 0.0284 miles*
 *original page size: 8.5"x11"
 Appropriate format depends on zoom level



Parcel ownership key

- Parcel Boundary
- Condominium
- Gap or Overlap
- "hooks" indicate parcel ownership crosses a line

- Parcel line
- Right of Way line
- Meander line
- Lines between deeds or lots
- Historic Parcel Line
- Vacated Right of Way

This is a custom map created by an online user of GIS map services, provided by Brown County Municipalities, Brown County, Brown County WI

A complete key (legend) is available at:
tinyurl.com/BrownDogLegend



(920) 448-6480
www.browncountywi.gov



City of Green Bay
Department of Parks, Recreation & Forestry

**DESIGN, CONSTRUCTION & DEDICATION AGREEMENT
FINGER ROAD BALLFIELD COMPLEX – CONCESSION STAND**

This Agreement is made this _____ day of _____, 2022,
by THE CITY OF GREEN BAY, a Wisconsin municipal corporation (“City”), and THE OPTIMIST
CLUB OF GREEN BAY, (“Club”), a Wisconsin non-stock corporation.

RECITALS

- A. The City is the Owner of certain property located at the 3385 Finger Road, Green Bay, WI 54311 and generally known as the “Finger Road Ballfield Complex” (hereafter “Finger Road Park”). Finger Road Park is a 25.81 acre sports complex park consisting of 4 ballfields and a parking lot. There is a very active softball and little league program that utilizes the ballfields 8 months out of the year.
- B. The Optimist Club of Green Bay is a Wisconsin non-stock corporation instrumental in bringing many activities and improvements to the youth of Green Bay.
- C. The City and the Club have identified the need for a new concession stand with restrooms to provide adequate facilities for the softball and little league games played at the park.
- D. The Club has proposed to construct a concession stand with restrooms at Finger Road Park for these purposes, and has completed all fundraising necessary to provide for such design and construction. The Club intends to complete the Project, which shall be composed of the following:
 - 1. An 889 square foot masonry building which will include a concession room, mechanical room, men’s restroom and women’s restrooms;
 - 2. All necessary bathroom fixtures and concession room counters, cabinets and concession equipment.

The Proposed Project improvements are shown on a Preliminary Concept Plan, which is herein attached as EXHIBIT A.

- E. The City has agreed to allow construction of the concession stand and restroom for these purposes, and the Club has agreed to do the work at the Club’s sole expense and has requested that the City accept the dedication and assume maintenance of the improvements upon completion.
- F. The City is agreeable to accepting the dedication and assumption of maintenance of the completed improvements after acceptance of the construction by the City.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

I. PURPOSE

- A. Incorporation of Proceedings, Exhibits, and Recitals. All motions adopted, approvals granted, minutes documenting such motions and approvals, and plans and specifications submitted in conjunction with any and all approvals as granted by the City, including but not limited to adopted or approved plans or specifications on file with the City, along with all of the Recitals set forth above, shall be incorporated into this Agreement by reference, upon attachment, or upon consent by amendment if necessary if not referenced or attached at the time of execution of this Agreement.
- B. Implementation Schedule. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth and/or incorporated herein. Any material modification or deviation from an approved schedule described in this Agreement shall occur only upon approval of the City, with any such approvals required to be in writing as an amendment to this Agreement, and which approvals shall not be unreasonably withheld. City shall cooperate and act promptly with respect to any and all permits or approvals necessary for completion of the Project. Notwithstanding the above, this Agreement shall not limit the discretion of the City, or any of its duly appointed and authorized governing bodies, boards or entities, in approving or rejecting any aspect of the Project or improvements contemplated on or about the Property.
- C. Entire Agreement. This writing including all Exhibits hereto, and the other documents and agreements referenced herein, constitutes the entire Agreement between the parties hereto in respect to the Project and all prior letters of intent or offers, if any, are hereby terminated. This Agreement shall be deemed to include and incorporate such minutes, approvals, plans, and specifications, as referenced in this Agreement, and in the event of a conflict between this Agreement and any action of the City granting approvals or conditions attendant with such approval, the terms of this Agreement shall be deemed controlling and the City will take the necessary action to amend any conflicting approvals or conditions.

II. FINANCING

- A. Budget. The total cost of the Project is estimated at (\$100,000.00), including all improvements and furnishings.
- B. Sources. The City will be responsible to provide utility services to the proposed concession/restroom building. The Club will install the building prior to the City installing the utility services. After the building construction is completed, the City will be responsible to hook up the concession/restroom building utilities to the new utility services provided by the City. All other expenses related to the building construction and furnishing the building shall be paid exclusively by the Club.

III. OBLIGATIONS OF THE PARTIES

- A. Concept Plan. Prior to construction, the City shall approve a Concept Plan, including final plans and specifications for construction of the Project which shall be based on, but may differ in minor respects from the Preliminary Concept Plan presented in this Agreement. The Concept Plan shall clearly identify the location of the Improvements as defined in the Recitals.
- B. Contractor. The Club shall provide construction contractor's name, address, valid Wisconsin contractor's license, approved bidder's proof, evidence of insurance, and proper classifications to the City prior to construction. A separate hold harmless in favor of the City may be required for each contractor utilize by the Club.
- C. Construction Documents. Prior to commencement of construction of any Phase of the Project, the City shall approve site plans, building plans, and other drawings that fix and describe the size and character

of the entire Project, along with architectural and general contracts. The Construction Documents shall include:

1. Plans and specifications for structural, mechanical and electrical systems, materials; and
2. Elevations for all sides of all proposed structures; and
3. Descriptions and actual samples of all exterior building materials; and
4. Descriptions and photographic examples of interior finishes; and
5. Other such essential items as may be reasonably determined by the City to be appropriate.

- D. Design and Construction. The Club shall cause to be designed and prepared under architect's or engineer's seal and signature, and to be constructed, the Project as defined in the recitals. Such work must also include all associated grading, removal and replacement of storm water runoff drainage impacted by the construction, and re-grading affected roads, substantially the same as detailed on the plans approved by the City. The City shall review and, if appropriate, approve the plans and specifications for the improvements as prepared by the Club's engineer. The Club will be responsible to install an active gas venting system in the building as reviewed and approved by the Green Bay Public Works Department and the Wisconsin Department of Natural Resources. Construction of the Project shall conform to City and State of Wisconsin specifications and requirements. The Club shall cause work to be halted and remedial measures to be taken to the City's satisfaction should the work be out of compliance with the plans and specifications, and/or standard construction practices.
- E. Inspection. The Club shall provide for the inspection of construction, including administration, testing, and inspection, or other supervision of construction, by a registered engineer or architect and testing firm hired by the Club and approved by the City, which approval will not be unreasonably withheld, to assure construction is in conformance with the plans and specifications. The City shall provide periodic inspection of the improvements during the construction period by its Department of Public Works, Parks Department, and Inspections Department to assure that construction is in conformance with the plans and specifications. The City agrees to notify the Club upon completion of inspection if it determines that any or all of the improvements as constructed are not in conformance with the plans and specifications.
- F. Change Orders. After consultation and agreement with the City, the Club shall execute change orders and resolve contract claims relating to design and construction of the Project. The Club shall assume financial commitments resulting from any change order or resolution of a contract claim from construction of the Project.
- G. Budget. Prior to construction, the City shall approve the Club proposed Budget, prepared in accordance with general principles for construction and development budgeting. The Budget shall include all "hard" construction costs for the entire Project and a line item of not less than five percent (5%) of total Project costs for cost overruns and change orders.
- H. Permits and Use. The Club will obtain from the City and all other appropriate governmental bodies (and all other councils, boards, and parties having a right to control, permit, approve, or consent to the development and use of the Property) all approvals and consents necessary to develop and use the Property as set forth above.
- I. Improvement of Property. The Club shall promptly design and complete the Project. Substantial work on the Project shall commence no later than ninety (90) days after the last to occur of approval by the

City of the Preliminary Concept Plan, approval by City of the Budget and Project Plans, and/or issuance of a building permit and all other permits or licenses required to commence construction. Construction shall be completed no later than June 1, 2023. The Club shall provide an engineer's certification to the City that the Project and all improvements have been constructed in accordance with the approved plans and specifications, and shall furnish to the City as-built plans of the improvements within thirty (30) days of final acceptance.

