



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, AUGUST 12, 2026, 5:00 PM

Note Time Change

Immediately following Improvement and Services Committee.

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/88995993315?pwd=juhDPk4acxAxMySiEo6HWQVgL4vbFF.I>

Or call in by phone: +1 312 626 6799

Meeting ID: 889 9599 3315

Passcode: 103217

If you wish to leave a comment for this public meeting, 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, Ben Delie, Jim Ridderbush, Ben DeBaker

C. Approval of the Agenda.

I. Approval of the agenda for the Wednesday, August 12, 2026, meeting of the Parks Committee.

D. Approval of Minutes.

I. Approval of the minutes from the July 15, 2026 Parks Committee meeting.

E. Regular Business.

I. Consideration with possible action on the approval of a Donation Agreement with the Friends of Bay Beach to accept a \$1.5 million donation to go towards early payoff of the Bay Beach Amusement Park debt.

2. Consideration with possible action on the approval of a resolution approving paying off a partial cash call of the 2018A General Obligation Bonds related to the Bay Beach shoreline project.
3. Consideration with possible action on the purchase of train track steel rail, hardware and track switches from Harmer Steel for a total cost of \$118,354.00 to replace the miniature train tracks at Bay Beach Amusement park behind the main pavilion.
4. Consideration with possible action on the communication submitted by Ald. Melinda Eck (District 11), on behalf of neighborhood residents, to rename Beaver Dam Park to General Douglass MacArthur Park to honor the namesake of the adjacent, recently closed school.
5. Consideration with possible action on the request by the Murphy Park Neighborhood Association to place their neighborhood sign in Murphy Park.
6. Consideration with possible action on the referral from the Sustainability Commission to consider an Ordinance Amending Section 28-3, Green Bay Municipal Code, Relating to Protection of Parks and Greenways, which will allow harvesting of edible plants, fruits and seeds within the Green Bay Park system.
7. Consideration with possible action on accepting a \$6,225 Volunteer Generation Fund grant award from Serve Wisconsin to go towards the purchase of a UTV to support the Green Bay Conservation Corps program.
8. Consideration with possible action on accepting a \$25,000 grant from the Rosen Family Foundation to help fund the Summer Parkee Program.

F. Informational.

1. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
2. Next Meeting: August 26, 2026

G. Adjournment.

1. Adjournment of the Wednesday, August 12, 2026, 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 12, 2026

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the July 15, 2026 Parks Committee meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 7-15-26 Parks Committee Minutes



MINUTES OF THE PARKS COMMITTEE

WEDNESDAY, JULY 15, 2026, 5:00 PM

In person at City Hall, Room 310.

Virtual attendance is also available via Zoom.

AMENDED

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/88995993315?pwd=juhDPk4acxAxMySiEo6HWQVgL4vbFF.I>

Or call in by phone: +1 312 626 6799

Meeting ID: 889 9599 3315

Passcode: 103217

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B. ROLL CALL.

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

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Wednesday, July 15, 2026, meeting of the Parks Committee.

Moved by Ald. Jim Ridderbush, seconded by Ald. Ben DeBaker to approve.

Motion Passed.

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

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the July 1 2026, Parks Committee meeting.

Moved by Ald. Melinda Eck, seconded by Ald. Ben DeBaker to approve.

Motion Passed.

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

E. REGULAR BUSINESS.

1. Consideration with possible action on the approval of the Badger Park Masterplan.

Moved by Ald. Melinda Eck, seconded by Ald. Jim Ridderbush to approve the Badger Park Masterplan.

Motion Passed.

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

2. Consideration with possible action on accepting an AmeriCorps Program Funding Grant for \$389,701.00 to continue the Green Bay Conservation Corps program through 2027.

Moved by Ald. Jim Ridderbush, seconded by Ald. Melinda Eck to approve accepting an AmeriCorps Program Funding Grant for \$389,701.00 to continue the Green Bay Conservation Corps program through 2027.

Motion Passed.

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

F. INFORMATIONAL.

1. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
2. Next Meeting: August 12, 2026.

G. ADJOURNMENT.

1. Adjournment of the Wednesday, July 15, 2026, meeting of the Parks Committee.

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

Motion Passed.

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



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.I

Consideration with possible action on the approval of a Donation Agreement with the Friends of Bay Beach to accept a \$1.5 million donation to go towards early payoff of the Bay Beach Amusement Park debt.

BACKGROUND

In 2018 Bay Beach Amusement Park took out a \$5 million bond for the installation of the shoreline improvements at Bay Beach. This was set up with a 20-year payment plan. In 2020 the City Council approved a debt reduction plan to help eliminate the debt early. The approved plan committed Bay Beach Amusement park to set aside a total of \$1.9 million in addition to the yearly bond payments so that we could refinance the debt in 2026. That was all staff felt at the time that we could commit to using Bay Beach funding. As part of this debt reduction plan, the Friends of Bay Beach also agreed to donate \$500,000 towards the debt reduction. If we only pay off \$2.4 million and refinance the remaining debt, we will still owe approximately \$1,245,000 in principal and \$125,000 in interest through the end of the revised payment plan.

Both Park staff and the Friends of Bay Beach are in agreement that it is in the City's best interest to pay off the debt in full this year. Per the attached agreement, the Friends of Bay Beach will donate \$1.5 million towards the debt reduction if Bay Beach can fund the remaining \$2,238,212.50. There is enough money in the Bay Beach Development account to fund the remaining amount needed to pay off the debt early.

RECOMMENDATION

To approve

FISCAL IMPACT

The acceptance of this \$1.5 million donation will allow the City to pay off the \$5 million bond in full, 12 years early.

ATTACHMENTS

- I. FOBB Donation Agreement

DONATION AGREEMENT

THIS AGREEMENT is made in the City of Green Bay, Brown County, Wisconsin, by and between the CITY OF GREEN BAY, WISCONSIN, a municipal corporation (hereinafter "CITY") and Friends of Bay Beach, a Wisconsin non-profit corporation (hereinafter "FOBB").

WHEREAS, CITY desires to retire the remaining outstanding debt associated with the Bay Beach Amusement Park (hereinafter "Bay Beach"); and

WHEREAS, FOBB desires to provide financial assistance to CITY to accelerate the elimination of this debt and secure future capital improvements for Bay Beach; and

WHEREAS, the total remaining Bay Beach debt to be retired is estimated to be approximately three million seven hundred forty-eight thousand one hundred eighty-nine dollars and 84 cents (\$3,748,189.84); and

WHEREAS, the parties wish to establish the specific conditions under which these funds will be donated, held, and expended by CITY.

NOW, THEREFORE, it is mutually agreed as follows:

1. FOBB shall donate one million, five hundred thousand dollars (\$1,500,000) to CITY payable on or by September 1, 2026.

2. CITY shall only use such donated funds from FOBB to assist in paying off the existing Bay Beach debt.

3. CITY shall utilize existing Bay Beach revenues and funding sources to pay off the remaining balance of the debt, estimated to be approximately two million two hundred forty-eight thousand one hundred eighty-nine dollars and 84 cents (\$2,248,189.84).

4. CITY shall ensure that the entirety of the Bay Beach debt is paid off and retired on or around September 22, 2026.

5. CITY agrees not to incur, issue, or take out any new debt or financial liabilities for Bay Beach during the current Council term, which ends April 18, 2028. In the event of an emergency, as determined by the Council, nothing in this paragraph shall prevent the City from incurring, issuing, or taking out new debt or financial liabilities for Bay Beach.

6. CITY agrees that any remaining funding left in the Bay Beach Development account shall be utilized to fund the following, but are not limited to:

- Stormwater management
- Shoreland improvements
- New tracks for the small train.
- Renovations to the pavilion and park storage areas.

Dated this _____ of _____, 2026.

