



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, AUGUST 13, 2025, 5:00 PM

In person at City Hall, Room 207.

Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

1. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84314784824?pwd=THBkd mRwTl k4MG5DV3hhbC9xVDhXdz09>

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.

1. Members: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

C. Approval of the Agenda.

1. Approval of the agenda for the Wednesday, August 13, 2025, meeting of the Parks Committee.

D. Approval of Minutes.

1. Approval of the minutes from the July 30, 2025 Parks Committee meeting.

E. Regular Business.

1. Consideration with possible action on accepting an AmeriCorps Program Funding Grant for \$395,162 to continue the Green Bay Conservation Corps program through 2026.
2. Consideration with possible action on the approval of a 12' wide Utility Easement along the north side of Atkinson Park with Wisconsin Public Service to relocate overhead power lines.

F. Informational.

1. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
2. Next Meeting: September 10, 2025.

G. Adjournment.

1. Adjournment of the Wednesday, August 13, 2025, meeting of the Parks Committee.

- 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

August 13, 2025

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the July 30, 2025 Parks Committee meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Parks Committee Minutes 7-30-25



MINUTES OF THE PARKS COMMITTEE

WEDNESDAY, JULY 30, 2025, 5:00 PM

In person at City Hall, Room 207.

Virtual attendance is also available via Zoom.

AMENDED

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84314784824?pwd=THBkdMwTlk4MG5DV3hhdC9xVDhXdz09>

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.

- I. Members: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Wednesday, July 30, 2025, meeting of the Parks Committee.

Moved by Ald. Joey Prestley, seconded by Ald. Jim Ridderbush to approve.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the July 9, 2025 meeting.

Moved by Ald. Joey Prestley, seconded by Ald. Melinda Eck to approve.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

E. REGULAR BUSINESS.

1. Consideration with possible action on the request by Ald. Galvin for the City to obtain an RRFB for the cross walk at Monroe Avenue and St. James Park.

Moved by Ald. Jim Ridderbush, seconded by Ald. Melinda Eck to approve proceeding with staff recommendations regarding upgrades to the cross walk at Monroe Avenue and St. James Park and continue to monitor for the possible installation of an RRFB in the future.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

2. Consideration with possible action on the approval of hiring WDM Architects to complete a Strategic Business Plan and Masterplan for the Wildlife Sanctuary for a total cost of \$310,000.

Moved by Ald. Jim Ridderbush, seconded by Ald. Joey Prestley to approve hiring WDM Architects to complete a Strategic Business Plan and Masterplan for the Wildlife Sanctuary for a total cost of \$310,000.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

3. Consideration with possible action on the approval of a Change Order for \$70,680 to ISG's contract for the engineering associated with the Leicht Park redevelopment.

Moved by Ald. Melinda Eck, seconded by Ald. Joey Prestley to approve a Change Order for \$70,680 to ISG's contract for the engineering associated with the Leicht Park redevelopment.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

4. Consideration with possible action on hiring Somerville to design and create construction bid documents for the JBS Barn for a total cost of \$122,700.

Moved by Ald. Joey Prestley, seconded by Ald. Jim Ridderbush to approve hiring Somerville to design and create construction bid documents for the JBS Barn for a total cost of \$122,700.

Motion Passed.

Yes-Joey Prestley, Ben Delie, Jim Ridderbush, No-Melinda Eck, Abstain-None.

F. INFORMATIONAL.

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

Moved by Ald. Melinda Eck, seconded by Ald. Joey Prestley to receive and place on file the Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

2. Next Meeting: August 13, 2025.

G. ADJOURNMENT.

1. Adjournment of the Wednesday, July 30, 2025, meeting of the Parks Committee.

Moved by Ald. Jim Ridderbush, seconded by Ald. Melinda Eck to adjourn.

Motion Passed.

Yes-Joey Prestley, Melinda Eck, Ben Delie, Jim Ridderbush, No-None, Abstain-None.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 13, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.1

Consideration with possible action on accepting an AmeriCorps Program Funding Grant for \$395,162 to continue the Green Bay Conservation Corps program through 2026.

BACKGROUND

The Green Bay Conservation Corps is primarily funded through an AmeriCorps grant. We are just finishing up the third year of operations. The AmeriCorps program recently announced that the funding has been reinstated for this program and that they have approved grant funding to run the Green Bay Conservation Corps for 1 more year.

In 2025 the grant funded \$433,052 and the City was required to provide \$120,891 in matching City dollars. The current grant will fund \$395,162 and the City is required to provide \$140,967 in matching funds. In summary, the City is receiving \$37,890 less in grant funding and is required to provide an additional \$20,076 in matching funding compared to last year. The Conservation Corps is planning on creating a roving crew this year and on a part-time basis will do work for other communities. We will charge a fee for this service. These additional revenues will provide adequate funding so that the 2026 budget will not need to increase to make up the difference in funding compared to 2025.

The City originally applied for \$500,000 in AmeriCorps grant funding to not only fund the Conservation Corps program in full, but to also implement a Community Corps division of the program. Unfortunately, during the grant selection process we were notified that there was not as much funding available in grant funding compared to last year and the City was only able to receive \$395,162 in grant funding. Therefore, the Community Corps division has been eliminated from the grant. We can always reapply to implement the Community Corps in future years if additional grant dollars become available.

RECOMMENDATION

To approve.

FISCAL IMPACT

By accepting this \$395,162 grant award, the City is committing to funding \$140,967 as a match to the grant. The City's match through the end of 2025 is already funded in the 2025 budget. This funding will have to continue into 2026, when approving the 2026 budget.

ATTACHMENTS

1. Grant Award Email
2. 24AFEWI001 A4 - 25-26 Notice of Grant Award
3. 24AFEWI001 A4 - 25-26 Funding Summary Chart
4. AmeriCorps_Application

5. 2025-26 Budget Narrative_July Revisions

Dan Ditscheit

From: Yule, Steven - DOA <steven.yule@wisconsin.gov>
Sent: Tuesday, August 5, 2025 9:54 AM
To: Yule, Steven - DOA
Subject: [EXTERNAL] 24AFEWI001 2025-2026 Formula Cost-Reimbursement Program Grants Awarded by CNCS/AmeriCorps
Attachments: 24AFEWI001 A4 - 25-26 Notice of Grant Award.pdf; 24AFEWI001 A4 - 25-26 Funding Summary Chart.pdf; 24AFEWI001 A4 - 25-26 Program Summary Chart.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Caution: This email originated from a sender outside of your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings 2025-2026 Formula Cost-Reimbursement Grantees!

Some very good news for you! Yesterday evening CNCS/AmeriCorps awarded Serve Wisconsin's 24AFEWI001 Prime grant for 2025-2026 Formula cost-reimbursement programs, which includes the subgrant for your program(s). Attached for your records are copies of the Notice of Grant Award, Funding Summary Chart, and Program Summary Chart.

Serve Wisconsin retains copies of these notice of award emails as documentation that we have met OMB Uniform Guidance requirements that we provided notice to you about grant award information. Also a reminder that this provides records retention guidance in that your 2025-2026 program year records are subject to the retention schedule for Serve Wisconsin's 24AFEWI001 Prime grant.

Reminder to please be sure to review the CNCS/AmeriCorps 2025 (applicable to 2025-2026 program year funding) General grant terms and conditions available here: <https://www.americorps.gov/sites/default/files/document/FY2025-General-Terms-and-Conditions.pdf>

And also review the 2025 AmeriCorps State & National specific grant terms and conditions available here: https://www.americorps.gov/sites/default/files/document/2025-06/2025_ASN_Program_Specific_T%26C.pdf

I will be emailing you the annual grant agreement additional documents shortly and will be drafting your grant agreement(s) and getting it/them out for signature soon.

Thank you!

