



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, SEPTEMBER 10, 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=THBkdMwTlK4MG5DV3hhbC9xVDhXdz09>

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, September 10, 2025, meeting of the Parks Committee.

D. Approval of Minutes.

- I. Approval of the minutes from the August 13, 2025 meeting.

E. Regular Business.

- I. Consideration with possible action on the request by Ald. Johnson to review and update city ordinance 28.37 related to violations for tree removal, and all correlating ordinances and adopted policies that impact the penalty for violating 28.34 or other unspecified ordinances related to public shrubs and trees.

2. Consideration with possible action on accepting a grant from the U.S. Fish and Wildlife Service for \$1,700 to go towards 1/2 of the cost of a prescribed prairie burn at He-Nis-Ra Park.

F. Informational.

1. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
2. Next Meeting: September 24, 2025

G. Adjournment.

1. Adjournment of the Wednesday, September 10, 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

September 10, 2025

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the August 13, 2025 meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Parks Committee Minutes 8-13-25



MINUTES 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.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84314784824?pwd=THBkdMwTlk4MG5DV3hhbC9xVDhXdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 843 1478 4824

Passcode: 278667

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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, August 13, 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 30, 2025 Parks Committee meeting.

Moved by Ald. Jim Ridderbush, seconded by Ald. Joey Prestley 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 accepting an AmeriCorps Program Funding Grant for \$395,162 to continue the Green Bay Conservation Corps program through 2026.

Moved by Ald. Jim Ridderbush, seconded by Ald. Joey Prestley to approve accepting an AmeriCorps Program Funding Grant for \$395,162 to continue the Green Bay Conservation Corps program through 2026.

Motion Passed.

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

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.

Moved by Ald. Joey Prestley, seconded by Ald. Jim Ridderbush to approve a 12' wide Utility Easement along the north side of Atkinson Park with Wisconsin Public Service to relocate overhead power lines.

Motion Passed.

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

F. INFORMATIONAL.

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

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to receive and place on file 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: September 10, 2025.

G. ADJOURNMENT.

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

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

September 10, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.1

Consideration with possible action on the request by Ald. Johnson to review and update city ordinance 28.37 related to violations for tree removal, and all correlating ordinances and adopted policies that impact the penalty for violating 28.34 or other unspecified ordinances related to public shrubs and trees.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 2025-07-15 Dist 9 to P and P--redirected to PRF
2. Chapter 28 - Green Bay, WI Code of Ordinances A
3. Tree and Stump Removal Policy Final

Online Form Submittal: Alders' Petitions and Communications

From noreply@civicplus.com <noreply@civicplus.com>

Date Tue 7/15/2025 8:25 PM

To Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Eric Genrich <Eric.Genrich@greenbaywi.gov>; Joseph Faulds <Joseph.Faulds@greenbaywi.gov>; Lindsey Belongea <Lindsey.Belongea@greenbaywi.gov>; Brian Johnson <Brian.Johnson@greenbaywi.gov>; Craig Stevens <Craig.Stevens@greenbaywi.gov>

Alders' Petitions and Communications

Name	Brian Johnson
Committee Name	Protection and Policy Committee
Text of Communication	For consideration and possible action to review and update city ordinance 28.37 related to violations for tree removal, and all correlating ordinances and adopted policies that impact the penalty for violating 28.34 or other unspecified ordinances related to public shrubs and trees. Staff is directed to further contemplate the best way to publicly share information related to calculating the value of damage to a public shrub or tree including adoption as an ordinance, annual review in the city's fee schedule, or some other mechanism deemed acceptable by legal and/or common council.

Email not displaying correctly? [View it in your browser.](#)

ARTICLE I. IN GENERAL

Sec. 28-1. Park district and jurisdiction.

The City shall constitute a single park district, and all City-owned parks shall be under the jurisdiction of the Park Committee. The jurisdiction of such Committee shall extend to all parks and greenways within the City. Park and greenway policies established by the Committee must be adhered to.

(Code 1984, § 25.01; Ord. No. 18-09)

Sec. 28-2. Director of Parks, Recreation and Forestry.

The Director of Parks, Recreation and Forestry (hereinafter "Director") shall be the same Director as appointed under section 2-79(7). The members of the Committee shall authorize this Director as the person skilled in the operation and management of parks, who shall administer and enforce the policies and regulations adopted by such Committee under Wis. Stats. Ch. 27. The Director shall administer the operation of the combined departments of parks, recreation, and forestry.

(Code 1984, § 25.02; Ord. No. 18-09; Ord. No. 21-22, § 1, 9-20-2022)

Sec. 28-3. Protection of parks and greenways.

(a) *General prohibitions.* No person shall play ball games, golf, archery, or paintball, or use any device which propels a projectile using the force of a compressed gas or a motorized toy in public parks and greenways, except in and upon areas designed for such purposes.

(b) *Damage to or removal of plants.* No person shall pluck or cause damage to any flowers, plants, fungi, shrubs, or trees growing in any public park or greenway. No person shall remove any plant, or parts of a plant, including fruit and seeds, without permission of park staff.

(c) *Care of or removal of any living bird, animal, animal parts, or non-living objects.* No person shall mistreat or collect, remove from or add to (release of animals on site) from any City park or greenway any bird, animal, mammal, fish (outside of urban fishing regulations for the lagoon at the Wildlife Sanctuary), reptile, amphibian or insect, nor remove nests, feathers, pellets, dens, antlers, and bones (including any approved research project) without permission of park staff.

(d) *Damage to or removal of property.* No person shall damage, deface, destroy, steal, take, or carry away any equipment used in or about the City parks and greenways. No person shall place equipment or items in parks and greenways (including, but not limited to, cameras, geo caches, deer stands, blinds, traps, etc.) without permission of park staff.

(e) *Trail use in parks and greenways.* All persons are to remain on staff designated and marked nature trails for walking/hiking, and cross-country skiing. Biking shall only be allowed on trails so designated. After cross-country ski trails have been groomed for the season, no activity that damages the groomed trails shall be permitted (i.e., ski skating, snowshoeing, walking, etc.). Wildlife Sanctuary nature trails are not open for public biking, skate skiing, or snowshoeing. At the Wildlife Sanctuary, walking off of the trails is not permitted unless conducting an approved research project.

(f) *Encroachment.* No property owner shall be allowed to intrude upon any public parks and/or greenways including, but not limited to, through the creation or extension of any mowing, physical structure, or flora above or below the surface of land, except as provided in Section 44-358.

(Code 1984, § 25.03; Ord. No. 20-99; Ord. No. 18-09; Ord. No. 21-22, § 2, 9-20-2022)

Sec. 28-4. Conduct in parks and greenways.

(a) *Traffic.* No automobile or other vehicle shall be driven within any park, except upon drives provided for that purpose, or at greater speeds than those posted; nor shall any person park an automobile or other vehicle in the parks, except in places designated therefor, unless ordered to do so by an officer on duty in the park. Except during City-sponsored or -approved events, no person shall park any vehicle anywhere in any City park between 10:00 p.m. and 6:00 a.m.

(b) *Disorderly conduct.* Wis. Stats. § 947.01, governing disorderly conduct, is adopted by reference and incorporated herein.

(c) *Alcohol beverages.*

(1) *Prohibition.* Notwithstanding subsections (c)(2) and (3) of this section, no person shall possess or consume any alcohol beverages in any park, playground, athletic field or court, swimming or wading pool, or parking lot.

(2) *Exceptions for certain parks.* A person may possess or consume fermented malt beverages or wine in the picnic areas of Bay Beach Amusement Park, Colburn Park, or Perkins Park between 8:00 a.m. and 9:00 p.m., and in Joanne's Baseball Stadium pursuant to any applicable agreement.

(3) *Approval by Parks Committee and Council.* A person may request approval from the Parks Committee to possess or consume fermented malt beverages or wine in any other park. The Committee may adopt, and the Council may approve, a written policy identifying which requests may be approved without a hearing. The Parks Department shall approve any request to which the written policy applies. Any person may demand a hearing before the Committee if their request was not approved under the written policy. If the Committee grants the person's request, and the Council approves, the person shall comply with any restrictions placed upon the rental permit or reservation by the Committee.

(d) *Glass prohibited.* Glassware and glass containers shall be prohibited in all City parks and greenways.

(e) *Controlled substances.* No person shall possess, use, offer for sale, or sell any controlled substance, as defined in Wis. Stats. Ch. 161, within any public park.

(f) *Sales of articles.*

(1) No person shall offer for sale or sell any article in any public park unless permission is first obtained from the Park Committee.

(2) This subsection (f) shall be interpreted to include the advance sale of tickets or chips for material or merchandise to be delivered at a public park.

(g) *Sale of services.* No person other than a City employee, official, or contractor shall sell or offer for sale any goods, merchandise, or services without prior approval by the Park Committee.

(h) *Littering.* No person shall place or leave any paper or refuse in any park except in the containers provided therefor.

(i) *Animals prohibited in City parks and farmers' market locations.*

(1) No domesticated or privately-owned animals shall be permitted in any part of any City park or farmers' market locations during market hours, except as allowed under subsec-

tion (i)(2) of this section or as may be approved from time to time by the Parks Department as part of a Parks Department program, including, but not limited to, programs for reducing fowl or other wildlife in City parks. No domesticated or privately-owned animals shall be permitted in the Bay Beach Amusement Park, Bay Beach Wildlife Sanctuary, and Ken Euers Nature Area.

(2) Exceptions.

