



AGENDA OF THE COMMON COUNCIL

WEDNESDAY, APRIL 1, 2020, 6:00 PM

Telephonic Meeting

public may also view at

www.youtube.com/CityOfGreenBay

A. Zoom Meeting Information

- I. Please find information to join this meeting via "zoom meeting" along with instructions.

B. Roll Call.

C. Appointment of Temporary Deputy Clerk

- I. Appointment of Pamela Manley as temporary deputy clerk pursuant to Wis. Stat 62.09(5)(d) for the purpose of discharging the officer's duties until the officer is available.

D. Pledge of Allegiance.

E. Invocation.

- I. The invocation will be lead by Alder Andy Nicholson, District 3.

F. Approval of Minutes.

- I. Approval of the minutes of the March 3, 2020 Common Council meeting.

G. Approval of the Agenda.

H. Report by the Mayor.

I. Announcements.

J. Appointments.

I. Re-appointments:

Room Tax Commission

Larry Vesely, 1715 E. Sonata Drive., Green Bay, WI 54311

Term to expire: April 1, 2021

Zoning and Planning Board of Appeals

Noel Halvorsen, 2443 Decker Ave., Green Bay, WI 54302

Term to expire: April 1, 2023

Tommy Everman, 410 Cass St., Green Bay, WI 54301

Term to expire: April 1, 2023

Green Bay Public Arts Commission

Paul Grall (Liaison), 425 S. Monroe Ave. Unit 1J, Green Bay, WI 54301

Term to expire: April 1, 2023

K. Public Hearings.

1. Zoning Ordinance No. 2-20

An ordinance rezoning property located at 1860 West Mason Street from General Commercial (C1) to Highway Commercial (C2).

2. Final resolution regarding vacation of portions of public right-of-way, Acme Street and Lawrence Street.

L. Ordinances - Second Reading for Adoption.

1. General Ordinance No. 05-20

An ordinance to amend Section 21.11(8), GBMC, relating to Financing of Lead Water Service Line Replacement.

2. General Ordinance No. 06-20

An ordinance amending Section 29.208, Green Bay Municipal Code, relating to parking regulations.

3. General Ordinance No. 07-20

An ordinance amending Section 29.307, Green Bay Municipal Code, relating to traffic regulations.

4. Zoning Ordinance No. 2-20

An ordinance rezoning property located at 1860 West Mason Street from General Commercial (C1) to Highway Commercial (C2).

M. Report of the Redevelopment Authority (March 24, 2020).

- 1. To refer to staff and report back to RDA in April 2020, the communication from Ald. Johnson (District 9) "To direct the Redevelopment Authority to initiate negotiations to purchase 927 Liberty Avenue utilizing neighborhood enhancement funds, block grant or other funding resources available to the City of Green Bay or RDA."**

2. To refer to staff and report back to RDA in April 2020, the communication from Ald. Wery (District 8) on "Request to purchase and remove 1077 and 1079 Shawano Ave."
3. To refer to staff and report back to RDA in April 2020, the communication from Ald. Johnson (District 9) on "Creation of an emergency relief fund to provide loans to assist small business owners with the impacts of coronavirus (COVID-19)."
4. To approve Term Sheet with Merge, LLC for a development project at the Shipyard, 239 Arndt St., 101 Bridge St., and 119 Bridge St. (Tax Parcels 3-551, 3-554-A, 3-556), subject to minor legal and technical changes, and direct staff to work on a Development Agreement as discussed in closed session.

The Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

5. To refer to staff to report back in September 2020, the communication from Ald. Johnson (District 9) "To create a policy guaranteeing City Council oversight and disbursement of funds related to Affordable Housing Extension Resolutions for TIDs 7, 8, and 12."
6. To approve partnering with the City of Green Bay Parks Department in the purchase of 601 St. George Street for trail expansion and housing development.

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N. Report of the Improvement & Services Committee (March 25, 2020).

1. To approve the request by Larry Stange (Bay Beach Mini Golf) and Brian and Stephanie Matzke (Kastle Karts) for permission to not clear sidewalks in front of their businesses during winter months and to rescind the recent invoice for clearing sidewalks.
2. To hold until the April 8, 2020 Improvement and Services Committee meeting the request by Ald. Lefebvre to request committee to look at the issuing of a sidewalk café permit to Titledown Tobacco per Section 6.155 Green Bay Municipal Code – (1) Definitions: (a) sidewalk café is any group of tables, chairs, benches, or partitions maintained within the public right-of-way for use directly in front of an establishment with a valid restaurant license.
3. To hold until the April 8, 2020 Improvement and Services Committee meeting the request by Ald. Nicholson, on behalf of Tina Bunker, to have the City of Green Bay own and maintain the storm water management ponds as part of the Grandview subdivision(s).
4. To refer to staff the request by Ald. Vander Leest, on behalf of area residents, for the sink hole in the front yard of 1831 Van Oss Court near the newly installed mini storm sewer be investigated by the Public Works Department and to be fixed in the spring.
5. To hold until the April 8, 2020 Improvement and Services Committee meeting the request by Ald. Wery on adjusting mini sewer hookup fees.

6. To refer to staff the request by Ald. Wery for an update on repairs or resurfacing of Shawano Avenue and request staff to find out from WisDOT how to get the project scheduled.
7. To approve the request by Department of Public Works to award the Doty Street Reconstruction project contract at a staff level and report the award at the next regular meeting of the Improvement and Services Committee due to the March meeting schedule.
8. To approve as amended the report of the Purchasing Manager requesting approval to purchase annual street maintenance consumables as needed for the 2020 season and for annual budgeted expenditures from 2021-2025, from the noted contracted vendors; annual street maintenance consumables, sealant, and glass spheres are approved for purchase, and Brown County shall be given the opportunity to quote cold patch asphalt and high performance asphalt. Total expenditure is based on annual budget for these items of \$350,300.
9. To approve the award of the following contracts:
 - A. BRIDGE 2-20 (B-05-154: EAST MASON STREET BRIDGE OVER EAST RIVER REHABILITATION) to the low responsive bidder, Lunda Construction, in the amount of \$343,250.
 - B. PAVEMENT 2-20 HILLCREST DRIVE RECONSTRUCTION to the low responsive bidder, David Tenor Corp., in the amount of \$828,865.45.
 - C. PAVEMENT 3-20 GRAY STREET RECONSTRUCTION to the low responsive bidder, Soper Grading & Excavating LLC, in the amount of \$2,988,635.66.
 - D. PARKING RAMP REPAIRS - 2020 to the low responsive bidder, Central Restoration LLC, in the amount of \$571,825.
10. To approve the request by InterCon Construction to enter into an annual Hold Harmless Agreement for access to the City of Green Bay sewer system to conduct inspection of the sewer mains and laterals.
11. To conditionally approve the applications for a Sidewalk Builder License for Items 11. F and I contingent upon a positive review of references and to approve the applications for Sidewalk Builders Licenses for Items 11. A, B, C, D, E, G and H.
 - A. Allied Concrete Construction, Inc.
 - B. Christensen Concrete
 - C. Fischer Ulman Construction, Inc.
 - D. Helmle Construction & Concrete
 - E. Kurowski Construction
 - F. Milis Flatwork
 - G. Quinn and Sons Concrete LLC
 - H. RG Hendricks & Sons Construction, Inc.
 - I. Utility Traffic & Restoration, Inc.

12. To approve the application for Tree & Brush Trimmer License for WB Tree Service.

O. Report of the Protection & Policy Committee (March 9, 2020 AND March 23, 2020).

1. To approve a request by the Sardine Can, Inc. at 128 S. Broadway to extend their license premises to the parking lot on June 17, July 8, July 29 and August 19, subject to complaint (March 9, 2020).
2. To recommend Council waive the ordinance requirements for an outdoor licensed premise and to approve a request by the Sardine Can, Inc. at 128 S. Broadway to extend their outdoor patio space, with the approval of the proper authorities (March 9, 2020).
3. To approve an appeal by Bernard Sanapaw Jr. regarding the denial of his operator's license (March 9, 2020).
4. To receive and place on file a request by Ald. Wery regarding creation of a resolution to our state legislators to override the veto by Governor Evers of Senate Bill 60 regarding placement of sex offenders (March 9, 2020).
5. To refer to staff a request by Ald. Galvin to review and adopt the Hotel Registration & Security ordinance from Ashwaubenon. (Section 9-1-8 ord # 3-1-19, 3-26-2019) (March 9, 2020).
6. To receive and place on file the liquor violation report from the Police Department for March 9, 2020 (March 9, 2020).
7. To receive and place on file the report from the Water Utility Department regarding the lead pipe removal project (March 9, 2020).
8. To recommend Council waive the ordinance requirements for an outdoor licensed premise and to approve an application for a "Class B" Combination license by TNT Holdings, LLC at 2511 W. Mason St. with a license premise description as "outdoor patio bar, storage room, walkin cooler, office, employee room, bar, sit-down area," with the approval of the proper authorities (Currently licensed as Scoreboard Grille, LLC). (March 23, 2020)
9. To approve a request by Brewski's On Broadway at 1100 S. Broadway to extend their licensed premises to their parking lot on April 11, 2020, contingent on the suspension or termination of any applicable emergency orders issued under the COVID-19 Pandemic State Emergency. Subject to complaint.
10. To approve a request by Pearly Gates Bar and Grill at 3551 Finger Rd. to extend their licensed premises to the east parking lot on July 11, 2020, subject to complaint.
11. To receive and place on file the liquor violation report from the Police Department for March 23, 2020 (March 23, 2020).

P. Report of the Protection & Policy Committee Granting Operator Licenses.

1. Report of the Protection & Policy Committee granting Operator Licenses.

Q. Report of the Finance Committee (March 23, 2020).

1. To approve the purchase of Sierra Wireless Modems with 4 years of Airlink Complete service for the Green Bay Police Department Vehicles from Island Tech Service, LLC for \$32,490.
2. To refer to Staff a request by Ald. Johnson to review the City's capitalization policy and recommend necessary changes as it relates to minimum bonding thresholds in an effort to stem the City's growing debt.

R. Report of the Park Committee (March 25, 2020).

1. To receive and place on file the discussion on the status of fat tire bike usage at He-Nis-Ra Park.
2. To refer to staff to explore land acquisition options for the creation of a park to serve the residents on the southern end of District 9 on or near the Liberty Street and 12th Avenue corridors.
3. To approve adopting a resolution in support of World Migratory Bird Day.
4. To approve the recommendation by staff as discussed in closed session on the purchase of 601 George St. (Parcel 7-709) for the expansion of the East River Trail connection. Motion failed. Referred to City Council with no recommendation.

The Committee may convene in closed session pursuant to Sections 19.85 (l)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

S. Report of the Personnel Committee (March 23, 2020).

1. To approve the request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers.
 - a. Records Clerk - Police
 - b. Building Maintenance Technicians - Public Works
 - c. Administrative Clerk - Public Works
2. To refer to staff to prepare a resolution for the request by Ald. Johnson to draft a resolution requesting the state to suspend rules on utilization of the Unemployment Insurance fund to allow employers and/or governments to access the fund in tandem with matching subsidy payments to fully compensate employees affected by Coronavirus who are temporarily and/or partially displaced.

3. To approve the revised Emergency Preparedness Plan for COVID-19 based on the request by Ald. Dorff to the Finance or Personnel committee by Fire and what other departments may be appropriate, regarding our current city pandemic plan in terms of potentially needed finances and personnel, especially, but not limited to, protecting our first responders from contamination.

T. Report of the Economic Development Authority (March 2, 2020).

1. To have staff proceed as directed as discussed in closed session regarding the acquisition of 1300 Block S. Huron Road (Tax Parcel 21-183).

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2. To proceed with contacting homeowners that have not responded to the "Interested in Selling" letter and start discussions with those who have returned the "Interested in Selling" letter regarding the I-43 Business Center Expansion.

Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

3. To have staff proceed with the drafting of the Request for Proposal (RFP) for the Commercial and Industrial Market Study, with the condition that items for the RFP can be priced out separately.

U. Report of the Sustainability Commission (March 11, 2020).

1. To approve the changes, as recommended by commission, to the 2020 Green Bay Sustainability Work Plan.
2. To refer to the next meeting, scheduling a Green Bay Sustainability Commission tour of NEW water facility.
3. To refer completion of an application to BeeCity to the Pollinator Corridor Working group, with review by the Sustainability Commission.
4. To refer the 2020 Park Survey from Parks, Recreation and Forestry to PRF staff.
5. To approve the final draft of information to neighborhood associations.

V. Receive and Place on File.

1. Building Permit Report for February 2020.
2. Municipal Court Report for February 2020.

W. Ordinances-First and Final Reading for Adoption

1. General Ordinance No. 08-20

An ordinance to amend Section 1.03, GBMC, relating to Elected Officials.

X. Committee of the Whole

1. Discussion with possible action on City of Green Bay, et. al. v. Bostelmann, et al., 20-cv-479 E.Dist. regarding April 7, 2020 election.

The Council may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

2. Consideration with possible action to amend Personnel Policy Chapter 23 Family and Medical Leave to include the eligible leave benefits under the Family First Coronavirus Response Act and Emergency First Responder sick leave.
3. Informational report and update by Chief David Litton regarding emergency operations and COVID-19 response.
4. Discussion with possible action on the resolution to amend liquor license renewal fees for 2020-2021.
5. Discussion with possible action on the Resolution Providing for Employee Benefits in Accordance with State and Federal Law.

Y. Resolutions.

1. Final resolution regarding vacation of portions of public right-of-way, Acme Street and Lawrence Street.
2. Resolution approving hold harmless agreement Intercon Construction to conduct inspection of sewer mains and laterals.
3. Resolution in support of World Migratory Bird Day.
4. Resolution drawing final orders to contractors for April 1, 2020.
5. Resolution relating to Liquor Licensing Renewal Fees for the 2020-2021 License Year.
6. Resolution In Support Of State Legislation Applying Unemployment Reserve Funds to Employers Who Employ Workers Who Would Otherwise Qualify for Unemployment Benefits Due to Layoffs.
7. A Resolution Providing For Employee Benefits In Accordance With Federal And State Law

Z. Referral of Petitions & Communications.

AA. Adjournment.

- 1) **SUPPLEMENTAL INFORMATION:** The Video of this meeting, Agenda, Agenda Packet, and Minutes are available online at 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.

Zoom Meeting Instructions

For Committee members and persons who have agenda items

1. You will receive a zoom meeting invitation from the host. It will be scheduled the same time as your meeting time.
2. You can receive the invitation in an email or in a calendar invite.
3. Here is what a zoom meeting invitation will look like:

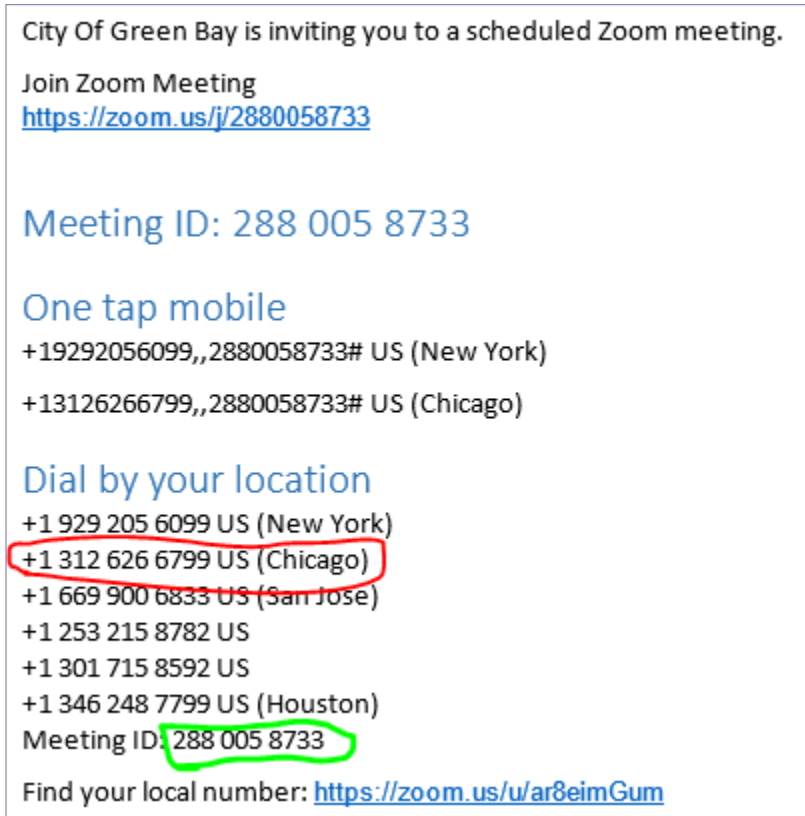
Celestine Jeffreys is inviting you to a scheduled Zoom meeting.	The person who has invited you and is the host is named here.
Topic: A committee meeting 1/1/20	Host can choose a topic and description
Time: January 1, 2020 05:00 PM Central Time (US and Canada)	Host chooses the time and time zone. The host may allow you to join before the time. City meetings are recommended to let members join ahead of time.
Join Zoom Meeting https://zoom.us/j/810766649	This is what you'll use if you join via computer. City meetings are recommended to allow both phone and computer.
Meeting ID: 810 766 649	This is the ID that you will input after you dial the telephone number
One tap mobile +19292056099,,810766649# US (New York) +13126266799,,810766649# US (Chicago)	If you're using a mobile telephone number, use can simply click on these numbers and they will appear on your smart phone. The pink is the telephone number and the green is the meeting id.
Dial by your location +1 929 205 6099 US (New York) +1 312 626 6799 US (Chicago) +1 669 900 6833 US (San Jose) +1 253 215 8782 US +1 301 715 8592 US +1 346 248 7799 US (Houston)	Use these numbers for all types of phones. The trick here is to dial the first number, and if that doesn't work, go down the list until you find a number that works. Usually the first or second number will work.
Meeting ID: 810 766 649	Repeating the meeting id.
Find your local number: https://zoom.us/u/adbdyTaAgU	If these above numbers don't work, click this link to find other, local numbers.

4. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
5. Once you are in the meeting please mute yourselves. City recommended practice is to:
 - a. Allow a waiting room—this means the host will admit you to the meeting
 - b. Mute upon entry—this means that your phone or computer will be muted when you are allowed into the meeting. You can still hear the meeting's proceedings.
6. Waiting room
 - a. Committee members will remain in the meeting until it's concluded
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting). There is a process the committee will undertake called "opening the floor." Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay
 - c. The host of the meeting may ask you to identify yourselves, if you're calling in with a phone.
7. Using Zoom with a tablet or computer

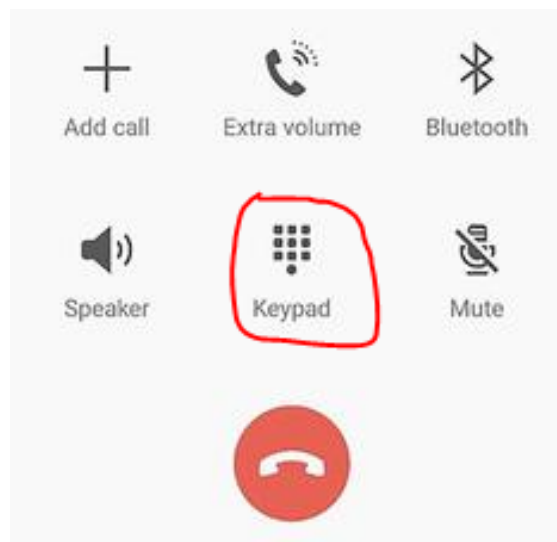
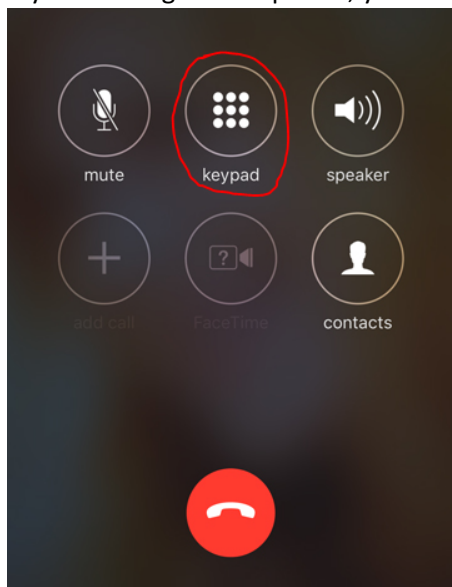
- a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
- 8. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You'll receive another email confirming that you're registered for the meeting.
 - b. If you're using a phone, your registration will still be tied to an email.
- 9. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can "raise your hand" in the zoom meeting (you'd need to use a computer or tablet) to let the host know you'd like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can "raise your hand" but you'd need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has "opened the floor for interested parties to speak." Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again. Once muted, you can still hear the meeting.
- 10. Staffing
 - a. During a committee meeting, there will be at least one staff member in one of the recording rooms (council chamber, 207, 310, 604).
 - b. The staff members will be the hosts of the meeting and will manage callers with muting and admitting.
- 11. What devices should I use?
 - a. Smart phone (please see more detailed instructions on pages 3 and 4 for telephones)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You'll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
- 12. Zoom etiquette
 - a. Muting yourselves when you're not talking will prevent your background noise from interfering with others' ability to listen to and participate in the meeting.
 - b. If you're using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number.
- 13. Closed session
 - a. During this time when we are using virtual meetings, we may use YouTube (www.youtube.com/CityOfGreenBay) for the public. We can't turn-off the You Tube recording, so all closed session items will be discussed in an adjoining room, where there is no video equipment.
 - b. Persons listening in will hear the committee take a vote to go into closed session and will then hear no voices until the committee returns.

Please allow yourself ample time to get set up before your meeting starts!
If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.

1. Review the calendar invite you received from the meeting host. DO NOT use the phone numbers listed in this image below – this is only an example!

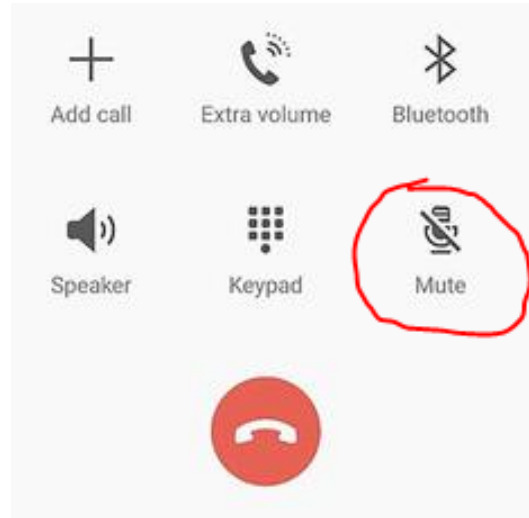
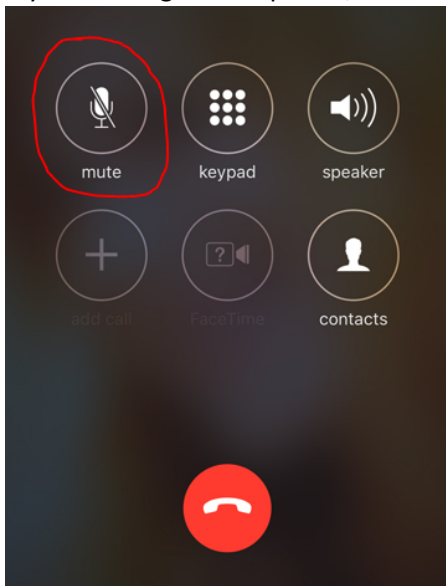


2. Use your phone to dial the phone number listed in Chicago location (red circle in example image above)
3. When prompted, enter the Meeting ID number (green circle in example image above) followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



4. Once you are in the meeting, notify the meeting host that you are in and state your name.
5. If you do not need to talk, please make sure your phone is on **Mute**

- a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application



Common Council 4/1/2020

Celestine Jeffreys is inviting you to a scheduled Zoom meeting.

Topic: City of Green Bay Common Council

Time: Apr 1, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/573782908>

Meeting ID: 573 782 908

One tap mobile

+13126266799,,573782908# US (Chicago)

+19292056099,,573782908# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 573 782 908

Find your local number: <https://zoom.us/u/adbdyTaAgU>



Report to the
Common Council
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # K.I

Zoning Ordinance No. 2-20

An ordinance rezoning property located at 1860 West Mason Street from General Commercial (C1) to Highway Commercial (C2).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZO 02-20 - Rezone 1860 W Mason St

ZONING ORDINANCE NO. 02-20

**AN ORDINANCE REZONING PROPERTY LOCATED
AT 1860 WEST MASON STREET FROM GENERAL COMMERCIAL (C1) TO
HIGHWAY COMMERCIAL (C2)
(ZP 20-03)**

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

SECTION 1. Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning 1860 West Mason Street from General Commercial (C1) to Highway Commercial (C2):

Part of Parcel 2 of Certified Survey Map No. 1182 recorded in the office of the Register of Deeds for Brown County, Wisconsin on June 19, 1973, in Volume 4 of Certified Survey Maps, Page 375 as Document No. 772393, said map being a part of Lots 35, 36, and 50, according to the recorded Plat of a map of Private Claims Numbers 2, 3, 4, 5, 6, 7, 8 and 9, West Side of Fox River, as Subdivision in 1868 for Mrs. C.L.A. Tank, and part of Private Claim 4, West side of Fox River, in the City of Green Bay, Brown County, Wisconsin being more particularly described as follows:

Beginning at the East corner of said Parcel 2; thence South 86°-59'-58" West along the South line of said Parcel 2, a distance of 290.35 feet, more or less to the easterly line of lands currently zoned Commercial Two (C2); thence North 23°-11'-45" East along said easterly line, a distance of 140.17 feet, more or less to the Northeasterly line of said Parcel 2; thence South 64°-10'-02" East along said Northeasterly line, a distance of 260.80 feet, more or less to the point of beginning.

(Parcel No. 6-274-4)

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

SECTION 3. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2020.

APPROVED:

Mayor

ATTEST:

ZONING ORDINANCE NO. 02-20
PAGE 2

Clerk

pn

Attachment – Map

**RESOLUTION REGARDING VACATION
OF PORTIONS OF PUBLIC RIGHT-OF-WAY,
ACME STREET AND LAWRENCE STREET
(SV 20-01)**

February 4, 2020

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, a request has been filed with the Common Council requesting vacation of portions of right-of-way, Acme Street and Lawrence Street, as depicted on the attached map, legal description, and exhibits; and

WHEREAS, the public interest may require that the aforesaid street be abandoned, vacated, and discontinued; and

WHEREAS, the Plan Commission of the City of Green Bay has given approval to such abandonment, vacation, and discontinuance subject to the following conditions:

- a. A closure agreement is required for both Acme Street and Lawrence Street detailing maintenance of and access to this right-of-way.
- b. Access to parcel 21-2267 must be allowed and detailed in the closure agreement for Acme Street.
- c. Access to parcel 21-2263-6 must be allowed and detailed in the closure agreement for Lawrence Street.
- d. Proof of ownership of parcel 21-2263-5 is required prior to execution of the vacation or closure. If proof is not provided, access to this parcel must be allowed and detailed in the closure agreement for Lawrence Street. The vacation will be denied if proof of ownership is not provided.
- e. Proof of ownership of parcel 21-2263-4 is required prior to execution of the vacation. The vacation will be denied if proof of ownership is not provided.
- f. AT&T shall be granted easements for all existing facilities.
- g. Sanitary Sewer within Acme Street becomes privately owned and maintained (as is, where is) to the sanitary manhole within University Avenue.
- h. Storm Sewer within Acme Street from the storm manhole within University Avenue and includes all the storm sewer within Parcel 21-1200 to the existing manhole within the Henry Street / Basten Street intersection to become Privately owned and maintained (as is, where is).
- i. To allow storm water from University Avenue and Parcels 21-2267 and 21-2013 to be collected, connected to and flow through the storm sewer within proposed Vacated and Closed Acme Street described in #2 above.
- j. Allow uninterrupted ingress and egress across "Closed" portion of Acme Street to parcel number 21-2267.
- k. Owner of adjacent parcel 21-2100 (Green Bay Dressed Beef, LLC) to be responsible for all costs to maintain the Vacated and Closed Acme Street,

including but not limited to curb & gutter repair, pavement repair and snow removal.

- l. Sanitary Sewer within Lawrence Street becomes privately owned and maintained (as is, where is) to the sanitary manhole within University Avenue.
- m. Storm Sewer within Lawrence Street from the storm manhole within University Avenue to the intersection storm manhole that receives the storm water/sewer from Acme Street to become Privately owned and maintained (as is, where is).
- n. To allow the storm water from University Avenue and Parcel 21-2263-6 to be collected, connected to and flow through the storm sewer within proposed Vacated and Closed Lawrence Street.
- o. Owner of adjacent parcel 21-2100 (Green Bay Dressed Beef, LLC) shall maintain an adequately sized storm sewer system, not less than what is present at the time of the proposed Vacation and Closure of Acme Street and Lawrence Street that will provide storm sewer service to prevent street flooding no worse than what is presently observed.
- p. Owner of adjacent parcel 21-2100 shall work with the Department of Public works to provide a clear route through the property from Acme Street to Henry Street such that an appropriately sized storm sewer could be constructed in the future. This shall be agreed upon prior to approval of a site plan.
- q. Allow uninterrupted ingress and egress across "Closed" portion of Lawrence Street to parcel number 21-2263-6.
- r. Owner of adjacent parcel 21-2100 (Green Bay Dressed Beef, LLC) to be responsible for all costs to maintain the Vacated and Closed Lawrence Street, including but not limited to curb & gutter repair, pavement repair and snow removal.

NOW, THEREFORE, BE IT RESOLVED that it appears to be in the public interest that portions of right-of-way, Acme Street and Lawrence Street, be abandoned, vacated, and discontinued by the City of Green Bay subject to the above-referenced conditions, and that a hearing be held on the abandonment, vacation, and discontinuance of the same on April 1, 2020, at 6:00 p.m. in the Council Chambers, City Hall, 100 North Jefferson Street, Green Bay, Wisconsin.

BE IT FURTHER RESOLVED that a notice of such hearing be served on the owners of the frontage of the lots and lands abutting on the portion of the street sought to be abandoned, vacated, and discontinued at least 30 days before such hearing, and that notice of such hearing be published in the official newspaper of the City of Green Bay once a week for three successive weeks before the date of hearing.

BE IT FURTHER RESOLVED that the City Attorney, upon adoption of this resolution, cause a lis pendens to be prepared and filed with the Register of Deeds for Brown County, Wisconsin, pursuant to §840.11, Wis. Stats.

Adopted _____

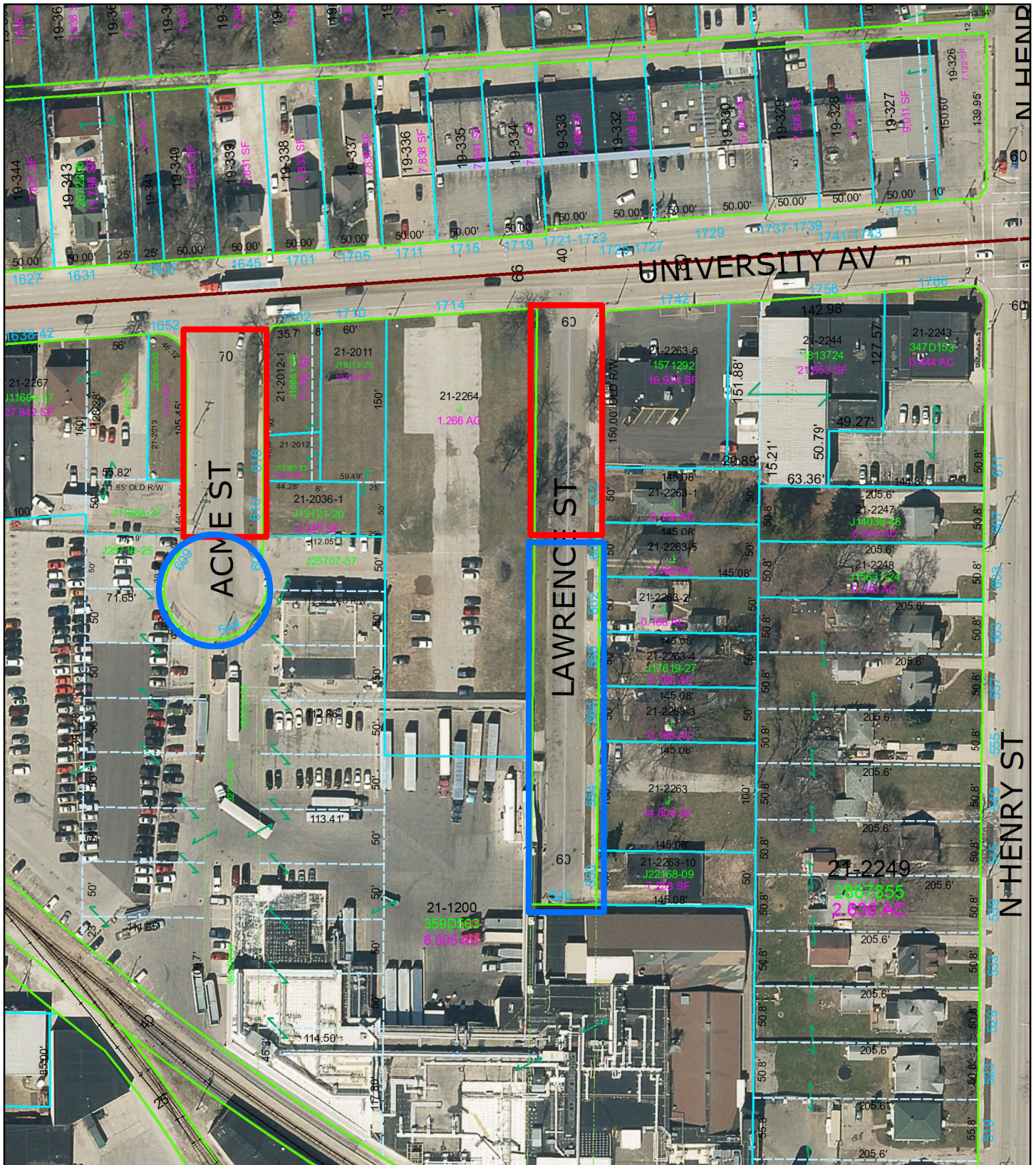
Approved _____

Mayor

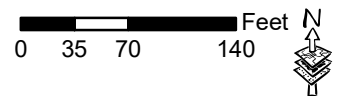
Clerk

SJH

Attachments (map, legal description, and vacation exhibits)



SV 20-01 Closure and Vacation of Acme Street & Lawrence Street



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. SJH 1.15.20 15 Jan 2020 X:\Planning\Basemaps\template_8.5x11.mxd

- Closure Area
- Vacation Area

EXHIBIT A

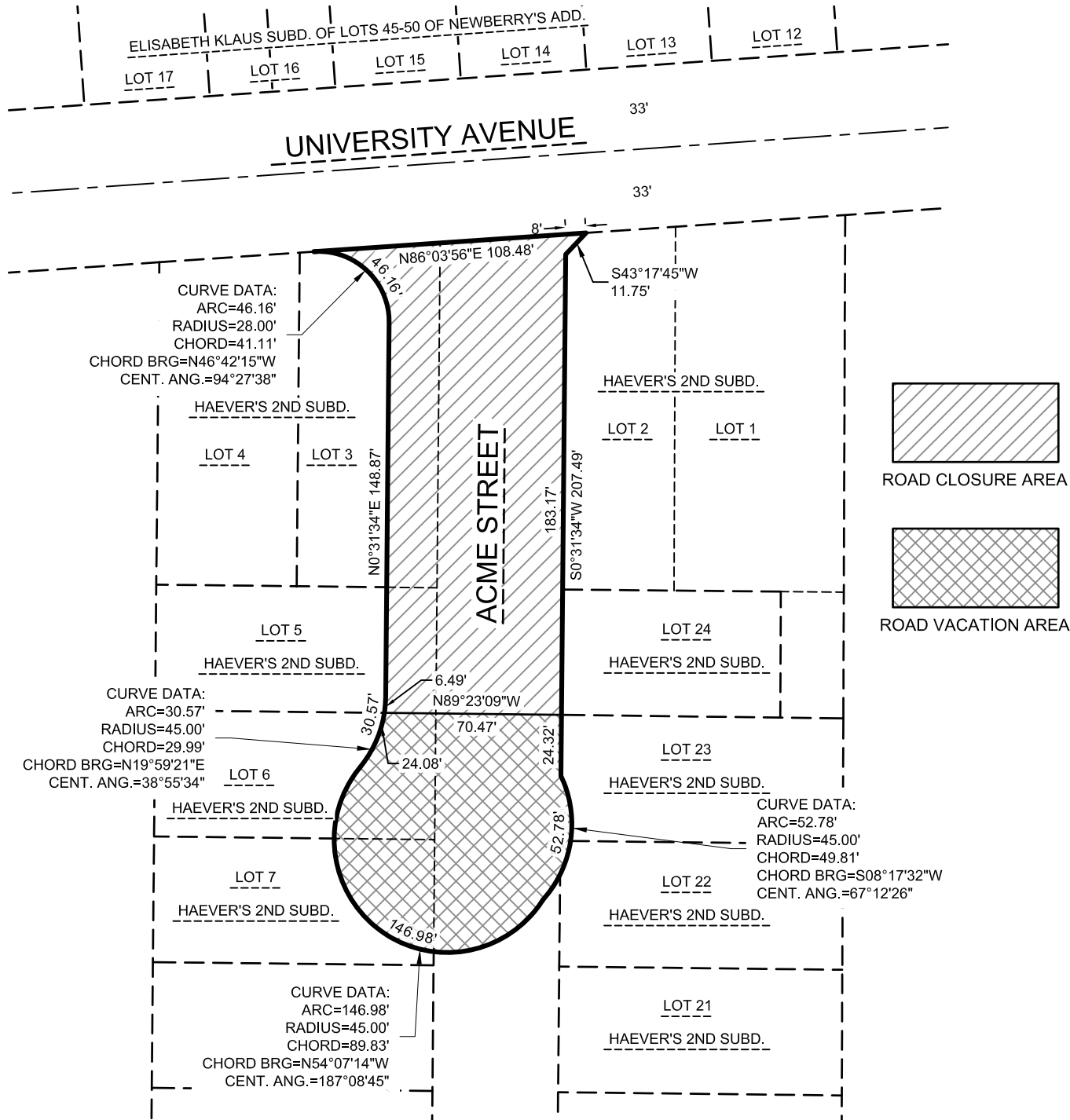


THIS MAP IS BASED ON
THE CURRENT COUNTY
COORDINATE SYSTEM
OF RECORD.

PART OF LOT 88 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION TO THE
CITY OF GREEN BAY AND PART OF LOTS 3, 5, 6, 7, 22 AND 23 OF HAEVER'S
SECOND SUBDIVISION, CITY OF GREEN BAY, BROWN COUNTY WISCONSIN



GRAPHIC SCALE



MACH IV
ENGINEERING • SURVEYING • ENVIRONMENTAL

2260 Salschelder Court Green Bay, WI
54313 PH:920-569-5765; Fax: 920-569-5767
www.mach-iv.com

CLIENT: AMERICAN FOODS GROUP

DRAFTED BY: RJO
TAX PARCEL NO.: 21-1200

SCALE:

1"=60'

SHEET: 1 OF 1

PROJECT NO. 0438-02-18

DRAWING NO.