- J. Maintenance and Repair. The Club shall at all times keep and maintain, or cause to be kept and maintained, the property in good condition and repair, in a safe, clean, and attractive condition, and free of all trash, litter, refuse, and waste, subject only to demolition and construction activities contemplated by this Agreement.
- K. Access. The City shall grant to the Club access as are reasonably necessary for construction of the Project.
- L. Insurance. Before commencement of construction activities on the Property, the Club shall deliver to the City certificates of insurance, copies of endorsements, and other evidence of insurance requested by the City, which the Club is required to purchase and maintain, or cause to be purchased or obtained, in the types and amounts of coverage listed below, each of which shall name the City as additional insured parties:
 - 1. Workers Compensation and Related Coverage. Coverage for state and federal workers compensation shall be defined by state and federal statute. The amounts of employer's liability coverage shall be in not less than the following limits:
 - a) Bodily Injury by Accident - \$100,000.00 per accident;
 - b) Bodily Injury by Disease - \$100,000.00 per employee; and
 - c) \$500,000.00 policy limit.
 - 2. Comprehensive General Liability Insurance. Coverage shall be written on a commercial general liability form, and shall protect the Club and any subcontractor during the performance of work covered by this Agreement from claims or damages for personal injury, including accidental death, as well as claims for property damages which may arise from operation under this Agreement, whether such operations be by the Club, any subcontractor, or anyone directly or indirectly employed by either of them in such manner as to impose liability on the City. The amounts of such insurance shall be not less than the following limits:
 - a) General Aggregate Limit - \$2,000,000.00; Personal and Advertising Injury Limit (per person/organization) - \$2,000,000.00;
 - b) Bodily Injury and Property Damage - \$2,000,000.00 per occurrence;
 - c) Fire Legal Liability Damage Limit - \$100,000.00 per occurrence; and
 - d) Medical Expense Limit - \$10,000.00 per person.
 - 3. Comprehensive Automobile Liability and Property Damage. Coverage shall protect the Club and any subcontractor during the performance of work covered by this Agreement from claims or damages associated with operations of owned, hired, and non- owned motor vehicles. The amounts of such insurance shall be not less than the following limits:

- a) Bodily Injury - \$250,000.00 per person; and
\$1,000,000.00 per occurrence; and Property Damage - \$250,000.00 per occurrence.
- 4. Contractors Pollution Liability. The Club shall obtain or cause to be obtained contractors pollution coverage as described by the following:
 - a) Definition of “Covered Operations” in the policy must include the types of work being done for the City of Green Bay
 - b) Limits of Liability:

\$2,000,000 Each loss for Bodily Injury, Property Damage, Environmental Damage

\$2,000,000 Aggregate for Bodily Injury, Property Damage, Environmental Damage
(Environmental Damage includes Pollution/Clean-up costs)
 - c) Form must include coverage for natural resources damage
 - d) Deductible must be paid by the contractor
 - e) If subcontractors are used in the work, then this policy must also cover operations of the subcontractors.
- 5. Umbrella Coverage. Coverage shall protect the Club and any subcontractor during the performance of work covered by this Agreement with limits of \$1,000,000.00 for bodily injury, personal injury, and property damage on a combined basis with the stated underlying limits of Paragraphs IV. M. 1. to IV. M. 3. above.
- 6. Waiver of Subrogation: All contractor and subcontractor liability, workers compensation, and property policies, as required herein, must be endorsed with a waiver of subrogation in favor of the City of Green Bay, its officers, council members, agents, employees, and authorized volunteers.
- 7. Builder’s Risk Insurance. Before commencing construction of any improvements on the Property and during any construction activities contemplated by this Agreement, the Club shall obtain and keep in full force and effect and all builders risk insurance policy for all portions of the Property affected by the Project with coverage equal to the total amount of the construction contracts for all such construction activities. Nothing in this Agreement is intended to relieve the Club of its obligation to perform under this Agreement and, in the event of loss, the Club shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.
- 8. Fire and Casualty Insurance. The Club shall obtain and keep in full force adequate fire and casualty insurance with coverage in an amount equal to the assessed value of such improvements. In the event of loss the Club shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

M. General Indemnity.

1. Protection Against Losses. The Club and any associated subcontractors shall indemnify, defend and hold harmless the City, and its officers, employees, agents, attorneys, and insurers, from any and all suits, actions, legal or administrative proceedings, liabilities, claims, losses, damages, judgments or awards, costs or expenses, including reasonable attorneys' fees, of whatsoever nature and by whomsoever asserted, whether asserted by a third party or by a party to this Agreement (hereinafter "Losses"), directly or indirectly, arising out of, resulting from or in any way connected with:
 - a) Any breach by the Club or subcontractors of the terms of this Agreement;
 - b) Any non-compliance with laws, ordinances, rules or regulations applicable to the Club's obligations under this Agreement; or
 - c) Any governmental, regulatory or other proceedings to the extent any such proceedings result from the Club's failure to comply with its obligations under this Agreement or otherwise;
 - d) Any act, omission, fault, or negligence of the Club or of anyone acting under its direction or control or on its behalf, including its invitees.
 - e) Any and all claims arising pursuant to the design or construction of the improvements.
2. Indemnification Limitation. . No party is required to indemnify any other party for the negligent or intentional acts, errors or omissions of the other party or their employees or agents.
3. Indemnification Procedures. The Club shall promptly assume full and complete responsibility for the investigation, defense, compromise and settlement of any claim, suit or action arising out of or relating to the indemnified matters following written notice thereof from the City, which notice shall be given by the City within ten (10) days of their knowledge of such claim, suit or action. Failure to provide such timely notice shall not eliminate the Club's indemnification obligations to the City. Notwithstanding the foregoing, in its sole discretion and at its expense, the City may participate in or defend or prosecute, through their own counsel(s), any claim suit or action for which either of them is entitled to indemnification by the Club; provided, however, that if the City is advised in writing by its legal counsel that there is a conflict between the positions of the Club and the City, as appropriate, in conducting the defense of such action or that there are legal defenses available to the City different from or in addition to those available to the Club, then counsel for the City, at the Club's expense, shall be entitled to conduct the defense only to the extent necessary to protect the interests of the City. The Club shall not enter into any compromise or settlement without the prior written consent of the City, as appropriate, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against the City shall be reasonable grounds for the City to refuse to provide written consent to a compromise or settlement. If the Club does not assume the defense of such claim, suit or action, the Club shall reimburse the City for the reasonable fees and expenses of counsel(s) retained by the City, and shall be bound by the results obtained by the City; provided, however, that no such claim, suit or action shall be settled without the Club's prior written consent, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against the Club shall be reasonable grounds for the Club to refuse to provide written consent to a compromise or settlement.

4. This indemnity provision shall survive the expiration or termination of this Agreement. Nothing herein is intended or can be construed as requiring the City to assume any liability resulting from the design or construction of the improvements.

- N. Final Acceptance. The City shall accept the improvements for continuous maintenance upon satisfactory completion of construction as determined by the City and confirm acceptance of the same in writing by the City's Director of Public Works. Under no circumstances shall the City be obligated to accept for maintenance any or all of the improvements if it deems that such improvements have not been satisfactorily constructed, as determined in its sole discretion. The Club shall obtain lien waivers for all work completed on the improvements prior to final acceptance by the City.

IV. REPRESENTATIONS, WARRANTIES, AND COVENANTS

The Club represents and warrants to the City as follows:

- A. No Material Change in Documents. All contract documents and agreements have been furnished to the City and are true and correct and there has been no material change in any of the same.
- B. Payment. The Club shall pay for all work performed or materials furnished for the Project when and as the same become due and payable. The Club shall not suffer any construction or other involuntary lien to be imposed upon the Property, except for liens for claims to payment that are subject to a bona fide dispute, and, in that case, such liens shall be removed by the Club posting bond or other security, paying one hundred and twenty percent (120%) of the lien claimed into court, escrowing funds or promptly taking other steps to remove the lien of record. The Club shall pay all other obligations relating to the Project, including all creditors holding liens or other secured interests against the Property when and as the same become due.
- C. Certification of Facts. No statement of fact by the Club contained in this Agreement and no statement of fact furnished or to be furnished by the Club to the City pursuant to this Agreement contains or will contain any untrue statement of a material fact or omits or will omit to state a material fact necessary in order to make the statements herein or therein contained not misleading.
- D. No Litigation. There is no litigation or proceeding pending or threatened against or affecting the Club that would adversely affect the Project, the ability of the Club to complete the Project or the ability of the Club to perform its obligations under this Agreement.
- E. No Default. No default, or event that with the giving of notice or lapse of time or both would be a default, exists under this Agreement, and the Club is not in default (beyond any applicable period of grace) of any of its obligations under any other material agreement or instrument to which the Club is a party or an obligor.
- F. Compliance with Laws and Codes. The Project, when completed, will conform and comply in all respects with all applicable laws, rules, regulations and ordinances, including without limitation, all building codes and ordinances of the City. The Club will comply with, and will cause the Project to be in compliance with all applicable federal, state, local and other laws, rules, regulations and ordinances, including without limitation, all environmental laws, rules, regulations and ordinances.

V. DEFAULT

- A. Default. Either party shall have all rights and remedies available under law or equity with respect to any failure of the other party to perform their obligations under this Agreement, but only after providing the defaulting party with notice of such default and a failure by the defaulting party to commence

attempts to cure such default within the thirty (30)-day notice period. If the defaulting party commences cure within the thirty (30)-day notice period and thereafter reasonably and continuously takes action to complete such cure, then the failure to perform shall not be an Event of Default.