Steven



AmeriCorps

Steven Yule | Senior Grants Manager

Serve Wisconsin

101 E. Wilson, 6th Floor, Madison WI 53703

steven.yule@wisconsin.gov

(608) 266-8161

Pronouns: He, Him, His

<https://www.servewisconsin.wi.gov/>

Notice of Grant Award

Corporation for National and Community Service

250 E Street SW, Suite 300
Washington, DC 20525-0001
(202) 606-5000

AmeriCorps State
Grantee

STATE OF WISCONSIN DEPT OF ADMIN
101 E Wilson ST Madison WI 53703-3405

EIN: 396028867
UEI: EQL7FFLJRC99

Award Information

Agreement No.:	24AFEWI001	Performance Period:	08/15/2024 - 08/14/2027
Amendment No.:	4	Budget Period:	08/15/2025 - 08/14/2027
CFDA No.:	94.006	Grant Year:	2

Purpose

The purpose of this award is to assist the grantee in carrying out a national service program as authorized by the National and Community Service Act of 1990, as amended (42 U.S.C. §12501 et seq.).

Funding Information

Year 2	Previously Awarded This Year	This Award/ Amendment	Total Current Year
Total Obligated by CNCS	\$0	\$3,304,598	\$3,304,598
Grantee's Unobligated Balance (Carryover)	\$0	\$1,269,016	\$1,269,016
Total Available	\$0	\$4,573,614	\$4,573,614

Cumulative Funding for Project Period

Total Awarded in Previous Amendments	\$4,611,178
Total CNCS Funds Awarded to Date	\$7,915,776

Member Information

Member Education Awards as of this Amendment

	W/Allowance	WO/Allowance
Full Time (1700 hours)	86	1
Three Quarter Time (1200 hours)	28	0
1-Year Half Time (900 hours)	43	0
2-Year Half Time (1st Year)	0	0
2-Year Half Time (2nd Year)	0	0
Reduced Half Time (675 hours)	27	0
Quarter Time (450 hours)	68	0
Minimum Time (300 hours)	32	27
Abbreviated Time (100 hours)	0	0
Member Service Years (MSY Awards)	168.86	

Funding Source and Amount

2025--OPE1-F10-OPO-23000-4101	\$3,304,598.00
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Award Description

This award funds the approved 2025–26 AmeriCorps Formula program(s), as listed on the approved program and funding summary charts. No member may enroll prior to the approved start date of the member enrollment period. Your 2025–26 budgetary match is 31.92%. This award includes \$1,269,016 in carry forward funding for the 2025-26 program year.

Terms of Acceptance: By accepting funds under this grant, recipient agrees to comply with General Terms and Conditions found at <https://www.americorps.gov/sites/default/files/document/FY2025-General-Terms-and-Conditions.pdf> and the Program Terms and Conditions found at https://www.americorps.gov/sites/default/files/document/2025-06/2025_ASN_Program_Specific_T%26C.pdf. Recipient also agrees to comply with assurances and certifications made in the grant application, supporting documents, and with applicable federal statutes, regulations and guidelines.

Corporation for National and Community Service:

Notice of Grant Award

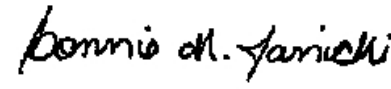
250 E Street SW, Suite 300
Washington, DC 20525-0001
(202) 606-5000

AmeriCorps State
Grantee

STATE OF WISCONSIN DEPT OF ADMIN	EIN: 396028867
101 E Wilson ST Madison WI 53703-3405	UEI: EQL7FFLJRC99

Award Information

Agreement No.: 24AFEWI001	Performance Period: 08/15/2024 - 08/14/2027
Amendment No.: 4	Budget Period: 08/15/2025 - 08/14/2027
CFDA No.:	Grant Year: 2

	08/04/2025
Signature	Award Date

Bonnie Janicki
Senior Grants Officer

Yekaterina Tovmenko, 202-815-5513
Grants Officer

NorthCentral Region
Program Officer

STATE OF WISCONSIN DEPT OF ADMIN
Legal Applicant

Steven Yule
Project Director

Robin Malicki
Certifying Official/Executive Officer

AmeriCorps State Funding Summary Chart

Legal Applicant: STATE OF WISCONSIN DEPT OF ADMIN
Grant Number: 24AFEWI001
Grant Year: 2025

Application ID Number/ Operating Site/ Applicant	Program Name	App Type	Funding Type	# Yrs Rcvng CNCS Funds*	Corporation Funds		Grantee Funds		Reqd Match %	Approved Alternative Match Schedule or Waiver	Total MSYs	Cost/ MSY
25AC277785 / Central Conservation, Inc.	Central Conservation -2025	N		1	992,628	70.19%	421,508	29.81%	24.00%	N/A	39.39	\$25,200.00
25AC277561 / City of Green Bay	City of Green Bay	N		4	395,162	73.71%	140,967	26.29%	26.00%	N/A	15.7	\$25,169.55
25AC277552 / MARSHFIELD CLINIC, INC.	MCCHS AC Public Health Recovery Corps PHA to ASN Conversion	N		1	378,000	74.34%	130,505	25.66%	24.00%	N/A	15.0	\$25,200.00
25AC277556 / MARSHFIELD CLINIC, INC.	MCCHS AC Public Health Community Corps PHA to ASN Conversion	N		1	1,008,000	74.48%	345,387	25.52%	24.00%	N/A	40.0	\$25,200.00
25AC275591 / Marquette University	414 Fellows AmeriCorps Program	C		7	139,251	71.50%	55,503	28.50%	28.00%	N/A	5.71	\$24,387.22
25AC275482 / Milwaukee Bar Association Foundation, Inc.	Milwaukee Justice Center	C		3	186,227	75.89%	59,161	24.11%	24.00%	N/A	7.39	\$25,199.86
25AC277558 / Racine Zoological Society, Inc.	Racine Zoo AmeriCorps Program	N		7	69,704	70.44%	29,258	29.56%	28.00%	N/A	2.8	\$24,894.29
25AC277842 / STATE OF WISCONSIN DEPT OF ADMIN	Placeholder WI Cost Reimbursement	C		3	349,518	50.00%	349,518	50.00%	24.00%	N/A	1.0	\$349,518.00
25AC277555 / United Way Fox Cities Inc	UNITED WAY FOX CITIES, INC. PHA to ASN Conversion	N		1	126,000	75.43%	41,042	24.57%	24.00%	N/A	5.0	\$25,200.00
25AC277557 / United Way of Dane County, Inc.	Schools of Hope AmeriCorps Project	N		10	201,600	37.95%	329,605	62.05%	30.00%	N/A	8.0	\$25,200.00
25AC275441 / University of Wisconsin System	Wisconsin 4-H Program Expanding Access	C		3	326,088	76.00%	102,975	24.00%	24.00%	N/A	12.94	\$25,200.00
25AC277560 / WISCONSIN ASSOCIATION OF FREE & CHARITABLE CLINICS INC	WAFCC - PHA to ASN Conversion	N		1	401,436	74.30%	138,866	25.70%	24.00%	N/A	15.93	\$25,200.00
Operating Sites Subtotal				n/a	4,573,614	68.08%	2,144,295	31.92%	n/a		168.86	\$27,085.24
Parent Org. Subtotal				n/a	0	0.00%	0	0.00%	n/a		0.0	\$0.00
Totals				n/a	4,573,614	68.08%	2,144,295	31.92%	24.65%		168.86	\$27,085.24

*Based on number of years that a program has received funding from the Corporation as outlined in CFR 45 ¶ 2521.60

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE

Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)

1. TYPE OF SUBMISSION:

Application ☒ Non-Construction

2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS):

3. DATE RECEIVED BY STATE:

23-JUN-25

STATE APPLICATION IDENTIFIER:

2b. APPLICATION ID:

25AC277561

4. DATE RECEIVED BY FEDERAL AGENCY:

FEDERAL IDENTIFIER:

24AFWI0010011

5. APPLICATION INFORMATION

LEGAL NAME: City of Green Bay

UEI NUMBER: ZCUZDCHF7C6

ADDRESS (give street address, city, state, zip code and county):

100 N Jefferson St
Green Bay WI 54301 - 5006
County: Brown

NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes):

NAME: Maria E. Otto

TELEPHONE NUMBER: (920) 448-3386

FAX NUMBER:

INTERNET E-MAIL ADDRESS: maria.otto@greenbaywi.gov

6. EMPLOYER IDENTIFICATION NUMBER (EIN):

396005458

7. TYPE OF APPLICANT:

7a. Local Government - Municipal

7b. Local Government, Municipal

8. TYPE OF APPLICATION (Check appropriate box).

☒ NEW ☐ NEW/PREVIOUS GRANTEE

☐ CONTINUATION ☐ AMENDMENT

If Amendment, enter appropriate letter(s) in box(es):

A. AUGMENTATION B. BUDGET REVISION

C. NO COST EXTENSION D. OTHER (specify below):

9. NAME OF FEDERAL AGENCY:

Corporation for National and Community Service

10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.006

10b. TITLE: AmeriCorps State

11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:

City of Green Bay

12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc):

Green Bay, WI, Brown County, WI, Outagamie County, WI, Kewaunee County, WI, Oconto County, WI, Shawano County, WI, Calumet County, WI, Manitowish County

11.b. CNCS PROGRAM INITIATIVE (IF ANY):

13. PROPOSED PROJECT: START DATE: 09/01/25 END DATE: 08/31/26

14. CONGRESSIONAL DISTRICT OF: a.Applicant WI 08 b.Program WI 08

15. ESTIMATED FUNDING: Year #: 1

a. FEDERAL \$ 395,162.00

b. APPLICANT \$ 140,967.00

c. STATE \$ 0.00

d. LOCAL \$ 0.00

e. OTHER \$ 0.00

f. PROGRAM INCOME \$ 0.00

g. TOTAL \$ 536,129.00

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

☐ YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:

DATE:

☒ NO. PROGRAM IS NOT COVERED BY E.O. 12372

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

☐ YES if "Yes," attach an explanation. ☒ NO

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. TYPED NAME OF AUTHORIZED REPRESENTATIVE:

Daniel Ditscheit

b. TITLE:

c. TELEPHONE NUMBER:

(920) 448-3381

d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:

e. DATE SIGNED:

10/11/24

Narratives

Executive Summary

The City of Green Bay will have 39 AmeriCorps members in Green Bay, Wisconsin. AmeriCorps members will restore habitats, maintain trails, improve sustainability practices, and build community. At the end of the first program year, the AmeriCorps members will be responsible for 150 acres of parkland treated, 10,000 native plants installed, 1.5 miles of trails maintained, and hosting 5 community events. In addition, the AmeriCorps members will leverage 300 volunteers who will be engaged in restoration practices, trail improvements, and beautification activities.

The AmeriCorps investment will be matched with \$140,967, \$140,967 in public funding and \$0 in private funding.

Rationale and Approach/Program Design

COMMUNITY AND LOGIC MODEL

Green Bay is a mid-sized city, growing at one of the highest rates in Wisconsin. The 2020 United States Census determined the City of Green Bay had a population of 107,395. This is an increase of 3.2% compared to the 2010 U.S. Census of 104,057 residents. The population of the City of Green Bay is expected to increase in the foreseeable future. Projections prepared by the Wisconsin Department of Administration indicate that Green Bay's overall population is expected to grow by 9% between 2010 and 2040, reaching approximately 113,500 residents by the year 2040.

The United States Environmental Protection Agency designated the lower Green Bay and Fox River as an Area of Concern (AOC) in 1987. This is one of five AOCs in Wisconsin. An AOC indicates areas with several Beneficial Use Impairments (BUIs); Green Bay currently has 11 listed BUIs. These include restrictions on fish and wildlife consumption, degradation of fish and wildlife populations, fish tumors or other deformities, degradation of aesthetics, degradation of benthos, loss of fish and wildlife habitat, bird or animal deformities or reproductive problems, eutrophication or undesirable algae, restrictions on drinking water consumption or odor, beach closings, and degradation of phytoplankton and zooplankton populations. This degraded habitat is a community-wide problem as it affects everyone living in and recreating in Green Bay.

The City of Green Bay Park, Recreation, and Forestry Department maintains and manages nearly 3,000 acres of recreational open space. Currently, the department employs 86 full-time staff. According to the National Parks and Recreation Association for municipalities managing 2,000-4,000 acres, the average full-time staff ranges from 115-150 employees. The City of Green Bay is well below the national average. As a result, in 2022, the city created the Conservation Corps, an AmeriCorps

Narratives

program focused on habitat restoration, trail improvement, and community engagement.

In the 2020 public input survey for the Parks, Recreation and Open Space Plan (PROP), 66% of participants stated that preserving natural areas was "extremely important" and 99% stated that trees were "an asset" to the city. The community of Green Bay is supportive of increasing the conservation of the recreational open space.

To best address the concerns, the Green Bay Conservation Corps (GBCC) will strive to improve the quality of life for residents, environmental stewardship, and sustainability in the Green Bay area. The GBCC will directly address the habitat degradation in the area. AmeriCorps members serving with this program will remove invasive species, grow and install native species, improve public access to natural resources, and monitor habitat health through mapping and surveying. In addition to serving on all City of Green Bay parks and greenways, Conservation Corps members will also partner with local landowners/managers to better address habitat degradation at the ecosystem level rather than being restricted to property lines. These partnerships will offer the opportunity to eradicate invasive species from larger expanses and improve the health of habitats at the ecosystem/watershed level. Finally, AmeriCorps members will engage the public through educational workshops, events, and volunteer recruitment.

EVIDENCE BASE

Evidence for the Green Bay AmeriCorps program should be reviewed in the "strong tier". Two AmeriCorps-specific studies were utilized to guide the design and implementation to address the National Performance Measure EN4: Acres of parks/public land treated and (EN4.1) acres improved. These studies used Before, After, Control, Impact (BACI) designs that meet quasi-experimental design metrics. Both studies were conducted at multiple sites in Washington and Montana on park properties like those found in Green Bay. Sites involved in the studies were invaded with invasive species before AmeriCorps intervention; in the Montana study it was recorded that "noxious weeds infest 20% of the land base of Montana State Parks". This total area accounts for 1,291 acres out of the managed 6,255 acres. In Green Bay, the invasive spread is estimated at a similar rate in parks and greenways. Finally, both studies had the same performance measures as the Green Bay AmeriCorps program, EN4.1 parkland improved, and AmeriCorps member interventions were the same, hand pulling, chemical applications, and power tool use.

Additional local evidence is used to increase the effectiveness of the Green Bay AmeriCorps program including past performance measure data and accomplishments of the Green Bay Conservation

Narratives

Corps.

The first study reviewed is the Impact Evaluation Report for EarthCorps Restoration Methods conducted in 2019. The study sought to evaluate restoration efforts' effect on habitat health using invasive species as an indicator. Through a Before, After, Control, Impact (BACI) design, evaluators answered, "Does the restoration action done by EarthCorps achieve the outcome of making natural areas healthier?" The results showed that restoration practices completed by AmeriCorps members are an effective way to decrease invasive species and therefore improve habitat health. The average invasive cover before treatment was 93.2% and after treatment was 16.3%. AmeriCorps members used manual and herbicide treatment efforts to control invasive species, spending approximately 70% of their time performing restoration practices. Green Bay AmeriCorps will perform the same restoration methods evaluated in this study at a combined dosage of 65% (habitat restoration, establishing native plants, and mapping efforts).

Secondly, the 2019 Impact Evaluation of Montana State Parks AmeriCorps program also concluded that "the AmeriCorps' weed treatments were quite successful nearly cutting the mean noxious weed cover in half", (Naiman-Sessions & Shteir, 2019, p.11). Again, using a BACI analysis, evaluators documented significant control of invasive species through AmeriCorps member efforts. In this study, treatment sites saw a 25% decrease. AmeriCorps members used herbicide and hand-pulling methods of treatment for invasive control. Green Bay AmeriCorps will perform the same restoration methods evaluated in this study.

Focusing locally, the Green Bay Conservation Corps surpassed performance measure EN4.1 targets in the 2022-23 and 2023-24 program years by 107% and 101%, respectively. In 2024, from May to August AmeriCorps members removed over 9,300 gallons of invasive species from City of Green Bay parks and greenways. Additionally, since the first program year, over 35,000 native species have been installed in the park system. The program has been responsible for improving habitat health across at least 150 acres; with second treatments occurring on all 2022-23 project sites.