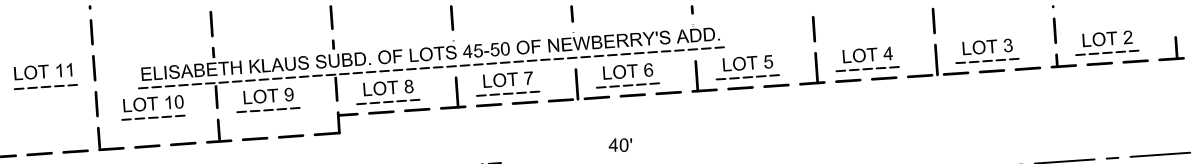
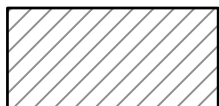


EXHIBIT B

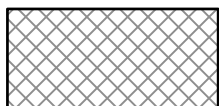
PART OF LOT 86 OF SUBDIVISION NO. 1 OF
NEWBERRY'S ADDITION,, CITY OF GREEN BAY,
BROWN COUNTY WISCONSIN



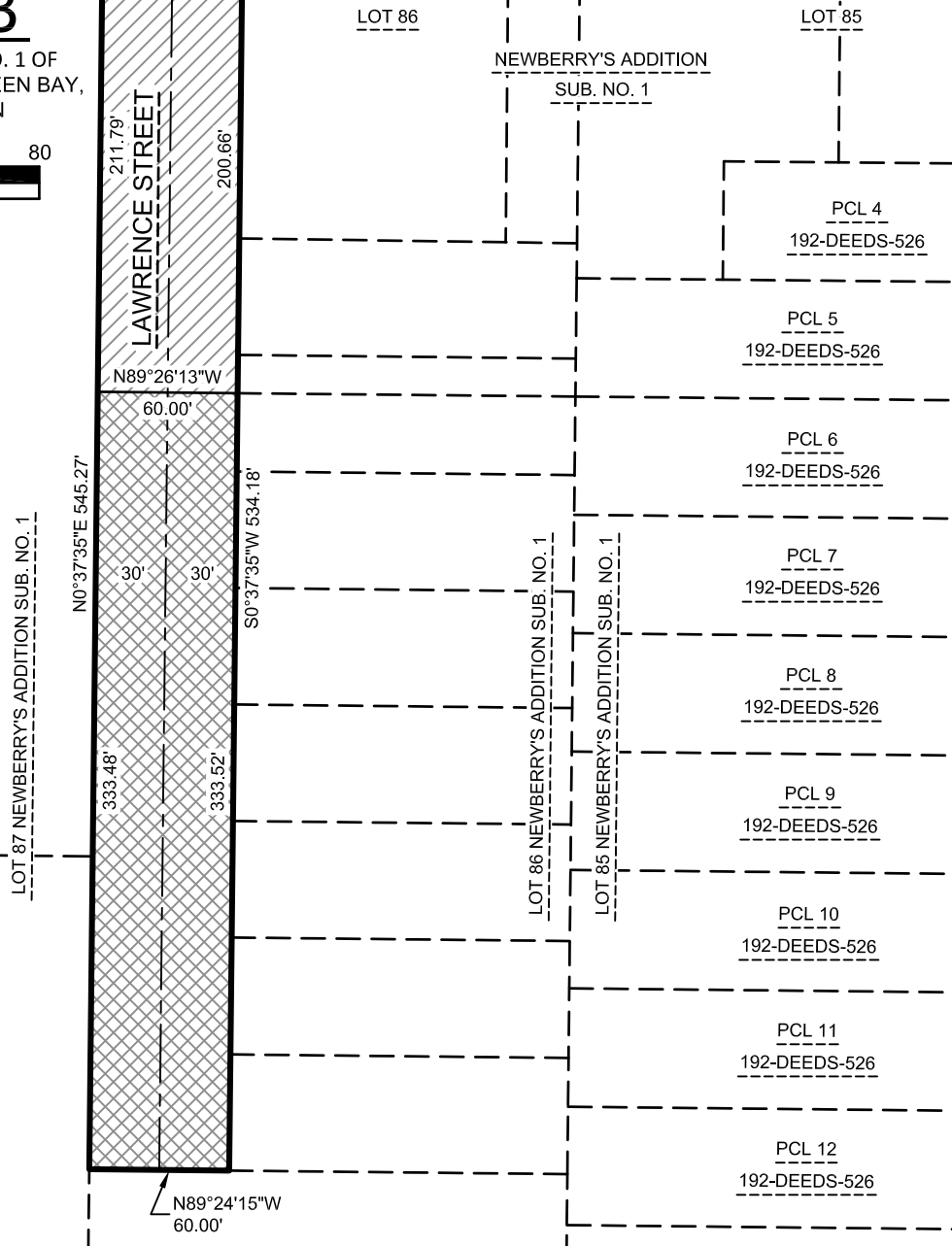
THIS MAP IS BASED ON
THE CURRENT COUNTY
COORDINATE SYSTEM
OF RECORD.



ROAD CLOSURE AREA



ROAD VACATION AREA



MACHIV
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2260 Salschelder Court Green Bay, WI
54313 PH: 920-569-5765; Fax: 920-569-5767
www.machiv.com

CLIENT: AMERICAN FOODS GROUP

DRAFTED BY: RJO
TAX PARCEL NO.: 21-1200

SCALE:

1"=80'

SHEET: 1 OF 1

PROJECT NO. 0438-02-18

DRAWING NO.

PART OF ACME STREET TO BE CLOSED

PART OF ACME STREET BEING PART OF LOT 88 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION TO THE CITY OF GREEN BAY AND PART OF LOTS 3 AND 5 OF HAEVER'S SECOND SUBDIVISION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT ON THE SOUTH 33 FOOT RIGHT OF WAY OF UNIVERSITY STREET AND EIGHT FEET EAST OF THE EAST RIGHT OF WAY OF ACME STREET; THENCE S43°17'45"W, 11.75 FEET; THENCE S00°31'34"W, 183.17 FEET ALONG THE EAST RIGHT OF WAY OF ACME STREET; THENCE N89°23'09"W, 70.47 FEET TO THE WEST RIGHT OF WAY OF SAID ACME STREET; THENCE 6.49 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE LEFT WHOSE LONG CHORD BEARS N04°39'27"E, 6.48 FEET; THENCE N00°31'34"E, 148.87 FEET ALONG SAID RIGHT OF WAY; THENCE 46.16 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 28.00 FOOT RADIUS CURVE TO THE LEFT WHOSE LONG CHORD BEARS N46°42'15"W, 41.11 FEET; THENCE N86°03'56"E, 108.48 FEET TO THE POINT OF BEGINNING.

AREA TO BE CLOSED CONTAINS 13,421 SQUARE FEET / 0.31 ACRES, MORE OR LESS.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PART OF ACME STREET TO BE VACATED

PART OF ACME STREET BEING PART OF LOT 88 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION TO THE CITY OF GREEN BAY AND PART OF LOTS 6, 7, 22 AND 23 OF HAEVER'S SECOND SUBDIVISION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 24 OF HAEVER'S SECOND SUBDIVISION; THENCE S00°31'34"W, 24.32 FEET ALONG THE EAST RIGHT OF WAY OF SAID ACME STREET; THENCE 52.78 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE RIGHT WHOSE LONG CHORD BEARS S08°17'32"W, 49.81 FEET; THENCE 146.98 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE RIGHT WHOSE LONG CHORD BEARS N54°07'14"W, 89.83 FEET; THENCE 24.08 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE LEFT WHOSE LONG CHORD BEARS N24°07'14"E, 23.80 FEET; THENCE S89°23'09"E, 70.47 FEET TO THE POINT OF BEGINNING.

AREA TO BE VACATED CONTAINS 7,386 SQUARE FEET/0.17 ACRES, MORE OR LESS.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PART OF LAWRENCE STREET TO BE CLOSED

PART OF LAWRENCE STREET LOCATED IN PART OF LOT 86 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTH 33 FOOT RIGHT OF WAY OF UNIVERSITY STREET AND THE WEST 30 FOOT RIGHT OF WAY OF LAWRENCE STREET; THENCE N86°03'56"E, 30.10 FEET ALONG THE EASTERLY EXTENSION OF SAID UNIVERSITY STREET TO THE CENTERLINE OF LAWRENCE STREET; THENCE S00°37'35"W, 7.89 FEET ALONG SAID CENTERLINE; THENCE N85°59'05"E, 35.10 FEET TO A POINT ON THE SOUTH 40 FOOT RIGHT OF WAY OF UNIVERSITY STREET; THENCE S31°17'34"W, 9.77 FEET TO THE EAST RIGHT OF WAY OF SAID LAWRENCE STREET; THENCE S00°37'35"W, 200.66 FEET ALONG SAID RIGHT OF WAY; THENCE N89°26'13"W, 60.00 FEET TO THE WEST RIGHT OF WAY OF SAID LAWRENCE STREET; THENCE N00°37'35"E, 211.79 FEET ALONG SAID RIGHT OF WAY TO THE POINT OF BEGINNING.

AREA TO BE CLOSED CONTAINS 12,633 SQUARE FEET/ 0.29 ACRES.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PART OF LAWRENCE STREET TO BE VACATED

PART OF LAWRENCE STREET LOCATED IN PART OF LOT 86 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE SOUTH 33 FOOT RIGHT OF WAY OF UNIVERSITY STREET AND THE WEST 30 FOOT RIGHT OF WAY OF LAWRENCE STREET; THENCE S00°37'35"W, 211.79 FEET ALONG THE WEST RIGHT OF WAY OF SAID LAWRENCE STREET TO THE POINT OF BEGINNING; THENCE S89°26'13"E, 60.00 FEET TO THE EAST RIGHT OF WAY OF SAID LAWRENCE STREET; THENCE S00°37'35"W, 333.52 FEET ALONG SAID RIGHT OF WAY; THENCE N89°24'15"W, 60.00 FEET ALONG THAT PORTION OF LAWRENCE STREET AS VACATED IN JACKET 134, IMAGE 30, BROWN COUNTY RECORDS; THENCE N00°37'35"E, 333.48 FEET ALONG THE WEST RIGHT OF WAY OF SAID LAWRENCE STREET TO THE POINT OF BEGINNING.

AREA TO BE VACATED CONTAINS 20,010 SQUARE FEET/ 0.46 ACRES, MORE OR LESS.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # L.I

General Ordinance No. 05-20

An ordinance to amend Section 21.11(8), GBMC, relating to Financing of Lead Water Service Line Replacement.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. DRAFT GO 05-20 Amend 21.11(8) Financing Lead Water Service Line Replacement

GENERAL ORDINANCE NO. 05-20

**AN ORDINANCE
AMENDING SECTION 21.11(8),
GREEN BAY MUNICIPAL CODE,
RELATING TO FINANCING OF LEAD
WATER SERVICE LINE REPLACEMENT**

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

SECTION 1. Section 21.11(8), Green Bay Municipal Code, is hereby amended to read:

(8) Financing of Replacement. In the event funding is made available for this purpose through any means, an eligible property owner may apply to the City **and/or Water Utility** for financing of any portion of the cost of replacing a lead customer-side water service line under the terms of such financing program. Disputes regarding eligibility for financing may be appealed to the Water Utility Commission, unless otherwise noted in the funding program. As a condition of receiving any available financing from the City **and/or Water Utility**, the property owner must provide adequate documentation demonstrating that the contractor and/or plumber completing the work anticipated hereunder is properly certified and/or licensed by the State of Wisconsin and/or the City, as appropriate.

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 _____, 2020.

APPROVED:

Mayor

ATTEST:

Clerk

LJM

3/3/20

GENERAL ORDINANCE NO. 06-20

**AN ORDINANCE
AMENDING SECTION 29.208,
GREEN BAY MUNICIPAL CODE,
RELATING TO PARKING REGULATIONS**

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

SECTION 1. Section 29.208, Green Bay Municipal Code, is hereby amended to remove the following NO STOPPING OR STANDING zone:

VICTORIA STREET, east side, from Crooks Street to Main Street (7 AM TO 4 PM SCHOOL DAYS)

LAWRENCE STREET, west side, from a point 560 feet south of University Avenue to University Avenue

LAWRENCE STREET, east side, from a point 510 feet south of University Avenue to University Avenue

SECTION 2. Section 29.208, Green Bay Municipal Code, is hereby amended to remove the following NO PARKING zone:

SKYLINE BOULEVARD (east roadway), both sides, from a point 160 feet north of Sunrise Circle to Sunrise Circle.

ACME STREET, west side, from the southern terminus of Acme Street to University Avenue

ACME STREET, east side, from a point 70 feet south of University Avenue to University Avenue

SECTION 3. Section 29.208, Green Bay Municipal Code, is hereby amended to establish the following NO PARKING zone:

SKYLINE BOULEVARD (west roadway), east side, from Finger Road to a point 160 feet north of Sunrise Court.

SKYLINE BOULEVARD (east roadway), west side, from Finger Road to a point 160 feet north of Sunrise Court.

SKYLINE BOULEVARD (east roadway), east side, from Sunrise Court to a point 160 feet north of Sunrise Court.

SECTION 4. Section 29.208, Green Bay Municipal Code, is hereby amended to remove the following 2-HOUR PARKING zone:

ACME STREET, east side, from the southern terminus of Acme Street to a point 70 feet south of University Avenue (7 AM TO 7 PM MONDAY THROUGH FRIDAY)

Dated at Green Bay, Wisconsin this _____ day of _____, 2020.

APPROVED:

Mayor

ATTEST:

City Clerk

DJAH

GENERAL ORDINANCE NO. 07-20

**AN ORDINANCE
AMENDING SECTION 29.307,
GREEN BAY MUNICIPAL CODE,
RELATING TO TRAFFIC REGULATIONS**

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

SECTION 1. Section 29.307, Green Bay Municipal Code, is hereby amended to remove the following 1-WAY STOP condition:

KELLOGG STREET, at Broadway (eastbound only)
ACME STREET, at University Avenue (northbound only)
LAWRENCE STREET, at University Avenue (northbound only)

SECTION 2. Section 29.307, Green Bay Municipal Code, is hereby amended to establish the following 2-WAY STOP condition:

KELLOGG STREET, at Broadway

SECTION 3. Section 29.307, Green Bay Municipal Code, is hereby amended to establish the following 1-WAY STOP condition:

KELLOGG STREET, at Donald Driver Way (eastbound only)
BLACK SHEEP WAY, at Spartan Road (eastbound only)

Dated at Green Bay, Wisconsin this _____ day of _____, 2020.

APPROVED:

Mayor

ATTEST:

City Clerk

DJAH

ZONING ORDINANCE NO. 02-20

**AN ORDINANCE REZONING PROPERTY LOCATED
AT 1860 WEST MASON STREET FROM GENERAL COMMERCIAL (C1) TO
HIGHWAY COMMERCIAL (C2)
(ZP 20-03)**

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

SECTION 1. Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning 1860 West Mason Street from General Commercial (C1) to Highway Commercial (C2):

Part of Parcel 2 of Certified Survey Map No. 1182 recorded in the office of the Register of Deeds for Brown County, Wisconsin on June 19, 1973, in Volume 4 of Certified Survey Maps, Page 375 as Document No. 772393, said map being a part of Lots 35, 36, and 50, according to the recorded Plat of a map of Private Claims Numbers 2, 3, 4, 5, 6, 7, 8 and 9, West Side of Fox River, as Subdivision in 1868 for Mrs. C.L.A. Tank, and part of Private Claim 4, West side of Fox River, in the City of Green Bay, Brown County, Wisconsin being more particularly described as follows:

Beginning at the East corner of said Parcel 2; thence South 86°-59'-58" West along the South line of said Parcel 2, a distance of 290.35 feet, more or less to the easterly line of lands currently zoned Commercial Two (C2); thence North 23°-11'-45" East along said easterly line, a distance of 140.17 feet, more or less to the Northeasterly line of said Parcel 2; thence South 64°-10'-02" East along said Northeasterly line, a distance of 260.80 feet, more or less to the point of beginning.

(Parcel No. 6-274-4)

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

SECTION 3. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2020.

APPROVED:

Mayor

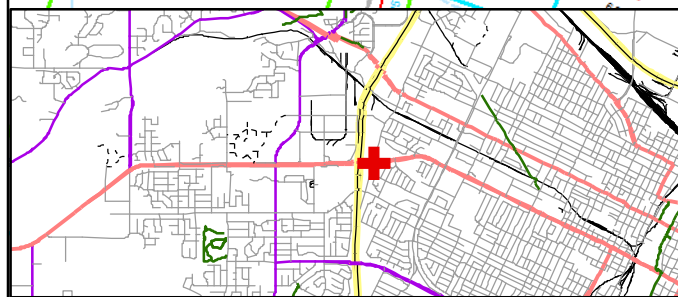
ATTEST:

ZONING ORDINANCE NO. 02-20
PAGE 2

Clerk

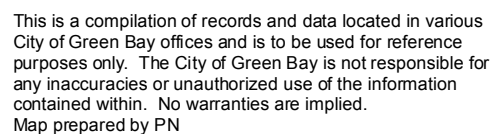
pn

Attachment – Map



 Subject Area

 200' Property Owner Notice





Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # M.I

To refer to staff and report back to RDA in April 2020, the communication from Ald. Johnson (District 9) "To direct the Redevelopment Authority to initiate negotiations to purchase 927 Liberty Avenue utilizing neighborhood enhancement funds, block grant or other funding resources available to the City of Green Bay or RDA."

BACKGROUND

To be discussed at meeting.

RECOMMENDATION

To refer to staff and report back to RDA in April 2020.

FISCAL IMPACT

To be discussed at meeting.

ATTACHMENTS

1. RDA-JOHNSON
2. I-1600

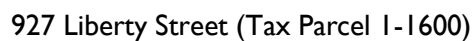


PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: 03/03/2020
Request of Alderperson Brian Johnson
Refer to: RDA

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

To direct the Redevelopment Authority
to initiate ~~the~~ negotiations to purchase
927 Liberty Ave utilizing
neighborhood enhancement funds, block
grant or other funding resources
~~available~~ available to the City of
Green Bay or RDA.



100 North Jefferson Street, Room 608, Green Bay, Wisconsin 54301-5026
(p) 920.448.3400 (f) 920.448.3426 greenbaywi.gov



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # M.2

To refer to staff and report back to RDA in April 2020, the communication from Ald. Wery (District 8) on "Request to purchase and remove 1077 and 1079 Shawano Ave."

BACKGROUND

To be discussed at meeting.

RECOMMENDATION

To refer to staff and report back to RDA in April 2020.

FISCAL IMPACT

To be discussed at meeting.

ATTACHMENTS

1. WERY-200320_Redacted
2. 3-228 and 3-229

Kevin Vonck

From: Chris Wery <chriswery@att.net>
Sent: Tuesday, March 10, 2020 8:26 PM
To: Kris Teske; Cheryl Renier-Wigg; Kevin Vonck
Subject: Communication

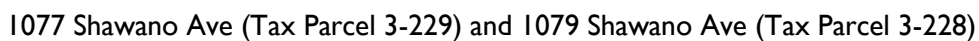
Howdy,

To: Redevelopment Authority
Re: Request to purchase and remove 1077 and 1079 Shawano Ave.

[REDACTED]

Thanks,

Alderman Chris Wery
920-490-9282
chriswery@att.net
Facebook: Alderman Chris Wery, District 8 City of Green Bay



100 North Jefferson Street, Room 608, Green Bay, Wisconsin 54301-5026
(p) 920.448.3400 (f) 920.448.3426 greenbaywi.gov



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # M.3

To refer to staff and report back to RDA in April 2020, the communication from Ald. Johnson (District 9) on "Creation of an emergency relief fund to provide loans to assist small business owners with the impacts of coronavirus (COVID-19)."

BACKGROUND

To be discussed at meeting.

RECOMMENDATION

To refer to staff and report back to RDA in April 2020.

FISCAL IMPACT

To be discussed at meeting.

ATTACHMENTS

I. ALD JOHNSON 03172020



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: 03-17-2020
Request of Alderperson Brian Johnson
Refer to: RDA

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

For consideration and possible action
on the creation of an emergency
relief fund ^{to provide loans} to assist small
business owners with the impacts
of coronavirus (COVID-19).



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # M.4

To approve Term Sheet with Merge, LLC for a development project at the Shipyard, 239 Arndt St., 101 Bridge St., and 119 Bridge St. (Tax Parcels 3-551, 3-554-A, 3-556), subject to minor legal and technical changes, and direct staff to work on a Development Agreement as discussed in closed session.

The Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

A Developer, Merge Urban Development (Merge, LLC), intends to complete a Project, which involves the construction of a four (4)-story mixed-use structure (Building One) with approximately one hundred twenty-nine (129) market-rate rental units, approximately four thousand (4,000) square feet of restaurant and/or retail space, and approximately thirty-two (32) covered parking spaces; a four (4)-story residential structure (Building Two) with approximately ninety-six (96) market-rate rental units; and associated private balconies, patio terraces with outdoor seating and gathering areas, kayak and fishing storage, surface parking, landscaping, and related improvements.

The Project aligns with our departmental vision of creating more accessible, productive, innovative, and resilient places, experiences, and scenes, as it will:

- remediate environmental contamination and enhance the physical landscape
- build new structures with high-performance designs, systems, and finishes
- create a significantly higher per-acre property value than adjacent properties and the City average
- generate property taxes greater than the cost of providing infrastructure and services
- build new structures for individuals of all ages and abilities
- be located in a place accessible to pedestrians, bicyclists, and transit riders
- expand non-motorized transportation networks
- expand our range of residential and commercial real estate products
- create and/or enhance unique public spaces, amenities, and art

As of January 1, 2020, the Property has an aggregate assessed value of zero dollars (\$0.00), which based on the assessed tax rates in effect as of January 1, 2020, the Property yields approximately:

- Zero dollars (\$0.00) in total real estate taxes annually (assessed mill rate of \$24.07);
- Zero dollars (\$0.00) in real estate taxes to the local taxing jurisdictions (total real estate taxes less real estate taxes to the State of Wisconsin) annually (assessed mill rate of \$24.07); and
- Zero dollars (\$0.00) in real estate taxes to the City of Green Bay annually (assessed mill rate of

\$9.46).

Upon completion of Proposed Project, the City estimates the aggregate assessed property value of the Property to be twenty-one million dollars (\$21,000,000.00) which is anticipated to yield approximately:

- Five hundred five thousand, four hundred seventy dollars (\$505,470.00) in total real estate taxes annually (assessed mill rate of \$24.07);
- Five hundred five thousand, four hundred seventy dollars (\$505,470.00) in real estate taxes to the local taxing jurisdictions (total real estate taxes less real estate taxes to the State of Wisconsin) annually (assessed mill rate of \$24.07); and
- One hundred ninety-eight thousand, six hundred sixty dollars (\$198,660.00) in real estate taxes to the City of Green Bay annually (assessed mill rate of \$9.46).

The Project is not viable but for public assistance. Pursuant to the provisions of §66.1105, Wis. Stats. (the “Tax Increment Law”), the City has included the Property within Tax Increment District Number Twenty-Two: The Shipyard (“TID 22” or the “TID”), which will provide part of the financing for certain costs of the Project.

RECOMMENDATION

Approve Term Sheet with Merge, LLC for a development project at the Shipyard, 239 Arndt St., 101 Bridge St., and 119 Bridge St. (Tax Parcels 3-551, 3-554-A, 3-556), subject to minor legal and technical changes.

FISCAL IMPACT

Staff is proposing a TIF Incentive that includes:

- Transfer of the Property to the Developer for the sum of one dollar (\$1.00), less a fifty (50)-foot wide public parcel along the waterfront
- Public improvements, including improvements to Arndt and Bridge Streets, safer crossings of the CN rail tracks, access to surface parking spaces along Broadway, and completion of the Shipyard
- Private improvements, including site fill and environmental remediation
- A PAYGo Reimbursement of no more than seventy percent (70%) of the Available Tax Increment for the Property, with a cap of six million dollars (\$6,000,000.00)

No levy dollars will be used for this project.

ATTACHMENTS

- I. 8.1 - Shipyard - Merge - 3-551 - Term Sheet - 200306 - RDA



City of Green Bay
Department of Community and Economic Development

TERM SHEET 20-01
MERGE @ THE SHIPYARD

This Term Sheet is made this _____ day of _____, 2020,
by THE CITY OF GREEN BAY, a Wisconsin municipal corporation ("City"),
THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY ("RDA"),
and MERGE, LLC, a Wisconsin limited liability company ("Developer").

RECITALS

- A. Developer has proposed to acquire and develop certain real property, identified for real estate tax purposes and address as:

<u>Tax Parcel</u>	<u>Address</u>	<u>Acres</u>	<u>Assessed Value</u>
3-551	239 Arndt St.	4.67	\$0.00
3-554-A	101 Bridge St.	0.29	\$0.00
3-556	119 Bridge St.	0.70	\$0.00

- B. The parcels listed above shall be referred to as the "Property." The Property comprises approximately five and sixty-six hundredths acres (5.66) of land. A map of the Property is herein attached as EXHIBIT A; a legal description of the Property is herein attached as EXHIBIT B. The City and/or RDA and/or Developer shall cause a Certified Survey Map ("CSM") to be prepared, approved, and recorded with the Brown County Register of Deeds, which shall illustrate all new parcels created through the actions of Section III. B. 1., and which is herein attached as EXHIBIT C.
- C. Developer intends to complete a Project, which involves the construction of a four (4)-story mixed-use structure (Building One) with approximately one hundred twenty-nine (129) market-rate rental units, approximately four thousand (4,000) square feet of restaurant and/or retail space, and approximately thirty-two (32) covered parking spaces; a four (4)-story residential structure (Building Two) with approximately ninety-six (96) market-rate rental units; and associated private balconies, patio terraces with outdoor seating and gathering areas, kayak and fishing storage, surface parking, landscaping, and related improvements. The Proposed Project improvements are shown on a Preliminary Concept Plan, which is herein attached as EXHIBIT D.
- D. As of January 1, 2020, the Property has an aggregate assessed value of zero dollars (\$0.00), which based on the assessed tax rates in effect as of January 1, 2020, the Property yields approximately:
1. Zero dollars (\$0.00) in total real estate taxes annually (assessed mill rate of \$24.07);
 2. Zero dollars (\$0.00) in real estate taxes to the local taxing jurisdictions (total real estate taxes less real estate taxes to the State of Wisconsin) annually (assessed mill rate of \$24.07); and

3. Zero dollars (\$0.00) in real estate taxes to the City of Green Bay annually (assessed mill rate of \$9.46).
- E. Upon completion of Proposed Project, the City estimates the aggregate assessed property value of the Property to be twenty-one million dollars (\$21,000,000.00) which is anticipated to yield approximately:
1. Five hundred five thousand, four hundred seventy dollars (\$505,470.00) in total real estate taxes annually (assessed mill rate of \$24.07);
 2. Five hundred five thousand, four hundred seventy dollars (\$505,470.00) in real estate taxes to the local taxing jurisdictions (total real estate taxes less real estate taxes to the State of Wisconsin) annually (assessed mill rate of \$24.07); and
 3. One hundred ninety-eight thousand, six hundred sixty dollars (\$198,660.00) in real estate taxes to the City of Green Bay annually (assessed mill rate of \$9.46).

The City Assessor or his/her designee may not use this Agreement or any provisions herein as the sole basis to determine the value of the Project.

- F. Pursuant to the provisions of §66.1105, Wis. Stats. (the “Tax Increment Law”), the City has included the Property within Tax Increment District Number Twenty-Two: The Shipyard (“TID 22” or the “TID”), which will provide part of the financing for certain costs of the Project.
- G. Developer has requested Tax Incremental Finance (“TIF”) assistance from the City and RDA with regard to certain expenses, including, but not limited to environmental remediation; clearing of land; construction of new buildings; or the construction of public works infrastructure, which will constitute qualified expenditures for which TIF assistance may be afforded Developer.
- H. The City and RDA desire to have Developer perform the Project in order to generate economic activity and tax base for the community consistent with the City Comprehensive Plan.
- I. In order to induce Developer to undertake the Project, such that the Project will remediate environmental contamination and/or enhance the physical (soil, water, air) landscape, build new structures with high-performance designs, systems, and finishes, create a significantly higher per-acre property value than adjacent properties and the City average, generate property taxes greater than the cost of providing infrastructure and services, build new structures for individuals of all ages and abilities, is located in places easy to reach by pedestrians, bicyclists, and transit users, expand non-motorized transportation networks, expand our range of residential and commercial real estate products, create and/or enhance unique public spaces, amenities, and art, and the public will generally benefit, the City has agreed to provide assistance to Developer as provided by this Agreement, all in accordance with the terms and conditions of this Agreement.

II. TAX INCREMENT FINANCING

- A. Qualification for TIF. Developer shall demonstrate to the satisfaction of City and RDA a need for TIF, with such determination to be made according to the “but for” test, that is, that but for the City and RDA providing TIF, the Project would not happen. At the request of the City or RDA, Developer shall provide an independent analysis from a consultant expert in TIF to justify to the satisfaction of the City and RDA the Developer’s qualification and need for TIF, both in terms of Qualified Expenditures and the amount of money to be paid to Developer.
- B. Nature of TIF Incentive. The TIF Incentive available to Developer under this Agreement shall be defined as the following:

- I. Property Transfer. The City and/or RDA shall convey the Property to the Developer through the following process:
 - a) The City and/or RDA shall convey the Property to Developer, free and clear of liens and encumbrances that materially prohibit development of the Property as herein proposed, via warranty deed, for the sum of one dollar (\$1.00), and shall provide an owner's policy of title insurance at the time of conveyance.
 - b) The City and/or RDA shall prepare and obtain approvals for a CSM, for which desired parcel boundaries are herein attached on the Preliminary Concept Plan (EXHIBIT C), which shall include:
 - (I) The creation of a new right-of-way and/or City and/or RDA-owned parcel that extends fifty (50) feet in width from the existing eastern Fox River shoreline of 101 Bridge Street, 119 Bridge Street, and 239 Arndt Street (Tax Parcels 3-554-A, 3-556, 3-551) and the existing southern Fox River shoreline of the 239 Arndt Street (Tax Parcel 3-551); and
 - (II) The creation of a new right-of-way and/or City and/or RDA-owned parcel, south of the existing Arndt Street right-of-way, which extends fifty (50) feet from the western boundary of 239 Arndt Street (Tax Parcel 3-551) to the eastern terminus of the existing Arndt Street right of way; and
 - (III) The City and/or RDA may grant the Developer easements to permit the construction, operation, and maintenance of a permanent patio, landscaping, berms and/or retaining walls as required by federal, state, and local floodplain regulations within the new right-of-way and/or City and/or RDA-owned parcel(s) described above in (I) and (II).
 - c) Upon recording of such CSM with the Brown County Register of Deeds, all references to Property shall include all such new parcels created through the actions of this Section III. B. I.
 - d) The RDA shall take a Preferred Forgivable Equity Investment in the Project of eight hundred fifty thousand dollars (\$850,000.00), which is the estimated value of the real estate that will be transferred to the Developer. The Preferred Forgivable Equity Investment shall be secured by this Agreement, shall survive the expiration of this Agreement, and shall be forgiven when the aggregate assessed value of the Property is greater than or equal to fifteen million dollars (\$15,000,000.00). Should the aggregate assessed value of the Property fail to be greater than or equal to fifteen million dollars (\$15,000,000.00) prior to January 1, 2024, the Developer shall pay the City and/or RDA the Preferred Forgivable Equity Investment.
2. Public Improvements. Prior to December 1, 2022, the City and/or RDA shall, at their expense, complete the following Public Improvements in accordance with all applicable codes and ordinances:
 - a) Arndt Street. Appropriate paving, landscaping, lighting, controls, and other improvements required to ensure a safe, comfortable crossing of the CN railroad tracks for both motorized and non-motorized users, in compliance with current industry standards. The RDA and/or City shall take steps in accordance with all applicable codes and ordinances to rename the segment of Arndt Street east of Broadway to a new name agreeable to the parties.

- b) Bridge Street. Appropriate paving, landscaping, lighting, and other improvements required to ensure safe, comfortable, and contiguous pedestrian accommodations on Bridge Street between Broadway and the Fox River, in compliance with current industry standards.
 - c) Parking. Appropriate paving, landscaping, lighting, and other improvements required to provide parking spaces, which shall be made available to Developer on an as-available basis, for as long as such property remains undeveloped, with
 - (I) Approximately forty (40) parking spaces on the property located at 401 S. Broadway (Tax Parcel 3-568); and
 - (II) Approximately seventy (70) spaces on the property located at S. Broadway (Tax Parcel 3-568-I), 505 S. Broadway (Tax Parcel 2-946), 511-513 S. Broadway (Tax Parcel 2-949-A), 515 S. Broadway (Tax Parcel 2-70), and 517 S. Broadway (Tax Parcel 2-71).
 - d) The Shipyard. With substantial completion prior to June 1, 2022, the City and/or RDA shall construct a signature public recreation and entertainment facility at 100 W. Mason St. (Tax Parcel 2-78) and surrounding property, in accordance with all applicable codes and ordinances, which includes a multi-modal public path and/or boardwalk along the entire waterfront boundaries of the slip (cove); a great lawn for concerts, festivals, and other events; a dog park; an urban beach, playground, play fountain or splash pad, and/or similar amenities; a floating dock for transient boaters and an accessible kayak launch; and a (shipping) container park with permanent and/or seasonal structures for food, beverage, retail, and recreation.
3. Property Improvements. The City and/or RDA shall complete the following improvements to the Property prior to conveyance of the Property to Developer, in accordance with all applicable codes and ordinances, with Developer review and comment prior to construction.
- a) Site Fill. The City and/or RDA shall remove and dispose of all necessary earthen material unsuitable for construction purposes and shall import a sufficient amount of customary and typical earthen material from a source selected by the City and/or RDA, compacted in place, to raise the existing elevation of the property above the existing base flood level established by the Federal Emergency Management Agency (FEMA), which is approximately four (4) feet above the current elevation.
 - b) Environmental Remediation. The City and/or RDA shall amend the environmental closure report in accordance with requirements of the Wisconsin Department of Natural Resources (herein “DNR”) and take all such appropriate measures to implement such actions required to achieve compliance.
4. PAYGo Reimbursement. The City shall provide an additional TIF Incentive as a pay-as-you-go (PAYGo) obligation of the City, which is further defined as follows:
- a) Developer shall be responsible to incur and pay all of the upfront costs of the Project and, to the extent TID revenues are sufficient to the limits of the TID and this Agreement, Qualified Expenditures shall be reimbursed to Developer.
 - b) Commencing the first year after the first occupancy permit for the Project has been issued, the assessed value of the Property shall be determined on January 1 of each tax year and shall be compared to the assessed value of the Property as of January 1 of the year in which construction commenced. The difference in assessed values shall be known as the Incremental Property Value.

- c) Incremental Property Value multiplied by the assessed mill rate, less payments of real estate taxes to the State of Wisconsin, shall be known as the Available TIF Increment.
- d) The City shall make available not more than seventy percent (70%) of the remaining TIF Increment to the Developer.
- e) PAYGo Reimbursement payments will be payable to Developer in the year following the year of the TIF Increment determination, after Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Real Estate for the previous year. For example, if the first occupancy permit is issued on September 1, 2021, the TIF Increment would be determined as of January 1, 2022 and the PAYGo reimbursement would first be payable in 2023.

5. Qualified Expenditures. Project Grant(s) shall be disbursed in the following priority, and only fund:

- a) Public Improvements, as defined in Section II. N., and environmental remediation, and asbestos abatement as required by State and Federal law; then
- b) "Private Improvements" specifically approved by the City or RDA as stated in Section IV. C.; then
- c) Any other activity specifically approved by the City or RDA.

6. Assignment. Developer may assign any of its payment rights hereunder to any future purchaser or developer of any part of the Property upon approval of the RDA, provided however, that the City shall be obligated only to disburse TIF Incentives to the party with whom the City has an agreement. It shall be incumbent upon Developer to enter into a separate agreement with any third parties if it intends to assign its payment rights hereunder, or seek either reimbursement or allocation of any Incremental Property Value and guaranteed aggregate assessed value generated by any third party purchaser and/or developer of any part of the Property.

C. Limitations. The TIF Incentive available to Developer for the Project is limited as follows:

- 1. Monetary Limitation. The TIF Incentive in any year shall not exceed seventy percent (70%) of the Available Tax Increment for the Property.
- 2. Tax Incentive Cap. The City shall not be obligated to pay TIF Incentive in excess of the lesser of six million dollars (\$6,000,000.00) or the total amount of Qualified Expenses incurred and paid by Developer.
- 3. Tax Receipts Limitation. Only the Available Tax Increment actually received by the City, and no other property, revenue, or asset of the City, shall be used to pay such amounts.
- 4. Temporal Limitation. Provided Developer qualifies for TIF Incentive and provides adequate proof to the City and RDA that Developer has incurred and paid Qualified Expenditures, and provided Developer and all transferees have paid the real estate taxes and any Special Assessments and Special Charges in full for the previous tax year by July 31, TIF Incentive payments shall be made on or before September 1 of each year; provided, however, in no event shall TIF Incentive payments continue after the earlier of the termination date of the TID or the termination of this Agreement if before the termination of the TID.

D. No General Obligation of City. The City's obligation to make TIF Incentive payments shall be a special and limited obligation only and shall not be considered a general obligation of the City, and neither the full faith and credit nor the taxing powers of the City are pledged to the payment of such amounts. The City shall

take no action to dissolve the TID before payment of all TIF Incentive payments due to the Developer, subject to the provisions of this Agreement. In no circumstances shall amounts to be paid Developer hereunder be considered an indebtedness of the City, and the obligation of the City hereunder is limited to the Available Tax Increment appropriated and received by the City. Amounts due hereunder shall not count against the City's constitutional debt limitation, and no taxes will be levied for its payment or pledged to its payment other than from the Available Tax Increment.

- E. Other Grants and Credits. The City and RDA, as appropriate and in its sole discretion, may also apply for such other grants and credits in regard to the Project as they shall deem appropriate for the benefit of the Project and as may be required to achieve necessary financing for the Project, provided, however, the City and RDA make no representations or warranties about the availability of such grants and credits or whether any such grants or credits that may be available will be awarded.

III. OBLIGATIONS OF DEVELOPER

Prior to the execution of a Development Agreement, Developer shall demonstrate to the satisfaction of the City and RDA the following items within this section.

- A. Site Control. Developer shall submit proof of control over all real estate comprising the Property. Developer will have agreed with all holders of easements and any other rights that may be affected by the Project to the termination, modification or relocation of easements and such other rights to accommodate the Preliminary Concept Plan.
- B. Preliminary Concept Plan. Developer shall submit a concept plan showing proposed Project improvements. Developer shall grant to the City such easements as are reasonably necessary for public improvements, infrastructure, ingress or egress, utilities, lighting or landscaping or any other access necessary. All site and building plans are subject to review and approval by the City for compliance with federal, state and municipal code requirements.
- C. Preliminary Construction Documents. Developer shall submit all construction contracts, architectural drawings and plans and specifications for the improvements to be made. All site and building plans are subject to review and approval by the City for compliance with federal, state and municipal code requirements.
- D. Preliminary Timeline. Developer shall submit a timeline that shall identify specific dates for the following Project milestones:
1. Property Acquisition. The date by which Developer will have acquired all real estate, rights-of way, and easements comprising the Property; after which Developer shall promptly cause a certified survey map to be prepared, approved by the City, RDA and any other party whose consent is required, and shall cause the certified survey map to be recorded with the Brown County Register of Deeds. Property and rights-of-way shall be owned in the name of the Developer.
 2. Construction. The date by which Developer shall have commenced construction of the Project after which the Project shall proceed expeditiously thereafter.
 3. Occupancy. The date by which Developer shall have completed major construction on the Property and all permits have been obtained to allow for normal occupancy.
- E. Preliminary Development Budget. Developer shall submit a budget that shall include not less than twenty million dollars (\$20,000,000.00) in "hard" construction costs and shall also include at least a ten percent (10%) cost overrun/change order line item. The Budget shall clearly identify qualified expenditures for which TIF assistance may be afforded Developer.