- B. Remedies Upon Default. In the event of the occurrence of an Event of Default, the non-defaulting party may in its discretion:
1. Termination. Terminate this Agreement ;
 2. Damages. Sue for damages;
 3. Specific Performance. Sue for specific performance;
 4. Other Remedies. Pursue any other remedies available to the parties at law or in equity.
- C. Limitation of Damages. The foregoing notwithstanding, none of the parties shall be liable to any other party for any incidental, consequential, indirect, punitive or exemplary damages. All claims and damages asserted against the City shall be subject to statutory protections of municipalities and their officials and employees, including the immunity and limitations set forth in §893.80 Wis. Stats.
- D. No Waiver. Any delay in instituting or prosecuting any actions or proceedings or otherwise asserting the rights granted in this Agreement, shall not operate as a waiver of such rights to, or deprive it of or limit such rights in any way, nor shall any waiver in fact made with respect to any specific default, be considered or treated as a waiver of any rights with respect to other defaults or with respect to the particular default except to the extent specifically waived in writing.
- E. Remedies Cumulative. Except as expressly provided otherwise in this Agreement, the rights and remedies of the parties to this Agreement, whether provided by law or by this Agreement, shall be cumulative, and the exercise by any party of any one or more of such remedies shall not preclude the exercise of it, at the same or different times, of any other such remedies for any other default or breach by any other party.

VI. TERMINATION

- A. Date of Termination. This Agreement shall terminate upon the earliest of the date:
1. This Agreement is terminated because of an Event of Default;
 2. The parties agree in writing to terminate this Agreement.
- B. Survival of Certain Provisions. Sections III.M., III.N., IV. F., V. C., VI. B., and VII. C. shall survive the termination of this Agreement.

VII. MISCELLANEOUS PROVISIONS

- A. Assignment. The Club may not assign its rights under this Agreement without the express prior written consent of the City.
- B. Nondiscrimination. In the performance of work under this Agreement, neither party shall discriminate against any employee or applicant for employment nor shall the Property or any portion thereof be sold to, leased or used by any party in any manner to permit discrimination or restriction on the basis of the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender (including pregnancy), gender identity and/or expression, sexual orientation,

military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law. Retaliation is also prohibited. The construction of the Property shall be in compliance with all effective laws, ordinances and regulations relating to discrimination on any of the foregoing grounds.

- C. No Personal Liability. Under no circumstances shall any trustee, officer, official, commissioner, director, member, partner or employee of the City or the Club have any personal liability arising out of this Agreement, and no party shall not seek or claim any such personal liability.
- D. No Personal Interest of Public Employee. No official or employee of the City shall have any personal interest in this Agreement, nor shall any such person voluntarily acquire any ownership interest, direct or indirect, in the legal entities that are parties to this Agreement.
- E. Force Majeure. No party shall be responsible to any other party for any resulting losses and it shall not be a default hereunder if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, acts of God, adverse weather conditions, legally required environmental remedial actions, industry-wide shortage of materials, or by any other cause not within the control of the party whose performance was interfered with, and which exercise of reasonable diligence, such party is unable to prevent, whether of the class of causes herein above enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause. The foregoing notwithstanding, a Force Majeure event may not be used to avoid an Event of Default if the delay caused by the Force Majeure event exceeds ninety (90) days from the date the event occurred.
- F. Parties. Except as otherwise expressly provided herein, this Agreement is made solely for the benefit of the parties hereto and no other person, partnership, association or corporation shall acquire or have any rights hereunder or by virtue hereof.
- G. Time. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth herein.
- H. Notices. All notices, demands, certificates or other communications under this Agreement shall be given in writing and shall be considered given upon receipt if hand delivered to the party or person intended, or one (1) business day after deposit with a nationally recognized over-night commercial courier service, air bill pre-paid, or forty-eight (48) hours after deposit in the United States mail postage prepaid, by certified mail, return receipt requested, addressed by name and address to the party or person intended as follows:

To the City: City of Green Bay
 Attn: City Clerk
 100 North Jefferson Street
 Green Bay, WI 54301

To the Club: Optimist Club of Green Bay
 Attention: Dan Madigan
 PO Box 938
 Green Bay, WI 54305

The foregoing addresses shall be presumed to be correct until notice of a different address is given according to this paragraph.

- I. Governing Law. The laws of the State of Wisconsin shall govern this Agreement.

- J. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any of the provisions of this Agreement.
- K. Execution in Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signature thereto and hereto were upon the same instrument.
- L. Severability. If any provision of this Agreement shall be determined to be unenforceable as applied in any particular case or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstance shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained unenforceable to any extent whatever.
- M. Recording of Agreement. The City may record this Development Agreement or a Memorandum of this Agreement with the Register of Deeds for Brown County, Wisconsin. Upon request of the City, the Club shall execute and deliver to the City any such Memorandum or any other document in connection with such recording.
- N. No Construction Against Drafter. This Agreement is a product of the negotiation and drafting of attorneys for the parties, and, as such, the rule of construing ambiguous contracts against the drafter shall not apply to this Agreement.
- O. Venue. The venue for any proceeding involving the negotiation, drafting, interpretation or enforcement of this Agreement shall be the circuit court for Brown County, Wisconsin, all other venues being inappropriate for any such proceeding.
- P. Signatures and Counterparts. Electronic, facsimile and photocopy signatures shall have the same effect as original signatures.

[Signature pages follow]

Signature page 1 of 2

IN WITNESS WHEREOF, the parties to this Agreement have caused this instrument to be signed by duly authorized representatives of City and the Club as of the day and year first written above.

THE CITY OF GREEN BAY

By: _____
Eric Genrich, Mayor

By: _____
Celestine Jeffreys, Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF BROWN)

Personally came before me this _____ day of _____ 2022, Celestine Jeffreys, Clerk of the City of Green Bay, a Wisconsin corporation authorized to conduct business in Wisconsin, to me known to be the person who executed the foregoing instrument and acknowledged the same.

* _____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

Signature page 2 of 2

THE CITY OF GREEN BAY and THE OPTIMIST CLUB OF GREEN BAY.

THE OPTIMIST CLUB OF GREEN BAY

By: _____
Name, Title

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF BROWN)

Personally came before me this _____ day of _____ 2018, _____, a member of the Optimist Club of Green Bay, a Wisconsin non-stock corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