NOTICE PRIORITY

The Green Bay AmeriCorps program will promote environmental stewardship to help communities (especially underserved households and communities) become more resilient by reducing greenhouse gas emissions, conserving land and water, increasing renewable energy use, and improving at-risk ecosystems.

Narratives

MEMBER EXPERIENCE

AmeriCorps members will begin their term of service with a 2-week orientation to acclimate members to the community and the service projects. Day 1 will be an overview training on AmeriCorps history, priorities, and design. Day 2 will focus on the greater community of Green Bay to include the City of Green Bay's values and vision. From day 3 and on, AmeriCorps members will divide to receive project-specific training on their focus area.

Throughout their service, members will gain skills for future career paths and develop as leaders. Numerous training opportunities have been planned which include bee identification, survey protocols and identification, introductory use of GIS (geographic information system), GPS use and mapping, conflict management, strength finder activities, career panels and mock interviews, first aid/CPR and wildland first aid to name a few. AmeriCorps members will also have access to online training opportunities through On3Learn, Civmic, and LifeMatters which house thousands of training opportunities to further their development. In addition to training, members will have the opportunity to plan and lead volunteer and community events. These opportunities will be designed to develop key leadership skills among the members and integrate them into the community they serve.

Members will have the opportunity to take on leadership roles such as Safety Leader, Tool Manager, Record Keeper, Marketing Lead, and others. These roles are designed to give members experience and opportunities to expand their workforce skills. Leadership roles are distributed weekly.

AmeriCorps programs and members may participate in disaster relief. There is no cap on the amount of time programs and members may spend on disaster relief efforts during the program year; however, programs will not engage in disaster relief on such a long-term basis that the program focus significantly changes. Hours served by members responding to disaster will count toward their AmeriCorps term of service if they are pre-approved by the Program Director. Disaster response on-site supervisors will track and verify AmeriCorps members' activities and hours.

AmeriCorps members may be provided the opportunity for occasional service outside the focus of this program to better understand and benefit their community and to participate in National Days of Service. These hours may be counted towards the member's term of service if they do not interfere with their normal service hours or conflict with prohibited activities, the service is approved by the member's supervisor [and/or] program director and the supervisor of the service activity signs an agreement certifying the service and hours performed.

Organizational Capability

ORGANIZATIONAL BACKGROUND AND STAFF

Narratives

The City of Green Bay is a local government with numerous departments that will be crucial in implementing the AmeriCorps program. Specific departments and divisions include Human Resources, Risk Management, Finance, Information Technology, Parks, Recreation and Forestry, and Community and Economic Development. These departments and divisions will provide support and assistance with the many aspects of implementing and managing a Federal grant.

There will be 2 staff members assigned directly to the AmeriCorps program. The AmeriCorps Superintendent (Program Director) will oversee the program in its entirety with the support of the field manager. The Program Director will also serve as the liaison between departments and divisions within the City of Green Bay. The Conservation Corps will receive direct supervision from the Field Manager who will supervise members directly to complete project planning and grow community partnerships. The AmeriCorps Superintendent will ensure compliance of activities, submit program progress reports and financial reports, and offer support to the program manager as needed.

The City of Green Bay has successfully implemented 2 years, going into its third of a formula-funded AmeriCorps program under the guidance of the current AmeriCorps Superintendent. Each year, the program reached its performance measures and stayed under budget. The addition of an AmeriCorps program in 2022 resulted in staff adopting new policies and procedures to ensure compliance. Through courses taken on Litmos and On3Learn platforms, staff were able to implement and manage the AmeriCorps grant successfully.

The Green Bay AmeriCorps program encompasses the City's mission:

The City of Green Bay is a proud community dedicated to enhancing the quality of life for all residents and businesses through asset management and investment in strategic growth.

From this mission come 5 Key Strategies:

1. Balanced and Equitable Community Development.
2. Employee Recruitment and Engagement.
3. Customer Service
4. 21st Century Infrastructure.
5. Long Range Fiscal Strength and Sustainability.

The AmeriCorps program has achieved 90% recruitment each year previously, and it's anticipated that this will continue with the expansion. As mentioned in other sections of this narrative, the program strives to engage its members and build networking opportunities into the program design. All AmeriCorps members receive customer service training and interact with the public daily during their service. The Conservation Corps will implement infrastructure projects such as trail building or green

Narratives

infrastructure through stormwater management. The AmeriCorps program seeks partnerships, donations, and local grants to achieve its goals with the smallest impact on the Green Bay taxpayer. Finally, the Green Bay AmeriCorps program has facilitated numerous partnerships to increase the workforce development aspect of the program. These include offering job shadow opportunities for members to shadow career fields with local, state, and federal government entities, as well as in the private sector. Service in the Conservation Corps is now a qualified pre-apprenticeship with local high schools, following the landscaping pathway. Additionally, the program meets the requirements for a Civic Engagement Internship through the University of Wisconsin -- Green Bay and the Sustainable Agriculture internship through Northeast Wisconsin Technical College. AmeriCorps members can receive training/certifications in many industry standards, such as small engine diagnostics and repair, for-hire herbicide applicator licenses, Wilderness First Aid, Anuran identification certification, and experience in many other fields.

MEMBER SUPERVISION

The Conservation Corps will receive supervision and support from the Field Assistant. Members will be assigned in crews of 5 to 10 members. Crews will have morning meetings each day with the Field Assistant to review objectives and understand expectations. Each crew will have an assigned "crew leader" who will lead members in the field throughout the day. This crew leader will be the point of contact with the Field Assistant and will be responsible for ensuring any questions are being addressed promptly. The crew leader will not act in a supervisor capacity for other members. At least once per week, the crew leader will have a meeting with the Field Assistant to review accomplishments and challenges. All member training will be completed by the Field Assistant, AmeriCorps Superintendent, or qualified professional. Members will also have access to On3Learn courses, LifeMatters EAP webinars, and NeoGov to expand training opportunities.

All staff assigned to the AmeriCorps program have completed extensive training through On3Learn and NeoGov, an online training platform for City employees. Additionally, the AmeriCorps Superintendent attended a course offered through the University of Wisconsin--Madison called "Teaching Transferrable Skills". AmeriCorps staff also attend annual trainings hosted by Serve Wisconsin, the State Commission.

Every month all AmeriCorps members will come together for professional development days. These days will focus on the following topics: Conflict Resolution, Unconscious Bias, Exploring Personal and Workplace Values, Strength-based Asset Assessments, Resume Building, and Life After AmeriCorps.

Narratives

These monthly meetings will be an opportunity for members to share their experiences and get support from one another.

AmeriCorps members serving longer than 6 months will receive mid-term evaluations, which start with a member's self-reflection on evaluation points. Once the member completes the reflection, they will have a meeting with their supervisor. This format will be repeated for the end-of-term evaluation as well.

The program manager will have biweekly check-ins with the AmeriCorps Superintendent for support and assistance where needed. Finally, all staff will attend the annual America Service Commission conference and all Serve Wisconsin training to stay up to date with AmeriCorps guidance.

Cost Effectiveness and Budget Adequacy

MEMBER RECRUITMENT

In the budget, there is \$250 allocated for member recruitment. This will go towards college job fair enrollment fees. College fairs will take place in the greater Green Bay area at local universities such as the University of Wisconsin -- Green Bay, Northeast Technical College, St. Norbert, and University of Wisconsin -- Oshkosh. Additionally, recruitment flyers will be printed and posted throughout the community to advertise to a diverse applicant pool. Flyer locations include the Oneida Nation Community Center, We All Rise: African American Resource Center, local library branches, local high schools, and many others. All budgeted resources for recruitment aim to engage the local community to better serve that community.

Finally, AmeriCorps staff attend local community events to engage a wide array of people. The events include Farmer's Markets, Kid's Day, Winterfest, and others. Staff also give class presentations to high school students and college students.