- F. Proof of Equity. Developer shall submit proof of equity in the form of the value of the Property, less any mortgages thereon, plus funds on hand and not less than twenty percent (20%) cash equity available for injection into the Project in an amount sufficient to cover all Project costs, which shall not be provided to any third party sources. Any available Developer funds obtained from sources other than lenders or the City shall be expended on the Project before any lender or City funds are expended or any third party financing is used to pay Project costs.
- G. Proof of Financing. Developer shall submit proof of financing, which after injection of the Developer equity into the Project, will be sufficient in the determination of the City and RDA, to complete the Project according to the plans and specifications.
- H. Proof of Insurance. Developer shall submit proof that Developer has obtained and will maintain worker compensation insurance, comprehensive general liability insurance, comprehensive automobile liability and property damage, umbrella coverage and builder's risk insurance in amounts and written by companies acceptable to the City and RDA, which shall each name the City and RDA as additional insureds and shall not be canceled without at least thirty (30)-day notice to the RDA and City.
- I. Existence. Developer shall submit proof that Developer is a limited liability company organized and existing in good standing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business.
- J. No Litigation. Developer shall submit proof that there is no litigation or proceeding pending or threatened against or affecting Developer or the Property that would adversely affect the Project, Developer, or the ability of Developer to complete the Project.
- K. No Default. Developer shall submit proof that Developer is not in default (beyond any applicable period of grace) of any of its obligations under any other material agreement or instrument to which Developer is a party or an obligor.

IV. MISCELLANEOUS TERMS

- A. Time. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth herein.
- B. Documents. Developer shall submit all documents to the City or RDA via one electronic copy and three printed copies.
- C. Compliance with Laws and Codes. The Project, when completed, will conform and comply in all respects with all applicable laws, rules, regulations and ordinances, including without limitation, all building codes and ordinances of the City. Developer will comply with, and will cause the Project to be in compliance with all applicable federal, state, local and other laws, rules, regulations and ordinances, including without limitation, all environmental laws, rules, regulations and ordinances. Developer will obtain from the City and all other appropriate governmental bodies (and all other councils, boards, and parties having a right to control, permit, approve, or consent to the development and use of the Property) all approvals and consents necessary to develop and use the Property as set forth above.
- D. Maintenance and Repair. Developer shall at all times keep and maintain, or cause to be kept and maintained, the Property in good condition and repair, in a safe, clean, and attractive condition, and free of all trash, litter, refuse, and waste, subject only to demolition and construction activities contemplated by this Agreement.
- E. Reports and Information. During the period before the commencement of construction, Developer shall from time to time provide to the RDA information having a bearing upon the Property, the Project, material developments in marketing, sale and leasing relating to the Project, and any other material matters pertaining to the interests of the City and the RDA in the Property or under this Agreement. Developer

shall file with the RDA quarterly progress reports during the course of construction. Developer shall provide RDA with a copy of annual, audited financial statements for Developer through termination of this Agreement.

- F. Relationship of Parties. The City and the RDA are not partners or joint venturers with Developer in the Project or otherwise. Under no circumstances shall the City or RDA be liable for any of the obligations of Developer under this Agreement or otherwise. There are no third party beneficiaries of this Agreement.

CAVEAT

This Term Sheet does not constitute an offer or a legally-binding obligation of any party hereto, or any other party in interest, nor does it constitute an offer of securities

[Signature pages follow]

IN WITNESS WHEREOF, the parties to this Agreement have caused this instrument to be signed by duly authorized representatives of Developer, City and RDA as of the day and year first written above.

**DEVELOPER:
MERGE, LLC**

By: _____

Print Name and Title

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF BROWN)

Personally came before me this _____ day of _____ 2020, the above named _____, a member of MERGE, LLC, a Wisconsin limited liability company, to me known to be the person who executed the foregoing instrument and acknowledged the same.

*

Notary Public, _____ County, Wisconsin
My Commission Expires _____

THE CITY OF GREEN BAY, THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY, and
MERGE, LLC

THE CITY OF GREEN BAY

By: _____
Eric Genrich, Mayor

By: _____
Kris A. Teske, Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF BROWN)

Personally came before me this _____ day of _____ 2020, the above named
_____ and _____, on behalf of the City of Green Bay, a
Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and
acknowledged the same.

* _____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

THE CITY OF GREEN BAY, THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY, and
MERGE, LLC

**REDEVELOPMENT AUTHORITY OF THE
CITY OF GREEN BAY**

By: _____
Gary J. Delveaux, Chair

Attest: _____
Kevin J. Vonck, Executive Director

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF BROWN)

Personally came before me this _____ day of _____ 2020, the above named
_____ and _____, on behalf of the Redevelopment
Authority of the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who
executed the foregoing instrument and acknowledged the same.

* _____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

EXHIBIT A Property Map



EXHIBIT B
Legal Description

239 Arndt Street – Tax Parcel 3-551

Block 1, Arndt's Addition to Fort Howard, now part of the City of Green Bay and that part of the unsurveyed part of Private Claim No. 2, West side of Fox River, in the City of Green Bay, Brown County, Wisconsin, described as follows:

Commencing at a point where the Northerly line of the surveyed part of Private Claim No. 2 West intersects the Westerly line of Pearl Street extended which point is located 248.3 feet Southerly along said Westerly line of Pearl Street from the Southerly line of Arndt Street; thence North 24° 42' 39" East along the Westerly line of Pearl Street extended 248.3 feet to the Northeast corner of Block 5, Arndt's First Addition to Fort Howard; thence South 64° 6' 21" East along the Southerly line of Arndt Street 573.01 feet more or less to the West government dock line Fox River; thence South 12° 35' 14" West along said government dock line 255.1 feet to the Northerly line of the surveyed part of said Private Claim No. 2 West; thence North 64° 6' 21" West along said Northerly line of the surveyed part of Private Claim No. 2 West 627.34 feet to the point of beginning; EXCEPT that part thereof that lies West of the center line of Pearl Street produced Southerly.

Lots 1 and 2, including the East ½ of Water Street vacated, Block 2, Arndt's Addition to Fort Howard now a part of the City of Green Bay.

Lot 3, Block 2 Arndt's Addition to Fort Howard now a part of the City of Green Bay, except the part thereof described in Volume 241 Deeds, page 234.

The vacated portion of Arndt Street extending Easterly from the Easterly line of Water Street (vacated) to the Fox River.

EXCEPTING THEREFROM:

- (a) The 20 foot main line right of way of the (former) C&NW RR Co., described at 4 Deeds 462.
- (b) The side track easement of the (former) C&NW RR Co., described at 90 Deeds 167

101 Bridge Street – Tax Parcel 3-554-A

That part of Lot Five (5), Block Two (2), according to the recorded Plat of Arndt's First Addition to the City of Fort Howard, now a part of the City of Green Bay, West side of Fox River, Brown County, Wisconsin, bounded on the West by a line 280 feet Easterly from and parallel to the Easterly line of Pearl Street and bounded on the East by the channel bank of Fox River, on the North by the Southerly line of Bridge Street, and on the South by the Southerly line of said Lot 5, Block 2, Arndt's First Addition.

119 Bridge Street – Tax Parcel 3-556

Part of Lots 3, 4 and 5, Block 2, Arndt's First Addition to Fort Howard, in the City of Green Bay, Brown County, Wisconsin, described as follows:

All that part of Lot 3, Block 2, lying Westerly of the West line of the premises conveyed to Fort Howard Paper Company as described in Jacket 38 Image 34, also the East 5 feet of vacated Water Street lying between the North and South lines of said Lot 3, Block 2, extended Westerly.

All that part of Lot 4 Block 2, lying between the East line of vacated Water Street and the Channel Bank of Fox River.

The Westerly 120 feet of Lot 5, Block 2; the easterly 5 feet of vacated Water Street lying between the North line of the aforesaid Lot 5 and the South line of the aforesaid Lot 4, Block 2 extended westerly.

EXHIBIT C
Certified Survey Map ("CSM")

[to be inserted]

EXHIBIT D
Preliminary Concept Plan

[to be inserted]



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # M.5

To refer to staff to report back in September 2020, the communication from Ald. Johnson (District 9) "To create a policy guaranteeing City Council oversight and disbursement of funds related to Affordable Housing Extension Resolutions for TIDs 7, 8, and 12."

BACKGROUND

Wis. Stats. §66.1105(6)(g) permits the City to extend the life of a tax increment district (TID) that is required to close for one (1) additional year, so long as all incremental property taxes from such additional year are used to improve housing stock within the City so long as no less than seventy-five percent (75%) of said incremental property taxes from such additional year shall be allocated to affordable housing projects.

In September 2019, Ald. Johnson requested that the RDA create a policy detailing how those funds should be allocated, with a mechanism for Council oversight and disbursement. This item was referred to staff to report back to the RDA in March 2020.

A draft policy for creating and administering a Tax Increment District Affordable Housing (TIDAH) Fund is attached. Staff is looking for input from the RDA and Council as to any changes that may be needed.

We are currently in the midst of a citywide housing study that will help us more accurately identify potential gaps in our current stock. With that, staff is recommending that this be referred back to staff to report back to the RDA in September after the study is completed in order to make adjustments if needed.

RECOMMENDATION

Refer to staff to report back in September 2020.

FISCAL IMPACT

Allocated staff time to prepare policy.

ATTACHMENTS

1. Ald. Johnson Communication - 190917
2. 6.2 - Fund - TIDAH - Policy - 200305



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: 09-17-19

Request of Alderperson Brian Johnson

Refer to: ~~RDA~~ RDA

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

To create a policy guaranteeing
city council oversight ^{and disbursement} of funds
related to Affordable Housing Extension
Resolutions for TIDs 7, 8 and 12.



**Redevelopment Authority
of the City of Green Bay**

TAX INCREMENT DISTRICT AFFORDABLE HOUSING (TIDAH) FUND POLICY

DRAFT: 5 MARCH 2020

I. Creation.

- I.1. Wis. Stats. §66.1105(6)(g) permits the City of Green Bay (City) to extend the life of a Tax Increment District (TID) that is required to close for one (1) additional year, so long as all incremental property taxes from such additional year are used to improve housing stock within the City; and no less than seventy-five percent (75%) of said incremental property taxes from such additional year are allocated to affordable housing projects.
- I.2. The City shall establish a Tax Increment District Affordable Housing (TIDAH) Fund segregated account, from which all incremental property taxes collected under the provisions of Wis. Stats. §66.1105(6)(g) shall be placed.
- I.3. The Redevelopment Authority of the City of Green Bay (RDA) shall be responsible for management and administration of the TIDAH Fund.
- I.4. RDA shall approve and submit to the Common Council of the City for approval, no later than the 31st day of October each year, a plan that includes:
 - I.4.1. A summary of revenues and expenditures for the current calendar year;
 - I.4.2. Proposed allocations for program expenditures for the subsequent calendar year; and
 - I.4.3. Proposed adjustments to this policy to account for changes in inflation, cost of living, median income limits, and other market fluctuations; and
 - I.4.4. Priority neighborhoods towards which funds should be directed.

2. Purpose. The TIDAH Fund shall be used to improve housing stock within the corporate limits of the City, with emphasis on increasing the quantity and quality of affordable housing units.

2.1. Affordable housing shall defined as:

- 2.1.1. Housing units that cost no more than thirty percent (30%) of the gross monthly income of a household; and
- 2.1.2. Housing units targeted towards households earning less than or equal to [to be determined] percent (%%%) of the Brown County median income, as defined by the U.S. Census Bureau.

2.2. Priority will be given to Projects that are on or within:

- 2.2.1. Properties owned by the RDA or City, especially those owned for long periods of time;
- 2.2.2. CDBG eligible census tracts;

2.2.3. Places accessible to pedestrians and bicyclists, and/or serviced by public transit.

2.3. The TIDAH Fund will be allocated to:

2.3.1. Larger multi-unit (rental or owner-occupied) development projects located outside of a TID;

2.3.2. Rehabilitation of multi-unit (rental or owner-occupied) structures;

2.3.3. RDA-led construction of new (rental or owner-occupied) single or multi-unit structures;

2.3.4. Home Improvement Loans for applicants who are not eligible under the HOME program.

3. Projects.

3.1. Priority will be given to Projects that:

3.1.1. create a higher per-acre property value than adjacent properties and the City average;

3.1.2. generate property taxes greater than the cost of providing infrastructure and services;

3.1.3. rehabilitate and/or build new structures for individuals of all ages and abilities;

3.1.4. are designed and built with options for conversion to alternative uses in the future;

3.1.5. remove blighted and neglected properties with high complaint and/or police call volumes;

3.1.6. rehabilitate and/or build new structures with high-performance designs, systems, and finishes;

3.1.7. remediate environmental contamination and/or enhance the physical landscape; and

3.1.8. create and/or enhance unique public spaces, amenities, and art.

3.2. Developer shall have in place and shall provide RDA proof of:

3.2.1. Equity in the form of the value of the Property, less any mortgages thereon, not less than twenty percent (20%) equity available for injection into the Project; and

3.2.2. Financing, which after injection of the Developer equity into the Project, will be sufficient in the determination of the RDA, to complete the Project according to the plans and specifications; and

3.2.3. For projects over five hundred thousand dollars (\$500,000.00), a line item of not less than one percent (1%) of the estimated aggregate assessed value of the Property, which shall be specifically dedicated towards Public Art, in accordance with RDA Resolution 19-03 Regarding Percent for Art.

3.3. A Project shall be limited by the following criteria:

3.3.1. The Project shall not be part of a Development Agreement with a TIF Incentive.

3.3.2. With the exception of Home Improvement Loans for applicants who are not eligible under the HOME program, the TIDAH Incentive shall be less than or equal to all of the following:

3.3.2.1. The amount of Developer equity in the Project;

3.3.2.2. Twenty percent (20%) of the Project budget; and

3.3.2.3. Five hundred thousand dollars (\$500,000.00).



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

Cheryl Renier-Wigg, Staff

AGENDA ITEM # M.6

To approve partnering with the City of Green Bay Parks Department in the purchase of 601 St. George Street for trail expansion and housing development.

The Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

RDA staff, on behalf of the Parks Department, has been working towards the purchase of 601 St. George Street for the expansion of the East River Trail and future housing development. The property, zoned both commercial and residential, has been primarily used as a commercial property. The use conflicts with the residential neighborhood it is located in. It has three (3) storage/shop buildings on the site with four (4) tenants on site, all having month-to-month leases.

The purchase of this property would allow the East River Trail to continue to stay adjacent to the East River as well as provide two (2) sites that could be redeveloped for residential purposes.

The purchase would be made with a combination of City, DNR, and Neighborhood Enhancement funding.

RECOMMENDATION

To approve partnering with the City of Green Bay Parks Department in purchasing 601 St. George Street.

FISCAL IMPACT

ATTACHMENTS

- I. 601 St. George Street



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.I

To approve the request by Larry Stange (Bay Beach Mini Golf) and Brian and Stephanie Matzke (Kastle Karts) for permission to not clear sidewalks in front of their businesses during winter months and to rescind the recent invoice for clearing sidewalks.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Letter to City

Brian and Stephanie Matzke
Kastle Karts
2845 N New Franken Rd
New Franken, WI 54229

Larry Stange
Bay Beach Mini Golf
2421 N Irwin Ave
Green Bay, WI 54302

March 3, 2020

Chris Pirlot
Director of Parking and Operations
100 N Jefferson St Room 300
Green Bay, WI 54301

Dear Mr. Pirlot,

We are writing to ask you for a review of City Ordinance 9.30, *Snow Removal*, from the pavement in front of our businesses, Kastle Karts and Bay Beach Mini Golf.

Property addresses:

Kastle Karts
2301 N Irwin Ave
Green Bay, WI 54302

Bay Beach Mini Golf
2421 N Irwin Ave
Green Bay, WI 54302

To our surprise, we recently received a bill from the City of Green Bay for snow removal from these properties. Both businesses operate on a seasonal schedule, May through September. The pavement leads only to the two businesses, ending at a crosswalk to Bay Beach Amusement Park, which is also gated and unplowed.

We are kindly requesting to be allowed to bypass the *Snow Removal* requirements and that the pavement in question be "closed" for the winter. We are also requesting the City of Green Bay rescind the bill sent for the snow removal from January.

Thank you so much for your help,

Brian Matzke
Stephanie Matzke
Larry Stange



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.2

To hold until the April 8, 2020 Improvement and Services Committee meeting the request by Ald. Lefebvre to request committee to look at the issuing of a sidewalk café permit to Titledown Tobacco per Section 6.155 Green Bay Municipal Code – (1) Definitions: (a) sidewalk café is any group of tables, chairs, benches, or partitions maintained within the public right-of-way for use directly in front of an establishment with a valid restaurant license.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.3

To hold until the April 8, 2020 Improvement and Services Committee meeting the request by Ald. Nicholson, on behalf of Tina Bunker, to have the City of Green Bay own and maintain the storm water management ponds as part of the Grandview subdivision(s).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Storm Water Pond Memo - 1-02-2020 MRH
2. 2018 ADP 129 OMA 18-01 Comments mrh 2-7-2018



DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

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INTER-OFFICE
MEMO

TO: Improvement & Service Committee

FROM: Matthew Heckenlaible, PE – Utility Manager

SUBJECT: Storm Water Facility / Pond Memo

DATE: January 2, 2020

C: Steven Grenier, PE – Director of Public Works
James Brunette, PE – Assistant Director of Public Works

Overview:

In the late 1990's, the City was notified by the WDNR that we would need to prepare and submit a Storm Water Permit Application to be a monitored municipality which would require the City to make improvements to water runoff being discharged within the City of Green Bay.

As such, the City started looking at projects that could potentially benefit from storm water discharge benefits. As the City did not have an ordinance to actively enforce, all we could do was 'plan' and 'suggest' storm water management be incorporated into developments and projects.

The City required storm water management to be incorporated into the University Highlands Subdivision off of Spartan Road as was indicated in preliminary drawings, but as there wasn't an ordinance the subdivision was constructed without any such BMP's.

West Mason Street Facility – new storm water facility constructed as part of the WISDOT reconstruction of West Mason Street in 1997

In 1998 the City requested the new Aurora Hospital complex to manage storm water which they willingly accommodated.

Barina Creek Parkway – 1998 to 2000, relocation of unnamed tributary streams, modification of floodplain and environmentally sensitive designations from Brown County for the drainage from the roadways associated with the Red Smith School construction and associated future residential developments.

June 2001, Proctor and Gamble proposed to construct a large warehouse facility immediately east of S Huron Road in which the City requested them to manage storm water not only for their property but also 'Out Lots' that would be between their warehouse and S Huron Road. They willingly accommodated.



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Storm Water Ordinance was adopted December 2001 and with implementation and enforcement of the ordinance to commence immediately but there wasn't any 'guidance' in how to do that. It was a slow and gradual implementation.

Residential / Commercial Development in somewhat of a chronological order:

Summer Place Estates (2000) – Developer was required to manage storm water in the northerly portion of the development prior to discharging to the West Mason Street / Hillcrest Road ditch system which ultimately discharges in to waters controlled by the Oneida Nation. This was constructed by the developer prior to the road right-of-way infrastructure improvements being completed.

McAuliffe Hghts Sub'd: started the platting process in 2000; Plat recorded 2/2001 – City had the desired to require / do storm water management along the south side of Sitka but again no ordinance to enforce (No Storm Water Required) Christa McAuliffe Storm Water Facility retrofitted into Park in 2014.

McAuliffe Hghts Sub'd Phase II: Plat recorded 1/2002 – just past Storm Water Ordinance being adopted; process started prior to ordinance (No Storm Water Required) Christa McAuliffe Storm Water Facility retrofitted into Park in 2014.

McAuliffe Hghts Sub'd Phase II: 1/2003 – no land available to City charged "Fee in Lieu of"

University Highlands (Spartan Road) – initial phases constructed in 2001, storm water requested but developer refused to do as there was no ordinance to require it. City RETROFITTED Larschied pond into the southwesterly portion of the subdivision in 2010 to aid in meeting our WDNR Permit TSS reduction requirements.

Huron-Sitka Pond: As the City had limited knowledge on the design and construction of storm water facilities, the City opted to hire a consultant to do the 'design' to not only meet water quantity reduction requirements but also address a water quality benefit. Robert E Lee began the design of this facility in 2001 in anticipation of the Huron Road reconstruction along with preventing the ditches from further eroding from the storm sewer discharge point to Baird Creek. Constructed 2002 for Huron Road Reconstruction

Woodside Heights Sub'd – Plat / Fees 2003; City charged "Fee in Lieu of" as the Huron – Sitka Pond existed.

Subsequent phases of Woodside Heights Sub'd also were charged "Fee in Lieu of"

Wood Winds Estates (Star Creek Court) – Plat / Fees 2003; City charged "Fee in Lieu of" as the Huron – Sitka Pond existed.

Due to next phases of Huron Road (Woodside Road) construction / reconstruction, the City again hired Robert E Lee to look at the corridor and recommend storm water facility locations and ultimately perform storm water facility design services. Three (3) storm water facility locations



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were selected Huron Pond #2 – Northeast corner of Huron Road and Whittier Drive; Huron Pond #3 – Southeast corner of Huron Road and Baird Creek; and Huron Pond #4 – Northeast corner of Huron Road and Baird Creek.

Royal Woods Estates: Final Plat / Fees - 12/2003; City Charged “Fee in lieu of” AND required the Developer to pay for the land on which the future storm water facility would be located (1.5 acres). The City opted to design and construct this storm water facility due to the encouragement and significant concerns expressed by both the City’s Park, Recreation and Forestry Department and the Baird Creek Preservation Foundation about letting storm water discharge from the subdivision unchecked and uncontrolled and ultimately eroding out the steep slopes immediately adjacent to the subdivision leading into the south branch of Baird Creek.

Huron Pond #2 and #3 were ultimately constructed in phases by the developers of Baird Creek Preserve / The Preserve beginning in 2006 which also allows Huron Road and Whittier Drive water to be discharged and managed within them prior to being discharged into Baird Creek.

Huron Pond #4 was ultimately constructed by the developer of the Stone Garden Development

Eaton Heights: Final Plat / Fees - 3/2005; Developer had a consultant prepare a storm water report, design and ultimately constructed the storm water facility; Developer owned this storm water facility up until 2019 when they deeded it over to the City. City designed and constructed the infrastructure.

Largo Ridge: 9/2004 plat review comments – Storm water management will need to be addressed and implemented for all areas. (Did not proceed with Development)
3/2005 – same requirements (Did not proceed with Development)
5/2006 – same requirements (Did not proceed with Development)

Brown County Farm Pond: Constructed 2007

Largo Ridge: 7/2012 – small development, 10 lots which the Developer hired a consultant to design - ERU as Brown County Farm Pond was constructed
3/2013 – expanded development to 39 lots still consultant design – ERU (Did not proceed with Development)
3/2014 – expanded development to 39 lots still consultant design – ERU City constructed infrastructure from consultant design.

Mackinaw Estates (2004) – Developer was required to design and build a small storm water facility in the northwesterly portion of the property. City designed and constructed the infrastructure.

Hannah Heights / Platten Place (2004) Developer was required to prepare and implement a storm water management plan which was a infiltration swales along the rear of the properties/lots and dry detention area that discharged into an infiltration facility prior to being discharged to the rail



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road ditch in the southeasterly corner of the development. City designed and constructed the infrastructure.

Thomas J Juza's Shorewood Height's 1st Addition (2004) Developer was required to prepare and implement a storm water management plan which included a wet detention pond east of Sussex Road and south of Chruch Road. Developer design and construction of infrastructure.

Excalibur 2nd Addition (2005) Developer was required to prepare and implement a storm water management plan which included a wet detention pond in the southeast corner of Kathy Drive and Paula Street. Developer design and construction of infrastructure.

Ponds @ Baird Creek (2005) – Developer Design / Build which allow the streets to discharge storm water into them and be managed by these storm water facilities.

Majestic Heights Subdivision (Remington Road / Lost Ridge Court)(2005) Developer was required to prepare and implement a storm water management plan which was a wet pond in the northwest corner of Remington Road and Lost Ridge Court prior to discharging to an unnamed tributary to Baird Creek. Developer design and construction of infrastructure.

Mahon Creek Sub'd & 1st Addition – City Designed the right-of-way infrastructure; Developer was required to design and implement storm water management.

Sand Ridge Park Sub'd (2017) – Developer was required to prepare and implement a storm water management plan which included a wet detention pond north of West Point Road west of Sandstone Place. Developer design and construction of infrastructure.

Pine Acres Estates (2018) – Developer was required to prepare and implement a storm water management plan which included a wet detention pond and bio-filtration in the southwesterly portion of the development near Buckthorn Trail and Crestwood Springs Court. Developer design and construction of infrastructure.

The Rail Yard – (2018/2019) Developer was required to prepare and implement a storm water management plan which included a wet detention pond east of Donald Driver Way. Developer design and construction of infrastructure.

Conclusion / Considerations:

- Grandview Heights / Grandview Place (development in question) Area Development Plan 129 dating back to November 11, 2003 and Official Map Amendments 14-01 (November 17, 2014), 15-01 (June 24, 2015) and 18-01 (February 7, 2018) storm water management has been noted within a continuous memo stating that “The developer(s) will need to meet the City of Green Bay's Storm Water Management Ordinance for all proposed areas and create a formal storm water management plan”. Attached and highlighted is the continuous memo. Area Development Plans and Official Map



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Amendments aid in planning, design and reserves appropriate land for necessary improvements.

- Per 30.06 (1) “*Responsible party. The landowner* or the post-construction site or other person contracted or obligated by other agreement with the landowner to implement and maintain post-construction storm water BMPs is the responsible party and shall comply with this chapter.”
- As there is no agreement between the City and Developer for Grandview, the ‘landowner is the responsible party’ to comply with the Storm Water Management Requirements.
- The majority of the development projects listed above the Developer designed and implemented the required storm water management features.
- Since 2004, the majority of the projects listed above were consultant designed with
- Some of the above storm water management features were or will be turned over to the City for future maintenance and up-keep.
- DPW’s Position as it relates to the management of storm water for NEW development, reconstruction and/or redevelopment of properties is placed on the Developer as can especially be seen in most of the development examples listed above.
- HOWEVER?
 - Developer complete a prepares a storm water management plan;
 - Developer prepares a storm water management design that is consistent with City / DPW standards and requirements;
 - Developer deeds over all necessary lands (no cost to the City)
 - Developer grants all necessary easements for conveyance of storm water; and
 - Developer agrees to pay actual costs associated with the construction, stabilization and final vegetation of the proposed storm water facility;
 - The City / DPW would be willing to construct said storm water facility as part of Infrastructure construction contracts.



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INTER-OFFICE
MEMO

TO: Steven Grenier – Director of Public Works

FROM: Matthew Heckenlaible – Utility Manager

SUBJECT: ADP 129 – OMA ~~14-01~~ ~~15-01~~ 18-01
Storm Water / Sanitary Sewer / Pavement
Comments

DATE: November 17, 2014
Revised/Up-dated June 24, 2015
Revised/Up-dated February 7, 2018

C: James Brunette – Assistant Director of Public Works
Tom Giese – Right-of-way Specialist

Comments:

November 11, 2003 Interoffice Memo:

We have reviewed the proposed amendment to ADP 129 and have the following comments to the proposed street layout, and for providing sanitary sewer service and storm water management for the subject development:

1. Besides Rocky Arbor Trail, there should be an east-west corridor that connects Erie Road to Grandview Road. The unnamed road that intersects Erie Road to the south of Ashby Lane would be the ideal choice. This road could connect to Grandview to the north or south of the existing home at Grandview. This road shall have a right-of-way width of 70 feet. (Copper Falls Way)
2. The connecting east-west roads would not have to be a straight shot, which would lend itself to possibly faster speeds through the subdivision. There could be some reverse curves put in to help with traffic calming, like the one shown near the Erie Road intersection.
3. The east-west roadway should line up with a through roadway east of Grandview Road. (Through modifications of the ADP – this no longer occurs. There are offset intersections at Grandview for proposed Road E and proposed Road D which is not desirable as this creates conflict points for motorists.)
4. Internal sanitary sewer would come off of the proposed southern reach of the Baird Creek Interceptor Sewer with a portion of this sewer being constructed during the winter of 2003-2004 and should be available at the northwestern reaches of the proposed ADP by April 2004. (Sanitary Interceptor Sewer has been constructed; additional infrastructure required. The route of the proposed north-south portion of the sanitary interceptor sewer through the remainder of the proposed development has been altered and will be constructed within Erie Road and Grandview Road. The interceptor will need to be



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extended from its current location within Rocky Arbor east to Grandview within Rocky Arbor. The route modifications were due to existing wetlands that WDNR had concerns about permitting per a meeting with WDNR and City Staff 12/2017.).

5. The developer(s) will need to meet the City of Green Bay's Storm Water Management Ordinance for all proposed areas and create a formal storm water management plan. DPW – Engineer is reserving a minimum of five (5) locations for storm water facilities, which will range in size from 2.4 Acres to 7.6 Acres of land. The approximate locations of the storm water facilities are shown on the attached sketch. A formal storm water management plan will need to be prepared identifying locations and sizes for storm water management facilities such that appropriate land areas can be set aside along with appropriate access, right-of-way and/or easements, to these facilities. The proposed ADP is identifying locations for proposed storm water management facilities but does not address access, proper sizing of the facilities, existing and proposed drainage basins and routing of the proposed storm sewers to and from the proposed storm water facilities.
6. Storm water management will be a challenge in these areas due to the rolling terrain a combination of swales and sewers would strongly encouraged in this area. Provided the ADP is adopted, advance planning of the storm water management plan for this area could be formally designed and completed. The storm water management plan may require pre-grading of the site and additional easements to convey storm water. (Still applicable, The above comment is still applicable for OMA 18-01.)
7. Upon review of the WDNR's 1986 Wetlands Inventory Map it appears that there may be some wetlands in the proposed ADP development, and prior to final approval of the ADP that a wetlands study be completed and submitted to the City. (Still relevant and not addressed. A wetland determination/delineation had been completed, but prior OMA's did not address avoidance as OMA 18-01 is attempting to now address.)
8. The wetland determination / delineation report indicated that there is a waterway in the southerly portion of the proposed development near the intersection of proposed Road A and Road F. The report did not indicate whether that waterway was navigable or not and WDNR indicated concerns during the 12/2017 meeting with WDNR and City Staff and recommended that a formal navigability determination be made. It was too late in the season to have that determination made as winter set in. This could have a significant impact on the proposed road and lot layout near the intersection of Road A and Road F.

November 14, 2014 Comments:

A review of the 2014 aerial photographs and the WDNR Wetland Inventory documents indicate that there may be wetlands or areas suspected to have wetland indicator soils. Per the proposed official map amendment 14-01, several of the storm water facility are shown to be in these areas. Per WDNR requirements, storm water facilities cannot be located within a water way or wet land area. (Still applicable)



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It is also DPW's practice not to accept any road right-of-way that contains wetlands. (Still applicable. Rights of way proposed within OMA 18-01 are avoiding wetlands but as indicated above there is a concern about a potential navigable waterway near the intersection of Road A and Road F.)

Therefore, it would be recommended that a wetland determination of the amendment area be completed. Still recommended. A wetland determination and delineation has been completed and concurred with by WDNR.

OMA 15-01 does not address storm water management facility locations and wetland concerns which are still relevant topics as this may impact the proposed layout, platting and construction of this area. OMA 18-01 address location but does not address access, adequate area as would be detailed within a formal storm water management plan as required in Chapter 30 of the City's storm water ordinance.

Based upon OMA 14-01 : Utilizing a quick area calculation based upon old WDNR guidance documents the minimum pond surface area shall be 2% of the drainage area. Additional land will then be required for sloping and buffering. (For conceptual land areas required, actual areas would need to be determined based upon a formal storm water management plan)

Area 1 – Approximately 16 acres of drainage area which will be mixed multi-family, residential and senior living. $16 \text{ Ac} \times 2\% = 0.32 \text{ Acres} \times 2$ for buffer and sloping so a minimum of 0.64 acres should be reserved for this particular storm water facility.

Area 2 – Approximately 46.7 acres of drainage area which will be mixed multi-family, residential and senior living. $46.7 \text{ acres} \times 2\% = 0.93 \text{ acres} \times 2$ for buffer and sloping, so a minimum of 1.86 acres should be reserved for this particular storm water facility.

Area 3 – Approximately 46.4 acres of drainage area which will be mixed, multi-family, Townhomes, Senior living, commercial and residential. $46.4 \text{ acres} \times 2\% = 0.92 \text{ acres} \times 2$ for buffering and sloping, so a minimum of 1.84 acres should be reserved for this particular storm water facility.

Area 4 – Approximately 7.5 acres of drainage area which will be mixed residential and commercial. $7.5 \text{ acres} \times 2\% = 0.15 \text{ acres} \times 2$ for buffering and sloping, so a minimum of 0.30 acres shall be reserved for this particular storm water facility.

Area 5 – The drainage basin extends outside of the proposed map amendment and should account for the drainage down to Finger Road. Therefore the overall drainage basin would be around 120 acres which would be mixed uses of Townhomes, commercial, and residential. $120 \text{ acres} \times 2\% = 2.4 \text{ acres} \times 2$ for buffering and sloping, therefore a minimum of 4.8 acres shall be reserved for this particular storm water facility.



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Area 6 – the cul-de-sac and northerly east-west roadway appears that it could be in areas of wetlands or in areas of wetland indicator soils. Therefore, developing this area and providing storm water management may have to be completed by enlarging another storm water facility, such as Area 5 to offset the non-treatment in this area.

Area 7 – A storm water facility was not indicated in this area but it would be treating Rocky Arbor Trail, northerly portions of Wissota Way and Buckhorn Lane along with the north-south roadway north of Rocky Arbor Trail. This storm water facility would also manage the runoff from the proposed park property. This drainage basin is approximately 37.1 acres of mixed uses, park, townhomes, residential and multi-family. $37.1 \text{ acres} \times 2\% = 0.74 \text{ acres} \times 2$ for buffering and sloping, so a minimum of 1.48 acres shall be reserved for this particular storm water facility.

The sanitary interceptor sewer has been installed from Erie Road east along Rocky Arbor Trail (OMA 2014) (in 2003 referred to as Ashby Lane) to Buckhorn Lane and then south on Buckhorn Lane to approximately 500 feet south of Rocky Arbor Lane on Buckhorn Lane. The sanitary interceptor sewer is to extend to the south along Buckhorn Lane until the intersection of the southerly most east west street/cul-de-sac (which is now Road G in OMA 15-01). From there it will go east 295 feet to the westerly property line extended of parcel 21-13. It would then proceed southerly along the westerly property line of parcel 21-13 until it crosses Finger Road at which time it would join up with the existing sanitary sewer easement on the south side of Finger Road to East Mason Street. The sanitary interceptor sewer route has been modified due to wetland permitting concerns and conflicts as indicated above.

~~In OMA 15-01, Buckhorn Lane is now proposed to terminate at Road E and turn into pedestrian ways from Road E to Road G. In order to construct and maintain the sanitary interceptor sewer, a 60 foot permanent easement centered on the sanitary interceptor sewer will be required and a 30 foot limited easement on the easterly side of the 60 foot permanent easement will also be required. The sanitary interceptor sewer in this area ranges from 24 to approximately 30 feet deep. It is intended to service undeveloped areas south of Finger Road. No longer applicable.~~

~~The City has already obtained the easterly portion of the 60 foot permanent easement and the 30 foot limited easement from Parcel 21-13. Looking at the lot layout, there is no common property line with the westerly lot line of Parcel 21-13. As such, the sanitary sewer would then need to go through the entire lot. No longer applicable.~~

~~Due to the depth of the sanitary interceptor sewer, constructing it to South Grandview Road from Road E would not be desirable due to other existing utilities already occupying the road right-of-way, primarily a 36 inch water transmission line and an 8 inch water distribution line on the east side of the road with gas and electric on the other side. The sewer excavation would consume the majority of the road right-of-way and put these existing utilities at risk. No longer applicable.~~



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The sanitary interceptor sewer was constructed in 2003 down Erie Road from Whittier south to just north of the southerly branch of Baird Creek. A dead end manhole was constructed at the a proposed roadway as shown in the currently approved ADP 129. It appears that Copper Falls Way is being proposed approximately 100 to 150 feet north of where the originally proposed street had been located. (DPW NOTE: NO AS-BUILT PLAN FOR SEWERS 10-03 EXIST WITHIN THE ERIE ROAD SCANNED PLANS) **This is still applicable regarding OMA 18-01.**

Without needing to add a new manhole in Erie Road, it would be my recommendation that the proposed Copper Falls Way be relocated south to where it is shown on the Official Map today. **OMA 15-01 still has the proposed Copper Falls Way located north of the originally located roadway where a sanitary sewer manhole and sewer stub has been previously constructed. This is still applicable regarding OMA 18-01.**

The westerlys portion of Copper Falls Way, Peninsula Place and Blue Mound Circle to the proposed pedestrian walk way should be able to be serviced with sanitary sewer from the existing sanitary sewer in Erie Road. **(Still applicable) This is still applicable regarding OMA 18-01.**

The portion of Rocky Arbor Trail **(OMA 14-01)** and the southerly portion of the unnamed street on the east side of the park would be serviced from a sanitary sewer coming from the existing Rocky Arbor Trail. The northerly portion of the unnamed street on the east side of the park would need to be serviced from a sanitary sewer that loops around from the north side coming from Grandview Road. **(Still applicable) Due to the modification of the sanitary sewer interceptor route, servicing this area has not been reviewed and will need to be determined at a later time and will not be addressed regarding OMA 18-01.**

The proposed layout east of Grandview Road would ultimately be serviced from the proposed 18-inch sanitary interceptor sewer in Buckhorn Lane. A 15-inch sewer would be extended to the easterly limits down Copper Falls Way at minimum slope (0.16%) such that the sewer could be extended further to the east. **(Still applicable) Due to the modification of the sanitary sewer interceptor route, servicing this area has not been reviewed and will need to be determined at a later time and will not be addressed regarding OMA 18-01.**

The remainder of the proposed layout east of Grandview Road could be serviced from the proposed 15-inch sewer in Copper Falls Way. Preliminary layout was completed utilizing the slope for an 8-inch sewer (0.40%). Exact sizing and slopes would need to be completed in order to service this Official Map Amendment and properties east and abutting both sides of Northview Road and possibly as much as ½ east of Northview Road if necessary for future development needs. **(Still applicable) Due to the modification of the sanitary sewer interceptor route, servicing this area has not been reviewed and will need to be determined at a later time and will not be addressed regarding OMA 18-01.**



DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

100 N. Jefferson Street, Room 300
Green Bay, WI 54301
Tel (920) 448-3100
Fax (920) 448-3102

INTER-OFFICE
MEMO

~~From OMA 14-01: General sanitary sewer service; undeveloped drainage basins; and wetlands and/or areas of wetland indicator soils (wetlands) are attached again.~~

The following were from the OMA 14-01 pavement review completed by Kristin Romanowicz.

