



# **AGENDA OF THE COMMON COUNCIL**

**TUESDAY, JUNE 2, 2026, 6:00 PM**

**In person at City Hall, Room 203 - Council Chambers.**

**Virtual attendance also available via Zoom.**

## **A. Zoom Meeting Information.**

- I. Join Zoom Meeting Online:  
<https://us02web.zoom.us/j/89274696903>

Or call in by phone: +1 312 626 6799

Meeting ID: 892 7469 6903

Passcode: 209710

If you wish to leave a comment for this public meeting, please fill out the online [Comment Form](#) and submit by 3:00 PM on Council meeting day. More detailed [Zoom Instructions](#) can be found online.

## **B. Roll Call.**

- I. Alders: Jennifer Grant (District 1), Jim Hutchison (District 2), Bill Morgan (District 3), Jon Shelton (District 4), Doug Orlowski (District 5), Joey Prestley (District 6), Alyssa Proffit (District 7), Jim Ridderbush (District 8), Ben DeBaker (District 9), Ben Delie (District 10), Melinda Eck (District 11), Kathy Hinkfuss (District 12).

## **C. Pledge of Allegiance.**

## **D. Invocation.**

## **E. Approval of Minutes.**

- I. Approval of the minutes from the May 19, 2026 meeting.

## **F. Approval of the Agenda.**

- I. Approval of the agenda for the Tuesday, June 2, 2026, meeting of the Common Council.

## **G. Report by the Mayor.**

**H. Announcements.**

**I. Appointments.**

**1. Appointments:**

Green Bay Area Room Tax Commission

Rebecca Finco, 2104 Enderby Lane, Green Bay, WI 54311

Term to expire: June 1, 2027

**J. Report of the Improvement & Services Committee (May 27, 2026).**

1. To hold the request by the Department of Public Works to amend City of Green Bay Ordinance Section 40-29(l) related to night parking until the June 10, 2026, Improvement & Services Committee meeting.
2. To approve request by the Department of Public Works to approve and submit to the Wisconsin Department of Natural Resources the annual electronic Compliance Maintenance Annual Report (eCMAR) and resolution approving the 2025 Compliance Maintenance Annual Report.
3. To approve resolution delegating signatory authority to the Director of Public Works for certain agreements and contractual documents.
4. To approve request by the Department of Public Works to award the contract for sewer root treatment services to Duke's Root Control, Inc. in the amount of \$111,542.64.
5. To approve request by the Department of Public Works to award the contract for DPW / roof top solar design to Berners-Schober Associates, Inc. in the amount of \$53,000.00.
6. To approve request by the Department of Public Works to approve the award of Sewers Lift Station SCADA Upgrade design to Strand Associates, Inc. in the amount of \$106,000.00.
7. To approve request by the Department of Public Works to award the contract SEWERS 1-26 MARY STREET EXTENDED SANITARY SEWER REPAIRS to Visu-Sewer, LLC in the amount of \$721,199.00.
8. To approve request by the Department of Public Works to award the contract RESURFACING 2-26 (INCLUDING SEWER & WATER) to Peters Concrete Company in the amount of \$2,761,544.70.
9. To approve request by the Department of Public Works to award the contract FINGER ROAD/EAST TOWN WAY SIDEWALK to Vinton Construction Company in the amount of \$593,408.62.
10. To approve request by the Department of Public Works to grant licenses for:
  - I. Sidewalk Builder
    - a. Elexco, Inc.
    - b. MP Concrete LLC
    - c. Parham Construction

d. Quality Asphalt of Green Bay LLC

2. Tree & Brush Trimmer

a. Squirrely Dan's LLC

11. To approve request by the Department of Public Works to award the contract PARKS 5-26 "WILDLIFE SANCTUARY-BIRDS OF PREY SITE IMPROVEMENTS" to Vinton Construction Company in the amount of \$348,176.06.
12. To approve request by the Department of Public Works to award the contract PARKS 4-26 "TED FRITSCH PARK SPLASH PAD" to 8PINE, Inc. in the amount of \$444,080.00.

**K. Report of the Green Bay Police Department Granting Operator Licenses.**

1. Report of the Green Bay Police Department Granting Operator Licenses.

**L. Report of the Public Arts Commission (May 27, 2026).**

1. To approve the Path for Pause Request for Qualifications.
2. To approve the Arts Grant Request for Proposals, as amended, allowing the jurying body to request an interview if necessary.

**M. Report of the Traffic, Bicycle, and Pedestrian Commission (May 18, 2026).**

1. To receive and place on file the report by the Police Department on the May 2026 Traffic Enforcement Unit Traffic Safety Plan.
2. To approve the request by the Traffic Engineer to remove the traffic signal at Dousman Street and Oneida Street.
3. To approve the request by the Traffic Engineer to remove the parking restrictions adjacent to Elmore Elementary School (615 Ethel Avenue).
4. To approve the request by the Traffic Engineer to remove the parking restrictions adjacent to MacArthur Elementary School (1331 Hobart Drive).

**N. Resolutions.**

1. Resolution drawing final orders for contractors for June 2, 20226
2. Resolution in support of delegation of signature authority for Director of Public Works
3. Resolution approving the Wisconsin Department of Natural Resources 2025 Compliance Maintenance Annual Report
4. Resolution Establishing Polling Locations and Alternate In-Person Absentee Voting Sites for the 2026 Fall Primary and 2026 Fall General Elections.

**O. Adjournment.**

1. Next Meeting: June 16, 2026.

2. Adjournment of the Tuesday, June 2, 2026, meeting of the Common Council.

- 1) SUPPLEMENTAL INFORMATION: The Video of this meeting, Agenda, Agenda Packet, and Minutes are available online at [www.greenbaywi.gov/Meetings](http://www.greenbaywi.gov/Meetings).
- 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 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.



# MINUTES OF THE COMMON COUNCIL

**TUESDAY, MAY 19, 2026, 6:00 PM**

**In person at City Hall, Room 203 - Council Chambers.**

**Virtual attendance also available via Zoom.**

## **A. ZOOM MEETING INFORMATION.**

- I. Join Zoom Meeting Online:  
<https://us02web.zoom.us/j/89274696903>

Or call in by phone: +1 312 626 6799  
Meeting ID: 892 7469 6903  
Passcode: 209710

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## **B. ROLL CALL.**

- I. Alders: Jennifer Grant (District 1), Jim Hutchison (District 2), Bill Morgan (District 3), Jon Shelton (District 4), Doug Orlowski (District 5), Joey Prestley (District 6), Alyssa Proffit (District 7), Jim Ridderbush (District 8), Ben DeBaker (District 9), Ben Delie (District 10), Melinda Eck (District 11), Kathy Hinkfuss (District 12).

## **C. PLEDGE OF ALLEGIANCE.**

## **D. INVOCATION.**

## **E. APPROVAL OF MINUTES.**

Moved by Ald. Melinda Eck, seconded by Ald. Kathy Hinkfuss to approve.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orłowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

- I. Approval of the minutes from the May 5, 2026 meeting.

## **F. APPROVAL OF THE AGENDA.**

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

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orłowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

- I. Approval of the agenda for the Tuesday, May 19, 2026, meeting of the Common Council.

## **G. REPORT BY THE MAYOR.**

## **H. ANNOUNCEMENTS.**

## **I. ORDINANCES - SECOND READING FOR ADOPTION.**

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to adopt item I.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orłowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

- I. Zoning Ordinance No. 04-26  
An Ordinance Amending Planned Unit Development (PUD) ZO 1-15 & 4-18 for land generally located North of Finger Road, West of Northview Road, South of Catalina Drive, And East of Erie Road (ZP 26-07)
  
2. Zoning Ordinance No. 05-26  
An Ordinance Amending a Planned Unit Development for Certain Land known as The JBS

Redevelopment Site (Tax Parcels #23-243-1-1, #23-243-1, #23-243-1-2, #23-243-1-3, #23-337) Located on the 1300 Block of Guns Road (ZP 26-18)

Moved by Ald. Jim Hutchison, seconded by Ald. Alyssa Proffitt to amend to strike section 2.D.2.d in its entirety and amend section 2.D.2.a by revising the phrase "Development Areas A, B and C" to read "Development Areas A B, C and F".

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orłowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

#### **J. REPORT OF THE REDEVELOPMENT AUTHORITY (MAY 12, 2026).**

Moved by Ald. Joey Prestley, seconded by Ald. Doug Orłowski to approve.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orłowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. Consideration with possible action on the approval of the assignment and assumption of Development Agreement 18-01-A, Whitney School Apartments.
2. Consideration with possible action on a request to the Joint Review Board and subsequent approval of fund transfer of \$1 million from TID 12 (I-43 Industrial Park) to TID 22 (The Shipyard) to serve as matching funds for \$1 million in grant funding from the National Parks Service for the construction of Phase II Shipyard Park.

#### **K. REPORT OF THE IMPROVEMENT & SERVICES COMMITTEE (MAY 13, 2026).**

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

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orłowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. To approve request by the Department of Public Works to enter into a Professional Design Services Agreement with JT Engineering, Inc. for design services for Bedford Road and Grandview Road in the amount of \$69,555.00.

2. To approve request by the Department of Public Works to award the contract ATKINSON MARSH RESTORATION (AOC) PROJECT to Northeast Asphalt, Inc. in the amount of \$1,714,331.19.
  
3. To approve request by the Department of Public Works to grant licenses for:
  - I. Sidewalk Builder
    - a. Global Concrete LLC
    - b. E&I Concrete Construction
    - c. Delahaut Custom Concrete LLC
    - d. Blaser Construction LLC

**L. REPORT OF THE PROTECTION & POLICY COMMITTEE (MAY 11, 2026).**

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to approve.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. To approve a new regular application for a "Class B" liquor and Class "B" beer license and a tobacco license for Bichota by La Bodega at 223 N Washington St (formerly held by Ned Kelly's) with a licensed premise described as "Main bar, side bar, patio bar, backroom storage, walk-in cooler, office".
  
2. To approve a new regular application for a "Class B" liquor and Class "B" beer license for Stonewood Event and Conference Center at 850 Kepler Dr, Suite B (formerly held by Be's Refreshments) with a license premise described as: "1 lrg ballroom w/bar & 2 conf rooms, hallway bev cool, office, outdoor patio area"
  
3. To approve a limited expansion of licensed premises for Richard Craniums at 840 S Broadway for the following dates: 7/5-7/5, 7/7, 7/8, 7/11-7/12, 7/15, 7/15, 7/18-7/19, 7/21, 7/22, 7/25-7/26, 7/28, 7/29, 8/1-8/5, 8/4, 8/7-8/9, 8/14-8/16, 8/21-8/23, 8/28-8/30, 9/4-9/6, 9/11-9/13, 9/18-9/20, 9/25-9/27, 10/2-10/4, 10/9-10/11, 10/16-10/18, 10/23-10/25, 10/30-11/1, 11/6-11/8 with a premise description of "back parking lot".

4. To deny an appeal by Terry Mooren regarding the denial of his operator's license (carried over from 4/27 P&P).
  
5. To approve an appeal by Andria Nolan regarding the denial of her operator's license (carried over from 4/27 P&P).
  
6. To approve an appeal by Mykaiel Schadt-Reed regarding the denial of his operator's license (carried over from 4/27 P&P).
  
7. To approve an appeal by Shane Schumacher regarding the denial of his operator's license (carried over from 4/27 P&P).
  
8. To deny an appeal by Robert Fieck regarding the denial of his operator's license.
  
9. To approve the listed liquor and/or beer license renewal applications for the 2026-2027 license year, excluding the recommendation for non-renewal for Jam Rock, subject to the approval of the proper authorities, (see attached list with any change of agents highlighted).

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to open the floor.  
Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

Rick Heyerman, The Whiskey Barrell  
Jon DeAngelo, Lawyer

Moved by Ald. Ben Delie, seconded by Ald. Alyssa Proffitt to close the floor.  
Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to approve, with Ald Morgan abstaining from GB Blue Baseball.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

#### **M. REPORT OF THE GREEN BAY POLICE DEPARTMENT GRANTING OPERATOR LICENSES.**

Moved by Ald. Joey Prestley, seconded by Ald. Doug Orlowski to approve.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. Report of the Green Bay Police Department Granting Operator Licenses

#### **N. REPORT OF THE PLAN COMMISSION (MAY 11, 2026).**

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to approve. except 2.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. To approve a request for a Conditional Use Permit at 895 S. Military Avenue to allow minor motor vehicle repair in the Community Center Commercial (C3) Zoning District. (ZP 26-19 Public Hearing held May 11, 2026).
2. To approve a request for a Conditional Use Permit at 315 S Jefferson Street, with conditions. (ZP 26-20 Public Hearing held May 11, 2026).

Moved by Ald. Alyssa Proffitt, seconded by Ald. Jon Shelton to open the floor.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

Sarah Hansen, 2624 Deprey  
Binky Allsteen, Lena, WI  
Stephanie Guzman, 2711 Malcore  
Dawn Radford, 408 S Van Buren  
Toni Grignon, Jefferson St  
Susan Wortilla, Women's Center  
Kathy Reddow, 102 S Ashland  
Tarl Knight, 711 S Broadway  
Amy Melner, 822 Grant St  
Jesse Brunette, 612 Stuart St, St John's Ministries  
Tim, 315 S Jefferson  
Fr. Paul DeMeuth, 413 St John's St  
Sara Water, Hope Center Apt 6  
Lissa Kain, 801 6th St

Moved by Ald. Alyssa Proffitt, seconded by Ald. Kathy Hinkfuss to close the floor.  
Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to amend, that the applicant shall appear before the Common Council approximately six months following approval of the conditional use permit to provide a status report regarding operations and compliance with the conditions of approval.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

Moved by Ald. Jennifer Grant, seconded by Ald. Alyssa Proffitt to amend the operating plan; change "may" work with PD for drug confiscation to "shall".

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

Moved by Ald. Alyssa Proffitt, seconded by Ald. Ben Delie to approve as amended.

Motion Passed.

Yes-Jim Hutchison, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-Jennifer Grant, William Morgan, Abstain-None.

## **O. REPORT OF THE FINANCE COMMITTEE (MAY 12, 2026).**

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to approve, except item 5.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlovski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. To approve the purchase of thirteen (13) 2026 Ford Police Interceptor Utility Hybrid AWD vehicles for the Police Department for a total of \$688,584.
  
2. To refer to staff to see if there are other, more effective vehicles that can also be service in Green Bay for the two (2) 2026 Tesla Model for the Police Department for a total of \$89,390.00.
  
3. To refer to staff to go out to BID for the City of Green Bay's cell phone contract instead of the 24-month extension on the current cell phone contract with Cellcom.
  
4. To approve the Press Times as the Official Newspaper of the City of Green Bay from June 1, 2026, to May 31, 2027.
  
5. To refer to staff to consider alternative funding sources to expand Keycafe to Public Works and a shared motor pool for a cost of \$27,393.10 other than the Innovation Fund as a funding source for 2026-2029.

Moved by Ald. Kathy Hinkfuss, seconded by Ald. Alyssa Proffitt to approve.

Motion Passed.

Yes-Jim Hutchison, William Morgan, Jon Shelton, Doug Orlovski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Kathy Hinkfuss, No-Jennifer Grant, Melinda Eck, Abstain-None.

## **P. REPORT OF THE PARK COMMITTEE (MAY 13, 2026).**

Moved by Ald. Alyssa Proffitt, seconded by Ald. Ben Delie to approve.

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. To approve the concept plan for proposed renovations to the Joannes Sk8 Park.
  
2. To approve a fundraising effort by the Green Bay Strikers soccer group to fundraise for improvements to the Arnie Wolff Sports Complex.
  
3. To approve a sponsorship agreement with Children's Hospital and Health System, Inc. for a donation of \$20,000 towards Green Bay Kids' Day Karnival on July 30th, 2026.
  
4. To approve hiring Robert E. Lee & Associates, Inc. for a total cost of \$27,850 to provide engineering design services associated with the proposed regrading of the Tubing Hill at Triangle Sports Area.
  
5. To approve granting a 12' wide permanent utility easement to Wisconsin Public Service Corporation at Leicht Memorial Park to accommodate gas service to the new shelter.

#### **Q. REPORT OF THE PERSONNEL COMMITTEE (MAY 12, 2026).**

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

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. To approve the reclassification of the Economic Development Specialist position within the Community and Economic Development Department to a Sr. Economic Development Specialist.

## **R. INFORMATIONAL.**

1. Building Report for April 2026
2. Municipal Court Report--April 2026.

## **S. RESOLUTIONS.**

Moved by Ald. Joey Prestley, seconded by Ald. Ben Delie to adopt item 1.  
Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. Resolution Authorizing Conditional Use Permit at 895 S. Military Avenue (ZP 26-19)
2. Resolution Authorizing Conditional Use Permit at 315 S Jefferson Street (SP 26-20)

Moved by Ald. Alyssa Proffitt, seconded by Ald. Joey Prestley to amend to include condition 7 .

Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

## **T. ADJOURNMENT.**

Moved by Ald. Alyssa Proffitt, seconded by Ald. Jim Ridderbush to approve.  
Motion Passed.

Yes-Jennifer Grant, Jim Hutchison, William Morgan, Jon Shelton, Doug Orlowski, Joey Prestley, Alyssa Proffitt, Jim Ridderbush, Ben DeBaker, Ben Delie, Melinda Eck, Kathy Hinkfuss, No-None, Abstain-None.

1. Next Meeting: June 2, 2026
2. Adjournment of the Tuesday, May 19, 2026, meeting of the Common Council.





Report to the  
**Improvement and Service Committee**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.1**

To hold the request by the Department of Public Works to amend City of Green Bay Ordinance Section 40-29(l) related to night parking until the June 10, 2026, Improvement & Services Committee meeting.

**BACKGROUND**

This ordinance amendment clarifies procedures related to approval of overnight parking requests. This also adds the ability for the Improvement and Services Committee and Council to approve requests of more than two (2) weeks.

**RECOMMENDATION**

To approve the amended Ordinance text and forward to Council for appropriate readings and adoption.

**FISCAL IMPACT**

None

**ATTACHMENTS**

- I. G.O. Related to Night Parking

GENERAL ORDINANCE NO. 11-26

AN ORDINANCE  
AMENDING SECTION 40-29(1),  
GREEN BAY MUNICIPAL CODE,  
RELATING TO NIGHT PARKING

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

**SECTION 1.** Section 40-29(1), Green Bay Municipal Code, is hereby created to read:

(1) *Night parking.*

- (1) *Prohibition.* Except as otherwise provided in this section, no vehicle **on any day** shall be parked on any City street between the hours of 3:00 a.m. and 5:00 a.m.
- (2) *Exception.* ~~A person~~ **Single-family and duplex residential units** may park a motor vehicle on a City street between the hours of 3:00 a.m. and 5:00 a.m. only under the following circumstances:
  - a. Parking Division approval is received prior to 2:00 a.m. or as soon as possible after the circumstance justifying the parking arises.
  - b. Approval will only be granted in certain exceptional instances, namely disabled vehicles, ~~lot/driveway~~ construction, houseguests, or other emergency situations. ~~for periods of up to two calendar weeks.~~
  - c. Prior Parking Division approval is required for each day the vehicle will be parked on the street between 3:00 a.m. and 5:00 a.m., unless ~~blanket~~ authorization **for consecutive days** is granted by the ~~Parking Division Manager~~ **Director of Public Works**.
  - d. A maximum of six (6) overnight on-street parking exceptions may be granted per property, per year. Each exception shall be approved for no more than two (2) calendar weeks.**
  - e. Requests for overnight on-street parking approval for more than two (2) weeks shall be presented to Improvements and Services Committee and approved by Common Council.**
  - f. Regardless of approval status, no vehicle shall be allowed to park on any street during a declared snow emergency.**

**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 May, 2026.

APPROVED:

---

Eric Genrich, Mayor

law

[Date]



Report to the  
Improvement and Service Committee  
of the City of Green Bay

#### MEETING DATE

June 2, 2026

#### PREPARED BY

Valerie Joosten, Public Works Director

#### AGENDA ITEM # J.2

To approve request by the Department of Public Works to approve and submit to the Wisconsin Department of Natural Resources the annual electronic Compliance Maintenance Annual Report (eCMAR) and resolution approving the 2025 Compliance Maintenance Annual Report.

#### BACKGROUND

Each year the City is required to submit an annual report, known as the electronic Compliance Maintenance Annual Report (eCMAR), to Wisconsin Department of Natural Resources for the City's sanitary sewer collection system. A resolution is required for Council approval of the report prior to submittal to WDNR by the Public Works Director. These actions are necessary to maintain compliance with the requirements of ch. NR 208, Wis. Adm. Code. The submittal deadline for the 2025 eCMAR annual report is June 30, 2026.

#### RECOMMENDATION

To approve the 2025 eCMAR, forward the corresponding resolution to Council for approval, and authorize the Director of Public Works to submit the eCMAR to the Wisconsin Department of Natural Resources.

#### FISCAL IMPACT

No additional impacts are associated with this annual report. The City will continue to operate, manage and maintain the sanitary sewer collection system within the Sanitary Sewer Utility budget.

#### ATTACHMENTS

1. 2025 CMAR Summary Memo
2. 2025 CMAR Resolution
3. Draft eCMAR 2026-05-19



Public Works Department  
100 North Jefferson Street - Room 300  
Green Bay, Wisconsin 54301-5026  
www.greenbaywi.gov

Administration | Engineering | Traffic 920.448.3100  
Operations 920.448.3535  
Parking 920.448.3431  
Fax 920.448.3102

**TO:** Improvement & Services Committee  
**FROM:** Valerie Joosten, P.E. – Director of Public Works  
**DATE:** May 19, 2026  
**RE:** 2025 Compliance Maintenance Annual Report Summary

Each year the Public Works Department is required to submit a report to the Wisconsin Department of Natural Resources (WDNR) regarding the City’s sanitary sewer collection system. The annual report is referred to as the electronic Compliance Maintenance Annual Report (eCMAR).

The City’s eCMAR is complete and ready for submittal to the Wisconsin Department of Natural Resources (WDNR). The report documents the compliance status of the City’s sanitary sewer collection system for 2025.

The eCMAR consists of two sections, Financial Management and the Sanitary Sewer Collection Systems.

The Financial Management section of the report addresses whether the City has sufficient revenue to cover operational and maintenance expenses and ensures that the City is planning for capital projects and expenses, related to the City’s sanitary sewer collection system. The report collects data related to energy efficiency and usage of the collection pumping systems. In 2025, the City received an “A” rating for the Financial Management section.

The Sanitary Sewer Collection System section of the report addresses the various components of the City’s CMOM (Capacity, Management, Operations & Maintenance) program and addresses the City’s performance related to the maintenance, management and operation of the City’s sanitary sewer collection system. The City’s written CMOM plan has been in place since 2015, following an EPA mandate. WDNR regulations required the implementation of a CMOM for collection facilities beginning in 2016. The CMOM plan is a living document that is reviewed, revised, and implemented on an ongoing basis. The City receive an “A” rating in 2025 for the Sanitary Sewer Collection System section of the report.

As indicated in the eCMAR report, the City has the necessary systems in place to effectively operate, manage and maintain the sanitary sewer collection system. The City will continue to review and make improvements to its CMOM and set goals to continue to improve the operation, management and maintenance of the system.

A summary of the City’s performance since 2016 (last 10 years) is provided in the following table.

**City of Green Bay – eCMAR Rating and Data Summary**

Year	Financial Rating	Sewer System Rating	Overall Rating	% System Cleaning	% System Televised	Total No. of Sewer Complaints	Back-ups from City Main	Sanitary Sewer Overflow (SSO)
2016	A	A	A	38.06	16.44	178	13	0
2017	A	A	A	61.9	16.1	174	11	0
2018	A	A	A	71.6	25.9	214	6 <sup>1</sup>	0
2019	A	A	A	58.1	25.0	182	7 <sup>1</sup>	1
2020	A	A	A	55.4	19.6	192	6 <sup>1</sup>	0
2021	A	A	A	40.94	21	160	12	0
2022	A	A	A	43.2	23.8	159	7	0
2023	A	A	A	43.4	21.4	140	6	0
2024	A	A	A	34.3 <sup>2</sup>	19.5	106	2	0
2025	A	A	A	39.57	22.5	162	7	2

Notes: <sup>1</sup> Excludes complaints due to flooding, contractor damage, and water main breaks

<sup>2</sup> Beginning in 2024, the City is no longer including SL-RAT inspections to calculate the % of system cleaned. The City continues to use SL-RAT, but it is used for inspection purposes to determine whether more frequent cleaning is needed.

In 2025, the City experienced two sanitary sewer overflows related to a sanitary sewer main that was blocked by roots and grease. The issue was promptly addressed and throughout the year, the City implement additional improvements such as new televising software and procedural changes for root treatment and tracking. Within the eCMAR further actions set forth by the City include:

- Continued focus on reducing I&I and basement backups through the pilot lateral replacement program, televising, jetting, root treatment, FOG (fats, oil, and grease) outreach and maintenance, and annual sewer repairs or replacement.
- Continue to invest in technology and infrastructure improvements, such as the project to upgrade the city's SCADA software and lift station controls.

**Action Requested**

The Public Works Department requests the Improvement & Service Committee and Common Council adopt the Resolution approving the 2025 Compliance Maintenance Annual Report, authorize the Mayor and City Clerk to execute the resolution, and allow the Director of Public Works to forward these documents to WDNR. These actions are necessary to maintain compliance with the requirements of ch. NR 208, Wis. Adm. Code. The submittal deadline for the 2025 annual report is June 30, 2026.

**RESOLUTION APPROVING THE  
WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
2025 COMPLIANCE MAINTENANCE ANNUAL REPORT  
June 2, 2026**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of "C" or less) and/or an overall grade point average (<3.00); and

WHEREAS the City of Green Bay (City) scored an "A" in Financial Management; and

WHEREAS the City scored an "A" in Collection System Management; and

WHEREAS the City scored an "A" as an overall grade.

NOW, THEREFORE, BE IT RESOLVED that the following voluntary actions will be taken by the City in 2026:

1. Continue to review and update policies and procedures pertaining to the financial management of the City's Sanitary Sewer Utility;
2. Continue to review and implement written policies and procedures as it relates to the management, operation and maintenance of the City's sanitary sewer collection system;
3. Continue to review, update, and implement the City's Capacity, Management, Operation and Maintenance (CMOM) program;
4. Continue to evaluate program goals related to the CMOM program to continue to improve the operation, management and maintenance of the City's sanitary sewer collection system.

Adopted \_\_\_\_\_, 2026

Approved \_\_\_\_\_, 2026

\_\_\_\_\_  
Eric Genrich, Mayor

ATTEST:

\_\_\_\_\_  
Celestine Jeffreys, City Clerk

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

## Financial Management

1. Provider of Financial Information Name: <input type="text" value="Valerie Joosten"/> Telephone: <input type="text" value="920-448-3097"/> (XXX) XXX-XXXX E-Mail Address (optional): <input type="text" value="valerie.joosten@greenbaywi.gov"/>		
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ No (40 points) If No, please explain: <input type="text"/> 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input type="text" value="2025"/> ● 0-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A (private facility) 2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		<b>0</b>
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input type="text" value="2025"/> ● 1-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A If N/A, please explain: <input type="text"/>		
3.2 Equipment Replacement Fund Activity		
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$ <input type="text" value="3,994,328.13"/>	
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	- \$ <input type="text" value="3,340.00"/>	
3.2.3 Adjusted January 1st Beginning Balance	\$ <input type="text" value="3,990,988.13"/>	
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+ \$ <input type="text" value="1,069,333.30"/>	

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*) -

\$ 1,253,932.39

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 3,806,389.04

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

In 2025, the City purchased a dewatering roll-off box for sewer grit and a trailer mounted generator.

3.3 What amount should be in your Replacement Fund?

\$ 3,806,389.04

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	13th - W Mason to Howard Reconstruction	\$530,000	2027
2	13th - W Mason to 9th	\$840,000	2028
3	4th street - Broadway to S Maple Reconstruction	\$190,000	2026
4	Bridge St - Pearl to East Termini	\$40,000	2026
5	Chronic Sewer Repairs - Citywide	\$1,000,000	2025
6	Congress St - Madison to Monroe	\$100,000	2026
7	Division - Norwood to Northern Reconstruction	\$515,000	2026
8	Emilie Street - S Webster to Roosevelt	\$340,000	2028
9	Hinkle Street - Frontage Road to Hutson	\$495,000	2027
10	Hinkle - NR Frontage Road to W Mason Reconstruction	\$260,000	2025
11	Mather Street - Gray to Locust	\$1,300,000	2026
12	N Irwin - St Clair to N Termini	\$55,000	2028
13	Oxford - Dousman to Reed Reconstruction	\$170,000	2026
14	Reed - Oxford to Allard Reconstruction	\$105,000	2026
15	Resurfacing Program	\$800,000	2026
16	S Maple - Kellog to Mather	\$350,000	2026
17	S Roosevelt - Eliza to Grignon	\$300,000	2028
18	Emergency Sewer Repairs - City wide	\$400,000	2026
19	Spring Street - Madison to Monroe Reconstruction	\$110,000	2028

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

20	Chicago - S Madison to S Monroe	\$95,000	2027
21	Chicago - S Webster to S Roosevelt	\$335,000	2029
22	Christiana - S Oakland to Hazel Ave	\$285,000	2030
23	Clay St - E. Mason to Main	\$1,005,000	2029
24	N Maple Ave - Mather to Phoebe	\$215,000	2026
25	Quincy - Walnutto Bodart	\$860,000	2030
26	S. Chestnut - 7th to 8th	\$185,000	2029
27	S Maple Ave - Walnut to Kellogg	\$500,000	2026
28	Sanitary Lift Station Upgrade	\$150,000	2026
29	St Clair - Baird to Roosevelt	\$465,000	2028
30	Mary St. Sewer extended	\$525,000	2026
31	Augusta: Lincoln - Termini reconstruct	\$70,000	2028
32	Elmore: Gray to S. Ashland	\$1,030,000	2027
33	Elmore: Ashland - Broadway	\$270,000	2028
34	N. Jackson: Reber to Eastman	\$100,000	2029
35	Oak Street: Howard - Railroad Crossing	\$190,000	2026

## 5. Financial Management General Comments

None.

## ENERGY EFFICIENCY AND USE

### 6. Collection System

#### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

#### **COLLECTION SYSTEM PUMPAGE: Total Power Consumed**

Number of Municipally Owned Pump/Lift Stations:

	<b>Electricity Consumed (kWh)</b>	<b>Natural Gas Consumed (therms)</b>
<b>January</b>	4,344	0
<b>February</b>	4,042	1
<b>March</b>	5,363	0
<b>April</b>	5,458	1
<b>May</b>	4,996	0
<b>June</b>	5,363	4
<b>July</b>	4,614	1
<b>August</b>	3,441	21
<b>September</b>	2,533	0
<b>October</b>	2,821	1
<b>November</b>	4,384	0
<b>December</b>	4,460	0
<b>Total</b>	<b>51,819</b>	<b>29</b>
<b>Average</b>	<b>4,318</b>	<b>5</b>

#### 6.1.2 Comments:

Energy usage is for the City's pump / lift stations. Data obtained from WPS Utility bills.