Member benefits are adjusted annually to reflect the average cost of living in Green Bay, Wisconsin. The living allowance has steadily increased each year of implementation. Additionally, the City of Green Bay offers free Metro bus passes to all members to reduce the cost of transportation. Members are given a resource packet upon accepting a service position. This packet includes numerous resources to aid the member's transition into an AmeriCorps position. Some notable resources include a guide to finding housing in the Green Bay area, which was compiled by We All Rise: African American Resource Center; resources on how to use HomeShare Online, a home-sharing platform; local meal deals; money-saving apps; and resources to apply for Supplemental Nutrition Assistance Program (SNAP).

Narratives

MEMBER RETENTION

The Green Bay AmeriCorps program maintained a retention rate of approximately 85% for the first two years of implementation. So far in year 3, the program has a 92% retention rate. The program design for the Green Bay AmeriCorps includes member positions in a 'lead' capacity. These lead positions receive additional training opportunities and certifications, such as Wilderness First Aid and an herbicide applicator license. All members can opt into the "Leadership Pathway" to prepare themselves for future leadership positions. The Leadership Pathway offers an extensive training curriculum to includes project planning, motivating teams, advanced conflict resolution, communication, and overall leadership skills. All members receive resume building and conflict resolution training, as well as many other trainings previously mentioned.

The Green Bay AmeriCorps program partners with local high schools and universities to offer workforce development pathways, such as the Youth Apprenticeship program and numerous internships through universities. Twice a year, a panel of local professionals gives a presentation to the members. These professionals represent the government, non-profit, and private sectors related to sustainability or environmental stewardship. Members are encouraged to prepare and ask questions to gain valuable insight into industry careers while also networking with the professionals. Throughout the year, the AmeriCorps members are provided opportunities to expand their network. All members are given free membership to the Current Young Professionals (CYP) group through the Greater Green Bay Chamber. CYP provides an opportunity for individuals to participate in professional development, social networking, and community engagement opportunities within Greater Green Bay. Additionally, members complete partnership projects with local professionals and organizations. These collaborations include local municipalities, non-profit organizations, and resource groups. Collaborations have resulted in member events such as free tickets to the Winter Festival and a free guided tour of the Botanical Gardens. Finally, all members come together monthly for development days. These days include a training session followed by a feedback session. The feedback session ends with announcing the Member of the Month from each crew/team. Each Member of the Month receives the choice of one AmeriCorps swag item, such as a fanny pack, water bottle, or notebook.

DATA COLLECTION

The Green Bay AmeriCorps program has access to two Garmin GPS units, a tablet, online mapping and data collection software, and City smartphones. There will be no budget impact for data collection

Narratives

activities at this time. AmeriCorps members completing habitat restoration will utilize the Garmin GPS units to track the treatment area and then use ArcGIS to create online maps. Each day will be a separate polygon on the ArcGIS map to record daily accomplishments and easily delineate progress on a quarterly and annual basis without duplication. In addition, all members will utilize smartphones, laptops, or tablets to complete Google Forms for daily accomplishments. This survey form records the date, activity completed, which members were present, the number of volunteers engaged, and the location of the service project. The form collects detailed information for the week's progress, including, but not limited to, yards of mulch spread on trails, gallons of invasive plant material removed, number of community members engaged, number of native plants installed, number of residents referred to energy resources, and number of energy audits completed. Staff review the accomplishment forms monthly to ensure targets are being met. Annual data is compiled and reviewed with additional City Staff to set accurate and achievable targets for upcoming program years.

Evaluation Summary or Plan

N/A

Amendment Justification

N/A

Clarification Summary

N/A

Continuation Changes

N/A

Grant Characteristics

Budget Narrative: City of Green Bay for City of Green Bay

Section I. Program Operating Costs

A. Personnel Expenses

Position/Title -Qty -Annual Salary -% Time	CNCS Share	Grantee Share	Total Amount
Conservation Corps Coordinator: - 1 person(s) at 80933 each x 80 % usage	0	64,746	64,746
Field Assistant: - 1 person(s) at 58325 each x 90 % usage	4,000	48,493	52,493
Category Totals	4,000	113,239	117,239

B. Personnel Fringe Benefits

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
Staff Health: Coordinator: \$574.72/month x 12 months x 90%. Assistant: \$574.72/month x 12 months x 80%. Total = \$11,724	0	11,724	11,724
Category Totals	0	11,724	11,724

C. Travel

Staff Travel

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
Travel to CNCS-Sponsored Meetings:	0	0	0
America Service Commission Conference: 2 staff x (\$500 airfare + (\$120 lodging x 2 nights) + (\$75 per diem x 2 days) + \$300 registration fee)	0	2,380	2,380
Category Totals	0	2,380	2,380

Member Travel

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0

D. Equipment

Item/Purpose -Qty -Unit Cost	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0

E. Supplies

Item -Calculation	CNCS Share	Grantee Share	Total Amount
Herbicide: Blue Dye (1) =\$55) + (Bark Oil \$22/gal x15gal =\$330) + (Garlon 4, \$95/gal x 10gal = \$950) = \$1335	0	1,335	1,335
Brush saw: \$1,200/each x2 = \$2,400. Brush saws are used to cut and remove invasive species to treat and improve parkland. (PM EN4.1)	0	2,400	2,400

Backpack sprayer: \$100/each x 3 = 300	0	300	300
Safety gear: safety glasses \$16/box x 4=\$64. ear protection bulk box \$15x3=\$45. Summer herbicide gloves=\$25/box x 15 boxes=\$375. High Visibility vest= \$22x5=\$110. Total = \$594	0	594	594
Hand tools: Rake \$20x2. Shovels \$50x5. Pole saw \$40x2. Pitch forks \$40x2. Total=\$450	0	450	450
Herbicide Safety: shop paper towels = \$24/6pk x 3=\$72. Absorbent mat=\$10/each x 3=\$30. Total=\$102	0	102	102
Americorps Apparel: AmeriCorps logo t-shirt \$20 x 39 members x 2shirts. AmeriCorps logo hat \$10 x 39 members. AmeriCorps logo lapel pin \$1x39 members=\$50. Total = \$1,833	0	1,833	1,833
Promotional/Advertisement: College fair enrollments (\$100 x 2 = \$200). Printing brochures = \$0.05/page x 1,000 pages = \$50. Total = \$250	0	250	250
Greenhouse supplies: Germination soil = \$40/bag x2. Potting soil = \$40/bale x 5. Total=\$280	0	280	280
Category Totals	0	7,544	7,544

F. Contractual and Consultant Services

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0

G. Training

Staff Training

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0

Member Training

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Herbicide Certification: \$40/member x 5 roving crew members. = 200.- Daily Rate of 40	0	200	200
Category Totals	0	200	200

H. Evaluation

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0

I. Other Program Operating Costs

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
National Service Criminal History Checks: \$65x 39 members. = 2535	0	2,535	2,535

OnCorps reporting system: \$1.40 per member per month for 12 months (1.40x39membersx12mon=\$655)	0	655	655
America's Service Commissions membership: \$250 annual membership	0	250	250
Staff Cell phones: \$40/mon/phone x 2 staff x12 months = \$960	0	960	960
The Corps Network membership: Annual fee \$1,000	0	1,000	1,000
Volunteer Tracking software: Monthly subscription to volgistics = \$40/month x 12 month = \$480	0	480	480
Category Totals	0	5,880	5,880
Section Totals	4,000	140,967	144,967
PERCENTAGE	2.76%	97.24%	

Section II. Member Costs

A. Living Allowance

Item -# Mbrs w/ Allow -Allowance Rate -# Mbrs w/o Allow	CNCS Share	Grantee Share	Total Amount
Full Time (1700 hrs): 0 Member(s) at a rate of 0 each Members W/O allowance 0	0	0	0
Three Quarter Time (1200 hours): 3 Member(s) at a rate of 15600 each Members W/O allowance 0	46,800	0	46,800
1-Year Half Time (900 hours): 18 Member(s) at a rate of 11700 each Members W/O allowance 0	210,600	0	210,600
2-Year Half Time (1st Year): Member(s) at a rate of each Members W/O allowance	0	0	0
2-Year Half Time (2nd Year): Member(s) at a rate of each Members W/O allowance	0	0	0
Reduced Half Time (675 hrs): Member(s) at a rate of each Members W/O allowance	0	0	0
Quarter Time (450 hrs): 15 Member(s) at a rate of 5800 each Members W/O allowance 0	87,000	0	87,000
Minimum Time (300 hrs): 3 Member(s) at a rate of 3800 each Members W/O allowance 0	11,400	0	11,400
Abbreviated Time (100 hrs): Member(s) at a rate of each Members W/O allowance	0	0	0
Category Totals	355,800	0	355,800