The findings of my review of the Official Map Amendment for the Grandview Place Traditional Neighborhood Development Plan are summarized as follows:

Based upon the information provided, it appears that the proposed street layout would meet most of the applicable requirements for subdivision and platting. Accommodations for radii on corner lots, proposed right of way widths, visibility requirements appear to be adequately addressed with the proposed layout. Some potential exceptions include:

1. The right of way width for Copper Falls Way and South Grandview Road were not specifically called out in the narrative, but should meet the minimum requirement for collector street classification (70').
2. The street grades were not able to be reviewed with the information provided, but with the rolling topography would be expected to be within the allowed limits.
3. The radius for the approach to a cul-de-sac turnaround needs to be a minimum 30 feet. This requirement should be reviewed for the southernmost cul-de-sac off Buckhorn Lane to ensure it is sufficient and the proposed lot layout is feasible.
4. Is the intent of Rocky Arbor Trail to be a collector street in its design? If so, the alignment should include a minimum 100' tangent between reverse curves.
5. The right of way of Road A, north and south of Copper Falls Way appear to have angle points as transitions and not a curved transition.
6. There are offset intersections at Grandview for proposed Road E and proposed Road D which is not desirable as this creates conflict points for motorists.

The position of Copper Falls Way is shifted to the north apparently due to the presence of the south branch of Baird Creek. This shift is acceptable based on pavement related concerns and construction and permit related concerns with construction over wetlands/creek, but does still have the sewer connection concerns identified by M. Heckenlaible in his memo dated 11/14/14.

Street names will need to have the appropriate suffix for the street type.

The development to the east of this location impacts the classification of the east-west street exiting to the east from Grandview, immediately to the south of Copper Falls Way. Based on the near spacing of this street to Copper Falls Way, this street should be classified as a local street.

Within the portion east of Grandview Copper Falls Way is used as a roadway. As it is not continuous with the westerly Copper Falls Way, a different name shall be utilized.



DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

100 N. Jefferson Street, Room 300
Green Bay, WI 54301
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INTER-OFFICE
MEMO

Block lengths in residential areas shall not exceed 1500 feet and dedicated pedestrian ways not less than 15 feet wide through center of blocks more than 900 feet long and/or at the end of cul-de-sacs should be provided. Copper Falls Way, between Erie and Buckhorn, exceeds 1500 feet; and Grandview Road, between Unnamed Street to south and Copper Falls Way exceeds 900 feet; and Grandview Road, between Copper Falls Way and Rocky Arbor Trail exceeds 900 feet.

Similar to that referenced in M. Heckenlaible's memo, the proximity of the stormwater pond to wetlands and south branch of Baird Creek would present challenges in permitting and construction. In addition, the illustrated proximity of the stormwater pond to the roadway and adjacent properties may not be accurate in considering constructability and design.

CITY OF GREEN BAY
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
 100 N. Jefferson Street, Room 300
 Green Bay, WI 54301
 Tel (920) 448-3100
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**SUBDIVISION AND
 CERTIFIED SURVEY MAP
 CHECKLIST & COMMENTS**

Approved By: [Signature]
 Date: 03/19/19

Date Received: 3/13/19		CP 16-09 GRANDVIEW PLACE PRE-FINAL - 2019	
☐ Preliminary Plat		☒ Pre-Final Plat	☐ C.S.M.
SANITARY AND STORM SEWER		COMMENTS:	
1	Sanitary Sewer Service Available? ☒ Yes ☐ No ☒ Can be made available	Storm water management will need to conform to the requirements found in Chapter 30 of the City's Ordinance Codes and WDNR requirements. Grading plan and storm water plan shall meet the requirements found in 14-208, with specific attention being paid to 14-208(b)(2) that the elevations must be in the City Datum. The grading plan shall also extend beyond the proposed development limits to show any impact on existing lands 14-208(b)(1).	
2	Sewer Easement(s) Required? ☒ Yes ☐ No		
3	Backyard Drainage Required? ☒ Yes ☐ No Amount of Drainage Bond =		
4	Stormwater Management Plan Required? ☒ Yes ☐ No ☐ Fee in lieu of		
Reviewed By: RDP		Date: 3/19/19	
STREET GRADES		COMMENTS:	
5	Contours Required? ☒ Yes ☐ No Grading Required? ☒ Yes ☐ No Amount of Bond =	The City will need the property for the pond maintenance in the northwest corner of the west pond. The +/- 10 foot wide area in this corner needs to be included with the pond so that it is available for maintenance. The easement that is parallel to the ATC lines is listed as a utility easement and shall be called a storm sewer easement. The utility easement along Erie Road is similar, it shall be called a storm sewer easement. There is an easement between lots 13 and 14 that runs north/south. This easement will be a private easement. The City will need an easement for all of the east pond. The project will be submitted to WDNR for a common permit. If the property is not under common control the permit may not be issued. Lastly, the easement for the cul-de-sac should be included.	
HORIZONTAL ALIGNMENT			
R/W Widths ☒ OK ☐ See Comments			
Curves ☒ OK ☐ See Comments			
Intersections ☒ OK ☐ See Comments			
6	Meet alignment of streets in adjoining plats ☒ OK ☐ See Comments		
Street Names ☒ OK ☐ See Comments			
Sidewalks Note Required? ☒ Yes ☐ No			
Reviewed By: EJB		Date: 3/13/19	
DO LOTS AND STREETS HAVE IMPROVEMENTS?		COMMENTS:	
7	Sanitary Laterals ☐ Yes ☒ No	Parcel is currently a farm field with sanitary sewer running within the proposed Right of Way of Rocky Arbor Trail. Erie Road is a rural asphalt roadway without curb and gutter.	
	Storm Laterals ☐ Yes ☒ No		
	Pavement ☐ Yes ☒ No		
	Curb & Gutter ☐ Yes ☒ No		
Reviewed By: MMA		Date: 3/18/2019	
8 UTILITY EASEMENTS/STREET LIGHTS			
COMMENTS:			
New street lights required due to new road and Intersection: 1 - 14,000 lumen LED street light at the NE corner of Erie Rd and Rocky Arbor Trail; and 5 - 9,000 lumen LED street lights across from Lots 3 & 4, at Lots 6 & 7; across from Lots 10 & 11; at Lots 13 & 14, and on the SE corner of Rocky Arbor Tr and future Wissota Way.			
Reviewed By: DJAH		Date: 03/14/2019	
ADDITIONAL COMMENTS:			
1) Identify by name the beneficiary of Storm Sewer, Sanitary Sewer and Drainage Easements including all conditions of easements. (thg)			
2) Correct distance on line at NW corner of Outlot 1, line with bearing of S33°24'11"W should be 64.37'. (thg)			
3) Check curve data table for information of curve on Lot 18, does not seem to match map. (thg)			



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.4

To refer to staff the request by Ald. Vander Leest, on behalf of area residents, for the sink hole in the front yard of 1831 Van Oss Court near the newly installed mini storm sewer be investigated by the Public Works Department and to be fixed in the spring.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.5

To hold until the April 8, 2020 Improvement and Services Committee meeting the request by Ald. Wery on adjusting mini sewer hookup fees.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.6

To refer to staff the request by Ald. Wery for an update on repairs or resurfacing of Shawano Avenue and request staff to find out from WisDOT how to get the project scheduled.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.7

To approve the request by Department of Public Works to award the Doty Street Reconstruction project contract at a staff level and report the award at the next regular meeting of the Improvement and Services Committee due to the March meeting schedule.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.8

To approve as amended the report of the Purchasing Manager requesting approval to purchase annual street maintenance consumables as needed for the 2020 season and for annual budgeted expenditures from 2021-2025, from the noted contracted vendors; annual street maintenance consumables, sealant, and glass spheres are approved for purchase, and Brown County shall be given the opportunity to quote cold patch asphalt and high performance asphalt. Total expenditure is based on annual budget for these items of \$350,300.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 3-25-2020 IS Agenda Report



CITY OF GREEN BAY - PURCHASING DIVISION

TO: I & S Committee
 FR: Calvin Winters, Procurement Manager
 DT: March 18, 2020
 RE: Purchasing Report
 Cc: Steve Grenier, Jamie Destiche

Report of the Purchasing Manager:

1. Request approval to purchase annual street maintenance consumables as needed for the 2020 season and for annual budgeted expenditures from 2021-2025, from the contracted vendors as noted below. Total expenditure is based on annual budget for these items of \$350,300.

CONSUMABLES FOR DPW ANNUAL STREET MAINTENANCE - Request approval of 2020 purchases, plus pre-approval of annual budgeted expenditures for 2021-2025:				2020 Budget \$305,300 (includes):	
High Performance Cold Patch	101503 Operations Division	Northeast Asphalt or MCC - TBD	Market Price est. \$118 per ton	\$10,500	As needed for six years
Asphalt-Hot Mix	101503 Operations Division	Northeast Asphalt or TBD	Market Price est. \$58 per ton	\$91,200	As needed for six years
Crack Sealant	101503 Operations Division	Sherwin Industries, Milwaukee, WI or TBD	VALUE Contract #2020-255	\$127,600	V.A.L.U.E. contract for six years
Pavement Marking Paint	101504 Traffic Division	Baltimore Paint, Div. of Sherwin-Williams or TBD	WisDOT Contract #395002-O20-0510299-000-01	\$63,000	WisDOT contract for six years
Glass Spheres - beads for pavement painting	101504 Traffic Division	Flex-O-Lite, Div. of Potter Ind. or TBD	WisDOT Contract #395002-O20-0510300-000-01	\$13,000	WisDOT contract for six years

Cold Patch and Hot Mix: These products are petroleum based and pricing is subject to market fluctuations. Local vendors are contracted for logistical reasons. Pricing is compared annually to alternative suppliers, but transportation costs are prohibitive.



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.9

To approve the award of the following contracts:

A. BRIDGE 2-20 (B-05-154: EAST MASON STREET BRIDGE OVER EAST RIVER REHABILITATION) to the low responsive bidder, Lunda Construction, in the amount of \$343,250.

B. PAVEMENT 2-20 HILLCREST DRIVE RECONSTRUCTION to the low responsive bidder, David Tenor Corp., in the amount of \$828,865.45.

C. PAVEMENT 3-20 GRAY STREET RECONSTRUCTION to the low responsive bidder, Soper Grading & Excavating LLC, in the amount of \$2,988,635.66.

D. PARKING RAMP REPAIRS - 2020 to the low responsive bidder, Central Restoration LLC, in the amount of \$571,825.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Bid Summary - Public BRIDGE 2-20 (EAST MASON STREET BRIDGE OVER EAST RIVER REHABILITATION)
2. Bid Summary - Public PAVEMENT 2-20 HILLCREST DRIVE RECONSTRUCTION
3. Bid Summary - Public PAVEMENT 3-20 GRAY STREET RECONSTRUCTION
4. Bid Summary - Public PARKING RAMP REPAIRS - 2020

CITY OF GREEN BAY, WISCONSIN

SUMMARY OF BIDS FOR CONTRACT

**BRIDGE 2-20 (B-05-154: EAST MASON STREET BRIDGE OVER
EAST RIVER REHABILITATION)**

Tuesday, March 17, 2020

Contractor	Bid	Bid Bond
LUNDA CONSTRUCTION	\$343,250	5%
ZENITH TECH, INC.	\$373,995	5%
Any questions, call 920-448-3100		

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

PAVEMENT 2-20 HILLCREST DRIVE RECONSTRUCTION

Tuesday, March 3, 2020

Contractor	Bid	Bid Bond
DAVID TENOR CORP.	\$828,865.45	5%
SOPER GRADING & EXCAVATING LLC	\$834,045.84	5%
PETERS CONCRETE CO.	\$836,423.85	5%
DORNER, INC.	\$1,070,297.83	5%
Any questions, call 920-448-3100		

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

PAVEMENT 3-20 GRAY STREET RECONSTRUCTION

Tuesday, March 3, 2020

Contractor	Bid	Bid Bond
SOPER GRADING & EXCAVATING LLC	\$2,988,635.66	5%
DEGROOT, INC.	\$2,996,148.26	5%
DORNER, INC.	\$3,420,070.44	5%
PTS CONTRACTORS, INC.	\$3,824,376.00	5%
ADVANCE CONSTRUCTION, INC.	Unresponsive Bid	
Any questions, call 920-448-3100		

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

PARKING RAMP REPAIRS - 2020

Tuesday, March 17, 2020

Contractor	Bid	Bid Bond
CENTRAL RESTORATION LLC	\$571,825	5%
Any questions, call 920-448-3100		



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.10

To approve the request by InterCon Construction to enter into an annual Hold Harmless Agreement for access to the City of Green Bay sewer system to conduct inspection of the sewer mains and laterals.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.11

To conditionally approve the applications for a Sidewalk Builder License for Items 11. F and I contingent upon a positive review of references and to approve the applications for Sidewalk Builders Licenses for Items 11. A, B, C, D, E, G and H.

- A. Allied Concrete Construction, Inc.
- B. Christensen Concrete
- C. Fischer Ulman Construction, Inc.
- D. Helmle Construction & Concrete
- E. Kurowski Construction
- F. Milis Flatwork
- G. Quinn and Sons Concrete LLC
- H. RG Hendricks & Sons Construction, Inc.
- I. Utility Traffic & Restoration, Inc.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # N.12

To approve the application for Tree & Brush Trimmer License for WB Tree Service.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.I

To approve a request by the Sardine Can, Inc. at 128 S. Broadway to extend their license premises to the parking lot on June 17, July 8, July 29 and August 19, subject to complaint (March 9, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. outdoor event
2. 6.17-8.19.20 Sardine Can Block Party Map



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.2

To recommend Council waive the ordinance requirements for an outdoor licensed premise and to approve a request by the Sardine Can, Inc. at 128 S. Broadway to extend their outdoor patio space, with the approval of the proper authorities (March 9, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. outdoorspace



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.3

To approve an appeal by Bernard Sanapaw Jr. regarding the denial of his operator's license (March 9, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. sharpescans@greenbaywi.gov_20200305_091223



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.4

To receive and place on file a request by Ald. Wery regarding creation of a resolution to our state legislators to override the veto by Governor Evers of Senate Bill 60 regarding placement of sex offenders (March 9, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

I. P&P-WERY

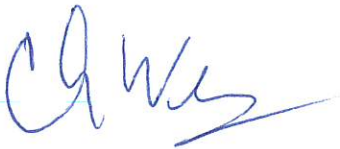
Communication

3/3/20

To: Protection and Policy

Re: Creation of a resolution to our state legislators to override the veto by Governor Evers of Senate Bill 60 regarding placement of sex offenders.

Respectfully,

A handwritten signature in blue ink, appearing to read "CW", is written over a light blue horizontal line.

Alderman Chris Wery



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.5

To refer to staff a request by Ald. Galvin to review and adopt the Hotel Registration & Security ordinance from Ashwaubenon. (Section 9-1-8 ord # 3-1-19, 3-26-2019) (March 9, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. GALVIN-P&P



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: March 3, 2020

Request of Alderperson Wm Galvin

Refer to: Protection + Policy

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

to review + adopt the
Hotel Registration + Security ordinance
from Ashwaubenau.

Section 9-1-8

ord # 03-1-19, 3-26-2019



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.6

To receive and place on file the liquor violation report from the Police Department for March 9, 2020 (March 9, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Report March 9 2020
2. 19LiqVio



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.7

To receive and place on file the report from the Water Utility Department regarding the lead pipe removal project (March 9, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. lead overview updated 02 29 20



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.8

To recommend Council waive the ordinance requirements for an outdoor licensed premise and to approve an application for a "Class B" Combination license by TNT Holdings, LLC at 2511 W. Mason St. with a license premise description as "outdoor patio bar, storage room, walkin cooler, office, employee room, bar, sit-down area," with the approval of the proper authorities (Currently licensed as Scoreboard Grille, LLC). (March 23, 2020)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. floor plan-min
2. business security plan-min
3. application_compressed
4. outdoorpatio_2511 W. Mason



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.9

To approve a request by Brewski's On Broadway at 1100 S. Broadway to extend their licensed premises to their parking lot on April 11, 2020, contingent on the suspension or termination of any applicable emergency orders issued under the COVID-19 Pandemic State Emergency. Subject to complaint.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. sharpescans@greenbaywi.gov_20200309_130244



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.10

To approve a request by Pearly Gates Bar and Grill at 3551 Finger Rd. to extend their licensed premises to the east parking lot on July 11, 2020, subject to complaint.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. pearly gates july 11 request



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # O.11

To receive and place on file the liquor violation report from the Police Department for March 23, 2020 (March 23, 2020).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 19LiqVio
2. 20LiqVio
3. Report March 23 2020

**REPORT OF THE PROTECTION AND POLICY COMMITTEE
GRANTING OPERATOR LICENSES**

April 1, 2020

The Protection and Policy Committee wishes to request that the following applications for Operator Licenses be granted.

Stipulations placed on licenses shall continue to be in effect.

OPERATOR LICENSES

Alvarado, Sheena L
Anderson, Julia A
Annibale, Jazmine A
Belaire, Lori A
Bennett, Donovan J
Boex, Gregory J
Brown, De'Arquise T
Cornell, Wendy J
Curtis, Christina M
De Groot, Tabitha N
Gilbertson, Alisha A
Halsey, Nicholas S
Hansen, Timothy A
Haynie, Danielle M
Huhtala, Rebecca K
Kaufman, Delonna M
Kuntz, Kayla M
Laluzerne, Jason H
LaMere, Aidan C
Latimer, Robert T
Leonhard, Michael S
Libert, Anthony C
McCabe, Angela S
Montague, Meghan M
Nelson, Autumn R
Niemi, Isabel M
Parsons III, John C
Phillips, Jennifer L
Quintanilla, Mathew J
Siebert, Robert J
Vaness, Ashley M

Vann, Evan C
Vega Pontaza, Sabino
Villa II, Roberto A
Wydeven, Amanda K



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # Q.1

To approve the purchase of Sierra Wireless Modems with 4 years of Airlink Complete service for the Green Bay Police Department Vehicles from Island Tech Service, LLC for \$32,490.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. PURCHASING REPORT



CITY OF GREEN BAY - PURCHASING DIVISION

TO: Finance Committee
 FR: Calvin Winters, Procurement Director
 DT: March 18, 2020
 RE: Purchasing Report
 Cc: Chief Smith, Diana Ellenbecker

Report of the Purchasing Manager:

1. Request approval to purchase Sierra Wireless Modems with 4 years of Airlink Complete service for the Green Bay Police Department Vehicles from Island Tech Service, LLC for \$32,490.

The following Equipment was openly and competitively bid:

DEPT: Police		REQ #37		VENDOR #1		VENDOR #2		VENDOR #3		VENDOR #4	
Planholders: 14		CC #204		Island Tech Services, LLC Ronkonkoma, NY		DH Wireless Solutions		Public Safety Solutions		Graybar Electric Company	
ISSUED: 2/26/2020		DUE: 3/11/2020				Battle Creek, MI		Springfield MO		DePere, WI	
QTY	DESCRIPTION			UNIT	PRICE	UNIT	PRICE	UNIT	PRICE	UNIT	PRICE
45	Sierra Wireless-Gateway MP70-DC-LTE-Advanced Pro/HSPA North America, Band 14, Modem shall be compatible with FirstNet (CAT 12). Part #1104071 NO SUBSTITUTES			\$ 678.00	\$ 30,510.00	\$ 684.25	\$ 30,791.25	\$ 696.00	\$ 31,320.00	\$ 737.85	\$ 33,203.25
OPTIONS											
4 YRS Sierra Wireless Airlink Complete				\$ 722.00	\$ 32,490.00	No Bid	No Bid	\$ 739.50	\$ 33,277.50	No Bid	No Bid
5 YRS Sierra Wireless Airlink Complete				\$ 764.00	\$ 34,380.00	\$ 769.25	\$ 34,616.25	\$ 782.00	\$ 35,190.00	\$ 838.65	\$ 37,739.25
			LEAD TIME:	5-10 Days		5 Business Days		5 Business Days		7-10 Day LeadTime at time of Bid	
			PAYMENT TERMS: NET 30 EARLY PAYMENT DISCOUNT:	N/A		N/A		1.5% off for Net 15		N/A	
	COMPANY ACCEPTS P-CARD PAYMENTS:			YES		YES		NO		YES	

Recommendation: Award to the lowest responsive, responsible vendor Island Tech Services, LLC for \$32,490. The Department chose to go with the 45pcs of Sierra Wireless Gateway part #MP70-DC-LTE along with the Four (4) year Sierra Wireless Airlink Complete.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # Q.2

To refer to Staff a request by Ald. Johnson to review the City's capitalization policy and recommend necessary changes as it relates to minimum bonding thresholds in an effort to stem the City's growing debt.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. johnson-finance
2. Green Bay - Debt Service Policy revised approved by CC May 5 2015



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: 03-03-2020

Request of Alderperson Brian Johnson

Refer to: Finance Committee

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

~~To evaluate and re~~

To review The city's capitalization policy and recommend necessary changes as it relates to minimum bonding thresholds in an effort to stem the city's growing debt.



CITY OF GREEN BAY

DEBT SERVICE POLICY

CITY OF GREEN BAY DEBT POLICY	
Title: Debt Policy	Policy Reference: Chapter 10
Policy Source: Finance Department	Legal Review Date: _May 5, 2015
Finance Committee Approval: April _29, 2015	City Council Approval: _May 5, 2015

10.1 Definition

A debt policy is a tool which sets rules and provisions for the management of existing debt, compliance with post-issuance requirements for tax-exempt debt, issuance of additional debt, and prompt and timely payment of all debt service. Such a policy improves the quality of decisions, provides justification for the structure of debt issuance, identifies policy goals, demonstrates a commitment to long-term financial planning and maintains the City's credit rating. A well managed debt program should allow for funding of capital projects within anticipated funding sources.

10.2 Purpose

This policy will be a positive factor in the municipal market's assessment of the City of Green Bay's credit quality. The City's financial condition and credit ratings should always be the primary considerations when considering the issuance of debt. A debt policy sets forth parameters which will provide for consistency and continuity in the decision process. This leads to better long term planning and financial health which allows the City to attain as well as maintain the highest bond rating it deserves. The City recognizes that access to capital markets over the long term is dependent upon the City's unwavering commitment to full and timely repayment of debt.

10.3 Policy

The City of Green Bay will confine long-term debt to capital improvements, long term fixed assets which outlive the debt issued for them or to refund existing debt. The

capital improvements program includes projects to acquire, plan, design, construct, improve and equip all or any part of its facilities or systems, promote economic development, or to secure quality of life issues. The City will work with its Finance Director, Treasurer, and fiscal agent to make sure there is adequate funding for its debt service and make prompt and timely payments on its outstanding debt.

10.4 Types of Debt

10.4.1 General Obligation Bonds and Promissory Notes

The defining feature of general obligations is the source of funds that secures their repayment: an ad valorem tax levied on all taxable property within the limits of the municipality at the time the general obligation is issued. Chapter 67 of the Wisconsin Statutes governs the issuance of various general obligations known as “general obligation” bonds or notes.

General obligation bonds may be issued by a municipality to finance projects as described in Chapter 67 of the Wisconsin Statutes that are undertaken for a public purpose. The term of general obligation bonds is limited to 20 years from the original date of issuance.

General obligation promissory notes may be issued for any public purpose. Unlike bonds, the issuance of notes is not limited to projects. Therefore, notes can be issued to fund general and current capital expenses other than those permitted in connection with bonds. The term of notes is limited to ten years from the original date of issuance, subject to extension for an additional ten years through refunding notes.

The City of Green Bay shall limit issuance of bonds and notes exclusively for the acquisition, planning, design, construction, development, extension, enlargement, renovation, rebuilding, repair or improvement of land, waters, property, streets, buildings, equipment or facilities when it can be determined that future citizens will receive a benefit from the improvement(s) and the asset(s) outlive the length of the debt issued. Incidental to the issuance of bonds and notes, a portion of the proceeds can also be used

to pay the associated issuance costs and capitalized interest when appropriate. Proceeds from long-term debt shall not be used to fund current operating costs.

10.4.2 State Trust Fund Loans

The Board of Commissioners of Public Lands of the State of Wisconsin has funds available to loan to Wisconsin cities and villages. The Board may loan trust fund money to a city for any project undertaken for a public purpose consistent with the purposes allowed for issuance of general obligation bonds. The term of trust fund loans is limited to 20 years.

State trust fund loans should also be considered when the interest rate offered makes the cost of borrowing less than or comparable to general obligation bonds after considering the cost of issuance.

10.4.3 Revenue Bonds

Revenue bonds may be issued to finance public utilities, economic development projects or other projects allowed by Chapter 66 of the Wisconsin Statutes. Repayment for this type of loan is made from the underlying revenues generated by the project. Revenue obligations have no claim on the taxes or other general revenues of the issuing municipality and are not debt of the municipality. Revenue obligations give municipalities the ability to recover the cost of a project from beneficiaries of the project or users of the facility.

The City of Green Bay should limit the use of revenue bonds to capital improvements for its water utility or other such enterprise utilities which may be created and fall under the direction of the Common Council, economic development projects, or other projects as allowed by Chapter 66 of the Wisconsin Statutes. Incidental to the issuance of the bonds, a portion of the proceeds can also be used to pay the associated issuance costs, project reserve funds, and capitalized interest when appropriate.

10.4.4 Capital Leases

Capital lease financing shall be considered only if verifiable operating savings, when properly discounted, outweigh the lease financing costs. Written justification detailing the explanation of factors considered, including cash flow analysis reviewed by the Finance Director, will be submitted to the Finance Committee for consideration and approval before any lease is entered into.

10.4.5 Other Debt Instruments

The City of Green Bay shall primarily issue the types of debt instruments outlined above. Other types of debt instruments may be issued as appropriate if their use is necessary or advantageous to the City. If other types of debt instruments are utilized, applicable state and federal guidelines shall be followed. The City will attempt to limit the use of short-term debt to bond anticipation purposes. Proceeds from long-term debt shall not be used to pay for current operating expenses.

10.4.6 Conduit Debt

From time to time, the City may be asked to act as a conduit to issue bonds to promote economic development or secure quality of life projects on behalf of for-profit or not-for profit entities as borrowers. Prior to using the City as a conduit issuer, the borrower shall provide substantive proof acceptable to the City that no budget appropriation shall be required to pay the debt. The City shall not allow the issuance of such debt on behalf of the borrower if doing so would prevent the City from issuing “bank qualified” debt for its own purposes without compensation from the borrower to cover the additional debt service cost.

10.5 Debt Limitations.

10.5.1 Maximum amount of indebtedness

Section 67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5 percent (5%) of the equalized valuation of the taxable property in the municipality. Although Wisconsin Statutes allows five

percent (5%) of the equalized valuation, the City has set an internal debt goal, which seeks to remain below 50% of the maximum amount allowed by the Wisconsin Statutes.

10.5.2 Useful life shall be longer than the debt issued for its purchase

The City shall consider the useful life of the project being financed and the long-range financial and credit objectives when determining the final maturity structure of the debt.

10.5.3 Spend down of borrowed proceeds

All debt issued will be for shovel ready projects. Draw down of the proceeds will be in accordance with IRS rules for new money general obligation debt whereby ten percent (10%) of the proceeds will be spent within 6 months of the date of issuance, 50% within 12 months of the date of issuance, 75% within 18 months of the date of issuance, and 100% within 24 months of the date of issuance. If this schedule is not met, then the Finance Department will review the tax certificate and other governing documents for the debt issue to determine if any action is required with respect to rebate and yield restriction as described in Section 10.10.4. If there are any unspent proceeds remaining upon completion of the project for which the debt was issued, the balance of unspent proceeds will be applied to the debt service levy of the same issue. Each general obligation debt will be closely monitored so that it adheres to IRS regulations in respect to arbitrage and spend down rules. If the State Trust Fund is utilized for the issuance of debt, all draw requests must be made within four months of receiving the approval of the State Trust Fund to borrow the funds.

10.5.4 The City of Green Bay shall utilize any debt obligations it has at its disposal to take advantage of the lowest cost of the debt or for another benefit for the City.

10.5.5 The City of Green Bay will follow a policy of full disclosure on every financial report and offering document relating to the debt issuance.

10.6 Credit Objectives.

10.6.1 The City of Green Bay will strive to maintain or improve its current rating with Moody's: City (Aa2) and RDA (A1). The City will strive to maintain good relations with the rating agency and keep them informed of significant developments that could affect the City's credit rating.

10.6.2 The following objectives will be used to maintain debt service requirements at an affordable level and enhance the credit quality of the City:

- The levy for debt service shall be no greater than twenty-five percent (25%) of the total levy, with an effort to maintain the levy at a proportionate, even level for tax rate stabilization.
- Flexibility to fund future expenditures necessary to provide essential City services and economic viability.

10.7 Method of sale

10.7.1 The City shall issue general obligation debt through a competitive bidding process with the exception of negotiated sales authorized by the Common Council for general obligation promissory notes or refunding bonds. Section 67.08(2) of the Wisconsin Statutes requires the sale of new money general obligation bonds to be sold by public sale. Bids will be awarded on a true interest cost (TIC) basis, provided that other bidding requirements set forth in a notice of sale are satisfied. In the event the Finance Director believes competitive bidding produced unsatisfactory bids for a sale of general obligation bonds, the Common Council may authorize the Finance Director and the City's financial advisors to negotiate such sale.

10.7.2 Negotiated sales of general obligation promissory notes or refunding bonds will be considered in circumstances when the complexity of the issue requires specialized expertise (such as advanced refunding or restructuring debt service), when time to complete a sale is critical, or when a negotiated sale would result in substantial cost savings. Negotiated sales of debt will also be considered for revenue bonds, bond anticipation notes, and leases when the complexity of the project, revenue source for debt service, or security for the debt makes it likely that a negotiated sale would result in a financial advantage to the City. Wisconsin Statutes permit either a public or negotiated sale for those types of debt instruments.

10.8 Refinancing / refunding of debt

10.8.1 Periodic reviews of outstanding debt will be undertaken to determine refinancing or refunding opportunities. Refinancing or refunding opportunities will be considered (within federal tax law constraints) if and when there is a net economic benefit for the refinancing or refunding.

10.8.2 In general, the City may capitalize on a refinancing or a refunding opportunity for economic savings when net present value savings of at least 2% of the refinanced / refunded debt can be achieved. Current refinancing or refunding that produce net present values savings of less than 2% savings may be considered when there is a compelling public policy or long-range financing policy objective.

10.9 Disclosure

10.9.1 The City is committed to full and complete financial disclosure, and to cooperate fully with rating agencies, institutional investors, other units of government, and the general public to share clear, comprehensible, and accurate financial information.

10.9.2 The Finance Department will provide continuing disclosure to the Municipal Securities Rule Making Board in compliance with the continuing disclosure agreement entered into on the date of each debt issuance, as required under Securities and Exchange Commission Rule 15c2-12. Such disclosures include certain events relating to the debt issue that may happen throughout the year, which are listed in each continuing disclosure agreement, and the City's annual financial information and operating data described in such agreement.

10.10 Post-Issuance Tax Compliance for Tax-Exempt Debt

10.10.1 Debt obligations of the City are referred to in this section as “**bonds**”, whether the obligations are actually called bonds, promissory notes, a loan, or some other name.

Interest on most of the City's bonds is exempt from federal income tax, subject to compliance with Internal Revenue Code requirements, including *restrictions on investment of bond proceeds* and *requirements as to use of bond proceeds*. This Section sets forth procedures to monitor post-issuance compliance with the applicable federal tax requirements.

In addition, the City may issue (or may have issued) direct-pay, tax-advantaged borrowing obligations, such as Build America Bonds, that are subject to similar restrictions.

These procedures do not apply to bonds of the City that are “conduit bonds”, the proceeds of which are loaned to a nongovernmental person or entity, as described in Section 10.4.6.

10.10.2 Identification of Bond Issues for Federal Tax Purposes

The City acknowledges that the federal tax rules apply separately to each bond issue for federal tax purposes. Sometimes, for federal tax purposes, two or more separately named bond issues may be treated as a single bond issue, or a single named bond issue may be treated as being composed of two bond issues. The Finance Department will review the City’s tax certificates, and consult with bond counsel as necessary, to identify and maintain a list of each outstanding bond issue, as treated for federal tax purposes.

10.10.3 Record Retention

For each bond issue, the Finance Department will arrange for records to be kept of the investment and application of proceeds and the use of bond-financed property. For each bond issue, the records will be kept until at least 4 years after the bond issue is completely retired.

The records do not need to be kept at a single location, and they may be kept in physical or electronic form.

10.10.4 Rebate and Yield Restriction

For each bond issue, the Finance Department will comply with the requirements in the tax certificate and authorizing resolution, which generally include obtaining rebate determinations or a determination that rebate is not required.

Unless the Finance Department determines that rebate is not required, the Finance Department needs to establish the initial rebate determination date: it should be not later than the 5th anniversary of the date of issuance of the bonds. Additional rebate determination dates occur every 5 years thereafter and on the date the last bond of the

issue is completely retired. Any rebate payment must be paid to the United States Treasury within 60 days after the rebate determination date.

As a general policy, the Finance Department should cause a rebate determination for the bond issue to be started by 60 days prior to each rebate determination date and completed by 14 days before a rebate payment would be due, and should arrange for any required rebate payment to be made to the United States Treasury by the due date.

The Finance Department will identify all funds and accounts that are treated as containing gross proceeds of the bond issue and take actions needed to comply with any yield-restriction requirements, as further detailed in the tax certificate for the bond issue. For example, if proceeds in the borrowed money fund (for general obligations) or a comparable project or construction fund (for a revenue bond issue) are not spent within the 3 year “temporary period”, the Finance Department will obtain yield-restriction computations for the applicable fund and, if needed, make yield-reduction payments to the United States Treasury.

10.10.5 Investment of Bond Proceeds

The Finance Department will direct the investment of all bond proceeds in arm’s-length, fair-market-value purchases and sales and will not permit the linking of the purchase or sale of investments to the provision of other services to the City, such as underwriting services.

Federal tax law safe harbors apply to the following types of investments:

Certificates of deposit

Guaranteed investment contracts

Yield-restricted defeasance escrow investments

If a federal tax law safe harbor applies to the type of investment, then as a general policy the Finance Department will arrange for the investment to meet all the requirements of the safe harbor to the extent reasonably practicable.

Certificates of Deposit: The purchase price of a certificate of deposit is treated as its fair market value if the yield on the certificate is not less than the yield on reasonably comparable direct obligations of the United States and the highest yield that is published or posted by the provider to be currently available from the provider on reasonably comparable certificates of deposit offered to the public.

Guaranteed Investment Contracts: As a general policy, for each purchase of a guaranteed investment contract, the Finance Department will retain a bidding agent to conduct a bona fide competitive bidding process and require the bidding agent and provider to provide certifications substantially in the form approved by bond counsel. The Finance Department will maintain a record of the amounts paid for brokerage commissions, bidding agent fees, and other similar administrative costs.

Yield-Restricted Defeasance Escrow Investments: As a general policy, amounts in yield-restricted defeasance escrows will be invested in United States Treasury securities (State and Local Government Series) *unless* those securities are not available for purchase *or* the Finance Department determines, after consultation with an independent financial advisor, that there are bona fide financial reasons for the purchase of other types of investments. In those cases, the Finance Department will retain a bidding agent to conduct a bona fide competitive bidding process and require the bidding agent and provider to provide certifications substantially in the form approved by bond counsel. The Finance Department will maintain a record of the amounts paid for brokerage commissions, bidding agent fees, and other similar administrative costs.

10.10.6 Monitoring Possible Private Business Use when exempt debt was used for its construction or purchase

The Finance Department and the City Attorney's Office will review any contractual arrangement that may result in private business use of bond-financed property before the arrangement becomes effective. Arrangements that give rise to private business use generally include contracts that provide special legal entitlements to persons other than a State or local government (a "**nongovernmental person**") or the general public. Sales and leases of bond-financed property always give rise to private business

use. Arrangements that may give rise to private business use, depending on the terms of the contract, include management or service contracts and research agreements.

If the Finance Department and the City Attorney's Office determine that an arrangement provides for use by a nongovernmental person of any bond-financed property, then the Finance Department and/or the City Attorney's Office will consult with bond counsel to determine whether, and the extent to which, the arrangement gives rise to private business use and obtain any recommendations about any further or subsequent review.

10.10.7 Changes of Use of Bond Financed Property and Remedial Actions

As a general policy, the Finance Department will consult with bond counsel in connection with each bond issue regarding the specific private business use limit (or private security or payment limit) that applies to that bond issue. The Finance Department will track and record any private business use of financed property (or private payments made with respect to such usage).

If the Finance Department determines any transaction has caused, or may potentially cause, the private business use limit (or private security or payment limit) of a bond issue to be exceeded, or cause the private loan limit to be exceeded, the Finance Department will consult with bond counsel to determine whether a remedial action is required or otherwise advisable. If possible, the Finance Department will do so before the transaction is final, so that remedial action requirements and options may be taken into account.

Out of an abundance of caution, the Finance Department should consider a transaction as potentially causing the private business use limit to be exceeded if *in any year* the amount of private business use is greater than the limit.

The general policy of the City is that each remedial action should be approved by an opinion of bond counsel, even in cases where the legal documents for the bond issue do not expressly require such an opinion.

In the event the Finance Department and/or the City Attorney's Office determine that the City may have taken a deliberate action that results in noncompliance of a bond issue with restrictions on use of financed property or proceeds, and it is no longer timely to take a remedial action, the Finance Department and/or the City Attorney's Office will consult with bond counsel to determine whether it is necessary or appropriate to submit a request for a voluntary closing agreement to the Internal Revenue Service to obtain a waiver of non-compliance.

10.10.8 Review of Expenditure of Bond Proceeds

The City adopts, as a prudent practice, the policy of undertaking a review of expenditure of bond proceeds of each bond issue. The City has been advised by bond counsel that the period of time to correct or change expenditures of bond proceeds ends on the earlier of 18 months after the placed in service date of a bond-financed project or 5 years after the date of issuance of the bond issue. Accordingly, the Finance Director will conduct a review of expenditures of bond proceeds after expenditure, but before this period ends, for each bond issue. The review will include a determination that each expenditure is a capital expenditure for federal tax and financial accounting purposes, and that no expenditure is for a private business use, except as specifically approved by the Finance Director. The expenditure review will also determine whether the expenditure of bond proceeds falls within applicable "spend-down" exceptions to arbitrage rebate as described in Section 10.5.3 and that the private business use limit has not been exceeded as described in Section 10.10.7.

10.10.9 Revision of this Section 10.10

The procedures set forth in this section 10.10 may be revised from time to time to reflect changes of law and ideas for improvement, and they may be expanded to address other post-issuance tax compliance actions. They are solely for guidance of City personnel. There are no third-party beneficiaries of these procedures.

The Finance Department will confer with bond counsel prior to the finalization of each future update to the City's Debt Service Policy on the need or advisability to revise

this section 10.10 , taking into account experience in applying these procedures, changes in the law, and the requirements of new bond issues.

10.11 Payment of debt service

10.11.1 The Finance Director will work with the City's Treasurer and fiscal agent to timely remit payment for its debt service when due. The City will require its fiscal agent to issue an invoice to the City no less than 30 days prior to the due date. Funds shall be transferred by the City electronically to the City's fiscal agent no later than one business day prior to the debt service due date. The fiscal agent will then hold the funds, on behalf of the City, in a trust account until such payment is electronically transferred to the owners of the bonds or notes in accordance with the register it maintains.

