



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, APRIL 30, 2025, 5:00 PM

In person at City Hall, Room 207.

Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84314784824?pwd=THBkdMRowTlk4MG5DV3hnbC9xVDhXdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 843 1478 4824

Passcode: 278667

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

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

E. Regular Business.

- I. Consideration with possible action on the approval of a sponsorship agreement with Children's Hospital and Health System, Inc. for a donation of \$20,000 towards Kid's Day on June 25th, 2025.
2. Consideration with possible action on the approval of hiring NES Ecological Services to conduct a prairie burn at He-Nis-Ra Park.
3. Consideration with possible action on the purchase of a 2025 New Holland L320 Skid Steer Loader from Gruett's Inc. for a total cost of \$51,500.

F. Informational.

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

Department.

2. Next Meeting: May 14, 2025

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.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 30, 2025

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on the approval of a sponsorship agreement with Children's Hospital and Health System, Inc. for a donation of \$20,000 towards Kid's Day on June 25th, 2025.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. City of Green Bay - Sponsorship Agreement Kids Day 4.3.2025

SPONSORSHIP AGREEMENT

This Sponsorship Agreement (hereinafter “Agreement”) is made and effective this April 3, 2025 (the “Effective Date”) by and between the City of Green Bay, a Wisconsin Municipal Corporation, on behalf of its Parks, Recreation and Forestry Department (hereinafter “GBPRFD”) and Children's Hospital and Health System, Inc., a Wisconsin Corporation (hereinafter “CHILDREN’S HOSPITAL”), each a “Party” and collectively referred to as the “Parties.”

RECITALS

WHEREAS, GBPRFD has a mission to enrich and strengthen the community by promoting healthy lifestyles, personal development, and community enjoyment through recreational and educational experiences for people of all ages and abilities; and

WHEREAS, GBPRFD seeks collaborative relationships with community entities that work to engage youth, families, schools, and the greater Green Bay community in activities that improve and promote health and wellness; and

WHEREAS, CHILDREN’S HOSPITAL is dedicated to providing access to the highest quality health care and services to children living in Wisconsin; and

WHEREAS, CHILDREN’S HOSPITAL wishes to sponsor Green Bay Kids’ Day, which will be held at Bay Beach Amusement Park on Wednesday, June 25, 2025 (the “Event”).

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and covenants set forth herein, the Parties agree as follows:

1. RESPONSIBILITIES OF CHILDREN’S HOSPITAL

- a. Provide GBPRFD with a logo for placement on promotional flyers, event signs, and banners.
- b. Contribute a sponsorship investment to GBPRFD in the amount of \$20,000.00 for the Event, which represents a financial commitment of \$10,000.00 to provide free rides at Bay Beach Amusement Park from 3:00 p.m. to close, \$1,500.00 for promotional giveaways, \$1,500.00 for signage, and \$7,000.00 for entertainment expenses.
- c. Delegate and provide a contact person to coordinate with GBPRFD in implementing this Agreement. CHILDREN’S HOSPITAL may change its contact person at any time upon written notice to GBPRFD.

2. RESPONSIBILITIES OF GBPRFD

- a. Recognize CHILDREN'S HOSPITAL as a Presenting Sponsor on all Event marketing materials, including press releases, promotional flyers, and digital/social media advertisements.
- b. Include CHILDREN'S HOSPITAL in public acknowledgments during the Event, including mentions in speeches and presentations and the opportunity to have a member of CHILDREN'S HOSPITAL staff participate in the opening presentation.
- c. Include CHILDREN'S HOSPITAL's logo on the Event website and in all promotional materials related to the Event. This includes all print and social media marketing.
- d. Provide opportunity for CHILDREN'S HOSPITAL to have an onsite presence and distribute their own materials during the Event at a location of CHILDREN'S HOSPITAL'S choosing within the Event.
- e. Allow CHILDREN'S HOSPITAL to review and approve all use of their logo before production or release.
- f. Delegate and provide contact person, James Andersen (James.andersen@greenbaywi.gov), to coordinate with CHILDREN'S HOSPITAL in implementing this Agreement.

3. TERM

This Agreement will be in effect from the Effective Date through June 25, 2025, unless terminated pursuant to the provisions of Section 4 of this Agreement.