- a. Dogs on a visible leash no longer than seven feet are only allowed to be walked in parks on designated perimeter or pass through walkways or pathways, parking lots serving the walkways or pathways, and designated trails.
- b. A dog owner or handler and its dog shall not loiter, stop, or stand in the parks or trails.
- c. If a dog defecates while walking through a park, the dog owner/walker must clean up after the dog and remove such excreta from the park.
- d. Dog Exercise Area.
 1. Dogs are permitted in the Dog Exercise Area located at Whitney Park subject to the following rules:
 - (i) All dogs must be licensed and vaccinated pursuant to Wis. Stats. § 95.21(2), as amended from time to time.
 - (ii) A dog owner or handler must be at least 16 years of age and must be in the fenced area at all times and shall not leave their dog unattended or out of sight. The dog must be under the voice control of the owner or handler at all times.
 - (iii) A dog owner is legally responsible for their dog and any injuries caused by the dog.
 - (iv) No more than two dogs are permitted in the Dog Exercise Area per owner or handler.
 - (v) Dog waste must be collected and disposed of immediately.
 - (vi) Dogs must be restrained by a leash no longer than seven feet when entering and leaving the off-leash area.
 - (vii) The owner or handler must have in their possession a leash for each dog at all times.
 - (viii) Dogs must be free of communicable illness and parasites.
 - (ix) No aggressive dogs, dogs in heat, or puppies under the age of five months are allowed.
 - (x) The owner or handler may not use a choke, pinch, or spike collar for their dogs.
 - (xi) No food (human or dog) is allowed.
 - (xii) Children under the age of 13 years must be supervised by an adult.
 - (xiii) Any dog deemed dangerous pursuant to Section 6-13 is not permitted.
 - (xiv) Professional trainers or any other person are not allowed to use the Dog Exercise Area for profit or gain without approval from the City of Green Bay.

2. Any violation of the Dog Exercise Area rules or policies by the City of Green Bay will result in the removal from the Dog Exercise Area and suspension of park privileges and/or forfeitures subject to Section 1-6.
- e. The Director of Parks, Recreation, and Forestry, or designated staff, has the authority to issue citations in the event that verbal warnings regarding dogs in parks are ignored.
- (j) *Trespass.*
 - (1) Personnel authorized by the Chief of Police or the Director of Parks and Recreation may eject a person from all City parks for a period of time if that person violates park rules, City ordinances, or state laws in a City park. Appeals may be made to the Director of Parks and Recreation or the Director's designee.
 - (2) It shall be unlawful for a person to enter a City park during the period of ejection under subsection (j)(1) of this section.
 - (3) Parental violation. A parent, guardian, or other person having custody of an unemancipated minor child, who has been advised of the child's ejection from the City parks, may be cited if the child trespasses in a City park in violation of subsection (j)(2) of this section. Citations may be issued under this subsection regardless of whether the child is cited. The term "custody" has the same meaning as in Wis. Stats. § 895.035(1)(a) and (b).
- (k) *Parks closed at night.* No person shall loiter, idle, or remain in a City park between the hours of 10:00 p.m. and 6:00 a.m., unless they are attending a Park Department City-sponsored or -approved activity.
 - (1) *Hours for Ken Euers Natural Area.* This section shall apply to Ken Euers Natural Area as follows:
 - a. From May 1 to October 31, Ken Euers Natural Area shall be closed between the hours of 8:00 p.m. and 6:00 a.m.
 - b. From November 1 to April 30, Ken Euers Natural Area shall be closed between the hours of 5:00 p.m. and 6:00 a.m.
- (l) *Smoking.* Smoking is prohibited as follows:
 - (1) In all City park shelters and facilities and within ten feet of such shelters and facilities.
 - (2) At the following locations at Bay Beach Amusement Park:
 - a. On any amusement ride or attraction;
 - b. In the pavilion, train depot, any concession stand, or ticket booth; and
 - c. The paved areas surrounding said amusement rides and attractions, ticket booths, and concession stands.
 - (3) At all locations at the Bay Beach Wildlife Sanctuary.
- (m) *Occupancy of City Deck.* No person shall obstruct or cause to be obstructed in any manner any portion of City Deck except for an emergency without first obtaining a permit from the Director of Parks, Recreation, and Forestry or a designated representative. Any portion of City Deck that is obstructed by such permit shall be delineated, if required, in accordance with this Code. Such permit shall be immediately revoked by the Director for noncompliance. (Code 1984, § 25.04; Ord. No. 40-98; Ord. No. 18-09; Ord. No. 17-10; Ord. No. 36-20, §§ 1, 2, 10-20-2020; Ord. No. 05-22, § 1, 3-1-2022; Ord. No. 12-24, § 2, 5-21-2024)

Sec. 28-5. Enforcement.

(a) *Duties of police.* Except for as provided in subsection 28-5(c), the Police Department shall enforce this chapter under the direction of the Mayor and Council.

(b) *Responsibilities of patrons.* No person shall resist or in any way interfere with any police or special officer or offer to do so while in any park, on the beach, or in the public waters, or while conveying any person from such park to the City. When called upon by any police officer, any person in any park, on the beach, or in the public waters shall promptly assist such officer.

(c) *Duty of Director.* The Director shall enforce subsection 28-3(f) under the direction of the Mayor and Council.

(Code 1984, § 25.05; Ord. No. 18-09; Ord. No. 21-22, § 3, 9-20-2022)

Sec. 28-6. Lawful orders to be obeyed.

Every person using any City park shall obey immediately any lawful order or direction given by park police and special officers or by park employees.

(Code 1984, § 25.06; Ord. No. 18-09)

Sec. 28-7. Bay boat ramp fee.

(a) There is hereby established a boat ramp user fee for use of all City of Green Bay boat ramps.

(1) The Common Council shall, by resolution, establish the amount of the seasonal and daily fee and provide for the method of payment and receipt display requirements.

(2) All boat ramp fee proceeds shall be segregated in the City of Green Bay Boat Ramp Operation, Maintenance, and Improvement Fund.

(b) The fee shall apply to the use of any City of Green Bay boat ramp by any person or vehicle launching any watercraft from the ramp.

(c) All City of Green Bay watercraft shall be exempt from payment of the boat ramp user fee. Exemption from payment of the boat ramp user fee may be granted to other authorized government watercraft by the express approval of the Green Bay Director of Public Works and the Green Bay Parks, Recreation and Forestry Director.

(d) It shall be unlawful for any person or owner of a vehicle to engage in any shift, scheme, device, or plan which results in payment of less than the actual fee due for any person or vehicle launching a watercraft from the City of Green Bay boat ramp. The owner of a vehicle found in violation of this subsection shall be liable for the violation.

(e) *Penalty.* The penalty for violation of any provision of this section, and related resolutions, shall be a forfeiture as follows:

(1) \$20.00 if payment is made to the Parking Utility within three calendar days after the violation.

(2) All other enforcement provisions of the Traffic Code in Chapter 40 shall apply to issuance and payment of a citation under this section; and the late payment schedule for all other parking regulations set out in Section 40-37 shall also apply.

(f) **Enforcement.** The Parks, Recreation and Forestry Director, or any person delegated by the Director, upon approval of the Parking Utility Commission, is hereby authorized to issue citations for violation of this section. The authority granted herein shall be pursuant to the Parking Utility provisions in Article II of Chapter 40.
(Code 1984, § 6.32)

Sec. 28-8. Intoxicants in public parks.

Consistent with Wis. Stats. § 125.06(6), this section hereby authorizes the sale of fermented malt beverages in public parks operated by the City of Green Bay, subject to the following provisions:

- (1) *Sellers.* The City of Green Bay and its officials and employees are permitted to sell fermented malt beverages in City parks. No person who is not an official of or employed by the City is permitted to sell fermented malt beverages in parks without a license or permit as outlined in Chapter 4 of the Green Bay Municipal Code.
- (2) *Intoxicants.* No type of alcohol or intoxicant which is not a fermented malt beverage shall be sold in a park.
- (3) *Containers.* All beverages shall be sold in unbreakable containers. Glass containers are not permitted.
- (4) *License.* The City is not required to obtain a license or permit to sell fermented malt beverages in public parks as outlined in this section.
- (5) *State provisions.* All other state provisions, including Wis. Stats. Ch. 125, shall apply to this section.

(Ord. No. 23-24, § 1, 10-15-2024)

Secs. 28-9—28-30. Reserved.

ARTICLE II. URBAN FORESTS

Sec. 28-31. Purpose.

It is the purpose of this article to promote, maintain, and improve the urban forest by addressing the planting, maintenance, and removal of trees within the City of Green Bay. This article provides full power and authority over all public trees, plants, and shrubs and to trees, plants, and shrubs located on private property that constitute a hazard or threat as described herein.

(Code 1984, § 25.21(1); Ord. No. 2-07; Ord. No. 18-09)

Sec. 28-32. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Agent means a vendor or contractor hired by the City to perform assigned tasks.

City Forester. The Director of Parks, Recreation and Forestry, or the representative thereof, oversees the duties of the City Forester.

Forestry Program Manual means a manual prepared by the City Forester pursuant to this article containing regulations and standards for the planting, maintenance, and removal of trees, shrubs, and other plants within the City.

Hazard means any tree with an infectious disease or insect problem; dead or dying trees; a tree or limb that obstructs streetlights, traffic signs, or the free passage of pedestrians or vehicles; a tree that poses a threat to safety.

Permit means the written permission of the City Forester.

Pest means any organism, insect, rodent, fungus, virus, bacteria, or other agent that causes any damage, abnormal growth or mortality of any tree, shrub, bush, or woody vegetation.

Property owner means the person owning such property as shown by the County Auditor's Plat of the City of Green Bay, Wisconsin.

Public property means property within the City limits of the City of Green Bay and owned, maintained, and controlled by the City or implied or expressly dedicated to the public for present or future use for purposes of vehicular or pedestrian traffic or for public easements.

Public right-of-way means:

- (1) A strip of land occupied or intended to be occupied for a special use. Rights-of-way intended for streets, crosswalks, water mains, sanitary sewers, storm drains, or any other use involving maintenance by a public agency shall be dedicated to public use by the maker of the plat on which such right-of-way is established.
- (2) The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final plat is to be separate and distinct from the lot or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels.

Top or *topping* means the severe cutting back of limbs to stubs within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree.