10.12 Calculation and request for Build America Bond subsidy from the Internal Revenue Service

In 2009 and 2010 the Federal Government allowed state or local governments to issue bonds or notes known as Build America Bonds. The bonds or notes were required to be issued as taxable debt, for purposes that would otherwise qualify for tax-exempt debt, and the Federal Government subsidized 35% of the interest expense over the life of the bond issue. The subsidy is intended to equate the cost of issuing taxable debt to be at or below the cost of issuing tax-exempt debt. Subsidy payments are sent to the issuer upon receipt from the issuer of the necessary form within 60 days prior to each interest payment date of the bond issue. It is the responsibility of the Finance Director to complete the required forms and request the subsidy payment in order to receive the payment timely.

In 2013 the percentage of the subsidy payment was reduced by 7.3%. Post-issuance tax compliance described in Section 10.10 of this Debt Service Policy also applies to Build America Bonds.

10.13 Selection of Bond Counsel, Financial Advisors, and Debt Rating Agencies.

10.13.1 Bond counsel, financial advisors, and debt rating agencies will be selected as necessary according to the Wisconsin Statutes and City procurement policies.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # R.1

To receive and place on file the discussion on the status of fat tire bike usage at He-Nis-Ra Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. brunette-parks



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: 3/3/2020

Request of Alderperson Jesse Brunette - District 12

Refer to: Parks Committee

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

For discussion with possible action on the status
of fat tire bike usage at He-Nis-Ra park



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # R.2

To refer to staff to explore land acquisition options for the creation of a park to serve the residents on the southern end of District 9 on or near the Liberty Street and 12th Avenue corridors.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. JOHNSON-PARKS



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: 03-03-2020
Request of Alderperson Brian Johnson
Refer to: Parks Committee

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

To direct the Parks director to explore land acquisition options for the creation of a park to serve the residents on the southern end of District 9 on or near the Liberty ~~Street~~ & 12th Ave corridors.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # R.3

To approve adopting a resolution in support of World Migratory Bird Day.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. World Migratory Bird Day Resolution - Final

**RESOLUTION RELATING TO
WORLD MIGRATORY BIRD DAY**

April 1, 2020

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS, migratory birds and their habitats are declining throughout America, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, since 1993, World Migratory Bird Day ("WMBD"), formerly International Migratory Bird Day, has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in communities throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern United States; and

WHEREAS, while WMBD is officially held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants and in accordance with federal, state, and local public health directives; and

WHEREAS, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action;

NOW, THEREFORE, BE IT RESOLVED that May 9, 2020, shall be known as World Migratory Bird Day in the City of Green Bay, Wisconsin.

BE IT FURTHER RESOLVED that the Common Council of the City of Green Bay urges all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Adopted _____

Approved _____

Mayor

Clerk

ljm



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # R.4

To approve the recommendation by staff as discussed in closed session on the purchase of 601 George St. (Parcel 7-709) for the expansion of the East River Trail connection. Motion failed. Referred to City Council with no recommendation.

The Committee may convene in closed session pursuant to Sections 19.85 (l)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 601 St. George Photos - 8.5x11





Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # S.I

To approve the request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers.

- a. Records Clerk - Police
- b. Building Maintenance Technicians - Public Works
- c. Administrative Clerk - Public Works

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Request to Fill Memo 03.10.2020
2. Records Clerk M Carlson retire 4-16-20
3. Building Maintenance Technician - Kellner 02.21.20
4. Administrative Clerk (DPW) - Fleese 03.30.20

MEMORANDUM



Human Resources Department

To: Personnel Committee
Joe Faulds, Human Resources Director

From: Sarah Fidler
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: March 23, 2020

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2020 budget and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Records Clerk – Replacement position due to the retirement of Mary Carlson effective April 16, 2020. Salary range: \$17.30 - \$20.35 per hour.
- Building Maintenance Technician - Replacement position due to the resignation of Andy Kellner effective February 21, 2020. Salary range: \$19.96 - \$23.49 per hour.
- Administrative Clerk – Replacement position due to the resignation of Stacie Fleese effective March 30, 2020. Salary range: \$17.30 - \$17.81 per hour.

**Position Fill Request
Justification Report
February 25, 2020**

Position Title: Records Clerk

1. **If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This is a replacement position for Mary Carlson who is retiring effective 4/16/20.

2. **Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is included in the current budget. Wage range is \$17.30-\$20.35/hour.

3. **Please list the functions and any special information regarding this position.**

Records clerical support, validating/processing police reports and citations.

4. **Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

Yes, in terms of citations and arrests. When citations are not processed in a timely manner, it impacts Municipal Court and revenues.

5. **Please explain why current staff is unable to absorb duties of this position.**

Due to the volume of reports and citations. The Records Division has lost 2 full time positions off the Table of Organization over the last 2 years.

6. **If duties of position are presently being done, how are they done?**

By the incumbent.

7. **What service would be reduced or eliminated if this position is not filled?**

Entering police records and arrests to maintain data available to law enforcement officers, courts and other government agencies. Processing citations to forward to Municipal Court. Internal and external customer service.

8. **What are the alternative methods and costs of accomplishing the work?**

Overtime assignments filled by the current staff as a short term fix, but this is not a feasible long-term solution.

9. **Are there union issues?**

No

10. **Other supporting comments.**

None

**Position Fill Request
Justification Report
February 21, 2020**

Position Title: Building Maintenance Technician (BMT)
DPW Operations Division/Buildings and Grounds Section

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position is vacant as a result of the resignation of BMT Andy Kellner, effective at 7:30 a.m. on Friday, February 21, 2020

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is currently funded in the DPW operating budget. The current wage range for this position is \$19.96 to \$23.49 per hour (\$41,517 to \$48,859 annually)

- 3. Please list the functions and any special information regarding this position.**

DPW's BMT staff cleans and maintains all DPW facilities. They provide 24-hour on-site duty coverage on weekdays and 24-hour first-response on-call service on weekends. BMT's serve as DPW's first responders to emergency calls received from the DPW emergency line and Police Department. BMT job duties include but are not limited to building cleaning and maintenance, first-response barricading, supplemental incident traffic control, securing DPW facilities after hours, and crash debris clean-up.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

This position does not generate revenue for the City. But the use of in-house labor and equipment reduces the need to contract out for those services.

- 5. Please explain why current staff is unable to absorb duties of this position.**

Each of the three (3) BMT's work five (5) 8-hour shifts on-site Monday through Friday. Then they rotate first-response on-call duty for the entire weekend on a three week rotation. If the current BMT staff is reduced then overtime must be routinely expended to maintain proper BMT coverage. This would increase the potential of BMT burnout.

- 6. If duties of position are presently being done, how are they done?**

When a BMT vacancy occurs, DPW either pays overtime to other BMT staff or modifies the work schedule of DPW Laborers from other sections to fill vacant BMT shifts. Vacant weekday (7:00 a.m. to 3:00 p.m. Monday to Friday) BMT shifts are not filled because the rest of DPW field staff is already present for emergency response.

7. What service would be reduced or eliminated if this position is not filled?

DPW will continue to perform all of its core services. However, a reduction in staffing can result in a lower level of service to residents and potentially increase the amount of time required to complete the services. If a BMT position is eliminated, DPW plans to change to an on-call BMT service on weekends. First responder actions will still be performed. But it response will dispatch from the BMT's private residence instead of from a DPW facility.

8. What are the alternative methods and costs of accomplishing the work?

See response to item 7 above

9. Are there union issues?

No

10. Other supporting comments.

None

**Position Fill Request
Justification Report
March 16, 2020**

Position Title: Administrative Clerk (DPW)

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X Replacement Position Not a Replacement Position

Stacie Flease has resigned effective March 30, 2020.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes – \$17.30-\$17.81 per hour.

- 3. Please list the functions and any special information regarding this position.**

- A. Provides clerical support services to departmental staff in the processing of letters, reports, permits, studies, and forms as instructed by the Public Works Supervisor. Prioritizes and processes work related to City construction and/or reconstruction projects to meet deadlines of bidding documents and corresponding advertisement notices, agenda, change orders, letters, reports, payments, and record keeping of the same. Types and data enters information for statistical or financial reports, correspondence, schedules, budgets, statements, and other material as necessary, which frequently involves some judgement regarding the information included or format used. Tracks various licensing programs and related duties.
- B. Prepares agenda, minutes, and organizes follow-up work of notices and correspondence for Improvement & Services Committee and Traffic, Bicycle, & Pedestrian Commission; processes follow-up Council report and prepares resolutions as needed. Records and files proceedings as they relate to the Department. Organizes and maintains records of 90-day traffic signage trial periods for Traffic, Bicycle, & Pedestrian Commission. Takes and prepares minutes and summaries for bid opening meetings. Prepares minutes for preconstruction and other meetings as needed.
- C. Maintains files and prepares correspondence, forms, reports, and other materials; sorts and files materials alphabetically, numerically or by other predetermined classification. Searches for information for same from various sources. Updates Public Works website and calendars as needed.
- D. Sells and issues various items such as bidding documents, plans, maps, garbage and recycling bins, etc. Issues receipts. Maintains related records.
- E. Generates invoices for early solid waste/recycling set out collection, bulk collection, snow and ice control, grass and weed control, damaged City property, clean-ups, excavation permits, etc., and maintain records. Compiles and enters data for requisitions and purchase orders and maintains records of requisition purchases. Maintains inventory and keeps records of supplies.

- F. Records, reviews, and maintains records of utility bills for City and department facilities and/or equipment.
- G. Maintains records of employee leave time.
- H. Acts as receptionist, assisting callers and responding to inquiries. Performs moderately to considerably difficult telephone answering and counter work, which may involve explanation of some departmental procedures or independent judgement for immediate/emergency referral to staff. Takes complaints and forwards to appropriate personnel.
- I. Organizes and processes street resurfacing postcard surveys of affected residents. Composes routine correspondence in accordance with standard policies.
- J. Assists Public Works Supervisor and Parking Division clerical staff with clerical-related duties as deemed necessary.
- K. Performs related work as required.

4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.

Clerical staff is responsible for accepting payment and/or preparing invoices for a variety of services including, but not limited to, excavation permits, bulk garbage collection, traffic equipment damages, snow removal, weed cutting, recycling carts, parking citations, and monthly parking stall rentals amounting to approximately \$3,000,000 per year in City revenue.

5. Please explain why current staff is unable to absorb duties of this position.

Loss of an Administrative Clerk position represents a reduction in DPW's ability to provide all administrative services in a timely manner, including customer service response times, accepting payments, sending invoices, issuing permits, executing DPW contracts, completing correspondence and letters, finalizing Committee agendas, reports, and minutes.

6. If duties of position are presently being done, how are they done?

The position is currently filled.

7. What service would be reduced or eliminated if this position is not filled?

Response time and the level of service to the public would be impacted.

8. What are the alternative methods and costs of accomplishing the work?

Outsourcing of invoicing and answering service for phone calls. It is doubtful that this would be less costly and service levels would likely decrease.

9. Are there union issues?

No.

10. Other supporting comments.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # S.2

To refer to staff to prepare a resolution for the request by Ald. Johnson to draft a resolution requesting the state to suspend rules on utilization of the Unemployment Insurance fund to allow employers and/or governments to access the fund in tandem with matching subsidy payments to fully compensate employees affected by Coronavirus who are temporarily and/or partially displaced.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Communication from Ald. Johnson 3.17.20



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Date of Council Meeting: 03-17-2020

Request of Alderperson Brian Johnson

Refer to: Personnel

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

To draft a resolution ~~to~~ requesting
the state to suspend rules on
utilization of the UI fund to allow
employers and/or governments ^{to} ^{match} ^{ing}
access the fund in tandem with [^]subsidy
payments to fully compensate employees
affected by coronavirus who are
temporarily, _{and/or partially} displaced.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # S.3

To approve the revised Emergency Preparedness Plan for COVID-19 based on the request by Ald. Dorff to the Finance or Personnel committee by Fire and what other departments may be appropriate, regarding our current city pandemic plan in terms of potentially needed finances and personnel, especially, but not limited to, protecting our first responders from contamination.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Pandemic Response Plan - Ald. Dorff 3.23.20
2. Emergency Preparedness Plan COVID-19 - 3-22-2020 Update - Highlighted Ch...

Communication

District One

Sent: Tuesday, March 03, 2020 11:07 AM

To: District One

In the spirit of preparation/mitigation, I request a report to the Finance or Personnel committee by Fire and what other other departments may be appropriate, regarding our current city pandemic plan in terms of potentially needed finances and personnel, especially, but not limited to, protecting our first responders from contamination.

Alderwoman Barbara Dorff

District 1

920 469 0969

**CITY OF GREEN BAY
EMERGENCY PREPAREDNESS PLAN
FOR COVID-19 (CORONAVIRUS)**

The purpose of this policy is to address the steps the City is taking to minimize the impact of COVID-19 (coronavirus) on our employees and the community. The wellbeing of our employees and the community is important to us and this policy outlines the precautions the City is implementing. Since the COVID-19 situation is ever evolving, the City will continue to monitor this matter by receiving information from public health agencies to stay up to date with the best strategies and precautions to implement for the wellbeing of our employees and the community.

BACKGROUND

The Coronavirus Disease 2019 (COVID-2019) is a respiratory illness that can spread from person to person.ⁱ The virus is thought to have spread mainly through people who are in close contact with one another through respiratory droplets produced when an infected person coughs or sneezes.ⁱⁱ It is also possible that a person can get COVID-19 when touching a surface that has the virus and then touching their own mouth, nose, or possibly their eyes.ⁱⁱⁱ

Reported illnesses have ranged from mild (some with no symptoms) to severe, including illness resulting in death.^{iv} Older people and people of all ages with severe underlying health conditions—like heart disease, lung disease, and diabetes—seem to be at a higher risk of developing the COVID-19 illness^v.

As of now, people with the COVID-19 virus are contagious while they have symptoms and possibly before symptoms are present^{vi}; therefore it is important that employees with symptoms consistent with COVID-19 minimize their exposure to others.^{vii} This policy addresses the steps the City is taking to minimize the impact of COVID-19 and the employment and operational considerations based on the COVID-19.

To continue to receive up to date information on COVID-19 please visit: www.cdc.gov/COVID19

SYMPTOMS

COVID-19 SYMPTOMS

Fever
Cough
Shortness of Breath

INFLUENZA

Fever
Chills
Cough
Sore Throat
Runny/Stuffy Nose
Muscle/Body Aches
Headaches
Fatigue
Vomiting/Diarrhea

WAYS FOR YOU TO PREVENT THE SPREAD OF GERMS AND COVID-19

- The CDC recommends the following:
 - Wash your hands often with soap and water for at least 20 seconds

- If possible, maintain a 6 foot distance between persons
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash
- Avoid touching your eyes, nose and mouth
- Clean and disinfect frequently touched objects and surfaces
- The CDC recommends the following when you are sick:
 - Stay home: When you are sick with an extremely contagious illness such as COVID-19, the stomach flu, influenza or other significant respiratory infection, it is important to stay home to recover.
 - Employees that come to work with a contagious illness, risk spreading the virus to co-workers which could have an impact on operations if the virus is widespread.
 - Please be responsible and get the rest you need when you are sick.
 - Many providers provide E-visits for you to consult with a physician or nurse.
- **Seek medical attention:** If you develop emergency warning signs for COVID-19 get medical attention immediately. Emergency warning signs include:
 - Difficulty breathing or shortness of breath
 - Persistent pain or pressure in the chest
 - New confusion or inability to arouse
 - Bluish lips or face
 - This is not an exhaustive list. Please consult your medical provider for any other symptoms that are severe or concerning.

STEPS THE CITY IS TAKING TO LIMIT THE SPREAD OF COVID-19

The City of Green Bay will take appropriate measures to limit or slow any further spread of this disease in our workplace and community. City Facilities are taking the following actions:

- Custodial staff is sanitizing and cleaning hot spots and heavily trafficked public areas of the building.
 - Hot spots include: doorknobs, handles, public work counters, stair railings
- Daily disinfecting of bathrooms, sinks, drinking fountains
- Custodial staff has recently supplied 2 cans of Lysol/disinfectant spray for City Hall departments to use to sanitize work spaces and shared work areas within the department (shared phones, countertops, kitchenettes, etc.)
- Desks are cleaned as time permits, with an emphasis on the public areas of the department.
- If you would like your desk area cleaned, you are asked to communicate that with cleaning staff, and they will typically respond within 24 hours of receiving the request.

In the event there is a COVID-19 outbreak in our community, local public health officials may recommend community actions to reduce people's risk of being exposed to COVID-19. The City will follow the recommendations to help slow the spread and reduce the impact of COVID-19. The following precautions will be taken:

1. Limit direct contact with coworkers and the public. Meetings can be done through the use of telephone, video conference, or through email.
2. Exclusion from Employment for employees experiencing symptoms similar to COVID-19.

3. Telecommuting when possible determined on a case-by-case basis.
4. Determination of essential and non-essential functions where non-essential employees stay home.

Internal and External City Meetings

In the effort to limit as much direct contact with each other, all in-person meetings and gatherings among staff have been suspended. Please use email, telephone, or video conferencing to communicate with employees as much as possible.

In-person meetings with external clients or vendors have also been suspended. Any external meetings should be held via telephone, video conferencing or through email.

All meetings of the Common Council, Committees, Boards and/or Commissions may be conducted remotely, with access granted to the public to the full extent practicable.

Telecommuting

The City may implement a telework policy if a public health agency recommends employers incorporate the use of voluntary home isolation or voluntary quarantine for the workplace or if the City determines telecommuting is a necessary precaution for our employees and the public. The telecommuting policy will be dependent upon the type of positions and the service needs to the public. The ability for a position to telecommute will be determined on a case-by-case basis with consultation from the Human Resources Department.

Exclusion from Employment & Return to Work

The City of Green Bay will take appropriate action to prevent, suppress, and control COVID-19 and other communicable diseases. In order to maintain a safe work environment, the City may exclude certain employees from employment if they are experiencing symptoms similar to COVID-19.

Individuals who are excluded from employment under this protocol will be given an Exclusion from Employment Notification Form (EENF) and will be directed to go home and will not be allowed to return to their worksite until the following conditions are met:

- a) A public health approved test for COVID-19 demonstrates a negative result;
- b) At least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications **and**
 - i. improvement in respiratory symptoms (e.g., cough, shortness of breath); **and,**
 - ii. At least 7 days have passed *since symptoms first appeared*.^{viii} Or
- c) Documentation from a healthcare provider that you are able to return to work.

Travel & Return to Work

The City has postponed any out of state travel and any unnecessary in-state travel for employees.

At this point, Brown County has community spread of COVID-19. This means that individuals traveling within our community may be exposed to COVID-19. Individuals in our area are encouraged to stay at home unless it is necessary to leave. Keeping that in mind, this travel section is intended to address employees who have already traveled or who may travel using public transportation (i.e. airplane, bus—other than getting to and from work—or cruise ship) as this type of travel will more than likely result in a higher risk of exposure to COVID-19.

The City will follow CDC guidelines for managing employees returning from personal travel. The CDC recommends that individuals traveling to areas that have a widespread or ongoing community spread of COVID-19 (Level 3 Travel Health Notice) should stay home for 14 days when returning home.^{ix}

Initially, the City implemented a 14 day quarantine for individuals who traveled domestically and met certain criteria in an effort to minimize the impact of COVID-19 in our area. The CDC^x and Wisconsin Department of Health Services^{xi} recommend that employers should continue to follow the recommended 14 day quarantine if staffing permits. As such, the City will follow the 14 day quarantine recommendation for employees, but may have separate quarantine procedures for Fire, Police, and other essential positions to allow staffing to meet the safety needs of the community. Employees returning earlier than 14 days to work should closely monitor themselves for COVID-19 symptoms. If the employee experiences those symptoms, they should report them immediately to a supervisor.

Effective March 17, 2020, an employee will be asked to be self-quarantined for up to 14 days if the employee travels using public transportation (airplane, cruise ship, or bus—other than going to and from work) to an area with community spread of COVID-19. That employee may not be eligible for paid sick leave under City policy or the Family First Coronavirus Response Act.

Leave Benefits and Payroll Considerations

Based on the Proclamation Declaring a State of Emergency City of Green Bay COVID-19 Response and following the Family First Coronavirus Response Act (FFCRA), an employee will continue to receive pay for their time away from work if the employee has:

- been diagnosed with COVID-19,
- caring for a family member who is diagnosed with COVID-19,
- caring for a child who is home due to a school closing or unable to find childcare due to COVID-19,
- excluded from employment, or
- is advised by a health care provider to self-quarantine due to concerns related to COVID-19.

We ask for payroll purposes that the individual or supervisor enter the leave hours as “sick leave” on the employee’s time sheet. Documentation may need to be provided depending on the type of leave (i.e. medical documentation if diagnosed with COVID-19 or caring for a family member who is diagnosed). You also may qualify for FMLA and will be asked to use FMLA during your time away from work.

Employees will be expected to return to work as soon as they have received a return to work or received a negative test for COVID-19. Employees requesting additional time off once the exclusion period ends must follow regular time off request procedures.

Moreover, the Proclamation Declaring a State of Emergency stated that employees who are non-essential and asked to stay home to prevent contracting or spreading the illness will continue to receive compensation based on their regular rate of pay and benefits. If your position is affected, then you, your supervisor, and Human Resources will collaborate to determine what kind of work is available. This may include catching up on projects/workload, alternative responsibilities to help others in your department or outside of your department, or training opportunities. In any event, the City will follow all of the guidelines in this plan (i.e. limited direct contact and social distancing) to ensure we are limiting direct contact between coworkers and with the public.

Employees that receive this type of leave due to COVID-19 will continue to accrue sick leave, vacation and personal leave benefits.

The City will reassess the benefits and sick leave policy before the City's Emergency Declaration expires on April 17.

CITY OF GREEN BAY
EXCLUSION FROM EMPLOYMENT NOTIFICATION FORM (EENF)
COVID-19 (Coronavirus)

Instructions: This form is to be used when City of Green Bay employees are excluded from employment in accordance with the aforementioned policy.

This section to be completed by Department Head or Authorized Designee

In accordance with the City of Green Bay policy for employees with symptoms or exposure of COVID-19 (Coronavirus), _____ has been excluded from employment
Employee Name

Effective: _____ a.m. p.m. on this _____.
Time Date

Individuals who are excluded from employment under this protocol will be directed to go home and will not be allowed to return to work until either:

- a public health approved test for COVID-19 demonstrates a negative result;
- At least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications **and** improvement in respiratory symptoms (e.g., cough, shortness of breath); **and**,
 - At least 7 days have passed *since symptoms first appeared*; OR
- in consultation with a healthcare provider you are able to return to work.

(Note: Applicable pay requirements under the employees' health insurance policy will apply).

Employees will be expected to return to work as soon as the exclusion period ends. Employees requesting additional time off once the exclusion period ends must follow their department leave rules and policies.

Department

Signature of Department Head or Authorized Designee

**CITY OF GREEN BAY POLICY FOR EMPLOYEES WITH SYMPTOMS OR EXPOSURE TO
COVID-19 (CORONAVIRUS) – FAQ SHEET – MARCH 23, 2020**

1. How do I know if an employee needs to be excluded from employment?

An employee should be excluded from the workplace if he/she meets any one of the following:

- Is diagnosed by a healthcare provider as having COVID-19 (coronavirus);
- Is currently experiencing symptoms consistent with the COVID-19 (coronavirus);
- Is currently experiencing symptoms similar to the COVID-19 (coronavirus); or
- Any employee who voluntarily travels after March 17, 2020 using public transportation (air, cruise, or bus) and travels to an area with community spread;

2. What do I do if an employee needs to be excluded from employment?

Supervisors should use prudent judgment when considering excluding an employee from work. Please read and familiarize yourself with the COVID-19 (Coronavirus) symptoms. CDC guidelines on COVID-19 (Coronavirus) can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/about/symptoms.html>

Supervisors who have concerns or questions about employees should consult with the Human Resources Department or Department Head before considering sending the employee home and excluding him/her from the workplace.

If, after careful consideration and consultation, it is determined that the employee should be excluded from employment, the department head or authorized designee should:

- complete the “Exclusion from Employment Notification Form (EENF)”
- give the form to the employee. The supervisor should further explain that the employee is being excluded from employment until he/she meets the criteria to be allowed to return to work; and
- attach a copy to a Personnel Action Form to be filed with Human Resources.

3. What do I do if I have to exclude an employee because of the employee’s travel?

For individuals excluded for travel purposes, please either fill out the EENF and email to Human Resources or email to Human Resources the name of the employee, and the dates he/she will be away from work. The employee will be away from work for up to 14 days based on the employee’s position and staffing needs.

4. What if the employee calls-in sick, or voluntarily goes home because he/she suspects COVID-19 (Coronavirus)?

The employee can go/stay home if the employee has the symptoms of COVID-19. The employee or supervisor should enter the employee’s time into the appropriate pay code for employees who are sick with coronavirus like symptoms.

5. What if an employee calls-in sick, or voluntarily goes home, and claims the illness is something other than Covid-19 (Coronavirus) (i.e. back spasms, cold, migraines, etc.)

Do not assume that every employee who calls in as ill has symptoms to COVID-19. All City policies and procedures regarding requesting and receiving approval for sick leave will apply.

If an employee returns to work and displays symptoms consistent with COVID-19, the protocol for exclusion should be followed.

6. What do I tell other employees when someone has been excluded?

Supervisors should never discuss an employee's health with any other employee. If another employee asks, you should simply state, "I would not discuss your health status with other employees, so I will not discuss his/hers with you. The employee is currently out on leave."

7. How do I know when the employee is to be allowed to return to work?

Individuals who are excluded from employment under this protocol will not be allowed to return to work until either:

- A public health approved test for COVID-19 demonstrates a negative result (See Travel Section)
- In consultation with a healthcare provider you are able to return to work; or
- At least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications **and**
 - i. improvement in respiratory symptoms (e.g., cough, shortness of breath); **and**,
 - ii. At least 7 days have passed *since symptoms first appeared*.
- An employee sent home based on the employee's travel will be asked to return in 14 days, but may return earlier based on staffing levels and need.

The employee is expected to return to work once one of the above criteria has been met, unless otherwise directed by the department. If he/she chooses to remain at home because still not feeling well, all regular City and departmental sick leave policies and procedures should be followed.

8. Should I call an employee at home to get information about his/her symptoms, or an update as to his/her health status?

No. Once the employee has been excluded, it is up to the employee and/or the employee's health care provider to determine his/her ability to return to the workplace.

9. How is the employee who has been excluded from employment to be compensated?

An employee who is excluded from employment will enter time into the appropriate pay code on his or her time card. If the employee fails to return to work when the exclusion period ends, he/she must request the additional time off in accordance with the department leave rules and policies.

10. How is an employee compensated who is ill from the Coronavirus, cares for a family member who is sick from the Coronavirus, or stays home to care for a child due to a school closing or daycare closing?

An employee will be eligible for the Emergency Declaration paid leave time from the City. The employee or supervisor should enter the time into the appropriate pay code set up on the employee's time card.

11. What if the employee requests to work from home:

- a. **Because the employee is concerned about the increased risk of catching COVID-19 or**
- b. **While the employee has been excluded from work?**

For many jobs, this may not be possible. However, for certain jobs, there is the ability for employees to work from home. The department must determine what is appropriate for each individual situation and consult with the Human Resources Department regarding this possibility. If an employee is at home and is sick or suffering from COVID-19 like symptoms, the City strongly recommends that the individual receive the medical treatment and care necessary to recover before trying to work from home.

12. Can a healthy employee refuse to come to work, or perform job duties because of a belief that by doing so, he or she would be at an increased risk of catching COVID-19?

As stated above, not all jobs can be accomplished by working from home. Allowing an employee to work from home or telecommute will be a case-by-case basis. Each situation should be reviewed on a case-by-case basis in consultation with the Human Resources Director.

13. During a COVID-19 outbreak can my supervisor cancel my vacation time off request that has already been approved?

Yes. Your supervisor has the authority to cancel any pre-approved vacation request, especially in situations where there are serious staff shortages as a result of illness or otherwise.

14. Is there any assistance available to help me cope with the emotional impact of a COVID-19 outbreak?

Yes. The City of Green Bay provides resources to help employees and eligible dependents cope with these and other types of life events through its Employee Assistance Program (EAP) offered by the Employee Resource Center (ERC). You can call ERC at: 920-403-7600. ERC provides confidential, short term counseling at no cost to the employee up to 8 visits.

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- ⁱ Center for Disease Control and Prevention. *How COVID-19 Spreads* <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>
- ⁱⁱ Center for Disease Control and Prevention. *How COVID-19 Spreads* <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>
- ⁱⁱⁱ Center for Disease Control and Prevention. *How COVID-19 Spreads* <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>
- ^{iv} Center for Disease Control and Prevention. *Coronavirus Disease 2019 (COVID-19): Symptoms* <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>
- ^v Center for Disease Control and Prevention. *Coronavirus Disease 2019 (COVID-19): Symptoms* <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>
- ^{vi} Center for Disease Control and Prevention. *How COVID-19 Spreads* <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>
- ^{vii} Center for Disease Control and Prevention. *Coronavirus Disease 2019 (COVID-19): Steps to Prevent Illness* https://www.cdc.gov/coronavirus/2019-ncov/about/prevention.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Fprevention-treatment.html
- ^{viii} Center for Disease Control and Prevention. *Coronavirus Disease 2019 (COVID-19): Disposition of Non-Hospitalized Patients with COVID-19* <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
- ^{ix} Center for Disease Control and Prevention. *Coronavirus Disease 2019 (COVID-19): Travelers Returning from High Risk Countries* <https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>
- ^x Center for Disease Control and Prevention. *Coronavirus Disease 2019 (COVID-19): Disposition of Non-Hospitalized Patients with COVID-19* <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
- ^{xi} Wisconsin Department of Health Services. *Updated Guidance for local health departments and government partners about home isolation and quarantine for COVID-19* <https://www.dhs.wisconsin.gov/dph/memos/communicable-diseases/2020-12.pdf>



Report to the
Economic Development Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # T.I

To have staff proceed as directed as discussed in closed session regarding the acquisition of 1300 Block S. Huron Road (Tax Parcel 21-183).

Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

To be discussed at meeting.

RECOMMENDATION

To be discussed at meeting.

FISCAL IMPACT

To be discussed at meeting.

ATTACHMENTS

- I. 8.2 - Kos Huron - 21-183 - Property Map



City of Green Bay
Department of Community and Economic Development

EXHIBIT A
Property Map



100 North Jefferson Street, Room 608, Green Bay, Wisconsin 54301-5026
(p) 920.448.3400 (f) 920.448.3426 greenbaywi.gov



Report to the
Economic Development Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

David Buck, Staff

AGENDA ITEM # T.2

To proceed with contacting homeowners that have not responded to the "Interested in Selling" letter and start discussions with those who have returned the "Interested in Selling" letter regarding the I-43 Business Center Expansion.

Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

To assist with the EDA deliberation on a potential I-43 Business Center expansion, the EDA directed staff to investigate if property owners within the potential I-43 expansion area were willing to sell their property. A letter of inquiry was mailed to the owners of 34 properties asking if they: 1) are interested in selling their property or portion thereof at this time; 2) would be interested within _____ years; or 3) not interested for the foreseeable future. The questionnaire also asked if they or their family planned to develop their land themselves. A reply by March 1, 2020 was requested. Attached please find a copy of the correspondence and survey.

To date (several days short of the requested reply deadline), the City has received 19 responses representing a 56% rate of return. Additionally, the City has been contacted by 6 property owners outside the potential expansion area expressing interest in selling. Of the responses within the potential expansion area; 13 are currently interested, 3 feel that they would be interested in 2-5 years, 2 feel they would be interested in greater than 5 years, and 1 state that do not plan to sell or develop their land. Attached is a map depicting these results.

Preliminary results of this exercise indicate that there is a consideration of owners within the potential expansion area in selling their property, especially along the Mason Street Corridor.

RECOMMENDATION

Direct staff to attempt to contact owners who have not responded and open a dialogue with owners interested in selling.

FISCAL IMPACT

ATTACHMENTS

1. I-43 Business Center - interest in selling Letter 2.3.20
2. EDA Packet Maps 3.2.20



City of Green Bay
Department of Community and Economic Development

February 14, 2020

[Owner Full Name]
[Owner Address]
[Owner City/State/Zip]

Dear Property Owner:

Following our meeting this past December, where we shared the results of the wetland study, city staff also shared the study results with the Green Bay Economic Development Authority (EDA) and requested further direction on how city staff should proceed pertaining to the potential expansion of the I-43 Business Center.

The Economic Development Authority (EDA) is a commission appointed by the Mayor and Common Council that has the authority and responsibility for the development of industrial and commercial activities in the City of Green Bay, including business parks. You can view their meeting agenda and meetings at <https://www.greenbaywi.gov/526/Economic-Development-Authority>.

As ongoing research, staff is investigating if property owners within the potential expansion area (see map on back of page) have a desire or are considering selling their property (or portions) at this time or in the near future, plan to develop their property on their own, or plan to continue the current use for the unforeseeable future. We are inquiring to help the EDA determine what land area would be potentially available for a business park expansion at what locations and in what timeframe. Included in this mailing is a reply form and self-addressed / postage paid envelope. If you would, please check the appropriate box, include your contact information and return it to the city by March 1, 2020.

If you have questions, please do not hesitate to contact either myself at (920) 448-3411 / davidbu@greenbaywi.gov or Project & Program Manager Wendy Townsend at (920) 448-3086 / wendyto@greenbaywi.gov.

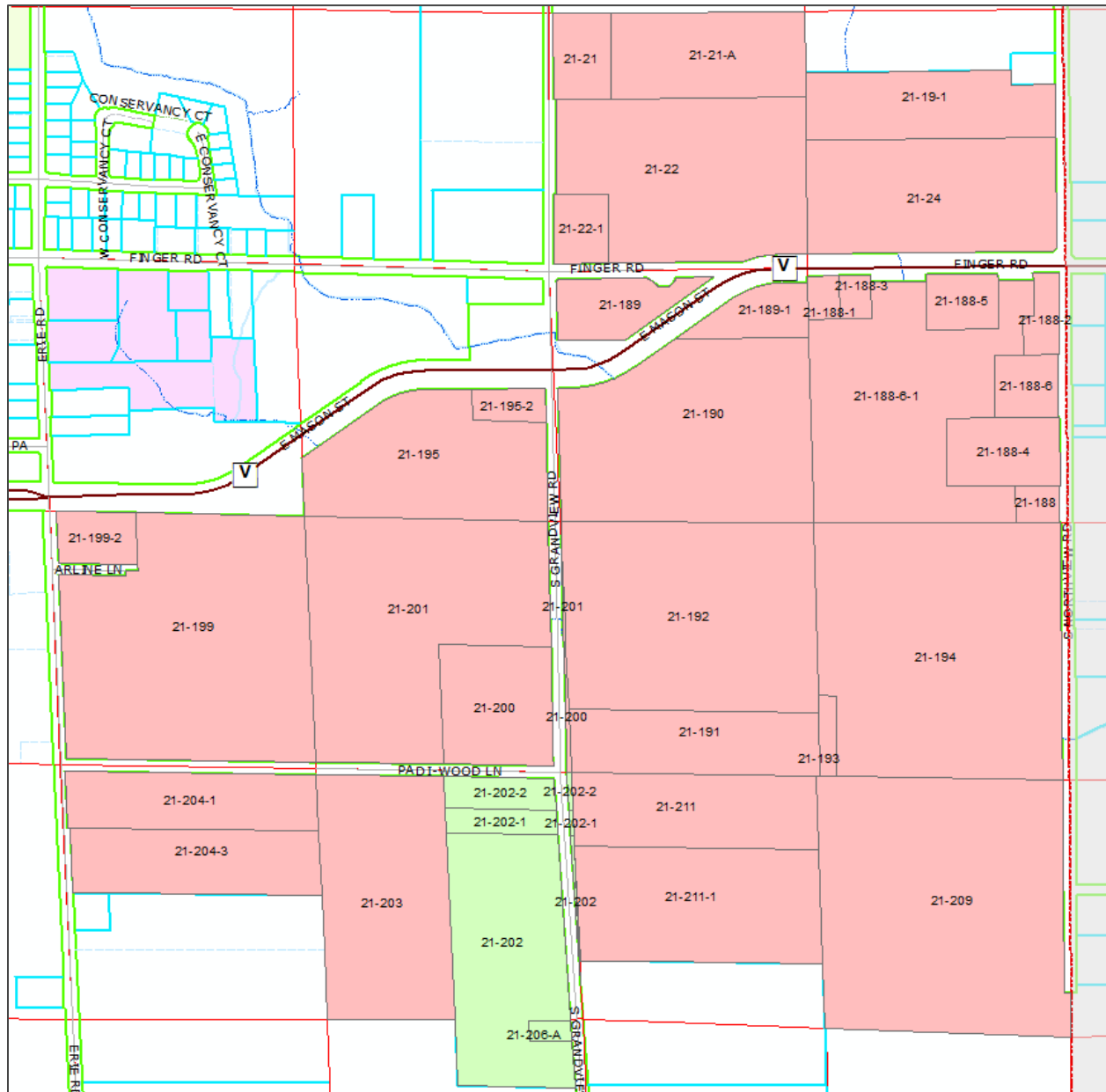
Respectfully,

David Buck, AICP
Principal Planner

DB:

cc: Ald. Barb Dorff, District 1
Ald. Veronica Corpus-Dax, District 2

Map for Parcel Reference





City of Green Bay
Department of Community and Economic Development

Please complete this form and return (self-addressed/stamped envelope provided) by March 1, 2020 to:

City of Green Bay
Economic Development Authority
100 North Jefferson Street, 608
Green Bay, WI 54301-5026

- ☐ I am interested in selling my property (or portion) at this time or near future.
- ☐ I am interested in selling my property (or portion) within the next _____ years.
- ☐ I am **not** interested in selling my property (or portion) in the foreseeable future.
- ☐ I or my family plan to develop my property (or portion) ourselves.
- ☐ I or my family **do not** plan to develop my property (or portion) in the foreseeable future.