### 6.2 Energy Related Processes and Equipment

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

A second trailer mounted backup generator was purchased in 2025.

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

The City regularly inspects and maintains its lift stations and pump stations. The City has a technical maintenance worker dedicated to monitoring and maintaining all of the City's lift stations. The City is planning to upgrade its SCADA software, control panels and VFDs at its pump stations. The design of this work will begin in 2026 and be completed in 2027. Implementation of the new system is expected to occur in 2027.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 2025

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Major goals for the program over the last year include:

1. FOG Outreach and tracking of food service establishments and grease trap cleaning. In 2025, we completed targeted (door hanger) outreach to areas with known grease problems. Our inventory of food service establishments was updated with new businesses, and cleaning records were reviewed and updated for existing businesses.
2. Root treatment. The City invested in a cutter truck to address mineral deposits and roots within the city's sewers. Any lines with roots cut were added to the root treatment list, increasing the number of lines that were treated.
3. Lateral replacement/I&I. In 2025, the City obtained Council approval for a pilot lateral replacement program for street reconstruction projects. Lateral replacement work using pipe bursting will begin in 2026. The cost of lateral replacement is funded through the City's Sanitary Sewer Fund.
4. I&I. The City continued to participate on the NEW Water I&I Technical Advisory Committee and annual workshop.
5. Lift Station O&M. The City created a GIS field form to collect maintenance records of all work performed at lift stations.
6. System maintenance. The City transitioned to a new televising software, IT Pipes, which will allow us to review condition and defects more efficiently. The City continued annual maintenance work to address defects on City sewers, while also upgrading or rehabbing sewers during street reconstruction or resurfacing projects.
7. I&I. A full workplan has not been completed. In 2025, the City requested proposals for consultants so that the City would have sanitary sewer related consulting services under contract. Several firms were selected. The City will use these consultants for work such as I&I work planning. Currently, the City is working with a consultant to upgrade its SCADA software and VFD equipment at the City's lift stations.
8. CMOM Review and updates. Due to the Utility Manager vacancy, further work is needed to review and update the CMOM in 2026.

Did you accomplish them?

- Yes
- No

If No, explain:

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 2025

The majority of the goals were met in 2025 and progress continues to be made.  
In 2026,

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

2021-12-21

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2021-12-21

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
  - New sewer and building sewer design, construction, installation, testing and inspection
  - Rehabilitated sewer and lift station installation, testing and inspection
  - Sewage flows satellite system and large private users are monitored and controlled, as necessary
  - Fat, oil and grease control
  - Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]
- Does your operation and maintenance program and equipment include the following:
- Equipment and replacement part inventories
  - Up-to-date sewer system map
  - A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
  - A description of routine operation and maintenance activities (see question 2 below)
  - Capacity assessment program
  - Basement back assessment and correction
  - Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
  - Response order, timing and clean-up
  - Public notification protocols
  - Training
  - Emergency operation protocols and implementation procedures
- Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
- Special Studies Last Year (check only those that apply):
- Infiltration/Inflow (I/I) Analysis
  - Sewer System Evaluation Survey (SSES)

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

<input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input type="checkbox"/> Lift Station Evaluation Report <input checked="" type="checkbox"/> Others: <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">                 Evaluation of I&amp;I areas to guide a private lateral replacement program, which was approved by Council as a pilot program.             </div>	0
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

## 2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	39.57	% of system/year
Root removal	0.98	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	22.5	% of system/year
Manhole inspections	16.4	% of system/year
Lift station O&M	22	# per L.S./year
Manhole rehabilitation	2.3	% of manholes rehabbed
Mainline rehabilitation	0.5	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	34	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

Cleaning: The City operates its own jetting trucks. Cleaning footage was greater in 2025 in preparation for the NFL Draft.  
 Root Removal: This includes root treatment and root cutting. In 2025, the City purchased a cutter tool for it's televising truck.  
 Private sewer inspections: Lateral launching was performed for the pilot lateral replacement program. However, the overall percentage is small and the total number of laterals is unknown.

## 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

24.45	Total actual amount of precipitation last year in inches
31.61	Annual average precipitation (for your location)
464.22	Miles of sanitary sewer
13	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
7	Number of basement backup occurrences
162	Number of complaints
11.76	Average daily flow in MGD (if available)

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

513.9	Peak monthly flow in MGD (if available)
0	Peak hourly flow in MGD (if available)
3.2 Performance ratios for the past year:	
0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.02	Basement backups (number/sewer mile)
0.35	Complaints (number/sewer mile)
43.7	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume
0	3/5/2025 7:45:00 AM - 3/5/2025 8:45:00 AM	Eliza and Goodell Street	Rain	8,000
1	3/5/2025 7:45:00 AM - 3/5/2025 8:45:00 AM	Eliza and Goodell Street	Rain	8,000

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

This SSO was caused by roots and grease in private laterals and/or the main line. In 2025, the City revised field procedures for tracking of roots and root cutting within GIS. This information is used to determine new lines that require root treatment and/or repair. Additionally, the City performed target FOG outreach in this area. In 2025, the City also transitioned to a new televising software that will make it more efficient for identifying and evaluating problems. The City also initiated a pilot lateral replacement program in 2025, which will include the replacement of private laterals in 2026 for street reconstruction projects.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

Infiltration and inflow is an ongoing concern within the City of Green Bay due to the age of the City's infrastructure and private laterals. The City is continuing to implement programs to address this issue.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

No significant change in 2025 when compared to 2024.

5.4 What is being done to address infiltration/inflow in your collection system?

# Compliance Maintenance Annual Report

**Green Bay Sewage Collection System**

Last Updated: Reporting For:  
5/18/2026 **2025**

Annually, the City televises 20 - 25% of the city's sanitary sewers and reviews defects for needed repairs. Defects are mapped in GIS. The City budgets \$1 - 2 million annually for repair and replacement of the City's sewers in addition to the amount budgeted for repair or replacement during street reconstruction and resurfacing projects. The City transitioned to new televising software that makes it more efficient to review repairs. The city has recently started a private lateral replacement program. I&I will continue to be a focus for the City.

<b>Total Points Generated</b>	
<b>Score (100 - Total Points Generated)</b>	
<b>Section Grade</b>	

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection				
<b>TOTALS</b>			<b>1</b>	<b>4</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

City of Green Bay

Date of Resolution or  
Action Taken:

2026-06-02

Resolution Number:

NA

Date of Submittal:

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Financial Management: Grade = A

The City evaluates rates annually and revenues collected fund the equipment replacement fund and budget for operating expenses and capital projects.

Collection Systems: Grade =

(Regardless of grade, response required for Collection Systems if SSOs were reported)

Actions set forth by the City include:

1. Continued focus on reducing I&I and basement backups through the pilot lateral replacement program, televising, jetting, root treatment, FOG outreach and maintenance, and annual sewer repairs or replacement.
2. Continue to invest in technology and infrastructure improvements, such as the project to upgrade the city's SCADA software and lift station controls.

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4.00**

The City will continue to review and implement its CMOM program and set goals related to the operation, management and maintenance of the City's sanitary sewers.



Report to the  
**Improvement and Service Committee**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.3**

To approve resolution delegating signatory authority to the Director of Public Works for certain agreements and contractual documents.

**BACKGROUND**

The Mayor is the official signatory for legal or contractual documents within the City. This signatory delegation would authorize the Public Works Director to sign those documents as outlined in the resolution. This authority is not transferable to anyone else within the Public Works Department. If the Director is not available to sign the documents listed, the Mayor would sign those documents. This change will streamline review and signatory processes.

**RECOMMENDATION**

To approve the resolution delegating signatory authority to the Director of Public Works for certain agreements and contractual documents.

**FISCAL IMPACT**

None.

**ATTACHMENTS**

- I. Delegation of Signature Authority DPW Director (002)

RESOLUTION IN SUPPORT OF DELEGATION OF SIGNATURE  
AUTHORITY FOR DIRECTOR OF PUBLIC WORKS

WHEREAS, the Common Council desires to delegate certain signature authority to the Director of Public Works for the City of Green Bay, as follows:

The Common Council for the City of Green Bay hereby authorizes and empowers the Director of Public Works to execute, on behalf of the City of Green Bay, the following documents and instruments:

1. Temporary use or access agreements
2. Service contracts or agreements (i.e. utility service)
3. Hold harmless agreements
4. Professional services agreements (for consultant or design professional services)
5. Regulatory permit applications and reporting requiring signature of chief executive
6. Maintenance agreements pertaining to stormwater
7. Grant agreements
8. Construction contracts (delegation for Mayor signature only)
9. State Municipal Agreements with WisDOT

WHEREAS, the delegation of authority does not supersede the City's policies and procedures regarding purchasing that may be specified or outlined in the City's Procurement Manual;

WHEREAS, the delegation of authority does not supersede approvals necessary by ordinance or law;

WHEREAS, the delegation of authority shall become effective upon approval of the Common Council and will remain in effect until terminated or further modified by the Common Council.

NOW, THEREFORE, BE IT RESOLVED, the Common Council hereby delegates signature authority to the Director of Public Works as specified herein.

Adopted \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
Eric Genrich, Mayor

Acknowledged and Accepted:

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Valerie Joosten, Director of Public Works



Report to the  
Improvement and Service Committee  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.4**

To approve request by the Department of Public Works to award the contract for sewer root treatment services to Duke's Root Control, Inc. in the amount of \$111,542.64.

**BACKGROUND**

Annually, the Department of Public Works contracts for the targeted treatment of roots in segments of the City's sanitary sewer mains. Duke's Root Control, Inc. previously held a 5-year contract with the City to provide these services. The contract expired in 2025; therefore, a sole-source approval was obtained for a 3-year period due to a lack of other interested bidders.

**RECOMMENDATION**

To approve the award of the sewer root treatment services contract to Duke's Root Control, Inc. in the amount of \$111,542.64.

**FISCAL IMPACT**

\$111,542.64, which is funded by the annual Sanitary Sewer Utility operating budget.

**ATTACHMENTS**

1. Green Bay, WI 2026 r3
2. 2025 - Sole Source Request for Approval - Signed



400 Airport Rd., Suite E Elgin, IL 60123

# SALES QUOTATION

Document Number	Document Date	Page
<b>6672</b>	<b>05/07/2026</b>	<b>1/1</b>

Customer No.	Contact / Phone / Email
<b>C-001439</b>	<b>Valerie Joosten</b>

**valerie.joosten@greenbaywi.gov**

**GREEN BAY, CITY**  
Jessica.deal@greenbaywi.gov;  
Valerie.joosten@greenbaywi.gov

GREEN BAY WI 54301  
USA

Your Contact	Payment Terms
<b>John Fletcher 113</b>	<b>Net 30</b>
<b>757-635-4017</b>	
<b>Fletch@dukes.com</b>	

Shipping Type	FOB Point
---------------	-----------

Delivery Address  
**GREEN BAY, CITY**  
 100 N. JEFFERSON ST./ROOM 300  
 GREEN BAY WI 54301  
 USA

Description	Quantity	UoM	Price	Total
<b>MANHOLE ROOT CONTROL</b>		<b>Per EA</b>	<b>\$ 190.55</b>	
Item Code: V-F-APL-MANHO-001				
<b>HOUSE LATERAL ROOT CONTROL</b>		<b>Per EA</b>	<b>\$ 190.55</b>	
Item Code: V-F-APL-RESID-001				
<b>6" PIPE SEWER ROOT CONTROL</b>		<b>Per FT</b>	<b>\$ 2.08</b>	
Item Code: V-F-APL-SEWRC-01X06FT				
<b>8" PIPE SEWER ROOT CONTROL</b>	<b>32,109.6</b>	<b>FT</b>	<b>\$ 2.08</b>	<b>\$ 66,787.97</b>
Item Code: V-F-APL-SEWRC-01X08FT				
<b>10" PIPE SEWER ROOT CONTROL</b>	<b>4,118.7</b>	<b>FT</b>	<b>\$ 2.29</b>	<b>\$ 9,431.82</b>
Item Code: V-F-APL-SEWRC-01X10FT				
<b>12" PIPE SEWER ROOT CONTROL</b>	<b>9,982.2</b>	<b>FT</b>	<b>\$ 2.50</b>	<b>\$ 24,955.50</b>
Item Code: V-F-APL-SEWRC-01X12FT				
<b>15" PIPE SEWER ROOT CONTROL</b>	<b>2,182.6</b>	<b>FT</b>	<b>\$ 4.75</b>	<b>\$ 10,367.35</b>
Item Code: V-F-APL-SEWRC-01X15FT				
<b>18" PIPE SEWER ROOT CONTROL</b>		<b>Per FT</b>	<b>\$ 6.82</b>	
Item Code: V-F-APL-SEWRC-01X18FT				

Quotation Subtotal: **\$ 111,542.64**

**Total Amount: \$ 111,542.64**

Plus applicable Sales Tax

Quotation Valid Until: 06/30/2026

Website: www.dukes.com

Tax ID No.: 75-3026801

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

**TO :** Purchasing Division/Administrative Services

**DATE:** 05/08/25

**FROM:** Department/Division *Department of Public Works - Utility Division*

**REQUISITION #**

**List "No Substitute" Item(s) here:**

*Root Treatment with the Contractor Duke's Root Control Inc.*

**Select One:**

- 1) One Time Purchase Estimated Cost: \$
- 2) Annual Commodity purchase: Estimated annual cost: \$
- 3) Item may be purchased again: Indicate term: *3-year term* Estimated Annual Cost: \$ *\$67,931*

Example: 1 year, indefinite, etc. Long term requests will be reevaluated periodically)

**We request approval of a "NO SUBSTITUTE" specification for the purchase of the subject item(s)**

**Check appropriate justification(s). Provide DETAILED explanation(s) below.**

1. Sole Source – The below signed has searched the market and verified that no comparable item is available.
2. Single Source – Although comparable items are available, THIS is the only brand/model that will work.
3. Item(s) is (are) only acceptable replacement part(s) known for \_\_\_\_\_ (Identify)
4. Continuity of design is overriding consideration (ex: playground equipment or street furniture)
5. Safety:
6. Other:

\*Explanations shall contain sufficient information and justification for the items to be considered and approved as "NO SUBSTITUTE" items. Failure to do so will result in the request being denied and returned to the originator.

\*Recommending Department Head will be available to defend said recommendation to the appropriate City Committee and/or Common Council.

**PLEASE EXPLAIN YOUR REASONS FOR THIS REQUEST** (additional info may be attached on a separate sheet):

*We are requesting that Duke's Root Control Inc. be considered as a sole source for root treating sanitary sewers. 2 potential WI contractors Aqualis & Visu-Sewer were contacted multiple times with no response from either contractor (April 16th 2025)*

**Approvals:**

Requestor: *Ciana Ulanek*

Date: 05/08/2025

Department Head: *Steven M. Grenier*

Date: 05/19/2025

Purchasing Manager: *Thomas Walanski*

Date: 05/19/2025

# sharpescans@greenbaywi.gov\_20250508\_15295











## 4

Final Audit Report

2025-05-19

Created:	2025-05-08
By:	Valerie Joosten (valerie.joosten@greenbaywi.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXPNUrulO4tIGFY8Ai_Bx83bl9DrFRolv

## "sharpescans@greenbaywi.gov\_20250508\_152954" History

-  Document created by Valerie Joosten (valerie.joosten@greenbaywi.gov)  
2025-05-08 - 8:18:51 PM GMT
-  Document emailed to Steve Grenier (steven.grenier@greenbaywi.gov) for signature  
2025-05-08 - 8:20:18 PM GMT
-  Email viewed by Steve Grenier (steven.grenier@greenbaywi.gov)  
2025-05-08 - 8:20:26 PM GMT
-  New document URL requested by Valerie Joosten (valerie.joosten@greenbaywi.gov)  
2025-05-16 - 12:22:28 PM GMT
-  Email viewed by Steve Grenier (steven.grenier@greenbaywi.gov)  
2025-05-16 - 12:23:42 PM GMT
-  Document e-signed by Steve Grenier (steven.grenier@greenbaywi.gov)  
Signature Date: 2025-05-19 - 12:05:32 PM GMT - Time Source: server
-  Document emailed to Thomas Walenski (Thomas.Walenski@greenbaywi.gov) for signature  
2025-05-19 - 12:05:33 PM GMT
-  Email viewed by Thomas Walenski (Thomas.Walenski@greenbaywi.gov)  
2025-05-19 - 12:05:45 PM GMT
-  Document e-signed by Thomas Walenski (Thomas.Walenski@greenbaywi.gov)  
Signature Date: 2025-05-19 - 12:56:29 PM GMT - Time Source: server
-  Agreement completed.  
2025-05-19 - 12:56:29 PM GMT



Report to the  
Improvement and Service Committee  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.5**

To approve request by the Department of Public Works to award the contract for DPW / roof top solar design to Berners-Schober Associates, Inc. in the amount of \$53,000.00.

**BACKGROUND**

As part of the City of Green Bay's commitment to achieving the sustainability goals outlined in the Clean Energy Green Bay Plan, as well as the goal of powering all municipal facilities with clean energy by 2050, The Department of Public Works is adding solar to both the Eastside and Westside Municipal Garages. This project will help offset rising utility costs and reduce power consumption during peak daytime demand periods, when electric pricing is highest. These buildings are strong candidates for solar due to their large footprints, minimal tree cover, and newer roofing systems. The work under this contract will include structural and electrical engineering services necessary to develop complete construction documents for competitive bidding.

**RECOMMENDATION**

The Department of Public Works recommends awarding the work to Berners-Schober Associates, Inc.

**FISCAL IMPACT**

Bonding for this project was approved as part of the 2026 CIP.

**ATTACHMENTS**

- I. DPW Roof Top Solar Design Proposal - Berners Schober Associates

**bernersch** ■ ber

# FIRM OVERVIEW



## WHO WE ARE

Berners Schober is a full-service architectural, engineering, and interior design firm, founded in 1898. Today, we have offices in both Illinois and Wisconsin and an integrated team of registered architects, engineers, and interior designers. Our skilled personnel and breadth of experience enables us to tackle projects of various sizes and complexity. We regularly serve medical, educational, municipal, recreational, religious and commercial clients.

## CREATE SPACES THAT INSPIRE

We believe originality and functionality are always required, knowing that stability is the true driver of innovation. We proudly stand behind every building, every structure, and every detail of our work, cherishing the responsibility to create memorable, long-lasting, and engaging buildings. Our structures are timeless, often becoming landmarks beloved by the communities, organizations, and companies they serve.

## DESIGN WITH INTEGRITY & PURPOSE

Good architecture is designed for the past, present and future. It enhances its surroundings. It brings out the best in its occupants. And it lasts through unlimited uses. We hold ourselves to the highest standards because good architecture pushes boundaries. It takes the right risks, and it changes the way we think about a building. That being said, cleverness and ingenuity are only possible when they grow from a solid foundation. Knowing what's realistic, what people want, and what will help them thrive drives every decision we make.

## DESIGN TO ADAPT, BUILD TO LAST

We measure our success on the impact our buildings have in their communities. They are places to heal. Places to worship. Places to socialize. Places to work. Places to learn. Our greatest honor is being able to positively impact people's lives through architecture.

**125+**  
**YEARS IN**  
**BUSINESS**

**50+**  
**EMPLOYEES**

**2**  
**STATES**

**1**  
**INTEGRATED**  
**TEAM**

# RELEVANT EXPERIENCE

Client Name	Project Name
Kaukauna Utilities	Warehouse Roof Solar Panel Study
Wisconsin Public Service Corporation	St. Thomas Aquinas Academy Solarwise Installation
Wisconsin Public Service Corporation	Suring High School Solarwise Installation
Wisconsin Public Service Corporation	Menominee High School Solarwise Installation
Wisconsin Public Service Corporation	Three Lakes High School Solarwise Installation
Eland Electric Corporation	Janssen Dental Solar Panel Installation
Eland Electric Corporation	Griffin Industries Solar Panel Installation
Eland Electric Corporation	Ace Manufacturing Hurlbut Rd Solar Panel Installation
Eland Electric Corporation	Ace Manufacturing Pamperin Rd Solar Panel Installation
Eland Electric Corporation	KI Solar Installation
Wisconsin Public Service Corporation	Newman High School Solar Panel Installation
Wisconsin Public Service Corporation	Mishicot High School Solar Panel Installation
Wisconsin Public Service Corporation	Lakeland Union High School Solar Panel Installation
Lincoln Land Community College	Sangamon Solar
Lincoln Land Community College	CDC Solar
City of Green Bay	Train Storage Solar Upgrades
Lincoln Land Community College	Main Campus Solar Study
Union Congregational Church	Rooftop Solar Install

# KEY TEAM MEMBERS



## Jamie White PE

### STRUCTURAL ENGINEER | SENIOR ASSOCIATE

Jamie is a Senior Associate at Berners Schober, responsible for structural design and civil engineering for various projects. His experience involves all types of structural systems, including cast-in-place concrete, precast concrete, steel, and wood structures. He has been with Berners Schober since 1992 and also has experience as a field representative with the firm.

#### EDUCATION

Bachelor of Science,  
Architectural  
Engineering  
Milwaukee School of  
Engineering

#### REGISTRATION

Professional Engineer:  
Wisconsin, Missouri,  
Michigan

#### PROJECT EXPERIENCE

Train Storage Solar Upgrades -  
City of Green Bay  
*Green Bay, Wisconsin*

Suring HS Solarwise Installation -  
University of Wisconsin-Madison  
*Suring, Wisconsin*

Menominee HS Solarwise Install -  
Greater Green Bay YMCA  
*Menominee, Wisconsin*

Griffin Industries Solar Panel -  
Eland Electric  
*Green Bay, Wisconsin*

St Thomas Aquinas Solarwise -  
Wisconsin Public Service  
*La Crosse, Wisconsin*

Warehouse Roof Solar Panel Study -  
Kaukauna Utilities  
*Kaukauna, Wisconsin*

Newman HS Solar Panel Install -  
Wisconsin Public Service  
*Wausau, Wisconsin*

KI Design Center Solar Install -  
Eland Electric  
*Green Bay, Wisconsin*



## Darren Johnson PE

### VICE PRESIDENT SPRINGFIELD / ELECTRICAL ENGINEERING | SENIOR PRINCIPAL

Darren joined the firm in 2020 as a vice president, overseeing operations at the Illinois office. Prior to that, he was President of Johnson Engineering, based in Springfield, Illinois for 20 years. As an electrical engineer, Darren brings over 30 years of professional design and management experience to the firm. His expertise includes lighting, power, and special systems for healthcare, commercial, educational, and industrial facilities.

#### EDUCATION

Bachelor of Science,  
Electrical Engineering  
Saint Louis University

#### REGISTRATION

Professional Engineer:  
Illinois

#### PROJECT EXPERIENCE

CDC Solar -  
Lincoln Land Community College  
*Springfield, Illinois*

Sangamon Solar -  
Lincoln Land Community College  
*Springfield, Illinois*

Main Campus Solar -  
Lincoln Land Community College  
*Springfield, Illinois*

Freedom House -  
Freedom House Ministries  
*Green Bay, Wisconsin*

New Elementary School -  
Owen Marsh Elementary  
*Springfield, Illinois*

Access Control -  
Lincoln Land Community College  
*Springfield, Illinois*

Sports Center Replacement -  
University of Wisconsin-Madison  
*Madison, Wisconsin*

Hospital Modernization -  
HSHS St. Mary's Hospital  
*Decatur, Illinois*

# PROJECT APPROACH

Our approach is centered on providing the City of Green Bay with a clear, defensible, and cost-effective path to implementing rooftop solar systems at the Eastside and Westside Municipal Garages. We will deliver solutions that are technically sound, fully coordinated, and positioned to maximize long-term performance and available incentives.

## 1. Project Initiation and Data Review

We will begin by meeting with City staff to confirm project goals, review available documentation and align expectations for schedule, deliverables, and communication. This early coordination ensures that design decisions are informed by operational priorities and that both facilities are evaluated consistently.

Our team will review the City's preliminary system analyses and performance data to understand baseline assumptions for system sizing, energy production, and cost-effectiveness. This allows us to validate and refine design strategies from the outset and avoid redundant analysis.

## 2. Existing Conditions Evaluation

We will conduct a comprehensive assessment of each facility to confirm the capacity of existing roof structures to support ballasted solar PV systems. This includes evaluating structural framing, roof construction, and load capacities, with particular attention to the added dead load and distribution patterns associated with ballasted racking. Findings will be summarized in a concise structural evaluation report that clearly communicates risks, limitations, and recommended solutions.

In parallel, we will evaluate the electrical infrastructure at each garage to determine readiness for interconnection of new grid-tied PV systems. This includes:

- Reviewing service capacity, distribution equipment, and panel availability
- Identifying upgrade requirements for inverters, protection equipment, and interconnection points
- Coordinating early with the serving utility to confirm interconnection pathways

A formal electrical evaluation report will outline required upgrades and their implications on cost, constructibility, and schedule.

## 3. System Design Optimization

Using the findings from our evaluations, we will develop optimized system designs for each facility that balance energy production, constructibility, and long-term durability. Design considerations will include:

- Efficient layout of fixed-tilt panel arrays within roof constraints
- Coordination with rooftop equipment, access paths, and maintenance zones
- Adjustment of system size and configuration based on verified structural capacity and electrical infrastructure

Where multiple system sizes or configurations are viable (as indicated in the provided draft analyses), we will clearly present trade-offs to support informed decision-making.

## 4. Detailed Documentation

We will prepare complete, coordinated bid documents for both facilities, ensuring they are ready for permitting, utility approval, and competitive bidding. Deliverables will include:

- Detailed plans showing array layouts, ballast placement, and roof coordination
- Electrical one-line diagrams and interconnection details
- Specifications for PV modules, inverters, racking systems, and all supporting equipment
- Performance modeling documenting expected annual energy production and key assumptions (irradiance, shading, system losses, etc.)

# PROJECT APPROACH

## 5. Incentive and Tax Credit Alignment

A key component of our approach is ensuring the City can fully capture available financial benefits associated with the project. We will structure all technical documentation to support eligibility for all applicable incentives. With Eland Electric as our partner, our team will:

- Clearly define eligible project components and cost allocations
- Develop documentation suitable for IRS review and audit
- Incorporate requirements for prevailing wage, apprenticeship, and domestic content compliance into bid documents
- Coordinate with Focus on Energy and local utility programs to maximize available incentives

## 6. Bidding Support

During bidding, we will support the City by facilitating a clear and competitive procurement process. Services include responding to contractor questions, issuing addenda and clarifications as needed, and assisting the City in maintaining clarity and consistency across bid responses. Our goal is to minimize ambiguity and enable contractors to provide accurate, comparable bids.

## 7. Construction Phase Support

Following contractor selection, we will assist the City in maintaining design intent through construction. This includes:

- Reviewing contractor submittals for compliance with the design documents
- Providing timely feedback to maintain schedule
- Supporting resolution of field conditions as needed

This oversight helps ensure that the installed systems perform as intended and align with the City's long-term goals.

# SCHEDULE

MILESTONES	MONTHS											
	2026											
PROJECT PHASE	MAY				JUN				JUL			
SELECTION				*								
EXISTING CONDITIONS EVALUATION												
FINAL EVALUATION & DOCUMENTATION												

# FEE PROPOSAL

Task	Description	Fee (Lump Sum)
Existing Conditions Evaluation	Structural and electrical feasibility review of approximately eight (8) rooftop array locations, including preliminary assessment of roof capacity, electrical service capacity, and interconnection considerations	\$18,000
Final Evaluation & Documentation	Preparation of structural and electrical evaluation documentation, including a formal structural report and electrical system upgrade recommendations. Development of coordinated construction documents including solar PV layouts, electrical one-line diagrams, inverter configurations, and interconnection details suitable for permitting, utility coordination, and competitive bidding.	\$26,900 – \$35,000
<b>Total Project</b>	<b>Complete structural and electrical evaluation and documentation services for both facilities</b>	<b>\$44,900 – \$53,000</b>

Our proposal is split into two lump sum amounts. The "Existing Conditions Evaluation" needs to be done and confirmed before any effort should go into design and documentation. If neither of these building structures and infrastructures are appropriate, then the project effort should stop or be re-imagined at this juncture.

The "Final Evaluation & Documentation" phase has a range - this assumes the low end of the range to be applicable if one of the two facilities passes the Existing Conditions phase and the top end reflects the fee if both are found to be suitable.

We believe this gives the City the best value and most flexible use of their money for this project.

# REFERENCES



**Laura Colbert**  
Parks & Recreation Director  
City of Waupaca  
715-942-2731 | [laura.colbert@waupacawi.gov](mailto:laura.colbert@waupacawi.gov)  
111 Main Street | Waupaca, WI 54981

◀ **Recreation Center Expansion, 2026**



**Jamie Hanner**  
President | CEO  
Greater Green Bay YMCA  
920-819-4523 | [jamie.hanner@greenbayymca.org](mailto:jamie.hanner@greenbayymca.org)  
235 N Jefferson Street | Green Bay, WI 54301

◀ **Downtown Renovation, 2017**



**Barry Fox**  
Coordinator of Athletics Capital Projects  
University of Wisconsin Athletics  
608-262-3631 | [blf@athletics.wisc.edu](mailto:blf@athletics.wisc.edu)  
1440 Monroe Street | Madison, WI 53711

◀ **Softball Locker Room Renovation, 2019**



Public Works Department  
100 North Jefferson Street • Room 300  
Green Bay, Wisconsin 54301-5026  
www.greenbaywi.gov

Administration | Engineering | Traffic 920.448.3100  
Operations 920.448.3535  
Parking 920.448.3431  
Fax 920.448.3102

ADDENDUM NO. 1

“DPW ROOF TOP SOLAR”  
Engineering Division  
Department of Public Works  
City of Green Bay

“May 13, 2026”

Proposals Due: 9:00 A.M., May 19, 2026

This Addendum is issued to modify, explain or correct the original request for proposal and is hereby made part of the Contract Documents. This addendum must be signed and attached to the bidder's proposal.