CITY OF GREEN BAY

By: _____
Eric Genrich, Mayor

FRIENDS OF BAY BEACH

By: _____
David Charles, Sr., President



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.2

Consideration with possible action on the approval of a resolution approving paying off a partial cash call of the 2018A General Obligation Bonds related to the Bay Beach shoreline project.

BACKGROUND

In 2018 the City of Green Bay took out a \$5,000,000 bond for the redevelopment of the shoreline at Bay Beach Amusement Park. It was set up as a 20-year bond. In 2020, the City Council approved a Bay Beach debt reduction plan. The plan stated that Bay Beach would set aside \$1,900,000 for debt reduction and then refinance the remainder of the loan in 2026. The previous agenda item was to accept a \$1,500,000 donation from the Friends of Bay Beach, which would allow the City to pay off this bond in full, leaving Bay Beach Amusement Park debt free. This resolution is needed in order to authorize the early payoff of the debt.

RECOMMENDATION

To approve, contingent upon the acceptance of the proposed \$1.5 million donation from the Friends of Bay Beach.

FISCAL IMPACT

By paying off these bonds early, Bay Beach Amusement Park will save over \$900,000 in interest over the remaining lifespan of the existing bond payment schedule, which currently extends through 2038. The total debt that remains to date is \$3,748,189.84. In order to pay off the bond in full, the Friends of Bay Beach are proposing to fund \$1,500,000 towards this initiative if Bay Beach Amusement Park will fund the remaining \$2,248,189.84. There is enough money in the Bay Beach Development Account to cover the City's share of the payment.

ATTACHMENTS

- I. Bay Beach Debt Payoff Resolution

Resolution to Pay Off Bay Beach Debt

2026

WHEREAS, the City of Green Bay owns and maintains the Bay Beach Amusement Park; and

WHEREAS, in 2018 the City of Green Bay took out debt to pay for a project at Bay Beach Amusement Park; and

WHEREAS, on September 22nd, 2026, the total principal and interest for the 2018A General Obligations Bonds taken out to fund the Bay Beach project will be \$3,748,189.84; and

WHEREAS, the City of Green Bay has the means to pay off the outstanding Bay Beach project debt by a combination of funds from the Bay Beach Development fund balance and a donation from the Friends of Bay Beach; and

WHEREAS, it would be in the best interest of the City of Green Bay to pay off the outstanding Bay Beach project debt; and

NOW, THEREFORE, BE IT RESOLVED that the City of Green Bay Common Council hereby directs the Finance Director to pay off the 2018A General Obligation Bonds related to the 2018 Bay Beach Project on or before September 22nd, 2026, with the donation funds received from the Friends of Bay Beach and funds from the Bay Beach Development fund.

Adopted _____

Approved _____

Eric Genrich

Mayor



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.3

Consideration with possible action on the purchase of train track steel rail, hardware and track switches from Harmer Steel for a total cost of \$118,354.00 to replace the miniature train tracks at Bay Beach Amusement park behind the main pavilion.

BACKGROUND

The miniature train ride behind the main pavilion at Bay Beach Amusement Park has been closed for the entire season. Earlier this spring, our staff met the State Ride Inspector onsite and determined that the ride needs to remain closed to the public until the tracks are completely replaced. The wood supports under the steel tracks have rotted beyond repair, creating an unsafe condition. In order to complete the repair we will have to remove the entire track, do repair work to the gravel base and then completely replace the wood supports and steel track. We will be hiring a contractor to repair the gravel base and set grades for the new track. Park crews will install the wood supports and steel track. This work will begin after the amusement park closes for the season. We hope to have the track installation completed by the start of the 2027 amusement park season.

RECOMMENDATION

To approve

FISCAL IMPACT

The funding for this purchase will come from the Bay Beach Development account. We are estimating a total cost of approximately \$200,000 to replace the tracks. This estimated cost includes the purchase of the steel, wood supports and hiring a contractor to complete the rough grading. There is adequate funding available.

ATTACHMENTS

- I. Bay Beach Train Steel Quotes

CITY OF GREEN BAY BID SUMMARY
RFQ# 2026-19 Bay Beach East Train Replacement Rails/ Turnouts
ISSUED: 7/28/26 DUE: 8/6/26
CC: 57000, 55900, 94000

			VENDOR #1	
			Harmer Steel	
DESCRIPTION	Units	QTY		
20-Lb ASCE New Rail (1850 TF)	LF	3,700	QTY: 24,800 /124 pcs. 30'	\$2.17
			QTY: 13,400 /67 pcs. 30'	\$2.17
20-Lb ASCE New Splice Bars	Pair	124	\$20.00	
1/2" x 2-1/2" Track Bolts w/ Square Nuts	EA	500	\$2.25	
3/8" x 3" Track Spikes (4,440/100)	Keg 100	45	QTY: 14	\$342.50
Rolling Steel for curved track construction	LF	1,987		
20-Lb ASCE #5 Portable Turnout 16" Gage 15'-8.5" Lead - 47' -4 13/16" Deg Radius Erected on T-4 Steel Ties	EA	3	\$9,020.00	
Total Amount:			\$118,354.00	
Delivery:			7 to 9 Weeks ARO	



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.4

Consideration with possible action on the communication submitted by Ald. Melinda Eck (District 11), on behalf of neighborhood residents, to rename Beaver Dam Park to General Douglass MacArthur Park to honor the namesake of the adjacent, recently closed school.

BACKGROUND**RECOMMENDATION**

No staff recommendation.

FISCAL IMPACT

We would have to allocate staff time to change all of the maps and information on the City's webpage. In addition carpentry staff time will have to be allocated to fabricate a new park sign. The material costs for the park sign would be less than \$1,000.

ATTACHMENTS

- I. 07282026 707 PM (CDT) - D11 - Melinda Eck - Parks Committee

Alders' Petitions and Communications

07/28/2026 7:07 PM (CDT)

Submitted by Melinda Eck (Melinda.Eck@greenbaywi.gov)



Alders' Petitions and Communications

Alder's Name	D11 - Melinda Eck
Committee Name	Parks Committee
Text of Communication	In light of MacArthur School being closed and scheduled for demolition, per the request of residents in the neighborhood, I am requesting that the adjoining park, currently known as Beaver Dam Park, be renamed to honor the namesake of the school, General Douglas MacArthur Park.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.5

Consideration with possible action on the request by the Murphy Park Neighborhood Association to place their neighborhood sign in Murphy Park.

BACKGROUND

The Murphy Park Neighborhood Association is requesting to place their Neighborhood Association sign near the north-east corner of Murphy Park, along Dousman Street. The Parks Department reviewed this request and is acceptable to placing it in their recommended location. There should not be any impact to the adjacent trees where the sign is being proposed. If approved, the Neighborhood Association would be responsible for all expenses incurred with the purchase and installation of the sign. The Neighborhood Association would also be responsible for the ongoing maintenance of the sign and associated landscape around the sign.

RECOMMENDATION

To approve.

FISCAL IMPACT

There is no fiscal impact to the City.

ATTACHMENTS

- I. Murphy Park Neighborhood Association Sign Location Map



MURPHY PARK

PROPOSED NEIGHBORHOOD ASSOCIATION SIGN LOCATION MAP



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.6

Consideration with possible action on the referral from the Sustainability Commission to consider an Ordinance Amending Section 28-3, Green Bay Municipal Code, Relating to Protection of Parks and Greenways, which will allow harvesting of edible plants, fruits and seeds within the Green Bay Park system.

BACKGROUND

City Ordinance currently bans the public from harvesting edible plants, fruit and nuts from all City Parks. With the recent addition of the Food Forest at Seymour Park and a small orchard at JBS Park, there is a desire to modify City Ordinance to not only allow harvesting for personal use at these specific parks, but all City parks. The Sustainability Commission worked with Park Staff and the Law Department to suggest appropriate changes to the ordinance. The proposed modifications were discussed at the July 16, 2026 Sustainability Commission. The motion at the meeting was to refer this item to the Parks Committee for consideration.