*** This form is for informational purposes only. It is important to understand that the Economic Development Authority of the City of Green Bay has not authorized offering a purchase of your property, and we are simply inquiring on your future plans. Completing and returning the form is not binding, and in no way commits or obligates you, your family or any future owners to any action now or in the future.*

NAME: [Owner Full Name]

ADDRESS: [Owner Address], [Owner City/State/Zip]

SUBJECT PARCEL #: [Parcel Id]

SUBJECT PARCEL ADDRESS: [Location]

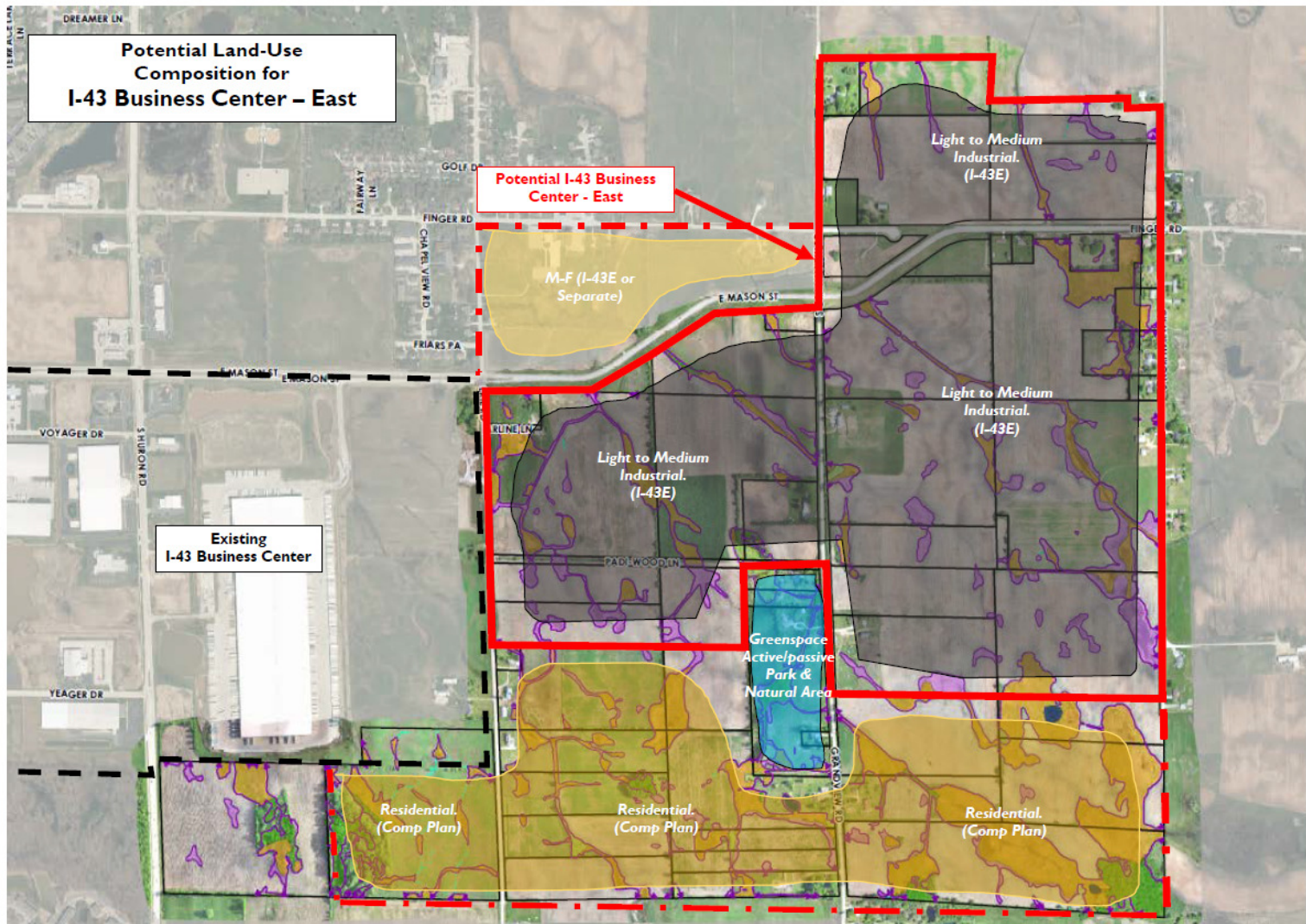
TELEPHONE #: _____

E-MAIL ADDRESS: _____

May we contact you? ☐ Yes ☐ No

If yes, how do you prefer to be reached? ☐ Phone ☐ E-Mail ☐ Letter

Concept Land-Use



Potential I-43 Expansion

Responses to Letter of Sales Interest

Legend

- I-43 Mailing Area
- City-Owned
- Interest
- 2-5 Years
- Greater Than 5 Years
- Not Interest

Existing I-43 Bus. Center

2.25.2020
53% Response

Village of Bellevue

Town of Humboldt

2.25.2020
53% Response



Report to the
Economic Development Authority
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

David Buck, Staff

AGENDA ITEM # T.3

To have staff proceed with the drafting of the Request for Proposal (RFP) for the Commercial and Industrial Market Study, with the condition that items for the RFP can be priced out separately.

BACKGROUND

During discussion on the potential of an I-43 Business Center expansion, the EDA expressed a desire to better understand the industrial development market. As the City is beginning research leading to and assisting in the update of our Comprehensive Plan, it has become evident that not only does the industrial market need to be analyzed but that the climate for other commercial land uses also need to be examined.

To that end, staff has created the attached outline of desired information to be included in a commercial and industrial market study. Staff asks that the EDA examine the four components of the outline and provide feedback on suggested corrections, deletions, and/or additions that would make the study stronger and more useful. Once an outline is fully developed, it will be used to engage a commercial real estate or site selection professional (such as a brokerage) and/or develop a formal Request for Proposals with the intent of commissioning a commercial and industrial market study to be conducted this spring and summer.

RECOMMENDATION

Approve the content within the commercial and industrial market study outline and direct staff to investigate hiring firms to conduct it.

FISCAL IMPACT

ATTACHMENTS

- I. Com_Ind Market Study Outline 2.21.20

Commercial/Industrial Market Study Outline

Project Overview

The purpose of this project is to analyze the commercial and industrial market within the City of Green Bay and surrounding communities including:

- Inventory existing commercial and industrial land uses
- Evaluate the quality, quantity, location, and price points of uses
- Identify supply overage and deficiency in respective markets
- Project future commercial and industrial land use needs
- Recommend proactive strategies to heighten the City's competitive position

Overall goal of the study is to collect data that will assist and direct the City in land-use and policy decisions that balance future supply with projected demand in relation to land-use types, locations, and price points.

Uses to be Analyzed

- Commercial
 1. Retail
 2. Office
 3. Service (personal and professional)
 4. Accommodation
 5. Food & Entertainment
- Industrial
 1. Warehousing
 2. Wholesale / Distribution
 3. Light to Medium Manufacturing
 4. General to Heavy Manufacturing
- Mixed-use
 1. Vertical Mixed-Use
 2. Horizontal Mixed-Use

Areas of Focus

- City of Green Bay
- Surrounding Communities
 1. Allouez
 2. Ashwaubenon
 3. Bellevue
 4. Suamico
 5. De Pere
 6. Howard

Projections (5 years with rough speculation out 10-15 years)

- Current inventory - "Snapshot"
- Trending absorption rate trends and vacancies
- Supply overage & deficiency statements
- Anticipated needs by use type and general location

Property Values / Fair Land Prices

- Urban-serviced areas - areas with well-developed and improved infrastructure
- Rural-serviced areas - areas that are partially improved and/or where infrastructure can be extended
- Rural non-serviced areas - areas that are not currently serviced and would require considerable cost to extend infrastructure

City of Green Bay Sustainability Commission 2020 Work Plan

Category	Goal	Research or Evidence	Actions	Target Dates	Partners	Funding Sources	Point People	Additional Documents
Clean Energy	100% clean energy by 2050	-Benchmarking of city buildings -WI Clean Energy Toolkit	-Develop plan for City of Green Bay to use 100% clean energy for all city operations -Reduce energy usage across city operations by 20% -Fully utilize solar capacity on city properties -Draft ordinance to require new and renovated city buildings to meet clean energy standards -complete climate action plan -promote clean energy and energy efficiency resources for community	2021	-Clean Energy Workgroup -NWTC Energy Center -GBAPS energy workgroup	-Board of Commissioners of Public Lands grants (State of WI)	Seth, Ned, John	-Renewable Energy Work Plan (update)
Climate Resilience Water resource management	Green infrastructure plan	-UW Madison GIS Mapping -	-Complete green infrastructure code audit -Develop green infrastructure/climate resilience plan for storm water management -pilot project		-UW Madison -Sea Grant	-Fund for Lake Michigan - <i>Other grants?</i>	Julia, Mark	maps

City of Green Bay Sustainability Commission 2020 Work Plan

Waste Reduction	<i>Reduce the amount of food and organics waste being landfilled (22% now)</i>	<i>Madison, Mke, Stevens Point all have programs for this</i>	<i>Develop and launch a pilot curbside compost collection program</i>	2021	-Identify private partner	-Recycling partnership -refed	Mark, Deb	
Ecological Restoration	To use public land to restore ecological communities, support sustainable urban agriculture, filter water entering waterways, support healthy recreation for population	-mapping data about city parks, greenways, trails and right of ways	-No Mow May resolution to encourage pollinators -joining national efforts -inventory of potential pollinator sites (public and private) -restrict use of pesticides, herbicide, fungicides, and the like (cosmetic use) on public lands -goal to complete the pollinator corridor	2020	-Pollinator corridor working group	-pollinator corridor working group will seek grants and donations -sponsorship (like adopt a garden)	Ned, Julia, Kaurie	-documents establishing the pollinator corridor project
Community outreach	Engage people, businesses, organizations, and other local governments in our goals -Introduce GB sustain comm to public		-Monthly coffee conversations with business leaders -sharing information (coffee talk handles some of this function) have this on a website	ongoing			Deb, John and Cody	

City of Green Bay Sustainability Commission 2020 Work Plan

	-Promoting sust goals -Networking Brainstorming ideas -Building community							
--	--	--	--	--	--	--	--	--

Background Information for BeeCityUSA

Why advocate for bees?

- 1 in every 3 bites of food we eat is courtesy of insect pollination.
- 90% of all wild plants and trees rely on pollinators for the survival of their species.
- While less is known about native bees and other pollinators, we do know that entire species are disappearing at alarming rates as they battle loss of habitat essential for food and shelter, diseases and parasites, and inappropriate pesticide use.
- U.S. honey bee populations (introduced to North America by colonists in the 1600s) are declining at a stunning annual rate of 44% or more.
- thousands of native bee species – bumble, mining, mason, sweat, alkali, orchard, carder, leafcutter, carpenter, long-horned, squash, sunflower, digger, etc. – also have been declining at alarming rates, and in some cases, going extinct.

Go to beecityusa.com for more information.

Why should we be a bee city usa?

- Networking and collaboration with other cities across the country who are working to promote pollinator habitat
- Access to webinars, other education resources to help the Bee City USA Committee advise the city
- Positive press and recognition for the City of Green Bay
- Contingent upon raising the \$500 application fee, raised via donations, and reapply if desired on an annual basis

The Pollinator Corridor Working group commits to:

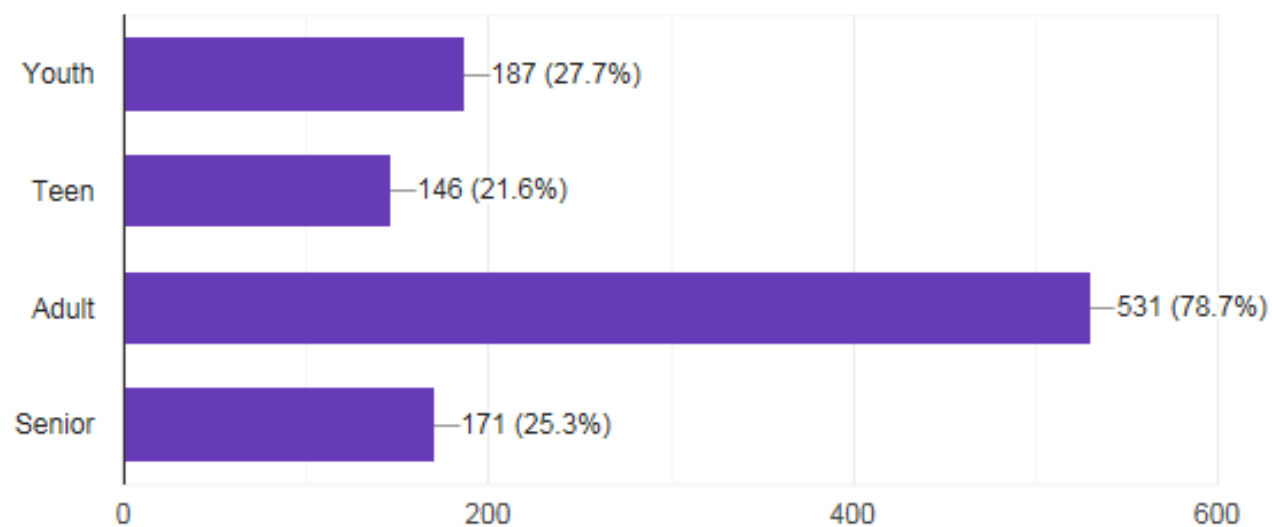
- Taking on the commitment of being assigned the Bee City USA Committee
- Plan a pollinator event at least once a year (eg a garden walk)- the pollinator corridor group will take on setting up and advertising this event
- Pollinator Corridor Working group would provide the annual report and application (if desired by the city) to Bee City
- The Pollinator Corridor Working group will work to raise funds in support of these efforts, as needed.

The Sustainability Committee commits to:

- Promoting positive awareness of best management practices in creating and sustaining pollinator habitats
- Supporting the recommendations brought forward by the Pollinator Working Group as a result of the affiliation with Bee City USA.
- Creating, maintaining, and enhancing pollinator habitat on public and private land
- Creating the structures needed to allow the Bee City art work to be displayed in various areas of the city once the designation has been achieved (on city signs, \$75 per sign or place the art on an existing city sign).

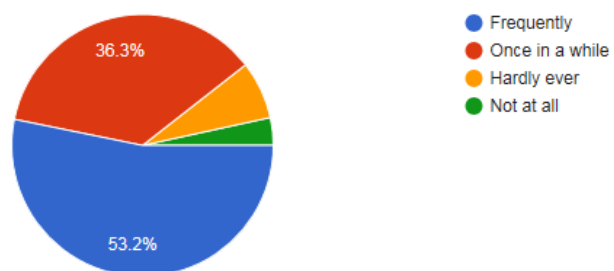
What age bracket do you and your family members fall into? (Select all that apply)

675 responses



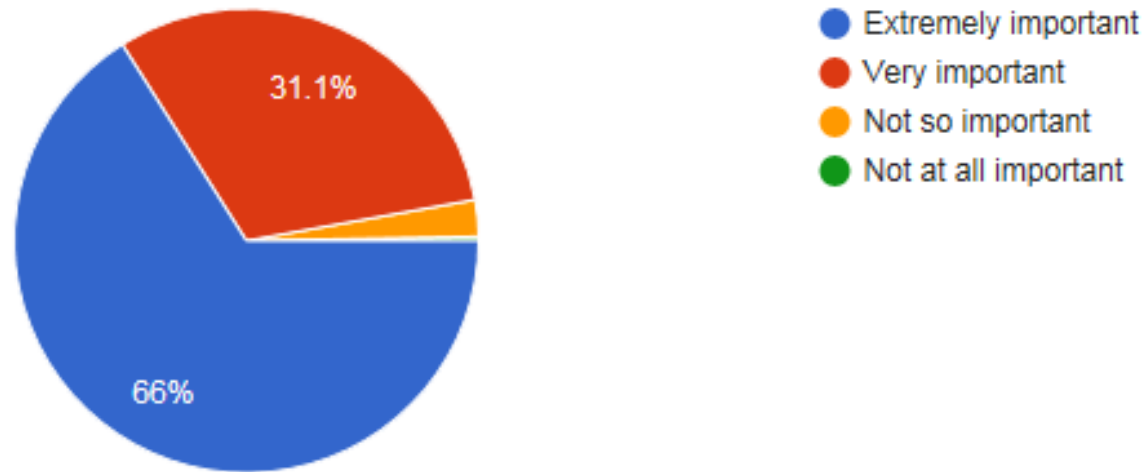
How many times did you or your household visit a Green Bay park facility last year? (Examples of park facilities include the Resch Aquatic Center, Bay Beach, Preble Park, ect.)

673 responses



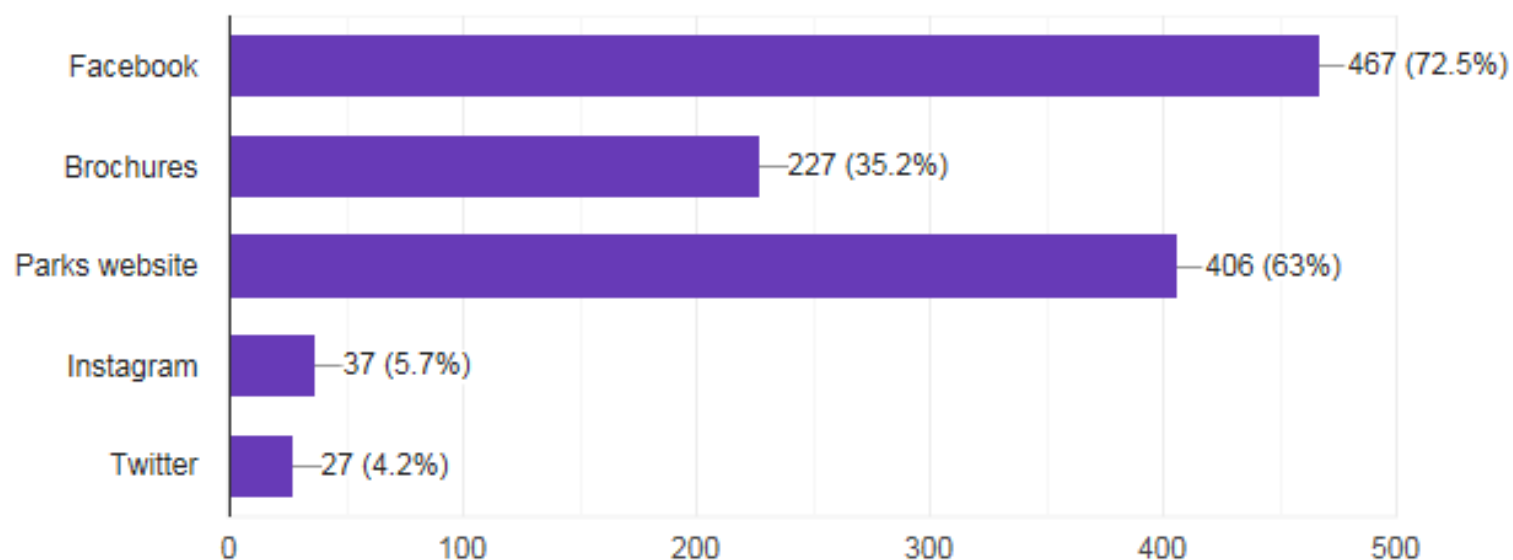
How important is it to you to preserve natural areas in parks?

671 responses



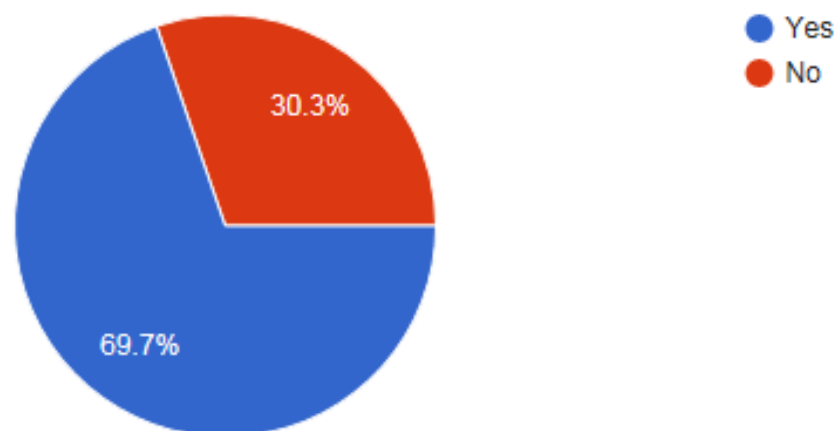
Where do you find information about activities and programs? (Select all that apply)

644 responses



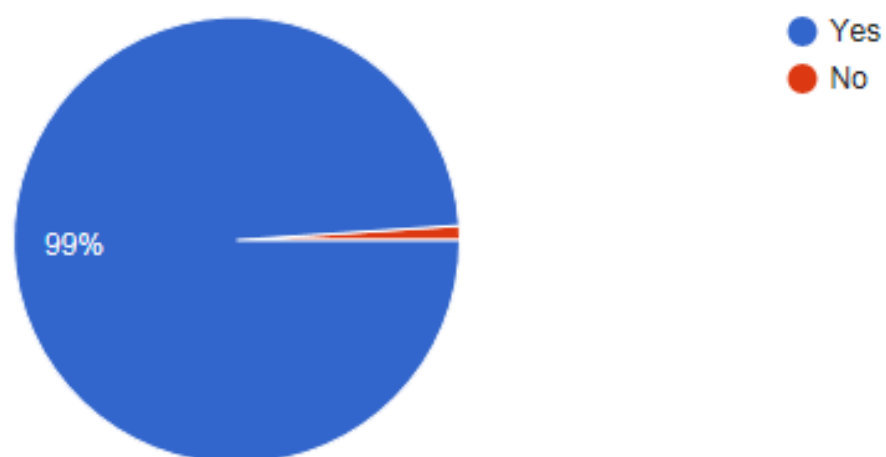
If Green Bay had a community center, would you utilize the facility and its programming?

634 responses



Do you find trees to be an asset to our community?

668 responses



PARK	VOTES FOR FAVORITE	
Ashwaubemay	3	Ashwaubenon
Astor	17	
Barkhausen	3	County Park-Suamico
Baird Creek	104	
Bayshore	1	
Bay Beach	144	
Beaumont	3	
Beaver Dam	3	
Broadway Pocket Park	1	Not technically a City Park
CityDeck	3	
Colburn	18	
Danz	1	
East Lawn	1	Allouez
Eastman	1	
Eighth	1	
Edison	4	
Farlin	1	
Finger Road Complex	2	
Fisk	9	
Fonferek	1	County Park-Green Bay
Fox River Trail	2	Trail
Gagnon	1	
Green Isle	13	Allouez
Hagemeister Park	1	Restaurant
He-Nis-Ra	18	
Joannes	8	
Joannes Aquatic	6	
Johannesburg	1	Typo?
Josten Park	1	Bellevue
John Muir	5	
Leicht	4	
Marquette	10	
Mather Heights	6	
McAuliffe	23	
Meadow Brook	1	Howard
Miracle League	2	Optimist Park-1681 Libal Street, Allouez
Mossakowski Dog Park	1	Bellevue
Mountain Bay	1	Trail
Neshota	1	County Park-Denmark
Optimist	1	
Packer Stadium	1	Not technically a City Park
Pamperin	20	Howard
Peninsula	1	State Park-Fish Creek
Perkins	7	

Porlier Pier	1	
Preble	4	
Red Smith	7	
Reforestation	15	Brown County -Suamico
Resch	10	
Riverview (Kewaunee)	1	Kewaunee
Sand Acres	1	Ashwaubenon
Seymour	1	
St. James	3	
Smith	1	Ashwaubenon
Sullivan	2	
Tank	3	
Ted Fritsch	13	
Titletown	2	Not technically a City Park
Triangle	6	
Village Park	1	?
Voyager	7	De Pere
Whitney	7	
Wilder	3	
Wildlife Sanctuary	47	

Activities	1	2	3	4	5	Total
Animal/Nature Watching	9	7	21	13	6	56
Art		1				1
Athletic Events	2	3		1	2	8
Ball games			1			1
Baseball	6	10	6	1	3	26
Basketball	1	4	7	7	6	25
Bay Beach	20	9	15	13	14	71
Biking/Mountain Biking	99	57	62	16	6	240
Bird feeding		1				
Bird watching	6	5	6		2	19
Baird Guided Hikes		1				1
Boccee Ball			2			2
Canoeing				1		1
Climbing Trees		1				1
Camping			1	3	1	5
Celebrations		1				1
City Competitions			1			1
Classes					1	1
Climbing		1				1
Cross Country		3	3			6
Dance					1	1
Duck Hunting	1					1
Devotion space					1	1
Disc golf	6	5	2	8	2	23
Dog exercise	1		1	2		4
Dog parks	2	1	1		1	5
Environmental Ed.	1		1			2
Environmental Act.				1		1
Entertaining Kids		1				1
Enjoying nature	14	11	6	6	4	41
Events	2	1	8	9	8	28
Exercise		1	1	1	1	4
Exercise programs	1	1			2	4
Exploring		5	3	1	1	10
Family Time	1		1			2
Family Events	1	1		1		3
Family/Friend Gatherings	2	2	5	1	1	11
Farmers Market			1			1
Fishing		2		3	1	6
FIT in the Parks	3	2	5	2	1	13
Flying kites		1	1		2	4
Foraging			1	1	1	3
Food			1			1
Football		3	2	2		7
Frenzy on the Fox					1	1
Frisbee		1		1	3	5

Frog hunts		1				1
Funfest		1				1
Games		1	1	2	3	7
Gathering Acorns				1		1
Games Day			2	1		3
Gardening	1					1
Geocaching	1		1	1		3
Glow Zumba				1		1
Golden Memories Ball		1	1			2
Grilling/Cookouts		3	1	2		6
Hanging out			3	2	1	6
Haunted Chase Race			1			1
Hiking	63	49	10	9	5	136
Hockey				4	2	6
Historic Attractions					1	1
Holiday events					1	1
Horseshoes					1	1
Ice Skating	2	2	8	8	6	26
Jogging	1	1				2
Kayaking		2	1	1	3	7
Kickball	1			1		2
Kiddie Karnival	1	1	2		2	6
Kids activites	1	2			1	4
Kids Day		1	1			2
Lawn games						0
Listening to Music		1				1
Longboarding	1					1
Lunch	2	2		3	1	8
Lunch with the mayor					1	1
Meeting new people			1	1		2
Meditation				1	1	2
Metal detecting	1				1	2
Movie nights	1		1	3		5
Mushrooming		1	1			2
Music/Music in the parks	9	2	8	5	4	28
Nature Centers		1				1
Nature walks	3	1	1	3	4	12
Neighborhood activities	1	1		1	2	5
Nordic Walking			1			1
Open Spaces				1	1	2
Park Project (watching)				1		1
Parkour					1	1
Parkees	1	1	1	1	1	5
Photography	1		2	2	1	6
Pickleball	4		1			5
Preble Easter Egg Hunt			1			1
Programs				1		1

Picnics	13	21	18	28	23	103
Playing along beach			1			1
Play areas			1			1
Playground Program	4	16		4		24
Pools	2		3	5		10
Playing	5	7	3	2	2	19
Playing with the dog	1	2	2		2	7
Pokemon Go				3		3
People watching		2	2	1	1	6
Quiet Time	1		1			2
RC planes					1	1
Reading		1	4	2		7
Relaxing		4	3	4	12	23
Rock finding		1	1			2
Rollarblading					1	1
Running	10	11	8	3	3	35
Sightseeing	2	1				3
Sitting	2	5	3	3	4	17
Skiing	10	17	16	14		57
Sledding	1	5	5	4	4	19
Snow Bike		6	1			7
Snowshoeing	1	6	20	3	10	40
Soccer	1	3	3	8	1	16
Softball	13	5	4	2	1	25
Splash pads	9	5	6	2	1	23
Sports	2	1	1	1		5
Summer lunches	1	1	1	3	1	7
Swimming	36	37	24	20	4	121
Swimming lessons		2				2
Swinging	5	1		1	1	8
Talent show		1		1		2
Team Sports			1		1	2
Tennis	8	9	5	5	7	34
Tot playground	1					1
Tournaments			1			1
Track meet			1	1		2
Trails	13	10	16	10	1	50
Trees				1		1
Tubing		1	1		2	4
Using rec equipment		2	1			3
Using fields/diamonds	1	3	3	3	4	14
Using the playground	50	27	42	25	16	160
Using shelters		1	3	5	5	14
Volleyball		1		1	1	3
Watching sunset/sunrise				1		1
Water Aerobics		1	1			2
Wading pool	3		2	1		6
Walking	94	47	23	12	7	183
Walking dogs	12	13	6	3	1	35

Wildlife Sanctuary	3	7	1	3	2	16
Wolves					1	1
Work	1					1
Yoga		1	3	1	2	7
Zoo	1					1

Bay Beach = Rides

Looking at nature, ect. = Enjoying nature

Swings/Slides ect. = Using playground equipment

DATE

Greetings Green Bay Residents,

This insert in your neighborhood association newsletter is from the Green Bay Sustainability Commission, a committee of the City of Green Bay. We're reaching out to begin a conversation and convey information. Through our mission, we are "dedicated to the protection, stewardship, and improvement of the environment in the interest of the health, prosperity, and welfare of the Green Bay community for present and future generations."

We work with residents, businesses, and city departments to:

- Promote equitable solutions to climate impacts
- Better prepare the community for severe storms and flooding
- Improve water quality
- Protect air quality
- Aim for clean-energy infrastructure and solutions
- Reduce waste
- Preserve and enhance biodiversity

In order to guide our work, we'd like to hear from you. Email us at celestineje@greenbaywi.gov. Check out our website: <https://greenbaywi.gov/961/Sustainability-Commission>; and Facebook page-- Green Bay Sustainability Commission (FB)

Join us for our monthly meetings, 2nd Wednesday of the month at 5:00 pm in the Harry Maier Room (604), City Hall (100 N. Jefferson St.). Parking in the City Hall lot is free after 6:00 pm, daily.

Thank you!

The Green Bay Sustainability Commission

Seth Hoffmeister, Chair

Ned Dorff, Vice Chair

Ald. Randy Scannell

Prof. John Arendt

Debora Hutchison

Kaurie Mihm, Parks Recreation and Forestry

Julia Noordyk

Cody Sandahl

Mark Walter

Detail Summary of Projects Issued

2/1/2020 to 2/29/2020

Proj #	Address	Owner	Applicant	Fees Paid	Estimated \$	Status
100002	3580 BLACK SHEEP WAY..21-8375	BAY SETTLEMENT INVESTMENTS LLC	JOHNNY B HOME CONSTRUCTION	\$1,392.71	\$250,000.00	Pending
[01-101 - Single Family House, Detached] 1 story with basemant and attached Garage -EC Approved 1/28/2020						
100048	2035 BUCKTHORN TR..6H-4438	TYCORE BUILT LLC	TYCORE BUILT LLC	\$1,231.12	\$229,900.00	Pending
[01-101 - Single Family House, Detached] NEW SINGLE FAMILY HOME						
100049	2040 CRESTWOOD SPRINGS DR..6H-4445	TYCORE BUILT LLC	TYCORE BUILT LLC	\$1,255.75	\$246,500.00	Pending
[01-101 - Single Family House, Detached] SINGLE FAMILY HOME -EC Approved 2/4/2020						
100052	998 RED FOX DR..6H-4353	THOMAS & LINDA LEHRER	ROBERT PETERS CONSTRUCTION	\$1,449.44	\$300,000.00	Pending
[01-101 - Single Family House, Detached] NEW SINGLE STORY HOME W/BASEMENT EC Approved 2/12/2020 Sewer and Water Connection work has commenced and inspected without EC Precon Mtg - Stop Work until EC Precon Mtg is scheduled, held and signed off on. MRH 2-24-2020						
100064	3492 YORKSHIRE RD..22-1588-104	PES ENTERPRISES INC	BAY LAKES BUILDERS	\$1,315.73	\$285,000.00	Pending
[01-101 - Single Family House, Detached] NEW SINGLE FAMILY ONE STORY HOME EC Approved 2/20/20						
100125	3348 LARGO RIDGE DR..21-8235	LARGO RIDGE DEVELOPMENT LLC	JOHNNY B HOME CONSTRUCTION	\$1,299.33	\$250,000.00	Pending
[01-101 - Single Family House, Detached] NEW 1-STORY SINGLE FAMILY HOME W/BASEMENT & Attached Garage EC Approval 2/20/20						
99989	1450 S CHESTNUT AV..1-972	GROWTH CAPITAL LLC	GROWTH CAPITAL LLC	\$567.55	\$30,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] FULLY REMODEL 2 FAMILY -DRIVEWAY INSTALL -FOUNDATION REPAIR						
100009	2538-2540 FORESTVILLE DR..6H-1951	DERKSEN PROPERTIES LLC	THE REMODEL SHOP	\$205.00	\$6,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Located on 2540 side of duplex						
100010	723 N CHESTNUT AV..5-100	CREATIVE EDGE PROPERTIES LLC	CREATIVE EDGE PROPERTIES LLC	\$205.00	\$20,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Removing 1 load bearing wall between kitchen and dining room						
100013	3667 FINGER RD..21-13	JAMES D & JACQUELYN A GRZECA	JAMES D & JACQUELYN A GRZECA	\$275.00	\$5,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Re-issue project from P# 69166 expired						
100046	903 N BROADWAY..18-507	SECRETARY OF HOUSING & URBAN DEVELOPMENT	BUILT RIGHT CONSTRUCTION LLC	\$552.90	\$30,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] TURNING 2 UNIT TO SINGLE FAMILY. -MUST GO DOWN TO 1 ELECTRICAL METER AND 1 GAS METER.						
100055	3495 BLACKWOLF RN..22-1868	TROY R & JENNIFER M PERTZBORN	GIESE DEVELOPMENT, LLC	\$299.61	\$32,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] NO PLUMBING AT THIS TIME AND NO BEDROOMS						
100059	3318 WHITTIER CT..21-7563	JENNIFER E FOSTER REVOCABLE TRUST	OWNER	\$150.00	\$15,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration]						
100060	3496 EDINBURGH RD..22-1818	JOHN S & LAURA M BURSA	JOHN S & LAURA M BURSA	\$201.90	\$3,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration]						

100077	2860 NICOLET DR..22-1668	JILL L & RAYMOND R HARDY	JOE'S CUSTOM REMODELING	\$219.60	\$25,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Exisiting Egress Window						
100079	619 N ASHLAND AV..5-1121	ERVEN T TASSOUL	SEPPEL CONSTRUCTION LLC	\$205.00	\$2,500.00	Closed
[02-434 - Single-Family Residential Building, Alteration] ELECTRICAL, PLUMBING UPGRADES NEW DRYWALL						
100091	1512 WIESNER ST..6-1198	DLRC LLC	RRN CONSTRUCTION	\$180.00	\$5,500.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Kitchen/bathroom remodel. Upgarde electrical and plumbing. Panel upgrade in garage. No floor plan change. Per owner bathroom window was changed out to safety glass.						
100122	2716 TERESA DR..21-7198	DEZSO D & LYNN E HAJOS	DEZSO D & LYNN E HAJOS	\$325.00	\$1,150.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Re-issue from 2017 project 69225						
100129	1469 FARLIN AV..19-20	SHAYNE DAWE	SHAYNE DAWE	\$211.00	\$15,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] -OWNER JUST PURCHASED AND IS MOVING IN PULLED PERMIT UNDER OWNER. NO STRUCTUAL WORK. -REMODEL BATROOM, NEW SINK, DISHWASHER, & CABINETS KITCHEN, REMOVE COUPLE CEILINGS TO REDO, REMOVE KNOB AND TUBE UPGRAD ELEC, REPLUMB WASHER AND BATHROOMS AS NEEDED,WATERHEATER						
100135	993 DIVISION ST..5-1187	GBTRH RENTALS LLC	T.L. CONSTRUCTION MANAGEMENT CO LLC - TROY LASECKI	\$280.00	\$6,500.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Interior renovation						
100152	480 DEMI LN..21-7353	KELLY A & ERIC S REIMER	ROBERT PETERS CONSTRUCTION	\$155.00	\$50,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Kitchen/ Bathroom remodel						
100185	3505 EDINBURGH RD..22-1817	DEANNA L F & BENJAMIN J MALCORE	DEANNA L F & BENJAMIN J MALCORE	\$259.50	\$30,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] Adding bedroom and Egress window, bathroom, family room ,and movie room						
100192	2109 OAKWOOD DR..6H-3635	RYAN & CASANDRA SZPREJDA	WINDOWS OF WISCONSIN	\$50.00	\$5,120.00	Pending
[02-434 - Single-Family Residential Building, Alteration] East side of house.						
100232	2048 HILLVIEW DR..21-2445-P-16	EARL R PETERSON & NANCY L PETERSON & AMANDA L DEGREEF & KEVIN M DEGREEF	LASEE CONSTRUCTION LLC	\$180.48	\$6,000.00	Pending
[02-434 - Single-Family Residential Building, Alteration] REISSUED FROM P# 66719						
100216	441 S ADAMS ST..13-98	VANESS FAMILY LP	KOCKEN BROS EXCAVATING - MARTY KOCKEN	\$100.00	\$8,500.00	Pending
[05-645 - Raze Sungle-Family house(attached or detached)] RAZE RESIDENTIAL HOUSE						
100140	1520 WESTERN AV..6-135-C	SCHOEN STREET CONDO RENTALS LLC	WINDOWS OF WISCONSIN	\$70.00	\$20,000.00	Pending
[10-434 - Multi-Family Residential Building Alteration] Exact replacement (6 unit)						
99312	1601 N QUINCY ST..20-684-A	GREEN BAY PACKAGING INC	MIRON CONSTRUCTION - TOM DANIELS	\$51,438.36	\$77,882,000.00	Pending
[11-320 - Industrial buildings(factories, machine shops, paper mills, beverage plants, manufacturing plants, printing plants)] PLBG PERMIT HAS NOT BEEN ISSUED YET (02/27/2020)						
99262	713 S MILITARY AV..6-169	AAM GREEN BAY PLAZA LLC	INNOVATIVE CONSTRUCTION SOLUTIONS INC.	\$2,439.08	\$0.00	Pending
[12-437 - Commercial, Non-Residence, Non-Housekeeping, Alteration]						
100045	620 UNIVERSITY AV..7-596	EAST RIVER OF GREEN BAY LLC	SCHUH CONSTRUCTION - PUDGE SCHUH	\$4,879.44	\$1,120,000.00	Pending
[12-437 - Commercial, Non-Residence, Non-Housekeeping, Alteration] DISTRIBUTION COOLER EXPANSION						
100088	621 PINE ST..11-152	RUESCH MANAGEMENT SYSTEMS LLC	RUESCH MANAGEMENT	\$1,827.67	\$0.00	Pending
[12-437 - Commercial, Non-Residence, Non-Housekeeping, Alteration] Plumbing ONLY at this time. Building plans will be submitted by 2/12/2020 - PaulVC						
100092	2231 N QUINCY ST..20-690	GREEN BAY METROPOLITAN SEWERAGE DISTRICT	GREEN BAY METROPOLITAN SEWERAGE DISTRICT	\$564.65	\$0.00	Pending
[12-437 - Commercial, Non-Residence, Non-Housekeeping, Alteration] Reconfiguring the office space						

100096	1114 MAIN ST..14-3	GREATER SOURCE LLC	BAY MECHANICAL	\$210.00	\$300.00	Pending
[12-437 - Commercial, Non-Residence, Non-Housekeeping, Alteration] STARTED DEMO WORK WITHOUT A PERMIT.						
100101	1494 MAIN ST..8-17	CROWN RIDGE PROPERTIES LLC	CROWN RIDGE PROPERTIES LLC	\$70.00	\$0.00	Pending
[12-437 - Commercial, Non-Residence, Non-Housekeeping, Alteration] 3 windows, 2 front doors and 1 back door, sheet rock where there was water damage....then misc carpet, tile, etc.						
100217	704 S RIDGE RD..6-156	SUSAN M & JOHN R VOGELS	1ST CHOICE BUILDERS, LLC	\$70.00	\$12,593.76	Pending
[12-437 - Commercial, Non-Residence, Non-Housekeeping, Alteration] ELEC IS JUST DOING VISUAL AND CURRENT TEST NO ELEC AT THIS TIME						
99549	544 ACME ST..21-1200	GREEN BAY DRESSED BEEF LLC	SCHUH CONSTRUCTION - PUDGE SCHUH	\$2,441.33	\$1,269,000.00	Pending
[13-437 - Addition to Commercial, Non-Residential Non-housekeeping]						
100051	1410 MAIN ST..8-1	NULUND GROUP II LLC	BADGERLAND DEMOLITION & EARTHWORK INC	\$140.00	\$9,200.00	Closed
[15-649 - Raze Commercial Building or other Structure] The razing of the buildings will be done in 2 phases. Phase 1 will be the removal of the structures to the 1st floor elevations and may include the plumbing. Phase 2 will be the plumbing (if not done in Phase 1) and infill of the basements per plans under project 88192.						
100111	1341 S CHESTNUT AV..1-933	STEVEN G WOODKE	LOUIE'S GENERAL CONST	\$100.00	\$35,000.00	Pending
[18-438 - Remodel Garage or carport or Shed] REPAIR FIRE DAMAGE						
100083	1363 EMILIE ST..17-559	JAMES R & MICHELLE L KOERNER	JAMES R & MICHELLE L KOERNER	\$50.00	\$100.00	Pending
[22-328 - Shed, Yard Building] PER COMPLAINT 83661						
88321	2600 LARSEN RD ..6H-1752	NORTHEAST WISCONSIN TECHNICAL COLLEGE	MARTELL CONSTRUCTION	\$195.00	\$0.00	Closed
[23-434 - Deck, Porch, Patio] EC Approved 8/14/19						
100050	1136 S OAKLAND AV..1-507	JENNIFER M STECHELMAN	JENNIFER M STECHELMAN	\$75.00	\$718.64	Pending
[23-434 - Deck, Porch, Patio] REPLACE EXISTING FRONT PORCH 4'X7' PER COMPLAINT 101123						
100054	322 12th AV..3-826	DANIEL R MOCCO	DANIEL R MOCCO	\$50.00	\$250.00	Pending
[23-434 - Deck, Porch, Patio] EXISTING FOOTINGS, JUST RESURFACING AND ADDING NEW HANDRAILS/GUARDRAILS/STEPS ALSO						
100099	1124 ELIZA ST..17-139	EUNICE J PSENICKA	EUNICE J PSENICKA	\$50.00	\$3,500.00	Pending
[23-434 - Deck, Porch, Patio]						
100136	147 REGAN ST..6-1910	JULIA P & ROBERT D HARGREAVES	HME HOME MEDICAL	\$50.00	\$4,700.00	Pending
[23-434 - Deck, Porch, Patio] Aluminum temp ramp.						
100156	2503 OAKWOOD DR..6H-1493-5	BARBER LEROY J & DEBORAH K TRUST OF 2016	TUNDRLAND HOME IMPROVEMENTS - BRITTANY WOOD	\$50.00	\$13,760.00	Pending
[23-434 - Deck, Porch, Patio]						
100181	2744 ST. ANTHONY DR..21-5806	CATHERINE WAVRUNEKKORNOWSKI	TUNDRLAND HOME IMPROVEMENTS - BRITTANY WOOD	\$50.00	\$15,194.00	Pending
[23-434 - Deck, Porch, Patio] Reface of exisiting 18' x 18' Deck. replace steps and railing to code. Using existing framing for deck. 15" above grade.						
100128	104 ALVINA ST..6-250-3	SCHOEN STREET CONDO RENTALS LLC	WINDOWS OF WISCONSIN	\$70.00	\$0.00	Pending
[24-*** - Siding] Direct replacement windows/ safety glass in bathrooms						
100210	2645 SHERRY LN..21-3830	ROBERT L & JOANN L GERSTNER	B&B BASEMENT REPAIRS LLC	\$50.00	\$7,850.00	Pending
[28-434 - Foundation Repair] EXCAVATE 51 FT. OF EAST AND NORTH WALL DOWN TO FOOTING. WATERPROOF WALL, INSTALL NEW DRAIN TILE INTO NEW PUMP PIT. BACKFILL.						
100227	1237 MAIN ST..8-266	DOGFISH LLC	ANDERSON BASEMENT REPAIR INC	\$70.00	\$15,320.00	Pending
[28-434 - Foundation Repair] WEST WALL						
100148	984 9th ST..1-1445	VOLUNTEER CENTER OF BROWN COUNTY INC THE	SMET CONSTRUCTION SERVICES CORP.	\$70.00	\$11,000.00	Pending

[33-*** - Roofing]

100215	309 S JEFFERSON ST..11-7	GREEN BAY CITY OF PARKING UTILITY COMMISSION	NORTHERN METAL & ROOFING	\$0.00	\$56,935.00	Pending
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[33-*** - Roofing] REMOVE AND REPLACE ROOFS ON 5 EXISTING STAIR TOWERS ON PINE STREET PARKING RAMP. REINSTALL HD FIBERBOARD AND RUBBER MEMBRANE.