B. Member Support Costs

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
FICA for Members: 355,800*0.0765 = 27219	27,219	0	27,219
Worker's Compensation: Based on program incidents, no incidents = \$0 starting rate through entire next year. Members will be covered under City's Worker's Compensation, but cost will not be charged to program.	0	0	0
Health Care: no full-time members	0	0	0

Category Totals	27,219	0	27,219
Section Totals	383,019	0	383,019
PERCENTAGE	100.00%	0.00%	

Section III. Administrative/Indirect Costs

A. Corporation Fixed Percentage

Item -Calculation	CNCS Share	Grantee Share	Total Amount
Corporation Fixed Amount: City choosing not to claim amount.	0	0	0
Commission Fixed Amount: COMMISSION AMOUNT: CNCS share = \$387019x 0.0526 x 0.4 = \$8,143	8,143	0	8,143
Category Totals	8,143	0	8,143

B. Federally Approved Indirect Cost Rate

Calculation -Cost Type -Rate -Rate Claimed -Cost Basis	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0
Section Totals	8,143	0	8,143
PERCENTAGE	100.00%	0.00%	

Budget Totals	395,162	140,967	536,129
PERCENTAGE	73.71%	26.29%	
Required Match		26.00%	
Total MSYs	15.70		
Cost/MSY	25,169.55		

Source of Funds

Section	Match Description	Amount	Classification	Source



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 13, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.2

Consideration with possible action on the approval of a 12' wide Utility Easement along the north side of Atkinson Park with Wisconsin Public Service to relocate overhead power lines.

BACKGROUND

Public Works is planning a road reconstruction project on Mather Street along the northern edge of Atkinson Park. Currently there are utility poles with overhead wires in the right-of-way along the north side of the park. Public Works has requested that Wisconsin Public Service relocate the above ground electric lines out of the right-of-way so that they can widen the road. Therefore, Wisconsin Public Service will need to relocate these utility poles onto park property. The City will need to provide a 12' wide permanent utility easement along the northern edge of the park in order for Wisconsin Public Service to relocate these utility poles.

RECOMMENDATION

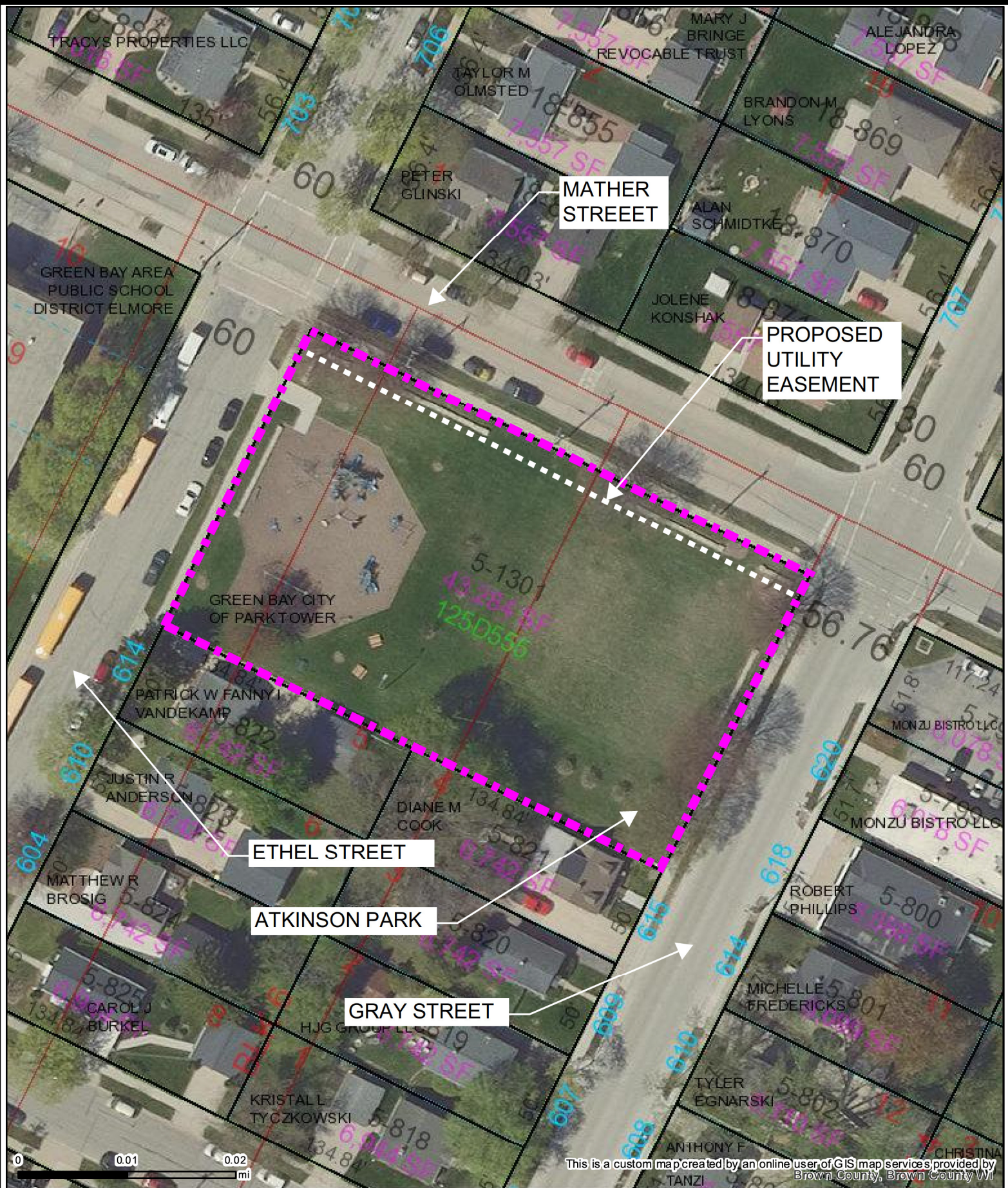
To approve.

FISCAL IMPACT

There is no cost to the City to provide the easement.

ATTACHMENTS

1. Atkinson Park Map3A
2. Easement_City of GB_LI 3335479_3464509



ATKINSON PARK PROPOSED 12' WIDE UTILITY EASEMENT

3335479

Easement

THIS INDENTURE is made this _____ day of _____, _____, by and between **City of Green Bay, a municipal corporation**, ("Grantor") and **WISCONSIN PUBLIC SERVICE CORPORATION**, a Wisconsin Corporation, along with its successors and assigns (collectively, "Grantee") for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor, owner of land, hereby grants and warrants to, Grantee, a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area" more particularly described as follows:

Part of Fort Howard Military Reserve Lots 175, 176 and 177, lying between Mather Street and Bond Street, City of Green Bay, County of Brown, State of Wisconsin, more particularly described as follows:

A 12 foot wide easement strip described as the North 12 feet of the above described Lots 175, 176 and 177, lying South of and abutting the Southerly right of way line of Mather Street.

See the **attached Exhibit "A"**.