✻

Notary Public, _____ County, Wisconsin

My Commission Expires _____

EXHIBIT A

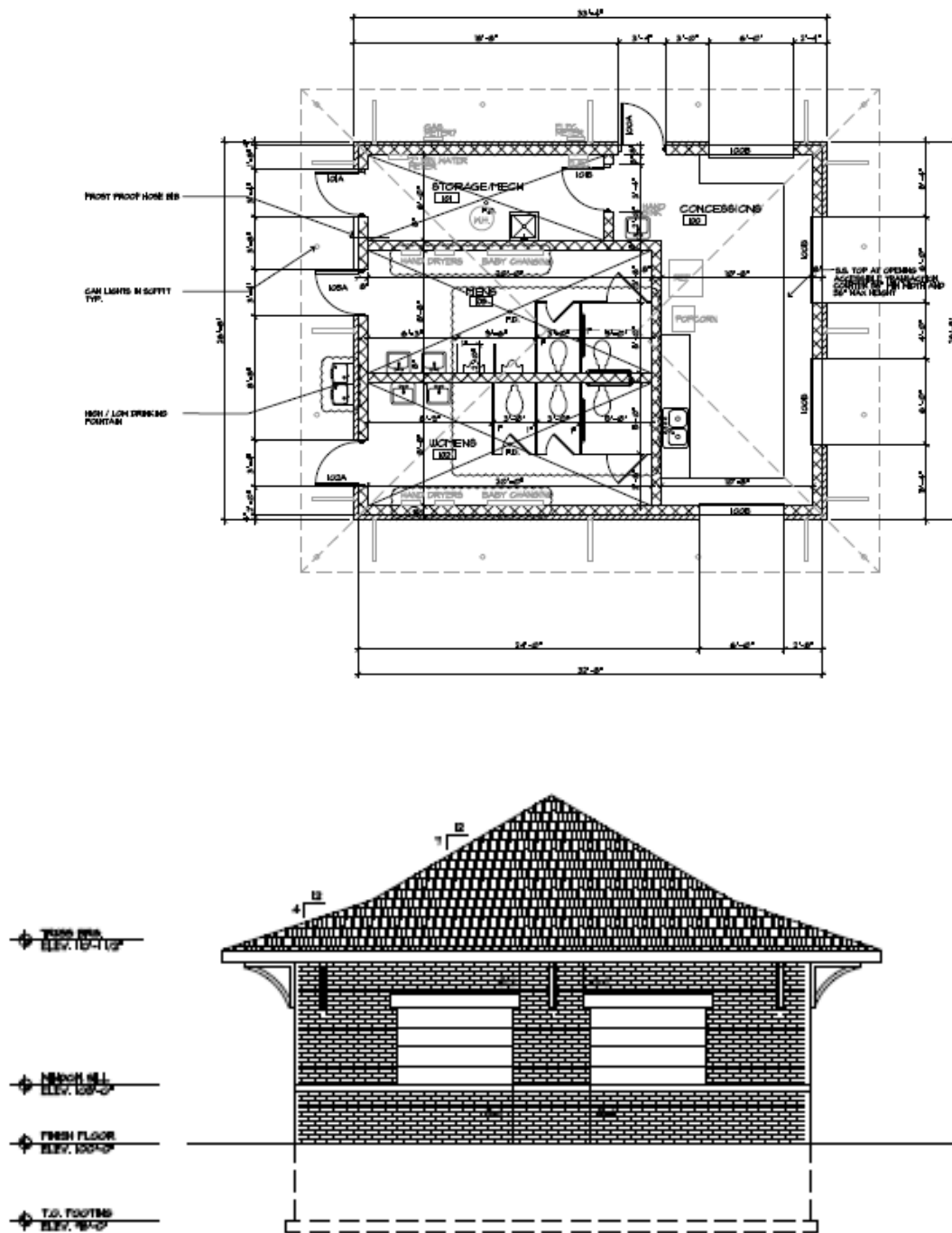


Exhibit A – Preliminary Concept Plan

Finger Road Ballfield Complex - Proposed Concession Stand/Restrooms



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 27, 2022

PREPARED BY

AGENDA ITEM # D.3

Consideration with possible action on approving the Parks, Recreation & Forestry Department's, Park & Greenway Encroachment Policy.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Park Greenway Encroachment Policy 2022-Final



CITY OF GREEN BAY PARKS POLICY

Policy Title Park & Greenway Encroachment	Last Revised 7/20/2022
Policy Source Parks, Recreation & Forestry Dept.	Legal Review Date 7/20/2022
Parks Committee Approval	City Council Approval

Policy Purpose

Provide City staff the tools necessary to work with adjacent property owners to return encroachment areas back to public parkland. The City has an extensive park, greenway, and trail system that is open and available to the public. A greenway also known as parkway, conservancy, or environmentally sensitive area, is an area of natural vegetation often found next to a waterway, which is managed and protected for the benefit of the community and environment. Greenways have been acquired by the City of Green Bay to help keep our waterways clean and to promote ecological diversity throughout the City. The immense root systems of the plants in greenways play a very important role in providing the following:

- Slowing water down and filtering water before it gets to the waterways.
- Providing recharge of ground water.
- Reducing flooding.
- Keeping soil in place and preventing erosion.
- Providing aesthetic and ecological enhancements.
- Supporting healthy fisheries and other aquatic life.
- Providing important migration corridors for wildlife.

There are a large number of residents that live directly adjacent to parks or greenways. There is a desire by the Parks, Recreation and Forestry Department to create a Park and Greenway Encroachment enforcement policy. This policy will provide City staff the tools necessary to work with adjacent property owners to return these encroachment areas back to public parkland, consistently throughout the City.

Unfortunately, a large percentage of these property owners have encroached on these public parks and greenways for private use, without approval from the City. Many times, these unauthorized improvements, mowing, and maintenance practices, give the false impression that these areas are private property and therefore appear to not be available or accessible to the public. Modifying the vegetation in these natural areas has a direct impact in achieving the

primary greenway roles listed above. Additionally, certain impacts to the vegetation in the greenways can compromise the health of other plants far beyond the area initially impacted. These impacts include, but are not limited to;

- Mowing into the greenway to achieve more lawn space.
- Creating private vegetable or flower gardens.
- Installing sheds, playground equipment, fences, arbors, and other built items.
- Disposing of lawn and garden waste on City parkland.
- Constructing patios, fire pits, footbridges, staircases, etc.
- Storing trailers, equipment, firewood piles, and other materials.
- Cutting down healthy vegetation, trimming trees, and removing brush.

Complaints: The City does received complaints regarding encroachment on parks, greenways, and trails. Under this policy the City will continue to response to complaints when received and follow the steps identified in this policy.

Property Survey: The City will survey properties, including parks, greenways, and trails to determine if encroachments are present and follow the steps identified in this policy to resolve.

Steps:

1. City will send a letter to all directly adjacent property owners identifying the possible encroachment issues happening on the adjacent City property, actions that need to be taken by persons causing the encroachment and identify the inspection process that will commence at these properties, if the encroachment is not corrected or removed.
2. After at least 30 days, City staff will inspect the properties. Any property owner that has not corrected or removed an encroachment will be billed an inspection fee. The status of the encroachment will be documented for follow-up inspections and possible enforcement action. The inspection fee will be consistent with other standard inspection fees charged by the City Inspection Department. A follow up letter will be sent along with the fee, again explaining the expectations.
3. No more frequently than every 2 weeks, City staff will re-inspect the properties for continued encroachments. Any property owner that does not correct or remove the encroachment will be charged subsequent inspection fees for each inspection. A follow up letter will be sent along with the fee, again explaining the expectations.
4. After at least two inspections and opportunities for correction, City staff may review the circumstances on a case-by-case basis for additional enforcement actions or other alternatives that may be appropriate.
5. No inspections will be done for mowing concerns from November 1 through May 1.
6. Concerns regarding built or stored items on Park and Greenway property will continue year-round.
7. City staff will report to the Parks Committee 2 times per year with an update to this initiative. These bi-annual reports will list the parks, greenways, and trails that have been surveyed, as well as the actions taken, and what is upcoming.
8. Neighbors seeking to remove invasives, plant, or otherwise clean up parks, greenways, and trails may do so by contacting the City to plan a group event or continuing event such as the adopt a park or trail program.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 27, 2022

PREPARED BY

AGENDA ITEM # D.4

Consideration with possible action on the report of the Purchasing Manager:

- A. Request approval to hire Fortress Fence to repair the Beaver Dam Park Backstops at Fields 2 and 3 for \$22,845.
- B. Request approval to hire Fortress Fence to repair the tennis court fencing at Fisk Park for \$6,043.
- C. Request approval to hire Fortress Fence to repair the Perkins Park Baseball Backstop for \$28,626.
- D. Request approval to purchase fence materials from Fortress Fence to repair misc. damaged fencing for \$1,502.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Parks Storm Damage Request



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

Phone 920.448.3047
Fax 920.448.3050

Bid Summary Park Equipment/Infrastructure Storm Damage

There are four sites in the Parks Department that suffered damage from the recent storm. The locations are Beaver Dam Park Field #2, Beaver Dam Park Field #3, Fisk Park Tennis Courts, and Perkins Park Backstop.

Our Insurance carrier has been notified and this will end up being a claim. It is our intent to get the repair cost prepared for consideration and approval.

The site repair costs are listed below:

All work was solicited with 5 local fence vendors and the Quotes are listed below accordingly. Beaver dam Park had multiple quotes. The Perkins Park repair was only quoted by one vendor and that repair required a sole source document to be applied to that repair.

1. Beaver Dam Park Field 2 and 3
Quotes received: Fortress Fence and Custom Fence
Fortress Fence Quote # 11585 at \$22,845.00
Custom Fence Quote # 7122022 at \$26,600.00
Purchasing Recommends Fortress Fence for this purchase
2. Fisk Park Tennis Court
Quote received: Fortress Fence
Fortress Fence Quote #11741 at \$6,043.00
Purchasing Recommends Fortress Fence for this purchase
3. Perkins Park Backstop
Quote received from Fortress Fence
Fortress Fence Quote # 12015 at \$28,626.00
Purchasing Recommends Fortress Fence
Note: Sole Source Form is required due to amount of repair costs. Only one quote obtained 5 vendors contacted to quote.
4. Fence repair parts - multiple sites
Quote received from Fortress Fence
Fortress Quote # 11998 at \$1,502.00
Purchasing recommends Fortress Fence

Total Amount for Approval: \$59,016.00

Respectfully Submitted,
Thomas J. Walenski – COGB Procurement Manager

Thomas J. Walenski
7-22-22

Quote

Fortress Fence
1225 Lakeview Drive
Green Bay, WI 54313



Quote To:	Project Location:	Quote #: 11585
CITY OF GREEN BAY PARKS & REC	BEAVER DAM PARK BACKSTOP REPAIRS	Quote Date: 6/20/2022
919 N Crocker St	14002 SPRINGDALE LANE	
Green Bay, WI 54303	GREEN BAY, WI 54304	

Description

FIELD 2 BACKSTOP

Furnish and install (3) new 4" OD posts and the rails in the backstop section behind home plate, replacing the damaged posts. The existing chain link will be reattached to the new posts. All posts will be set in 8' deep concrete footings.

FIELD 3 BACKSTOP

Furnish and install (3) 4" OD posts and the rails in the backstop wing, replacing the damaged posts. The existing chain link will be reattached to the new post, which will be set in 8' deep concrete footings.