100104	3495 YORKSHIRE RD..22-1810	DWIGHT L & MARLYS E DAGUE	EXTERIOR CUSTOM SOLUTIONS LLC	\$50.00	\$7,870.00	Pending
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[34-*** - Window, Door, Replacement] Add 2 new windows

100121	1677 SHAWANO AV..6-346	HOUSE OF HOPE GREEN BAY INC	BEST BUILT INC	\$75.00	\$27,214.04	Pending
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[35-*** - Driveway Expansion] Replacement of 2 overhead garage doors and aluminum frame. Install 3 Storm doors. Fire tape and plaster closet ceiling. Install 4 light fixtures. Install 2 gable vents. Install new concrete driveway(Spring)

100218	745 S IRWIN AV..17-475	FRAN BOURASSA	VERHEYEN CONSTRUCTION	\$50.00	\$2,000.00	Pending
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[35-*** - Driveway Expansion] DRIVEWAY APRON

88286	2411 REMINGTON RD..21-4070	ROBERT ERICKSON	CUSTOM FENCE	\$50.00	\$2,800.00	Closed
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[36-*** - Fence] CHAINLINK

100130	1520 WESTERN AV..6-135-C	SCHOEN STREET CONDO RENTALS LLC	CUSTOM FENCE	\$70.00	\$13,000.00	Pending
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[36-*** - Fence]

100170	1538 DECKNER AV..8-775	SANDRA A VANDEHEY	SANDRA A VANDEHEY	\$50.00	\$0.00	Pending
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[36-*** - Fence]

99157	333 MAIN ST..11-116	HYATT EQUITIES LLC	John Greenwood	\$192.70	\$24,000.00	Closed
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[37-329 - Signs] Install 67.3 sq ft internal illuminated channel letter wall sign on east facade and west facade and install 41 sq ft internally illuminated sign on carport canopy

99714	2997 ST. ANTHONY DR..21-275-14	FREEDOM HOUSE MINISTRIES INC	CREATIVE SIGN COMPANY	\$97.25	\$0.00	Pending
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[37-329 - Signs] Wall Sign

100057	1697 MAIN ST..21-2555	VANDREEL GORDON F & CAROL J JT REVOCABLE TRUST	RLO Sign, Inc.	\$82.93	\$0.00	Pending
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[37-329 - Signs] Proposed Wall Sign

100090	840 S HURON RD..21-172-3	KWIK TRIP INC	Elevate 97/Colortech	\$489.64	\$102,000.00	Pending
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[37-329 - Signs] New Sign Package

100047	615 LA PLANT ST..21-2231-2	ROSALVA ORNELAS	VANRITE PLUMBING	\$30.00	\$7,200.00	Closed
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[40-*** - Sanitary Sewers] SANITARY SEWER REPAIR

100033	141 HUDSON ST..3-1011	ROXANNE M SALAS	NEWCAP, INC.	\$30.00	\$0.00	Closed
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[44-*** - Water heaters/Appliances] WATER HEATER

100035	1458 ADMIRAL CT..6-143	NEIGHBORHOOD HOUSING SERVICES OF GREEN BAY	NEWCAP, INC.	\$70.00	\$0.00	Closed
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[44-*** - Water heaters/Appliances] WATER HEATER - APT #4

100139	2914 SORENSON DR..6H-1157-1	SHIRLEY A CZECH	NEWCAP, INC.	\$30.00	\$0.00	Closed
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[44-*** - Water heaters/Appliances] WATER HEATER

100144	3150 GERSHWIN DR..21-256	BROWN COUNTY COMMUNITY TREATMENT CENTER	RJ PARINS PLUMBING & HEATING	\$70.00	\$0.00	Pending
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[44-*** - Water heaters/Appliances] TWO (2) WATER HEATERS

100188	2670 UNIVERSITY AV..21-1233	ACS CLINICAL SERVICES LLC	RJ PARINS PLUMBING & HEATING	\$70.00	\$1,180.00	Pending
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[44-*** - Water heaters/Appliances] WATER HEATER

100190	1109 ELMORE ST..5-1355	AMANDA K WOZNIAK	NEWCAP, INC.	\$30.00	\$0.00	Pending
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[44-*** - Water heaters/Appliances] WATER HEATER

100191	1020 GROSS AV..2-830	LUCILLE G VEESER	NEWCAP, INC.	\$30.00	\$0.00	Pending
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[44-*** - Water heaters/Appliances] WATER HEATER

99610	1832 S NORWOOD AV..1-1185	RENA A KENNIN	PLUG LIGHT BULB ELECTRICAL SERVICES	\$50.00	\$3,000.00	Pending
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[46-*** - Electrical Service Change] REPLACE WHOLE PANEL AND INSTALL A NEW ONE, ADD GROUND RODS, NEW BREAKERS AND LABEL , PUT UP NEW MAST

100093	241 JACOB ST..21-1817	ZELLNER LANDSCAPING LLC	DE BAKER, INC.	\$50.00	\$1,500.00	Closed
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[46-*** - Electrical Service Change] 60 TO 100 AMP SERVICE UPGRADE

100133	1428 S LOCUST ST..6-874	FOX RUSSELL J & JULIE A REVOCABLE TRUST	J & M ELECTRIC	\$50.00	\$500.00	Pending
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[46-*** - Electrical Service Change] TEMP SERVICE FOR FIRE JOB

100137	2682 COURTNEY ST..21-4483	MARLENE A WANER	THOMAS ELECTRIC	\$50.00	\$800.00	Closed
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[46-*** - Electrical Service Change] CHANGE PANEL

100141	1407 RUSSELL ST..6-544-B	DEBRA J SIEWERTRODEN	VAN OSS ELECTRIC INC	\$50.00	\$2,695.00	Pending
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[46-*** - Electrical Service Change] SERVICE UPGRADE - 60 AMP OVERHEAD TO 200 AMP OVERHEAD

100151	335 VICTORIA ST..21-2316-2	DONALD P TAYLOR	STAHL ELECTRIC	\$50.00	\$2,870.00	Pending
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[46-*** - Electrical Service Change] ELECTRICAL SERVICE UPGRADE FROM 60 AMP TO 100 AMP OVERHEAD 120/240 VOLT

100162	1750 BEAVER DAM DR..6-2103	SARA M & JEREMY J WINIECKI	STIEGLER ELECTRIC	\$50.00	\$825.00	Closed
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[46-*** - Electrical Service Change] UPGRADING CUSTOMERS SERVICE PANEL

100176	727 BOND ST..5-1090	JACOB O SOLIS	WAGNER ELECTRICAL SERVICES	\$50.00	\$2,000.00	Closed
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[46-*** - Electrical Service Change] SERVICE UPGRADE 100A

100177	1647 NANCY AV..6-1273	AMY J MINSER	STAUBER & SON'S ELECTRIC LLC	\$50.00	\$1,000.00	Pending
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[46-*** - Electrical Service Change] UPGRADE SERVICE FROM 60A TO 100A

100206	1313-1315 EMILIE ST..17-567	SECORA FAMILY TRUST	BRICCO SERVICES	\$50.00	\$3,000.00	Closed
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[46-*** - Electrical Service Change] SERVICE CHANGE - BOTH SIDES OF DUPLEX

100072	901 9th ST..1-1553	CTA VENTURES LLC	METZLER ELECTRIC	\$50.00	\$300.00	Closed
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[47-*** - Electrical Service Repair] REPAIR BENT SERVICE MAST

100030	401 BADER ST..21-2678-T-15	JHONATHAN A GUTIERREZ	WAGNER ELECTRICAL SERVICES	\$50.00	\$2,000.00	Closed
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[48-*** - Electrical Wiring (Misc., Alteration, Repair)] PANEL CHANGE OUT

100053	822 MATHER ST..5-185	KEITH D DEWINTER	PLUG LIGHT BULB ELECTRICAL SERVICES	\$50.00	\$500.00	Closed
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[48-*** - Electrical Wiring (Misc., Alteration, Repair)] REPAIR METER SOCKET. ONE OF THE BLOCKS HOLDING THE FINGERS IS BROKEN.

100098	1552 UNIVERSITY AV..19-58	GREEN BAY DRESSED BEEF LLC	VOS ELECTRIC	\$70.00	\$18,220.00	Closed
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[48-*** - Electrical Wiring (Misc., Alteration, Repair)] NEW SERVICE & WIRING FOR NEW SERVICE MAINTENANCE BUILDING

100100	892 SCHOOL PL..3-524	MARK A PULLEY	VOS ELECTRIC	\$50.00	\$250.00	Closed
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[48-*** - Electrical Wiring (Misc., Alteration, Repair)] TIGHTEN LUGS IN METER BASE

100175	1117 9th ST..1-384	JOHN L CLARK, ETAL	PLUG LIGHT BULB ELECTRICAL SERVICES	\$50.00	\$500.00	Closed
[48-*** - Electrical Wiring (Misc., Alteration, Repair)] REPAIR A BROKEN METER FINGER						
100154	1651 JUNIPER DR..21-1110-M-18	PATRICE M & KEITH M ELSNER	VERN KUMMERS PLUMBING	\$50.00	\$1,400.00	Closed
[49-*** - backwater valve/sump pump] PALMER VALVE						
100029	2441 PECAN ST..21-3103	ATLANTICA LLC	TOTAL COMFORT LLC	\$50.00	\$6,192.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] BOILER						
100034	1103 N WEBSTER AV..7-460	CHRISTINA M CERVANTESFLORES	NEWCAP, INC.	\$50.00	\$0.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100036	1452 ADMIRAL CT..6-143	NEIGHBORHOOD HOUSING SERVICES OF GREEN BAY	NEWCAP, INC.	\$70.00	\$0.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE - APT #4						
100037	2732 DANIEL CT ..21-4989	DAROLD R BRINGE	NEWCAP, INC.	\$50.00	\$0.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100038	807 AMBERLY TR..21-4989	DAROLD R BRINGE	NEWCAP, INC.	\$50.00	\$0.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100041	2792 E EDWARD DR..21-3616	ZACHARY D & JILL M BALL	APEX HEATING & AIR CONDITIONING	\$50.00	\$8,044.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE & AIR CONDITIONER						
100042	913 DOUSMAN ST..5-531	ELIJAH L & RACHELLE L HOFFMAN	APEX HEATING & AIR CONDITIONING	\$50.00	\$5,328.55	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100043	2603 INDIAN HILL DR..6H-2542	CHRISTIAN D MUNSON, ETAL	APEX HEATING & AIR CONDITIONING	\$50.00	\$5,159.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100065	130 S CLAY ST..14-926	MICHAELA M & JASON R GEURTS	RICHARDS HEATING & COOLING	\$100.00	\$1,485.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE (2) UPPER AND LOWER UNIT						
100066	1257 DAY ST..7-187	ROBERT T & NANCY M SUSKI	RICHARDS HEATING & COOLING	\$50.00	\$2,250.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100067	714 MITCHELL ST..6-787	JESSE L GRUNWALD	BAY AREA SERVICES INC	\$50.00	\$2,950.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100068	121 MINOR CT..6-261-F	LOIS J & RICHARD R FLEGEL	BAY AREA SERVICES INC	\$50.00	\$7,800.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE & AIR CONDITIONER						
100069	611 LA COUNT RD..6H-4348	QUINN KEVIN D & VICKI J REVOCABLE TRUST	SINKLER HEATING & COOLING, INC	\$50.00	\$1,246.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] SPACE HEATER 75K MODINE						
100074	1368 SHIRLEY ST..6-166-K	SCOTT A MORGAN	IDEALAIR HEATING & COOLING INC.	\$50.00	\$5,362.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] BOILER						
100078	1044 ERNST DR..6-705	PENNY L & CHRISTOPHER A KNUTSON	HEALTHY HOMES HEATING & COOLING	\$50.00	\$3,445.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100081	110 SWISS HILL DR..21-82-34	ERIN J RADDATZ	WESLEY HEATING AND SHEET METAL	\$50.00	\$5,497.00	Pending

[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100082	724 S IRWIN AV..14-1185	PATRICK H GRIMM	SINKLER HEATING & COOLING, INC	\$50.00	\$3,100.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100084	1460 MORROW ST..8-47	GARY D WISNESKI	NEWCAP, INC.	\$70.00	\$0.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE - APT #1						
100085	1460 MORROW ST..8-47	GARY D WISNESKI	NEWCAP, INC.	\$70.00	\$0.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] SPACE HEATER - APT #3						
100086	1460 MORROW ST..8-47	GARY D WISNESKI	NEWCAP, INC.	\$70.00	\$0.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] SPACE HEATER - APT #4						
100095	2619 VICKI LN..21-4525	ORIN A & KAREN S SANDBERG	ACTION HEATING & COOLING	\$50.00	\$3,060.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100105	403 S JEFFERSON ST..13-107-A	U SAVE AMERICA LLC	BAY AREA SERVICES INC	\$280.00	\$11,500.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] (4) AIR CONDITIONERS						
100106	3270 HICKORY RIDGE LN..21-7546	MARK P & DEBRA L SIMON	BAY AREA SERVICES INC	\$50.00	\$7,700.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE & AIR CONDITIONER						
100107	1835 NEAL CT..21-2874	CHEE VANG & KANG HER	BAY AREA SERVICES INC	\$50.00	\$4,950.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] BOILER						
100108	1681 KENNEDY DR..6-2739	DEBRA K & JEFFREY C AUSTIN	BAY AREA SERVICES INC	\$50.00	\$3,200.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100109	3086 CONCORDIA LN..21-6670-25	BRADLEY J SPAKOWITZ	HEALTHY HOMES HEATING & COOLING	\$50.00	\$3,970.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100112	2439 IRONWOOD DR..6H-1504-4	STEVEN R NEWTON, ETAL	BAY AREA SERVICES INC	\$50.00	\$8,300.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE & AIR CONDITIONER						
100113	2631 VICKI LN..21-4528	DEREK L HOWE, ETAL	BAY AREA SERVICES INC	\$50.00	\$4,750.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100114	917 THRUSH ST..18-1271	JOSEPH M PETZEL	BAY AREA SERVICES INC	\$50.00	\$4,200.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100115	431 GEORGE ST..21-1549	CHARLES & PANG THAO	BAY AREA SERVICES INC	\$50.00	\$3,750.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] AIR CONDITIONER						
100116	601 BLUEBIRD LN..6-1802	ROBERT J LAPLANTE	BAY AREA SERVICES INC	\$50.00	\$4,300.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100117	1558 MORROW ST..19-198	PAUL A & LEE NOVOTNY	BAY AREA SERVICES INC	\$50.00	\$5,100.00	Closed
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100118	638 S MONROE AV..15-144	ADAM W & LADISLVA GAINES	WESLEY HEATING AND SHEET METAL	\$50.00	\$5,640.00	Pending
[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE						
100119	2465 FORESTVILLE DR..6H-1942	LYNN A & JEFFREY M JOHNSON	WESLEY HEATING AND SHEET METAL	\$50.00	\$3,675.00	Closed

[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100126	1212 VELD AV..18-782	ALWIN MANUFACTURING CO	HEALTHY HOMES HEATING & COOLING	\$350.00	\$21,405.00	Closed
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[50-*** - Heating Unit Replacement/ Air Conditioning] (2) 125,000 BTU SPACERAY INFRARED HEATERS
 (1) 100,000 BTU SPACERAY INFRARED HEATER
 (1) 85,000 BTU FURNACE
 (1) 3-TON 13 SEER AC CONDENSING UNIT & COIL

100138	1012 NICOLET AV..2-970	JUSTIN NOFFSINGER	PROFESSIONAL HEATING & AIR CONDITIONING OF GREEN BAY, INC	\$50.00	\$3,295.00	Closed
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100146	317 OAK GROVE AV..21-2366	BRENDA S HUISMAN	APEX HEATING & AIR CONDITIONING	\$50.00	\$7,534.00	Closed
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100159	1151 CASS ST..14-1123	LYNN R & JOHN L JONES	ROBINSON HEATING & COOLING	\$50.00	\$4,200.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100160	1457 BIEMERET ST..6-896	DAVID M & SARAH A JOLLY	APEX HEATING & AIR CONDITIONING	\$50.00	\$5,235.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100178	2658 SEQUOIA LN..6H-2355	JEFFRY J & HOLLY J ORR	HEALTHY HOMES HEATING & COOLING	\$50.00	\$4,374.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100180	118 S WASHINGTON ST..12-341	MICHAEL P & KATHRYN L TUBBS	HEALTHY HOMES HEATING & COOLING	\$70.00	\$9,600.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE - CONDO B114

100182	1516 CEDAR ST..19-140	ROSALIE A & DAVID M DITTMANN	WESLEY HEATING AND SHEET METAL	\$50.00	\$4,400.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100183	2020 ANGIE AV..20-694	MCDONALD LUMBER CO	ROBINSON HEATING & COOLING	\$70.00	\$3,400.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE - 2012 ANGIE AVE

100184	1469 FARLIN AV..19-20	LAKE SHORE REAL ESTATE SOLUTIONS INC	SINKLER HEATING & COOLING, INC	\$50.00	\$2,950.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100189	1109 ELMORE ST..5-1355	AMANDA K WOZNAK	NEWCAP, INC.	\$50.00	\$0.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100196	206 CLEVELAND ST..3-194	BRENT PHARE	JJ HEATING & COOLING	\$50.00	\$2,223.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100199	1442 WIESNER ST..6-305-C	ERIC J & KATIE M MOMMAERTS	JJ HEATING & COOLING	\$50.00	\$1,899.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100207	2626 FINGER RD..21-118-17	SUMMIT CARRINGTON MANOR LLC	ULTIMATE AIR INC	\$70.00	\$0.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100222	860-862 APHRODITE RD..21-4671	JAKE T GEHRMAN	BENJAMIN CONST. HEATING & COOLING	\$50.00	\$2,500.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] AIR CONDITIONER - 862 SIDE

100223	814 LAWE ST..16-289	RAYMOND J & CINDA R SCHILLING	BENJAMIN CONST. HEATING & COOLING	\$50.00	\$2,800.00	Pending
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[50-*** - Heating Unit Replacement/ Air Conditioning] FURNACE

100089	1919 S BROADWAY..1-1407	GEORGIA PACIFIC CONSUMER PRODUCTS LP	DAVID TENOR CORP	\$170.00	\$1,300,000.00	Pending
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[58-*** - Site (Erosion control, Fill, Excavation)] UNDERGROUND FIRE LINE INFRASTRUCTURE REPLACEMENT PROJECT
EC Approved 2/18/20

100150	3445 NICOLET DR..22-54	MICHAEL J & TERESA M BRAY	JAMES KASSNER CONSTRUCTION, INC.	\$125.00	\$5,000.00	Pending
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[58-*** - Site (Erosion control, Fill, Excavation)] EC Approved 2/27/20

100058	1286 SAN JOSE PL..3-1273	TAMMY M WICKER	TUNDRALAND	\$50.00	\$6,400.00	Closed
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[62-*** - repair/alter existing plumbing system] BATHTUB AND SURROUND BEING REPLACED BY A WALKIN SHOWER AND SURROUND

100147	1006 ERNST DR..6-759	BAUER CLEMONS D REVOCABLE TRUST	BATH FITTER	\$50.00	\$7,000.00	Pending
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[62-*** - repair/alter existing plumbing system] REPLACE MIXER VALVE AND TUB TO SHOWER CONVERSION

100149	1508 HILLCREST DR..6H-824-5	JANE R & KEVIN R LINCOLN	TUNDRALAND	\$50.00	\$5,995.00	Closed
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[62-*** - repair/alter existing plumbing system] BATHTUB AND SURROUND BEING REPLACED BY A WALKIN SHOWER AND SURROUND

100120	2961 ST. ANTHONY DR..21-275-1-8	GREEN BAY NURSING REALTY LLC	RJ PARINS PLUMBING & HEATING	\$155.00	\$1,500.00	Pending
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[66-*** - Grease Traps] GREASE TRAP

100200	1211 SHAWANO AV..3-1024	BRAD M PERSSON	SOLCIUS, LLC	\$125.00	\$34,832.00	Pending
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[92-*** - solar panels- water or electric] Roof mounted 23 panels

Totals:	142 projects			\$84,029.67	\$1,382,832.21 0.99	
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Summary of Projects Issued

2/1/2020 to 2/29/2020

Class of Work	Proj	Site	Plan	Bldg	Elec	HVAC	Plbg	EC	Fees Paid	Estimated Cost
01 Single Family House, Detached	6	6	12	6	6	6	6	0	\$7,944.08	\$1,561,400.00
48 Electrical Wiring (Misc., Alteration, Repair)	5	0	0	0	5	0	0	0	\$270.00	\$21,470.00
46 Electrical Service Change	10	0	0	0	10	0	0	0	\$500.00	\$18,190.00
47 Electrical Service Repair	1	0	0	0	1	0	0	0	\$50.00	\$300.00
50 Heating Unit Replacement/ Air Conditioning	50	0	0	0	0	50	0	0	\$3,220.00	\$207,768.55
40 Sanitary Sewers	1	0	0	0	0	0	1	0	\$30.00	\$7,200.00
62 repair/alter existing plumbing system	3	0	0	0	0	0	3	0	\$150.00	\$19,395.00
22 Shed, Yard Building	1	0	0	1	0	0	0	0	\$50.00	\$100.00
13 Addition to Commercial, Non-Residential Non-housekeeping	1	0	4	1	1	1	1	1	\$2,441.33	\$1,269,000.00
02 Single-Family Residential Building, Alteration	18	1	15	18	16	6	11	0	\$4,522.54	\$287,770.00
10 Multi-Family Residential Building Alteration	1	0	0	1	0	0	0	0	\$70.00	\$20,000.00
12 Commercial, Non-Residence, Non-Housekeeping, Alteration	7	0	4	7	5	4	5	0	\$10,060.84	\$1,132,893.76
15 Raze Commercial Building or other Structure	1	0	0	1	0	0	1	0	\$140.00	\$9,200.00
18 Remodel Garage or carport or Shed	1	0	0	1	1	0	0	0	\$100.00	\$35,000.00
23 Deck, Porch, Patio	7	2	1	7	1	0	0	0	\$520.00	\$38,122.64
24 Siding	1	0	0	1	0	0	0	0	\$70.00	\$0.00
28 Foundation Repair	2	0	0	2	0	0	0	0	\$120.00	\$23,170.00
33 Roofing	2	0	0	2	0	0	0	0	\$70.00	\$67,935.00
34 Window, Door, Replacement	1	0	0	1	0	0	0	0	\$50.00	\$7,870.00
35 Driveway Expansion	2	1	0	2	0	0	0	0	\$125.00	\$29,214.04
36 Fence	3	0	0	3	0	0	0	0	\$170.00	\$15,800.00
37 Signs	4	4	0	4	0	0	0	0	\$862.52	\$126,000.00
44 Water heaters/Appliances	7	0	0	0	0	0	7	0	\$330.00	\$1,180.00
58 Site (Erosion control, Fill, Excavation)	2	1	2	2	0	0	1	1	\$295.00	\$1,300,005,000.00
11 Industrial buildings(factories, machine shops, paper mills, beverage plants, manufacturing plants, printing plants)	1	0	1	1	1	1	1	0	\$51,438.36	\$77,882,000.00
49 backwater valve/sump pump	1	0	0	0	0	0	1	0	\$50.00	\$1,400.00
92 solar panels- water or electric	1	0	1	1	1	0	0	0	\$125.00	\$34,832.00
66 Grease Traps	1	0	1	0	0	0	1	0	\$155.00	\$1,500.00
05 Raze Sungle-Family house(attached or detached)	1	0	0	1	0	0	1	0	\$100.00	\$8,500.00
Totals:	142	15	41	63	48	68	40	2	\$84,029.67	\$1,382,832,210.99



MUNICIPAL COURT MONTHLY FINANCIAL REPORT

County Name Brown		County Code Number 05		Report for Month/Year February 2020	
Municipal Name Green Bay Municipal Court		Municipal Code Number 231		Telephone Number 920-448-3131	
I. MUNICIPAL COURT OFFICIAL	Total Amount Collected	Share to be retained by Municipality	Share to be sent to County	Share to be sent to State	
1. Forfeitures for Municipal Ordinance Violations (Except for Municipal Ordinances in Conformity with Ch 348, Stats.)	\$ 74,660.83	\$ 74,660.83			
Adjustment (if applicable)	\$.00	\$.00			
2. Municipal Court Costs (Chapter 814, Subchapter II, s. 814.65, Stats.)	\$ 31,718.23	\$ 27,491.39		\$ 4,226.84	
Adjustment (if applicable)	\$.00	\$.00		\$.00	
3. Penalty Surcharges (s. 757.05, Stats.)	\$ 19,197.69			\$ 19,197.69	
Adjustment (if applicable)	\$.00			\$.00	
4. County Jail Surcharges (s. 302.46(1)(a), Stats.)	\$ 8,386.97		\$ 8,386.97		
Adjustment (if applicable)	\$.00		\$.00		
5. Driver Improvement Surcharges (s. 346.655, Stats.)	\$ 13,000.56		\$ 6,321.18	\$ 6,679.38	
Adjustment (if applicable)	\$.00		\$.00	\$.00	
6. Crime Lab and Drug Enforcement Surcharges (s. 165.755(4), Stats.)	\$ 10,820.07			\$ 10,820.07	
Adjustment (if applicable)	\$.00			\$.00	
7. Domestic Abuse Surcharges (s. 973.055(2)(b), Stats.)	\$.00			\$.00	
Adjustment (if applicable)	\$.00			\$.00	
8. Truck Weight Restrictions (Municipal Ordinances in Conformity with Ch. 348, Stats., s. 66.12(3)(c))	\$.00	\$.00		\$.00	
Adjustment (if applicable)	\$.00	\$.00		\$.00	
9. Ignition Interlock Device Surcharge (s. 343.301(5), Stats.)	\$ 1,450.00		\$ 1,450.00		
Adjustment (if applicable)	\$.00		\$.00		
10. GPS Tracking Surcharge (for violations of ordinances conforming to s. 813.12 or s.813.125, Stats.)	\$.00			\$.00	
Adjustment (if applicable)	\$.00			\$.00	
11. Safe Ride Program (s. 85.55, Stats.)	\$ 1,454.38			\$ 1,454.38	
Adjustment (if applicable)	\$.00			\$.00	
12. Totals	\$ 160,688.73	\$ 102,152.22	\$ 16,158.15	Pay This Amount \$ 42,378.36	

Continue onto the next page.



MUNICIPAL COURT MONTHLY FINANCIAL REPORT

II. CERTIFICATION OF MUNICIPAL COURT OFFICIAL

I hereby certify that this report reflects all actions requiring forfeitures, court costs and surcharges collected during the month designated.

Name: NEIL BASTEN Signature: *Neil Basten* Date: 3-3-20

III. TREASURER'S CERTIFICATION

I hereby certify that the above amount due the state has been received. After so certifying, a copy of this report will be returned to the signer of this report as a receipt, and the stated amount will be remitted to the Department of Administration with this report.

Treasurer: *Paul R. Mark* Date: 3/5/20

In the event the Department of Administration has questions about this report and payment, who should we contact?

Name:	Telephone #	Email Address
<u>Neil Basten</u>	<u>920-448-3131</u>	<u>neilba@greenbaywi.gov</u>

GENERAL ORDINANCE NO. 08-20

**AN ORDINANCE
AMENDING SECTION 1.03,
GREEN BAY MUNICIPAL CODE,
RELATING TO ELECTED OFFICIALS**

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

SECTION 1. Section 1.03, Green Bay Municipal Code, is hereby amended to read:

1.03 ELECTED OFFICIALS.

(1) *General.* Elected officials of the city shall be a mayor, one alderman from each aldermanic district, and a municipal judge **and each shall hold their respective offices for a term as provided in this section and until their successors are elected and qualified or as set forth in Section 1.06.**

(2) *Terms.*

(a) *Mayor.* The mayor shall be elected for a term of four years, which shall commence on the third Tuesday of April in the year of the election.

(b) *Alderman.* The alderman shall be elected for two-year terms at the regular city elections. Whenever it is necessary to alter aldermanic districts for the purposes set forth in § 62.08, Wis. Stats., the council may provide a different tenure for the office of alderman. Aldermanic terms of office shall commence on the third Tuesday of April in the year of their election.

(c) *Municipal judge.* The municipal judge shall be elected to a four-year term commencing with the regular spring election in 1978.

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 _____ of _____, 2020.

APPROVED:

Mayor

ATTEST:

Clerk

jib

03/28/2020



CITY OF GREEN BAY PERSONNEL POLICY

Policy Title Family First Coronavirus Response Act	Policy Reference Chapter 23, Section 2
Policy Source Human Resources Department	Legal Review Date March 30, 2020
Personnel Committee Approval April 1, 2020	City Council Approval April 1, 2020

23.2.1 PURPOSE. The purpose of this policy is to provide an overview of the Emergency Paid Sick Leave Act (EPSLA) and Emergency Family and Medical Leave Expansion Act (EFMLEA) for employees while the employee or his/her family members are impacted by COVID-19. The EFMLEA and EPSLA are both within the scope of what is known as the Families First Coronavirus Response Act (the “Act”). The Act and this policy will both take effect on April 1, 2020, with a sunset date of December 31, 2020.

23.2.2 The Emergency Paid Sick Leave Act (EPSLA). Provides a limited term emergency paid sick leave benefit outside of the FMLA or EFMLEA. This Emergency Paid Sick Leave is in addition to the employee’s current sick leave accrual.

- a. Employee eligibility. All employees actively employed by the City. Pursuant to the Act, the City may exclude Emergency First Responders from this benefit. Emergency first responders will be excluded from this benefit, but allowed to receive City benefits as outlined in 23.2.4.
- b. Qualifications. The employee must be unable to work or telecommute because:
 - 1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
 - 2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
 - 3) The employee is experiencing symptoms of the COVID-19 virus and is seeking medical diagnosis from an appropriate health care provider;
 - 4) The employee is caring for an individual who is subject to an order as described in subparagraph 1) or has been advised as described

in subparagraph 2).

- 5) The employee is caring for a son or daughter of such employee because the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions.
- 6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Service in consultation with the Secretary of the Treasury and the Secretary of Labor.

c. Pay During Leave. The amount of Emergency Paid Sick Leave available to employees is limited as follows:

- 1) Full-time employees will be eligible for 80 hours of Emergency Paid Sick Leave.
- 2) Regular, Part-time employees will be pro-rated based upon their regular hours of work.
- 3) Employees who work a variable work schedule, the average bi-weekly hours of work over the preceding six month period will be utilized.

The actual pay to which an employee will be entitled will depend on the reason for the absence.

1. If absent due to reasons identified in subparagraphs 1), 2), or 3) under Section 23.2.2.b. Qualifications. , the employee will be entitled to:
 - a. 100% of his/her regular hourly rate of pay (as long as in excess of minimum wage) for the hours of work missed, and
 - b. Subject to the cap of \$511 per day, to a maximum aggregate payment of \$5,110.
2. If absent due to reasons identified in subparagraphs 4), 5), or 6) under Section 23.2.2.b. Qualifications. , the employee will be entitled to:
 - a. 2/3 of the employee's regular rate of pay or minimum wage, whichever is greater, and
 - b. Subject to the cap of \$200 per day, \$2,000 in the aggregate.

- d. Benefits During Leave. Benefits for an employee on Emergency Paid Sick Leave will continue as if the employee is actively working.
- e. Procedures for Requesting Leave and Certification. The Emergency Paid Sick Leave Act requires that the employee give notice to the employer of the desire to use the available Emergency Paid Sick Leave. Notice must be given to the employer no later than the first workday (or portion of such workday) that the employee receives Emergency Paid Sick Leave.

Please refer to the procedures as set forth in Section 23.2.3.f. Procedure for Requesting Leave and Certification.

- f. Return to Work. Employees will not be required to provide a return-to-work notice unless specifically requested by the Human Resources Department. Employees who experience COVID-19 virus symptoms should be symptom free for 72-hours prior to returning to work and may be asked to not return until seven (7) days have passed since the first symptoms occurred.
- g. Enforcement. Nothing in this provision shall be construed in any way to diminish the rights or benefits that an employee is entitled to under any law, collective bargaining agreement, or existing City policy. An employee is encouraged to consult with the Human Resources Department regarding any questions or concerns.

An employee may not carry over any unused Emergency Paid Sick Leave. Further, upon an employee's separation from employment, any unused Emergency Paid Sick Leave is forfeited. Emergency Paid Sick Leave expires December 31, 2020.

23.2.3 Emergency Family and Medical Leave Expansion Act (EFMLEA)

- a. Employee eligibility. Employed by the City for at least 30 calendar days prior to taking leave. Pursuant to the Act, the City may exclude Emergency First Responders from this benefit. Emergency first responders will be excluded from this benefit, but allowed to receive City benefits as outlined in 23.2.4.
- b. Qualifications. Employee is unable to work or telecommute in order to care for a son or daughter of such employee because the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable due to COVID -19 precautions.
- c. Pay During Leave. The EFMLEA provides for time away from work for up to 12 weeks. The first ten (10) work days of EFMLEA leave is unpaid, unless the employee has available accrued vacation, personal or sick leave (including sick leave under EPSLA under Section 23.2.2) which can be substituted for the

otherwise unpaid time. The employee will not be required to substitute pay for the first 10 days of unpaid leave. After the 10th unpaid work day, the employee will be eligible for pay from the City equal to 2/3 of the employee's regular rate of pay for the remainder of the available FMLA leave associated with the qualifying COVID-19 reason, not to exceed a daily cap of \$200 or aggregate cap of \$12,000, per person.

For full time employees, the paid leave opportunity will be based on the regular rate of pay of the employee for the hours the employee would normally work. Part-time employees pay eligibility will be based on their regular hours worked per week – or if variable – the average hours worked in the preceding six months.

An employee may be eligible for regular FMLA leave if they have a COVID-19 diagnosis and they meet the normal requirements of the FMLA. An employee who is not ill but merely quarantined because of coming into contact with COVID-19 would not be eligible for EFMLEA or regular FMLA.

Employer Paid FMLA leave is allowed **only** for the reason of closure of the child's school or childcare and need to provide child care due to the public health emergency and not allowed for other FMLA reasons.

It is important to note that while an employee is entitled to 12 weeks of leave under the EFMLEA, the length of the leave is reduced by any FMLA Leave previously taken by the employee – this is not a separate 12 week entitlement. In other words, the Emergency Leave for childcare purposes is automatically reduced by the amount of leave an employee has already taken in the current administrative year, without regard to the reason for the previous leave.

- d. Benefits During Leave. Benefits for an employee using EFMLEA leave will be applied in the same manner as benefits under Federal and State Family and Medical Leave.
- e. Employee Status after Leave. The FMLA's job protected leave requirements and anti-retaliation provisions apply to EFMLEA scenarios.
- f. Procedure for Requesting Leave and Certification. Employees shall complete a COVID-19 Personal Leave Form. Forms can be requested by calling Human Resources at 920-448-3013, emailing humanresources@greenbaywi.gov, or printing the form from the City website. In compliance with the recommended social distancing, please do not physically go to the Human Resources Department.