Tree Protection Zone means the minimum area beneath a tree that must be undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The Tree Protection Zone will typically be represented by a concentric circle centering on the tree's trunk.

Urban forest means a collection of trees in and around the City, including park and street trees on public property and trees on private property.
(Code 1984, § 25.21(2); Ord. No. 2-07; Ord. No. 18-09)

Sec. 28-33. Authority and power.

(a) *Green Bay Park Committee (hereafter "the Committee")*. The Committee shall be advisory in nature with the purpose of providing advice to the Mayor and Common Council as to the preservation, protection, and management of the urban forest of Green Bay in accordance with the intents and purposes of this article. The Committee shall advise and consult with the Department of Parks, Recreation and Forestry, the Forestry Division, and the City Forester on any matter pertaining to the City of Green Bay Tree Ordinance and its enforcement.

(b) *City of Green Bay Parks, Recreation and Forestry Department (hereafter "the City")*.

- (1) The City shall have the authority and jurisdiction to plant, prune, maintain, and remove trees within the rights-of-way of all streets, alleys, avenues, lanes, and public properties and parks and tree-planting easements as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such public property.
- (2) The City shall have the right to prune or cause the pruning of any tree or shrub on private property when it interferes with the proper spread of light along the street from a streetlight or interferes with visibility of any traffic control device or sign or sight triangle at intersections, or interferes with the passage of pedestrians or vehicles in the public right-of-way.
- (3) The City shall have the right to treat or cause the treatment of any diseased or infested trees on private property when such trees constitute a potential threat to the urban forest.
- (4) The City shall have the right to remove or cause the removal of any dead, diseased, infested, or structurally damaged tree, or portion of tree, on private property when such tree constitutes a potential hazard to life and property within the right-of-way or on public property or constitutes a threat to the urban forest.

(c) *City Forester*.

- (1) The City Forester shall have the authority and jurisdiction of regulating the planting, maintenance, and removal of trees on public property and, subject to private property tree and vegetation regulations, to ensure safety or preserve the aesthetics of such public sites.
- (2) The City Forester shall have the authority to review all requests for permits for any planting, removal, pruning, and/or trimming or cutting of trees on any public property. The City Forester shall also have the authority to grant or deny and to attach reasonable conditions to all permits.
- (3) The City Forester has the authority and jurisdiction to review tree planting and landscaping planting plans for building and development projects that have been submitted as required by Chapter 44. The City Forester has authority to modify a landscape plan as a condition of approval.

- (4) The City Forester shall have the authority and jurisdiction to supervise or inspect all work done under a permit issued in accordance with the terms of this article.
- (5) The City Forester may inspect any trees, shrubs, vines, hedges, plants, logs, or branches existing or growing upon any property within the City. The City Forester may conduct surveys to determine if any destructive or communicable disease or other pest exists which may be detrimental to or endanger the good health and well-being of trees or other plant life in the City.
- (6) The City Forester shall have the authority and jurisdiction to restrict tree maintenance activities within the City limits to reduce the spread of infectious diseases and/or insects. Restrictions are to be listed in the Forestry Program Manual and presented annually in the local media.
- (7) The City Forester shall enforce such rules, regulations, permit, and penalty procedures as deemed necessary and may do so by the issuance of municipal citations to effectuate the intent of this article. No person shall unreasonably hinder, prevent, delay, or interfere with the City Forester or their agents while engaged in the execution or enforcement of this article.

(Code 1984, § 25.21(3); Ord. No. 2-07; Ord. No. 18-09)

Sec. 28-34. Public tree and vegetation regulations.

(a) It shall be unlawful for any person to plant, prune, or remove any tree (or portion thereof), shrub, or other plant upon any public property without a permit.

(b) It shall be unlawful for any person to "top" any tree on public property.

(c) Trees on public property shall be protected from damage or removal by any means unless otherwise authorized by a permit issued by the City Forester. Tree crowns and trunks shall not suffer any branch or bark loss. Roots shall be protected from compaction, storage of materials, and severing within a circle around the tree with the tree trunk as the focal point. The radius of the Tree Protection Zone (TPZ) shall be determined by the tree diameter listed in the following table:

RADIUS OF TREE PROTECTION ZONE

<i>Tree Diameter at 4 ½ Feet Above Ground</i>	<i>Radius of TPZ (Tree Trunk in Center)</i>
0—4.0 inches	2.0 feet
4.1—9.0 inches	5.0 feet
9.1—14.0 inches	10.0 feet
14.1—19.0 inches	12.0 feet
19.1 or more inches	15.0 feet

Roots located within the determined circle shall be protected by such practices as temporary bridges for vehicles or auguring for utility installation. Any factors that would cause any deviations from the above table shall be noted on the permit issued for such work and require notification of the City Forester.

(d) It shall be unlawful for any individual to place salt, brine, petroleum products, herbicides, or any other substances in such amount as to be toxic or injurious to the health, growth, or vitality of any public tree.

(e) No individual shall be allowed to drive nails, staples, screws, or fasten any rope, wire, electric attachment, sign (including any bills, advertisements, cards, or notices of any kind) or other devices to a public tree or to any guard about such tree.

(f) No individual shall deposit, place, store, or maintain upon any public property any stone, brick, sand, concrete, or other materials which may impede the free passage of water, air, or fertilizer to the roots of any tree growing therein, except by written permit of the City Forester.
(Code 1984, § 25.21(4); Ord. No. 2-07; Ord. No. 18-09)

Sec. 28-35. Private property tree and vegetation regulations.

(a) The owner of any tree or shrub overhanging any street or right-of-way within the City shall prune the tree or shrub before it interferes with the proper spread of light along the street from a streetlight or interferes with visibility of any traffic control device or sign or sight triangle at intersections or interferes with the passage of pedestrians or vehicles in the public right-of-way.

- (1) If the owner of the property fails or refuses to take remedial action, the City Parks, Recreation, and Forestry Department, or the agent of, may perform the remedial action without compensation to such owner or any person who planted or caused to be planted such tree or shrub.
- (2) The City Parks, Recreation, and Forestry Department may charge the owners for the expenses incurred.

(b) If the City Forester ascertains that a tree or shrub growing on private property suffers from a communicable disease or insect infestation which threatens the health of the urban forest, the City Forester may notify the owner of the property that the tree or shrub must be treated or removed within 15 days of the notification.

- (1) If the owner of the property fails or refuses to take remedial action, the City Parks, Recreation, and Forestry Department, or the agent of, shall have the authority to enter the property and perform the remedial action without compensation to such owner or any person who planted or caused to be planted such tree or shrub.
- (2) The City Parks, Recreation, and Forestry Department shall charge the owners for the expense incurred.

(c) The City Parks, Recreation, and Forestry Department shall have the right to cause the removal of any hazardous tree (or portion of tree) on private property within the City when such tree constitutes a hazard to life or property in the public right-of-way or on public property. The City Forester shall notify the owner of the property that the hazard must be alleviated or removed within 15 days of the notification.

- (1) If the owner of the property fails or refuses to take remedial action, the City Parks, Recreation, and Forestry Department, or the agent of, shall have the authority to enter the property and perform the remedial action without compensation to such owner or any person who planted or caused to be planted such tree.

- (2) The City Parks, Recreation, and Forestry Department shall charge the owners for the expense incurred.

(Code 1984, § 25.21(5); Ord. No. 2-07; Ord. No. 18-09)

Sec. 28-36. Permits.

(a) No person shall plant, spray, fertilize, preserve, prune, remove, cut or otherwise disturb any public tree, or portion thereof, without first submitting a written request and procuring a permit from the City Forester.

(b) Public utility companies shall notify the City Forester in writing prior to pruning any public tree for the purpose of maintaining safe line clearance and shall carry out all such work in accordance with accepted arboricultural standards.

(c) No person shall excavate any ditches, tunnels, trenches, or lay any drive within a radius of 15 feet from any public tree without first submitting a written request and procuring a permit from the City Forester.

(Code 1984, § 25.21(6); Ord. No. 2-07; Ord. No. 18-09)

Sec. 28-37. Violations.

(a) Any person found to disturb the root zone, prune, remove, or cause the removal or death of any public tree, shrub, or other plant without a permit shall be subject to a forfeiture of not less than \$500.00 per incident nor more than the greater of \$1,500.00 or the calculated value lost according to the latest edition of the Council of Tree and Landscape Appraisers "Guide for Plant Appraisal."

(b) Any person violating any other provision of this article shall be subject to a forfeiture of not less than \$25.00 per incident nor more than the greater of \$1,500.00 or the calculated value lost according to the latest edition of the Council of Tree and Landscape Appraisers "Guide for Plant Appraisal."

(Code 1984, § 25.21(7); Ord. No. 2-07; Ord. No. 18-09; Ord. No. 32-12)

Sec. 28-38. Emergencies.

The Mayor, with approval of the City Council, in the case of emergencies, such as windstorms, ice storms, or other disasters, may waive the requirements of this article so that they in no way shall hinder private or public work to restore order in the City.

(Code 1984, § 25.21(8); Ord. No. 2-07; Ord. No. 18-09)

CITY OF GREEN BAY
PARKS, RECREATION & FORESTRY DEPARTMENT
POLICIES AND PROCEDURES

GENERAL SUBJECT: Forestry

SPECIFIC SUBJECT: Tree and Stump Removal

AUTHORIZATION/DATE: Common Council/December 5, 2006

(Replaces Tree Removal Policy Adopted November 1, 1994)

LEGAL REFERENCE: Municipal Code Chapter 25

Wisconsin Statutes 27.09

Policy Statement

The City shall have the authority and jurisdiction to remove trees within the rights-of-way of all streets, alleys, avenues, lanes, and public properties and parks and tree-planting easements as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public property. (Municipal Code Chapter 25) Trees historically maintained by the City fall under this policy.