4. TERMINATION

- a. If either Party fails to fulfill its obligations under this Agreement in a timely or proper manner, or violates any of its provisions, the non-breaching Party will thereupon have the right to terminate this Agreement by giving ten (10) days written notice of termination of the Agreement, specifying the alleged violations and effective date of termination. This Agreement will not be terminated if, upon receipt of the notice, the breaching Party promptly cures the alleged violation prior to the end of the ten (10) day period.
- b. Either Party has the right to terminate this Agreement at any time, for any reason, by giving the other Party thirty (30) days written notice by Certified Mail or Registered Mail of such termination.
- c. Upon termination of this Agreement for any reason, GBPRFD shall refund to CHILDREN'S HOSPITAL all prepaid monies which have not been used for the activities set forth in Sections 2.a and 2.b.

5. INDEPENDENT CONTRACTORS

In entering into this Agreement, and in acting in compliance herewith, the Parties acknowledge and agree that CHILDREN'S HOSPITAL and GBPRFD are at all times acting and performing as independent contractors, duly authorized to perform their required acts hereunder. Nothing contained in this Agreement shall be construed or interpreted as creating a relationship of joint venturers, partners, principal and agent, or employer and employee under any circumstances. Neither Party may be charged with the obligation or responsibility of extending any fringe benefits, such as hospital, medical, and life insurance or pension plans, to any employee or contractor of the other Party pursuant to this Agreement.

6. NOTICES

All notices provided for under this Agreement shall be in writing and shall be sufficient if personally delivered, sent by registered or certified mail, return receipt requested, or by email to the addresses set forth below or to such other address as a Party may designate to the other Party in writing. Each such notice will be deemed to have been received: (a) as of the date emailed if receipt has been electronically confirmed or so long as a duplicate copy is contemporaneously provided by another notice methodology set forth in this Section; (b) as of the date actually delivered if sent by a recognized delivery service that uses delivery tracking processes; or (c) as of the date actually delivered if delivered by personal courier to the office location of the recipient during normal business hours.

If to CHILDREN'S HOSPITAL:

Children's Hospital and Health System, Inc.
999 N 92nd Street, Suite 610
Milwaukee, WI 53226
Attn: Advertising and Brand Manager
Email: LSimson@childrenswi.org

With a copy to:

Children's Hospital and Health System, Inc.
999 N 92nd Street, Suite C760
Milwaukee, WI 53226
Attn: Office of the General Counsel
Email: LegalDept@childrenswi.org

If to GBPRFD:

James Andersen
100 N. Jefferson St, Room 510
Green Bay, WI 54301
Email: James.Andersen@greenbaywi.gov

7. AMENDMENT AND ASSIGNMENT

No modification, expansion, assignment, or amendment of this Agreement will be of any force or effect unless in writing and signed by the Parties hereto. This Agreement may not be assigned by either Party, in whole or in part, without the prior written consent of the other Party. This Agreement shall inure to the benefit of, may be enforced by, and shall be binding upon the Parties and their permitted successors and assigns.

8. SEVERABILITY

All terms and covenants herein are severable. In the event any single term or covenant is found to be invalid by an agency or court of competent jurisdiction, this Agreement will be interpreted as if such invalid term or covenant was not contained herein.

9. CHOICE OF LAW

This Agreement will be governed in all respects by, and construed in accordance with, the laws of the State of Wisconsin.

10. FINAL EXPRESSION

This Agreement is intended by CHILDREN'S HOSPITAL and GBPRFD as a final expression of their agreement and as a complete and exclusive statement of its terms. This Agreement supersedes all prior proposals, negotiations, conversations, discussions, and agreements between the Parties concerning the subject matter hereof.

11. EXCLUDED PARTY LAW.

GBPRF represents and warrants that neither it nor its subcontractors are excluded from receiving or being a party to any federal contract or subcontract pursuant to any federal statute, rule, regulation, executive order, or government instruction. GBPRF shall notify CHILDREN'S HOSPITAL of any exclusion or adverse action or any basis therefore within seven (7) days of its learning of any such exclusion or adverse action or any basis therefore. Ineligibility to participate in any federal health care program is grounds for immediate termination of this Agreement at CHILDREN'S HOSPITAL's sole discretion.

12. USE OF MARKS.

Neither Party will use the other Party's name, logos, trademarks, or other marks without that Party's written consent for each specific use.

13. COMPLIANCE WITH LAWS.

Each Party represents and warrants that it shall comply with all applicable federal and state laws and regulations regarding their respective obligations hereunder.