The City will require additional documentation in support of your EFMLEA leave by asking for a notice of closure or unavailability from your child's school, place of

care, or childcare provider, including a notice that may have been posted on a government, school, or day care website, published in a newspaper, or emailed to you from an employee or official of the school, place of care, or child care provider.

- g. Return to Work. Employees will not be required to provide a return-to-work notice unless specifically requested by Human Resources.
- h. Enforcement. Nothing in this provision shall be construed to in any way to diminish the rights or benefits that an employee is entitled to under any law, collective bargaining agreement, or existing City policy. An employee is encouraged to consult with Human Resources regarding any questions or concern.

23.2.4 Emergency First Responders Paid Sick Leave Bank. The City is excluding Emergency First Responders from the Family First Coronavirus Response Act benefits provided under Sections 23.2.2 and 23.2.3, but in order to balance the needs of our Emergency First Responders and the need to serve the public the City is creating a paid sick leave bank for Emergency First Responders.

- a. Emergency First Responders. Emergency First Responders are defined as all sworn fire personnel and sworn police officers.
- b. Qualifications. Emergency First Responders must be unable to work or telecommute because:
 - 1) The employee is experiencing symptoms of COVID-19 and is seeking medical diagnosis from an appropriate health care provider;
 - 2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19; or
 - 3) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Service in consultation with the Secretary of the Treasury and the Secretary of Labor.
- c. Paid Sick Leave. The amount of Paid Sick Leave available to Emergency First Responders who meet the qualifications set forth in Section 23.2.4.b. is limited to:
 - 1) Full-time employees will be eligible for up to two weeks of their regular hours of work.
 - 2) Regular, Part-time employees will be pro-rated based upon their regular hours of work and up to two weeks of the pro-rated leave.
 - 3) Employees who work a variable work schedule, the average bi-weekly hours of work over the preceding six month period will be utilized.

- 4) Emergency First Responders will be asked to return as soon as they are cleared from a medical provider or based upon the guidelines of a public health official to return which may cause the amount of leave to be less than the Emergency First Responder's regular hours, or the prorated and variable amount over a two week period.

An Emergency First Responder may be eligible for regular FMLA leave if they have a COVID-19 diagnosis or to care for an immediate family member with COVID-19 and they meet the normal requirements of the FMLA.

- d. Eligibility and Qualifications for Leave Due to Childcare. Emergency First Responders who are unable to work or telecommute to care for a minor child if the child's school or childcare has been closed or is unavailable due to a public health emergency (COVID-19) may be eligible for leave. The Fire or Police Chief or their designee has the discretion to approve Leave Due to Childcare on a case-by-case basis based on the circumstances of the request and the needs of the department. The amount of leave is up to four weeks of paid sick leave and is calculated the same as in 23.2.4.c for full time, regular part time, and regular employees who work a variable work schedule.
- e. Procedure for Requesting Leave and Certification. Employees shall complete a COVID-19 Personal Leave Form. Forms can be requested by calling Human Resources at 920-448-3013, emailing humanresources@greenbaywi.gov, or printing the form from the City website. In compliance with the recommended social distancing, please do not physically go to the Human Resources Department.
- f. Return to Work. Employees will not be required to provide a return-to-work notice unless specifically requested by Human Resources. The return to work will be based on being cleared by a medical provider or based upon the guidelines of a public health official to return to work.
- g. Duration of Emergency First Responder Paid Sick Leave Benefit. The duration of this benefit will run through June 15, 2020. This benefit may be amended or removed at any time with Common Council approval.
- h. Enforcement. Nothing in this provision shall be construed to in any way to diminish the rights or benefits that an employee is entitled to under any law, collective bargaining agreement, or existing City policy. An employee is encouraged to consult with Human Resources regarding any questions or concern.

Common Council Special Meeting

March 17, 2020

Emergency Operations Report

Mayor and Members of the Council

As you will recall, Alder person Dorff submitted a communication at the end of the Council Meeting on March 3rd regarding the City's Pandemic Plan. As a result of this communication staff immediately started research information regarding the Coronavirus (Covid -19).

Under Wisconsin Statutes (Chapters 250-255) the Health Departments have jurisdiction over these matters. As the city does not have its own health department we fall under the jurisdiction of the Brown County Health Department and their published Pandemic Plan.

City Staff, has over the last two weeks, been working with our partners in the Health Care industry on a local, regional and statewide basis. We have been in constant contact with the 4 hospitals, the Brown County Health Department, Healthcare Emergency Readiness Coalition (HERC), and the State Department of Health Services (DHS). The city activated our Emergency Operations Center to Level 4 on Saturday, March 14th and we have been monitoring activities around the State on the WebEOC software platform. On the same date, we made our initial request for additional protective personal equipment for our first responders including fire, emergency medical and police services. PPE is in short supply and at some point in the near future we will run out of these supplies. Additionally, all city departments have met regularly to coordinate policy and redundancy plans for critical city services.

It is important to know that the Covid 19 virus originated in animals. Because of this, it is known as a novel or new virus. As such, scientists and researchers do not have the same type of data and research as the common strains of flu. The

implications are that all of the science is “emerging” in real time and subject to change on an hourly basis. The real impact is that we don’t have a known preventative vaccination. Because of these facts, one known preventative measure is to practice “social distancing” and the recommended distance at this point is 6 feet. The experts also say that the virus is primarily airborne and spread through coughing or spitting. The unfortunate part is that the virus is known to have an incubation period of up to 14 days. Why is this important? It’s important because any person who is exposed may not know that they have the virus for up to 14 days before they exhibit symptoms (100.4 degree temp, coughing, shortness of breath). During this time, the infected person continues to potentially infect everyone else that they come into contact with. This is called “Community Spread”. Some or all of us in this meeting could have the virus right now and not know it. This is the very reason to limit business, social, and government meetings in order to help stop the unknown spread. In fact today, the Governor has ordered that all restaurants and bars close except for carry out orders and gatherings were initially restricted to no more than 50 people.

It’s important for the Alder’s to know that the region’s ambulance services have instituted a “no-transport” policy of non-critical potential Covid-19 patients. What this means is that at the discretion of the paramedics, patients who are not in a life-threatening condition (though they have the symptoms of the Covid virus) will not be transported to the emergency room. This has been mandated and directed by our Doctors in charge of the paramedics and the respective hospital systems. This is being done because short of a patient needing a ventilator, there is nothing that the hospital can do for the patient. The hospitals, today, are at 97% capacity and this is without the surge of patients that we know is going to get the virus. This is being experienced in other parts of the Country right now. In these cases, paramedics give a written set of directions to the patients to follow and this information has been translated into the various languages of our constituents.

On the matter of testing, the hospitals have a limited amount of tests that they can administer. Their ability, however, is increasing by the day. Each hospital is developing the kind of drive thru testing that many may have seen on the news in

other areas of the country. The current guidance is that the test must be ordered by the patient's doctor. Once the order is issued, the patient is given instructions on where to go for the test. These procedures are not being published at this time in order to protect the integrity of the testing sites. Once the test is complete, it takes 24 to 48 hours to get the results.

In regards to the Emergency Declaration by the city, I asked Mayor Genrich to make the Proclamation in order to activate the provisions contained in Chapter 323 in order to support the Health Department in a timely (rapid) manner because of the ever changing state of this virus spread.

In closing, all of you have been sent a link to your city email account that will allow you access to the current city Emergency Operations Plans which includes emergency contact information for the department heads. I ask that the contact information not be shared with anyone outside of the council.

I would suggest that you become familiar with the documents as they will be our guiding procedures in this health disaster.

**RESOLUTION REGARDING VACATION
OF PORTIONS OF PUBLIC RIGHT-OF-WAY,
ACME STREET AND LAWRENCE STREET
(SV 20-01)**

February 4, 2020

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, a request has been filed with the Common Council requesting vacation of portions of right-of-way, Acme Street and Lawrence Street, as depicted on the attached map, legal description, and exhibits; and

WHEREAS, the public interest may require that the aforesaid street be abandoned, vacated, and discontinued; and

WHEREAS, the Plan Commission of the City of Green Bay has given approval to such abandonment, vacation, and discontinuance subject to the following conditions:

- a. A closure agreement is required for both Acme Street and Lawrence Street detailing maintenance of and access to this right-of-way.
- b. Access to parcel 21-2267 must be allowed and detailed in the closure agreement for Acme Street.
- c. Access to parcel 21-2263-6 must be allowed and detailed in the closure agreement for Lawrence Street.
- d. Proof of ownership of parcel 21-2263-5 is required prior to execution of the vacation or closure. If proof is not provided, access to this parcel must be allowed and detailed in the closure agreement for Lawrence Street. The vacation will be denied if proof of ownership is not provided.
- e. Proof of ownership of parcel 21-2263-4 is required prior to execution of the vacation. The vacation will be denied if proof of ownership is not provided.
- f. AT&T shall be granted easements for all existing facilities.
- g. Sanitary Sewer within Acme Street becomes privately owned and maintained (as is, where is) to the sanitary manhole within University Avenue.
- h. Storm Sewer within Acme Street from the storm manhole within University Avenue and includes all the storm sewer within Parcel 21-1200 to the existing manhole within the Henry Street / Basten Street intersection to become Privately owned and maintained (as is, where is).
- i. To allow storm water from University Avenue and Parcels 21-2267 and 21-2013 to be collected, connected to and flow through the storm sewer within proposed Vacated and Closed Acme Street described in #2 above.
- j. Allow uninterrupted ingress and egress across "Closed" portion of Acme Street to parcel number 21-2267.
- k. Owner of adjacent parcel 21-2100 (Green Bay Dressed Beef, LLC) to be responsible for all costs to maintain the Vacated and Closed Acme Street,

including but not limited to curb & gutter repair, pavement repair and snow removal.

- l. Sanitary Sewer within Lawrence Street becomes privately owned and maintained (as is, where is) to the sanitary manhole within University Avenue.
- m. Storm Sewer within Lawrence Street from the storm manhole within University Avenue to the intersection storm manhole that receives the storm water/sewer from Acme Street to become Privately owned and maintained (as is, where is).
- n. To allow the storm water from University Avenue and Parcel 21-2263-6 to be collected, connected to and flow through the storm sewer within proposed Vacated and Closed Lawrence Street.
- o. Owner of adjacent parcel 21-2100 (Green Bay Dressed Beef, LLC) shall maintain an adequately sized storm sewer system, not less than what is present at the time of the proposed Vacation and Closure of Acme Street and Lawrence Street that will provide storm sewer service to prevent street flooding no worse than what is presently observed.
- p. Owner of adjacent parcel 21-2100 shall work with the Department of Public works to provide a clear route through the property from Acme Street to Henry Street such that an appropriately sized storm sewer could be constructed in the future. This shall be agreed upon prior to approval of a site plan.
- q. Allow uninterrupted ingress and egress across "Closed" portion of Lawrence Street to parcel number 21-2263-6.
- r. Owner of adjacent parcel 21-2100 (Green Bay Dressed Beef, LLC) to be responsible for all costs to maintain the Vacated and Closed Lawrence Street, including but not limited to curb & gutter repair, pavement repair and snow removal.

NOW, THEREFORE, BE IT RESOLVED that it appears to be in the public interest that portions of right-of-way, Acme Street and Lawrence Street, be abandoned, vacated, and discontinued by the City of Green Bay subject to the above-referenced conditions, and that a hearing be held on the abandonment, vacation, and discontinuance of the same on April 1, 2020, at 6:00 p.m. in the Council Chambers, City Hall, 100 North Jefferson Street, Green Bay, Wisconsin.

BE IT FURTHER RESOLVED that a notice of such hearing be served on the owners of the frontage of the lots and lands abutting on the portion of the street sought to be abandoned, vacated, and discontinued at least 30 days before such hearing, and that notice of such hearing be published in the official newspaper of the City of Green Bay once a week for three successive weeks before the date of hearing.

BE IT FURTHER RESOLVED that the City Attorney, upon adoption of this resolution, cause a lis pendens to be prepared and filed with the Register of Deeds for Brown County, Wisconsin, pursuant to §840.11, Wis. Stats.

Adopted _____

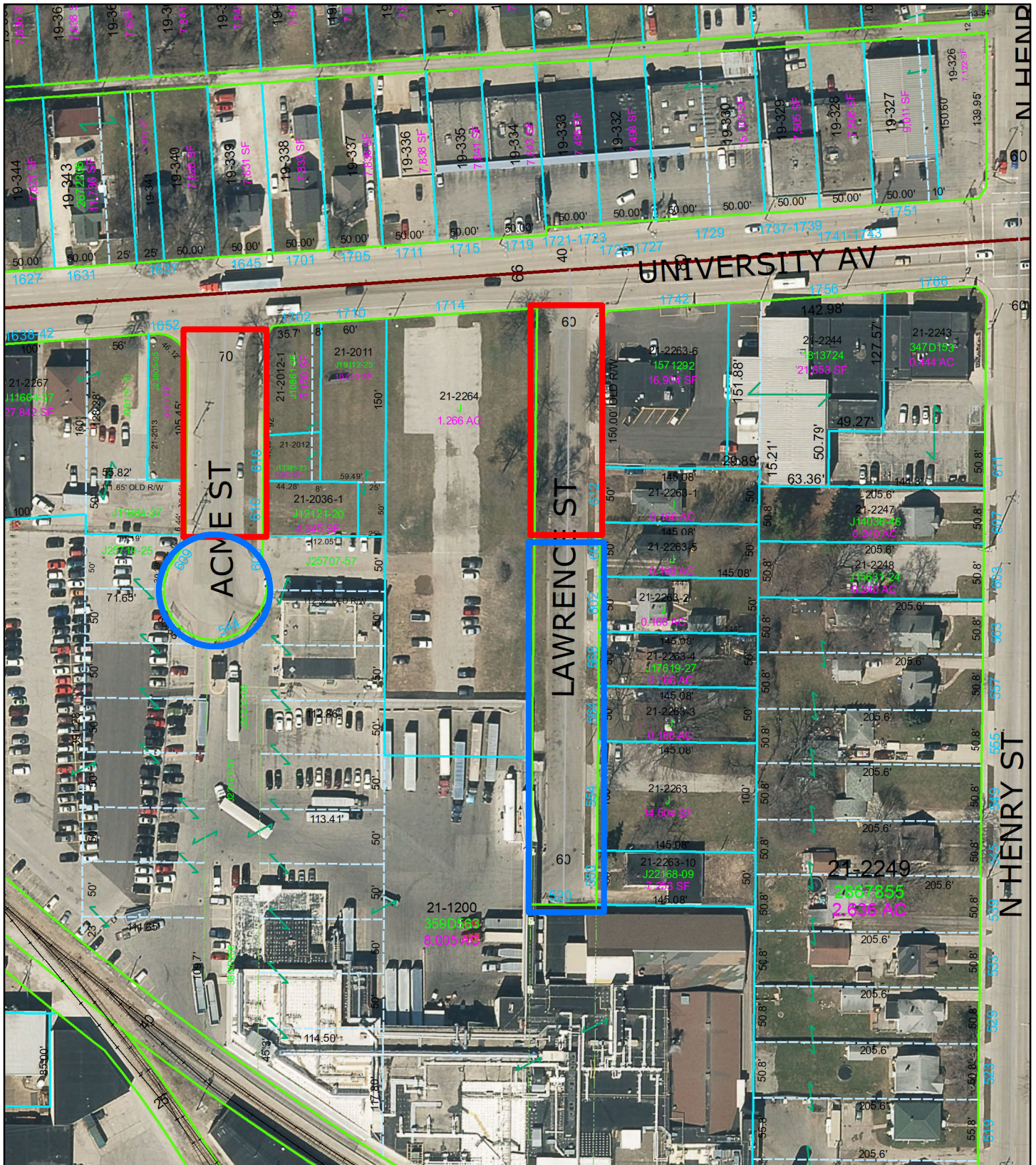
Approved _____

Mayor

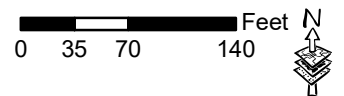
Clerk

SJH

Attachments (map, legal description, and vacation exhibits)



SV 20-01 Closure and Vacation of Acme Street & Lawrence Street



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. SJH 1.15.20 15 Jan 2020 X:\Planning\Basemaps\template_8.5x11.mxd

- Closure Area
- Vacation Area

EXHIBIT A

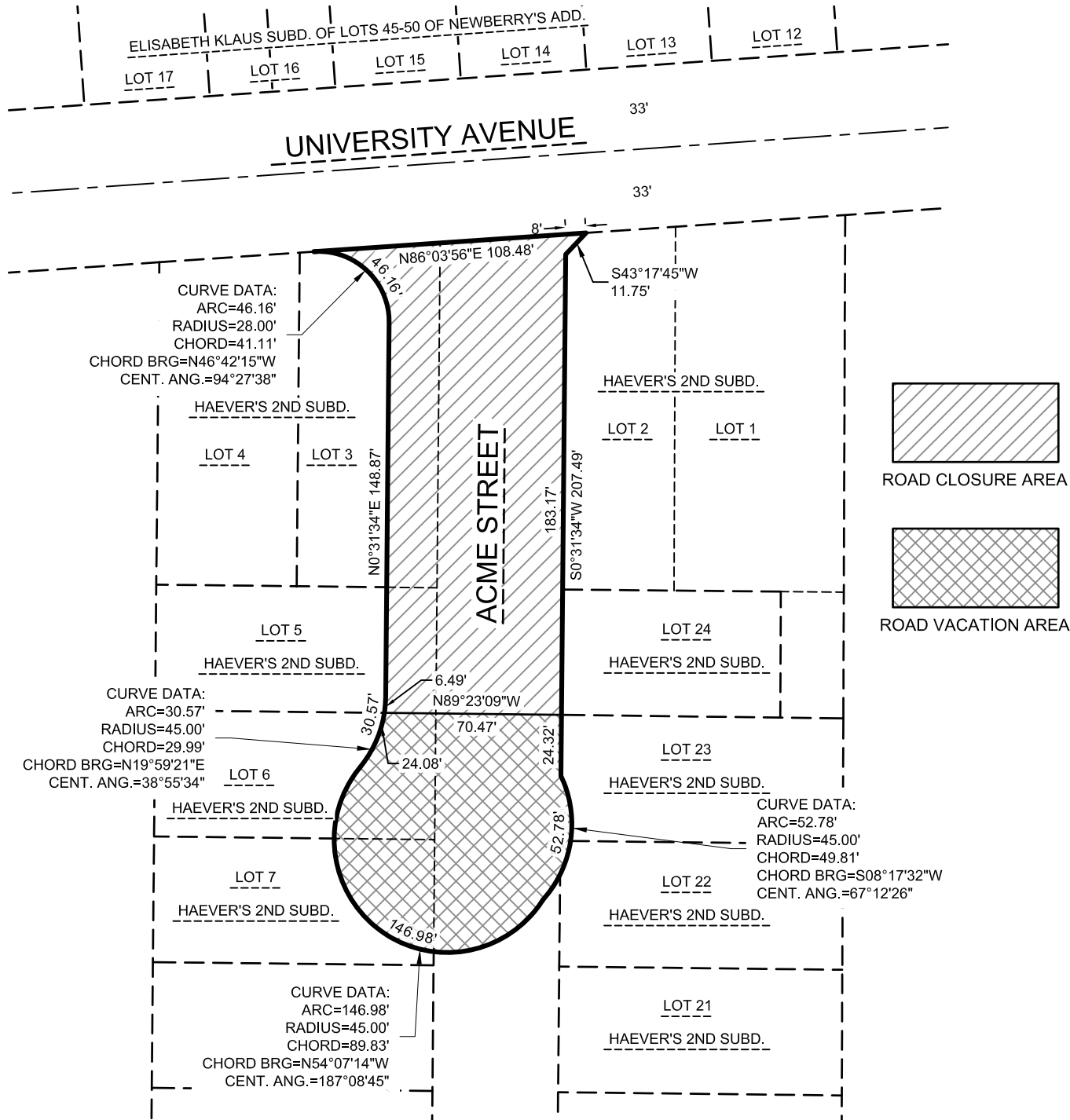


THIS MAP IS BASED ON
THE CURRENT COUNTY
COORDINATE SYSTEM
OF RECORD.

PART OF LOT 88 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION TO THE
CITY OF GREEN BAY AND PART OF LOTS 3, 5, 6, 7, 22 AND 23 OF HAEVER'S
SECOND SUBDIVISION, CITY OF GREEN BAY, BROWN COUNTY WISCONSIN



GRAPHIC SCALE



MACH IV
ENGINEERING • SURVEYING • ENVIRONMENTAL

2260 Salschelder Court Green Bay, WI
54313 PH: 920-569-5765; Fax: 920-569-5767
www.mach-iv.com

CLIENT: AMERICAN FOODS GROUP

DRAFTED BY: RJO
TAX PARCEL NO.: 21-1200

SCALE:

1"=60'

SHEET: 1 OF 1

PROJECT NO. 0438-02-18

DRAWING NO.

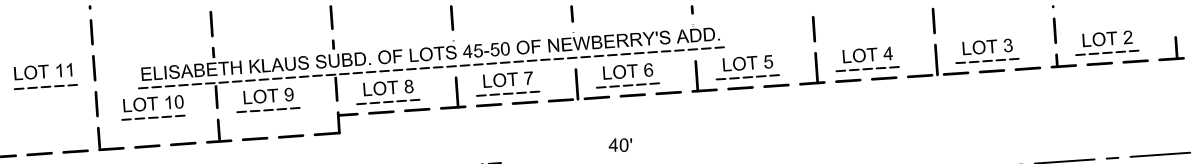
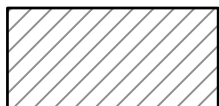


EXHIBIT B

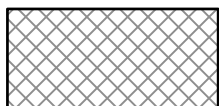
PART OF LOT 86 OF SUBDIVISION NO. 1 OF
NEWBERRY'S ADDITION,, CITY OF GREEN BAY,
BROWN COUNTY WISCONSIN



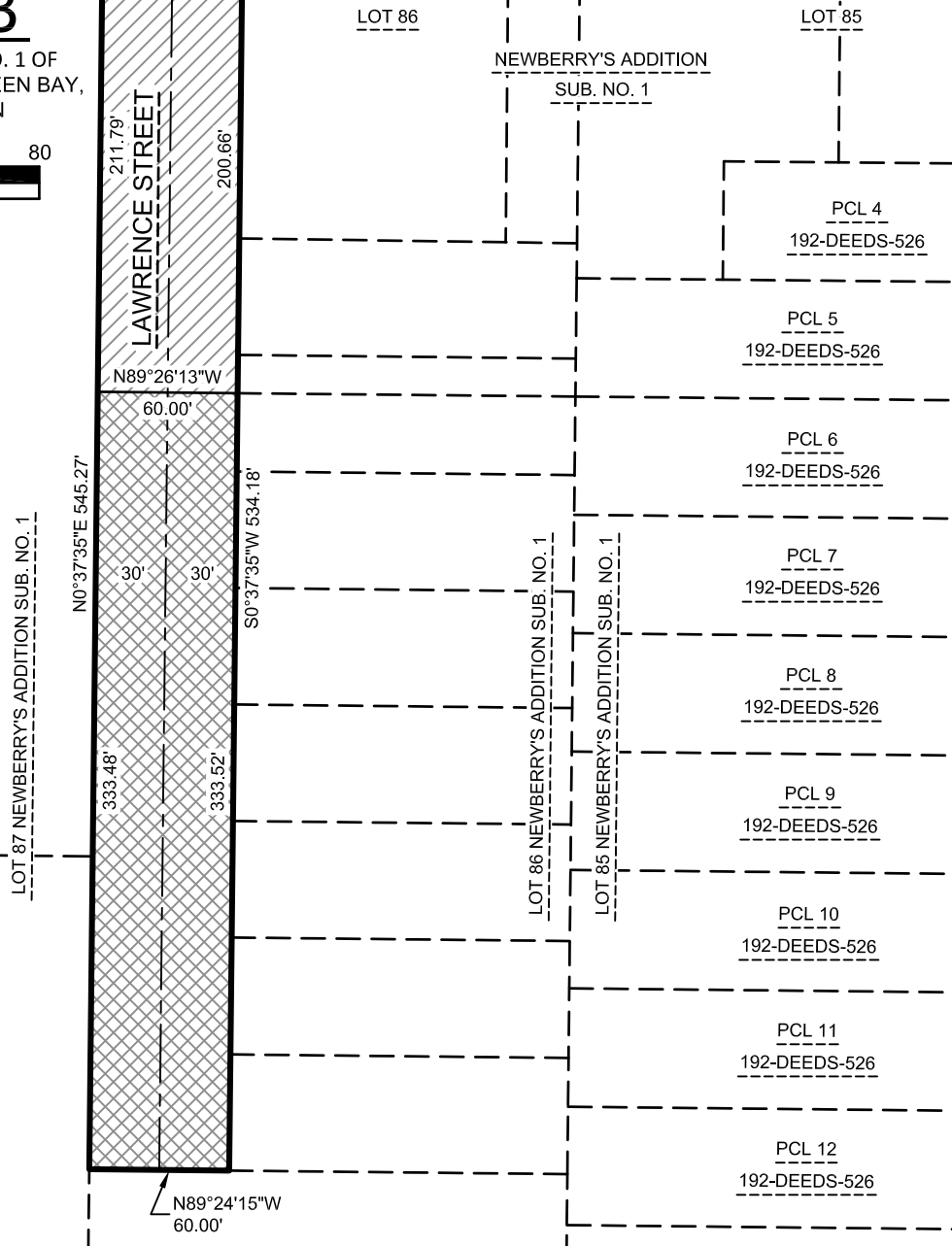
THIS MAP IS BASED ON
THE CURRENT COUNTY
COORDINATE SYSTEM
OF RECORD.



ROAD CLOSURE AREA



ROAD VACATION AREA



MACHIV
ENGINEERING • SURVEYING • ENVIRONMENTAL

2260 Salschelder Court Green Bay, WI
54313 PH: 920-569-5765; Fax: 920-569-5767
www.machiv.com

CLIENT: AMERICAN FOODS GROUP

DRAFTED BY: RJO
TAX PARCEL NO.: 21-1200

SCALE:

1"=80'

SHEET: 1 OF 1

PROJECT NO. 0438-02-18

DRAWING NO.

PART OF ACME STREET TO BE CLOSED

PART OF ACME STREET BEING PART OF LOT 88 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION TO THE CITY OF GREEN BAY AND PART OF LOTS 3 AND 5 OF HAEVER'S SECOND SUBDIVISION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT ON THE SOUTH 33 FOOT RIGHT OF WAY OF UNIVERSITY STREET AND EIGHT FEET EAST OF THE EAST RIGHT OF WAY OF ACME STREET; THENCE S43°17'45"W, 11.75 FEET; THENCE S00°31'34"W, 183.17 FEET ALONG THE EAST RIGHT OF WAY OF ACME STREET; THENCE N89°23'09"W, 70.47 FEET TO THE WEST RIGHT OF WAY OF SAID ACME STREET; THENCE 6.49 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE LEFT WHOSE LONG CHORD BEARS N04°39'27"E, 6.48 FEET; THENCE N00°31'34"E, 148.87 FEET ALONG SAID RIGHT OF WAY; THENCE 46.16 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 28.00 FOOT RADIUS CURVE TO THE LEFT WHOSE LONG CHORD BEARS N46°42'15"W, 41.11 FEET; THENCE N86°03'56"E, 108.48 FEET TO THE POINT OF BEGINNING.

AREA TO BE CLOSED CONTAINS 13,421 SQUARE FEET / 0.31 ACRES, MORE OR LESS.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PART OF ACME STREET TO BE VACATED

PART OF ACME STREET BEING PART OF LOT 88 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION TO THE CITY OF GREEN BAY AND PART OF LOTS 6, 7, 22 AND 23 OF HAEVER'S SECOND SUBDIVISION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 24 OF HAEVER'S SECOND SUBDIVISION; THENCE S00°31'34"W, 24.32 FEET ALONG THE EAST RIGHT OF WAY OF SAID ACME STREET; THENCE 52.78 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE RIGHT WHOSE LONG CHORD BEARS S08°17'32"W, 49.81 FEET; THENCE 146.98 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE RIGHT WHOSE LONG CHORD BEARS N54°07'14"W, 89.83 FEET; THENCE 24.08 FEET ALONG SAID RIGHT OF WAY BEING THE ARC OF A 45.00 FOOT RADIUS CURVE TO THE LEFT WHOSE LONG CHORD BEARS N24°07'14"E, 23.80 FEET; THENCE S89°23'09"E, 70.47 FEET TO THE POINT OF BEGINNING.

AREA TO BE VACATED CONTAINS 7,386 SQUARE FEET/0.17 ACRES, MORE OR LESS.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PART OF LAWRENCE STREET TO BE CLOSED

PART OF LAWRENCE STREET LOCATED IN PART OF LOT 86 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTH 33 FOOT RIGHT OF WAY OF UNIVERSITY STREET AND THE WEST 30 FOOT RIGHT OF WAY OF LAWRENCE STREET; THENCE N86°03'56"E, 30.10 FEET ALONG THE EASTERLY EXTENSION OF SAID UNIVERSITY STREET TO THE CENTERLINE OF LAWRENCE STREET; THENCE S00°37'35"W, 7.89 FEET ALONG SAID CENTERLINE; THENCE N85°59'05"E, 35.10 FEET TO A POINT ON THE SOUTH 40 FOOT RIGHT OF WAY OF UNIVERSITY STREET; THENCE S31°17'34"W, 9.77 FEET TO THE EAST RIGHT OF WAY OF SAID LAWRENCE STREET; THENCE S00°37'35"W, 200.66 FEET ALONG SAID RIGHT OF WAY; THENCE N89°26'13"W, 60.00 FEET TO THE WEST RIGHT OF WAY OF SAID LAWRENCE STREET; THENCE N00°37'35"E, 211.79 FEET ALONG SAID RIGHT OF WAY TO THE POINT OF BEGINNING.

AREA TO BE CLOSED CONTAINS 12,633 SQUARE FEET/ 0.29 ACRES.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PART OF LAWRENCE STREET TO BE VACATED

PART OF LAWRENCE STREET LOCATED IN PART OF LOT 86 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE SOUTH 33 FOOT RIGHT OF WAY OF UNIVERSITY STREET AND THE WEST 30 FOOT RIGHT OF WAY OF LAWRENCE STREET; THENCE S00°37'35"W, 211.79 FEET ALONG THE WEST RIGHT OF WAY OF SAID LAWRENCE STREET TO THE POINT OF BEGINNING; THENCE S89°26'13"E, 60.00 FEET TO THE EAST RIGHT OF WAY OF SAID LAWRENCE STREET; THENCE S00°37'35"W, 333.52 FEET ALONG SAID RIGHT OF WAY; THENCE N89°24'15"W, 60.00 FEET ALONG THAT PORTION OF LAWRENCE STREET AS VACATED IN JACKET 134, IMAGE 30, BROWN COUNTY RECORDS; THENCE N00°37'35"E, 333.48 FEET ALONG THE WEST RIGHT OF WAY OF SAID LAWRENCE STREET TO THE POINT OF BEGINNING.

AREA TO BE VACATED CONTAINS 20,010 SQUARE FEET/ 0.46 ACRES, MORE OR LESS.
AREA SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

**RESOLUTION APPROVING
HOLD HARMLESS AGREEMENT
INTERCON CONSTRUCTION
TO CONDUCT INSPECTION OF SEWER MAINS AND LATERALS
April 1, 2020**

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

To approve the request by InterCon Construction to enter into an annual Hold Harmless Agreement for access to the City of Green Bay sewer system to conduct inspection of the sewer mains and laterals.

Adopted _____, 2020

Approved _____, 2020

Mayor

ATTEST:

City Clerk

jld



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 1, 2020

PREPARED BY

AGENDA ITEM # Y.3

Resolution in support of World Migratory Bird Day.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. World Migratory Bird Day Resolution - Final

**RESOLUTION RELATING TO
WORLD MIGRATORY BIRD DAY**

April 1, 2020

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS, migratory birds and their habitats are declining throughout America, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, since 1993, World Migratory Bird Day ("WMBD"), formerly International Migratory Bird Day, has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in communities throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern United States; and

WHEREAS, while WMBD is officially held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants and in accordance with federal, state, and local public health directives; and

WHEREAS, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action;

NOW, THEREFORE, BE IT RESOLVED that May 9, 2020, shall be known as World Migratory Bird Day in the City of Green Bay, Wisconsin.

BE IT FURTHER RESOLVED that the Common Council of the City of Green Bay urges all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Adopted _____

Approved _____

Mayor

Clerk

ljm

FINAL PAYMENTS RESOLUTION
April 1, 2020

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 3-18 – 2018
PETERS CONCRETE COMPANY

TOTAL AMOUNT EARNED:	\$ 549,793.08
LESS AMOUNT RETAINED:	<u>\$ 0.00</u>
	\$ 549,793.08
LESS AMOUNT PREVIOUSLY PAID:	<u>\$ 524,589.75</u>
AMOUNT DUE THIS PAYMENT:	\$ 25,203.33

ACCOUNT NUMBERS

401500E-55305-61128: \$25,203.33

PO #1800161

Adopted _____, 2020

Approved _____, 2020

Mayor

ATTEST:

City Clerk

MAM

**RESOLUTION RELATING TO
LIQUOR LICENSE RENEWAL FEES
FOR THE 2020-2021 LICENSE YEAR**

April 1, 2020

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, on March 24, 2020, Wisconsin Department of Health Services Secretary-designee Andrea Palm, at the direction of Wisconsin Governor, Tony Evers, issued Health Order #12 ordering all individuals in Wisconsin to stay at home with exceptions for essential services, travel and activities to mitigate the spread of COVID-19; and

WHEREAS, pursuant to Health Order #12, effective at 8:00 a.m. on Wednesday, March 25, 2020, all bars and restaurants were ordered to remain closed, with exceptions to continue to operate for take-out or delivery service of food and carryout orders of alcohol as permitted under state statutes and local ordinances; and

WHEREAS, bars and restaurants that hold liquor licenses in the City of Green Bay are subject to liquor license renewal fees for the upcoming 2020-2021 license year; and

WHEREAS, such bars and restaurants are experiencing significant financial hardships due to the closures and reduced operation directives ordered by Health Order #12;

WHEREAS, on March 17, 2020, the City of Green Bay Common Council ratified a proclamation made by City of Green Bay Mayor Eric Genrich declaring a state of emergency pursuant to sections 323.11 and 323.14(4) of the Wisconsin Statutes; and

WHEREAS, pursuant to Wisconsin Statutes section 323.14(4)(a), the emergency power of the City of Green Bay Common Council conferred under section 323.11 includes the general authority to order by ordinance or resolution whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the City of Green Bay; and

WHEREAS, the City of Green Bay is focused on protecting the welfare and good order of the Green Bay community, which includes the businesses that make up that community and drive the local economy; and

WHEREAS, the conditions created by the current public health emergencies, and especially the closures and operational directives ordered by Health Order #12, pose a substantial threat to the welfare and good order of the Green Bay community and economy; and

WHEREAS, in order to protect the Green Bay community, including its local businesses, the City of Green Bay desires to reduce the Renewal Liquor License Fees for the 2020-2021 license year as indicated herein and to defer the payment such fees until issuance of the 2020-2021 Renewal Liquor License and delivery of the same by the City Clerk.

NOW THEREFORE, BE IT RESOLVED, that the Common Council hereby establishes the following with respect to Renewal Liquor Licenses for the 2020-2021 license year:

1. Renewal Liquor License Fees for 2020-2021 license year shall be:

a. Class B (beer) - \$0.00

b. Class B (liquor) - \$50.00

2. The collection of the Renewal Liquor License Fees for 2020-2021 license year shall be deferred until the issuance of the Renewal Liquor License and the delivery of the same by the City Clerk.

Adopted _____

Approved _____

Mayor

Clerk

jib

**Resolution In Support Of State Legislation Applying Unemployment
Reserve Funds to Employers Who Employ Workers Who Would
Otherwise Qualify For Unemployment Benefits
Due to Layoffs**

April 1, 2020

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, the City of Green Bay finds that many businesses, including governmental agencies, have had services limited or eliminated due to the COVID-19 outbreak and the attempt to prevent the impact of COVID-19 on communities; and

WHEREAS, the City of Green Bay finds that many employers are unable to staff their employees due to the loss in revenue from the services that have been limited or eliminated due to the COVID-19 outbreak, causing many employees to file for Unemployment Benefits; and

WHEREAS, employers fund the Wisconsin Unemployment Reserve Fund through its unemployment tax payments; and

WHEREAS, employers may continue to employ some or all of their employees if they were able to receive funds from the Unemployment Reserve Fund to offset the number of hours of work lost due to the limited or eliminated services; and

WHEREAS, the City of Green Bay finds that allowing employers to receive Unemployment Funds to help pay employees who would have otherwise been laid off will encourage employers to retain their employees and thus allow them to receive a full paycheck and also greatly reduce the time to restore business operations to serve the public;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Green Bay urges the Governor and state legislature to enact legislation allowing employers and government agencies to use Unemployment Reserve Funds to help businesses employ workers who would have otherwise been laid off due to lack of services from the COVID-19 outbreak.

Adopted _____

Approved _____

Mayor

Clerk

JIB

**A RESOLUTION PROVIDING FOR EMPLOYEE BENEFITS
IN ACCORDANCE WITH FEDERAL AND STATE LAW**

April 1, 2020

WHEREAS, on March 17, 2020, the Common Council adopted the Proclamation Declaring a State of Emergency regarding the City of Green Bay COVID-19 Response (“Proclamation”) and the City of Green Bay Emergency Preparedness Plan for COVID-19 (“Emergency Preparedness Plan”); and

WHEREAS, the Proclamation and Emergency Preparedness Plan provided for paid sick leave for individuals diagnosed with COVID-19, caring for a family member diagnosed with COVID-19, caring for a child who is home due to a school or childcare closing due to COVID-19, or an employee excluded from employment, isolated, or quarantined because of exposure to COVID-19 until federal legislation was passed that addressed this type of leave; and

WHEREAS, the Families First Coronavirus Response Act was signed into law and goes into effect on April 1, 2020; and

WHEREAS, the City wishes to adopt the requirements of the Families First Coronavirus Response Act to ensure consistency with Federal law; and

WHEREAS, Governor Evers issued an emergency order to waive search requirements and modified the availability requirements for unemployment insurance benefits for workers impacted by COVID-19; and

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) signed into law on March 27, 2020 provides for an expansion of unemployment insurance and benefits for workers affected by COVID-19;

NOW, THEREFORE, BE IT RESOLVED the Proclamation is hereby AMENDED as follows:

1. Paragraph 6. Shall be replaced in its entirety to read:

The City will provide sick leave in accordance with the Family First Coronavirus Act for eligible employees consistent with the Act and the amended and adopted Chapter 23 Family and Medical Leave Personnel Policy. In addition, if regular employees are unable to work their regularly scheduled hours because the impact of COVID-19 has reduced or eliminated City services, then they will continue to receive compensation based on their regular rate of pay and benefits through April 17, 2020.

PAGE 2, A RESOLUTION PROVIDING FOR EMPLOYEE BENEFITS IN ACCORDANCE
WITH FEDERAL AND STATE LAW

Adopted _____

Approved _____

Mayor

Clerk

VRC