I. Definitions

- A. Chronic Pathogen – a disease, virus, or bacteria that will eventually cause the death of the tree
- B. Crown Area – the air space that a full, healthy tree crown would occupy (varies by species)
- C. Decay Pathogen – a fungus or canker rot that will compromise the strength and/or structure of the wood in the tree to the point that the tree becomes a hazard
- D. Forester – the City Forester, Assistant City Forester, or Department of Parks, Recreation and Forestry designee
- E. Infectious Pathogen – a disease, virus, bacteria, or fungus - that has the ability to pass from tree to tree through grafting, insect vector, or other method - that will eventually cause the death of the infected tree
- F. Invasive Species – trees, plants, and insects recognized by the Wisconsin DNR as detrimental to the environment of Wisconsin
- G. Mortality Causing Insect – invasive species insects known to kill trees if left uncontrolled
- H. Project Administrator - Any individual, firm, partnership, corporation, association, company, municipal corporation or other governmental entity or organization that is working on a project that requires tree removal
- I. Reasonable Arboricultural Practices – proper maintenance as recognized by the International Society of Arboriculture

- J. Right-of-way – A strip of land occupied or intended to be occupied for a special use. Rights-of-way intended for streets, crosswalks, water mains, sanitary sewers, storm drains, or any other use involving maintenance by a public agency, shall be dedicated to public use by the maker of the plat on which such right-of-way is established. (See City Code 14.02)
- K. Tree Rooting Area – the area around a tree containing the root system; in general the area from the trunk to the drip line of the crown; however, may extend 2-3 times the height of the tree

II. Fiscal Responsibility and Tree and Stump Removal

Trees are an asset to the City of Green Bay. Young trees start as a small investment in the Community. As trees mature, the aesthetic value, landscape value, property value, environmental value and monetary value increase accordingly. The City recognizes these values in the Urban Forest. Tree removal contrary to this policy represents a fiscal loss to the Community, and may be assessed to the responsible party.

III. Identifying Trees that may Require Removal

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- Trees are identified for removal due to:
- Resident/Homeowner/Citizen concern
 - Field observation
 - Forestry Division Crew identification
 - Other City Department notification
 - Project Administrator notification

IV. Tree Removal Criteria *(The following are situations where a tree cannot be maintained by Reasonable Arboricultural Practices so as to: prevent the spread of Infectious Pathogens or Mortality Causing Insects, insure public safety, or preserve or enhance the symmetry and beauty of such public property.)*

A. City Liability

- i. Dead – trees that no longer exhibit signs of life
- ii. Dying – tree health has declined beyond repair by reasonable arboriculture practices
- iii. Diseased – the tree is infected with a chronic or infectious pathogen
 - a. Dutch Elm Disease
 - b. Oak Wilt
 - c. Pine Wilt
 - d. Canker
 - e. Others as determined by the Forester
- iv. Dangerous – a tree that due to decay, defect, or other structural problem presents a hazard to the public in the Forester's opinion
 - a. Cracks/Splits
 - b. Hollows/Cavities
 - c. Leaning
 - d. Exhibits known decay pathogens (decay fungus, root rot, etc.)
 - e. Others as determined by the Forester
- v. Mechanical Failure – a tree that has failed (storm damage)

- vi. Public Safety Conflict – a tree that presents a hazard due to its existence
 - a. Creates an unavoidable sight obstruction that affects public safety
 - b. Can no longer be maintained under public utility lines to avoid conflict using reasonable arboricultural practices
 - c. Others as determined by the Forester
 - vii. Infestation – a tree that harbors a known mortality causing insect
 - a. Asian Longhorn Beetle
 - b. Emerald Ash Borer
 - c. Others as determined by the Forester
 - viii. Invasive species
 - a. European Buckthorn
 - b. Honeysuckle
 - c. Others as determined by the Forester
- B. Public Improvements initiated by the Municipality or Governing Unit – the following activities in proximity of trees may, in the Forester’s determination, compromise tree rooting area, crown area, or general tree health and vigor to the point that removal is necessary before, or after the improvement work takes place
- i. Road installation/maintenance/widening/replacement
 - ii. Utility installation/maintenance/replacement/movement
 - iii. Sidewalk installation/maintenance/replacement
 - iv. Utility easement work
 - v. Park improvements
 - vi. ADA Compliance issues
 - vii. Other public improvements
- C. Necessary Private Improvements initiated by a private party (including business or residential) are evaluated by the Forester
- i. Forester may approve removal if:
 - a. The proposed improvements are, in the Forester’s opinion, necessary. And...
 - b. The improvements are in proximity of City trees, and may, in the Forester’s determination, compromise tree rooting area, crown area, or general tree health and vigor to the point that removal is necessary before, or after the improvement work takes place
 - a. Some examples include but are not limited to – ADA Compliance issues, repair or replacement of sidewalk or driveway; repair or replacement of water service, gas service, sewer service, etc.
- D. Aesthetic Loss beyond recovery utilizing Reasonable Arboricultural Practices
- i. Damaged by vehicle
 - ii. Storm Damage
 - iii. Utility clearance
 - iv. Vandalism
 - v. Others as determined by the Forester

V. Non-Supported Requests for Removal *(These are requests for removal where the standard Forestry Division response per this policy would be to deny the removal, but allow*

the requestor to appeal to the Forester. Also included are desired Private Improvements in compliance with the standards and permits of the City that may require removal or relocation of a City Tree. In these situations the tree shall be looked upon as a public utility such as a utility pole, fire hydrant or valve vault where the tree value and costs of removal or relocation of the tree will be reimbursed to the City.)

A. Nuisance

- i. Satellite dish interference
- ii. Litter – including, but not limited to: flowers, fruit, seeds, leaves, branches, bark, etc.
- iii. Flowers – fragrance, allergy, insect attractor, etc.
- iv. Non-mortality causing insects or wildlife
- v. Shade – sparse grass under the tree, etc.
- vi. Surface roots
- vii. Size – too big, or too small
- viii. Age – too old
- ix. Roots in sewer – problem is a faulty pipe; removing the tree does not fix the problem; (if the pipe is to be replaced and the tree location presents a problem, the tree may be removed at the Forester’s discretion under § II C of this policy)

B. Non-Safety Related Obstructed View

- i. Advertising – tree blocks sign, banner, notice, building front, etc.
- ii. Aesthetic View - obstructed view of an area, object, or other desired scene; some examples include: park, woods, water, house, street, horizon, etc.

C. Elected Private Improvements initiated by a private party (not including ADA projects)

- i. Widening of driveway
- ii. Installation of a carriage walk
- iii. Installation of private underground utilities – PERMIT REQUIRED
 - a. Underground fence products [8.06(2)(b)]
 - b. Underground sprinkler utilities (9.33)

D. Others as determined by the City Forester

VI. Stump Removal

There are 6 classifications of stump removal. They are:

A. Restorative Stump Grinding

- i. In most restorative situations the tree stump is removed with a stump grinder
- ii. Terrace is re-graded for proper sidewalk water drainage if necessary
- iii. Debris is removed from the area
- iv. Area is restored with dirt, seed and straw/hydromulch
- v. Grinding takes place when weather is cooperative and grass seed germination is possible

B. Non-Restorative Stump Grinding

- i. Non-restorative stump removal is often due to improvement projects
 - ii. The stump is removed with a stump grinder
 - iii. The area is leveled off with the grindings
 - iv. The area is left until the project is completed
 - v. It is the responsibility of the Project Administrator to restore the area upon project completion

- C. “Replacement Scheduled” Small Stump Removal
 - i. The stumps of small trees [less than six (6) inches diameter], scheduled for replacement are not removed
 - ii. The stump is cut flush with the ground
 - iii. The stump is removed when the new tree is planted

- D. Contract Stump Removal
 - i. In situations where City equipment cannot be used to grind out a stump, a contractor may be employed at the Forester’s discretion

- E. Emergency or Elected Stump Digging
 - i. In situations when the Forestry Division is unable to remove a stump in a time frame compatible with a project (for example – gas leak, main break, sewer pipe replacement, etc.), the Project Administrator may have the stump dug out or otherwise removed and would be held responsible for the restoration of the area under § VI B of this policy

In all of the above situations, it is the responsibility of the adjacent landowner to provide adequate watering to encourage germination and growth of the grass seed.

- F. No Removal
 - i. Stumps that are inaccessible to stump removal equipment are not removed (for example – stumps in wooded areas, conservancies, etc.) but may be chemically treated to eliminate sprouting

VII. Tree Removal Practices

- A. The Forestry Division will remove or cause the removal of all trees and stumps under City Jurisdiction (Municipal Code Chapter 25) unless the Forester issues a permit to Private Parties or City Contractors
- B. Forestry Crew tree removal is generally scheduled for the winter, but may be done throughout the year as needed in an emergency
- C. Small project [affecting less than five (5) trees] Public and Private Improvement removals may be scheduled within twenty (20) business days of Forestry Division acceptance of removal project subject to time and manpower available
- D. Large Scale Projects [five (5) trees and over] shall be scheduled at the Forester’s discretion and subject to time and manpower available
- E. Forestry Crew stump removal is generally scheduled for spring through fall, when grass seed germination is best, but may be done throughout the year as ground frost and other factors permit

VIII. Fees

- A. There are no fees for City tree or stump removal if the tree meets the Tree Removal Criteria listed in § IV
- B. For trees that do not meet the Tree Removal Criteria in § IV, please see § IX of this policy for Associated Fees

IX. Determining Value and Costs for Tree Removal

- A. Unauthorized and Non-Supported tree and/or stump removals are subject to review by the Forester. Unauthorized removals include, but are not limited to: Vehicle Accidents, Vandalism, Non-Permit Removals, or other Illegal Activities. Non-Supported tree removals occur when the party requesting a non-supported removal agrees to compensate the City for the Community Loss as determined in §B. below.
- B. Each case will be reviewed individually and a Tree Value Assessment will be completed by the Forester to determine the Community Loss.
 - i. Due consideration in unauthorized and non-supported removals must be given to the loss of the value of the tree to the community. Each case will be reviewed individually and a Tree Value Assessment - developed by the Council of Tree and Landscape Appraisers and published in the Guide for Plant Appraisal - will be completed by the Forester to determine the Tree Value. Additionally, costs of labor, machinery, materials and a tree replacement cost must be evaluated to determine an appropriate Community Loss value to be paid to the City of Green Bay.
 - a. Cost of Cure Assessment for trees 6 (six) inches or less in diameter
 - b. Trunk Formula Method for trees over 6 (six) inches in diameter
- C. The Community Loss is billed by the Parks, Recreation and Forestry Department

X. There will be no exceptions to this policy without amending the policy through the Park Committee and Common Council.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

September 10, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.2

Consideration with possible action on accepting a grant from the U.S. Fish and Wildlife Service for \$1,700 to go towards 1/2 of the cost of a prescribed prairie burn at He-Nis-Ra Park.