14. EACH PARTY RESPONSIBLE FOR ITS OWN ACTS.

Each Party shall be responsible for its own acts or omissions and for any and all claims, liabilities, injuries, suits, demands, and expenses of all kinds which may result or arise out of any alleged malfeasance or neglect caused or alleged to have been caused by that Party or its employees or representatives in the performance or omission of any act or responsibility of that Party under this Agreement.

15. WAIVER.

No failure or delay on the part of either Party hereto in exercising any right, power, or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any such right, power, or remedy preclude any other or further exercise thereof or the exercise of any other right, power, or remedy. Any waiver granted hereunder must be in writing and signed by the Party against whom the waiver is asserted and shall be valid only in the specific instance in which given.

16. FORCE MAJEURE.

Neither Party shall be liable for any delay or default caused by conditions beyond the reasonable control of the Party whose performance is affected. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused. This provision shall not apply where the damages, delay, or default could have been avoided by reasonable precautions.

17. SURVIVAL.

Those provisions of this Agreement which, by their nature, are meant to survive termination shall so survive, and include, without limitation, provisions related to ownership of marks and governing law.

18. COUNTERPARTS.

This Agreement may be executed in counterparts, and the signatures on this Agreement may be transmitted electronically. Electronic signatures shall be deemed to constitute original signatures and counterparts to this Agreement containing the signatures (whether original or electronic) of the Parties shall be deemed to constitute a single, enforceable contract.

(Signature Page to Follow)

IN WITNESS WHEREOF, the Parties agree to the terms set forth in this Agreement.

CITY OF GREEN BAY

By _____
Eric Genrich, Mayor

By _____
Celestine Jeffreys, Clerk

CHILDREN'S HOSPITAL AND HEALTH SYSTEM, INC.

By: _____
Name: _____
Its: _____



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 30, 2025

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on the approval of hiring NES Ecological Services to conduct a prairie burn at He-Nis-Ra Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. City of Green Bay Rx Burn Proposal_ He-Nis-Ra Park
2. HeNisRa_Rx_Map

April 21, 2025

Maria Otto
Conservation Corps Coordinator
City of Green Bay
Parks, Recreation and Forestry Department
100 North Jefferson Street, Room 510
Green Bay, WI 54301-5026
Maria.Otto@greenbaywi.gov

RE: Proposal for Prescribed Burn

Dear Maria:

NES Ecological Services (NES) is pleased to submit this proposal for the implementation of an approximate 5-acre prescribed burn in He-Nis-Ra Park within Section 31, T24N, R20E, City of Green Bay, Brown County, WI.

SCOPE OF SERVICES

Conducting a prescribed burn in the fallow field will assist in thatch removal and aid in native species restoration site preparation. It will set back cool season grass species such as reed canary grass (*Phalaris arundinacea*) that may be rebounding in the treatment area. The controlled burn will also blacken the ground, allowing the soil to warm more quickly which will promote vigorous plant growth next spring.

The following sections provide an outline of the proposed scope of work, cost and schedule for the burn.

Burn Plan Preparation

Prior to conducting the prescribed burn, NES will write a burn plan. The plan will outline the following:

- Landowner Information
- Burn Objectives
- Current Site Conditions
- Ignition Plan
- Mop-up Plan
- Safety Plan
- Adjacent Landowner Contacts
- Agency Contacts
- Required Permits

NES will take care of securing the required permit from the Green Bay Metro Fire Department and notifying the City of Green Bay, adjacent landowners and the pertinent agencies.

Conduct Burn - ~ 5.0 acres

The burn will be scheduled to occur in the months of April or May 2025. The day of the burn, NES will provide a crew of at least 4 people, appropriate safety apparel, water equipment (500 gallon tank), and an assortment of hand tools and sprayers for the job, including drip torches to ignite the controlled burn unit. NES will lead the burn and be responsible for the mop-up work after the burn is completed. Our crew will back-burn the unit to ensure better consumption of the existing fuels. It is expected that the burn will be completed in one day. NES has prescribed burn insurance, specifically for this activity.

The success of the prescribed burn is dependent upon fuel load, moisture, weather conditions and wind. NES cannot guarantee the burn unit will burn completely or even partially, as drying conditions may be impacted considering the fuels were observed laying completely flat during a recent site visit.

SCHEDULE

NES anticipates the burn to be completed in 2025; however, weather including wind direction and site conditions including fuel moisture must be optimal to complete the work safely, successfully and achieve burn objectives. Therefore, we are providing a two year window in which we will complete the work.