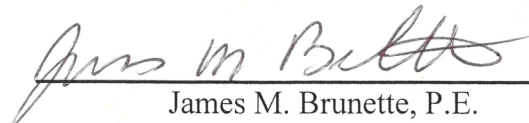
(Pages: 2 including cover sheet)



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Contractor's Signature

**SIGN AND ATTACH THIS ADDENDUM TO THE BIDDER'S PROPOSAL**



---

James M. Brunette, P.E.  
Assistant Director of Public Work



Public Works Department  
100 North Jefferson Street - Room 300  
Green Bay, Wisconsin 54301-5026  
www.greenbaywi.gov

Administration | Engineering | Traffic 920.448.3100  
Operations 920.448.3535  
Parking 920.448.3431  
Fax 920.448.3102

ADDENDUM NO. 2

“DPW ROOF TOP SOLAR”  
Engineering Division  
Department of Public Works  
City of Green Bay

“May 14, 2026”

Proposals Due: 9:00 A.M., May 19, 2026

This Addendum is issued to modify, explain or correct the original request for proposal and is hereby made part of the Contract Documents. This addendum must be signed and attached to the bidder's proposal.

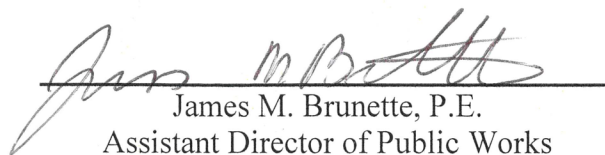
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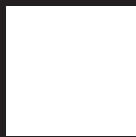
Contractor's Signature

**SIGN AND ATTACH THIS ADDENDUM TO THE BIDDER'S PROPOSAL**



---

James M. Brunette, P.E.  
Assistant Director of Public Works





Report to the  
**Improvement and Service Committee**  
of the City of Green Bay

## MEETING DATE

June 2, 2026

## PREPARED BY

## AGENDA ITEM # J.6

To approve request by the Department of Public Works to approve the award of Sewers Lift Station SCADA Upgrade design to Strand Associates, Inc. in the amount of \$106,000.00.

## BACKGROUND

The City of Green Bay operates 25 sanitary sewer and stormwater lift stations. These stations are controlled by obsolete electronic hardware that is increasingly expensive to maintain and difficult to service. In addition, the software that controls the lift stations is outdated and provides limited functionality for system monitoring, data logging, and operational review. To address these challenges, the City is upgrading the electronic hardware to modern, readily available, and easily serviceable units. The project also includes implementation of updated software to provide improved reliability, increased visibility for on-call staff, and expanded data logging and reporting.

## RECOMMENDATION

To approve the Department of Public Works to enter into a professional services agreement with Strand Associates, Inc. in the amount of \$106,000 for the Sewers Lift Station SCADA Upgrade design project.

## FISCAL IMPACT

The project is funded within the Stormwater Utility and Sanitary Sewer Utility operating budget.

## ATTACHMENTS

1. Green Bay-Sewers Lift Station SCADA Upgrade Strand Associates
2. Fee Table\_breakdown\_rates

Professional

Engineering

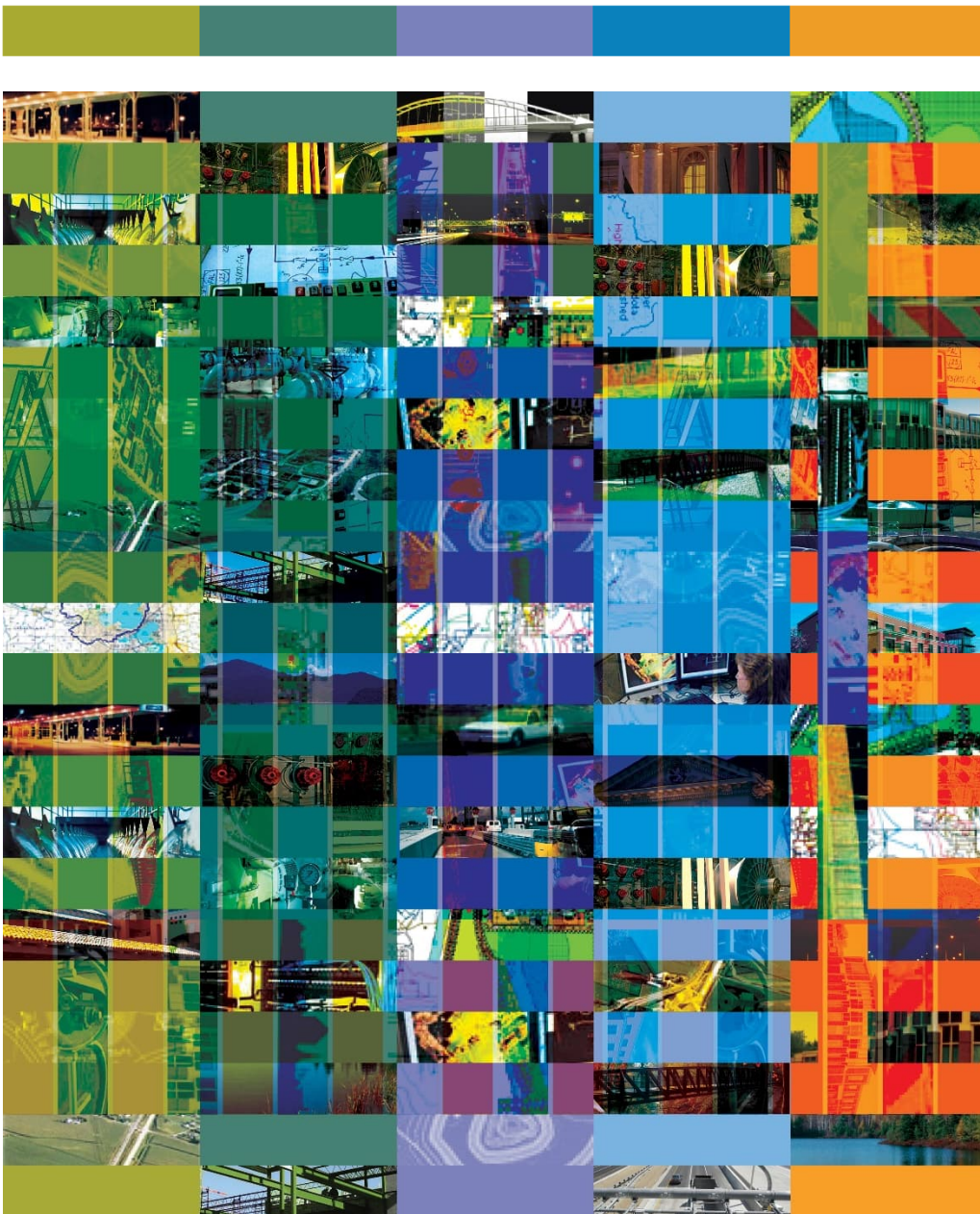
Services

# Sewers Lift Station SCADA Upgrade

## Proposal

City of Green Bay, WI

May 12, 2026





Strand Associates, Inc.®

910 West Wingra Drive

Madison, WI 53715

(P) 608.251.4843

www.strand.com

May 12, 2026

Mr. Jacob Thiem  
Facilities Engineer  
City of Green Bay  
100 N. Jefferson Street  
Green Bay, WI 54301

Re: Request for Proposal (RFP) for Sewers Lift Station Supervisory Control and Data Acquisition (SCADA) Upgrade

Dear Mr. Thiem:

On behalf of Strand Associates, Inc.®, thank you for the opportunity to submit this proposal to the City of Green Bay (City) to upgrade 25 sanitary and storm sewer lift station panels. Selection of our firm will provide a team of experts that have completed several similar projects and have significant experience with SCADA system upgrades.

Key attributes that enable us to provide a successful project and highlight our value as a trusted partner include the following:

- **Vast firm experience in municipal SCADA systems – proving track record of success**
- **Team of industry experts – yielding confidence and comprehensive solutions**
- **Continuous client involvement – facilitating communication and yielding a design that effectively meets the City’s SCADA needs**
- **Commitment of qualified staff and resources – resulting in timely project delivery and cost-effective professional services**
- **High standard of excellence – providing solutions that deliver exceptional value**

We look forward to working with the City and providing the exceptional knowledge, care, and detail needed to make this project a success. If there are any questions regarding our proposal, please contact us.

Sincerely,

STRAND ASSOCIATES, INC.®

Mary Seehafer, P.E.  
Project Manager

Jason S. Carden, P.E.  
SCADA Engineer

P260.463/MES:mah



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## Appendix

- Resumes



# Firm Qualifications and Experience

## Vast Firm Experience in Municipal SCADA Systems Proves Track Record of Success

Our in-house staff has been designing SCADA systems for municipal water and wastewater facilities since the early 1990s. These systems range from a single well house communicating with a single master using radio telemetry to a 100-plus-million-gallon-per-day (MGD) wastewater treatment plant (WWTP) with more than 15 SCADA panels utilizing Ethernet communication protocol via redundant fiber-optic cable. Our expertise includes selection of appropriate field devices such as pressure, temperature, and flow transmitters as well as power monitors to provide useful information for display on SCADA systems graphics. Our goal in designing a system is to make information available to operations and maintenance staff so they can make appropriate decisions to maximize efficiency and reduce costs.

**We have extensive experience in SCADA system design, both for new installations and retrofits and for water systems large and small.**

We typically specify Allen-Bradley hardware but also have experience with many other manufacturers such as Siemens, Schneider Electric/Square D, and Bristol/Emerson. Designing these systems has enabled us to become familiar with many different communication methods, such as licensed and unlicensed spread-spectrum radios, cellular, fiber-optic, and combinations of these methods.

Our long list of SCADA graphics projects and ongoing support clients is a testament to our expertise in SCADA design and implementation. We are an AVEVA Registered System Integrator and are intimately familiar with InTouch, AVEVA Historian, and the other AVEVA products. We have some experience with General Electric (GE) iFix and other graphics software packages. While we do not have experience implementing FactoryTalk View or Ignition HMI applications for clients, we have encountered these at other client facilities, are familiar with their capabilities and advantages and disadvantages, and are confident learning more about these and other software packages. We know the questions to ask to help the City find the best fit.

Below is a select listing of ongoing or recently completed SCADA projects for both water (WTR) and wastewater (WWT) systems. Projects including lift stations are noted (noted with #). Brief project summaries describing our relevant experience with select projects conclude this section.

Select System List of Completed and Ongoing SCADA Projects	
Client	Type of Project
Bargersville, IL	WWT SCADA Services
Bartlett, IL	WWT SCADA Services
Brookfield (Town of), WI	WTR System SCADA
Carpentersville, IL	WWT Treatment SCADA
Cedar Rapids, IA	WWT Treatment SCADA
Central City, KY	WTR Treatment Plant and WTR System SCADA
Channahon, IL	WTR and WWTP System SCADA#
Chillicothe, OH	WWT SCADA Development
Circleville, OH	WTR SCADA System
Columbus City Utilities – Columbus, IN	WTR #2 SCADA Replacement – Phase 1
Decatur, IL	WTR System SCADA
Deerfield, WI	WWT and WTR System SCADA#
Dixon, IL	WWT System SCADA
DuPage Water Commission, IL	WTR SCADA System Replacement Project
Eldora, IA	WWT SCADA Upgrade
Fairmont, WV	WTR SCADA



Select System List of Completed and Ongoing SCADA Projects	
Client	Type of Project
Galena, IL	WWT and WTR System SCADA#
Glenbard Wastewater Authority – Glen Ellyn, IL	WWT System SCADA#
Grayslake, IL	WTR System SCADA System Improvements
Hanover Park, IL	WTR and WWT SCADA System#
Iowa City, IA	WTR System SCADA Upgrades
Joliet, IL	WTR and WWT System SCADA
Kankakee, IL	WWT System SCADA#
Kankakee River Metropolitan Agency, IL	WWT System SCADA#
Lake Barrington Community Homeowners Association – Lake Barrington, IL	WWT System SCADA
Lake County Public Works, IL	WTR System SCADA
Lannon, WI	WTR SCADA System Design
Lawrenceburg Conservancy District, IN	WTR SCADA Improvements – Stations 1, 1A, 2, 2A
Lindenhurst, IL	WWT and WTR System SCADA
Logan Todd Regional Water Commission, Guthrie, KY	WTR Treatment SCADA#
Moline, IL	WWT System SCADA#
Morgantown, WV	WWT and WTR System SCADA# (Four projects total)
Onalaska, WI	WTR and WWT SCADA System#
Portage, WI	WWT Improvements SCADA
Prairie du Sac, WI	WTR System SCADA
Sandwich, IL	WWT System SCADA#
Sussex, WI	WWT System SCADA#
Waunakee, WI	WTR System and Lift Station SCADA#
Winnebago, IL	WTR System SCADA
Wisconsin Rapids, WI	WWT SCADA

### Water and Sanitary SCADA System – Onalaska, WI

Onalaska’s water and sanitary system consists of four wells, three booster stations, five reservoirs, one control valve, ten lift stations, one meter pit, and one storm lift station. The water distribution system consists of multiple pressure zones. The system used Allen-Bradley programmable logic controllers (PLCs). The 25 remote sites are able to communicate with the main utility office via unlicensed spread spectrum radios.

One unique feature of the system is that it enables operators to select any of the five reservoirs to control each well and booster pump as well as switch between summer and winter setpoints for each of the reservoirs. The purpose of the summer and winter setpoints is to maintain a wider range of levels and create turnover in the storage facilities during the winter months to prevent ice from forming. Because of the number of reservoirs in the system, water age and chlorine residual in the reservoirs were also concerning. Therefore, temperature probes were added to each reservoir to enable operators to monitor the temperature in each reservoir and adjust pumping sequences to promote more frequent turnover in any given reservoir.

Since the completion of the SCADA project, we have continued to provide services to the City relating to enhancements and upgrades to the SCADA system. In 2018, we developed a comprehensive plan, with the City, for various upgrades and additions to the SCADA system. Since that time, we have been working with the City to implement some of these upgrades and additions each year as budget allows.



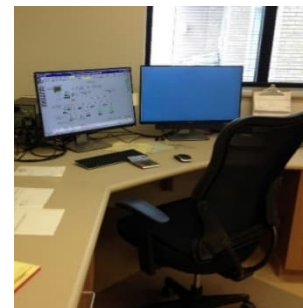
### Water SCADA Upgrade – West Bend, WI

We implemented a complete SCADA system for the City of West Bend for its water utility that includes nine wells, two booster stations, a volatile organic chemical (VOC) treatment facility, three elevated tanks, and two standpipes. The system utilizes General Electric PLCs and unlicensed radio telemetry for communications to the wells, booster stations, and VOC treatment facility. The three elevated tanks and two standpipes use a 5.8 GHz backhaul radio communication system setup in a self-healing ring-type configuration such that if communication to any one tower is lost, communication is not lost to any of the other towers/standpipes. All the wells, booster stations, and the VOC treatment facility communicate through the respective tower/standpipe in their pressure zone back to the master at the Water Utility office. The VOC treatment facility is also set up as a backup master such that if communication with the Water Utility office is lost, control of the system will automatically switch to the VOC treatment facility. This system replaces both an old AutoCon system as well as a newer proprietary system, which was installed later. The combination of these systems was cumbersome for the City and was difficult to maintain and operate. The new system utilizes a commercially available hardware in GE Fanuc PLCs with AVEVA SCADA software.

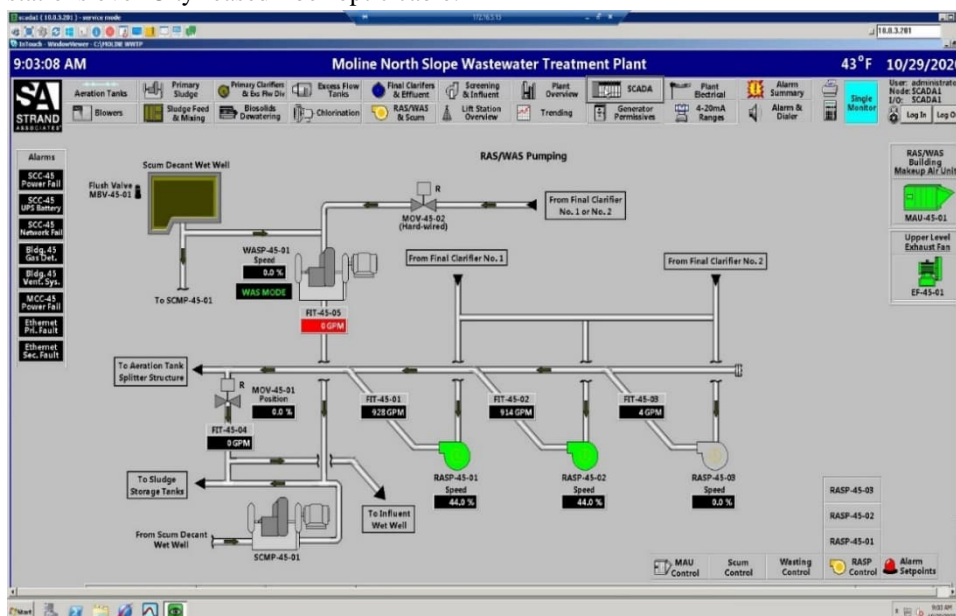
### North Slope Water Pollution Control Facility (WPCF) SCADA System – Moline, IL

We completed development of the 20-year facilities plan and design of this 5.5-MGD design-average flow, 34-MGD peak-flow facility that recently completed construction of \$38 million of improvements and upgrades. The project included a new plantwide SCADA system, with our firm completing the Human Machine Interface (HMI) graphics development.

The SCADA system includes seven supervisory control centers connected by a fiber-optic network between process buildings. The SCADA system incorporates manufactured-furnished process control panels for high-speed turbo blowers and solids dewatering, so operators can monitor the treatment processes from one location. The SCADA system also incorporates monitoring flow data from several remote lift stations over City-leased fiber-optic cable.



SCADA workstations at North Slope WPCF facilitate plant monitoring.



We developed HMI screens to clearly reflect flow paths and display critical process data.

Two SCADA interface computers were installed to provide operators access to process control statuses and setpoints through HMI graphics. Plant staff also have access to real-time and historical alarms, enabling them to respond to issues with process



equipment quickly, armed with information that is helpful for troubleshooting. The SCADA system collects data for daily runtimes and number of starts. Having this data available at the click of a button saves operators time and provides insight into equipment operation. A historian server enables operators to create customized trend graphs with a few clicks. This, along with automatic interface with the reporting software, has proven invaluable with troubleshooting performance issues with process equipment. This also enables operators to make informed decisions regarding process controls daily.

We coordinated the SCADA network topology with the City IT Department, such that the SCADA system data is protected by multiple levels of security. Located behind a City-maintained virtual private network, the system topology enables SCADA engineers and operators to securely connect to the plant SCADA system from anywhere via the internet. This secure remote access capability provides operators with the convenience of monitoring the system while they are off-site and saves on the inconvenience of coming into the plant if the issue can be addressed over the SCADA system.

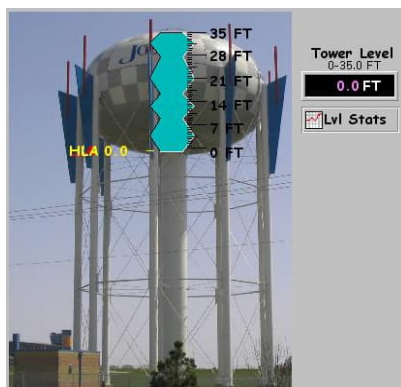
### Systemwide Water SCADA System – Joliet, IL

This project involved designing a SCADA system to replace the existing leased line telephone telemetry system and dominant operating system (DOS)-based operator interface that provided monitoring and control functions for more than 22 wells, six booster stations, eight elevated tanks/standpipes, and two ground-level reservoirs/ booster stations. The SCADA system design was coordinated with the design of 10 new water treatment plants (WTPs) so that these plants could be seamlessly integrated into the system and utilize the same control hardware. Our work included assisting the City in determining the telemetry method and design, preparing the input/output (I/O) list, assisting with equipment demolition and replacement, preparing the plans and specifications, observing construction, and developing graphics and a report.

Services included assisting Joliet in determining the telemetry method and design, preparing multiple documents, observing construction, and developing graphics and a report.

The SCADA system utilized Bristol Babcock redundant ControlWave Programmable Automation Controllers (PAC) at the master site and ControlWave Micro PACs at the remote sites. The leased line telemetry was replaced with a licensed frequency-radio telemetry system utilizing five sub-masters and built in redundant communication paths. Much of the existing instrumentation at the existing sites was replaced. Access security was implemented at all the sites using proximity readers, electric strikes, and door position switches. The proximity readers interface directly with the PAC and are administered from the master monitoring site.

All the process data is displayed at a main monitoring site using redundant desktop computers and graphics were developed using Wonderware InTouch. Data is stored on a Wonderware Historian with trending and data retrieval through Wonderware Historian Clients and embedded graphics. The reporting was initially implemented using Microsoft Access but was replaced with HachWIMS to provide greater flexibility for the operators.



Current Stage Setpoints/Selections							
	Start/Stop	Setpoints	Wash. St. Pump Selected			Richards St. Pump Selected	
			1	2	3	1	2
Stage 1	0.0 FT	0.0 FT					
Stage 2	0.0 FT	0.0 FT					
Stage 3	0.0 FT	0.0 FT					
Stage 4	0.0 FT	0.0 FT					
Stage 5	0.0 FT	0.0 FT					

Control Time Delay	Minimum Pump Runtime
0 SEC	0 MIN

Racetrack tank, systemwide SCADA system submaster site.



### Lift Station SCADA System – Joliet, IL

This project replaced the alarm dialers at City’s 38 lift stations with a PLC-based SCADA system to allow operators at the West Side Wastewater Treatment Plant (WSWWTP) to monitor the status of the stations. The system utilized a PLC and cellular modem at each lift station to communicate with the master PLC at the WSWWTP via a Verizon Private Network and the City’s internal data network. Each lift station has an operator interface that allows maintenance and operations personnel to change operating setpoints and view current and historical station status/values (e.g., pump status, alarms, pump runtimes, starts, flow totals, and wet well level). A SCADA computer with a Wonderware and InTouch graphics package at the WSWWTP provides the operator interface. Historical data was incorporated into the City’s existing Wonderware Historian server to maximize the use of the City’s existing infrastructure.

### Fond du Lac WPCF – Fond du Lac, WI

We completed facilities plan development and designed a total renovation of the WPCF serving Fond du Lac and the surrounding area. As part of our WPCF design services, a new plantwide SCADA system was designed to replace the existing Honeywell Distributed Control System (DCS). Because Fond du Lac was currently restricted to Honeywell for support and service, there was a desire to move to a nonproprietary, commercially available PLC hardware and software platform.



Fond du Lac WPCF.

By utilizing Allen Bradley’s Motor Control Centers (MCCs), along with CompactLogix PLCs, all components of the control system were able to be integrated, which provided a significant amount of data available for the HMI software and plant/process reporting database. All the PLCs utilize Ethernet communication protocol over a self-healing fiber-optic network.

As part of the construction services for the project, we provided HMI programming using AVEVA InTouch. By working in close coordination with the construction contractor and control system supplier, we designed, programmed, and started up the SCADA system successfully. Because of the large amount of data available from the SCADA system, Wonderware’s Structured Query Language (SQL)-based Historian and OPS Systems’ SQL-based reporting system were used for data gathering and storage.



Fond du Lac WPCF SCADA and Security 47-inch LCD monitors.

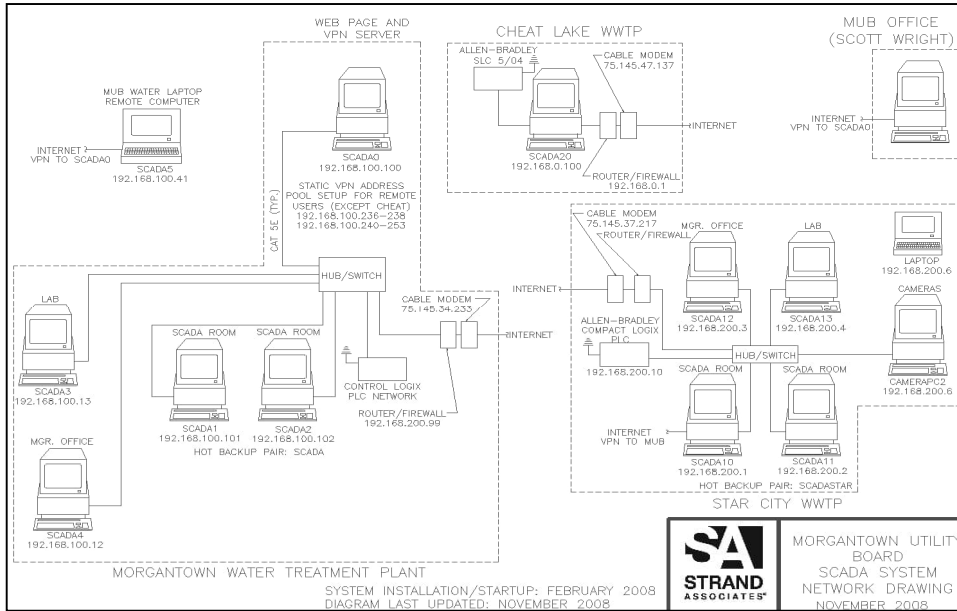
An upgrade to the Fond du Lac SCADA system was also completed. This involved updating the telemetry, graphics, and historical logging for 51 remote stormwater lift stations and sanitary lift and metering stations. The obsolete licensed frequency radio system was replaced with a modern, unlicensed spread-spectrum radio communication system. The WPCF InTouch graphics were expanded to display current status, totalized flow, and historical trending information for every station. Additionally, members of the Outlying Sewer Group (OSG) can now obtain electronic copies of flow information daily. The members are able to use this information to monitor and possibly mitigate inflow and infiltration (I/I), thus potentially reducing costs.



## Morgantown Utility Board (MUB) SCADA System – Morgantown, WV

For more than 20 years, we have provided water and wastewater consulting services to MUB. In addition to water and wastewater infrastructure, MUB currently owns and operates three separate water and wastewater treatment facilities – the Star City WWTP, Cheat Lake WWTP, and the Morgantown WTP. Over the years, we have worked with MUB to update the SCADA system at all three facilities and at all major wastewater pumping stations, water booster stations, and elevated storage tanks, for a total of more than 60 sites.

MUB SCADA system enables the Utility Manger to communicate between all major utility systems and locations.



MUB's SCADA system network diagram.

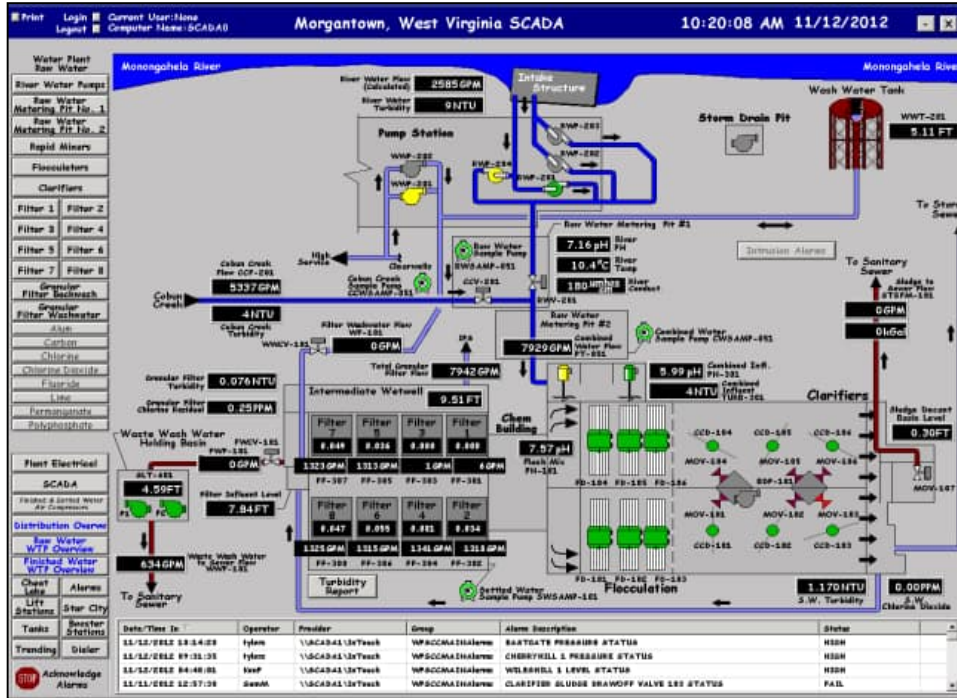
Because MUB manages staff at all three facilities, there was a desire to integrate all three facilities so that the system looked and operated like one system. Communication with remote sites associated with each facility was performed with unlicensed spread spectrum radios, and a number of repeaters were included in the system because of the mountainous terrain and low-lying locations of some pumping stations. Because the three separate facilities cover more than a 20-mile radius, MUB requested that the HMI interface and reporting software at each facility include all facilities. As such, an operator at the Cheat Lake WWTP could monitor (and control, if desired) the Star City WWTP. Integrating the HMI computers from all three facilities involved the use of high-speed, business cable modems with static addresses and secure routers. With this equipment in place, the system looks and acts like a single network and single SCADA system to the end user. This enabled staff to become more efficient and allowed sharing of labor between facilities. It also enabled off-site storage and remote access to data from any location with an internet connection.

We have provided water and wastewater consulting services to MUB and have updated Morgantown's SCADA system at more than 60 sites.

We provided HMI programming using Wonderware's InTouch and developed a custom reporting package for the WTP using Microsoft Access 2010. Microsoft Access was selected as a joint effort between our firm and MUB, as there was a desire to store the data in a nonproprietary format, in addition to creating a very customized software application specific to MUB's needs.

Both the HMI programming and the reporting system include data from all the remote booster station sites, elevated tank sites, and distribution system chemical monitoring points. The reporting system takes this data collection and monitoring a step further and includes bacteriological exam data, chlorine residual entry and results, public water system sampling data and results, and daily lab data entry and testing results. The State of

West Virginia Monthly Operating Report is also generated by the reporting system and includes a function that enables staff to export the report to Microsoft Excel or Portable Document Format, such that an electronic version can be submitted directly to the State. Working closely with MUB staff, we designed, programmed, and deployed both the SCADA and reporting systems successfully.



MUB's WTP SCADA overview.