Park staff is in support of these changes to the ordinance.

RECOMMENDATION

To approve.

FISCAL IMPACT

There is no fiscal impact.

ATTACHMENTS

- I. Harvesting Ordinance Changes

GENERAL ORDINANCE NO. 14-26

AN ORDINANCE
AMENDING SECTION 28-3,
GREEN BAY MUNICIPAL CODE,
RELATING TO PROTECTION OF PARKS AND GREENWAYS

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

SECTION 1. Section 28-3, Green Bay Municipal Code, is hereby amended to read:

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.*

(1) In general. No person shall pluck, **remove**, or cause damage **or destroy** any flowers, plants, fungi, shrubs, or trees, **or any parts thereof**, growing in any public park or greenway. ~~No person shall pluck or remove any plant, or parts of a plant, including fruit and seeds, without permission~~ **written approval** of park staff **except as provided in subsection (2).**

(2) Harvesting: A person may harvest edible plants, or parts of plants, including fruits and seeds, from any public park or greenway, subject to the following requirements:

- a. Harvesting must be done by hand-picking.**
 - b. Harvesting must be done in small quantities for personal consumption.**
 - c. No person shall sell, or allow to be sold, any edible plant or parts of plants harvested or gathered on City-owned lands.**
 - e. No person shall use ladders, mechanical devices, or tools to assist in harvesting that cause damage to trees, plants, or soil.**
- (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.

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

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

Dated at Green Bay, Wisconsin, this _____ day of _____, 2026.

APPROVED:

Eric Genrich, Mayor

[Date]



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.7

Consideration with possible action on accepting a \$6,225 Volunteer Generation Fund grant award from Serve Wisconsin to go towards the purchase of a UTV to support the Green Bay Conservation Corps program.

BACKGROUND

The City of Green Bay was recently awarded a \$6,225 grant award from Serve Wisconsin. The funding will be used to purchase equipment associated with hosting a park revitalization volunteer event on September 12th. Volunteers will help remove invasive species and turn the woody debris into a useful soil amendment called biochar, which the Forestry Division will use for their tree planting operations.

The funds from this grant award will specifically be used to purchase a UTV to haul tools and equipment and to assist volunteers in accessing the project location for this event. After the event is concluded, the UTV will be used regularly by the Conservation Corps for many future events and conservation activities throughout the Park system.

RECOMMENDATION

To approve.

FISCAL IMPACT

The total cost to host the volunteer event is \$12,295. All of the expenses will go towards the purchase of the UTV and other miscellaneous tools needed for the event. The grant award will fund \$6,225, which is 50% of the total cost. The City's match of \$6,225 will come from a combination of 2026 Conservation Corps budget, along with partnerships with local businesses and neighborhood associations. No additional funding will be needed if this grant award is approved and accepted.

ATTACHMENTS

1. VDF Grant Application
2. Americorps Grant Contract Final

July 21, 2026

Agency Full Legal Name City of Green Bay	Contact Person's Full Name Maria Otto
Contact Person's Email maria.otto@greenbaywi.gov	Contact Person's Phone Number 920-448-3386
Agency active UEI ZCUZDCHFP7C6	Agency Area Served Green Bay, Wisconsin

Please give an overview of your proposed program. Please provide a detailed summary of your volunteer projects and the activities volunteers will be responsible for completing.

In celebration of America 250 and 9/11 National Day of Service, the Green Bay Conservation Corps will host a park revitalization volunteer event on September 12th, 2026. Volunteers will help remove invasive species and turn the woody debris into a useful soil amendment called “biochar” through the process of burning the wood in large kilns. Volunteers will clear the dense woods of this invasive species, making space for a nature trail for the neighborhood. The biochar produced from this event will be used by the Forestry Division in tree plantings throughout the City of Green Bay.

Please give a description of how VGF grant funds will help strengthen your volunteer program. If VGF funds will be supporting existing projects, how will they be enhanced by the additional funds?

VGF funds will make the event accessible and enjoyable for people of all abilities. Funds will be used to purchase a UTV to haul tools and equipment and assist volunteers in accessing the project location.

How will your project celebrate the America Gives initiative by encouraging acts of service and promoting inclusivity and collaboration among Wisconsinites?

The volunteer event will have accommodations to include neighbors of all abilities in getting outside in their local park and making a difference.

What are your desired outcomes for the program? What will make the program a success?

The event aims to leverage 50 volunteers in restoring the woodland and producing biochar. The goal would be to remove 1 acre of invasive species, produce 200 gallons of biochar, and build lasting connections with volunteers.

How many volunteers will your program engage using grant funds?

50 volunteers

July 21, 2026

Please give a detailed description of your agency's Organizational Capacity. For example, who will be implementing and providing oversight of the program? Does your agency's mission include volunteer engagement? What experience does your agency have managing grants, especially federal or state grants?

The City of Green Bay's Conservation Corps (GBCC) hosts volunteer events throughout the year and has made a commitment to connecting with 300 volunteers annually. The AmeriCorps Program Director, Maria Otto, will oversee the volunteer event and grant management. This staff person has previously implemented 4 years of AmeriCorps funding and 2 VGF programs previously. They have experience managing federal and state grants.

Please describe how your budget is effective and adequate.

The project will leverage tools and supplies of the Green Bay Conservation Corps and fill supply gaps for a large volunteer event. Each item in the budget is needed directly for the implementation of the program. Volunteer safety supplies such as safety glasses, leather gloves, ear protection, and bandana/buffs are needed when working with invasive species and large biochar kilns. The UTV is critical in accessing the project area and providing safety while operating a biochar kiln and fire risk. Finally, fire suppression materials such as the water pump and hose are needed to extinguish the fire.

How will your agency meet the match requirement?

The City of Green Bay will meet the match through its annual budget and partnerships with local businesses and neighborhood associations.

What is your timeline for implementing this program? Will all grant activities be completed by September 30th, 2026?

Materials will be purchased as soon as the grant is awarded, and the volunteer event will take place on September 12th, 2026. Yes, all activities will be completed by September 30th, 2026.

AGREEMENT

Between the

WISCONSIN NATIONAL AND COMMUNITY SERVICE BOARD

and

CITY OF GREEN BAY

THIS AGREEMENT is made and entered by and between the Wisconsin National and Community Service Board (“Board”) and CITY OF GREEN BAY. (“Grantee”) SAM ID ZCUZDCHFP7C6 for the Performance Period July 30, 2026 through September 30, 2026.

WHEREAS, the Board is responsible for the administration of programs and the Department of Administration is responsible for the administration of the funding; and

WHEREAS, on behalf of the Board, the Department of Administration, pursuant to sec. 15.03, Stat., administers budgeting, and related management functions of the Board program responsibilities; and

WHEREAS, the appropriations from which payments are to be made under this Agreement are subs. 20.505(4)(j) and (p), Stats. and

WHEREAS, the Grantee has submitted an Application to the Board for an award under the program to undertake activities consistent with the program requirements set forth in sec. 16.22 Stats.; and

WHEREAS relying upon the approved Volunteer Generation Fund (VGF) application and budget, the Board will award to the Grantee the amount of six thousand two hundred and twenty five dollars (\$6,225) for eligible activities herein described and to be utilized in accordance with the terms and conditions of this Agreement; and

WHEREAS, the terms and conditions herein shall survive the Performance Period and shall continue in full force and effect until the Grantee has completed and is in compliance with all the requirements of this Agreement; and

WHEREAS, it is the intention of the parties to this Agreement that all work shall be for their mutual benefit; and

WHEREAS, this Agreement is mutually exclusive and is distinguished from all previous Agreements between the Grantee and the Board and contains the entire understanding between the parties;

NOW, THEREFORE, in consideration of the mutual promises and dependent documents, the parties hereto agree as follows:

The following documents are part of this agreement:

- 1) This Agreement (including all attachments)
- 2) All other documents referenced in this Agreement

FOR THE GRANTEE:

**WISCONSIN NATIONAL AND COMMUNITY
SERVICE BOARD**

BY: Eric Genrich, Mayor

BY: Kyle Clower, Executive Director

DATE

DATE

GENERAL TERMS AND CONDITIONS

1. **Definitions.** For the purposes of this Agreement:

- (a) “Agreement” means the Wisconsin National and Community Service Board Agreement with the Grantee, together with any future amendments, modifications, or alterations thereof.
- (b) “Application” means the Grantee’s final approved VGF Board Training Funding Application for 2025 and all attachments thereto, as approved by the Wisconsin National and Community Service Board and the Corporation for National and Community Service. By its Application, the Grantee agrees to the guidelines, assurances, certifications and requirements as set forth in the Grant Terms and Conditions issued by the Corporation for National and Community Service.