**** Both repairs are figured to be done at the same time ****

Excludes: Asphalt patching (if necessary), Hydro-excavating, Private Utility Locate

Quote Total: \$22,845.00

Quote Valid For 15 days

Buyer's Signature: _____

Date: _____

Submitted by:

Jason Plate

Acceptance:

This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties. The conditions on the attached 'Terms and Conditions' are made a part of this contract.

Terms of Payment: Net Cash upon receipt of invoice.

Jason Plate

Office: 920-857-2624

Cell: 920-360-6398

Email: jplate@ffence.com



Custom Fence Inc.
5335 HWY 29
Denmark, WI 54208
PHONE-920-863-1146 FAX-920-863-1148
WEBSITE:WWW.CUSTOMFENCEUS.COM
EMAIL:INFO@CUSTOMFENCEUS.COM

PROPOSAL/CONTRACT

Page 1 of 1
07/12/2022

Customer Information:

EMMA BROWNE@BEAVER DAM PARK FIELD 1
1402 SPRING DALE LN
GREENBAY, WI
920-448-3383

Job Information:

Notes:

TAKE DOWN THREE SECTIONS OF THE BACK STOP
24'FT HIGH.REMOVE BENT POST.SET NEW 4"
24'FT HIGH POST IN CONCRETE.SUPPLY AND
INSTALL 7-1 5/8 RAILS WITH NEW FABRIC WITH
NEW FITTINGS.

Custom Fence Inc. agrees to guarantee above fence to be free from defects in materials and workmanship for one year.In order to be scheduled in to our schedule customer must complete the attached installation check list, copy of signed contract, copy of plat map and half down. Custom Fence Inc. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer. Custom Fence Inc. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does Custom Fence Inc. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

Custom Fence Inc. will assume the responsibility for having underground public utilities located and marked.If public utilities are within 18 inches of fence line the fence needs to be relocated or the customer excepts all responsibility for any damage caused during digging. However, Custom Fence Inc. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing Custom Fence Inc. to dig in the immediate vicinity of known utilities. The price herein named does not include the encountering of sewer pipes,rock,boulders,private electrical lines or other conditions that require the use of coring or excessive hand digging.If these conditions or any other obstacles are encountered there will be an additional charge of \$100.00 per man hr to complete this task or \$100.00 per hole to

hand dig around utilities. The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.Cancellation Policy : The customer will have 3 days after signed contract to cancel.Deposits may be forfeited for late cancellation. A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 3 days after completion of any work invoiced. If not paid in 3 days all warranty is void. All materials will remain the property of Custom Fence Inc. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt. Custom Fence Inc. is not responsible for damage caused by negligence,vandalism,washouts,frost,natural disasters,act of god,or natural aging process of wood such as splits or weather checks unless it affects the structural strength of the fence.END OF TEXT

Contract Amount: \$ 11600.00
Down Payment: \$ 5800.00
Balance Due: \$ 5800.00

Approved & Accepted for Customer:

Customer

Date

Accepted for Custom Fence Inc.:

Salesperson

Date



Custom Fence Inc.
5335 HWY 29
Denmark, WI 54208
PHONE-920-863-1146 FAX-920-863-1148
WEBSITE:WWW.CUSTOMFENCEUS.COM
EMAIL:INFO@CUSTOMFENCEUS.COM

PROPOSAL/CONTRACT

Page 1 of 1
07/12/2022

Customer Information:

EMMA BROWNE@BEAVER DAM PARK FIELD 3
1402 SPRING DALE LN
GREENBAY, WI
920-448-3383

Job Information:

Notes:

TAKE DOWN FOUR SECTIONS OF THE BACK STOP
24'FT HIGH.REMOVE 3 BENT POSTS.SET THREE
NEW 4" 24'FT HIGH POSTS SET IN
CONCRETE.SUPPLY AND INSTALL 7-1-5/8 RAILS
WITH NEW FABRIC AND FITTINGS.

Custom Fence Inc. agrees to guarantee above fence to be free from defects in materials and workmanship for one year.In order to be scheduled in to our schedule customer must complete the attached installation check list, copy of signed contract, copy of plat map and half down. Custom Fence Inc. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer. Custom Fence Inc. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does Custom Fence Inc. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

Custom Fence Inc. will assume the responsibility for having underground public utilities located and marked.If public utilities are within 18 inches of fence line the fence needs to be relocated or the customer excepts all responsibility for any damage caused during digging. However, Custom Fence Inc. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing Custom Fence Inc. to dig in the immediate vicinity of known utilities. The price herein named does not include the encountering of sewer pipes,rock,boulders,private electrical lines or other conditions that require the use of coring or excessive hand digging.If these conditions or any other obstacles are encountered there will be an additional charge of \$100.00 per man hr to complete this task or \$100.00 per hole to

hand dig around utilities. The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.Cancellation Policy : The customer will have 3 days after signed contract to cancel.Deposits may be forfeited for late cancellation. A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 3 days after completion of any work invoiced. If not paid in 3 days all warranty is void. All materials will remain the property of Custom Fence Inc. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt. Custom Fence Inc. is not responsible for damage caused by negligence,vandalism,washouts,frost,natural disasters,act of god,or natural aging process of wood such as splits or weather checks unless it affects the structural strength of the fence.END OF TEXT

Contract Amount: \$ 15000.00
Down Payment: \$ 7500.00
Balance Due: \$ 7500.00

Approved & Accepted for Customer:

Customer Date

Accepted for Custom Fence Inc.:

Salesperson Date

Quote

Fortress Fence
1225 Lakeview Drive
Green Bay, WI 54313

**Quote To:**

Andy Krzewina
CITY OF GREEN BAY PARKS & REC
919 N Crocker St
Green Bay, WI 54303

Project Location:

Fisk Park Tennis Court Storm Damage
995 Dousman Street
Green Bay, WI

Quote #: 11741

Quote Date: 6/28/2022

Description

Tennis Court Storm Damage Repairs:

Remove the existing east fence line (120 LF) of the tennis court (where the wind has blown the fence over). Dispose of the posts as well as the bent rails. Salvage the chain link fabric and the straight rails for reinstallation.

Furnish and install all new line posts and (2) new corner posts. Line posts shall be 2-1/2" O.D. galvanized steel pipe driven 60" in depth and spaced a maximum of 10' on centers. The fence shall consist of top and middle rails which will be 1-5/8" O.D. galvanized pipe, as well as bottom tension wire.

- 2 - Corner posts: 3" O.D. Galvanized pipe - Driven 60" in Depth

Existing chain link fabric will be reinstalled.

Excludes Private Utility Locate

Quote Total: \$6,043.00

Quote Valid For 15 days

Buyer's Signature: _____

Date: _____

Submitted by:

Geoff Seefeldt

Acceptance:

This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties. The conditions on the attached 'Terms and Conditions' are made a part of this contract.

Geoff Seefeldt

Office: 920-490-9333

Cell: 920-360-8003

Email: gseefeldt@Centuryfence.com

Terms of Payment: Net Cash upon receipt of invoice.

Quote

Fortress Fence
1225 Lakeview Drive
Green Bay, WI 54313

**Quote To:**

Mark Kugel
CITY OF GREEN BAY PARKS & REC
919 N Crocker St
Green Bay, WI 54303

Project Location:

Perkins Park Backstop Repair
North Fisk Street
Green Bay, WI

Quote #: 12015

Quote Date: 7/14/2022

Description

Backstop Repair:

Remove and dispose of the center section of the backstop as well as the section on the first base side of the backstop (includes disposal of the concrete post footings).

The section on the third base side of the backstop will remain (this section consists of seven posts in total).

Furnish and install (11) new 4" OD X 30' long posts in the same layout as the existing backstop. All posts to be set in 12" X 72" concrete footings. The back section will consist of (6) horizontal rails, and the side section will consist of (5) horizontal rails (this matches the rail configuration of the existing backstop). The bottom center section will be very heavy duty 6 gauge chain link fabric (12' high), and the remainder of the chain link fabric will be standard commercial grade 9 gauge (12' high).

Excludes Private Utility Locate

Quote Total: \$28,626.00

Quote Valid For 15 days

Buyer's Signature: _____

Date: _____

Submitted by:

Geoff Seefeldt

Acceptance:

This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties. The conditions on the attached 'Terms and Conditions' are made a part of this contract.

Geoff Seefeldt

Office: 920-490-9333

Cell: 920-360-8003

Email: gseefeldt@Centuryfence.com

Terms of Payment: Net Cash upon receipt of invoice.

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

TO : Purchasing Division/Administrative Services

DATE: 07/22/22

FROM: Department/Division Parks, Recreation & Forestry

REQUISITION #

List "No Substitute" Item(s) here:

Perkins Park - Backstop Fence Repair

Select One:

- ☒ 1) One Time Purchase Estimated Cost: \$ \$28,626
- ☐ 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: Only one company provided a quote.