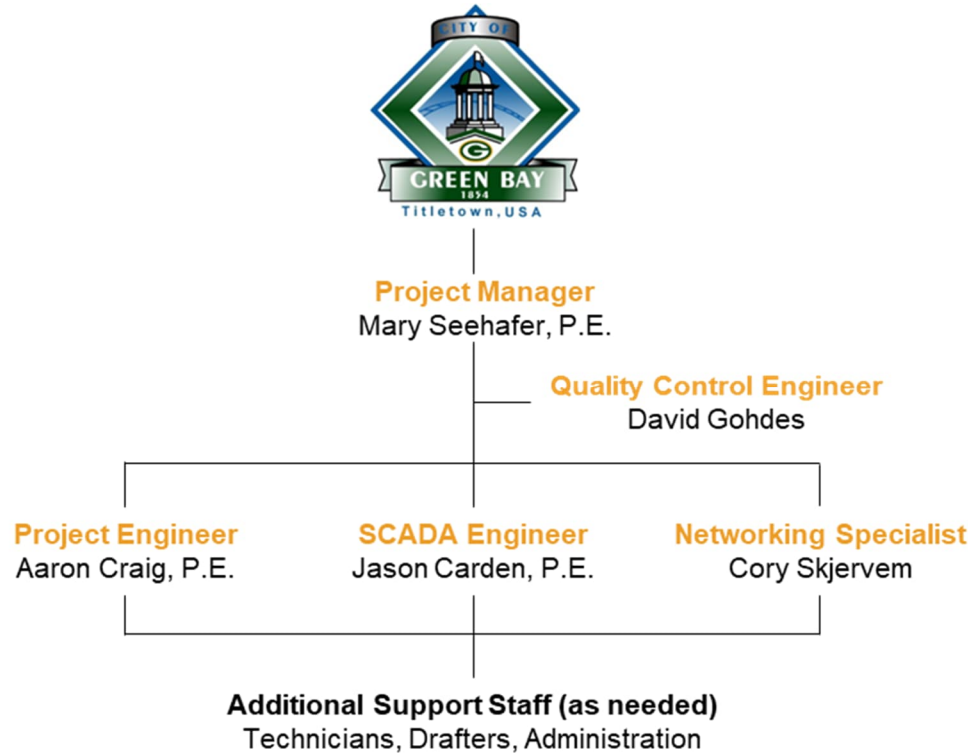


# Project Team

## Team of Industry Experts Yields Confidence and Comprehensive Solutions

We have a qualified team of individuals with significant experience with stormwater and wastewater utility SCADA projects. Additionally, these individuals have the ability to communicate clearly and effectively with City staff and promptly respond to the City’s needs.

Our team provides outstanding expertise in the area of SCADA system design.



### Project Manager

**Mary E. Seehafer, P.E.**, will be responsible for coordinating the day-to-day activities of the project team and communicating with City staff. She will make sure project milestones are met and that the City’s comments, concerns, and input are appropriately addressed in a timely manner.

Mary has been with our firm for 14 years and has extensive experience with electrical design. She has designed power distribution and control systems for both large and small wastewater and water applications from remote lift stations to well houses to treatment plants. Mary’s design experience includes standby power systems, PLC-based control systems using industrial Ethernet networks, remote telemetry (radio and cellular), communication systems (voice and data), and development of control algorithms and SCADA system HMI graphics for both new and existing systems. Mary’s experience also includes electrical design of new facilities, upgrades and additions to existing facilities, power monitoring for harmonics and related electrical problems, and analysis of building electrical systems with respect to applicable codes.



Mary has managed projects and completed design for several PLC replacement and SCADA system upgrades projects.

Mary’s Wisconsin experience includes serving as the Lead Electrical Engineer for Madison Metropolitan Sewerage District’s (MMSD’s) Pumping Stations No. 7, 11, and 12; Mount Horeb’s WWTP Electrical Design and SCADA System; and Rib Mountain Metropolitan Sewerage District’s WWTP Phase I Upgrades. Mary served as Project Manager and Lead Electrical Engineer on radio telemetry upgrades projects for



West Bend, Waunakee, and Mount Horeb in Wisconsin, and for Crest Hill, Illinois. She provided the power, controls, and SCADA HMI designs for sludge and scum pumping systems at the WWTP in Bensenville, Illinois; and designed the Water Pollution Control Facility Unit Substation Replacement projects in Cedar Rapids, Iowa. Mary also provides ongoing SCADA troubleshooting and support for Bensenville’s SCADA system. Mary’s HMI development experience includes AVEVA.

### Quality Control Engineer

**David D. Gohdes, ENV SP**, has 19 years of electrical engineering experience and has prepared WWTP and water facility electrical distribution and emergency and standby power system designs as well as designs for complex process control systems, lighting systems, wired and wireless communication networks, gas detection and audio/visual alarm systems, fire alarm systems, and security and access control systems. Dave’s recent projects include a power distribution and process control upgrade at the Superior WWTP; a power distribution and control system upgrade at the Parkersburg, West Virginia, WWTP; a cogeneration turbine and switchgear controls upgrade at the Dubuque, Iowa, Water and Resource Recovery Center; and the MMSD Pumping Stations No. 7, 11, and 12 Rehabilitation projects. Dave has also served as Project Manager on major PLC replacement projects for Cedar Rapids and Iowa City, Iowa. Dave’s HMI development experience includes AVEVA.



As Quality Control Engineer, Dave will review deliverables from an outside point of view.

### Project Engineer

**Aaron R. Craig, P.E.**, will serve as the Electrical Project Engineer. Aaron brings a wealth of experience in power systems within industrial and commercial settings, including emergency and standby generator systems, power distribution, grounding systems, lighting, and power system protection. In addition, he is well-versed in automated and user control systems. Aaron has been involved in designing a wide range of projects, including water and wastewater treatment facility and lift station power and controls, radio telemetry systems, access and security control systems, and fire alarm systems. Aaron’s excellent time management skills, passion for detail, and organization skills will help meet the project schedule.



Aaron’s attention to detail will result in thorough, clear, and concise design documents.

Aaron has been involved in designing a wide range of projects, including water and WWTP power and controls, including recent WWTP designs for Barrington, Illinois, and Pataskala, Ohio; access and security control systems; paging and communication systems; office networking and cyber security; video-surveillance systems; and fire alarm systems. Aaron’s HMI development experience includes AVEVA and GE iFix.

### SCADA Engineer

**Jason S. Carden, P.E.**, will serve as our SCADA Engineer. Jason has 32 years of experience in electrical engineering, most of which have been spent in the specialized fields of electrical system and power and control system engineering for the water and wastewater markets. Over the past 21 years, Jason has gained experience with control system and PLC program development, PLC networks design, PLC network troubleshooting, control panel design, graphical user interface programming for process control systems, and electrical and lighting design. Specifically, Jason has developed SCADA and HMI systems, using FactoryTalk/RSView, GE iFix, AVEVA, GE Cimplicity, Allen Bradley PanelView, and Eaton PanelMate. Jason has also installed and maintained reporting systems based on Microsoft Access and Hach WIMS and historical trending packages from both Wonderware and Intellution. Additionally, Jason has installed and configured Win911 remote notification software at dozens of facilities.



Jason has provided instrumentation, SCADA design and graphics development, and control system design for numerous WTPs and WWTPs throughout the Midwest.



### Networking Specialist

**Cory J. Skjervem** will offer valuable insight and direction into implementing and securing the IT systems used on the SCADA network. Cory is an experienced information technology professional with 19 years of experience in computer networking, security, and systems design and administration. He leads our network security efforts for our office network. He has worked with servers, workstations, switches, routers, firewalls, and network security devices from Microsoft, Cisco, Allen-Bradley, Hirschmann, Dell, HP, Juniper, Barracuda, Silver-Peak, WatchGuard, Fortinet, and other major brands for networks of varying size and requirement.

Cory has designed, implemented, and performed information technology (IT) risk assessments on IT systems for enterprise, municipal, and WTP and WWTP plant environments, including for MUB and Parkersburg Utility Board, West Virginia; Logan Todd Regional Water Commission, Kentucky; City of Portage, Wisconsin; and many others throughout the Midwest. Cory serves as a network and server administrator for our firm, ensuring our systems are secure and running optimally.



**Cory has 19 years of experience in network design and application development.**



# Project Approach

## Continuous Client Involvement Facilitates Communication and Yields a Design That Effectively Meets the City’s SCADA Needs

We maintain effective communication throughout our projects and seamlessly integrate the client into our design team. By encouraging regular client contact and involvement, project success will be enhanced because we will have a better understanding of the City’s needs and be able to meet those needs via a reliable, concise set of drawings and specifications.

### Key Technical Issues

We believe every successful project begins with a clear understanding of the technical challenges. Based on our understanding of the scope, discussion with the City, and experience with similar projects, we anticipate the following technical challenges.

- Replace Obsolete Controllers and Reuse Components Where Feasible**  
 The City has 25 lift station panels connected to a citywide lift station SCADA system that are generally in good condition but incorporate Schneider SCADAPack controllers, which are obsolete. If controllers fail, replacement units will be hard to find and expensive. The City would like to replace the controllers with Allen-Bradley PLCs of current technology. We have specified Allen-Bradley CompactLogix PLCs with Ethernet/IP communications extensively for municipal stormwater and wastewater controls, and this hardware will be readily available for years to come. These PLCs will give the City flexibility to implement control enhancements if desired.

In order to minimize cost, the City intends to reuse components that are in working order and have replacement parts reasonably available, such as the radios. The 4RF Aprisa SR+ radios that exist at most of the stations are high-quality radios and appear to support Ethernet/IP and communicate over licensed frequency. The existing SCADAPack front panel displays and input/output (I/O) cards most likely cannot be reused as they are not natively compatible with Ethernet/IP communications. We can review costs to implement basic digital displays for wet well level or small Allen-Bradley Panelview (or equivalent) touchscreen displays, if more controls adjustment capability is desired.

We will review other components, including the network switches, that could potentially be reused during a site visit at project kickoff. The site visit review will provide an opportunity to identify any other potential considerations for the control panels and lift stations as a whole. We can review if additional pump status or alarms are desired and available, if enhanced communications with motor starters and/or variable frequency drives are desired, if there are any Code concerns, and review instrumentation, enclosure, wiring, and relay condition. We will also review if key power system data is incorporated into the SCADA system and if backup dialers are desired in the event radio communications fail.

One important consideration is space in the existing enclosures for new equipment. While CompactLogix PLCs are approximately the same size as the SCADAPack controllers, Allen-Bradley’s published installation requirements for heat dissipation and electrical isolation mean that additional space in new enclosures, or more significant back panel reorganization, may be required. We will review this in more detail with the City during the Preliminary Assessment phase of the project.

Identification of and development of solutions to key technical issues results in comprehensive construction documents.



Lastly, we have numerous in-house civil engineers serving as pumping station specialists who can provide additional assistance with any operational questions that may arise during the on-site review.

- **Implement Modern SCADA HMI and Protect with Secure Remote Access**

The existing SCADA HMI is built on a software package that is not commercially available and is not easily supported by local vendors. We will assist the City with selecting a modern HMI software that can be used to build a more robust system for comprehensive status monitoring and alarm management. Software packages to be reviewed will include Allen-Bradley Factory Talk View and Ignition, and others like Trihedral VTScada and AVEVA Wonderware, if the City is interested. We understand that criteria like security, portability, remote access, license structure, and costs related to concurrent users matters, and there is no one-size-fits-all solution. We will facilitate demonstrations by software vendors, communicate with local integrators, collect cost estimates, and evaluate software features to aid the City in this important decision.

The SCADA network architecture will also be reviewed as it relates to cybersecurity best practices for water and wastewater utility infrastructure. It is important that City staff have secure remote access to SCADA system information while they are off-site or on-call. Some considerations include restricting outside access to SCADA system data through one or multiple firewalls, implementing physical and virtual redundancy where possible, and saving automatic back-ups of important machines and data.

We propose holding a workshop with key stakeholders to understand where SCADA system access is required. We will bring in our SCADA engineer and networking specialist to answer questions and offer suggestions. A new main SCADA computer with dual monitors at the Electrician's shop will be included at a minimum. During the workshop, we will review potential needs for a virtual host server to support remote access, historical data collection and back-up, redundant SCADA computer nodes, and any additional work stations.

- **Access to Historical Data for Trending Empowers Operators**

The existing SCADA system only collects and stores 1 week of historical operations data. This severely limits City staff's ability to review and troubleshoot issues with the pumps, understand energy usage, and make decisions about equipment maintenance. We will specify a new SQL-based historian server to accumulate and save real-time operations data. The historian will be specified with memory to store months and eventually years of data. Access to historical data for trending will help the City gain new insights on system operation. Preconfigured trend windows will be specified to be included as part of the HMI as well as an ad hoc trend window, so operators can build custom data views on the fly.

- **Careful Installation Sequencing and Comprehensive Testing Builds Confidence**

City staff know that operations must continue during any construction project. A detailed plan will be essential to a smooth transition from old to new systems. A construction sequence and cutover plan will be included in the project specifications to give contractors a framework upon which to develop their own strategy for the transition. Contractors will be required to maintain communication with all sites throughout construction as upgrades are installed one site at a time. The integrators we work with understand this process very well and know how critical frequent communication with owners and operators is to success.



Since City staff have grown very familiar with the existing equipment over its more than 20 years of operation, comprehensive testing is very important to help them quickly gain confidence in the new system. We typically specify both factory acceptance testing, to be completed with the new HMI application while PLCs are still in the shop, and on-site acceptance testing. Both are full-breadth tests where all I/O points and alarms are reviewed and verified at the HMI computer. While factory testing prevents simple mistakes from complicating installation and commissioning, on-site acceptance testing is the last chance to eliminate errors in PLC or HMI programming. We have a reputation for being very thorough at both tests.

### Project Scope of Services

We tailor our approach for each project based on our experience with similar, successfully completed projects. The City identified three distinct tasks or phases for the project. Each task will include the objectives and deliverables described below.

Throughout all phases, our Project Manager will be at the center of discussions and will manage the project team to achieve the City’s goals.

- **Task 1 – Existing System Evaluation**

- **Item 1 – Kickoff Meeting, Review of Existing Conditions, and Review of Priorities** – Our project approach will begin with an on-site kickoff meeting and an assessment of existing lift station control panels. The team members that will attend the meeting consist of applicable personnel from our firm and City staff. We believe it is important to include key staff members from the beginning, including operation and maintenance staff, to gather a full picture of the priorities. Photos and field observations will be used to review the accuracy of existing wiring diagrams and provide the data needed for future detailed design. In addition to gathering information, we will review the station as a whole, as described above, to check the City’s desired scope of improvements. The meeting will also review the project schedule and services to be provided during the design phase, discussions of which will be summarized in meeting minutes.
- **Item 2 – Initial SCADA Hardware and Software Workshop** – We propose holding a workshop, including the operation and maintenance staff as well as management and IT professionals, to discuss with the group needs for on-site and remote access to SCADA system information. Every municipality has unique preferences about alarm management; who, how, and when staff have access to the SCADA system; what security level and permissions each user has; and level of redundancy. Understanding these preferences and balancing them against cybersecurity best practices and the available budget, we can right-size the scope of the SCADA system hardware and software upgrades together.
- **Item 3 – Preliminary Design Report** – The first design deliverable will be a report documenting the observations from the site visit as well as reviewing alternatives for the control panel upgrades. The report will include a preliminary SCADA riser diagram showing the proposed network architecture. The preliminary design report will also identify design challenges and solutions to overcome those challenges.
- **Item 4 – Preliminary Opinion of Probable Construction Cost (OPCC)** – Along with the preliminary design report, we will develop a preliminary OPCC for the control panel upgrades and the alternatives reviewed in the design report. Developing preliminary costs aids the team in making design decisions up front rather than getting through the design process only to require changes to the design to align costs with available budgets.

We believe the assessment phase will be critical to meeting the City’s goals.



- **Item 5 – Preliminary Design Review Meeting** – We anticipate a formal design review meeting to review the preliminary material developed to this point in the project. We will prepare a meeting agenda and prepare minutes following the meeting. Review documents will be submitted to the City for review prior to the meeting. We will incorporate, where appropriate, City staff’s comments from the meetings into the design development documents.

We will engage City staff throughout the project to fully understand the project goals.

- **Task 2 – Detailed Design**

- **Item 6 – Additional SCADA Hardware and Software Workshops** – We propose holding additional workshops to review which SCADA software platform best fits the needs of the City. Workshops could include software vendor demonstrations, review of cost-benefit matrices, and discussions with local controls integrators as described above. Selection of this software will make a big impact on day-to-day operations after the SCADA upgrade is completed, so we will allocate adequate time for making this decision.
- **Item 7 – Detailed Design Development of Drawings and Technical Specifications** – We will work with our in-house team to develop detailed drawings and specifications to approximately 60 percent completion. PLC and SCADA hardware and software specifications will be developed along with a draft construction sequence and draft control descriptions. Controls and Instrumentation specifications will include explicit requirements for acceptance testing, training, and system commissioning. At this point, we will conduct a formal internal quality control review.
- **Item 8 – Design Development Review Meeting** – We anticipate a formal design review meeting to review the drawings and specifications before proceeding to final design. This will provide the City with an opportunity to review progress and provide feedback. We will prepare a meeting agenda and prepare minutes following the meeting. Similar to the preliminary meeting review, documents will be submitted to the City prior to the meeting, and appropriate comments incorporated.
- **Item 9 – Final Design** – After the design develop meeting, we will proceed with preparing the proposal documents. Design drawings for the project will be prepared based on the final design concepts agreed on by the City in the previous meeting. At this point, we will conduct a formal internal quality control review.
- **Item 10 – Final Opinion of Probable Construction Cost** – To complete the project within the desired City budget, a detailed OPCC will be prepared following the preparation of the proposal documents. Should there be items that are desired that drive the project over budget, we will work with the City to review alternatives to reduce those costs or include them in alternative bid pricing via additive or deductive bid alternatives.
- **Item 11 – Final Review Meeting** – We anticipate a formal design review meeting to review the final drawings, specifications, and OPCC. We will prepare a meeting agenda and prepare minutes following the meeting. Similar to other meetings, review documents will be submitted to the City prior to the meeting, and appropriate comments incorporated.

Our attention to detail provides confidence in design phase cost estimates.



- **Task 3 – Bidding-Related Services**

- **Item 12 – Bidding-Related Services** – Bidding activities will commence with issuing proposal documents for this project to preferred controls integrators by the City. Digital proposal documents can be provided to the City for distribution.

We can assist the City in developing a list of potential controls integrators, developing proposal evaluation criteria, responding to integrators’ questions, evaluating proposals, and preparing a recommendation for selection of an integrator.



We will prepare drawings, specifications, and other necessary documents.

- **Task 4 – Construction-Related Services (If-Authorized)**

- **Item 13 – Construction-Related Services** – Although not included in the RFP, if desired, we will assist the City and attend a pre-construction meeting, review and approve material sources and shop drawings, respond to questions as to the quality and acceptability of materials furnished and work performed, answer and clarify questions during construction on the interpretation and intent of the plans and specifications, troubleshoot and resolve problems arising during construction, review change orders during construction, attend weekly project coordination meetings during construction, prepare punch list items, and conduct a final inspection.
- **Item 14 – Additional Construction-Related Services** – Further, although not included in the RFP, if requested by the City, we are happy to provide project administration services and complete construction engineering and on-site observation services during construction.

Our goal is to assist the City to the required level of additional construction-related services. If the City elects to obtain additional services, we suggest meeting to identify the scope, the skill set required, and to what extent the City staff would be involved. We would also be happy to provide the technical resources and work alongside City personnel to coach its staff as construction progresses.

# Project Schedule

## Commitment of Qualified Staff and Resources Results in Timely Project Delivery and Cost-Effective Professional Services

Our record of meeting agreed upon project schedules is excellent, as our clients can attest. As noted previously, our corporate-wide scheduling system gives us up-to-date status reports on the schedule of every staff member. We can make commitments to project schedules and staff because we know the current workload of every employee each month and are able to monitor the progress of each project. This scheduling system is an integral part of our project management system.

Our comprehensive scheduling system confirms staff availability.

Based on our scheduling system, our team’s capacity and availability support our confidence that the services provided to the City will be completed expeditiously and efficiently.

The schedule below outlines the tasks for completing this project in a timely manner.

Task	Month	26-Jun				26-Jul				26-Aug				26-Sep				26-Oct				26-Nov				26-Dec				27-Jan				27-Feb			
	Week	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Task 1: Preliminary Assessment	Agreement in Place	■																																			
	Kickoff Meeting (on-site)		■																																		
	SCADA Workshop			■																																	
	Preliminary Design Report				■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■		
	Preliminary OPCC																																				
	Preliminary Review Meeting																																				
Task 2: Detailed Design	Additional SCADA Workshops																																				
	Detailed Design Development																																				
	Detailed Design Review Meeting (60%)																																				
	Final Design																																				
	Final OPCC																																				
	Final Review Meeting (90%)																																				
Task 3: Bidding-Related Services	Issue for Proposals																																				
	Proposals Due																																				
	Proposal Evaluation																																				
	Selection Recommendations																																				



# Project Fee

## High Standard of Excellence Provides Solutions That Deliver Exceptional Value

The task breakdown below shows the estimated number of staff hours required to complete each task. We feel the hours shown are needed to provide a quality approach to the design and construction components of the project, and that a solid, comprehensive design will ultimately yield a lower project cost with fewer change orders and fewer issues during construction.

**Our extensive SCADA system experience provides confidence and maximizes the City's investment.**

This is a sizeable project, and our estimated number of staff hours needed for the project demonstrates that. We understand that careful review of existing conditions is critical for establishing the right project scope, reusing components in good condition and replacing those that are obsolete. It is our desire to assist the City with selecting the SCADA platform that best fits the City's needs, and our team of experts knows the considerations and challenges that the various alternatives present. It is our goal to commit the time needed to maximize the City's investment in the lift station SCADA system, which will facilitate operations for years to come.

We feel that we have demonstrated to the City that we are capable of developing realistic estimates for the needed level of effort in our proposals, and adjustments to compensation in the consultant agreements has, for the most part, been limited to changes in project scope. A detailed breakdown of effort for each task is included so that the City can reasonably evaluate our distribution of hours. If the City takes exception to any of the hours we have allocated for certain tasks, we are willing to reevaluate our estimated effort for those tasks and adjust accordingly.

Task	Item	Hours	Fee
<b>Task 1: Preliminary Assessment</b>	Kickoff Meeting (on-site)	60	
	SCADA Workshop	20	
	Preliminary Design Report	40	
	Preliminary OPCC	24	
	Preliminary Review Meeting	12	
	<b>Subtotal</b>	<b>156</b>	<b>\$27,800</b>
<b>Task 2: Detailed Design</b>	Additional SCADA Workshops	40	
	Detailed Design Development	220	
	Detailed Design Review Meeting (60%)	12	
	Final Design	100	
	Final OPCC	8	
	Final Review Meeting (90%)	12	
<b>Subtotal</b>	<b>392</b>	<b>\$71,500</b>	
<b>Task 3: Bidding-Related Services</b>	Proposal Evaluation Criteria	16	
	Proposal Review and Written Summary	24	
	Participate in Interviews	12	
	Recommendation	4	
<b>Subtotal</b>	<b>56</b>	<b>\$6,700</b>	
<b>Total</b>	<b>604</b>	<b>\$106,000</b>	



# Resumes

## Project Manager

Mary E. Seehafer, P.E.

## Quality Control Engineer

David D. Gohdes, ENV SP

## Project Engineer

Aaron R. Craig, P.E.

## SCADA Engineer

Jason S. Carden, P.E.

## Networking Specialist

Cory J. Skjervem

# Mary E. Seehafer, P.E.

## AREAS OF EXPERTISE

- Water and Wastewater Treatment Process Controls
- Power Distribution
- SCADA System Graphic User Interface Development
- Facilities Electrical Design
- Roadway Lighting Design
- Sports Lighting

## PROFESSIONAL EXPERIENCE

**Municipal Electrical System** experience includes design of water and wastewater system power distribution and standby power systems, process instrumentation and controls including PLC-based control systems using industrial Ethernet networks, remote telemetry (radio and cellular), communication systems (voice and data), and development of control algorithms for both new and existing systems.

Experience also includes electrical design of new facilities, upgrading and adding to existing facilities, power monitoring for harmonics and related electrical problems, and analysis of building electrical systems with respect to applicable codes. Design experience for these types of projects includes complete building power distribution layout, distribution upgrades and modifications, and on-site data collection.

Projects include the following:

- Bittersweet WRF Electrical Design – Bartlett, Illinois
- Crest Hill West STP Electrical Design – Crest Hill, Illinois
- Madison Metropolitan Sewerage District Pump Stations 7, 11, and 12 – Madison, Wisconsin
- NEW Water Air Compressor Replacement, Sodium Bisulfite Additions, Pump Station HVAC Upgrades – Green Bay, Wisconsin
- Cedar Rapids WPCF Unit Substation Replacement – Cedar Rapids, Iowa
- West Bend Water Utility SCADA System High Frequency Radio Upgrades – West Bend, Wisconsin

**Industrial Electrical System** experience includes design of electrical distribution, lighting and control systems for industrial and food processing plants. Experience in electric service to plant, analysis and modification of existing systems, plant communication network analysis and expansion, building automation system

evaluation and expansion, P&ID preparation, and construction observation. Familiar with requirements for food processing areas including sanitation and wash down and effect on electrical system design.

**SCADA System Graphic User Interface** experience includes development and maintenance of computer-based graphics as the operator interface for water and wastewater plants. User interface development includes development of automatically generated State and operational reports.

Projects include the following:

- Waunakee Utilities Water System SCADA System – Waunakee, Wisconsin
- Moline North Slope WWTP Electrical SCADA System – Moline, Illinois
- Mount Horeb WWTP SCADA System – Mount Horeb, Wisconsin

**Lighting Design** experience includes design of new and retrofit lighting systems, lighting controls, and ramp gate systems. Design experience for these types of projects includes photometric analysis to meet local, state, and national guidelines, power distribution layout, and LED lighting cost-benefit analysis.

Provided lighting design on the following projects:

- US 18/151 – Verona Road, Madison, Wisconsin
- CTH PD/McKee Road – Fitchburg, Wisconsin
- Lick Run VCS Corridor Lighting and Electrical Design, MSDGC – Cincinnati, Ohio

## YEARS OF EXPERIENCE

14

## YEARS WITH FIRM

14

## EDUCATION

B.S. Electrical Engineering – University of Wisconsin-Madison, 2012

## REGISTRATION

Professional Engineer in Kentucky, Minnesota, Nebraska, Oklahoma, Texas, and Wisconsin

# David D. Gohdes

## AREAS OF EXPERTISE

- Electrical Power Distribution and Metering (15kV and below)
- SCADA Systems
- Medium-and Low-voltage Standby Power Systems
- Hazardous and Classified Locations
- Process Controls and Instrumentation
- Serial and IP-Based, Wired and Wireless Communication Networks

## PROFESSIONAL EXPERIENCE

**Municipal Electrical Systems** experience includes water and wastewater facilities, PLC-based process controls, serial and IP-based wired/wireless communication networks, standby and emergency power generation, analytical process instrumentation, and computer-based SCADA Systems.

Wastewater and water system controls experience includes collection systems, liquid and solids treatment and conveyance, high-service and distribution system pumping, aeration, power transfer and paralleling systems, chemical dosing, lime slaking, biogas compression and cogeneration, aerobic and anaerobic digestion, and odor control.

**Electrical Distribution Systems** experience includes medium- and low-voltage switchgear, constant and variable-speed motor controls, utility paralleling and isolation controls, automatic power transfer controls, power monitoring system, power factor monitoring and correction system, short-circuit and arc flash analysis, overcurrent protection coordination, and safety monitoring and control systems.

**Networking and Telecommunication Systems** experience includes high-speed telecommunication and industrial networks, analog and VoIP telephone systems, public address systems, copper and fiber-optic cabling, and uninterruptible power systems.

**Access Controls and Security Systems** experience includes design of automatic door control systems, intrusion detection systems, and deterrence systems. Design elements include software-based access control and security systems, motion detection, wireless card access, fire alarm system integration, and public address notification.

**Fire Alarm Systems** experience includes design of industrial and municipal fire alarm systems with and without sprinkler systems, including alarm initiation and annunciation systems, elevator recall systems, dry pipe systems, and access control system interfaces.

**Building Lighting Systems** experience includes design of energy cost comparisons, software-based photometric calculations, photometric rendering, lighting controls, day lighting harvesting, and low-voltage relay and dimming lighting control systems.

**Sports Facility** experience includes power distribution systems, sports lighting systems for soccer, baseball, and softball fields and stadiums, wireless public address systems, press boxes, and HiFi sounds systems.

**Select Power Distribution Projects** include:

- WPCF Unit Substation Replacement and WPC Electric Metering Upgrade Projects, Cedar Rapids, Iowa
- WWTP Power Distribution and Process Control Upgrade, Superior, Wisconsin
- WWTP Power Distribution and Control System Upgrade, Parkersburg, West Virginia
- W&RRC Cogeneration Turbine and Switchgear Controls Upgrade, Dubuque, Iowa
- Pumping Stations No. 7, 11, and 12 Rehabilitation Project, Madison Metropolitan Sewerage District, Wisconsin
- J Avenue Water Treatment Plant Generator Addition Project, Cedar Rapids, Iowa

**Select SCADA Projects** include:

- W&RRC Control System, SCADA HMI, and Reporting System Upgrades, Dubuque, Iowa

## YEARS OF EXPERIENCE

19

## YEARS WITH FIRM

17

## EDUCATION

B.S. Electrical Engineering – University of Wisconsin-Madison, 2006

# David D. Gohdes



- WTP Control System and SCADA HMI Upgrades, Iowa City, Iowa
- WWTP and WTP Control System, SCADA HMI, and Reporting System Upgrades, Parkersburg, West Virginia
- WTP Control System and SCADA HMI Upgrades, Lake Forest, Illinois
- WWTP Control System, SCADA HMI, and Reporting System Upgrades, Stoughton, Wisconsin
- WTP SCADA HMI and Reporting Upgrades, Guthrie, Kentucky

## PROFESSIONAL AFFILIATIONS

- Institute of Electrical and Electronics Engineers (IEEE)

# Aaron R. Craig, P.E.



## AREAS OF EXPERTISE

- Power Control Systems
- Office, Security, and SCADA Networks
- SCADA HMI Development
- Fire & Life Safety Systems
- Standby Power Systems
- Solar Photovoltaic Systems
- Low and Medium Voltage Systems
- Video Surveillance Systems
- Revit Electrical Drafting
- P&ID Development
- Lighting Design
- Harmonic Mitigation Systems

## PROFESSIONAL EXPERIENCE

**Control** experience with automated and user control including motor positioning control, motor speed control, observer design control, and proportional-integral-derivative (PID) control.

**Development of SCADA and HMI Systems** using iFix (GE), Intouch (AVEVA), and PanelView (Allen-Bradley).

**Main Distribution Power** experience with a wide variety of facilities, such as, wastewater treatment plants, water treatment plants, offices, schools, fire departments, and industrial facilities.

**Lighting** experience includes energy efficient designs for building interior and exterior, parking areas, and roadway applications. Including design of roadway, parking lot, and public lighting using city and state lighting codes.

**Networking** experience including various protocols, such as Ethernet/IP, Modbus, Profibus, and more.

**Life Safety and Access System** experience includes fire alarm system, security and access control system, and video surveillance system design.

**Standby Power System** experience including diesel and natural gas generator and automatic transfer switch system design.