Return to:
Wisconsin Public Service Corp.
Real Estate Dept.
P.O. Box 19001
Green Bay, WI 54307-9001

Tax Parcel Identification Number
(PIN)

5-1301

- 1. Purpose: ELECTRIC UNDERGROUND, ELECTRIC OVERHEAD and GAS** - The purpose of this easement is to construct, install, operate, maintain repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground, and to construct, erect, operate, maintain and replace overhead utility facilities, including a line of poles, together with the necessary conductors, anchors, guy wires, underground cable, pedestals, riser equipment and all other appurtenant equipment above ground, as well as pipeline or pipelines with valves, tieovers, main laterals and service laterals, together with all necessary and appurtenant equipment under and above ground, including cathodic protection apparatus used for corrosion control, as deemed necessary by Grantee, for the transmission and distribution of electric energy, signals, television and telecommunications services, natural gas and all by-products thereof, or any liquids, gases, or substances which can or may be transported or distributed through a pipeline, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed by Grantee whenever it decides it is necessary so as not to interfere with Grantee's use of the easement area.
- 2. Access:** Grantee shall have the right to enter on and across any of the Grantor's property outside of the easement area as may be reasonably necessary to gain access to the easement area and as may be reasonably necessary for the construction, installation, operation, maintenance, inspection, removal or replacement of the Grantee's facilities.

3. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric and gas codes or any amendments thereto.
4. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until sometime in the future, and that none of the rights herein granted shall be lost by non-use.
7. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
8. **Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document *or* voluntarily waives the five day review period.
9. **Indemnification.** 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, any contractor or subcontractor performing work on behalf of Grantee in the Easement Area, 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.

This indemnity provision shall survive the termination or expiration of this Easement agreement.

[REMAINDER OF PAGE LEFT BLANK]

WITNESS the hand and seal of the Grantor the day and year first above written

City of Green Bay, a municipal corporation

Organization name

Sign Name

Print name & title

Sign Name

Print name & title

STATE)

OF _____)SS

COUNTY)

OF _____

This instrument was acknowledged before me this _____ day of _____, _____, by the above-named _____ City of Green Bay, a municipal corporation, to me known to be the Grantor(s) who executed the foregoing instrument on behalf of said Grantor(s) and acknowledged the same

Sign Name

Print Name

Notary Public, State of

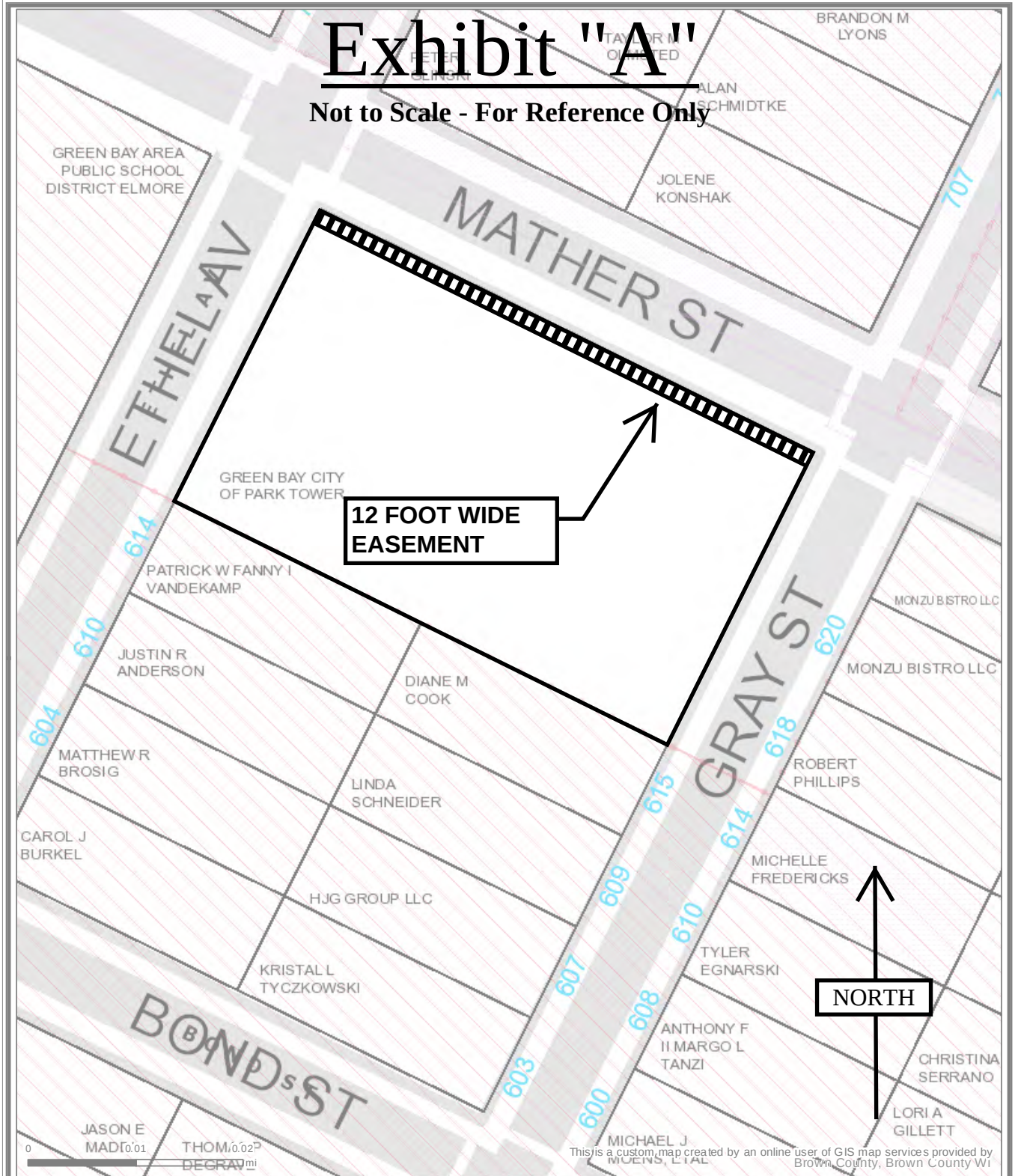
My Commission expires:

This instrument drafted by: Michelle Somers
Wisconsin Public Service Corporation

REMS Entity ID	WR Number	Document ID	REMS Formatted Number
1487993	WMIS-3464509	3335479	INT11-487-993

Exhibit "A"

Not to Scale - For Reference Only



Doc ID: 3335479

County: Brown

WR Number WMIS-3464509

Tax Parcel Number: 5-1301

Date: 8/5/2025



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 13, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # F.1

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 08.13

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, AUGUST 13, 2025**

PARK DIVISION

- Park shelter rentals are continuing through the summer months.
- Park crews continue to mow the parks, green spaces, and RDA owned property on a regular basis. The grass is beginning to dry out. Therefore, mowing crews are getting caught up on detail work such as pruning suckers off trees, extra string trimming, picking up branches, and picking litter.
- Park landscape crews are out and about maintaining landscape beds in our parks, Bay Beach, aquatic facilities, and other areas throughout the city.
- Park caretakers continue to have a presence in the parks picking litter, checking bathrooms, emptying garbage and ensuring the parks are in order for visitors.
- Park crews are at Bay Beach daily to ensure the park is ready for opening. Park preparations include picking litter, emptying garbage and blowing off hard surfaces.
- The ballfield crews continue to prepare soccer fields, softball fields, and baseball fields for summer athletic games. Preparing the various fields can mean anything from dragging ballfields, to laying out and line painting soccer fields and moving soccer goals.
- In the coming weeks the ballfield crew will begin to prepare for fall ball and football leagues to start.
- Kiddie Karnival has come and gone, the event happening at Leicht Park was cleaned up the following day by Park staff.
- Park carpenters have begun the installation of the new playground at Farlin Park. Along with building the new playground, the carpenters are handling minor repairs to park shelters and buildings.
- Pools, wading pools and splash pads continue to be maintained and operated daily for the public.
- The Parks Dept still has a decent number of seasonals working with us. In the coming weeks, a number of them will leave and return to school.

FORESTRY DIVISION

- Crews are working on pruning and tree removals for upcoming DPW projects including road resurfacing, reconstruction and sidewalk replacements. Typical cycle pruning includes raising tree limbs for clearance, deadwood pruning and structure pruning to help reduce the chances of breakage during storms.
- Forestry staff continue to work with IT staff on transferring our tree inventory to a GIS format.
- The stump grinding continues on the east side. Approximately 600 stumps have been ground so far this season. We have another large list of stumps to get through this year ~1,100 stumps.
- Cycle pruning efforts are being focused in the area downtown and Whitney Park areas.