Implementation Schedule for 2025.

Task	Year 2025											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Burn Plan Preparation												
Conduct Prescribed Burn												

Tasks in red may need to be conducted in the fall of 2025 if weather conditions don't allow a burn in spring of 2025.

COST ESTIMATE

Costs to complete the prescribed burn are indicated below.

Task	Estimated Cost
<i>Professional Services</i>	
<i>Prescribed Burn</i>	
<i>Project Management, Burn Plan & Permit</i>	\$400
<i>Agency & Landowner Correspondence</i>	
<i>Conduct Burn, Mop-up, Equipment & Travel</i>	\$3,000
TOTAL COST	\$3,400

NES charges for time spent on site regardless of apparent success of the prescribed burn. By signing this agreement, the client waives all rights to withhold or deduct payments based on area burned, remaining biomass, or any other than time spent by NES staff on site.

If you have any questions or there are other items you wish to include, please contact us. Otherwise, if the proposal is acceptable, please sign the attached Professional Services Agreement and send one copy back for our records. We look forward to working with you. Thank you.

Sincerely,

NES ECOLOGICAL SERVICES



Nick Kintopf
Restoration Ecologist
nkintopf@releeinc.com

NES ECOLOGICAL SERVICES



James Havel
Senior Ecologist
jhavel@releeinc.com

PROFESSIONAL SERVICES AGREEMENT

APRIL 21, 2025

THIS AGREEMENT is made and entered into this 21st day of April 2025, by and the City of Green Bay hereinafter referred to as the "Client", and NES Ecological Services, A Division of Robert E. Lee & Associates, Inc., 1250 Centennial Centre Boulevard, Hobart, Wisconsin 54155, hereinafter referred to as "NES".

SCOPE OF SERVICES

The Project Scope outlined in the attached project proposal shall serve as the Scope of Services for this contract.

COMPENSATION

Compensation for the project will be a lump sum of \$3,400.00, which includes all labor, travel costs, materials, and equipment necessary to complete the project.

TERMS

A. Consulting fees and work items will be billed monthly as incurred. Payments are due within 30 days of invoice date. Amounts unpaid at due date are subject to a service charge of 1.5% per month until paid.

B. NES shall exercise due care in performing professional services, but NES makes no warranty, express or implied, with respect to any services performed by NES. NES shall not be liable for any claim, damage, cost or expense (including attorney's fees) or any other liability or loss or damage to the Client not directly and solely caused by acts, errors, or omissions by NES. In no event shall NES' liability for incidental or consequential loss to the Client in connection with performance of this Agreement exceed the aggregate of all fees paid to NES by Client for these services.

C. NES reserves the right to suspend or terminate this contract, should any invoice not be paid in full within 30 days of the date of the invoice. Should collection litigation be necessary, client acknowledges NES will include attorney's fees and all related costs as a part of the legal action.

D. The Client shall indemnify and hold harmless NES, NES' officers, directors, partners, employees and agents from and against any and all costs, losses and damages caused solely by the negligent acts or omissions of the Client, Client's officers, directors, partners, employees and agents in the performance and furnishing of the Client's services under this Agreement.

NES shall indemnify and hold harmless the Client, the Client's officers, directors, partners, employees and agents from and against any and all costs, losses and damages caused solely by the negligent acts or omissions of NES, NES' officers, directors, partners, employees and agents with respect to this Agreement or the associated Project.

NES' total liability to the Client and any party claiming by, through or under the Client for any cost, loss or damages caused in part by the negligence of NES and in part by the negligence of the Client or any other negligent entity or individual shall not exceed the percentage share that NES' negligence bears to the total negligence of NES, the Client, and all other negligent entities and individuals.

E. By acceptance of this Agreement, it is agreed that NES has permission to go on site and can perform any reasonable and necessary investigation in the course of completing the services described

in this agreement. Client is solely responsible for site security and for obtaining permission from any affected third party property owners for use of their lands.

F. The work performed by NES is the confidential property of the client and will not be released to any other party without the Client's permission.

G. All regulatory determinations are subject to review and concurrence by the Wisconsin Department of Natural Resources and/or the U.S. Corps of Engineers, or other agency as appropriate.

H. This Agreement shall be administered and interpreted under the laws of the state of Wisconsin. Jurisdiction of litigation arising from the Agreement shall be in the state of Wisconsin. If any part of the Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the Agreement shall be in full force and effect.