**Solar Photovoltaic System** experience including ground mount and roof mount systems and utility interface.

**Communication System** experience including Voice Over Internet Protocol (VoIP) phone systems and paging systems.

**Select Project** experience involved a combination of electrical power distribution design, standby power system design, as well as design of instrumentation and controls:

- Reedsburg Wastewater Treatment Facility (WWTF) – Reedsburg, Wisconsin
- Bittersweet Drive Water Reclamation Facility – Bartlett, Illinois
- Max Rhoads and David Hawes Wastewater Treatment Plant (WWTP) Improvements – Owensboro, Kentucky
- Chillicothe WWTP Improvements – Chillicothe, Ohio
- Auburn WWTP Expansion – Auburn, Kentucky
- Central City WWTP Upgrade – Central City, Kentucky
- Morgantown WWTP and Cheat Lake WWTP Upgrades – Morgantown, West Virginia
- Fostoria WWTP Upgrades – Fostoria, Ohio
- Athens WWTP and Water Treatment Plant (WTP) Upgrades – Athens, Ohio
- Lake Mills Light and Water Department Public Works Building – Lake Mills, Wisconsin
- Lakewood Elementary School Renovation – Twin Lakes, Wisconsin
- MG&E Substation and Generating Station Wall – Madison, Wisconsin
- Grand Chute Fire Station No. 2 – Appleton, Wisconsin
- City of Elmhurst Lighting Report – Elmhurst, Illinois
- Blinn Parking Lot Lighting – Blinn, Texas
- Aransas Airport Hanger – Aransas, Texas
- Illinois Tollway I-88 – Illinois

## YEARS OF EXPERIENCE

12

## YEARS WITH FIRM

12

## EDUCATION

B.S. Electrical Engineering – University of Wisconsin-Platteville, 2013

## REGISTRATION

Professional Engineer in Wisconsin, Missouri, Arkansas, Ohio, and West Virginia

# Jason S. Carden, P.E.

## AREAS OF EXPERTISE

- Control System and PLC Networks
- Water Treatment System Commissioning
- Electrical and Lighting Design
- PLC Program Development and Troubleshooting
- GUI Programming for Process Control Systems
- Control Panel Design and Quality Control

## PROFESSIONAL EXPERIENCE

**Twenty-One Years of Electrical and Lighting Design** experience as engineering consultant and 10 years of water treatment engineering design and process experience.

**Controls Design** of numerous water treatment systems installed in power plants, microchip fabs, pharmaceutical factories, automotive factories, oil production facilities, and steel mills. These systems used such technologies as filtration, softening, chemical injection, reverse osmosis, ultraviolet (UV) sterilization, two-bed and mixed-bed deionization, continuous (electro) deionization, vacuum deaeration, microfiltration, and ultrafiltration.

**Field Service** experience in 13 states and Puerto Rico, Argentina, Chili, Angola, Taiwan, and South Korea with responsibility of supervising installation and commissioning of water treatment facilities.

**Lead Engineer** on several projects of \$20 million or more.

**Development of SCADA and HMI Systems** using RSView (Rockwell), iFix (Intellution), InTouch (WonderWare), Cimplicity (GE), PanelView (Allen Bradley) and PanelMate (Cutler Hammer).

**Development of Programs** for Allen Bradley, Siemens, GE and Modicon PLCs, projects include the following:

- The ultrapure water systems for the Advanced Micro Devices in Austin, Texas, and Anam semiconductor facility in Busan, South Korea
- Boiler makeup water system for the Riverside Energy power plant, Beloit, Wisconsin

- Filter and sulfate removal membrane systems on the Girassol and Dalia floating production storage and offloading oilrigs off the coast of Luanda, Angola
- Canal-water purification plant for the Citgo refinery, Romeoville, Illinois

**Engineering Consultant** projects include the following:

- Electrical and lighting design of combination well, garage, and administration facility, Algoma Sanitary District, Wisconsin
- Electrical design of the digester gas conditioning and generator cogeneration system, Brookfield, Wisconsin
- Project management and engineering design services at the Blount Generating Station for Madison Gas & Electric (MG&E), Madison, Wisconsin.
- SCADA design of the Sanitary Flow monitoring system, City of Dubuque, Iowa
- Telemetry design for water and collection systems, Dubuque, Iowa; Fond du Lac, Wisconsin and Freeport, Illinois
- Electrical design of the standby emergency-power systems, Lake Mills, Wisconsin, and Northbrook, Illinois
- Electrical and SCADA design of the lake water pumping station and filter plant, Paintsville, Kentucky

## YEARS OF EXPERIENCE

32

## YEARS WITH FIRM

21

## EDUCATION

B.S. Electrical Engineering – University of Wisconsin-Madison, 1994

## REGISTRATION

Professional Engineer in Wisconsin

# Cory J. Skjervem

## AREAS OF EXPERTISE

- Network Design, Setup, and Administration
- Voice over IP System Design, Setup, and Administration
- Network Security Design, Setup, and Administration
- Digital Video Recorder Administration
- Windows 2000 – 2016 Administration
- Videoconferencing System Design, Setup, and Administration

## PROFESSIONAL EXPERIENCE

**Wide Area Network Design, Installation, and Administration** experience consists of designing WAN topology, configuring routers with WAN connections including DSL, Cable, T-1, T-3, and Ethernet, configuring OSPF, RIP, and BGP routing protocols for dynamic routing, implementing full mesh redundant WAN connectivity, configuring Quality of Service (QoS) for voice, video and data bandwidth sharing, configuring PPTP, IPsec, and SSL VPN to connect mobile users and sites securely over the internet, installing WAN optimization systems, and implementing WAN monitoring and alert systems.

**Local Area Network Design, Installation, and Administration** experience consists of designing LAN topology and subnets, configuring layer 2/3 switches, configuring redundant connections between switches, configuring virtual LAN's (VLAN's) for logical segregation of traffic, configuring Quality of Service (QoS) for voice, video, and data bandwidth sharing, installing and managing Windows 2000 – 2016 servers, configuring DNS and DHCP services, configuring Active Directory (AD), implementing Group Policies for AD domain computers, and implementing monitoring and alert systems for servers and LAN devices.

**Network Security Design, Installation, and Administration** experience consists of designing LAN and WAN security systems, implementing firewalls, and secure remote access systems, configuring content management systems for Web and email filtering, configuring and implementing endpoint computer security, implementing Access-Control Lists for switches and routers to block or allow specific types of traffic, implementing a Demilitarized Zone (DMZ) for services available from untrusted networks, and implementing monitoring and alert systems for firewall and security systems.

**Installed, Upgraded Networks**, and Support the West Bend Water Utility, City of Portage, Wisconsin, City of Parkersburg, West Virginia, Logan Todd Regional Water Commission, Fond du Lac Wastewater Utility, Village of Brooklyn, Sussex Wastewater Utility, Freeport, Illinois wastewater/water Utilities and Oshkosh Wastewater Utility. Services included designing LAN and WAN topologies, configuring firewalls at the perimeter or between logical networks, installing Windows servers with Active Directory, installing secure remote access systems, installing and securing end user computers, remote troubleshooting of systems, and providing technical documentation.

**Computer Support** experience includes local and wide area network administration, management of Windows desktops and servers, software installations, diagnosing and fixing software, hardware, and network problems, and addressing user needs, problems and answering Helpdesk calls.

## YEARS OF EXPERIENCE

19

## YEARS WITH FIRM

19

## EDUCATION

B.S. Computer End User Technologies – University of Wisconsin-Whitewater, 2006

Cisco Certified Network Associate, 2007

**City of Green Bay  
Lift Station SCADA  
Preliminary Project Task-Hour Breakdown**

	Item	Project Manager Hours	Project Engineer Hours	QC Engineer Hours	SCADA Engineer Hours	Network Specialist Hours	Production/Technician Staff Hours	Total Hours	Fee	
Task 1: Preliminary Assessment	Kickoff Meeting (on-site)	20	32	4	2	0	2	60		
	SCADA Workshop	4	6	2	6	0	2	20		
	Preliminary Design Report	4	20	2	6	4	4	40		
	Preliminary OPCC	2	15	2	2	2	1	24		
	Preliminary Review Meeting	2	6	1	1	1	1	12		
	Subtotal		32	79	11	17	7	10	156	\$27,800
Task 2: Detailed Design	Additional SCADA Workshops	8	16	2	8	6	0	40		
	Detailed Design Development	40	144	20	4	4	8	220		
	Detailed Design Review Meeting (60%)	2	6	1	1	1	1	12		
	Final Design	20	60	8	4	2	6	100		
	Final OPCC	1	4	2	1	0	0	8		
	Final Review Meeting (90%)	2	6	1	1	1	1	12		
Subtotal		73	236	34	19	14	16	392	\$71,500	
Task 3: Bidding-Related Services	Proposal Evaluation Criteria	4	8	2	2	0	0	16		
	Proposal Review & Written Summary	4	16	2	2	0	0	24		
	Participate in Interviews	4	4	0	4	0	0	12		
	Reccommendation	1	2	0	1	0	0	4		
	Subtotal		13	30	4	9	0	0	56	\$ 6,700
Design & Bidding Total		118	345	49	45	21	26	604	\$ 106,000	
Task 4: Construction-Related Services	Pre-Construction Meeting (virtual)	4	4	0	0	0	2	10		
	Shop Drawing Review	12	100	20	2	2	0	136		
	Respond to RFIs	8	40	4	4	2	0	58		
	Factory Acceptance Testing	4	80	0	2	2	0	88		
	On-site Acceptance Testing	12	120	0	4	4	0	140		
	Cost Proposal Requests/Change Orders	4	20	0	0	0	2	26		
	Progress Meetings (Qty 12 virtual)	12	24	0	2	2	8	48		
	Punch List & Final Walkthrough	4	32	2	0	0	4	42		
	Subtotal		60	420	26	14	12	16	548	\$ 140,000
	Project Management	36	4	0	0	0	0	40		
Construction Observation (RPR)	12	120	0	0	0	12	144			
Subtotal		48	124	0	0	0	12	184	\$ 40,000	
Construction Total		108	544	26	14	12	28	732	\$ 180,000	

**City of Green Bay  
Lift Station SCADA  
Preliminary Project Task-Hour Breakdown**

	Project Manager	Project Engineer	QC Engineer	SCADA Engineer	Network Specialist	Production/ Technician Staff	Expenses	Fee
Staff	Mary Seehafer, P.E.	Aaron Craig, P.E.	David Gohdes	Jason Carden, P.E.	Cory Skjervem	(Various)		
Rate	\$ 195	\$ 145	\$ 225	\$ 225	\$ 175	\$ 98		
Design/Bidding Hours	118	345	49	45	21	26		
	\$ 23,010	\$ 50,025	\$ 11,025	\$ 10,125	\$ 3,675	\$ 2,548	\$5,600	\$ 106,008
								<b>\$ 106,000</b>
Rate	\$ 195	\$ 165	\$ 225	\$ 225	\$ 175	\$ 98		
Construction Hours	108	544	26	14	12	28		
	\$ 21,060	\$ 89,760	\$ 5,850	\$ 3,150	\$ 2,100	\$ 2,744	\$15,300	\$ 139,964
								<b>\$ 140,000</b>



Report to the  
Improvement and Service Committee  
of the City of Green Bay

## MEETING DATE

June 2, 2026

## PREPARED BY

## AGENDA ITEM # J.7

To approve request by the Department of Public Works to award the contract SEWERS I-26 MARY STREET EXTENDED SANITARY SEWER REPAIRS to Visu-Sewer, LLC in the amount of \$721,199.00.

## BACKGROUND

This contract is for performing the required repairs to a major collection sewer on the City's near northwest area. The work will involve lining the sewers and rehabilitating most of the manholes. The project will require the contractor to bypass the flow of sewerage so that the liners can be installed. There are only a few contractors that can perform this work and only having one bidder is not a concern. The contractor has performed work for the City in the past and has a good track record. The bid amount was within budget.

## RECOMMENDATION

To Approve

## FISCAL IMPACT

The project was included in the 2026 Capital Improvement Plan.

## ATTACHMENTS

- I. Quest CDN Project Bid Results Sewers I-26

# SEWERS 1-26 MARY STREET EXTENDED SANITARY SEWER REPAIRS

**Quest Number: 10177645**

**Closing Date: Tue, 05/19/2026 09:00 AM CDT**

**Posting Type: Construction Project**

**Owner: Green Bay WI, City of**

**Solicitor: Green Bay WI, City of**

<b>Owner Name:</b>	Green Bay WI, City of
<b>Owner Contact:</b>	Chuck Yang
<b>Owner Phone:</b>	920-448-3094
<b>Solicitor Name:</b>	Green Bay WI, City of
<b>Contact:</b>	Danny Schisel
<b>Email:</b>	danny.schisel@greenbaywi.gov
<b>Phone:</b>	920-448-3351
<b>Award Date:</b>	
<b>Comments:</b>	
<b>Award Status:</b>	Pending
<b>Letting Bid Tabulation:</b>	<a href="#">View on vBid</a>

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Visu-Sewer	Curt Hoffart	262-695-2340	estimating@visu-sewer.com	\$ 721,199.00		





Report to the  
**Improvement and Service Committee**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.8**

To approve request by the Department of Public Works to award the contract RESURFACING 2-26 (INCLUDING SEWER & WATER) to Peters Concrete Company in the amount of \$2,761,544.70.

**BACKGROUND**

This is the second resurfacing contract for the year. There were four bids, all from very reputable contractors.

**RECOMMENDATION**

DPW recommends awarding the contract RESURFACING 2-26 (INCLUDING SEWER & WATER) to the low-responsive responsible bidder, Peters Concrete Company in the amount of \$2,761,544.70.

**FISCAL IMPACT**

These funds were all part of the 2026 Capital Improvement Program.

**ATTACHMENTS**

- I. Quest CDN Project Bid Results - Resurfacing 2-26

# RESURFACING 2-26 (INCLUDING SEWER & WATER)

**Quest Number: 10185289**

**Closing Date: Tue, 05/19/2026 09:00 AM CDT**

**Posting Type: Construction Project**

**Owner: Green Bay WI, City of**

**Solicitor: Green Bay WI, City of**

<b>Owner Name:</b>	Green Bay WI, City of
<b>Owner Contact:</b>	Chuck Yang
<b>Owner Phone:</b>	920-448-3094
<b>Solicitor Name:</b>	Green Bay WI, City of
<b>Contact:</b>	Pat Molski
<b>Email:</b>	pat.molski@greenbaywi.gov
<b>Phone:</b>	920-448-3093
<b>Award Date:</b>	
<b>Comments:</b>	
<b>Award Status:</b>	Pending
<b>Letting Bid Tabulation:</b>	<a href="#">View on vBid</a>

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Peters Concrete Company	Duke Peters	920-494-3700	quote@petersconcrete.com	\$ 2,761,544.70		
Jossart Brothers, Inc.	Jason Hermsen	920-339-8500	jasonh@jossartbrothers.com	\$ 2,989,889.50		
Carl Bowers & Sons Const. Co., Inc.	bill bowers	920-766-2629	billbowers@carlbowers.com	\$ 3,043,322.95		
DE GROOT, INC.	MARK DE GROOT	920-866-2348	mark@degrootinc.com	\$ 3,101,075.67		





Report to the  
Improvement and Service Committee  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.9**

To approve request by the Department of Public Works to award the contract FINGER ROAD/EAST TOWN WAY SIDEWALK to Vinton Construction Company in the amount of \$593,408.62.

**BACKGROUND**

This contract includes installing adjacent neighborhood sidewalks along Finger Road leading into the East Town development including new traffic signals at the intersection of East Mason and East Town Way.

**RECOMMENDATION**

DPW recommends awarding the contract to the low responsible, responsive bidder, in the amount of.

**FISCAL IMPACT**

This contract will be paid for using TID 19 funds.

**ATTACHMENTS**

- I. Quest CDN Project Bid Results Finger Road East Town Way Sidewalk

# FINGER ROAD/EAST TOWN WAY SIDEWALK

**Quest Number: 10193267**

**Closing Date: Tue, 05/26/2026 09:00 AM CDT**

**Posting Type: Construction Project**

**Owner: Green Bay WI, City of**

**Solicitor: Green Bay WI, City of**

<b>Owner Name:</b>	Green Bay WI, City of
<b>Owner Contact:</b>	Chuck Yang
<b>Owner Phone:</b>	920-448-3094
<b>Solicitor Name:</b>	Green Bay WI, City of
<b>Contact:</b>	Ting Thompson-Eagan
<b>Email:</b>	ting.thompson-eagan@greenbaywi.gov
<b>Phone:</b>	920-448-3103
<b>Award Date:</b>	
<b>Comments:</b>	
<b>Award Status:</b>	Pending
<b>Letting Bid Tabulation:</b>	<a href="#">View on vBid</a>

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Vinton Construction Company	Estimating at Vinton Construction	920-682-0375	quotes@vintonwis.com	\$ 593,408.62		





Report to the  
Improvement and Service Committee  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.10**

To approve request by the Department of Public Works to grant licenses for:

- I. Sidewalk Builder
  - a. Elexco, Inc.
  - b. MP Concrete LLC
  - c. Parham Construction
  - d. Quality Asphalt of Green Bay LLC
2. Tree & Brush Trimmer
  - a. Squirrely Dan's LLC

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Report to the  
Improvement and Service Committee  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.11**

To approve request by the Department of Public Works to award the contract PARKS 5-26 "WILDLIFE SANCTUARY-BIRDS OF PREY SITE IMPROVEMENTS" to Vinton Construction Company in the amount of \$348,176.06.

**BACKGROUND**

**RECOMMENDATION**

To Award

**FISCAL IMPACT**

**ATTACHMENTS**

1. QuestCDN Project Bid Results Parks 5-26
2. Parks 5-26 Wildlife Sanctuary - Birds of Prey Site Improvements - Award Memo

# PARKS 5-26 "WILDLIFE SANCTUARY - BIRDS OF PREY SITE IMPROVEMENTS"

**Quest Number: 10199602**

**Closing Date: Tue, 05/26/2026 09:00 AM CDT**

**Posting Type: Construction Project**

**Owner: Green Bay WI, City of**

**Solicitor: Green Bay WI, City of**

<b>Owner Name:</b>	Green Bay WI, City of
<b>Owner Contact:</b>	Chuck Yang
<b>Owner Phone:</b>	920-448-3094
<b>Solicitor Name:</b>	Green Bay WI, City of
<b>Contact:</b>	Dylan Ferron
<b>Email:</b>	dylan.ferron@greenbaywi.gov
<b>Phone:</b>	920-448-3096
<b>Award Date:</b>	
<b>Comments:</b>	
<b>Award Status:</b>	Pending
<b>Letting Bid Tabulation:</b>	<a href="#">View on vBid</a>

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Vinton Construction Company	Estimating at Vinton Construction	920-682-0375	quotes@vintonwis.com	\$ 269,657.46		
Highway Landscapers, Inc.	Nick Wilfert	920-759-1701	nwilfert@highway.email	\$ 416,945.00		





Parks, Recreation & Forestry Department  
100 North Jefferson Street - Room 510  
Green Bay, Wisconsin 54301-5026  
www.greenbaywi.gov

Phone 920.448.3365  
Fax 920.448.3393

5/26/26

To: Valerie Joosten, P.E.

From: Emma Browne, P.E.

Re: Parks 5-26 Wildlife Sanctuary – Birds of Prey Site Improvements

CC: Dan Ditscheit, PLA  
James Brunette, PE  
Chuck Yang  
Kala Lardinois

The Parks, Recreation, and Forestry Department supports awarding Parks 5-26 Wildlife Sanctuary – Birds of Prey Site Improvements to the lowest responsive and responsible Bidder, Vinton Construction Company, for the Base Bid plus Alternate 1 in the amount of \$348,176.06. Below is a summary of the bids received.

<u>Bidder</u>	<u>Base Bid</u>	<u>Alternate 1</u>	<u>Base Bid + Alt. 1</u>
Vinton Construction Co	\$269,657.46	\$78,518.60	\$348,176.06
Highway Landscapers	\$416,945.00	\$219,712.00	\$636,657.00

Emma Browne, P.E.



Report to the  
Improvement and Service Committee  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # J.12**

To approve request by the Department of Public Works to award the contract PARKS 4-26 "TED FRITSCH PARK SPLASH PAD" to 8PINE, Inc. in the amount of \$444,080.00.

**BACKGROUND**

**RECOMMENDATION**

To Award

**FISCAL IMPACT**

**ATTACHMENTS**

1. Quest CDN Project Bid Results Parks 4-26
2. Parks 4-26 Ted Frtisch Splash Pad Award Memo

# PARKS 4-26 "TED FRITSCH PARK SPLASH PAD"

**Quest Number: 10197516**

**Closing Date: Tue, 05/26/2026 09:00 AM CDT**

**Posting Type: Construction Project**

**Owner: Green Bay WI, City of**

**Solicitor: Green Bay WI, City of**

<b>Owner Name:</b>	Green Bay WI, City of
<b>Owner Contact:</b>	Chuck Yang
<b>Owner Phone:</b>	920-448-3094
<b>Solicitor Name:</b>	Green Bay WI, City of
<b>Contact:</b>	Keeshawn Katers
<b>Email:</b>	keeshawn.katers@greenbaywi.gov
<b>Phone:</b>	920-448-3371
<b>Award Date:</b>	
<b>Comments:</b>	
<b>Award Status:</b>	Pending
<b>Letting Bid Tabulation:</b>	<a href="#">View on vBid</a>

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
8PINE, Inc.	Bert Pieper	715-574-8708	bids@8-pine.com	\$ 444,080.00		
Northeast Asphalt, Inc.	Estimating	920-757-2900	neaquote@walbecgroup.com	\$ 470,015.49		
Vinton Construction Company	Estimating at Vinton Construction	920-682-0375	quotes@vintonwis.com	\$ 566,031.07		





Parks, Recreation & Forestry Department  
100 North Jefferson Street - Room 510  
Green Bay, Wisconsin 54301-5026  
www.greenbaywi.gov

Phone 920.448.3365  
Fax 920.448.3393

5/26/26

To: Valerie Joosten, P.E.

From: Emma Browne, P.E.

Re: Parks 4-26 Ted Fritsch Splash Pad

CC: Dan Ditscheit, PLA  
James Brunette, PE  
Chuck Yang  
Kala Lardinois

The Parks, Recreation, and Forestry Department supports awarding Parks 4-26 Ted Fritsch Splash Pad to the lowest responsive and responsible Bidder, 8PINE, Inc., for the Base Bid amount of \$444,080.00. Below is a summary of the bids received.

<u>Bidder</u>	<u>Base Bid</u>
8PINE, Inc.	\$444,080.00
Northeast Asphalt, inc.	\$470,015.49
Vinton Construction Co.	\$566,031.07

Emma Browne, P.E.

**REPORT OF THE GREENBAY POLICE DEPARTMENT  
GRANTING OPERATOR LICENSES**

**June 2, 2026**

The Green Bay Police Department wishes to request that the following applications for Operator Licenses be granted.

Stipulations placed on licenses shall continue to be in effect.

**OPERATOR LICENSES**

Besaw, Debbie J  
Braggs, Emari L  
Hartzheim, Sheri S  
Hommerding, Jenna L  
Krause, Amy L  
Kuntsman, Destiny MR  
Lopez, Erika F  
Martin, Melissa S  
Merck, Aiden R  
Micolichek, Laurie A  
Mommaerts, Nicole L  
Nichols, Mic A  
Northway, Stacy L  
Perry, Taylor E  
Ray, Cathryn A  
Salmon, Nicole M  
Schaefer, Bobbie J  
Schrenk, Melinda K  
Snyder-McClure, Teresa M  
Thyrion, Alexandria L  
Vanden Elzen, Lydia V  
Vann, Corey L.  
Wallace, Jeffrey A  
Walters, Zachary M R  
Ysebaert, Maxwell T  
Zaleski, Aaron J

## **Request for Qualification (RFQ)**

### **Path for Pause, Artistic Stepping Stones and Pavers**

#### **Overview**

The City of Green Bay is seeking qualifications from artists or collaborative artist teams to design and create up to 10 unique artistic stepping stones or pavers for a meditation labyrinth. This project, *Path for Pause* seeks artwork that encourages reflection, mindfulness, healing, and connection through the simple act of walking. Selected artists or artist teams will be commissioned to create stepping stones or pavers for a permanent outdoor labyrinth installation, transforming the pathway into an immersive public art experience that blends creativity, contemplation, and community. Artists exploring themes of balance, nature, transformation, resilience, and collective care are encouraged to apply while creating durable works capable of withstanding outdoor conditions and frequent public use. This grant program is made possible by an award from AARP to make communities more livable for people of all ages with tangible improvements that jump-start long-term change. Artists aged 50 and older are encouraged to apply.

#### **Funding Opportunities**

Budget: \$5,000

This budget may be awarded to a single artist, multiple artists, one artist team, or several collaborative artist teams.

#### **Purpose**

This program is designed to:

- Support the creation of up to 10 artistic stepping stones or pavers for installation in an outdoor meditation labyrinth.
- Install the stepping stones within a labyrinth located at Olde North Crossing Park.
- Encourage the development of livable, inclusive communities that benefit all residents, especially adults age 50 and older.

## **Eligibility**

- Must be 18 years or older.
- Must reside in Green Bay. If applying as a duo or team, a minimum of 50% of the applicants must reside in Green Bay.
- Artists working in all disciplines are eligible. Preference will be given to artists working with durable outdoor materials like clay, tile, metals, and others.

## **Timeline**

- RFQ Released: June/July 2026
- Application Deadline June/July 2026
- Award Notification: August 2026
- Art installation: October 2026

## **Application Requirements**

Applicants must submit

- Short artist statement (150-250 words)
- Resume or CV, one page. If applying as a duo or team submit one page per team member.
- Provide 4-8 images of work that are representative of your practice and what you would produce

## **How to Apply**

- Applications must be submitted via a link on the Green Bay Public Arts Website

## **Request for Proposals (RFP)**

### **Arts Grant Program**

#### **Overview**

The City of Green Bay is seeking proposals from arts organizations, cultural institutions, and individual artists for projects that center creative expression with meaningful public engagement. This grant program supports the development of new artistic work or the continuation of existing projects that actively involve the community and contributes to the cultural landscape of the city of Green Bay.

This grant is intended to support the development of artistic and creative work that have a strong focus on community engagement and public programming in all art forms; visual arts, performance, theater, music, movement, interdisciplinary, and more

#### **Funding Opportunities**

A total of 7 grants will be awarded:

- Arts Organizations and Cultural Institutions
  - Three (3) grants of \$4,000
- Individual Artists or Teams
  - Four (4) grants of \$2,000

#### **Purpose**

This program is designed to:

- Support the creation of new or expand on previously developed artistic projects
- Foster meaningful interaction between artists and the community
- Encourage projects that reflect, engage, and uplift community voices
- Activate public spaces and create accessible arts experiences

#### **Eligibility**

Arts Organizations and Cultural Institutions

- Must be a nonprofit organization or fiscally sponsored entity that centers community engagement and intersects art in their programming.

- The organization or institution does not need to be an arts focused entity but must demonstrate a track record of community engagement and publicly accessible programming that uplifts the arts.
- Must have an operational budget of less than \$100,000 a year.
- Must be based in Green Bay.

#### Individual Artists or Teams

- Must be 18 years or older.
- Must reside in Green Bay. If applying as a duo or team, a minimum of 50% of the applicants must reside in Green Bay.
- Artists working in all disciplines are eligible

#### **Project Requirements**

Funded projects must:

- Include community engagement and public programming components, such as but not limited to, workshops, performances, exhibitions, installations, participatory experiences, and more.
- Be accessible and free to the public. All programs must be made accessible to people with disabilities in compliance with Section 504 and the ADA.
- Take place within the city of Green Bay.
- Be completed within the grant period: August 2026 - January 2027

#### **Allowable Expenses**

Grant funds may be used for:

- Artist fees and stipends
- Materials and supplies
- Space rental and production costs
- Community engagement activities
- Marketing and outreach

#### **Funds may not be used for:**

- General operating expenses unrelated to the project

- Capital improvements
- Debt repayment

### **Application Requirements**

Applicants must submit:

- Project description (300-500 words) Please be as detailed as possible in the description of your project. Questions to consider;
  - What themes and materials will be used in the process?
  - What do you intend to accomplish with this grant and project?
  - Describe the process you will be implementing to bring this vision to life?
- Description of public engagement component (300-500 words) Please be as detailed as possible in the description of your project. Questions to consider;
  - How do you intend for the public to interact with the work?
  - What would you like the community to gain from this project?
  - What tools will you implement to connect with the public and community members; workshops, conversations, co-creation, etc?
- Project timeline. Keep in consideration the timeline for this grant is August 2026 – January 2027
- Budget, including how grant funds will be used. We invite the applicant to consider a living wage for artists engaged in the project.
- Work samples (artists)
  - Provide 4-8 images of art samples (required)
  - Provide sketches, mock-ups, or written ideas.
- Organizational background (organizations 300-500 words) Provide a statement of your mission, vision, values, and how the arts are integrated into your organization.
- Optional: letters of support or community partnerships

### **Evaluation Criteria**

Proposals will be evaluated based on:

- Artistic merit and creativity

- Strength and clarity of public engagement
- Feasibility and project planning
- Community impact and relevance
- Alignment with program goals
- The jurying body might request an interview if necessary

### **Timeline**

- RFP Released: June/July 2026
- Application Deadline: June/July 2026
- Award Notification: August 2026
- Project Period: August 2026 – January 2027

### **Reporting Requirements**

Grantees will be required to:

- Submit a final report documenting project outcomes
- Provide images and/or documentation of the project
- Share information about community participation and impact

### **How to Apply**

Applications must be submitted via a link on the Green Bay Public Arts Website



Report to the  
**Traffic, Bicycle and Pedestrian Commission**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # M.1**

To receive and place on file the report by the Police Department on the May 2026 Traffic Enforcement Unit Traffic Safety Plan.