*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):

We reached out to 6 fence companies and requested quotes for the repair of the baseball backstop at Perkins Park. This fence was damaged in the recent storm. Fortress Fence was the only company that submitted a quote. The other 5 companies either did not respond or we were told they could not fit this work into their schedule.

Approvals:

Requestor: Daniel Ditscheit

Date: 7/22/2022

Department Head: Daniel Ditscheit

Date: 7/22/2022

Purchasing Manager:

Date: 7-22-22

Quote

Fortress Fence
1225 Lakeview Drive
Green Bay, WI 54313



**FORTRESS
FENCE**
A DIVISION OF CENTURY FENCE

Quote To:**Project Location:**

Quote #: 11998

Mark Kugel

10' Fence Repair Materials

Quote Date: 7/18/2022

CITY OF GREEN BAY PARKS & REC

Customer Pick Up

919 N Crocker St

Green Bay, WI 54303

Description:**Fence Repair Materials:**

Furnish the following materials to repair the 10' tall fence:

(2) - 2-1/2" loop tops

30 LF of 10' tall galvanized chain link fabric

(2) - 2-1/2" X 15' line post

(1) - 3" X 15' corner post

(4) - 1-5/8" X 21' rails (for top and mid rails)

(18) - 3" tension bands

(4) 3" end bands

(3) - 10' tension bars

(4) - 1-5/8" rail ends

Materials to be picked up at our yard.

Quote Total: \$1,502.00

Quote Valid For 15 days

Buyer's Signature: _____**Date:** _____**Submitted by:** Geoff Seefeldt**Acceptance:** _____

This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties. The conditions on the attached 'Terms and Conditions' are made a part of this contract.

Geoff Seefeldt

Office: 920-490-9333**Cell:** 920-360-8003**Email:** gseefeldt@Centuryfence.com**Terms of Payment:** Net Cash upon receipt of invoice.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 27, 2022

PREPARED BY

AGENDA ITEM # D.5

Consideration with possible action on the request by TDS Metrocom, LLC to approve a Utility Easement at Kennedy Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Kennedy Park Easement (002)
2. Exhibit A - TDS - Green Bay EASTMAN signed
3. TDS Metrocom Cabinet
4. Surveyor's Photos - Kennedy Park

**CONVEYANCE OF NON-
EXCLUSIVE EASEMENT**

DOCUMENT NO.

This Conveyance of Exclusive (including exhibits hereto, this "Conveyance") is made as of the 5th day of July, 2022 by **City of Green Bay, a Wisconsin Municipal Corporation**, its successors and assigns ("Grantor").

WHEREAS, GRANTOR is the owner of that certain land located in part of Lot 4 of Newberry's Addition to the City of Green Bay – Subdivision No. 1, and part of the Northwest Quarter of the Northwest Quarter of Section 33, Township 24 North, Range 21 East, City of Green Bay, Brown County, Wisconsin and more particularly described on Exhibit "A" ("Burdened Parcel") attached hereto and made a part hereof; and

NOW, THEREFORE, for valuable consideration of One Dollars (\$1.00) and other good and valuable consideration, Grantor does hereby give, grant and convey to **TDS Metrocom, LLC**, its successors and assigns ("Grantee"), an "exclusive" perpetual easement upon, in, under, over, 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, cabinets, and appurtenances for communication and/or other purposes, together with the right to have commercial electrical service extended across, and under a portion of the certain real property described as follows:

RETURN TO

Attn: Sean Murray
Permit/Construction
525 Junction Road
Madison WI 53717

Parcel Identification Number: **21-2148**

Located in part of Lot 4 of Newberry's Addition to the City of Green Bay - Subdivision No. 1, and part of the Northwest Quarter of the Northwest Quarter of Section 33, Township 24 North, Range 21 East, City of Green Bay, Brown County, Wisconsin, more particularly described as follows:

Commencing at the Northwest Corner of said section 33; thence South 00 degrees 21 minutes 48 seconds West along the West Line of the Northwest Quarter of said Section 33, a distance of 35.01 feet to an extension of the South Right-of-Way (ROW) Line of Eastman Avenue; thence South 87 degrees 56 minutes 39 seconds East along said extension and said South ROW Line, a distance of 113.96 feet to the Point of Beginning; thence continuing South 87 degrees 56 minutes 39 seconds East along said South ROW Line, a distance of 15.00 feet; thence South 02 degrees 03 minutes 21 seconds West perpendicular to said South ROW Line, a distance of 15.00 feet; thence North 87 degrees 56 minutes 39 seconds West parallel to said South ROW Line, a distance of 15.00 feet; thence North 02 degrees 03 minutes 21 seconds East perpendicular to said South ROW Line, a distance of 15.00 feet to the Point of Beginning.

1. **Grantee** may construct, use, maintain operate, alter, add to, repair, replace, and/or remove its facilities consisting of electronic telecommunications cabinets, overhead and underground cables, wires, ducts and conduits, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, together with commercial electrical service extended upon, in, under, over, across, and along an easement area, **15 feet by 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 has the authority to grant and execute this easement.
8. **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.
9. **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.

DATED: _____

By _____ (SEAL)

Eric Genrich

PRINT

Mayor of Green Bay

TITLE

TDS TELECOM USE ONLY

Company No. 864

Easement No. EGRN-22-10-RRH

Exchange No. 913

WBS Element: TC-210913025

By _____ (SEAL)

Celestine Jeffreys

PRINT

City Clerk of Green Bay

TITLE

STATE OF WISCONSIN)
) SS.
County of)

On this day of , 20 , 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

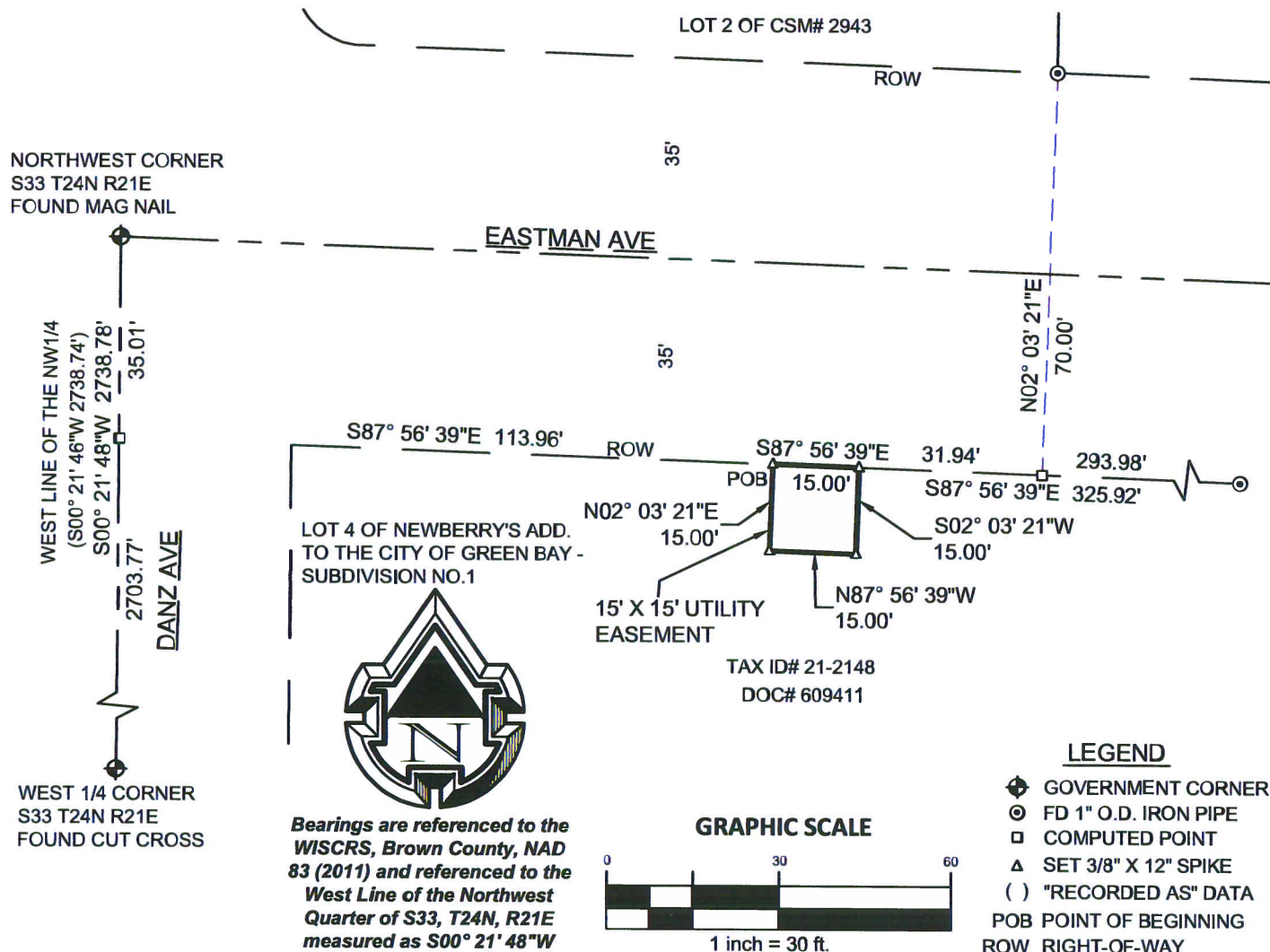
Notary Public _____ County,

My Commission Expires: _____, 20____

The instrument was drafted by: Sean Murray, TDS Telecommunications Corporation
Insertions by: Jamie Friis – Mi-Tech Services, Inc.