BACKGROUND

The Green Bay Parks Department has begun a prairie restoration project at He-Nis-Ra Park. The goals of this project are to improve habitat for native pollinators, grassland nesting birds, migratory songbirds, and other local wildlife and to enhance the property's value for nature-based recreation and environmental education.

The US Fish & Wildlife Service and Ecological Services Program biologists will provide technical assistance through site visits, project planning input, and seed mix selection. The City of Green Bay's Forestry and Conservation Corps divisions will oversee the project and cover additional site preparation and project maintenance activities through in-kind and financial contributions.

The US Fish and Wildlife Service has awarded this grant, which will fund 1/2 the cost of a prairie burn. The grant award is valued at \$1,700.

RECOMMENDATION

To approve.

FISCAL IMPACT

The entire prairie restoration project will cost \$14,150.

US Fish and Wildlife Service Grant: \$1,700 towards 1/2 the cost of a prairie burn.

City of Green Bay Funding: Value of \$9,700 for expenses and in-kind services.

\$6,000 - Grazing with goats (Already completed).

\$1,700 - 1/2 the cost of a prairie burn.

\$2,000 - In-kind services (Staffing time associated with project oversight, outreach, seed preparation, ongoing maintenance, etc.).

The US Fish and Wildlife and Golden Sands RC&D Funding: \$2,750 to provide prairie seed.

ATTACHMENTS

- I. Sub Award Agreement WWA 2024_City of Green Bay_Updated

Landowner Agreement No: WIPLO-25-123

Sub-award from: WWA 2024 F24AC01441

FWS-PFW Costs: \$1,700

**PARTNERS FOR FISH AND WILDLIFE PROGRAM
LANDOWNER AGREEMENT**

**Sub-Recipient Agreement to the Cooperative Agreement between the U.S. Fish and
Wildlife Service and the Wisconsin Waterfowl Association**

This Landowner Agreement (Agreement), dated **09/08/2025**, between **The City of Green Bay** and the U.S. Fish and Wildlife Service (USFWS), is entered into pursuant to authority contained in the Partners for Fish and Wildlife Act (P.L. 109-294), the Fish and Wildlife Coordination Act (16 U.S.C. 661 et seq.) and the Fish and Wildlife Act of 1956 (16 U.S.C. 742a-j), as amended. This project was selected for funding because the Landowner(s) share(s) a common objective with the USFWS to restore habitat for the benefit of Federal trust species on private lands, and the project supports priority actions identified in the Regional Partners for Fish and Wildlife (Partners) Program Strategic Plan.

The City of Green Bay, 100 N Jefferson Street, Green Bay, WI 54301, hereby agrees to participate with the USFWS in conducting certain wildlife management practices on lands owned or managed in **Brown County**, State of **WI** described as follows: within **NE Sec. 31, T24N, R20E; and/or Latitude: 44.5122521°N, Longitude: 88.1114728°W**.

In signing this Agreement, the Landowner(s) join(s) as a participant in a wildlife habitat improvement program and grant(s) to the Cooperator(s) and the USFWS authority to complete the habitat improvement project or the Landowner(s) may personally carry out management activities with financial or material support as described in attached **Exhibit A**. Any donation of supplies, equipment, or direct payment from the Cooperator(s) to the Landowner(s) for carrying out the habitat improvements is included in **Exhibit A**. The activities conducted pursuant to this Agreement are not to replace, supplement or otherwise contribute to any mitigation or compensation that may be required of the Landowner(s) or Cooperator(s) or other parties, as a result of any mandated requirements.

The term of this Agreement (also referred to as the habitat retention period) will be completed on **09/08/2035**. This Agreement may be modified at any time by mutual written consent of the parties. It may be terminated by either party upon 30 days advance written notice to the other part(ies). However, if the Landowner(s) terminate(s) the Agreement before its expiration, or if the Landowner(s) should materially default on these commitments, then the Landowner(s) agree(s) to reimburse the USFWS prior to final termination for the prorated costs of all habitat improvements placed on the land through this Agreement, and the Cooperator will work with the USFWS to determine how those funds will be used For these purposes, the total cost of the habitat improvements to the United States is agreed to be **\$1,700**.

Landowner:

The Landowner(s) or his/her land manager, with legal authority over land management decisions, guarantee(s) ownership of the above-described land and warrants that there are no outstanding rights that interfere with this Landowner Agreement.

The Landowner(s) will notify the USFWS and other Cooperator(s) of planned or pending changes in ownership. A change of ownership shall not change the terms of this Agreement. The Agreement and terms shall be in effect on the described land for the term of the Agreement.

The Landowner(s) agree(s) to allow access (with advance notice) to the USFWS and the other cooperating partners(s) to implement the project described in Exhibit A, and to monitor project success.

The Landowner(s) retain(s) all rights to control trespass and retains all responsibility for taxes, assessments, and damage claims.

During the habitat retention period, the landowner must maintain the habitat restored under this award.

At the end of the habitat retention period, the habitat improvement project will become the sole property and complete responsibility of the Landowner(s). There shall be no obligation to the USFWS after the term of the Agreement has expired.

The Landowner(s) will be responsible for securing any necessary permits. Technical advice and support will be provided by participating agencies in the application for the permit(s). The Landowner(s) agree(s) to identify USFWS contribution to the project during public presentations, reports, or other information published about the project, as appropriate.

USFWS:

The USFWS will work with the Landowner(s) and Cooperator(s) signing this Agreement, throughout the entire Agreement term to support actions needed to ensure that the project is designed and constructed per the Agreement and functions as intended.

The USFWS, its agents, or assignees will provide advanced notice prior to accessing the Landowner(s) property to implement the project described in the work plan, and to monitor project success.

The USFWS assumes no liability for damage or injury other than that caused by its own negligence, on the above acreage. The USFWS does not assume jurisdiction over the premises by this Agreement.

Spatial Information Sharing: In accordance with the Privacy Act of 1974, permission must be obtained from the Landowner before any personal information can be released. The only information that can be shared is payment information that is authorized by law. Therefore, Landowner(s) consent is requested to allow for sharing of spatial information about this project solely with conservation cooperators providing technical or financial assistance with the restoration, enhancement or management of fish and wildlife habitat.

I/We, the Landowner, consent to having spatial information about this project shared with other conservation cooperators

I/We, the Landowner, do NOT wish to have any spatial information about this project shared with other conservation cooperators

Signatures:

Dan Ditscheit, City of Green Bay Parks Director Date

Lara Fondow, USFWS Partners for Fish and Wildlife Program Biologist Date

Caitlin Nagorka, USFWS Partners Program State Coordinator Date

EXHIBIT A

The habitat improvements described below are agreed to by **The City of Green Bay**, the USFWS, in a Landowner Agreement dated **09/08/2025**.

Landowner Contact Information:

Name: The City of Green Bay
Parks Director: Dan Ditscheit
Mailing Address: 100 N Jefferson Street, Green Bay, WI 54301
City: Green Bay State: WI Zip code: 54301
Telephone: (920) 448-3381
Email: Dan.Ditscheit@greenbaywi.gov

Project Contacts

Maria Otto, Conservation Corps Coordinator
Telephone: (920) 448-3386
Email: Maria.Otto@greenbaywi.gov

Brian Pelot, City Forester
Telephone: (920) 448-3378
Email: Brian.Pelot@greenbaywi.gov

Description of Habitat Improvement Project and Objectives:

This project consists of restoring native wet meadow habitat in the City of Green Bay's He-Nis-Ra Park, a ~55-acre property that connects to another 64 acres of city-owned natural green space. A Green Bay Forestry Department intern helped to develop the park's restoration plan as part of her high school internship project. This project focuses on a low-lying area of the park known as the "bowl", which was historically used as a yard waste fill area and is currently dominated by reed canary grass. The goals of this project are to improve habitat for native pollinators, grassland nesting birds, migratory songbirds, and other local wildlife and to enhance the property's value for nature-based recreation and environmental education. This work will enhance the value and diversity of wildlife habitat on the property, which also supports woodlands and emergent and forested wetlands. Seedbed preparation for site began in the 2024 growing season, when the city contracted targeted grazing by sheep and goats to reduce the biomass and density of reed canary grass in the bowl and to address invasive brush and understory species in the immediate-surrounding woodlands. This grazing technique was repeated in the fall of 2024 and spring of 2025. Additional site preparation will include prescribed fire, hand-pulling of weeds, and herbicide treatments both prior to and following the seeding. A sedge meadow mix will be planted to allow for future grass-specific herbicide applications if needed to further reduce the reed canary grass. See attached project plan map and student restoration proposal in the case file for additional details.

This project is a partnership between the City of Green Bay and the U.S. Fish and Wildlife Service (USFWS), with additional financial assistance from Golden Sands RC&D. The USFWS Partners for Fish & Wildlife and Ecological Services Program biologists will provide technical assistance through site visits, project planning input, and seed mix selection and will provide financial assistance toward the application of prescribed fire and the purchase of a diverse sedge meadow seed mix as outlined in the budget table. The City of Green Bay's Forestry and Conservation Corps divisions will oversee the project and cover additional site preparation and project maintenance activities through in-kind and financial contributions.