The Corporation’s 2024 General Grant Terms and Conditions for Volunteer Generation Fund grants can be found at: <https://americorps.gov/sites/default/files/document/2024-VolunteerGenerationFund-TC-20231207.pdf>

The Corporation’s 2025 General Grant Terms and Conditions can be found here:

<https://americorps.gov/sites/default/files/document/FY2025-General-Terms-and-Conditions.pdf>

- (c) “Board” means the Wisconsin National and Community Service Board, together with its successors and assigns.
- (d) “Corporation for National and Community Service” means the federal agency created under the National and Community Trust Act of 1993, P.L. 103-82, which funds the VGF Program.
- (e) “Grantee” means CITY OF GREEN BAY together with its successors and assigns.
- (f) “Eligible Costs” means all costs and expenditures actually incurred by the Grantee as approved in Grantee’s Application and as outlined in the Budget and as further explained in the Grantee’s Approved Application, including Budget and under Article 26 of this Agreement.

ARTICLE 1. CONTRACT ADMINISTRATION

The Board employee responsible for administration of this Agreement shall be Kyle Clower, Executive Director, or his designee and who shall represent the State’s interest in review of quality, quantity, rate of progress, timeliness of services and related considerations as outlined in this Agreement.

The Grantee’s employee responsible for administration of this Agreement shall be Maria Otto, who shall represent the Grantee’s interest regarding Agreement performance, financial records, and related considerations. The Board shall be immediately notified of any change of this designee.

ARTICLE 2. APPLICABLE LAW

This agreement shall be governed by the Laws of the State of Wisconsin and the United States. In addition, the Grantee pledges to abide by the following requirements:

- 1. Grant funds shall not be used to supplant existing funding otherwise budgeted or planned for projects outside of this program whether under local, state or federal law, without the consent of the Board.
- 2. The Grantee, its agents and employees shall observe all relevant provisions of the Ethics Code for Public Officials under Wis. Stat. Secs. 19.41 *et seq* and 19.59 *et sec*.

ARTICLE 3. LEGAL RELATIONS AND INDEMNIFICATION

The Grantee shall at all times comply with and observe all federal and state laws and published circulars, local laws, ordinances, and regulations which are in effect during the Performance Period of this Agreement and which in any manner affect the work or its conduct.

In carrying out any provisions of this Agreement or in exercising any power or authority contracted to the Grantee thereby, there shall be no personal liability upon the State, it being understood that in such matters the Board acts as agent and representative of the State.

The Grantee shall indemnify and hold harmless the State and all of its officers, agents and employees from all suits, actions or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from the operations of the Grantee, or of any of its agents or subgrantees, in performing work under this Agreement. The Grantee shall indemnify and hold harmless the State and all of its officers, agents and employees from all suits, actions or claims of any character brought for or on account of any obligations arising out of Agreements between Grantee and subrecipient(s) to perform services or otherwise supply products or services. The Grantee shall also hold the State harmless for any audit disallowance related to the allocation of administrative costs under this Agreement, irrespective of whether the audit is ordered by federal or state agencies or by the courts.

If an audit is required by federal law and if the Grantee is also the recipient of state funds under the same or a separate contract program, then the state funded programs shall also be included in the scope of the federally required audit.

ARTICLE 4. SCOPE OF WORK

The Grantee shall perform the projects and activities as set forth in its Application, which is incorporated herein by reference. The Grantee shall supply or provide for all the necessary personnel, equipment, and materials (except as may be otherwise provided herein) to accomplish the tasks set forth in the Application as approved by the Board. Additionally, the Grantee shall perform all activities as stated in the approved Application as they correspond to the Budget. Changes to the Scope of Work may be made only by written agreement of both the Board and the Grantee.

(a) **Final Reports:** The Grantee must provide a final report that accurately and completely details progress toward performance measures within 30 days of the grant end date. Any program and/or fiscal problems encountered must be itemized. Reporting requirements are specified more closely in Article 33 of this Agreement, the Grant Terms and Conditions.

(b) **Closeout Period:** When notified by the Board, the Grantee must provide proper closeout documentation. Closeout documentation shall include: Equipment Inventory of Individual Items Purchased with VGF Federal Grant Funds, Inventory of Unused or Residual Items purchased with VGF Federal Grant Funds, if applicable, and Certification of Subgrantee Closeout. Availability of records for examination and records retention requirements are specified in Article 32 of this Agreement and in the Grant Terms and Conditions.

ARTICLE 5. PERIOD OF PERFORMANCE

The effective period of this Agreement shall be the period from July 30, 2026 through September 30, 2026 (the "Performance Period"), unless otherwise provided for by amendment to this Agreement.

ARTICLE 6. STANDARDS OF PERFORMANCE

The Grantee shall perform the project and activities as set forth in its Application and described herein in accordance with those standards established by statute, administrative rule, the Board, and any applicable professional standards. In addition, the Grantee pledges to abide by the applicable requirements in the Grant Terms and Conditions.

ARTICLE 7. SUBLET OR ASSIGNMENT OF AGREEMENT

The Grantee, its agents, or subrecipients shall not sublet or assign all or any part of the work under this Agreement without prior written approval of the Board. The Board reserves the right to reject any subrecipient after notification. The Grantee shall provide the Board with a copy of any executed subcontract or accepted subrecipient bid for the purpose of administering this Agreement which relates to activities funded. The Grantee shall be responsible for all matters involving any subrecipient engaged under this Agreement, including contract compliance, performance, and dispute resolution between itself and a subrecipient. The Board bears no responsibility for subrecipient compliance, performance, or dispute resolution hereunder.

ARTICLE 8. DISCLOSURE: STATE PUBLIC OFFICIALS AND EMPLOYEES

If a state public official (as defined in section 19.42, Wis. Stats.) or an organization in which a State public official holds at least a 10% interest is a party to this Agreement, this Agreement shall be voided by the Board unless timely, appropriate disclosure is made to the Wisconsin Ethics Commission, 101 East Wilson Street, Room 127, Madison, Wisconsin 53703.

The Grantee shall not engage the services of any person or persons now employed by the State, including any department, commission or board thereof, to provide services relating to this Agreement without the prior written consent of the Board and the employer of such person or persons.

ARTICLE 9. NONDISCRIMINATION IN EMPLOYMENT

In connection with the performance of work under this Agreement, Grantee agrees not to discriminate against any employee, AmeriCorps member, or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in section 51.01(5), Wis. Stats., sexual orientation as defined in section 111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Grantee further agrees to take affirmative action to ensure equal employment opportunities. The Grantee agrees to post in conspicuous places, available for employees, AmeriCorps members, and applicants for employment, notices to be provided by the State setting forth the provisions of the nondiscrimination clause.