EXHIBIT "A"

LOCATED IN PART OF LOT 4 OF NEWBERRY'S ADDITION TO THE CITY OF GREEN BAY - SUBDIVISION NO. 1, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 24 NORTH, RANGE 21 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN

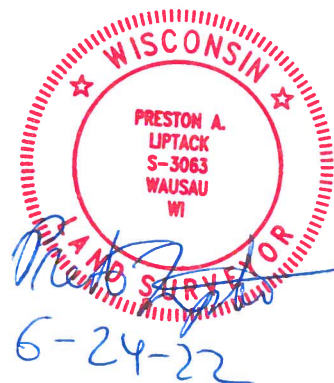


Bearings are referenced to the WISCRS, Brown County, NAD 83 (2011) and referenced to the West Line of the Northwest Quarter of S33, T24N, R21E measured as S00° 21' 48"W

Legal Description for TDS Easement:

Located in part of Lot 4 of Newberry's Addition to the City of Green Bay - Subdivision No. 1, and part of the Northwest Quarter of the Northwest Quarter of Section 33, Township 24 North, Range 21 East, City of Green Bay, Brown County, Wisconsin, more particularly described as follows:

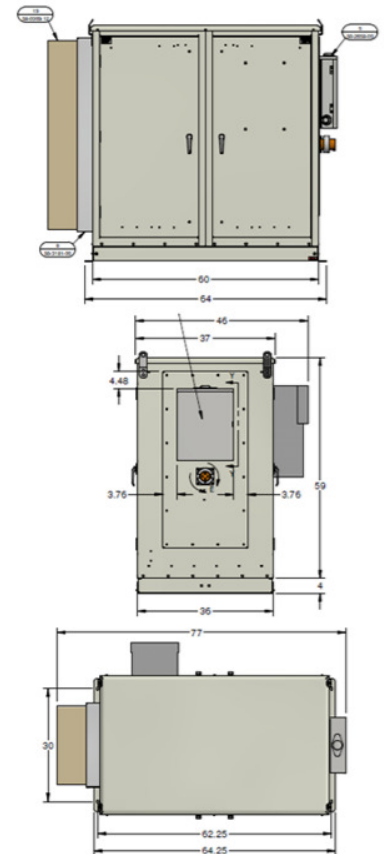
Commencing at the Northwest Corner of said section 33; thence South 00 degrees 21 minutes 48 seconds West along the West Line of the Northwest Quarter of said Section 33, a distance of 35.01 feet to an extension of the South Right-of-Way (ROW) Line of Eastman Avenue; thence South 87 degrees 56 minutes 39 seconds East along said extension and said South ROW Line, a distance of 113.96 feet to the Point of Beginning; thence continuing South 87 degrees 56 minutes 39 seconds East along said South ROW Line, a distance of 15.00 feet; thence South 02 degrees 03 minutes 21 seconds West perpendicular to said South ROW Line, a distance of 15.00 feet; thence North 87 degrees 56 minutes 39 seconds West parallel to said South ROW Line, a distance of 15.00 feet; thence North 02 degrees 03 minutes 21 seconds East perpendicular to said South ROW Line, a distance of 15.00 feet to the Point of Beginning.



NODE SITE BUILD-OUT



Node Footprint: ~ 10' x 10'
Concrete Pad: 72" x 88" x 6"
Cabinet Dimensions: 64"W x 46"D x 63"H







Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 27, 2022

PREPARED BY

AGENDA ITEM # E.1

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 7.27

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, June 27, 2022**

PARK DIVISION

- Park crews continue to have presence in the parks picking up litter and emptying garbage cans.
- Lawn mowing crews continue to go through their mowing routes. As the grass growing slows down, more time will be spent doing detail work in the parks such as removing tree suckers and trimming.
- Landscape crews are attending to landscape beds and beauty spots for weeding and pruning.
- Ball diamond crews continue to prep soccer fields, baseball, and softball diamonds on a daily basis.
- Park crews continue to prepare the Bay Beach grounds for guests each day.
- Pools and wading pools are up and running for the season.
- Carpenters continue to work on projects around the city including Bay Beach, repairing vandalism on park shelters, and memorial bench installation.
- Low numbers of seasonal employees has made doing our daily job assignments tougher than in previous years.
- There will be \$75,000 - \$100,000 in storm damage repairs to playgrounds, fencing and shelters. Staff is proposing to use the City's Contingency Fund to begin these repairs. Staff is working with Risk Management to prepare an insurance claim.

FORESTRY DIVISION

- Crews continue to work through storm cleanup efforts. The initial wave of cleanup has been completed along the streets. Crews are now focusing on felling tree trunks, broken hanging limbs in trees and parkland clean up. The storm response has pushed back other forestry duties including ash tree removal and street tree pruning. Staff is receiving numerous calls requesting tree pruning. We are currently evaluating and scheduling pruning only if it deems to be a high priority for safety issues. Forestry crews responded to 320+ storm related tree calls and added 104 stumps to our stump removal list.
- Crews are putting final touches on prepping street trees for DPW road reconstruction and resurfacing projects. Crews are working on Roosevelt, Elmore and S. Van Burren projects.
- Staff is in the process of evaluating tree conflicts and sidewalk replacement projects. Street trees adjacent to the sidewalks that require replacement need to be inspected to determine if the impact from construction requires the tree to be removed. Approximately 400 addresses need to be inspected on the full sidewalk list.
- Staff continues to treat ash trees for Emerald Ash Borer (EAB). Approximately

1,600 trees have been treated so far. The goal is to treat 2,500 trees this summer. We are noticing some mortality in trees that have previously been treated. Staff will be reviewing treatment records and site conditions to help evaluate and improve treatment success. Treating as many trees as possible each year does help prolong our tree removal window over the next two years. Not every tree that is being treated is expected to be fully protected from EAB, but the treatments do buy us some time in the removal of these trees.

- Staff will be evaluating Ash trees throughout the city. Evaluations are done to determine which trees will be on the removal list this year and also to evaluate the health/vigor of all ash trees. With still over 3,500 Ash street trees this takes a lot of time to get through the entire city.
- Stump grinding operations are currently in the Colburn Park neighborhoods. The stump crew is currently working in District 8 and moving eastward. There are approximately 260 stumps left on the west side and 725 on the eastside. The June storm did add over 100 street stump removals to our list and the time allotted to clean up did slow our progress on stump removals.
- Finally in this week of Employee Appreciation I would like to include in this report a thank you to the Forestry crews and office staff for their efforts in dealing with recent storm damage clean up and continuing the EAB mitigation project of tree removal, stump grinding, planting and treatment efforts. These two demands on the crew have been grueling and demanding of our time and focus.

DESIGN & DEVELOPMENT DIVISION

- Adopt-a-Trail, Adopt-a-Park Program
 - Program registration details are available on our website.
- Arnie Wolff – Parking Lot Expansion
 - The paving has been installed and the grading is completed. The project is approximately 90% complete.
- Bay Beach Amusement Park – Shoreline Walk Lighting
 - Staff is waiting for the light fixtures to arrive to complete the project. The lights are expected to arrive in August.
- Colburn Park – 9th Street Parking Lot
 - The parking lot is planned to be resurfaced on July 25th.
- Fisk Park – Fisk Basketball Court Naming
 - The Fisk Basketball Court dedication in memory of Pastor LC Green, will be held on Saturday, August 20th.
- Fox River Trail
 - Planning is underway to remove the bricks from Stuart Street to Mason Street and replace them with asphalt. This work will occur in September or October.
- Fox River Trail – Porlier Pier
 - A recent inspection of the pier has determined that all of the deck boards are in need of replacement. Staff will be hiring a consultant to do a thorough inspection of the structural supports. The pier will closed to the public until these repairs are done.
- Green Bay Conservation Corps – AmeriCorps Program

- Staff continues to attend Neighborhood Association meetings, and events such as the farmer's markets to promote the program.
- The City received a grant award letter for the implementation of the program. Approval of the grant award will be discussed at the Finance Committee on July 26th.
- We are currently accepting applications for Membership.
- Leicht Memorial Park – Master Planning, Shelter & Stage
 - Planning is progressing.
 - Staff and design team members have decided on a concept for the stage design.
- Seymour Park – Playground Equipment
 - Staff attended the Seymour Park Neighborhood Association meeting on July 12th to select the playground equipment for the park. The equipment has been ordered and is planned to be here before December 1st. The playground will be installed in 2023.
- Seymour Park – Storm Water Management
 - Staff received an updated concept from the consultant. Staff plans to present the information at the next Seymour Park Neighborhood Association meeting on August 9th.
- Bay Beach Amusement Park – Wildlife Viewing Platform
 - Proposals for the construction of the Wildlife Viewing Platform came in significantly over budget. The project will be redesigned and rebid for spring of 2023 construction.
- Olde Preble Park Neighborhood Park – Ballfield Naming
 - The dedication of the Gagnon Field at Olde Preble Neighborhood Park on Tuesday, July 19 was well attended.
- Shipyard – Phase 1
 - A groundbreaking ceremony was held July 21st for Phase 1 construction.