I. Upon execution of the Agreement, the services described herein shall begin as soon as possible and site investigation (if required) will be completed as weather and scheduling permit.

J. This Agreement must be executed by the Client within 30 days of the day and year first above written.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first written above and hereby authorize NES to initiate work on the project.

**NES ECOLOGICAL SERVICES -
A DIVISION OF ROBERT E. LEE &
ASSOCIATES, INC.**

**AUTHORIZED REPRESENTATIVE OF
CITY OF GREEN BAY**



By: _____
JAMES HAVEL
DIVISION MANAGER

DATE: APRIL 21, 2025

DATE: _____

Measurement



Acres

Measurement Result

5.03 Acres

Clear

Press CTRL to enable snapping





Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 30, 2025

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on the purchase of a 2025 New Holland L320 Skid Steer Loader from Gruett's Inc. for a total cost of \$51,500.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. City of Green Bay Skid Steer Quote



Sales Order

101 Main St. P.O Box 52 Potter, Wi. 54160
Phone 920-853-3516 Fax 920-853-7168

Facebook- Doug Lau Gruett's Inc. Sales Tech

Doug Lau 920-464-0778

dougl@gruettsinc.com

www.gruettsinc.com

SOLD TO: City of Green Bay
100 North Jefferson St
Green Bay, WI 54301
Troy Van Handel 920-448-3049

SHIP TO: Greg Barta greg.barta@greenbaywi.gov
S/N: NSM464833
PIN: JAF0L320ASM464833

SALES REP.		DATE	SHIPPING METHOD	P.O.	DELIVERY DATE	PAYMENT TERMS	DUE DATE
Doug		4-16-2025					
QTY	ITEM #	DESCRIPTION				UNIT PRICE	LINE TOTAL
1	New #2210328 #	2025 New Holland L320 Skid Steer Loader Elite Air Cab, E-H Controls, 2-Speed LCD Display, Hyd. Coupler, Performance Pkg., Multi Function 14 pin Connector, Air Ride Seat, Lap Bar 12 x 16.5 HD Tires 72” Lo Pro Extended Bucket W/ BOCE City of Green Bay Sourcewell#210291 Gruetts Disc. GB Sourcewell Cooperative Contract (011723-CNH-2) Gruetts Inc. Potter, WI New Holland Dealer No. N5036 Price Incl’s Delivery to GB				List	83,266.00
						35% Disc	-29,143.10
						Disc.	-2623.00
						Total	51,500.00
Warranty ___ New ___ Ext. ___ As-Is ___ Used-Specify							

TERMS: (I)(We) agree to pay \$ _____ as itemized above in the
following manners: \$ _____ with order, \$ _____ on
delivery, \$ _____ on installation, and balance of \$ _____
on _____, 20____.

Purchaser further agrees that title and ownership of the above mentioned
equipment remains the property of seller until final payment has been made.

Date of Order _____, 20____

X _____
(Purchaser)

X _____
(Purchaser)

(Accepted By)



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 30, 2025

PREPARED BY

AGENDA ITEM # F.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 04.30

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, APRIL 30, 2025**

PARK DIVISION

- With the Draft upon us, the Parks Dept. has been busy the last few weeks preparing the parks and downtown areas for this event. This includes picking litter and placing wood chips in the roundabouts, parks and other park land.
- The Parks Dept has also assisted in setting up the container bar and event space at Leicht Park for the Draft City Music Fest.
- The park shelter rental season began on April 5th. Park staff have been cleaning and sprucing up the shelters in anticipation of the rental season.
- Crews are in the process of painting the main entry way and locker rooms inside of the Resch Aquatic Center.
- Park crews have been at Bay Beach working on the grounds in anticipation of the upcoming 2025 season. This includes improving a few planting beds and mulching of the tree rings and landscape beds.
- Staff are in the process of going through the picnic tables, repairing broken boards and giving the tables a fresh coat of paint.
- Park carpenters continue to work on smaller shelter renovations at the Marquette shelter including tiling the floors and painting the bathrooms. Renovations at the Ft. Howard shelter bathrooms and Colburn 9th bathrooms have been completed.
- Park carpenters have been working at the Woodland building to renovate the staff bathroom.
- Park supervisors continue to have interviews for summer seasonal positions. Parks are getting closer to being fully staffed with seasonals for the season.