Pursuant to 2019 Wisconsin Executive Order 1, Grantee/contractor agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

Grants estimated to be over fifty thousand dollars (\$50,000) require the submission of a written affirmative action plan by the Grantee. An exemption occurs from this requirement if the Grantee has a workforce of less than fifty (50) employees.

Within fifteen (15) working days after this Agreement is executed, the Grantee shall submit the Affirmative Action Plan/exemption statement to the Department of Administration, State Bureau of Procurement, 101 East Wilson Street, Madison, Wisconsin 53703, unless compliance eligibility is current. Additional details are available here:
<https://doa.wi.gov/Documents/DEO/WIAffirmativeActionRequirements.pdf>

Failure to comply with the conditions of this clause may result in the declaration of Grantee ineligibility, the termination of the contract, or the withholding of funds.

ARTICLE 10. SMALL BUSINESS AND MINORITY-OWNED BUSINESSES

The Grantee shall make positive efforts to utilize small business and minority-owned business sources of supplies and services. Such efforts should allow these sources the maximum feasible opportunity to compete for contracts or subcontracts to be performed utilizing state or federal funds.

ARTICLE 11. TERMINATION OF AGREEMENT

The Board may terminate this Agreement at any time with or without cause by delivering written notice to the Grantee by Certified Mail, Return Receipt Requested, not less than 30 days prior to effective date of termination. Date of receipt as indicated on the Return Receipt shall be the effective date of notice of termination. Upon termination, the Board's liability shall be limited to the actual costs incurred in carrying out the project as of the date of termination plus any termination expenses having prior written approval of the Board. The Board reserves the right to terminate this Agreement in whole or in part without any penalty or liability whatsoever due to non-appropriation of funds or non-receipt of funds from the State Legislature or federal government.

The Grantee may terminate this Agreement with or without cause by delivering written notice to the Board by Certified Mail, Return Receipt Requested, not less than 30 days prior to effective date of termination. Date of receipt, as indicated on the Return Receipt, shall be the effective date of notice of termination. Upon receipt of the termination notice, the Grantee shall make available to the Board program records, equipment, and any other programmatic materials. In the event the agreement is terminated by either party, for any reason whatsoever, the Grantee shall refund to the Board within forty-five (45) days of the effective date of termination any payment made by the Department of Administration to the Grantee which exceeds actual approved costs incurred in carrying out the project as of the date of termination.

ARTICLE 12. FAILURE TO PERFORM

The Board reserves the right to suspend payment of funds if required reports are not provided to the Board on a timely basis or if performance of the grant activities is not evidenced. The Board further reserves the right to suspend payment of funds under this Agreement if there are deficiencies related to the required reports or if performance of contracted activities are not evidenced on other contracts between the Board and the Grantee in whole or in part.

The Grantee's management and financial capability including, but not limited to, audit results and performance may be taken into consideration in any or all future determinations by the Board and may be a factor in a decision to withhold payment and may be cause for termination of this Agreement.

ARTICLE 13. PUBLICATIONS

The Grantee may publish materials produced under this Agreement subject to the following conditions:

(a) All materials produced under this Agreement shall become the property of the Grantee and may be copyrighted in their names. The Board reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish, otherwise use, and to authorize others to use the work for government purposes.

(b) All articles, reports, publications, or other documents resulting from this agreement shall acknowledge that financial assistance was provided by the Wisconsin National and Community Service Board and the Corporation for National and Community Service. (See the AmeriCorps Grant Terms and Conditions for specific language.)

ARTICLE 14. ENTIRE AGREEMENT AND AMENDMENT

This Agreement and all Attachments comprise the entire Agreement of both parties. This Agreement may be amended at the discretion of the Board, but only by a written document signed by both parties.

ARTICLE 15. SEVERABILITY

If any provision of this Agreement shall be adjudged to be unlawful or contrary to public policy, then that provision shall be deemed null and void and severable from the remaining provisions and shall in no way affect the validity of this Agreement.

ARTICLE 16. WAIVER

Failure or delay on the part of either party to exercise any right, power, privilege or remedy hereunder shall not constitute a waiver thereof. A waiver of any default shall not operate as a waiver of any other default or of the same type of default on a future occasion.

ARTICLE 17. FORCE MAJEURE

Either party's performance of any part of this Agreement shall be excused to the extent that it is hindered, delayed or otherwise made impractical by reason of flood, riot, fire, explosion, war, acts or omissions of the other party or any other cause, whether similar or dissimilar to those listed, beyond the reasonable control of that party. If any such event occurs, the nonperforming party shall make reasonable efforts to notify the other party of the nature of such condition and the extent of the delay and shall make reasonable, good faith efforts to resume performance as soon as possible.

ARTICLE 18. EXTRA WORK

If the Board desires to have the Grantee perform work or render services other than provided for by the expressed intent of this Agreement, this shall be considered as Extra Work, subject to written amendment to this Agreement setting forth the nature and scope thereof and the compensation therefor as determined by mutual agreement between the Board and the Grantee. Work under such amendment shall not proceed unless and until so authorized by the Board. Any such continuance of service that would cause compensation to exceed the total amount of this Agreement shall be contingent upon the above provision and the appropriation of necessary funds by the Legislature.

ARTICLE 19. LABOR STANDARDS

The Grantee shall comply with and assure compliance of all Project contractors and subcontractors with the Davis-Bacon Act, as amended 40 U.S.C. 3141-3148, the Contract Work Hours and Safety Standards Act 40 U.S.C. 3701-3708, other applicable Federal laws and regulations pertaining to labor standards, and the Labor Standards section of the Implementation Handbook.

ARTICLE 20. CHOICE OF LAW AND VENUE

In the event of a dispute this Agreement shall be interpreted in accordance with the laws of the State of Wisconsin, to the extent that there is no conflict with Federal law or applicable program requirements. The venue for any dispute shall be Dane County, Wisconsin.

FISCAL TERMS AND CONDITIONS

ARTICLE 21. AVAILABILITY OF FUNDS

Funds have been received from the Federal Government for the services covered under this Agreement.

ARTICLE 22. SOURCE OF FUNDS

The ALN for VGF is 94.021

Federal Award Identification Number: 23VGEWI001

The funds awarded under this contract have been encumbered and are subject to the continued availability of funding from the Corporation for National & Community Service.

ARTICLE 23. VARIANCES

Agreement variances may be permissible as outlined in the Grant Terms and Conditions and WNCSB Modification Guidelines. A variance shall not be used to authorize a revision of the amount awarded or a change in the Performance Period. Such changes shall be made by amendment to the Agreement, unless otherwise specified in Article 5.

ARTICLE 24. TOTAL COST

The total cost of this Agreement shall not exceed six thousand two hundred and twenty five dollars (\$6,225). Reimbursement by the Department of Administration shall not exceed six thousand two hundred and twenty five dollars (\$6,225).

ARTICLE 25. ELIGIBLE COSTS

Eligible Costs are those costs which can be audited and which are directly attributable to contracted activities and identified and approved in the Application.

- (a) No Eligible Costs subject to reimbursement by this Agreement may be incurred prior to the execution of this Agreement unless previously approved in writing by the Board.
- (b) Costs only as identified in the Budget and described in the Application are allowed.
- (c) All methods of charging expenses against this Agreement must be submitted to the Board for review and approval.

ARTICLE 26. ALLOWABLE COSTS

2 CFR, Subtitle A, Chapter II, Part 200, Subpart E shall be complied with by the Grantee with respect to specific items and their cost allowability. The Grantee shall also comply with cost allowability guidance specified in 2 CFR, Subtitle B, Chapter XXII – Corporation for National and Community Service.

ARTICLE 27. REIMBURSEMENT OF FUNDS

The Grantee shall return to the Board or other appropriate governmental agency or entity any funds paid to the Grantee in excess of the allowable costs of services provided under this Agreement. If the Grantee fails to return excess funds, the Board may deduct the appropriate amount from subsequent payments due to the Grantee from the Board. The Board also reserves the right to recover such funds by any other legal means including litigation if necessary.