DESIGN & DEVELOPMENT DIVISION

- Over the next week construction of the West End Train expansion and restroom will be completed. The train is currently being tested on the new tracks. The State Ride Inspector is scheduled to do their final inspection of the ride. We are hopeful the ride will open soon.
- Staff are working with a consultant to complete the wildlife viewing platform and shoreline walk construction plans for Bay Beach Amusement Park. Staff received quotes for consulting services to complete the quality assurance requirements in the EPA grant for the wildlife viewing platform and shoreline walk work.
- Shipyard Phase II design work has begun. The consultant recently submitted the 50% bid plan sets for review.
- Planning continues for the Joliet Park Area of Concern habitat restoration project.
- Construction has started on the Main Street East River Trail project from Baird to Irwin.
- Construction of the JBS project is well underway. The infrastructure/road project is basically completed. The construction of the Park/Boulevard will likely begin after Labor Day.
- Planning continues for the Bay Beach Wildlife Sanctuary and Renard Island Nearshore Area. A draft Quality Assurance Project Plan (QAPP) has been completed.
- Planning for the Bay Beach Wildlife Sanctuary Strategic and Master Planning will begin soon.
- The consultant is actively working on the redesign of the Leicht Park shelter project. The site grading for the soil surcharge has been awarded. Work will begin soon.
- A consultant has been hired to design improvements for Joannes Sk8 Park. The consultant is developing conceptual plans.
- The St. John's public input survey closed on July 31st. Feedback from stakeholders, community members, and the survey will be used to guide decision making for the new master plan design.

GREEN BAY CONSERVATION CORPS

- Crews finished all native plantings for the summer. In 2025, the Corps installed nearly 16,000 native plants and hundreds of native shrubs.
- Weekly maintenance of all plant beds continues.
- Crews have started pollinator habitat surveys to map and determine where the 2026 pollinator corridor plantings will be located.
- Crews have started bumblebee surveys at the parks in partnership with the Fish & Wildlife Service. We have identified 3 new locations of the endangered Rusty Patched Bumble Bee!
- Crews continue to foliar spray invasive woody species.
- Crews have started cutting and removing woody trees and shrubs along the dyke system at Ken Euers Nature Preserve.
- Crews mulched and maintained the trail system at Red Smith Park. The Red Smith school received a grant to install storybook trail signs along the trail. Staff will begin

installing these trail signs in late August. Additionally, staff have partnered with the Girl Scouts who are building and donating 3 benches to be placed along the trail.

- Crews created “Mosquito Bucket” kits to promote pollinator-friendly mosquito control. These kits will be free for the public to pick up at the Wildlife Sanctuary Nature Center starting in August. More details to come.
- Staff have worked with numerous community groups to schedule volunteer events, as well as launch a new volunteer portal for the city. Upcoming events include:
- Invasive removal at Fritsch (8/12) from 8 AM to 11 AM.
- Invasive removal at Muir (8/13) from 8 AM to 11 AM.
- Staff continue site surveys for 2026 woody invasive priority projects.
- Applications for the fall crew were closed early due to the high number of applications. Staff have begun interviewing candidates. Of the 13 open positions, we have received 8 applications from GBCC alumni. We anticipate filling all positions for the September 22nd start date.
- The City received its official notice of funding from Serve Wisconsin for the 2025-2026 program year.
- Staff continue to complete encroachment surveys throughout the park system.

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 Bever Dam Park.
- Registration for fall softball concluded on August 11th. Leagues are played Mondays and Tuesdays beginning the week of August 25th.
- Registration for adult football concluded on August 8th. Leagues are played on Thursdays beginning August 21st.
- Youth Basketball Skills registration opened on August 4th. The program will start on September 29th.
- Table Tennis registration opened on August 4th. The program will start on October 1st.
- Kiddie Carnival took place on July 31st from 5-8 p.m. at Leicht Park. This year we sold 37,695 more tickets than last year!
- Our Kiddie Carnival Booth Champion was Colburn Park.
- Fall 2025-2026 Dance Registration is open. Information on Fall classes is available at: <https://www.greenbaywi.gov/885/Dance-Classes>.
- FIT in the Parks, back by popular demand, starts the week of July 14th. Check the website for master schedule.
- Container Bar/Beer Garden, “Under the Leichts”, has been open starting July 9th from 5:00-9:00 p.m. at Leicht Park for 6-7 weeks on Wednesdays.
- Burn and Brew class started on July 16th from 4:00-5:00 p.m. at Leicht Park for 6 weeks on Wednesdays. Grab a friend, get your burn workout in, grab a brew from the beer garden, and then head down to the Farmers Market on Broadway, or just stay at Leicht Park and enjoy the sunset!

AQUATICS

- Staff developed a new plan for private swim lessons that has made signing up and payment collection run smoothly.
- Registration and event details for our Dog Swim event, “Pooches in the Pool”, on August 23rd were released to the public on July 18th.
- Lifeguard staff competed against their peers in a regional lifeguard competition on August 1st in Kaukauna, we had 2 teams compete. One team took third place and the other tied for seventh place out of 15 total teams.
- Shortened pool hours began on August 1st.
 - Joannes and Resch Aquatic Centers are open
 - Monday-Thursday 12:00pm-6:00pm
 - Friday-Sunday 12:00pm-5:00pm
 - Colburn Pool is open
 - Sunday-Saturday 12:00pm-5:00pm
- The last day of swim lessons for this season is Thursday, August 14th.
- Closing date for all three pool facilities is Sunday, August 17th.

BAY BEACH AMUSEMENT PARK

- Rides
 - Sea Dragon: Staff are waiting on lap bar parts. Should be shipped this week.
 - West Train: Refurbishment of the engine has been completed. Construction is nearly completed.
 - Merry Go Round is down for the year.
 - Rockin Tug parts are on the way.
 - Nebulaz has a few seats closed because we are waiting for seat belts to be replaced.
 - East Train needs a new starter; we have one train working.
- Inclusive Playground
 - Working on donation “plaque”. Elevate is looking to install the plaque around August 23rd.
 - On nice days, there are plenty of families utilizing our park.
- Staffing
 - Our staffing numbers continue to decline as staff head back to college. We continue to hold interviews, but applicants do not meet requirements.
- Special Events:
 - July 29th concert in the park (5:00-8:00 p.m.).
 - Concert was a success. Roughly 100 people attended.
 - August 8th movie night – changed to August 15th.
 - August 12th concert in the park.
 - August 15th last late night.

METRO BOAT LAUNCH

- The Pay Station is open and taking payments.
- Average amount of usage.

TRIANGLE HILL

- Shelter rentals are underway.
- Disc golf and bike track continue to get a great number of participants.
- Discussions on winter operations will be held in September.

WILDLIFE SANCTUARY

- The Raptor Walk exhibit electrical project is near completion with some mulching/touch-up work left.
- The OAK 4K School year is nearly underway with class rosters set, materials list distributed to families, and open house dates/times scheduled. OAK is at full enrollment of 80 families.
- New wayfinding posts/markers have been installed on West side trails with East side trail signs to follow. Signage includes easy to read color/symbol for each trail.
- The OAK 4K exploration area is undergoing a makeover with new amenities added for upcoming school year.
- The wildlife rehabilitation season is still busy with late Summer orphaned and/or injured wildlife coming in frequently.
- The WLS's Summer Animal Series is in its final weeks. This free daily program showcases not only our animals and Wisconsin nature but also the amazing staff that assist seasonally.

ADMINISTRATION

- Reservations for shelter rentals are open for 2025.
- Staff are continuing to support special event requests.
- Gift cards are available to purchase by phone or in person in our office.
- Metal Detecting Permits are available for purchase online, or in person in our office.
- Posted social media events, programs, and information.
- Annual Metro Boat passes are available in the Parks and Recreation Office for the 2025 season.
- Park and Recreation Department budget formulation has begun.
- Capital Improvement Project budget formulation has been compiled.
- Fall softball and football are open for registration.
- Registration for the Dance 2025-2026 season is available online, by phone, or in person with a program start date of September 29th.
- Registration for the Dog Swim Event at Joannes Aquatic Center on August 23rd is available online, by phone, or in person.