**BACKGROUND**

**RECOMMENDATION**

to approve

**FISCAL IMPACT**

**ATTACHMENTS**

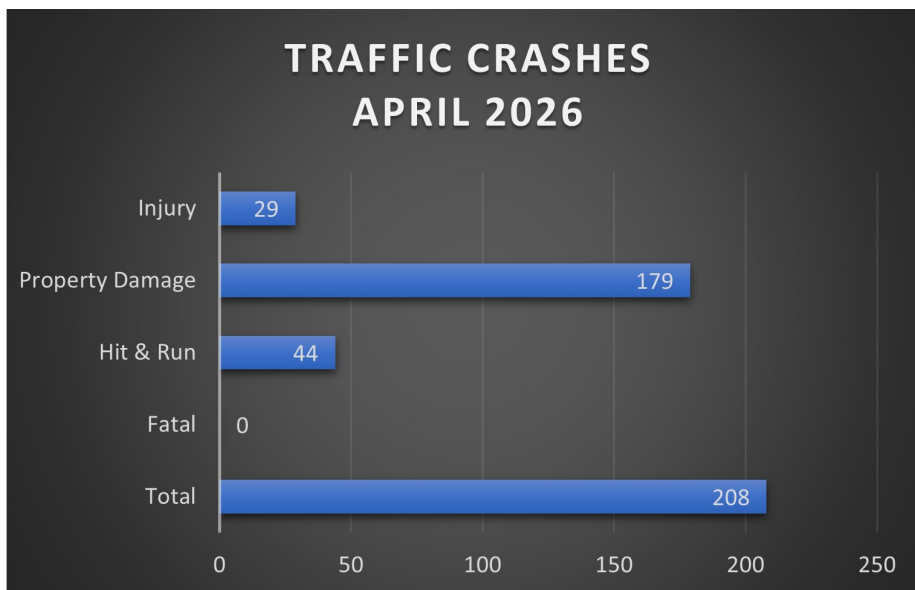
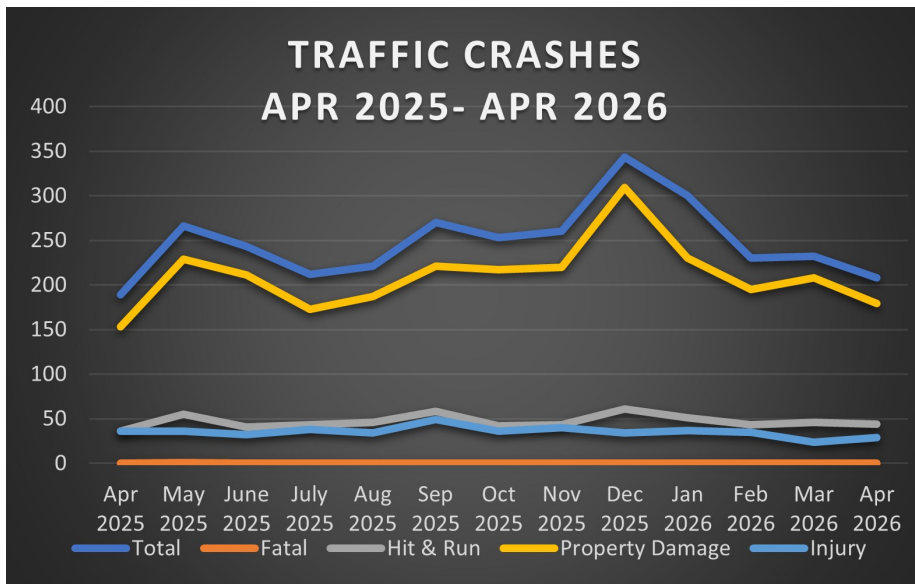
- I. Traffic Safety Plan May 2026



## Traffic Safety Plan

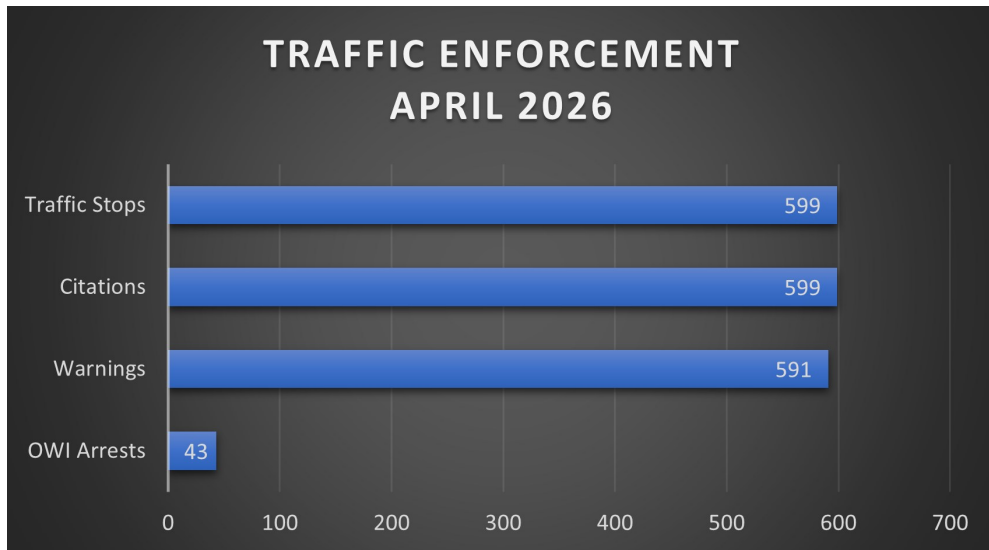
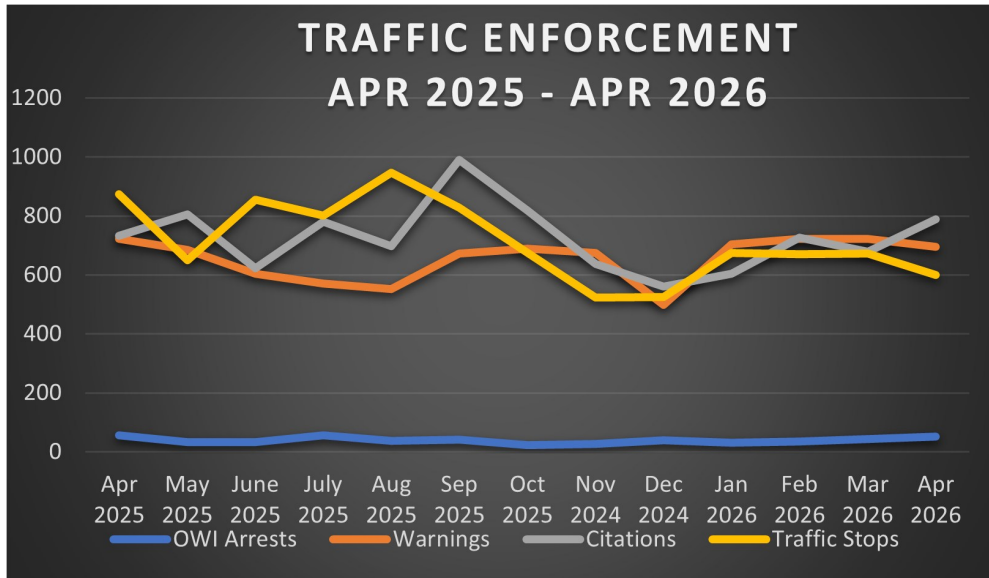
Traffic complaints are the #1 complaint made to the Green Bay Police Department and City Alderpersons. The Police Department is committed to safe travels for motorists, pedestrians, and bicyclists. With a goal of reducing traffic crashes, property damage, injury, and death on Green Bay’s roadways, the Police Department will use a data driven approach for traffic safety. Data analytics from crash data, citizens complaints, and traffic data resources will be used to identify traffic emphasis areas. Each month’s report will be posted on the Police Department’s website and will be presented at the Traffic, Bicycle, and Pedestrian Commission meeting.

### April 2026 Crash Data



# GREEN BAY POLICE DEPARTMENT TRAFFIC SAFETY PLAN

## APRIL 2026 TRAFFIC ENFORCEMENT



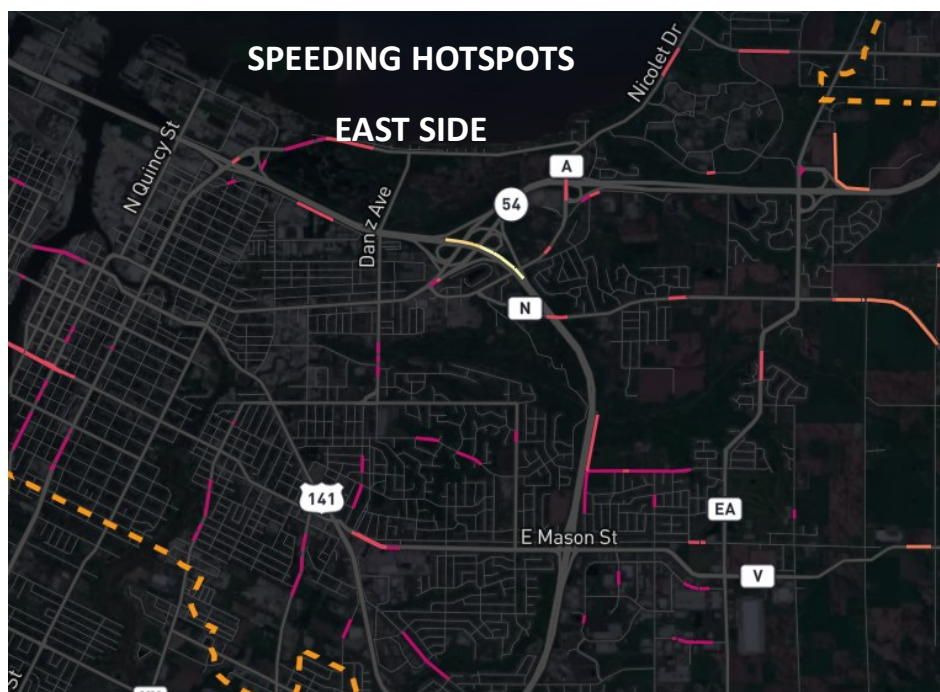
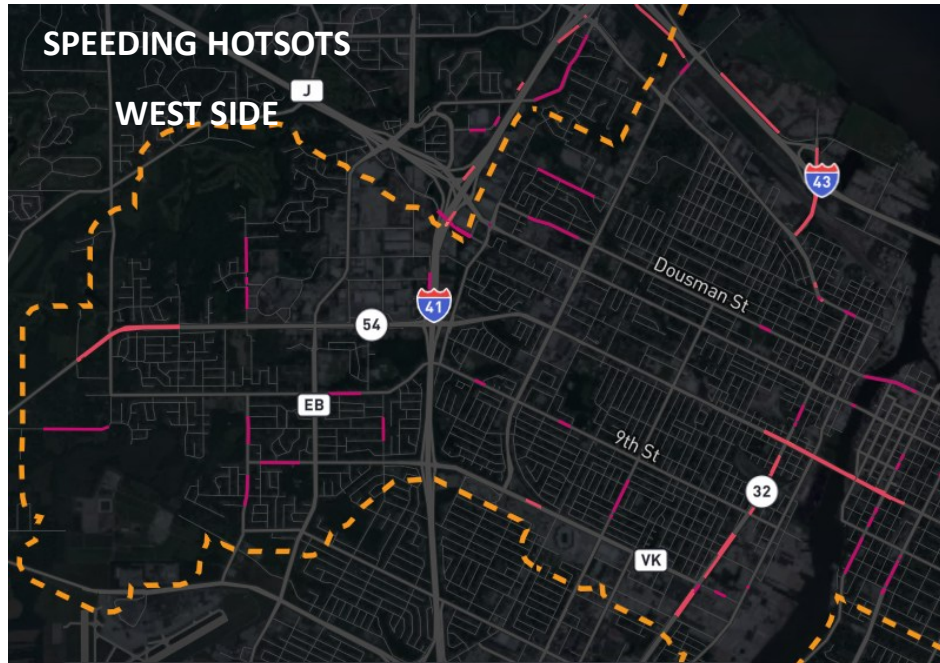
### UPCOMING TRAFFIC TASK FORCE DEPLOYMENTS

- \* OWI—June 5, 6, 12, 13, 19, 20, 26, 27
- \* Speed—June 4, 25
- \* Seat Belt—June 9, 23
- \* Pedestrian/Bicycle—June 3, 10, 17, 24

# GREEN BAY POLICE DEPARTMENT TRAFFIC SAFETY PLAN

## TRAFFIC COMPLAINTS

Below are the most recent areas of increased risks from traffic data. To make a traffic complaint, call the Traffic Safety Unit at (920) 448-3212. Residents can also submit an online complaint through the City's Request for Service page. Please leave detailed information including specific times/days of the week, street and block number/intersection, and contact information if you would like follow-up from an officer.

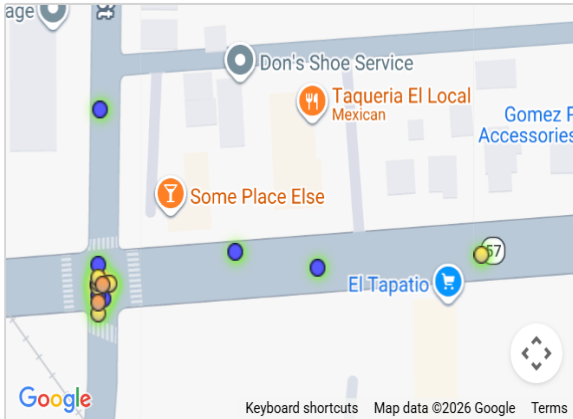


# GREEN BAY POLICE DEPARTMENT TRAFFIC SAFETY PLAN

## ENFORCEMENT PRIORITY AREAS

Priority areas are determined using a predictive analysis tool through the Wisconsin DOT. The tool uses crash data from the previous three years to determine areas that have a high likelihood of vehicle crashes in the next 30 days.

### University Av / Elizabeth St



#### Analysis Area #1: GREEN BAY (C)

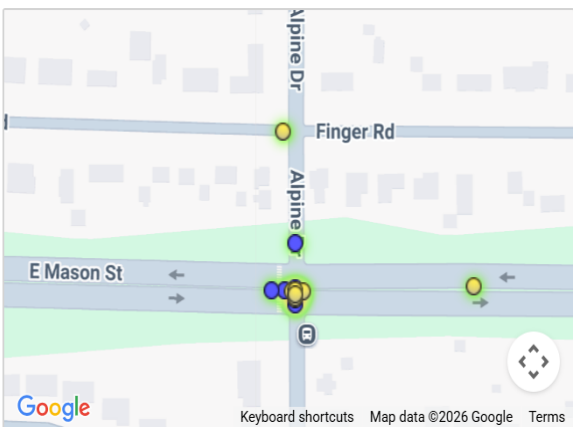
Roadway: 054

Total Crashes: 17

#### Contributing Factors:

- 65+ Driver (3)
- Teen Driver (2)
- Motorcycle (2)
- Winter Road (2)
- Impaired (2)
- Hit & Run (1)
- Distracted (2)
- Pedestrian (1)

### E Mason St / Alpine St



#### Analysis Area #2: GREEN BAY (C)

Roadway: ALPINE DR

Total Crashes: 13

#### Contributing Factors:

- Teen Driver (4)
- Bike (1)
- 65+ Driver (1)
- Speed (3)
- Hit & Run (1)
- Winter Road (2)
- Impaired (1)
- Aggressive (2)
- Distracted (1)

### University Av / Sturgeon Bay Rd



#### Analysis Area #3: GREEN BAY (C)

Roadway: UNIVERSITY WAY

Total Crashes: 17

#### Contributing Factors:

- Teen Driver (5)
- Distracted (1)
- 65+ Driver (4)
- Hit & Run (1)
- Impaired (1)

# GREEN BAY POLICE DEPARTMENT TRAFFIC SAFETY PLAN

A message for NHTSA





Report to the  
**Traffic, Bicycle and Pedestrian Commission**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # M.2**

To approve the request by the Traffic Engineer to remove the traffic signal at Dousman Street and Oneida Street.

**BACKGROUND**

**RECOMMENDATION**

To approve.

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Memo - Dousman at Oneida



Public Works Department  
100 North Jefferson Street - Room 300  
Green Bay, Wisconsin 54301-5026  
www.greenbaywi.gov

Administration | Engineering | Traffic 920.448.3100  
Operations 920.448.3535  
Parking 920.448.3431  
Fax 920.448.3102

**TO:** Traffic, Bicycle, and Pedestrian Commission

**FROM:** Traffic Engineer Tom Schuurmans

**RE:** Traffic Study Dousman Street at Oneida Street

**DATE:** April 9, 2026

This memorandum summarizes the results of the traffic signal warrant analysis conducted for the intersection of Dousman Street and Oneida Street. The findings will be presented at the April 20, 2026 Traffic, Bicycle, and Pedestrian (TB&P) Commission meeting.

## Traffic Signal Warrant Evaluation

Refer to Figure 1 for a summary of the traffic signal warrants as applied to the intersection of Dousman Street and Oneida Street.

## Operational Evaluation

A 12-hour turning movement count was conducted in June 2025. The intersection currently experiences approximately **6,300 vehicles entering from all approaches per day**.

For comparison, in 2021 the intersection of Dousman Street and Gray Street was evaluated prior to reconstruction. At that time, traffic volumes were approximately **7,700 vehicles per day**, which did not meet the thresholds required to warrant signal installation or reconstruction as part of that roadway project.

Currently, the signal operates in **flash mode from 9:00 PM to 6:00 AM**, with:

- Flashing **amber** on Dousman Street
- Flashing **red** on Oneida Street

## Conclusion

Based on the warrant analysis and operational review, the intersection **does not meet the criteria for a traffic signal**.

## Recommendation

- **Remove the existing traffic signal, and**
- **Replace it with an all-way (four-way) stop control**

# City of Green Bay Traffic Division

Default Comments  
 Change These in The Preferences Window  
 Select File/Preference in the Main Scree  
 Then Click the Comments Tab

File Name : Oneida at Dousman 7-7  
 Site Code : 00000000  
 Start Date : 6/30/2025  
 Page No : 1

### Groups Printed- Unshifted - Bank 1

Start Time	ONEIDA ST From North					DOUSMAN ST From East					ONEIDA ST From South					DOUSMAN ST From West					Int. Total
	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	
07:15 AM	2	6	1	0	9	1	27	3	0	31	2	4	3	0	9	13	18	0	0	31	80
07:30 AM	0	9	1	0	10	0	31	7	0	38	1	2	2	0	5	14	20	0	0	34	87
07:45 AM	0	15	0	0	15	1	39	6	0	46	1	4	0	1	6	4	28	0	0	32	99
<b>Total</b>	<b>2</b>	<b>30</b>	<b>2</b>	<b>0</b>	<b>34</b>	<b>2</b>	<b>97</b>	<b>16</b>	<b>0</b>	<b>115</b>	<b>4</b>	<b>10</b>	<b>5</b>	<b>1</b>	<b>20</b>	<b>31</b>	<b>66</b>	<b>0</b>	<b>0</b>	<b>97</b>	<b>266</b>
08:00 AM	1	0	0	0	1	0	4	3	2	9	0	0	0	0	0	2	3	0	0	5	15
08:15 AM	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	3	1	0	4	5
08:30 AM	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	1	1	0	0	2	5
08:45 AM	0	0	0	0	0	0	3	0	0	3	0	1	0	0	1	0	4	1	0	5	9
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>11</b>	<b>3</b>	<b>2</b>	<b>16</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>16</b>	<b>34</b>
09:00 AM	0	0	0	0	0	0	17	2	0	19	1	1	1	0	3	5	16	1	2	24	46
09:15 AM	0	0	0	0	0	0	2	0	0	2	1	0	0	0	1	1	2	0	0	3	6
09:30 AM	0	5	0	0	5	0	47	10	1	58	4	2	1	1	8	6	19	0	3	28	99
09:45 AM	0	4	0	0	4	2	58	4	0	64	6	3	2	1	12	3	23	2	0	28	108
<b>Total</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>2</b>	<b>124</b>	<b>16</b>	<b>1</b>	<b>143</b>	<b>12</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>24</b>	<b>15</b>	<b>60</b>	<b>3</b>	<b>5</b>	<b>83</b>	<b>259</b>
10:00 AM	2	15	8	1	26	5	35	10	0	50	6	18	10	0	34	12	27	6	0	45	155
10:15 AM	1	18	7	0	26	7	36	6	0	49	7	16	10	0	33	12	34	10	0	56	164
10:30 AM	15	20	9	0	44	9	30	12	0	51	12	17	14	0	43	12	35	9	0	56	194
10:45 AM	15	23	7	0	45	11	34	13	0	58	11	20	8	0	39	13	27	10	0	50	192
<b>Total</b>	<b>33</b>	<b>76</b>	<b>31</b>	<b>1</b>	<b>141</b>	<b>32</b>	<b>135</b>	<b>41</b>	<b>0</b>	<b>208</b>	<b>36</b>	<b>71</b>	<b>42</b>	<b>0</b>	<b>149</b>	<b>49</b>	<b>123</b>	<b>35</b>	<b>0</b>	<b>207</b>	<b>705</b>
11:00 AM	8	19	4	0	31	10	29	9	0	48	10	19	11	0	40	12	23	12	1	48	167
11:15 AM	8	25	9	0	42	7	40	5	0	52	12	17	8	0	37	11	35	11	0	57	188
11:30 AM	7	26	8	0	41	8	33	11	1	53	8	16	13	0	37	11	29	12	0	52	183
11:45 AM	12	23	8	0	43	10	28	12	0	50	11	23	13	0	47	14	32	15	0	61	201
<b>Total</b>	<b>35</b>	<b>93</b>	<b>29</b>	<b>0</b>	<b>157</b>	<b>35</b>	<b>130</b>	<b>37</b>	<b>1</b>	<b>203</b>	<b>41</b>	<b>75</b>	<b>45</b>	<b>0</b>	<b>161</b>	<b>48</b>	<b>119</b>	<b>50</b>	<b>1</b>	<b>218</b>	<b>739</b>
12:00 PM	7	16	6	0	29	6	29	8	0	43	5	20	10	0	35	9	28	7	0	44	151
12:15 PM	17	24	8	1	50	15	34	11	0	60	15	18	11	0	44	11	35	14	0	60	214
12:30 PM	14	24	4	1	43	9	61	13	0	83	10	32	17	0	59	14	29	8	0	51	236
12:45 PM	4	24	6	0	34	24	65	25	0	114	18	52	13	0	83	11	31	5	0	47	278
<b>Total</b>	<b>42</b>	<b>88</b>	<b>24</b>	<b>2</b>	<b>156</b>	<b>54</b>	<b>189</b>	<b>57</b>	<b>0</b>	<b>300</b>	<b>48</b>	<b>122</b>	<b>51</b>	<b>0</b>	<b>221</b>	<b>45</b>	<b>123</b>	<b>34</b>	<b>0</b>	<b>202</b>	<b>879</b>
01:00 PM	8	16	10	0	34	13	66	16	0	95	11	28	16	0	55	17	47	11	0	75	259
01:15 PM	1	5	0	0	6	1	39	6	0	46	4	10	8	0	22	6	30	2	0	38	112
01:30 PM	2	4	1	0	7	1	43	7	1	52	6	2	0	0	8	6	27	0	0	33	100
01:45 PM	0	4	0	0	4	2	42	5	0	49	3	6	6	0	15	7	31	2	0	40	108
<b>Total</b>	<b>11</b>	<b>29</b>	<b>11</b>	<b>0</b>	<b>51</b>	<b>17</b>	<b>190</b>	<b>34</b>	<b>1</b>	<b>242</b>	<b>24</b>	<b>46</b>	<b>30</b>	<b>0</b>	<b>100</b>	<b>36</b>	<b>135</b>	<b>15</b>	<b>0</b>	<b>186</b>	<b>579</b>
02:00 PM	0	0	0	0	0	0	37	5	0	42	6	4	2	0	12	5	22	4	1	32	86
02:15 PM	0	4	0	0	4	0	29	3	0	32	0	11	3	0	14	6	27	2	0	35	85
02:30 PM	0	1	0	0	1	2	59	2	0	63	6	6	5	0	17	8	23	1	0	32	113
02:45 PM	2	4	0	0	6	1	50	9	0	60	3	7	7	2	19	1	35	0	0	36	121
<b>Total</b>	<b>2</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>3</b>	<b>175</b>	<b>19</b>	<b>0</b>	<b>197</b>	<b>15</b>	<b>28</b>	<b>17</b>	<b>2</b>	<b>62</b>	<b>20</b>	<b>107</b>	<b>7</b>	<b>1</b>	<b>135</b>	<b>405</b>

# City of Green Bay Traffic Division

Default Comments  
 Change These in The Preferences Window  
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 Then Click the Comments Tab

File Name : Oneida at Dousman 7-7  
 Site Code : 00000000  
 Start Date : 6/30/2025  
 Page No : 2

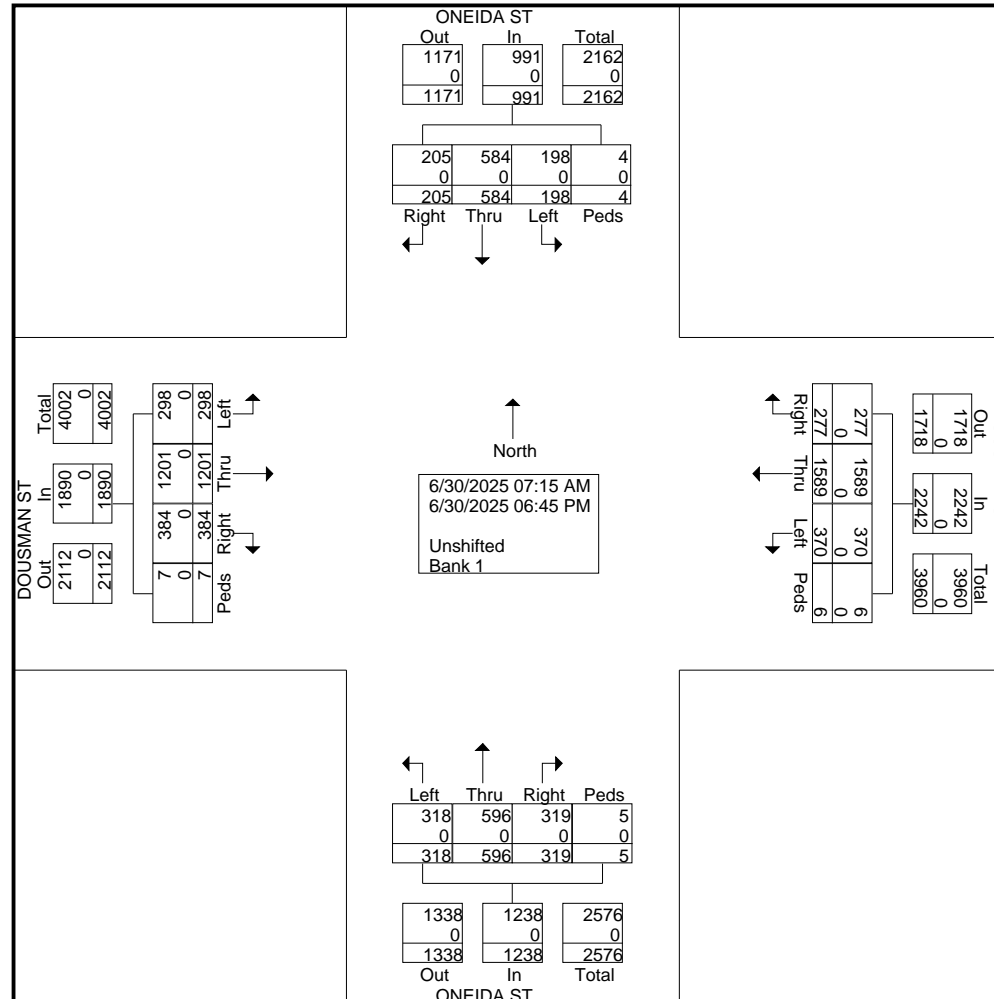
### Groups Printed- Unshifted - Bank 1

Start Time	ONEIDA ST From North					DOUSMAN ST From East					ONEIDA ST From South					DOUSMAN ST From West					Int. Total
	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	
03:00 PM	0	2	0	0	2	1	34	5	0	40	6	4	3	0	13	4	23	0	0	27	82
03:15 PM	1	3	0	0	4	0	42	1	0	43	3	4	3	0	10	2	35	1	0	38	95
03:30 PM	0	0	1	0	1	0	49	8	0	57	7	10	3	0	20	6	35	1	0	42	120
03:45 PM	2	12	3	0	17	3	59	9	1	72	7	5	5	0	17	6	28	5	0	39	145
<b>Total</b>	<b>3</b>	<b>17</b>	<b>4</b>	<b>0</b>	<b>24</b>	<b>4</b>	<b>184</b>	<b>23</b>	<b>1</b>	<b>212</b>	<b>23</b>	<b>23</b>	<b>14</b>	<b>0</b>	<b>60</b>	<b>18</b>	<b>121</b>	<b>7</b>	<b>0</b>	<b>146</b>	<b>442</b>
04:00 PM	6	26	11	0	43	14	35	12	0	61	9	31	11	0	51	10	37	12	0	59	214
04:15 PM	18	35	6	0	59	15	40	13	0	68	11	20	9	0	40	16	40	20	0	76	243
04:30 PM	4	21	8	0	33	13	23	12	0	48	5	12	8	0	25	7	22	10	0	39	145
04:45 PM	13	33	14	1	61	9	41	9	0	59	10	25	11	0	46	15	25	8	0	48	214
<b>Total</b>	<b>41</b>	<b>115</b>	<b>39</b>	<b>1</b>	<b>196</b>	<b>51</b>	<b>139</b>	<b>46</b>	<b>0</b>	<b>236</b>	<b>35</b>	<b>88</b>	<b>39</b>	<b>0</b>	<b>162</b>	<b>48</b>	<b>124</b>	<b>50</b>	<b>0</b>	<b>222</b>	<b>816</b>
05:00 PM	0	22	8	0	30	16	30	10	0	56	11	18	7	0	36	6	31	9	0	46	168
05:15 PM	9	13	7	0	29	9	29	10	0	48	12	14	8	0	34	11	30	10	0	51	162
05:30 PM	6	16	4	0	26	7	29	8	0	44	9	12	11	0	32	13	27	10	0	50	152
05:45 PM	0	14	7	0	21	9	32	12	0	53	10	17	5	0	32	11	27	15	0	53	159
<b>Total</b>	<b>15</b>	<b>65</b>	<b>26</b>	<b>0</b>	<b>106</b>	<b>41</b>	<b>120</b>	<b>40</b>	<b>0</b>	<b>201</b>	<b>42</b>	<b>61</b>	<b>31</b>	<b>0</b>	<b>134</b>	<b>41</b>	<b>115</b>	<b>44</b>	<b>0</b>	<b>200</b>	<b>641</b>
06:00 PM	6	11	4	0	21	8	22	9	0	39	5	16	7	0	28	9	29	13	0	51	139
06:15 PM	6	11	6	0	23	5	28	9	0	42	7	18	10	0	35	8	23	11	0	42	142
06:30 PM	0	17	10	0	27	13	24	9	0	46	12	13	11	0	36	6	26	14	0	46	155
06:45 PM	8	14	12	0	34	10	21	11	0	42	15	18	12	0	45	7	19	13	0	39	160
<b>Total</b>	<b>20</b>	<b>53</b>	<b>32</b>	<b>0</b>	<b>105</b>	<b>36</b>	<b>95</b>	<b>38</b>	<b>0</b>	<b>169</b>	<b>39</b>	<b>65</b>	<b>40</b>	<b>0</b>	<b>144</b>	<b>30</b>	<b>97</b>	<b>51</b>	<b>0</b>	<b>178</b>	<b>596</b>
<b>Grand Total</b>	<b>205</b>	<b>584</b>	<b>198</b>	<b>4</b>	<b>991</b>	<b>277</b>	<b>1589</b>	<b>370</b>	<b>6</b>	<b>2242</b>	<b>319</b>	<b>596</b>	<b>318</b>	<b>5</b>	<b>1238</b>	<b>384</b>	<b>1201</b>	<b>298</b>	<b>7</b>	<b>1890</b>	<b>6361</b>
<b>Apprch %</b>	<b>20.7</b>	<b>58.9</b>	<b>20</b>	<b>0.4</b>		<b>12.4</b>	<b>70.9</b>	<b>16.5</b>	<b>0.3</b>		<b>25.8</b>	<b>48.1</b>	<b>25.7</b>	<b>0.4</b>		<b>20.3</b>	<b>63.5</b>	<b>15.8</b>	<b>0.4</b>		
<b>Total %</b>	<b>3.2</b>	<b>9.2</b>	<b>3.1</b>	<b>0.1</b>	<b>15.6</b>	<b>4.4</b>	<b>25</b>	<b>5.8</b>	<b>0.1</b>	<b>35.2</b>	<b>5</b>	<b>9.4</b>	<b>5</b>	<b>0.1</b>	<b>19.5</b>	<b>6</b>	<b>18.9</b>	<b>4.7</b>	<b>0.1</b>	<b>29.7</b>	
<b>Unshifted</b>	<b>205</b>	<b>584</b>	<b>198</b>	<b>4</b>	<b>991</b>	<b>277</b>	<b>1589</b>	<b>370</b>	<b>6</b>	<b>2242</b>	<b>319</b>	<b>596</b>	<b>318</b>	<b>5</b>	<b>1238</b>	<b>384</b>	<b>1201</b>	<b>298</b>	<b>7</b>	<b>1890</b>	<b>6361</b>
<b>% Unshifted</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>
<b>Bank 1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>% Bank 1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# City of Green Bay Traffic Division