This property lies within the Central Lake Michigan Coastal Ecological Landscape, core breeding habitat for Monarch Butterflies, and a potential habitat zone for the federally endangered Rusty Patched Bumble Bee. Green Bay Conservation Corps personnel observed RPBB using non-native floral resources in the park in August of 2025. Native wet meadow habitat restoration is expected to improve the quantity and quality of habitat available for RPBB and other pollinators to better support them throughout their lifecycles. This project is expected to benefit pollinators and migratory songbirds and to have a neutral to positive effect on any special status species occurring in the area.

USFWS will:

The USFWS will work with the Landowner(s) throughout the entire Agreement term to support actions needed to ensure that the project is designed and constructed per the Agreement and functions as intended.

Leverage funding and provide cost-share as outlined in the budget table to implement the project identified in this agreement.

The Partners for Fish and Wildlife Program biologist will conduct a site review, develop a project plan, and monitor the habitat restoration work. The PFW and ES biologists will assist in seed mix development for ~5.5 acres of native grassland habitat and coordinate with the landowner and contractors for project completion. The biologist will also provide management recommendations to the landowner for the duration of the agreement.

The USFWS, its agents, or assignees will provide advanced notice prior to accessing the Landowner(s) property to implement the project described in the work plan, and to monitor project success.

The Landowner(s) will:

Retain 100% ownership rights. Landowner will not have to allow the public to access their property. This property is a city park with public access; however, this access is not a condition of this landowner agreement.

Coordinate contractors for the completion of the projects outlined in this agreement. USFWS will assist with locating and coordinating contractors as needed.

Allow access to the property for USFWS employees and contractors during the restoration groundwork process and for inspections and follow-up monitoring.

Make best efforts to maintain the planted area and control invasive species for the duration of the agreement. Activities may include prescribed burning and/or mowing. Mowing to reduce weedy competition while the seeded species are establishing will be completed in the first two growing seasons as needed (approximately June, Aug, Sept). Mowing should occur when the planting reaches 12-18 inches and mowed back to 6-8 inches.

Record and submit contractor invoices and volunteer hours for activities associated with this project. Activities may include, but are not limited to site preparation, invasive species removal, prescribed fire, tree and brush removal, and site maintenance. All relevant receipts for project costs will be submitted to USFWS for match recording purposes.

Budget Table:

Object Class Categories ^a	Contributing Partners				
	Landowner	USFWS Partners Program	USFWS-Ecological Services Program	Golden Sands RC&D	Totals
Personnel					
Fringe benefits					
Travel					
Equipment					
Supplies			\$2,400	\$350	\$2,750
Contractual	\$7,700	\$1,700			\$9,400
Other (In-Kind)	\$2,000				\$2,000
Other					
Totals	\$9,700	\$1,700	\$2,400	\$350	\$14,150

^a The total cost-share by the Cooperator, Service and Landowner must remain the same, however allocations by category may be redistributed upon prior approval by the Service

Costs are based upon available information from vendors and similar projects at the time of agreement development and are subject to change. Any work to be completed may be modified with the mutual agreement of the parties.

Budget Narrative:

Supply Cost Estimate:

Seed for 5.5 ac. Sedge Meadow Pollinator Habitat Planting at ~\$500/ac. = ~\$2,750
(FWS/Golden Sands)

Subtotal: \$2,750

Contractual Cost Estimate:

Custom Targeted Grazing: ~\$6,000 (Landowner)
Prescribed Fire: ~\$3,400 (FWS & Landowner at \$1,700 each)

Subtotal: \$9,400

Landowner (City of Green Bay) In-kind Contributions:

Project Oversight, Outreach & Education Coordination, Seedbed Preparation, Seeding, and
Project Maintenance (Establishment Mowing, Invasive Species Control, etc.): ~\$2,000

Subtotal: \$2,000

TOTAL: ~\$14,150

Project Plan Map

Landowner: The City of Green Bay
County: Brown
Location: NE Sec. 31, T24N, R20E

Habitat Restoration & Enhancement Area: ~5.5 ac.
Assisted by: Lara Fondow & Jade Arneson



Legend

- He-Nis-Ra Park
- Interior Bowl Meadow Restoration Area
- Potential Grazing Perimeter



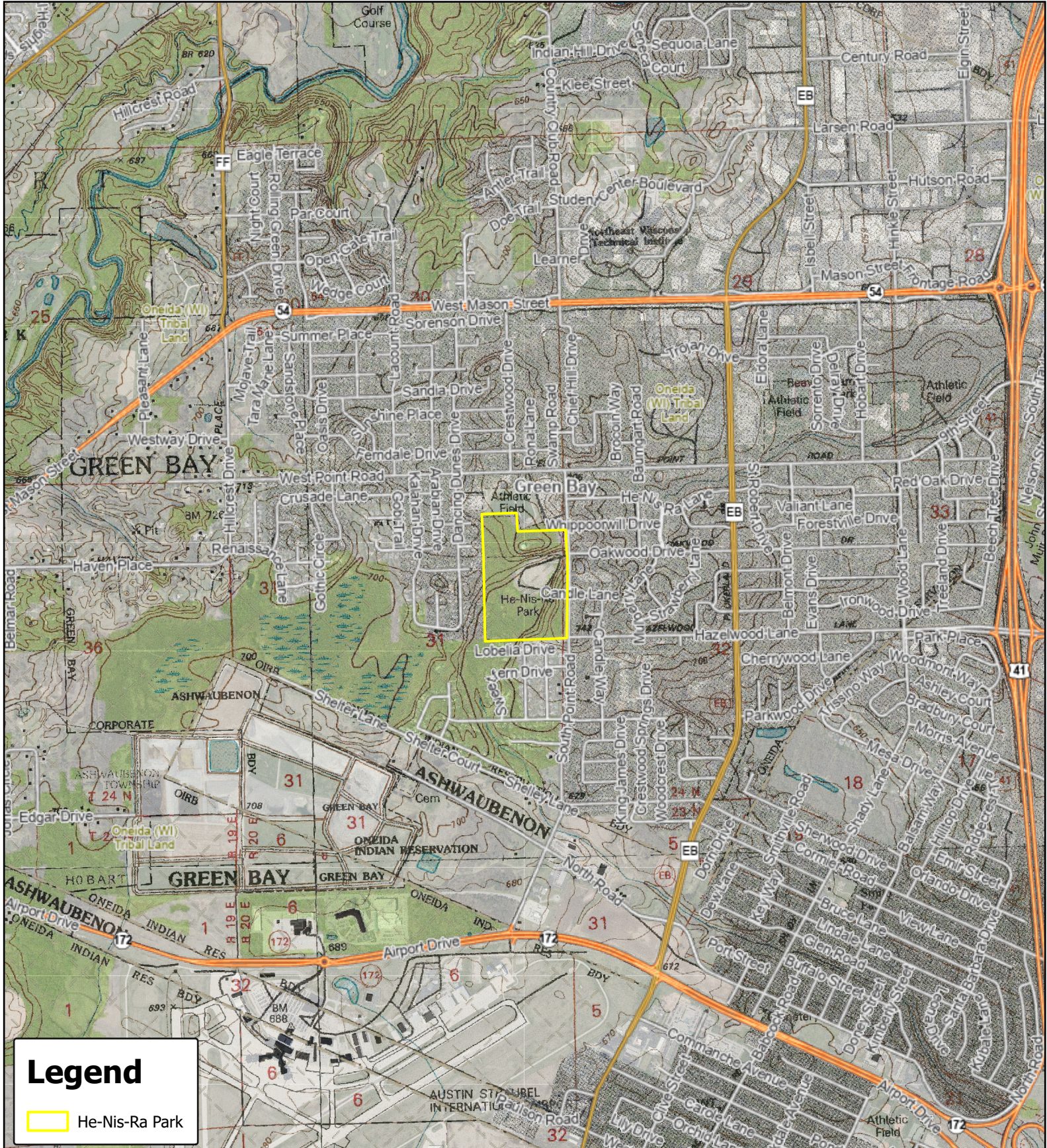
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Location Map

Landowner: The City of Green Bay
County: Brown
Location: NE Sec. 31, T24N, R20E

Habitat Restoration & Enhancement Area: ~5.5 ac.
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Legend