The Grantee shall be responsible for reimbursement to the Board for any disbursed funds which are determined by the Board to have been misused or misappropriated. The Board may also require reimbursement of funds if the Board determines that any provision of this Agreement has been violated. Any reimbursement of funds which is required by the Board, with or without termination, shall be due within forty-five (45) days after giving written notice to the Grantee.

ARTICLE 28. LIMITED USE OF PROGRAM FUNDS

This Agreement is a mutually exclusive agreement. The Grantee shall not apply funds authorized pursuant to other program agreements toward the activities for which funding is authorized by this Agreement nor shall funding authorized by this Agreement be used toward the activities authorized pursuant to other program agreements. The word "funds" as used in this Article does not include program income, as defined in Article 37 of this Agreement.

ARTICLE 29. FINANCIAL MANAGEMENT

The Grantee shall maintain a financial management system which complies with the rules and regulations required by the Program funding source described herein and with standards established by the Board to assure funds are spent in accordance with law and to assure that accounting records for funds received under this Agreement are sufficiently segregated from other agreements, programs, and/or projects.

ARTICLE 30. METHOD OF PAYMENT

Payments are to be used exclusively for eligible costs incurred during the Performance Period.

(a) The Department of Administration, on behalf of the Board, shall make payment to the Grantee upon receipt of invoices submitted in the required format and subject to paragraph (b) below:

(b) Payment by the Board shall be made only if the Board determines that the Grantee is making satisfactory progress in completing the project tasks and the Board approves of the payment request or invoice. No requests for reimbursement shall be processed unless Reports are completed and up-to-date as more fully described in Article 34. A final invoice shall be submitted to the Board no later than thirty (30) days following the close of the Agreement.

ADMINISTRATIVE TERMS AND CONDITIONS

Federal Funded Awards:

Governmental and Non-profit Grantees, or their assignees, that expend federal funds during their fiscal year shall comply with 2 CFR, Subtitle A, Chapter II, Part 200, Subpart F, and the State Single Audit Guidelines issued by the Department of Administration. Audit reports are due to the Federal Audit Clearinghouse within the earlier of 30 calendar days after receipt of the auditor's report(s), or nine months after the end of the audit period.

Submit To:

Please review the Department of Administration's Single Audit Compliance Supplement for details on submission of the reporting package.

ARTICLE 31. EXAMINATION OF RECORDS

The Board, any of its authorized representatives and the U.S. Government shall have access to and the right at any time to examine, audit, excerpt, transcribe and copy on the Grantee's premises any directly pertinent records and computer files of the Grantee involving transactions relating to this Agreement. Similarly, the Board and any of its authorized representatives shall

have access at any time to examine, audit, test and analyze any and all physical projects subject to this Agreement. If the material is held in an automated format, the Grantee shall provide copies of these materials in the automated format or such computer file as may be requested by the Board. Such material shall be retained for three (3) years by the Grantee following notification from the Board of grant number closeout.

This provision shall also apply in the event of cancellation or termination of this Agreement. The Grantee shall notify the Board in writing of any planned conversion or destruction of these materials at least ninety (90) days prior to such action. Any charges for copies provided by the Grantee for books, documents, papers, records, computer files or computer printouts shall not exceed the actual cost thereof to the Grantee and shall be reimbursed by the Board.

The minimum acceptable financial records for the project consist of: 1) Documentation of staff time; 2) Documentation of all equipment, materials, supplies and travel expenses; 3) Inventory records and supporting documentation for allowable equipment purchased to carry out the project scope; 4) Documentation and justification of methodology used in any in-kind contributions (if using land/space as match, the value of donated space must not exceed its fair market value at the time of donation to the non-Federal entity as established by an independent appraiser); 5) Rationale supporting allocation of space charges; 6) Rationale and documentation of any indirect costs; 7) Documentation of Agreement services and materials; and 8) Any other records which support charges to project funds.

The Grantee shall maintain sufficient segregation of project accounting records from other projects or programs.

ARTICLE 32. FINAL AND AGGREGATE FINANCIAL REPORTS

The Grantee shall submit a final report to the Board during the period that this Agreement is in effect. These reports shall accurately and completely detail the uses of the funds received under this Agreement, how funds have been expended, and the amounts expended during the immediately preceding fiscal period, until the Agreement expires. Reports must identify the status of progress of tasks as provided in the Application and Budget approved by the Board and the Corporation for National and Community Service. Performance measures include (but are not limited to): Number of participants programs, number of total volunteers engaged using VGF funds, number of hours served by volunteers. Progress reports are due within thirty days of the grant end date. The Grantee is not required to submit Aggregate Financial Reports.

SPECIAL TERMS AND CONDITIONS

ARTICLE 33. COMPETITIVE PROCUREMENT PRACTICES

Grantee shall utilize State of Wisconsin competitive procurement practices for products and services purchased as a result of this award. Where state and local procurement practices differ, state rules, standards, policies and practices shall take precedence.

ARTICLE 34. REASONABLE COSTS

The Grantee shall control unit costs for products and services procured as a result of this Agreement, to the state average experience.

ARTICLE 35. AUDITS

The Grantee shall perform an "Agreed upon Procedures Audit" on request. This audit shall consist of procedures and questions agreed upon by the State and the Auditor and shall expand beyond the scope of that provided for under the Wisconsin Single Audit Guideline requirements.

ARTICLE 36. PROGRAM INCOME

Program income means gross income received by the Grantee which is directly generated from the use of the Agreement award, including but not limited to repayments of funds that had been previously provided to eligible beneficiaries; interest earned on any or all grant funds obtained from the Board; proceeds derived after the Agreement close out from the disposition of real property acquired with any or all funds provided under this Agreement or interest earned on program income pending its disposition. Program income may be further described in the Grant Terms and Conditions.

The Grantee agrees that all program income shall be recorded and used in accordance with the rules and regulations of the Program funding source described herein. If at any time changes in the use of program income are considered, the Grantee shall submit a plan detailing the proposed uses of program income to the Board for approval. Should the Grantee decide following Agreement close out to discontinue using program income for such purposes, the Grantee shall return the program income balance and any additional program income accrued to the Board by January 31 of the following year.

ARTICLE 37. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION

The Grantee certifies that to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding the date of submission of the Application incorporated by reference into this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b); and
- (d) Have not within a three-year period preceding the date of submission of the Application incorporated by reference into this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this Article, such prospective participant shall submit a written explanation to the Board.

ARTICLE 38. SURVIVAL OF REQUIREMENTS

Unless otherwise authorized in writing by the Board, the terms and conditions of this Agreement shall survive the performance period and shall continue in full force and effect until the Grantee has completed, and is in compliance with, all of its requirements.

ARTICLE 39. AUTHORITY TO SIGN DOCUMENT

The person(s) signing this Agreement certifies and attests that the Grantee's respective Articles of Incorporation, Bylaws, Charter, Corporate or other Resolutions, and/or other related documents give full and complete authority to bind the Grantee, on whose behalf they are executing this document.

ARTICLE 40. MATCH

For the 2025-2026 contract year, match is required. The maximum eligible grant request is \$15,000; a \$1 to \$1 match must be provided. To meet the nonfederal share of the VGF, Grantee's must meet the requirements as outlined in 2 CFR 200.306. Acceptable match categories are nonfederal funds and in-kind support such as goods, and services. All match must be necessary, allowable, and expended in the pursuit of achieving grant outcomes.