FORESTRY DIVISION

- Crews are working on cycle pruning. Typical cycle pruning includes raising tree limbs for clearance, deadwood pruning and structure pruning to help reduce the chances of breakage during storms.
- Staff are preparing for the spring planting season, crews are digging trees in our nursery. Tree deliveries are now coming in. Diggers Hotline requests are being submitted. Staff is planning to plant 400 trees this spring.
- Forestry staff continue to work with IT staff on transferring our tree inventory to a GIS format.
- Crews are finishing up the winter tree removal cycle. Approximately 750 trees were removed in this cycle.
- Arbor Day was celebrated on April 22nd. Members of the US Fish and Wildlife Green Bay field office came out to Perkins Park and helped plant trees as part of the newly approved Master Plan. Forestry plans to plant ~200 trees this year in the park to help offset the loss of ash trees over the last 16 years.

DESIGN & DEVELOPMENT DIVISION

- The bids for the HVAC upgrades for the Bay Beach Amusement Park have been received. Staff are in the process of reviewing the bids.
- The Friends of Bay Beach hired a contractor for the construction of the West End Train expansion and proposed restroom. Construction is well underway. The track gravel base and rough grading is nearly completed.
- Staff are working with a consultant to complete the wildlife viewing platform and shoreline walk construction plans for Bay Beach Amusement Park.
- Shipyard Phase II design work has begun. The consultant is in the process of finalizing the schematic plan and developing rough cost estimates for construction.
- Planning continues for the Joliet Park Area of Concern habitat restoration project. A community input meeting to review the final design is being planned.
- Staff are working with the Department of Public Works on planning for the wetland project at East River Van Beaver Park.
- Staff have submitted final bid document review comments to the consultant for the Main Street East River Trail project.
- Construction of the Seymour Park west stormwater development continues.
- Construction of the JBS Park/Boulevard continues.
- The consultant has been selected for the Beach Wildlife Sanctuary and Renard Island Nearshore Area. Design work will begin soon.
- The consultant is actively working on the redesign of the Leicht Park shelter project.
- The ballfield lighting is being installed at Perkins Park.
- With the construction bids coming in over budget, staff is now reviewing options for rebidding for the snow making infrastructure at Triangle Hill Sports Area.
- An RFP has been issued for engineering improvements for the Joannes Sk8 Park.
- Staff have been working with Military Ave. Inc. on planning for a joint use, year-round market building at Murphy Park. A public input meeting is scheduled for Monday, April 29.
- Staff have been working on a master plan for the Birds of Prey exhibit area at Bay Beach Wildlife Sanctuary.

GREEN BAY CONSERVATION CORPS

- The Community Corps staff have continued to hold stakeholder meetings to plan and design the new AmeriCorps program.
- Staff have started actively recruiting for the summer positions and have begun interviewing.
- Members continue to maintain the plants in the greenhouse. An estimated 4,000+ plants have begun sprouting. These plants will be installed at Farlin Park around the art sculptures.
- Members have started removing invasive garlic mustard from the park system.
- Spring plant maintenance is underway and weekly maintenance of plant beds will start in May.

- Staff and members installed live stacks throughout the WLS in areas of invasive removal to encourage native shrub cover. Members also spread native seeds in these areas.
- Members burned the woody invasive debris at the WLS to create biochar for tree plantings this spring.
- Members have begun frog and toad surveys across the park system. Members will complete 3 rounds of surveys this spring/summer.
- Staff and members hosted a large volunteer event on Earth Day (April 22nd) and an “Eco Fair” (April 26th).
- Members continue to complete Disaster Response training through Serve Wisconsin.
- Staff hosted a large-scale volunteer effort for the NFL Draft. This resulted in additional trail work, restoration, and beautification projects.
- Members completed pre-draft quality assessments on the park system to ensure post-Draft conditions are equal or better than pre-Draft conditions.

RECREATION DIVISION

- We will be offering Men’s Slow-pitch, Co-Ed Slow-pitch and Men’s Modified softball leagues at Beaver Dam Park. The season is scheduled to begin the week of May 5th.
- Registration is currently taking place for our recreation summer day camps at the WLS. The camps will run for 8 weeks, Monday – Thursday 9 a.m. – 4 p.m., and is scheduled to begin the week of June 16th. Field trips will take place on Thursdays. Classes are limited to 15 participants.
- Youth Soccer Skills program started April 14th at Edison Middle School. The program is full at 20 participants.
- Interviews for Playground leaders have started. We are actively looking for 13 summer staff for our 16 program sites.
- Parkee Program is available online, including new weekly themes. This information can be found at <https://www.greenbaywi.gov/397/Parkee-Program>.
- The Playground Assistant Manager position has been filled by a 16-year veteran of the park program.