 He-Nis-Ra Park

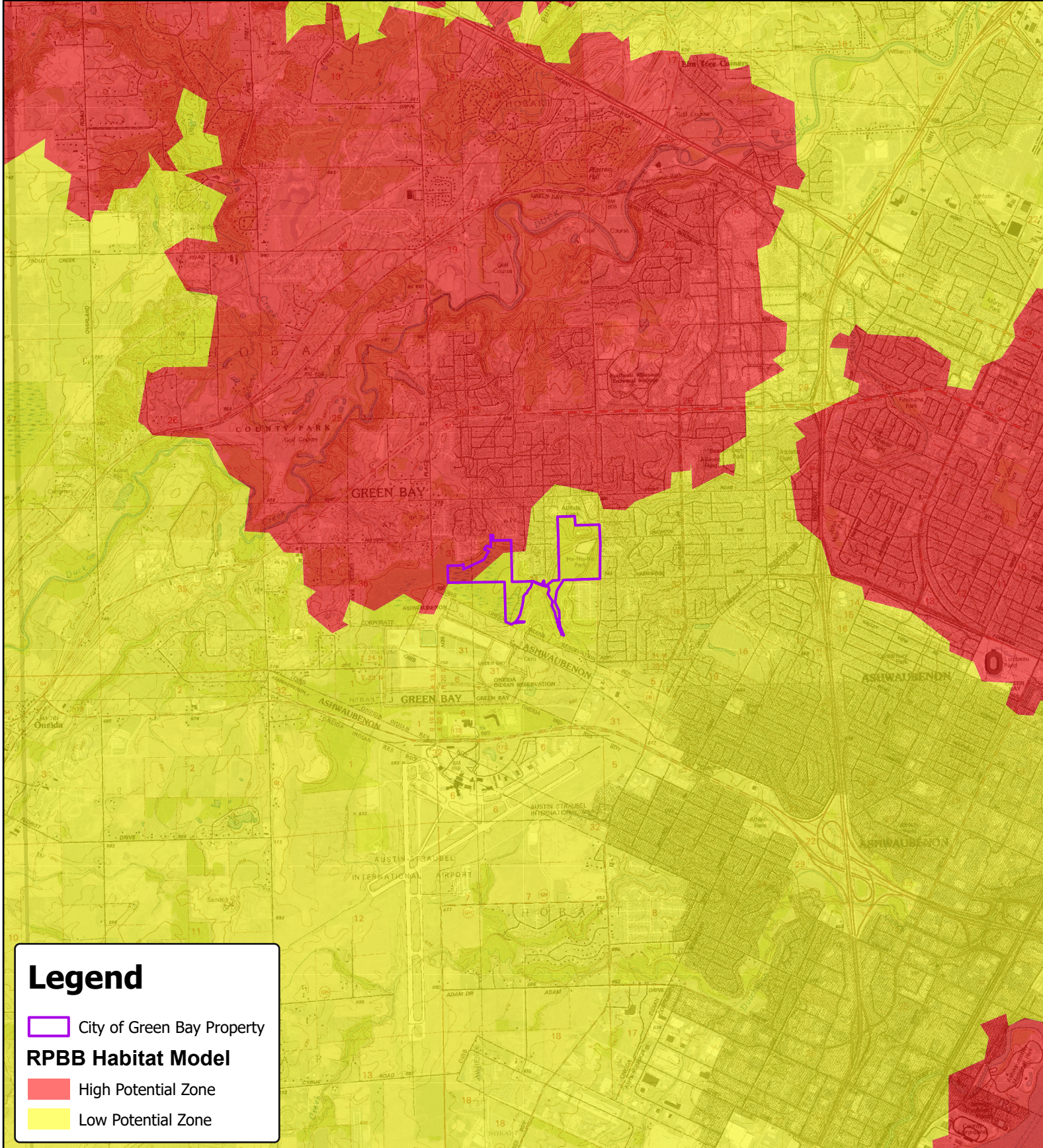
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Rusty Patched Bumble Bee Habitat Map

Landowner: The City of Green Bay
County: Brown
Location: NE Sec. 31, T24N, R20E

Habitat Restoration & Enhancement Area: ~5.5 ac.
Assisted by: Lara Fondow & Jade Arneson



Scale: 1:48,000

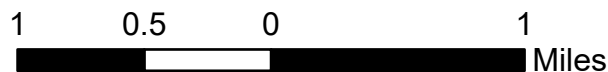


EXHIBIT B: Restoration Proposal Prepared by City of Green Bay Forestry Department Intern Brenna Ruonavarra

Introduction

He-Nis-Ra Park, spanning a total of 89 acres, was officially named in December of 1965 by the Board of Park Commissioners after a recommendation to turn the area into a park was adopted. This was later approved by the Improvement and Service Committee and Council. The area was turned over to the Park Department in 1967. He-Nis-Ra Park contains an open area, known as “the bowl,” and surrounded by a thick wooded environment. The bowl is around 4.5 acres in the center of the park with access from South Point Road. The bowl is the former site of the southwest yard waste site and is a popular walking loop for residents. The area is a perfect spot to view local wildlife and immerse yourself in a natural setting. The trails in the wooded areas also are perfect for hiking and in the wintertime are a hotspot for winter biking, skiing, and snowshoeing.

In recent years the bowl has lost its biological diversity and become overrun with invasive plant species. **My project intends to restore the bowl to a native meadow with scattered trees to promote the biological diversity of plants and animals.** These restoration efforts will increase the biological richness and provide a more enjoyable experience for visitors to the park.

The area has recently been identified as right on the fringe of a high-potential zone for rusty patched bumblebees (*Bombus affinis*), as it buffers areas with confirmed occurrences. In hopes of helping to re-introduce them into the area and increase their population, we'll be running surveys and planting native flowering species known for supporting them in native settings. The contiguous forested corridor adjacent to the area reinforces the park's potential to support rusty patched bumblebees, as the bees rely on these cover types for overwintering, nesting, and early spring foraging.

Rusty patched bumblebees have been confirmed present in Brown County, and with their declining population it would make sense to create a pollinator corridor to aid in their re-population of the city. The pollination services provided by native insects, especially bees, are estimated to be at \$3 billion per year in the United States. In Wisconsin, commercially grown pollinator-dependent crops create over \$55 million in annual production. We'll be observing their presence and planting native flowering species to support them.

Although now a species of low conservation concern, the eastern bluebird population in North America fell significantly in the early 20th century due to the introduction of invasive species, like house sparrows and European starlings, and rapid habitat loss. In an effort to promote public awareness about the conservation of bluebirds and their significance in our local ecosystem, we will be putting up bird boxes and educational signage detailing important facts about the species around the park.

Red-headed woodpeckers are considered near threatened and are currently listed as a Watch List Species for the U.S and Canada, due to steep population declines. Habitat loss and species introduction into existing habitats have caused a cumulative decline of more than 60% between 1970 and 2014. The best way to promote the conservation of the species seems to be proper management of snags, dead branches, and the understory of the wooded area surrounding the bowl for foraging.

Background

Historically, the bowl was a wooded marshland (Picture A). The area was cleared to create the southwest yard waste site (Picture B). Around 2005 the yard waste site was closed, with the

area being graded and seeded to create an open-park setting with the walking loop. In recent years, the bowl has lost its biological diversity and become overrun with highly invasive species (Picture C). Species we've confirmed present at the site include; phragmites (*Phragmites australis* subsp. *australis*), Japanese barberry (*Berberis thunbergii*), reed canary grass (*Phalaris arundinacea*), ragweed (*Ambrosia*), yellow toadflax (*Linaria vulgaris*), goldenrod (*Solidago*), and garlic mustard (*Alliaria petiolata*). Invasives like these can alter the food web in an ecosystem by destroying or replacing native species, as well as permanently altering the abundance of certain species and biodiversity in the area. There are some native species we observed as well, though few and far between, including boxelder maples (*Acer negundo*), staghorn sumac (*Rhus typhina*), and wild mint (*Mentha arvensis*)

After a few site assessments, we have determined that the soil of this open area would support a native prairie or meadow setting once commonly found throughout pre-settlement Wisconsin. This project will promote community partnership through collaboration with residents and those with a vested interest in the park. The project would reflect others throughout the city, including the oak savannah at the Mackenzie stormwater pond on the East side.

Picture A (1960)



Picture B (1978)



Picture C (2020)



Implementation

We intend to clear the bowl and surrounding area of invasives through the usage of mowing, tilling, and targeted herbicide treatments if necessary. Afterward, we're looking to re-create a native meadow setting, so we'll seed in native prairie and meadow species commonly found in similar pre-existing habitats in Wisconsin. In order to provide an educational experience for the public and encourage a deeper appreciation and respect for the park, we would like to install informational signs around the bowl area explaining present species and how to properly respect their habitat. We are looking to collaborate with several local civic groups to implement the project, including the Green Bay Conservation Corps, Green Bay Botanical Gardens, The King of Arms Neighborhood Association, Lombardi Middle School, and Bird City WI.

Our projected timeline currently shows us beginning implementation in May of this year, where we will be doing the first wave of clearing invasives from the bowl. Through the summer we will continue to inspect for the presence of undesirable invasives and perform control measures as

needed. If left unchecked these plant species could become future issues as competition for our introduced meadow species.

For invasive control we will use mechanical means, such as spring mowing followed by tilling. Tilling the soil will disrupt invasive root systems that could potentially resprout after the initial clearing. The area will then be monitored for resprouting of vegetation and followed by either another mowing or added chemical control. Invasive species can be difficult to control, a variety of methods and repeat applications may be necessary to keep good control and promote desired species.

With most of the species we're planting being flowering forbs, we are looking into partnerships with UWGB and GBBG to assess and make the site a pollinator corridor area. Plant species we are planning to restore after clearing the bowl will include but are not limited to: compass plants (Silphium laciniatum), prairie milkweed (*Asclepias sullivantii*), prairie bush-clover (*Lespedeza leptostachya*), and small-flowered false foxglove (*Agalinis paupercula*), as well as scattered swamp white and bur oak. By implementing the project, we will be supporting native species of plants within the park and promote bird populations in and surrounding the park. Restoring habitat that supports insect populations will promote the establishment of plant communities and provide a food source for birds.

Locations for two clusters of Bluebird nest boxes will be identified and installed. Two nest boxes will be placed within ten feet of one another, each pair of boxes will be about 100 yards apart. Artificial perches in the interior of the open area could be installed to help with feeding. In the fall of this year we will till the soil, seed in our native meadow species, and plant oak trees.

Our projected timeline predicts that we'll be finishing the project and opening the final product to the public in the fall of 2025, the 60th anniversary of the park!

Field Work

Spring:

- Assess the presence and abundance of bluebirds and red-headed woodpeckers in the bowl and surrounding area. We will do this using pre-recorded bird calls.
- Set up bluebird boxes in bowl area
- Site assessment for the presence of dead snags and cavities
- Identify invasive plant species in the bowl
- Observe presence and abundance of rusty patched bumblebees

Summer:

- Assessment of the plant composition of the bowl. We'll be considering both invasive and native species
- Assess the success of our bluebird boxes and clean them out
- Survey the presence of red-headed woodpeckers in the bowl and surrounding wooded area using pre-recorded bird calls
- Controlled mowing and goats deployed to cut back on invasives
- Observe presence and abundance of rusty patched bumblebees

Fall:

- Conduct a pre-planting assessment of the bowl, observing both the presence of invasives after the use of control measures and the soil quality.