RECREATION DIVISION

- The Adult Softball Leagues are currently in post season play. We offer Men's Slow-pitch, Co-Ed Slow-pitch and Men's Modified softball leagues at Beaver Dam Park. There are 47 teams registered.
- Our recreation summer camps are full for the summer. The camps runs Monday through Thursday for 6 weeks.
- The summer session of our partnership with GGLeagues Esports is currently in session. These competitive leagues for youth and adults allow participants to compete against participants in other Wisconsin communities. Leagues will run during the week and we are offering leagues in Madden 22, Rocket League, Mario Kart and Super Smash Bros. Leagues began the week of July 11th.
- The 8th annual LEGO event took place at the Bay Beach Pavilion on July 9th and 10th. Members of KLUG (Kenosha LEGO Users Group) FOXLUG (Fox Valley LEGO Users Group) displayed large LEGO creations. Contests were held for different age groups for a timed LEGO build based on an amusement park theme,

highest DUPLO Tower, and an open category. Over 3,000 people attend the event.

- The Glow Zumba event will be held Friday, August 5th at Leicht Park. Glow bracelets and necklaces will be given out to participants.
- We are currently taking registrations for Fall Softball. We offer Men's Slow-pitch, Co-Ed Slow-pitch and Men's Modified softball leagues at various City parks. Leagues are played Mondays and Tuesdays beginning the week of August 15th. There are currently 22 teams currently signed up.
- Summer Playground Program Dates:
 - August 2 - Kiddie Karnival
 - August 9 - Bay Beach Field Trip
 - August 15 - Aquatic Field Trip
 - August 19 - Playground Program ends at 1 p.m.
- Pickleball Tournaments:
 - July 12 - 60+ Men's Geezer Tournament (16 teams)
 - August 16 - 70's Pickleball Tournament (8 teams)
 - August 6 - Green Bay Pickleball Challenge (25+ teams)
- Wading Pools are open at Marquette, Astor, and Mather Heights. The last wading pool date is August 21st.
- Adult Football League registration is now open. League play will begin August 31st. Games will be played on Wednesday and Thursday Nights.
- Recreation staff are currently reserving school facilities for Open Gyms, Adult Basketball, Youth Basketball, Mini-Dribblers, Soccer Camps, Table Tennis Leagues, etc.

AQUATICS

- Joannes and Resch Aquatic Centers are operating 12:00 a.m. through 7:00 p.m. Monday through Thursday and 12:00 a.m. through 6:00 p.m. Friday through Sunday.
- We are still experiencing short staffing issues. On occasion pool amenities have to be closed due to these staff shortages.
- Session 3 of swim lessons began on July 18. We have one more session yet this summer.

BAY BEACH AMUSEMENT PARK

- Staffing:
 - We are still taking applications for ride operators as they come in.
 - We currently need about 20 full-time ride operators to open full time.
- Shelter Reservations:
 - Reservations continue to fill up on the weekends.
- Concessions:

- Sales continue to thrive even with the price increases that had to be made this year.
- Website and Social Media:
 - Posts happen every day we are open and days leading up to the weekend.
- Scrambler Update:
 - The replacement parts arrived and the ride was open to the public in time for the 4th of July holiday weekend.
- Bay Beast Replacement:
 - The new ride donated by the Friends of Bay Beach was delivered to Bay Beach.
 - Replacement parts have been ordered from the manufacturer. The ride cannot open to the public until these replacement parts are installed.
 - Staff is researching options to paint the ride prior to installation.

TRIANGLE SPORTS AREA

- Construction has begun on the Bike Skills Course.

WILDLIFE SANCTUARY

- There has been a steady gradual increase in interest in rentals for the new event space. The Event Coordinator is working closely with PRF leadership and establishing marketing plans and exploring new opportunities within current city protocols.
- A high volume of educational programs continue into the summer months with our Naturalists holding weekly children's camps and programs. Camp interest was high enough that capacity was expanded to add an additional 3 children to each camp. On and off-site educational programs are happening almost daily throughout July and into August.
- The Nature Center Visitor Welcome Desk/Gift Shop remodel continues. The flooring and welcome desk installation will be completed in the next week. This will be followed by some finish work and the set-up of the Welcome Center followed by the retail space.
- Animal care staff continued to work with DNR and USFW officials to monitor Highly Pathogenic Avian Influenza (HPAI) in Brown County and surrounding areas. Staff is in direct contact with officials and following best practices according to DNR/USFW at the time. At this time the highest risk has passed with all of WLS captives coming through with no issues. Our Raptor walk area is open daily as normal and birds are able to be utilized more readily in our programming. It is worth note that no deceased birds were found on WLS grounds during this time that have appeared to been experiencing HPAI. While the worst threat has passed in theory, staff will remain vigilant; WLS coming through this unscathed was no accident. Our animal care leaders and their teams should be recognized

- and thanked for navigating through this safely and professionally.
- Free "Summer Animal Series" programming is well underway (May 30 to August 26) with steady attendance at all of the programs. Programs include Wolf Feedings, Fantastic Felines, Snake Celebrations, among others. All Summer Animal Series programming is free and family oriented. These programs showcase our mission of education and conservation and give the public a chance to talk with our staff who work with these animals daily and are a wealth of knowledge on local wildlife.
 - Failing split rail fencing at the park entry was removed and replaced by an area of mulch and lined with large granite stones. This work was completed in-house by our Rangers and their SME's and have really beautified the front entry and initial impression on park entry. In addition they have been working hard to keep all of our beautiful trails open and clear as the wind/storms of late have affected many trees in our park especially along Hussong Trail. Rangers have also repaired numerous boardwalks, bridges and various fencing that have been damaged lately as well.
 - Wildlife rehabilitation season continues with later waves of new babies being admitted. Since the onset of summer several thousand (yes thousand) animals in need have made it to WLS and the RPAWS program. Just as in years past we are able to continue to help so many due to the constant support of our volunteer network led by our own Animal Care team. Our entire Animal Care team should be recognized for this as it takes all of them to make this work and provide this amazing resource to our community.
 - Our 4K classes built a "Little Free Pantry" at the end of the school year to share with anyone in need. Since it was installed, there has been a continual stream of folks both donating and taking items (including baby formula during the national shortage!!). The 4K class took the time to build, paint each sign and handprint. Investing in and supporting our local community is important and what an amazing lesson to teach to our youth.
 - Contracts have been finalized and signed by all four of our 4K team member (two 4K Instructors – two 4K Naturalists). Planning is underway with this strong team moving into the 2022-2023 school year, and we are thrilled to have them all back.

ADMINISTRATION

- Registration is open for Adult Football Leagues, Outdoor Swim Lessons, and Pickleball. All remaining Wildlife Sanctuary Summer Camp sessions are full.
- Although registration is not required, the Summer Playground Program requires ongoing gathering of supplies, paperwork updates, and outreach throughout the summer.
- WPRA discount attraction tickets for the Milwaukee Zoo are available for purchase in the Parks office. Adult tickets are \$12.25 (gate price \$16.75) and child tickets are \$10.25 (gate price \$13.75).
- 2022 hiring is continuing, and jobs are posted on the City of Green Bay Website.
 - We are continuing to run background checks and processing new hire

paperwork for the 2022 season.

- Admin staff oversees recruitment efforts on social media, City website, print materials and assisting in other avenues.
- A variety of fall positions are open for applications.
- Metro Boat Launch is open. Seasonal passes are still being sold regularly in the Parks office.
- Park shelters are open for weekend rentals.
- The office is busy fielding phone calls, taking reservations and ticket orders, troubleshooting computer errors, and reconciling daily deposits.
- Staff is working on the 2023 Budget and Capital Improvement Plan for submission to Finance Department.
- The Wildlife Sanctuary Administrative Clerk is busy assisting with room reservations, customer inquiries both in person and on the phone and assisting customers as well as assisting staff during this very busy season out at the Sanctuary.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 27, 2022

PREPARED BY

AGENDA ITEM # E.2

The next Parks Committee meeting is scheduled for August 24, 2022.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None