ARTICLE 41. SYSTEM FOR AWARD MANAGEMENT (SAM) and UNIVERSAL IDENTIFIER REQUIREMENTS (Required provision under 2 CFR § 25.220)

All recipients must maintain the currency of your SAM registration information until you receive the final payment. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

ARTICLE 42: AMERICORPS REQUIRED TRAINING

One or more employees from City of Green Bay must take the required Funds Management Training for AmeriCorps Grantees, formally called Key Concepts of Financial Grants Management, (2hrs), Internal Controls for Grant Recipients (30min), and Fraud Awareness Training for AmeriCorps Grantees (30min) eCourses. The grant recipient and subrecipient must retain the certificate of completion and assign staff to retake the course annually prior to the expiration of the certificate. Grant recipients must save certificates of completion from each year as grant records.

The following attachments are hereby incorporated by reference into this Agreement:

Grantee's Approved Grant Application and Budget

2025 <https://americorps.gov/sites/default/files/document/FY2025-General-Terms-and-Conditions.pdf>

2024 VGF Terms and Conditions: <https://americorps.gov/sites/default/files/document/2024-VolunteerGenerationFund-TC-20231207.pdf>



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.8

Consideration with possible action on accepting a \$25,000 grant from the Rosen Family Foundation to help fund the Summer Parkee Program.

BACKGROUND

At the June 10, 2026 Parks Committee, you approved accepting a \$16,000 grant from the Rosen Family Foundation to support the 2026 Summer Parkee Program. The grant managers contacted the City and indicated that they have an additional funding available to support this initiative.

The Recreation Division then applied for and was awarded an additional \$25,000 in grant dollars through the Rosen Family Foundation to help address food insecurity within the Parkee Program. While participants receive a free lunch each day, staff have identified a growing need for healthy snacks throughout the programming day. If the Committee and Council approve accepting this grant award, the funding will be used to purchase healthy snacks, refrigeration and food storage equipment, allowing us to meet the nutritional needs of the children we serve.

RECOMMENDATION

To approve.

FISCAL IMPACT

There is no impact to the City budget if this grant is accepted and approved. There is no requirement for matching funds.

ATTACHMENTS

- I. Parkee Program Grant Proposal 6.5.26

Parkee Program Food Insecurity Initiative

For over 100 years, the Parkee Program has provided free supervised recreation opportunities for children throughout Green Bay. Today our program operates at 16 neighborhood park sites and serves thousands of children each summer, giving them a safe place to play, build friendships, stay active, and simply be kids.

While recreation is at the heart of what we do, our staff often find themselves filling a much larger role in the lives of the children we serve.

Over the last several summers, one need has become impossible to ignore, food insecurity.

Many of our children rely on school meal programs during the school year. When summer arrives, that safety net often disappears. While we are fortunate to partner with Green Bay Area Public Schools to provide free lunches, our staff still see children arriving hungry, asking for extra food, or sharing concerns about what they will have to eat when they leave the park.

These are not isolated situations. They are conversations our staff have regularly throughout the summer. Because our staff build trusted relationships with children and families, we are in a unique position to discreetly help.

Our goal is simple, if a child comes to one of our parks, they should have access to a healthy snack during the day and not have to worry about going hungry over the weekend.

To make this possible, we are seeking support for three key areas.

Daily Healthy Snacks

We would like to provide healthy grab-and-go snacks at all 16 Parkee sites throughout our 10-week summer program.

Based on an average of 12 children per site each day, this would allow us to provide approximately 9,600 snacks over the course of the summer.

Friday Take Home Snack Bags

One of the biggest gaps we see is over the weekend. Each Friday, we would like to send children home with a small bag of shelf-stable snacks to help bridge the gap until Monday. For many families, even a few extra snacks can make a meaningful difference.

This initiative would provide approximately 1,920 weekend snack bags throughout the summer, which is an estimated 192 children weekly.

Refrigeration

To safely store and distribute healthy snack options, we are seeking funding for:

- 16 mini refrigerators (one at each parkee site)
- One commercial refrigerator/freezer for centralized storage and distribution

This equipment would allow us to offer more nutritious options such as cheese sticks, yogurt, fresh fruit, and other perishable items that are currently difficult to provide consistently.

Estimated Budget

Item	Estimated Cost
Daily Snack Program	\$7,200
Weekend Take Home Snack Program	\$9,600
16 Mini Refrigerators	\$3,200
Commercial Refrigerator/Freezer	\$5,000
Total Request	\$25,000

Why This Matters?

The Parkee Program serves children from every corner of Green Bay. For many families, our parks are more than a recreation program, they are a safe place, a trusted resource, and a consistent part of a child's summer routine.

By investing in this initiative, you would be helping us meet a need that goes far beyond recreation. You would be helping ensure that children have access to food, that families have additional support during the summer months, and that no child has to spend their day at the park wondering where their next snack or meal will come from.

We are incredibly grateful for the Rosen Family Foundation's support of the Parkee Program and for your willingness to learn more about the needs we see every day. We look forward to continuing this conversation and exploring ways we can work together to support the children and families of Green Bay.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

August 12, 2026

PREPARED BY

AGENDA ITEM # F.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 8.12

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, AUGUST 12, 2026**

PARK DIVISION

- Our park ballfield crews continue to prepare athletic fields for daily use.
- Ballfield crews are in between summer leagues and the start-up of fall leagues. During this time the field painting crew has also been repainting basketball court lines.
- Ballfield crews prepared the Perkins Park and Colburn Park ballfields for a tournament on the weekend of August 1st and 2nd.
- Park crews assisted with the setup and take down of Kids Day Karnival at Bay Beach on July 30th. The days leading up to the event were spent preparing the grounds and setting up the Parkee booths. Friday, July 31st, park crews spent the morning cleaning the grounds where the event was held.
- Park crews are anticipating two more cruise ships arriving at Leicht Park in early and mid-August. These last two ships will be the last of the summer season.
- Our shelter rentals continue for the 2026 season through the end of October.
- Park mowing crews continue to keep up with mowing parks, green spaces and RDA properties for the 2026 season.
- With the rain on and off again, the grass continues to grow. It looks like a dry stretch is coming, so mowing crews will be catching up on pruning suckers around trees and detail work in the parks.
- Park crews are at Bay Beach daily, ensuring the grounds are clean and presentable to the public.
- Park caretakers continue to have a presence in the parks picking litter, emptying garbage cans, and checking buildings to ensure there is no vandalism or graffiti.
- Park carpenters are currently working on smaller projects as they arise. They are also making progress with moving two smaller enclosed bird enclosures at the Wildlife Sanctuary. Repairs to door locks and other park shelter items are being completed as time allows.
- Our park painter continues to remove graffiti throughout the city. As time allows, he is also working on pressure washing the wood deck portion of City Deck.
- Pool maintenance continues through the season, with all three aquatic centers and three wading pools being open.

FORESTRY DIVISION

- July 1st and 2nd brought multiple storm events that have kept all staff busy. Close to 70 tree calls were received in the 2 days. Multiple trees took down powerlines, and some damage to property occurred. Staff worked long hours in extreme heat and overtime to make sure streets and parks were safe before the 4th of July weekend.
- Crews continue tree removal operations throughout the city. Tree removals are focused on preparing for road work and sidewalk construction projects and risk tree mitigation along the East River Trail in the Optimist Park section.
- Summer nursery work is coming to an end. Trees have been straightened and pruned, mowing, weed control, and tree grading has been completed. Staff are beginning to

mark and leave notice for Fall tree planting.

- Pruning crews are taking care of requested pruning throughout the city, along with the regular cycle pruning. Some of the highlighted areas for cycle pruning include; Division St, Kellogg St. and the Wilder Park neighborhoods.
- Stump grinding operations continue on the west side, the crew is working streets for road projects and the area between W Mason St. and Lombardi Ave. Our current stump grinding completed list is approaching 450.