- Goats deployed for pre-winter control of invasives - dwindling their numbers and taking away energy necessary for surviving the winter months
- Seed in native prairie species

Spring 2025:

- Survey the presence and abundance of bluebirds and red-headed woodpeckers
- Site assessment for used dead snags and cavities
- Identify and cut down invasives re-sprouting in the bowl
- Deployment of goats + usage of controlled mowing, if necessary
- Assessment of the germination success of prairie seeds from our fall planting
- Tree planting + potential arbor day planting with Lombardi Middle School
- Observe presence and abundance of rusty patched bumblebees
- Observe presence of monarch butterflies and success of milkweed planting

Funding

Currently this project does not have any city funding attached to it. However, the project has been supported with in-kind volunteer time and monetary support from agencies like USFWS, Green Bay Botanical Garden. Funding from these entities will be used to cover the costs of plant and seed, and signage for public education. Oak trees will be supplied by Green Bay Forestry. Funding for the expense incurred with goat grazing still needs to be determined and allocated. We are partnering with the Green Bay Conservation Corps and Parks and Forestry crews to assist with site preparation work and planting and seeding efforts.

- Partnering with Stephanie Bowers from Glorious Goat Ranch
- Partnering with USFWS
- Estimated project costs both in-kind and actual monetary are projected to be ???

Public Education

We plan to get educational signage created and distributed throughout the park, as well as getting the local middle school students involved next Arbor Day, as a means of teaching the public about proper tree care, treatment of the park, and the importance of the wildlife and habitat present.

Aftercare Maintenance

First Year Management:

- Control invasives by regular mowing to a height of 4 to 6 inches and goats as needed
- Do not allow invasive to flower or seed out
- Do not pull invasives out by hand - This could disturb new prairie plants and spread seeds
- At the beginning of the second season, evaluate the number and abundance of invasives present. If necessary, mow and use goats to keep the field at a height of 4 to 6 inches

Long-term maintenance:

- After the prairie has been established for 2-3 years, the use of controlled burning could be used (Would have to be done in April or early May)
- Mow / use goats once a year after prairie seeds have fallen in early spring
- Remove clippings of invasives to expose crowns of new prairie seedlings



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

September 10, 2025

PREPARED BY

AGENDA ITEM # F.1

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 09.10

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, SEPTEMBER 10, 2025**

PARK DIVISION

- Park shelter rentals are continuing through the fall months.
- Park crews continue to mow the parks, green spaces, and RDA owned property on a regular basis. 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 cans and ensuring the parks are in order for visitors.
- The ballfield crews continue to prepare soccer fields, softball fields, and baseball fields for fall athletic games. Preparing the various fields can mean anything from dragging ballfields, to laying out and line painting soccer fields and moving soccer goals.
- Park carpenters have completed the installation of the new playground at Farlin Park. They have begun removing the playground at Meyer Park for the new dog park. The carpenters are also handling minor repairs to shelters and buildings.
- Staff have begun end of season maintenance on pools and wading pools. Splash pads continue to be maintained and operated daily for the public.
- Almost all the Parks Dept seasonals have gone back to school.

FORESTRY DIVISION

- Crews are still working on pruning and tree removals for ongoing DPW projects including road resurfacing, reconstruction and sidewalk replacements.
- Forestry staff recently removed infested ash trees and pruned trees around the nature center parking lot at the WLS.
- Forestry staff continue to work with IT staff on transferring our tree inventory to a GIS format.
- The stump grinding has been completed on the east side. Approximately 725 stumps have been ground so far this season. Crews are starting the west side list in the neighborhoods near Ft Howard and Seymour Parks. There are approximately 500 stumps remaining on the westside.
- Cycle pruning efforts are being focused in the downtown and Whitney Park areas. Typical cycle pruning includes raising tree limbs for clearance, deadwood pruning and structure pruning to help reduce the chances of breakage during storms.
- Pruning crews are also working on individual pruning requests throughout the city.

DESIGN & DEVELOPMENT DIVISION

- The west end train is currently being tested as we wait for State approval. 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 hired a consultant 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 and should be completed by mid-September.
- Construction of the JBS project is well underway. The infrastructure/road project is nearly completed. The construction of the Park/Boulevard will likely begin in September.
- 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 has begun.
- The consultant is actively working on the redesign of the Leicht Park shelter project. Final plans are expected next week. The site grading for the soil surcharge has been completed.
- A consultant has been hired to design improvements for Joannes Sk8 Park. The consultant is developing conceptual plans.
- Construction of the Bay Beach HVAC Pavilion Project will begin on 9/8/25.

GREEN BAY CONSERVATION CORPS

- Crews continue to complete follow-up treatments of buckthorn at Joliet, He-Nis-Ra, McAuliffe, WLS, and Newberry.
- Summer plant maintenance continues at all native plantings.
- Crews mulched the trail system at Red Smith Park. The Red Smith school received a grant to install storybook trail signs along the trail. Staff began installing these trail signs in late August. The Girl Scouts built and donated 3 benches along the trail.
- Crews partnered with the Northeast Wisconsin Land Trust for a workday at Wequiock Natural Area in Green Bay to remove invasive species and learn about the restoration of the site.
- Staff continue to complete encroachment surveys throughout the park system and have begun re-inspections.
- The 2024-2025 program year concluded on 8/31/2025. The new crew starts 9/22/2025. This year, we filled more positions in the fall than anticipated, with a total of 16 crew members. Nine of these members are alumni of the program. Staff are finishing background checks and completing the onboarding process for all 16 members.
- Staff continue to research and write grants for the program.
- Staff met with Risk and Legal to finalize the “roving crew” project application and paperwork. More information will be released soon.

- Staff have been working with the Fish and Wildlife Service (FWS) for a large restoration project at He-Nis-Ra in which FWS is donating nearly \$4,500 in native seed and cost-sharing the prescribed burn.

RECREATION DIVISION

- The adult fall softball leagues began August 19th. We are offering Co-Ed Slow-pitch and Men's Slow-pitch at Beaver Dam Park. The season will run Mondays and Tuesdays through mid-October.
- Adult football leagues have begun. Leagues are played on Thursday nights at East River Van Beaver and Ted Fritsch Parks through mid-October.
- Youth Basketball Skills registration opened on August 4th. The program will start on September 29th.
- We are currently taking registrations for the table tennis league which will be held on Wednesday evenings beginning October 1st at Franklin Middle School.
- Fall permits have been issued for the youth baseball, cross-country, football, soccer and tennis programs.
- We are currently taking registration for the adult basketball leagues which are scheduled to begin November 5th.
- Fall 2025-2026 Dance Registration is open. Information on Fall classes is available at: <https://www.greenbaywi.gov/885/Dance-Classes>. The informational parent meeting takes place on September 23rd with classes beginning the week of September 30th.
- FIT in the Parks concluded August 28th with great success following a short hiatus. Stay tuned for some fall pop-up FIT classes.
- Registration opened for the Howling Halloween Hike on September 8th. We anticipate selling out the event, which is scheduled to take place on October 24th at the Bay Beach Wildlife Sanctuary.

AQUATICS

- All pools closed for the season on Sunday, August 17th.
- The Pooches in the Pool event took place on Saturday, August 23rd at Joannes Aquatic Center. We had a total of 41 dogs that participated in the inaugural event.
- This off-season, staff will continue to evaluate the staffing shortage we continue to endure. Some notes to consider:
 - Types of schedules
 - Length of shifts
 - Scheduling software
 - Incentives
 - Weekend bonus pay
- Staff are working on completing the 2025 Annual Aquatics Report. This will assist in making decisions for the 2026 season.

BAY BEACH AMUSEMENT PARK

- Ride Repairs
 - Sea Dragon: New lap bars are on order.
 - West Train: Construction is nearing completion. The train has been tested on the new tracks. We are waiting for the State Ride inspector to do their final inspection.
 - Merry Go Round: Down for the year.
 - Rockin Tug: Parts have been ordered and we are waiting for delivery.
- Inclusive Playground
 - Working on donation “plaque”. Elevate is looking to install the plaque around 9/23/25.
 - The new prefabricated bathroom is installed and open when the park is busy.
 - On nice days, there are plenty of families utilizing the playground.
- Staffing
 - Our staffing numbers continue to decline as staff head back to college. We continue to hold interviews, but applicants do not meet requirements.
- Improvements
 - Dancehall HVAC construction began on 9/9/25.
 - We are looking for ways to increase special events for 2026 season.
 - We are working on a staffing survey to see what we should change or keep doing for 2026.

METRO BOAT LAUNCH

- The Pay Station is open and taking payments.
- The facility is seeing average usage for this time of year.

TRIANGLE HILL

- Shelter rentals are underway.
- Disc golf and bike track continue to get a great number of participants.
- Staff has begun discussions on winter staffing.

WILDLIFE SANCTUARY

- The Raptor Walk exhibit electrical upgrade is complete.
- AOC Grant work continues onsite with soil testing, water level monitoring, plant assessments currently underway and data being analyzed.
- The Sanctuary Strategic & Master Planning project kick-off meeting was held with early deliverables identified and introductions to all appropriate parties.
- Final planning and preparation underway for WLS’s 20th Walk for Wildlife to be held on September 20th. This year we will be highlighting our otters Renee and Cesar.
- The OAK School new school year is underway with full enrollment. All 4K staff from last year have returned for this school year.
- Preparations are starting to begin for winter enclosure modifications.
- Fall programs are now underway including Nature Walks, Children’s Storytime and Wolf Feeding.

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 continues.
- Capital Improvement Project budget formulation has been compiled.
- Basketball, Table Tennis, and Youth Basketball Skills 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 Howling Halloween Hike, scheduled for Friday, October 24th, is available online, by phone, or in person.