Default Comments  
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 Then Click the Comments Tab

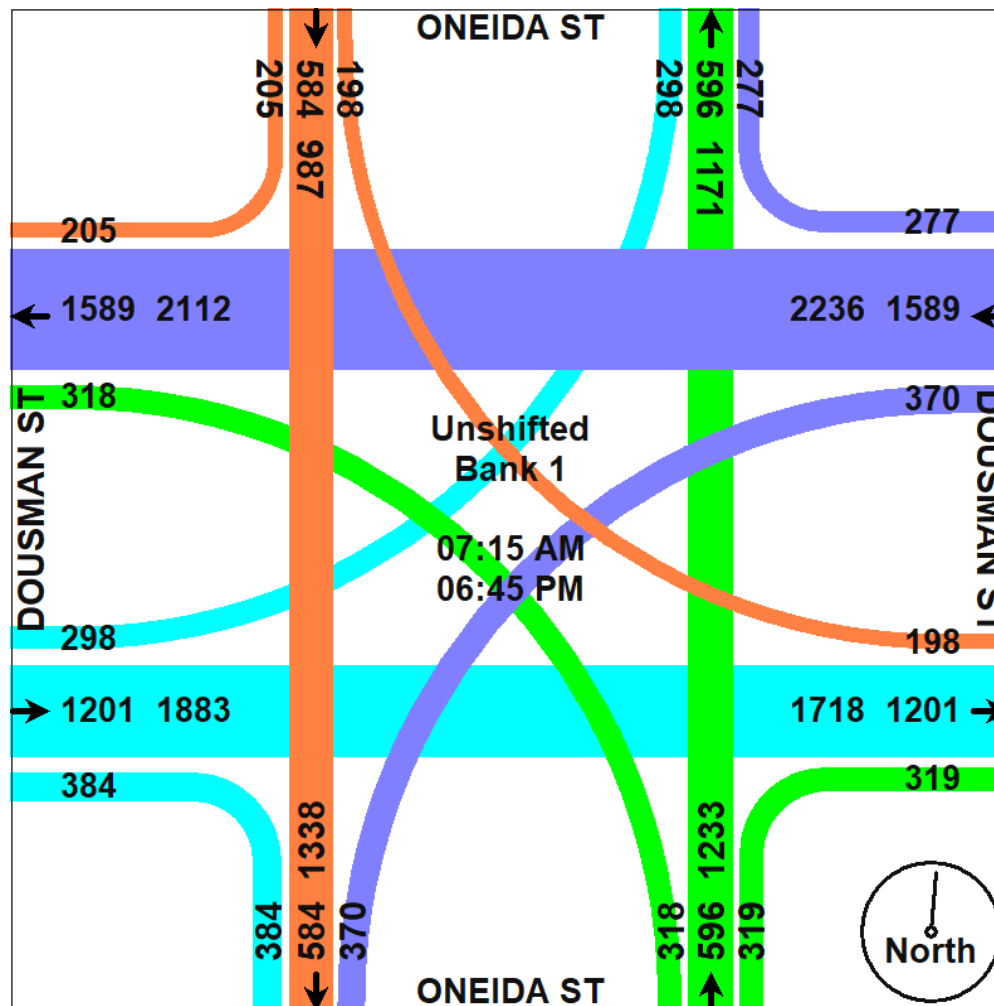
File Name : Oneida at Dousman 7-7  
 Site Code : 00000000  
 Start Date : 6/30/2025  
 Page No : 3



# City of Green Bay Traffic Division

Default Comments  
Change These in The Preferences Window  
Select File/Preference in the Main Scree  
Then Click the Comments Tab

File Name : Oneida at Dousman 7-7  
Site Code : 00000000  
Start Date : 6/30/2025  
Page No : 4



# City of Green Bay Traffic Division

Default Comments  
 Change These in The Preferences Window  
 Select File/Preference in the Main Scree  
 Then Click the Comments Tab

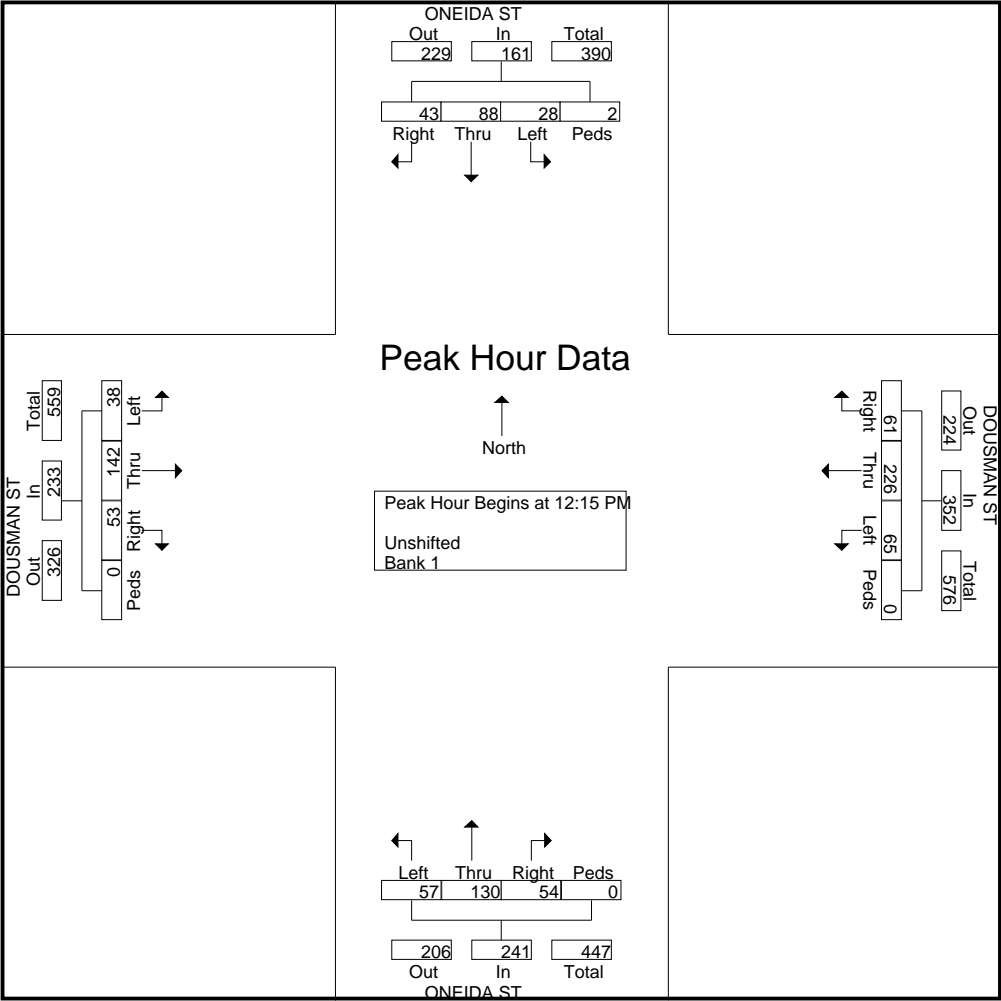
File Name : Oneida at Dousman 7-7  
 Site Code : 00000000  
 Start Date : 6/30/2025  
 Page No : 5

Start Time	ONEIDA ST From North					DOUSMAN ST From East					ONEIDA ST From South					DOUSMAN ST From West					Int. Total
	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	
Peak Hour Analysis From 07:15 AM to 06:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 12:15 PM																					
12:15 PM	17	24	8	1	50	15	34	11	0	60	15	18	11	0	44	11	35	14	0	60	214
12:30 PM	14	24	4	1	43	9	61	13	0	83	10	32	17	0	59	14	29	8	0	51	236
12:45 PM	4	24	6	0	34	24	65	25	0	114	18	52	13	0	83	11	31	5	0	47	278
01:00 PM	8	16	10	0	34	13	66	16	0	95	11	28	16	0	55	17	47	11	0	75	259
Total Volume	43	88	28	2	161	61	226	65	0	352	54	130	57	0	241	53	142	38	0	233	987
% App. Total	26.7	54.7	17.4	1.2		17.3	64.2	18.5	0		22.4	53.9	23.7	0		22.7	60.9	16.3	0		
PHF	.632	.917	.700	.500	.805	.635	.856	.650	.000	.772	.750	.625	.838	.000	.726	.779	.755	.679	.000	.777	.888

# City of Green Bay Traffic Division

Default Comments  
 Change These in The Preferences Window  
 Select File/Preference in the Main Scree  
 Then Click the Comments Tab

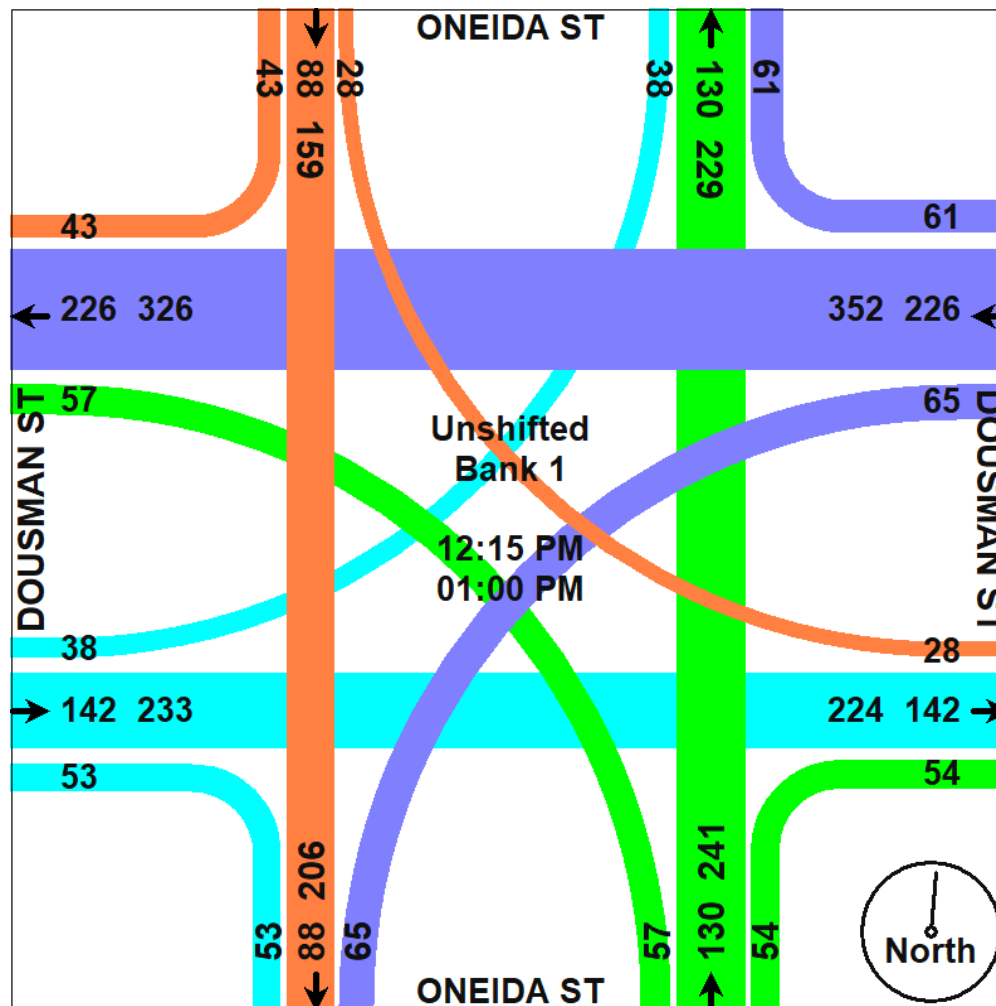
File Name : Oneida at Dousman 7-7  
 Site Code : 00000000  
 Start Date : 6/30/2025  
 Page No : 6



# City of Green Bay Traffic Division

Default Comments  
 Change These in The Preferences Window  
 Select File/Preference in the Main Scree  
 Then Click the Comments Tab

File Name : Oneida at Dousman 7-7  
 Site Code : 00000000  
 Start Date : 6/30/2025  
 Page No : 7



# Wisconsin Department of Transportation Traffic Signal Warrant Summary Worksheet

**100%**

The Worksheet(s) attached are provided as an attachment to the Engineering Investigation Study for:

Intersection: Dousman Street at Oeida Street

County: Brown

City: Green Bay WI

Major Street: Dousman Street

Minor Street: Oneida Street

Critical Approach Speed: 25 mph

Critical Approach Speed: 25 mph

Lanes: 2 or more lanes

Lanes: 2 or more lanes

% Right Turns Included

In built-up area of isolated community of < 10,000 population? No

From North (SB) 0%

Total number of approaches at intersection? 4 or more

From East (WB) 0%

If it is a "T" intersection, inflate minor threshold to 150%? Yes

From South (NB) 0%

Manually set volume level? No

From West (EB) 0%

Analysis based on **EXISTING** volume data.

Date	Day of the Week	Time (HH:MM)			
		From	AM / PM	To	AM / PM

Warrant Evaluation Summary	Warrant Met:
<b>Warrant 1: Eight - Hour Vehicular Volume</b>	<b>No</b>
Condition A: Minimum Vehicular Volume	No
Condition B: Interruption of Continuous Traffic	No
Condition C: Combination: 80% of A and B	No
<b>Warrant 2: Four-Hour Volume</b>	<b>No</b>
<b>Warrant 3: Peak Hour Volume</b>	<b>No</b>
<b>Warrant 4: Pedestrian Volume</b>	<b>N/A</b>
Criterion A: Four-Hour	
Criterion B: Peak-Hour	
<b>Warrant 5: School Crossing</b>	<b>N/A</b>
<b>Warrant 6: Coordinated Signal System</b>	<b>N/A</b>
<b>Warrant 7: Crash Experience</b>	<b>No</b>
<b>Warrant 8: Roadway Network</b>	<b>No</b>
<b>Warrant 9: Intersection Near a Grade Crossing</b>	<b>N/A</b>

**Warrant Analysis Conducted By:**

Name: Tom Schuurmans - Traffic Technician

Agency: City of Green Bay

Date: 7/8/2021

# Warrant 1: Eight - Hour Vehicular Volume

100%

Warrant Evaluated? Yes

Condition A : Min. Veh. Volume		
Volume Level	100%	80%
Major Rd. Req	600	480
Minor Rd. Req	300	240
Number of Hours	0	0

Satisfied? No

Condition B: Interruption of Continuous Traffic		
Volume Level	100%	80%
Major Rd. Req	900	720
Minor Rd. Req	150	120
Number of Hours	0	0

Satisfied? No

Condition C: Combination of A & B at 80%		
---------------------------------------------	--	--

Satisfied? No

Warrant Satisfied? No

Manually Set To:

6:00 AM		Enter Start Time (Military Time) (HH:MM)			Total
Time Period	From	To	Major Road: Both App. (VPH)	Minor Road: High App. (VPH)	
1	6:00	7:00	0	0	0
2	7:00	8:00	53	115	168
3	8:00	9:00	2	14	16
4	9:00	10:00	31	142	173
5	10:00	11:00	289	208	497
6	11:00	12:00	318	215	533
7	12:00	13:00	375	300	675
8	13:00	14:00	151	241	392
9	14:00	15:00	71	197	268
10	15:00	16:00	84	211	295
11	16:00	17:00	357	239	596
12	17:00	18:00	241	201	442
13	18:00	19:00	249	182	431
14	19:00	20:00	0	0	0
15	20:00	21:00	0	0	0
16	21:00	22:00	0	0	0

# Warrant 2: Four-Hour Volume

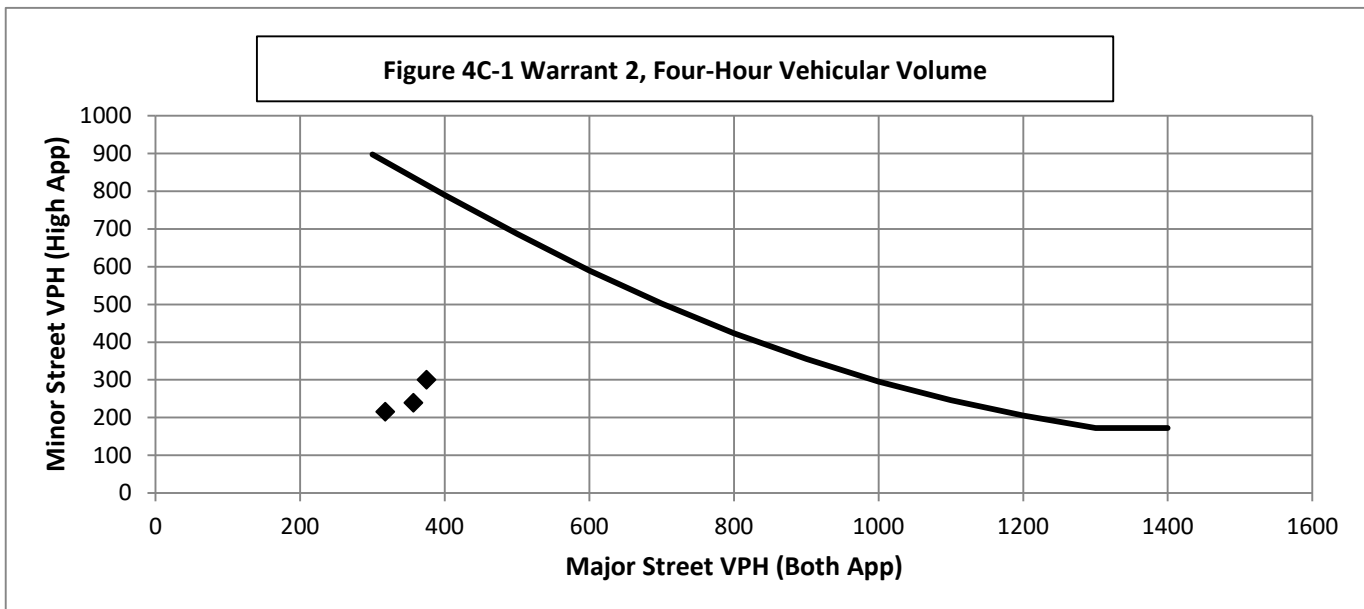
100%

Warrant Evaluated? Yes

Warrant Satisfied? No

Manually Set To:

Hour Start	12:00	16:00	11:00	#N/A
Major Road Vol.	375	357	318	#N/A
Minor Road Vol.	300	239	215	#N/A



## Warrant 3: Peak Hour Volume

**100%**

**Warrant Evaluated? Yes**

**Warrant Satisfied? No**

**Manually Set To:**

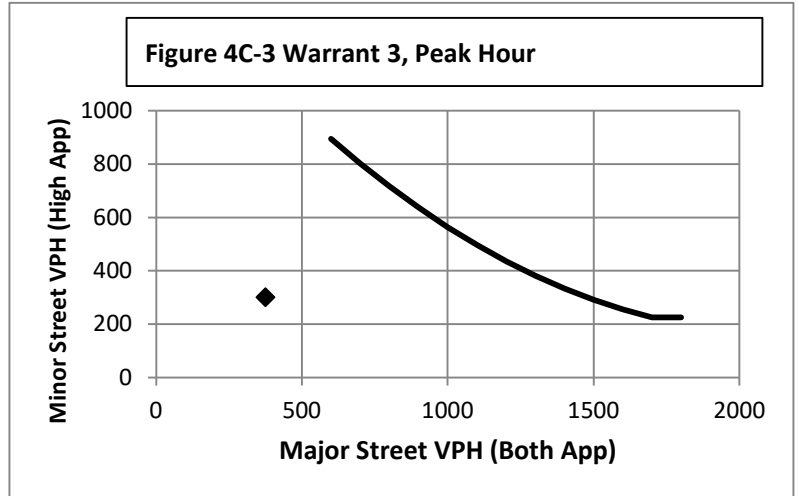
Condition justifying use of warrant:

Near Hospital and Big Box Development

Criteria		Met?
Delay on Minor Approach	5	No
Volume on Minor Approach	150	No
Total Entering Volume (veh/h)	800	

**Manually Set Peak Hour?**

Peak Hour	Major Road Vol. (Both App.)	Minor Road Vol. (High App.)
12:00	375	300



## Warrant 4: Pedestrian Volume

**100%**

**Warrant Evaluated? No**

**Warrant Satisfied? N/A**

**Manually Set To:**

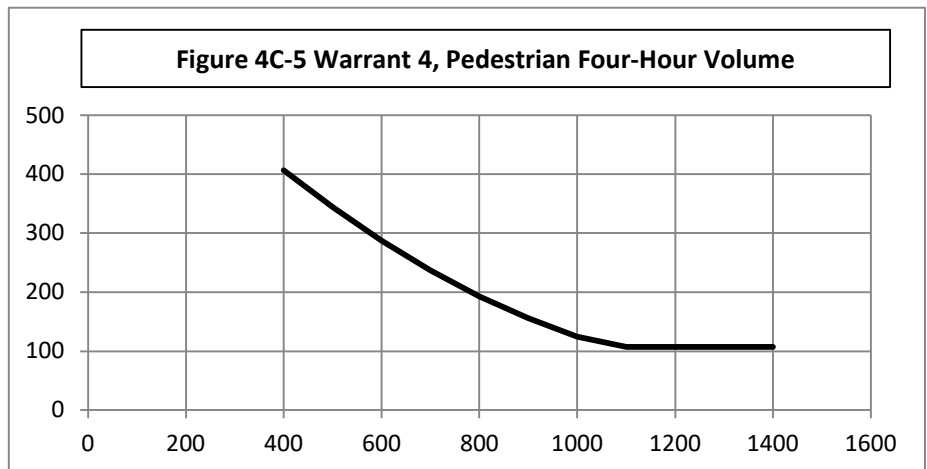
**Criterion A: Four Hour**

Hour (Start)	Pedestrian Volume	Major Road Vol.
		0
		0
		0
		0

**Manually Set Major Rd Vol?**

Avg. walk speed less than 3.5 ft/s?

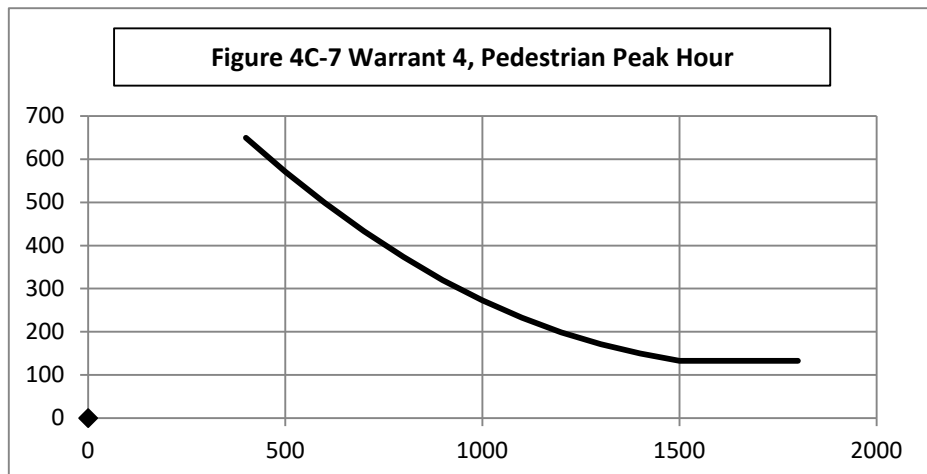
**Criterion A Satisfied?**



**Criterion B: Peak Hour**

Peak Hour	Pedestrian Vol.	Major Road Vol.
0:00	0	0

**Criterion B Satisfied?**





Report to the  
**Traffic, Bicycle and Pedestrian Commission**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # M.3**

To approve the request by the Traffic Engineer to remove the parking restrictions adjacent to Elmore Elementary School (615 Ethel Avenue).

**BACKGROUND**

**RECOMMENDATION**

To approve.

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Elmore



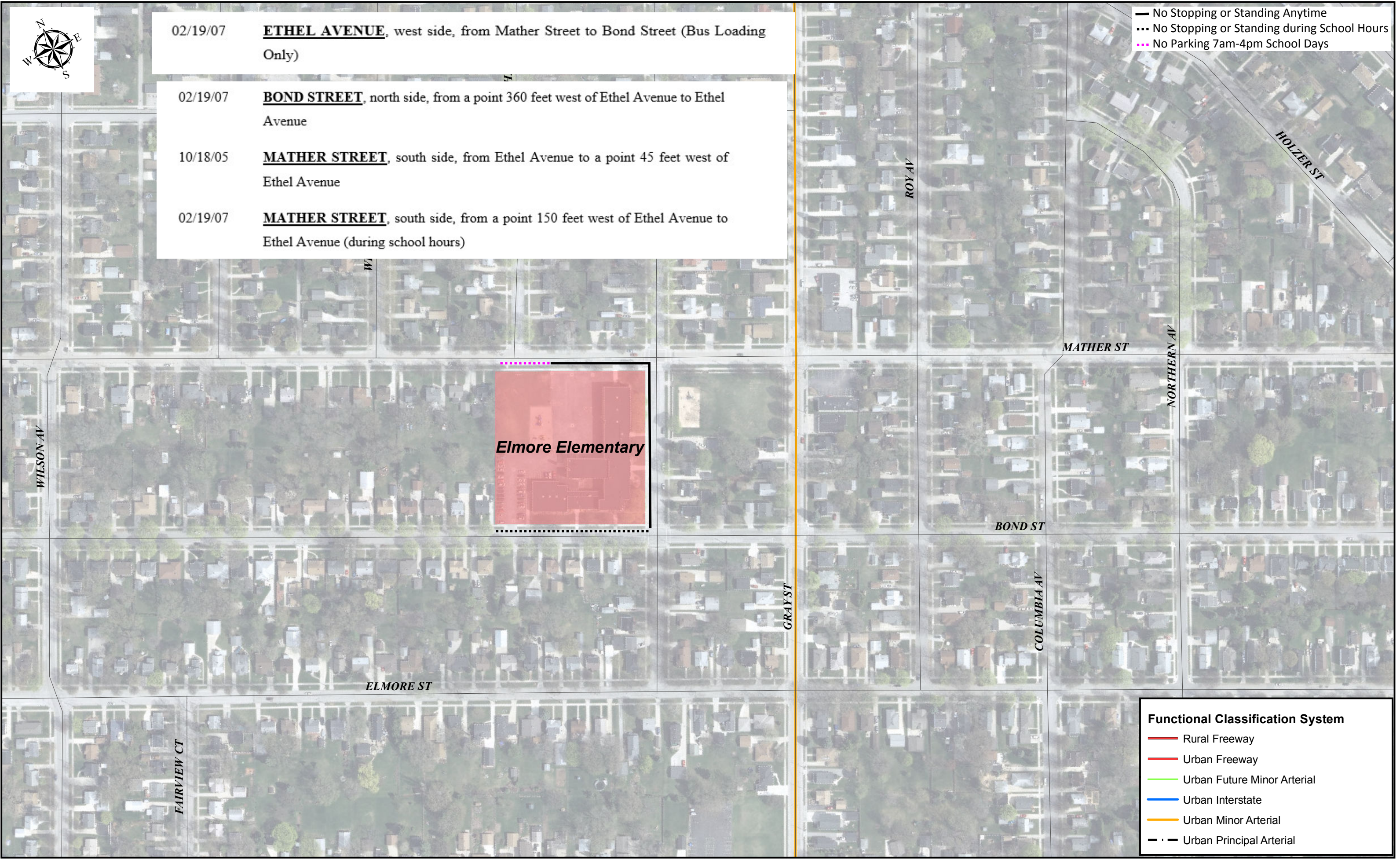
02/19/07 **ETHEL AVENUE**, west side, from Mather Street to Bond Street (Bus Loading Only)

02/19/07 **BOND STREET**, north side, from a point 360 feet west of Ethel Avenue to Ethel Avenue

10/18/05 **MATHER STREET**, south side, from Ethel Avenue to a point 45 feet west of Ethel Avenue

02/19/07 **MATHER STREET**, south side, from a point 150 feet west of Ethel Avenue to Ethel Avenue (during school hours)

- No Stopping or Standing Anytime
- ... No Stopping or Standing during School Hours
- ... No Parking 7am-4pm School Days



**Elmore Elementary**

- Functional Classification System**
- Rural Freeway
  - Urban Freeway
  - Urban Future Minor Arterial
  - Urban Interstate
  - Urban Minor Arterial
  - - - Urban Principal Arterial



Report to the  
**Traffic, Bicycle and Pedestrian Commission**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # M.4**

To approve the request by the Traffic Engineer to remove the parking restrictions adjacent to MacArthur Elementary School (1331 Hobart Drive).