AQUATICS

- Rehire information has been sent out. We also sent out cards to returning staff as a fun reminder to complete their paperwork and secure their position.
- Staffing Numbers
 - Our goal for full-time Lifeguards is 62. We currently have 27. Of those, 12 are uncertified but will be getting certified.
 - Our goal for full-time Facility Attendants is 44. We currently have 30.
- Applications for Facility Attendants and Lifeguards are active; we have begun hiring new staff and interviews will continue.
- Staff are continuing to develop a plan for lifeguard recruitment. Along with the cards to returning staff, we sent out "tag a friend" cards as a tool to encourage staff to have their friends apply. Both the staff member and friend applying will put their name on

the card and the person applying will bring it to the interview and both people will be entered into a raffle.

- Staff are creating an in-house CPR class to train staff in alignment with the recent code update that CPR certification must be completed annually, it was previously done biannually.
- Staff are planning a dog swim event for the end of summer at Joannes, more details to come.
- Staff are working on developing a plan for private swim lessons and a streamlined registration.
- Group swim lesson registration was released on Friday, April 4th for residents and on Friday, April 18th for non-residents.

BAY BEACH AMUSEMENT PARK

- Concessions and Shelters
 - Orders have been placed and started to be delivered for the Souvenir shop.
 - Working with vendors to get new products.
 - Most areas are ready to go. Trailer will be delayed as we are waiting on a new freezer.
- Rides
 - Nebulaz: Staff are working with the manufacturer, Zamperla, to address the current gear box issues.
 - Sea Dragon: Staff are working with Hydraulic Solutions on valve replacement.
 - West Train: Plans have been approved by the state. Refurbishment of the engine has been completed. The contractor is onsite, working on the ride expansion.
- Inclusive Playground
 - Working on donation plaque.
 - On nice days, there are plenty of families utilizing our playground.
- Events/Projects
 - The park opened on April 23-26 for the NFL Draft. We did close on April 25 due to inclement weather.
- Staffing
 - Interviews.
 - Concessions (positions are full).
 - 197 total applicants.
 - 152 interviews scheduled or completed.
 - Ride Operator (still need to hire 4 employees).
 - 125 total applicants.
 - 65 interviews completed.
 - 12 interviews scheduled.

Metro Boat Launch

- Docks have been installed.
- The Pay Station is open and taking payments.

Triangle Sports Area

- Floors were cleaned and the shelter was prepared for April rentals.

WILDLIFE SANCTUARY

- Draft Week Public programming underway. Free daily environmental education and animal encounter programming throughout the day at various park buildings.
- Woodland Building waterfall system running and final cage improvements for the season are complete with all the animals outside. Indoor animal exhibit signs updated.
- Woodland Building restroom/dump sink – cleaning tubs update all complete.
- Crow cage and two other bird of prey enclosures interior renovation complete.
- Wildlife Rehabilitation season is busy starting now with rabbit/squirrels/etc, with baby birds to follow.
- School programming and field trip ‘busy season’ getting underway with dozens of programs scheduled both onsite and off featuring our Naturalists and live animals/etc.
- WLS benefited from the AmeriCorps Green Bay Conservation Corps Earth Day event with volunteers planting trees, spreading mulch, and general park clean-up.
- Corn price increase continues to be well received by park patrons.

ADMINISTRATION

- Reservations for shelter rentals are open for 2025, and we are getting a great response.
- Staff are continuing to support special event requests, with an emphasis on the NFL Draft.
- The 2025 hiring season is open, we have rehired and offered positions to our returning staff. Seasonal positions are now up and accepting 2025 applicants and most positions are filled.
- Gift cards are available to purchase by phone, mailed, or in person in our office.
- Metal Detecting Permits are available for purchase online, or in person in our office.
- Pool passes are available for purchase online, or in person in our office.
- Posted social media events, programs, and information.
- Summer Dance programs are open for registration effective April 1st.
- Annual swim classes are open for registration online, in person, or by calling the Parks and Recreation Office effective April 4th for residents.
- Annual Metro Boat passes are now available in the Parks and Recreation Office for the 2025 season.