DESIGN & DEVELOPMENT DIVISION

- Shipyard Phase II bids have been received and are currently being reviewed.
- Planning continues for the Joliet Park Area of Concern habitat restoration project. The consultant is approximately 95% complete with the construction documents. The DNR permits were approved.
- Construction of the JBS project is well underway. The infrastructure/road project is completed. The construction of the park/Boulevard has started but is currently on hold until this fall. The JBS barn construction has begun.
- Planning continues for the Bay Beach Wildlife Sanctuary and Renard Island nearshore Area of Concern habitat restoration project.
- Work on the Bay Beach Wildlife Sanctuary Strategic and Master Plan is well underway.
- Design continues for the Joannes Aquatic Center Phase 1 engineering.
- The Ted Fritsch Park Splashpad bid has been awarded to a contractor. Construction will begin after the summer park playground program is completed for the season. A groundbreaking ceremony is scheduled for August 14th at 5:00PM.
- Construction has begun on the Leicht Memorial Park Shelter. Exterior wall construction is nearly done.
- The construction bid for the Birds of Prey area at the Wildlife Sanctuary was awarded. Construction will begin early fall. Work will consist of repaving walks, new fencing and landscape beautification.
- Porlier Pier removal bids have been received.

GREEN BAY CONSERVATION CORPS

- Crews maintained Raccoon Trail at the WLS and removed buckthorn that was encroaching the trails.
- Staff and members attended the WI Master Gardener's Open House at the Locktender Gardens to promote the program and recruit volunteers.
- Staff have been coordinating with Wisconsin Athletics to organize a community volunteer event during Badger Bash in September.
- Staff attended the Serve Wisconsin annual Program Director Training in Madison from July 28th – July 30th.
- Members hosted recycled craft activities at the Kiddie Karnival on July 30th.
- Staff have started recruiting for the fall term. Positions start September 21st.
- Crews continue weeding and mulching all native plantings across the city.

- Crews continue to survey plantings for bumblebee and pollinator activity.
- Staff and members treated phragmites at He-Nis-Ra Park.
- Crew members continue to burn buckthorn debris into biochar for future tree plantings.
- Crew members continue to remove invasive species across the park system. Members have begun foliar spraying buckthorn resprouts where we've previously cut.
- Members wrapped up native plant installation from plants grown in the greenhouse. Fall seed collecting will start soon for next year.
- Staff continue to work with organizations across the state to develop the Wisconsin Youth Works Coalition, a nonprofit designed to support programming and secure additional funding.
- Staff continue to work with the DNR and GEI to design the Wildlife Sanctuary Area of Concern habitat restoration project. 30% designs are being reviewed by staff.
- Staff continue to seek additional grants and donations.

RECREATION DIVISION

- The adult softball leagues are currently in post-season play.
- We are currently taking registrations for fall softball. We offer men's slow-pitch, co-ed slow-pitch and men's modified softball leagues at Beaver Dam Park. Leagues are played Mondays and Tuesdays beginning the week of August 24th.
- We are currently taking registrations for adult football. Leagues are played on Thursdays beginning August 20th at Fritsch Park.
- We are currently taking registrations for the table tennis league which will be held on Wednesday evenings beginning October 7th at Franklin Middle School.
- Fall permits have been issued for the youth baseball, cross-country, football, soccer and tennis programs.
- The Parkee Program received an additional \$25,000 in grant funding from the Rosen Family Foundation to help address food insecurity within the Parkee Program. While participants receive a free lunch each day, staff have identified a growing need for healthy snacks throughout programming. Grant funding will be used to purchase healthy snacks, refrigeration, and food storage equipment, allowing us to better meet the nutritional needs of the children we serve.
- Our first annual Kids' Day Carnival took place on Thursday, July 30th at Bay Beach Amusement Park. The event was a resounding success with thousands of people participating in the Kiddie Carnival booths, raffles, bounce houses and visiting local organizations and their booths. A special thanks goes out to Children's Wisconsin for being our presenting sponsor and providing free rides at Bay Beach that evening.

AQUATICS

- This year's NEWPRO Lifeguard Competition was hosted at the Resch Aquatic Center on August 7th. Staff hosted 13 teams from 5 municipalities.

- Registration is open for our second annual Pooches in the Pool Dog Swim event which will be held on Saturday, August 29th at Joannes Aquatic Center from 10 a.m. – 1 p.m.
- August hours are in effect, as we near the end of the season, pool hours are shortened by one hour; closing at 6 p.m. Monday – Thursday and 5 p.m. Friday – Sunday.
- Programs are ending
 - The last day of swim lessons is August 13th
 - Water aerobics ends on August 12th
 - Junior Lifeguards will wrap up with an end of season celebration of their accomplishments on August 6th
- Staff are starting to gather data and information from the season to compile into the 2026 Aquatics Report and making any adjustments to improve for the 2027 season.

SPECIAL EVENTS

- Grooves on the Green is back for the 2nd year. Below is a list of the remaining concerts for the season.
 - August 7: Jackson Square Park, 300 S Monroe Ave
 - August 21: Murphy Park, 1627 Dousman St
 - September 4: VT Pride Park, 2203 Imperial Ln
- A surprise pop-up concert event was held at Colburn Pool on July 31 from 4-6:30 pm. It featured a steel drum band, and a food truck with other fun Caribbean themed surprises.

BAY BEACH AMUSEMENT PARK

- Rides
 - Several rides are currently down. Once replacement parts arrive, we make it a high priority to get the rides back up and running as quickly as we can.
- Concessions
 - Strong sales continued through June, but there was low attendance in July due to poor weather conditions.
 - We introduced some new specials, and a pop-up stand during special weeks in July.
- Inclusive Playground
 - Bathrooms are currently open daily.
 - There has been heavy usage on our nicer weather days.
 - Parking lot remains open during operating hours.
 - Usage has only increased with the West End Train acting as a shuttle from the main ride area.
- Improvements
 - West end family bathroom construction continues with sheetrock and tile being added.
- Staffing
 - We are currently fully staffed.

METRO BOAT LAUNCH

- Heavy usage continues weekends.

TRIANGLE HILL

- Disc golf continues to see great usage.

WILDLIFE SANCTUARY

- The relocated falcon cage is near completion with new structural beams and interior furniture being finished. Foundations were poured and the structures were moved for relocation of two smaller falcon viewing kiosks. We will improve the roofing and cage lighting as part of the renovations.
- The Purple Martin housing structure was reset in concrete and erected after damage from storm.
- Naturalist led off-site programming continuing through summer with Sanctuary staff attending many other local camps to enhance their programming. On-site camp offerings remain at full (or near full capacity).
- Further trail clean-up is still underway after the last round of severe weather.
- Wildlife rehabilitation season remains in full swing with mid-season infants still being admitted into care.
- The Master & Strategic Plan review process continues with further staff input being incorporated. Subsequent stakeholder meetings are being scheduled.
- Preparations and coordination are well underway for two large upcoming public events: Walk for Wildlife on Saturday, September 19th and Otttoberfest scheduled for Saturday, October 17th.

ADMINISTRATION

- Staff are continuing to support special event requests.
- Gift cards are available to purchase online for Bay Beach only in 2026.
- Customers have until December 31, 2026; to utilize any recreation gift cards they currently have in their possession.
- Metal Detecting permits are available for purchase online, by phone, or in person in our office.
- Annual Brown County boat launch passes are available for purchase in the main office.
- WPRA tickets for the Milwaukee Zoo and Noah's Ark are now available with considerable savings to our community. Tickets are available in the main Park office until August 21st.
- Staff posted various social media events, programs, and information.
- The reservation system is open and accepting shelter reservations for the 2026 rental season.
- Staff are working on preparing for transitioning to a new reservation system that will go live in January of 2027. We officially kicked off our conversation on the 15th of

April and are excited to make this happen.

- Budget preparation as well as the Parks Capital Improvement plan updates have begun.
- Seasonal rehire reports and preparation will begin in preparation for our 2027 Seasonal Hiring process.