**BACKGROUND**

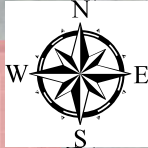
**RECOMMENDATION**

To approve

**FISCAL IMPACT**

**ATTACHMENTS**

- I. MacArthur

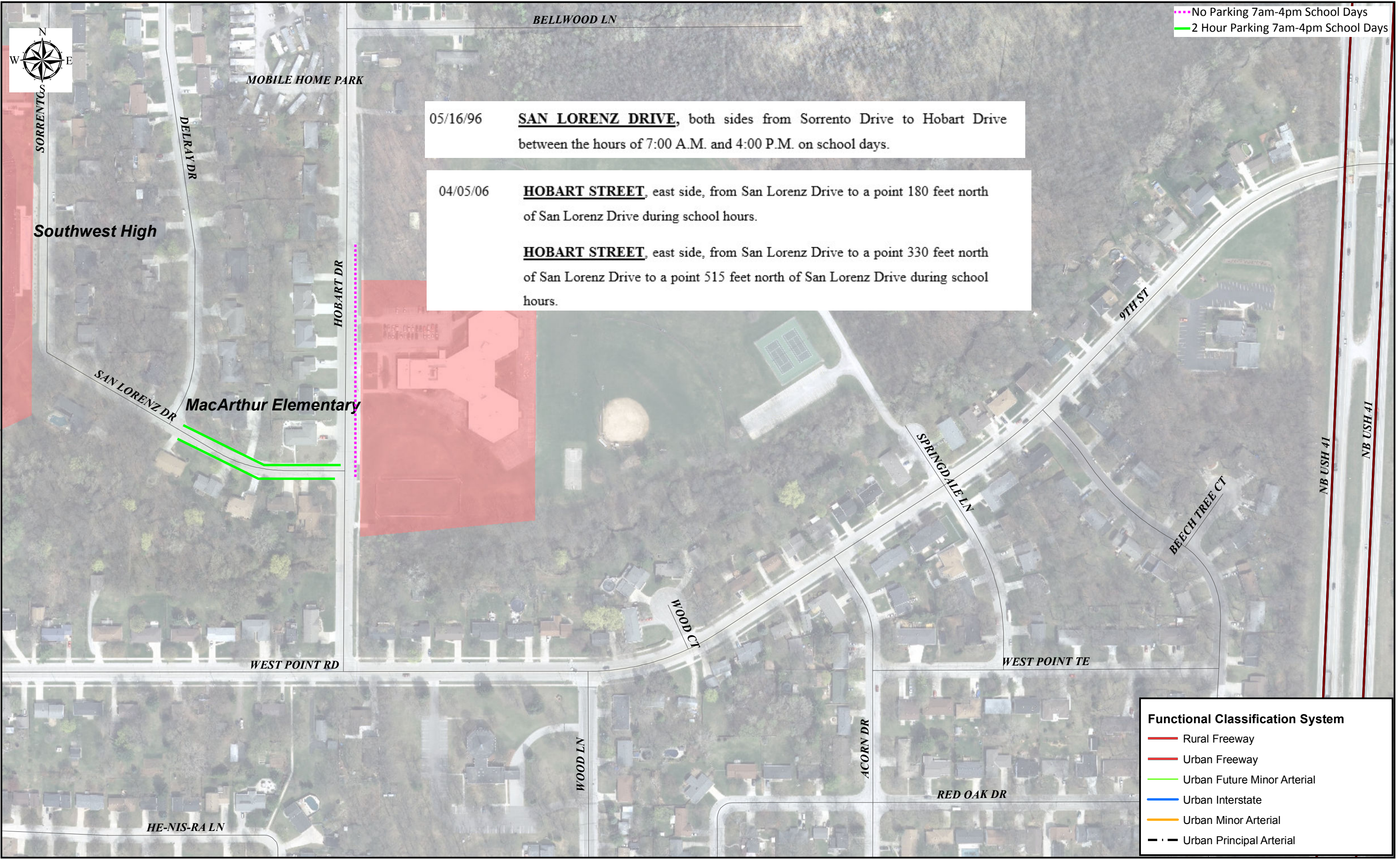


⋯ No Parking 7am-4pm School Days  
— 2 Hour Parking 7am-4pm School Days

05/16/96 **SAN LORENZ DRIVE**, both sides from Sorrento Drive to Hobart Drive between the hours of 7:00 A.M. and 4:00 P.M. on school days.

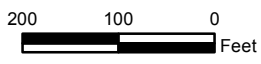
04/05/06 **HOBART STREET**, east side, from San Lorenz Drive to a point 180 feet north of San Lorenz Drive during school hours.

**HOBART STREET**, east side, from San Lorenz Drive to a point 330 feet north of San Lorenz Drive to a point 515 feet north of San Lorenz Drive during school hours.



**Functional Classification System**

- Rural Freeway
- Urban Freeway
- Urban Future Minor Arterial
- Urban Interstate
- Urban Minor Arterial
- - - Urban Principal Arterial



**FINAL PAYMENTS RESOLUTION**  
**June 2, 2026**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

That the City Clerk be and is hereby instructed to draw FINAL ORDERS in favor of the following contractors for their projects in the amounts listed as follows:

1. **PAVEMENT 1-25 CASS STREET RECONSTRUCTION**  
**PETERS CONCRETE CO.**

TOTAL AMOUNT EARNED:	\$ 251,684.55
LESS AMOUNT RETAINED:	<u>\$ 0.00</u>
	\$ 251,684.55
LESS AMOUNT PREVIOUSLY PAID:	<u>\$ 191,082.12</u>
<b>AMOUNT DUE THIS PAYMENT:</b>	<b>\$ 60,602.43</b>

**ACCOUNT NUMBERS**

501-12201-65125: \$1,970.46  
403500-55355-65125: \$146.02  
412500E-55355-65125: \$2,263.22  
401500E-55305-65125: \$56,222.73  
PO #2500131

2. **CITY HALL 1-25 3<sup>RD</sup> FLOOR LIGHTING**  
**ZEISE CONSTRUCTION**

TOTAL AMOUNT EARNED:	\$ 352,865.09
SS AMOUNT RETAINED:	<u>\$ 0.00</u>
	\$ 352,865.09
LESS AMOUNT PREVIOUSLY PAID:	<u>\$ 344,043.37</u>
<b>AMOUNT DUE THIS PAYMENT:</b>	<b>\$ 8,821.72</b>

**ACCOUNT NUMBER**

418610-53001-94199: \$8,821.72  
PO #2500126

Adopted \_\_\_\_\_, 2026

Approved \_\_\_\_\_, 2026

\_\_\_\_\_  
Mayor

ATTEST:

---

City Clerk

BMJ



Report to the  
**Improvement and Service Committee**  
of the City of Green Bay

**MEETING DATE**

June 2, 2026

**PREPARED BY**

**AGENDA ITEM # N.2**

Resolution in support of delegation of signature authority for Director of Public Works

**BACKGROUND**

The Mayor is the official signatory for legal or contractual documents within the City. This signatory delegation would authorize the Public Works Director to sign those documents as outlined in the resolution. This authority is not transferable to anyone else within the Public Works Department. If the Director is not available to sign the documents listed, the Mayor would sign those documents. This change will streamline review and signatory processes.

**RECOMMENDATION**

To approve the resolution delegating signatory authority to the Director of Public Works for certain agreements and contractual documents.

**FISCAL IMPACT**

None.

**ATTACHMENTS**

- I. Delegation of Signature Authority DPW Director (002)

RESOLUTION IN SUPPORT OF DELEGATION OF SIGNATURE  
AUTHORITY FOR DIRECTOR OF PUBLIC WORKS

WHEREAS, the Common Council desires to delegate certain signature authority to the Director of Public Works for the City of Green Bay, as follows:

The Common Council for the City of Green Bay hereby authorizes and empowers the Director of Public Works to execute, on behalf of the City of Green Bay, the following documents and instruments:

1. Temporary use or access agreements
2. Service contracts or agreements (i.e. utility service)
3. Hold harmless agreements
4. Professional services agreements (for consultant or design professional services)
5. Regulatory permit applications and reporting requiring signature of chief executive
6. Maintenance agreements pertaining to stormwater
7. Grant agreements
8. Construction contracts (delegation for Mayor signature only)
9. State Municipal Agreements with WisDOT

WHEREAS, the delegation of authority does not supersede the City's policies and procedures regarding purchasing that may be specified or outlined in the City's Procurement Manual;

WHEREAS, the delegation of authority does not supersede approvals necessary by ordinance or law;

WHEREAS, the delegation of authority shall become effective upon approval of the Common Council and will remain in effect until terminated or further modified by the Common Council.

NOW, THEREFORE, BE IT RESOLVED, the Common Council hereby delegates signature authority to the Director of Public Works as specified herein.

Adopted \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
Eric Genrich, Mayor

Acknowledged and Accepted:

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Valerie Joosten, Director of Public Works



Report to the  
**Improvement and Service Committee  
of the City of Green Bay**

### MEETING DATE

June 2, 2026

### PREPARED BY

Valerie Joosten, Public Works Director

### AGENDA ITEM # N.3

Resolution approving the Wisconsin Department of Natural Resources 2025 Compliance Maintenance Annual Report

### BACKGROUND

Each year the City is required to submit an annual report, known as the electronic Compliance Maintenance Annual Report (eCMAR), to Wisconsin Department of Natural Resources for the City's sanitary sewer collection system. A resolution is required for Council approval of the report prior to submittal to WDNR by the Public Works Director. These actions are necessary to maintain compliance with the requirements of ch. NR 208, Wis. Adm. Code. The submittal deadline for the 2025 eCMAR annual report is June 30, 2026.

### RECOMMENDATION

To approve the 2025 eCMAR, forward the corresponding resolution to Council for approval, and authorize the Director of Public Works to submit the eCMAR to the Wisconsin Department of Natural Resources.

### FISCAL IMPACT

No additional impacts are associated with this annual report. The City will continue to operate, manage and maintain the sanitary sewer collection system within the Sanitary Sewer Utility budget.

### ATTACHMENTS

1. 2025 CMAR Summary Memo
2. 2025 CMAR Resolution
3. Draft eCMAR 2026-05-19



Public Works Department  
100 North Jefferson Street - Room 300  
Green Bay, Wisconsin 54301-5026  
www.greenbaywi.gov

Administration | Engineering | Traffic 920.448.3100  
Operations 920.448.3535  
Parking 920.448.3431  
Fax 920.448.3102

**TO:** Improvement & Services Committee  
**FROM:** Valerie Joosten, P.E. – Director of Public Works  
**DATE:** May 19, 2026  
**RE:** 2025 Compliance Maintenance Annual Report Summary

Each year the Public Works Department is required to submit a report to the Wisconsin Department of Natural Resources (WDNR) regarding the City’s sanitary sewer collection system. The annual report is referred to as the electronic Compliance Maintenance Annual Report (eCMAR).

The City’s eCMAR is complete and ready for submittal to the Wisconsin Department of Natural Resources (WDNR). The report documents the compliance status of the City’s sanitary sewer collection system for 2025.

The eCMAR consists of two sections, Financial Management and the Sanitary Sewer Collection Systems.

The Financial Management section of the report addresses whether the City has sufficient revenue to cover operational and maintenance expenses and ensures that the City is planning for capital projects and expenses, related to the City’s sanitary sewer collection system. The report collects data related to energy efficiency and usage of the collection pumping systems. In 2025, the City received an “A” rating for the Financial Management section.

The Sanitary Sewer Collection System section of the report addresses the various components of the City’s CMOM (Capacity, Management, Operations & Maintenance) program and addresses the City’s performance related to the maintenance, management and operation of the City’s sanitary sewer collection system. The City’s written CMOM plan has been in place since 2015, following an EPA mandate. WDNR regulations required the implementation of a CMOM for collection facilities beginning in 2016. The CMOM plan is a living document that is reviewed, revised, and implemented on an ongoing basis. The City receive an “A” rating in 2025 for the Sanitary Sewer Collection System section of the report.

As indicated in the eCMAR report, the City has the necessary systems in place to effectively operate, manage and maintain the sanitary sewer collection system. The City will continue to review and make improvements to its CMOM and set goals to continue to improve the operation, management and maintenance of the system.

A summary of the City’s performance since 2016 (last 10 years) is provided in the following table.

**City of Green Bay – eCMAR Rating and Data Summary**

Year	Financial Rating	Sewer System Rating	Overall Rating	% System Cleaning	% System Televised	Total No. of Sewer Complaints	Back-ups from City Main	Sanitary Sewer Overflow (SSO)
2016	A	A	A	38.06	16.44	178	13	0
2017	A	A	A	61.9	16.1	174	11	0
2018	A	A	A	71.6	25.9	214	6 <sup>1</sup>	0
2019	A	A	A	58.1	25.0	182	7 <sup>1</sup>	1
2020	A	A	A	55.4	19.6	192	6 <sup>1</sup>	0
2021	A	A	A	40.94	21	160	12	0
2022	A	A	A	43.2	23.8	159	7	0
2023	A	A	A	43.4	21.4	140	6	0
2024	A	A	A	34.3 <sup>2</sup>	19.5	106	2	0
2025	A	A	A	39.57	22.5	162	7	2

Notes: <sup>1</sup> Excludes complaints due to flooding, contractor damage, and water main breaks

<sup>2</sup> Beginning in 2024, the City is no longer including SL-RAT inspections to calculate the % of system cleaned. The City continues to use SL-RAT, but it is used for inspection purposes to determine whether more frequent cleaning is needed.

In 2025, the City experienced two sanitary sewer overflows related to a sanitary sewer main that was blocked by roots and grease. The issue was promptly addressed and throughout the year, the City implement additional improvements such as new televising software and procedural changes for root treatment and tracking. Within the eCMAR further actions set forth by the City include:

- Continued focus on reducing I&I and basement backups through the pilot lateral replacement program, televising, jetting, root treatment, FOG (fats, oil, and grease) outreach and maintenance, and annual sewer repairs or replacement.
- Continue to invest in technology and infrastructure improvements, such as the project to upgrade the city's SCADA software and lift station controls.

**Action Requested**

The Public Works Department requests the Improvement & Service Committee and Common Council adopt the Resolution approving the 2025 Compliance Maintenance Annual Report, authorize the Mayor and City Clerk to execute the resolution, and allow the Director of Public Works to forward these documents to WDNR. These actions are necessary to maintain compliance with the requirements of ch. NR 208, Wis. Adm. Code. The submittal deadline for the 2025 annual report is June 30, 2026.

**RESOLUTION APPROVING THE  
WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
2025 COMPLIANCE MAINTENANCE ANNUAL REPORT  
June 2, 2026**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of "C" or less) and/or an overall grade point average (<3.00); and

WHEREAS the City of Green Bay (City) scored an "A" in Financial Management; and

WHEREAS the City scored an "A" in Collection System Management; and

WHEREAS the City scored an "A" as an overall grade.

NOW, THEREFORE, BE IT RESOLVED that the following voluntary actions will be taken by the City in 2026:

1. Continue to review and update policies and procedures pertaining to the financial management of the City's Sanitary Sewer Utility;
2. Continue to review and implement written policies and procedures as it relates to the management, operation and maintenance of the City's sanitary sewer collection system;
3. Continue to review, update, and implement the City's Capacity, Management, Operation and Maintenance (CMOM) program;
4. Continue to evaluate program goals related to the CMOM program to continue to improve the operation, management and maintenance of the City's sanitary sewer collection system.

Adopted \_\_\_\_\_, 2026

Approved \_\_\_\_\_, 2026

\_\_\_\_\_  
Eric Genrich, Mayor

ATTEST:

\_\_\_\_\_  
Celestine Jeffreys, City Clerk

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

## Financial Management

1. Provider of Financial Information Name: <input type="text" value="Valerie Joosten"/> Telephone: <input type="text" value="920-448-3097"/> (XXX) XXX-XXXX E-Mail Address (optional): <input type="text" value="valerie.joosten@greenbaywi.gov"/>		
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ No (40 points) If No, please explain: <input type="text"/> 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input type="text" value="2025"/> ● 0-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A (private facility) 2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		<b>0</b>
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input type="text" value="2025"/> ● 1-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A If N/A, please explain: <input type="text"/>		
3.2 Equipment Replacement Fund Activity		
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$ <input type="text" value="3,994,328.13"/>	
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	- \$ <input type="text" value="3,340.00"/>	
3.2.3 Adjusted January 1st Beginning Balance	\$ <input type="text" value="3,990,988.13"/>	
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+ \$ <input type="text" value="1,069,333.30"/>	

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*) -

\$ 1,253,932.39

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 3,806,389.04

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

In 2025, the City purchased a dewatering roll-off box for sewer grit and a trailer mounted generator.

3.3 What amount should be in your Replacement Fund?

\$ 3,806,389.04

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	13th - W Mason to Howard Reconstruction	\$530,000	2027
2	13th - W Mason to 9th	\$840,000	2028
3	4th street - Broadway to S Maple Reconstruction	\$190,000	2026
4	Bridge St - Pearl to East Termini	\$40,000	2026
5	Chronic Sewer Repairs - Citywide	\$1,000,000	2025
6	Congress St - Madison to Monroe	\$100,000	2026
7	Division - Norwood to Northern Reconstruction	\$515,000	2026
8	Emilie Street - S Webster to Roosevelt	\$340,000	2028
9	Hinkle Street - Frontage Road to Hutson	\$495,000	2027
10	Hinkle - NR Frontage Road to W Mason Reconstruction	\$260,000	2025
11	Mather Street - Gray to Locust	\$1,300,000	2026
12	N Irwin - St Clair to N Termini	\$55,000	2028
13	Oxford - Dousman to Reed Reconstruction	\$170,000	2026
14	Reed - Oxford to Allard Reconstruction	\$105,000	2026
15	Resurfacing Program	\$800,000	2026
16	S Maple - Kellog to Mather	\$350,000	2026
17	S Roosevelt - Eliza to Grignon	\$300,000	2028
18	Emergency Sewer Repairs - City wide	\$400,000	2026
19	Spring Street - Madison to Monroe Reconstruction	\$110,000	2028

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

20	Chicago - S Madison to S Monroe	\$95,000	2027
21	Chicago - S Webster to S Roosevelt	\$335,000	2029
22	Christiana - S Oakland to Hazel Ave	\$285,000	2030
23	Clay St - E. Mason to Main	\$1,005,000	2029
24	N Maple Ave - Mather to Phoebe	\$215,000	2026
25	Quincy - Walnutto Bodart	\$860,000	2030
26	S. Chestnut - 7th to 8th	\$185,000	2029
27	S Maple Ave - Walnut to Kellogg	\$500,000	2026
28	Sanitary Lift Station Upgrade	\$150,000	2026
29	St Clair - Baird to Roosevelt	\$465,000	2028
30	Mary St. Sewer extended	\$525,000	2026
31	Augusta: Lincoln - Termini reconstruct	\$70,000	2028
32	Elmore: Gray to S. Ashland	\$1,030,000	2027
33	Elmore: Ashland - Broadway	\$270,000	2028
34	N. Jackson: Reber to Eastman	\$100,000	2029
35	Oak Street: Howard - Railroad Crossing	\$190,000	2026

## 5. Financial Management General Comments

None.

## ENERGY EFFICIENCY AND USE

### 6. Collection System

#### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

#### **COLLECTION SYSTEM PUMPAGE: Total Power Consumed**

Number of Municipally Owned Pump/Lift Stations:

	<b>Electricity Consumed (kWh)</b>	<b>Natural Gas Consumed (therms)</b>
<b>January</b>	4,344	0
<b>February</b>	4,042	1
<b>March</b>	5,363	0
<b>April</b>	5,458	1
<b>May</b>	4,996	0
<b>June</b>	5,363	4
<b>July</b>	4,614	1
<b>August</b>	3,441	21
<b>September</b>	2,533	0
<b>October</b>	2,821	1
<b>November</b>	4,384	0
<b>December</b>	4,460	0
<b>Total</b>	<b>51,819</b>	<b>29</b>
<b>Average</b>	<b>4,318</b>	<b>5</b>

#### 6.1.2 Comments:

Energy usage is for the City's pump / lift stations. Data obtained from WPS Utility bills.

### 6.2 Energy Related Processes and Equipment

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 **2025**

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

A second trailer mounted backup generator was purchased in 2025.

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

The City regularly inspects and maintains its lift stations and pump stations. The City has a technical maintenance worker dedicated to monitoring and maintaining all of the City's lift stations. The City is planning to upgrade its SCADA software, control panels and VFDs at its pump stations. The design of this work will begin in 2026 and be completed in 2027. Implementation of the new system is expected to occur in 2027.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 2025

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Major goals for the program over the last year include:

1. FOG Outreach and tracking of food service establishments and grease trap cleaning. In 2025, we completed targeted (door hanger) outreach to areas with known grease problems. Our inventory of food service establishments was updated with new businesses, and cleaning records were reviewed and updated for existing businesses.
2. Root treatment. The City invested in a cutter truck to address mineral deposits and roots within the city's sewers. Any lines with roots cut were added to the root treatment list, increasing the number of lines that were treated.
3. Lateral replacement/I&I. In 2025, the City obtained Council approval for a pilot lateral replacement program for street reconstruction projects. Lateral replacement work using pipe bursting will begin in 2026. The cost of lateral replacement is funded through the City's Sanitary Sewer Fund.
4. I&I. The City continued to participate on the NEW Water I&I Technical Advisory Committee and annual workshop.
5. Lift Station O&M. The City created a GIS field form to collect maintenance records of all work performed at lift stations.
6. System maintenance. The City transitioned to a new televising software, IT Pipes, which will allow us to review condition and defects more efficiently. The City continued annual maintenance work to address defects on City sewers, while also upgrading or rehabbing sewers during street reconstruction or resurfacing projects.
7. I&I. A full workplan has not been completed. In 2025, the City requested proposals for consultants so that the City would have sanitary sewer related consulting services under contract. Several firms were selected. The City will use these consultants for work such as I&I work planning. Currently, the City is working with a consultant to upgrade its SCADA software and VFD equipment at the City's lift stations.
8. CMOM Review and updates. Due to the Utility Manager vacancy, further work is needed to review and update the CMOM in 2026.

Did you accomplish them?

- Yes
- No

If No, explain:

# Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:  
5/18/2026 2025

The majority of the goals were met in 2025 and progress continues to be made.  
In 2026,

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

2021-12-21

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2021-12-21

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map
- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- A description of routine operation and maintenance activities (see question 2 below)
- Capacity assessment program
- Basement back assessment and correction
- Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)

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- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

Evaluation of I&I areas to guide a private lateral replacement program, which was approved by Council as a pilot program.

0

## 2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	39.57	% of system/year
Root removal	0.98	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	22.5	% of system/year
Manhole inspections	16.4	% of system/year
Lift station O&M	22	# per L.S./year
Manhole rehabilitation	2.3	% of manholes rehabbed
Mainline rehabilitation	0.5	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	34	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

Cleaning: The City operates its own jetting trucks. Cleaning footage was greater in 2025 in preparation for the NFL Draft.  
 Root Removal: This includes root treatment and root cutting. In 2025, the City purchased a cutter tool for it's televising truck.  
 Private sewer inspections: Lateral launching was performed for the pilot lateral replacement program. However, the overall percentage is small and the total number of laterals is unknown.

## 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

24.45	Total actual amount of precipitation last year in inches
31.61	Annual average precipitation (for your location)
464.22	Miles of sanitary sewer
13	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
7	Number of basement backup occurrences
162	Number of complaints
11.76	Average daily flow in MGD (if available)

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513.9	Peak monthly flow in MGD (if available)
0	Peak hourly flow in MGD (if available)
3.2 Performance ratios for the past year:	
0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.02	Basement backups (number/sewer mile)
0.35	Complaints (number/sewer mile)
43.7	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume
0	3/5/2025 7:45:00 AM - 3/5/2025 8:45:00 AM	Eliza and Goodell Street	Rain	8,000
1	3/5/2025 7:45:00 AM - 3/5/2025 8:45:00 AM	Eliza and Goodell Street	Rain	8,000

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

This SSO was caused by roots and grease in private laterals and/or the main line. In 2025, the City revised field procedures for tracking of roots and root cutting within GIS. This information is used to determine new lines that require root treatment and/or repair. Additionally, the City performed target FOG outreach in this area. In 2025, the City also transitioned to a new televising software that will make it more efficient for identifying and evaluating problems. The City also initiated a pilot lateral replacement program in 2025, which will include the replacement of private laterals in 2026 for street reconstruction projects.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

Infiltration and inflow is an ongoing concern within the City of Green Bay due to the age of the City's infrastructure and private laterals. The City is continuing to implement programs to address this issue.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

No significant change in 2025 when compared to 2024.

5.4 What is being done to address infiltration/inflow in your collection system?

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Annually, the City televises 20 - 25% of the city's sanitary sewers and reviews defects for needed repairs. Defects are mapped in GIS. The City budgets \$1 - 2 million annually for repair and replacement of the City's sewers in addition to the amount budgeted for repair or replacement during street reconstruction and resurfacing projects. The City transitioned to new televising software that makes it more efficient to review repairs. The city has recently started a private lateral replacement program. I&I will continue to be a focus for the City.

<b>Total Points Generated</b>	
<b>Score (100 - Total Points Generated)</b>	
<b>Section Grade</b>	

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## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection				
<b>TOTALS</b>			<b>1</b>	<b>4</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

City of Green Bay

Date of Resolution or  
Action Taken:

2026-06-02

Resolution Number:

NA

Date of Submittal:

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Financial Management: Grade = A

The City evaluates rates annually and revenues collected fund the equipment replacement fund and budget for operating expenses and capital projects.

Collection Systems: Grade =

(Regardless of grade, response required for Collection Systems if SSOs were reported)

Actions set forth by the City include:

1. Continued focus on reducing I&I and basement backups through the pilot lateral replacement program, televising, jetting, root treatment, FOG outreach and maintenance, and annual sewer repairs or replacement.
2. Continue to invest in technology and infrastructure improvements, such as the project to upgrade the city's SCADA software and lift station controls.

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4.00**

The City will continue to review and implement its CMOM program and set goals related to the operation, management and maintenance of the City's sanitary sewers.

**RESOLUTION ESTABLISHING POLLING LOCATIONS AND ALTERNATE IN-  
PERSON ABSENTEE VOTING SITES FOR THE 2026 FALL PRIMARY AND  
GENERAL ELECTIONS IN THE CITY OF GREEN BAY**

XXXXXXX

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, in accordance with Wis. Stats. § 5.25, the City of Green Bay is required to identify and publish the location of polling places for all elections; and

WHEREAS, the City Clerk has identified certain additional locations that may be used as polling places in the event of an emergency; and

WHEREAS, in accordance with Wis. Stats. § 6.855, the City of Green Bay is authorized to operate alternative sites for in person absentee voting; and

WHEREAS, offering in-person absentee voting at more sites offers greater opportunities to voters throughout the City;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Green Bay does hereby establish polling places for wards of the City of Green Bay, as well as additional polling places to be used in the event of an emergency, as identified in the attached Exhibit A, incorporated herein by reference, for the Fall Primary on August 11, 2026, and the Fall General Election on November 3, 2026:

BE IT FURTHER RESOLVED that the City Clerk offer in-person absentee voting at any of the following alternate locations for the Fall Primary on August 11, 2026, and the Fall General Election on November 3, 2026:

1. City Hall, 100 N. Jefferson St., Room 101
2. One Way Christian Church, 2071 9<sup>th</sup> Street
3. Mauthe Center, 2418 Leon Bond Dr
4. Green Bay Area Unitarian Universalist Fellowship, 1313 Main St

Approved \_\_\_\_\_

\_\_\_\_\_  
Eric Genrich, Mayor

Attachment – Exhibit A

Exhibit A

**Polling Locations:**

Fall Primary Election: August 11, 2026

Fall General Election: November 3, 2026

<b>wards</b>	<b>address</b>	<b>location</b>
1	2358 Leon Bond Drive	UWGB--Kress East/West Gym
2	2358 Leon Bond Drive	UWGB--Kress East/West Gym
3	2358 Leon Bond Drive	UWGB--Kress East/West Gym
4	450 Laverne Dr.	Christ of the Bay
5	450 Laverne Dr.	Christ of the Bay
6	3475 Humboldt Rd	Celebration Church
7	3475 Humboldt Rd	Celebration Church
8	3475 Humboldt Rd	Celebration Church
9	2040 Hillside Ln	St. Bernard's Church
10	2040 Hillside Ln	St. Bernard's Church
11	831 Schoen St.	Central Assembly Church
11A	831 Schoen St.	Central Assembly Church
12	831 Schoen St.	Central Assembly Church
12A	831 Schoen St.	Central Assembly Church
48	831 Schoen St.	Central Assembly Church
13	509 S. Webster Ave.	First United Church
14	716 S. Madison St.	Union Congregational Church
15	631 S. Adams St.	GB Water Utility Conference Rm
16	500 Beverly Rd.	Triangle Hill Park Shelter
17	500 Beverly Rd.	Triangle Hill Park Shelter
18	2132 Deckner Ave.	Atonement Church
19	2132 Deckner Ave.	Atonement Church
20	1660 E. Shore Dr.	Wildlife Sanctuary DRC Learning Ctr
21	1570 Elizabeth St.	Green Bay Labor Temple
22	1660 E. Shore Dr.	Wildlife Sanctuary DRC Learning Ctr
23	1660 E. Shore Dr.	Wildlife Sanctuary DRC Learning Ctr
24	901 University Ave.	Green Bay Metro
25	901 University Ave.	Green Bay Metro
26	626 Union Ct.	Salvation Army
27	200 S. Ashland Ave.	First Presbyterian Church

28	210 S. Oneida St.	Redeemer Church
29	600 N Fisk St	Perkins Park Shelter
30	936 9th Street	St. Joseph Church--Holy Grounds Café
31	1301 S. Ridge Rd.	Calvary Church
32	1301 S. Ridge Rd.	Calvary Church
33	631 S. Adams St.	Green Bay Water Utility Conference Room
34	210 S. Oneida St.	Redeemer Church
35	330 S. Broadway	Trinity Church
36	936 9th Street	St. Joseph Church--Holy Grounds Café
37	341 Wilson Ave.	St. Paul's Church
37A	341 Wilson Ave.	St. Paul's Church
38	1420 Division St.	St. Jude's Church
39	1420 Division St.	St. Jude's Church
40	1840 W Mason	Living Hope Church
41	1840 W Mason	Living Hope Church
42	1840 W. Mason St.	Living Hope Church
43	2771 Oakwood Dr.	St. Elizabeth Ann Seton Church
44	2421 W. Point Rd.	Bridge Point Church
45	2771 Oakwood Dr.	St. Elizabeth Ann Seton Church
45A	2771 Oakwood Dr.	St. Elizabeth Ann Seton Church
46	2683 W. Point Rd.	Church of Christ
47	2771 Oakwood Dr.	St. Elizabeth Ann Seton Church
no ward assigned	1761 Biemeret ST	John Muir Park Shelter
no ward assigned	100 N Jefferson St	City Hall
Alt IPAV Location	100 N Jefferson St., Rm 101	City Hall
Alt IPAV Location East	2418 Leon Bond Drive	Mauthe Center
Alt IPAV Location West	2071 9th St	One Way Christian Church
Alt IPAV Location East	1313 Main St, Green Bay, WI 54302	Green Bay Area Unitarian Universalist Fellowship