



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, JANUARY 27, 2021, 6:00 PM

Immediately following Park Committee which begins at 5 P.M.

Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

E. Regular Business.

- I. Consideration with possible action on preparing docks at Leicht Park for spring fishing tournament to develop costs for extending the steel pile and report those costs back to Committee (referred to staff at the January 13, 2021, Improvement and Services Committee meeting). (Ald. Scannell)
2. Consideration with possible action on request by HL&H to dedicate to the City of Green Bay all public infrastructure in the Excalibur 3rd Addition subdivision.
3. Consideration with possible action on request by DDL Holdings, LLC, to dedicate public improvements and right-of-way associated with Donald Driver Way from Kellogg Street to Bond Street, and Bond Street from Donald Driver Way to Broadway, including public utility infrastructure (sanitary sewer, storm sewer, water main).

4. Report of actions taken by Department of Public Works

A. Granting of Licenses

I. Sidewalk Builder

- a. Blaser Construction LLC
- b. Fischer Concrete
- c. Jim Fischer, Inc.
- d. Melnarik Concrete
- e. Milis Flatwork
- f. Sommers Construction Co., Inc.

2. Tree & Brush Trimmer

- a. A Four Season Tree Care
- b. Bucklin Tree Service LLC
- c. Treeo's Tree Service, Inc.

F. Informational.

- 1. Director's Report on recent activities of the Public Works Department.
- 2. The next Improvement and Services Committee meeting is scheduled for February 10, 2021.

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Improvement and Services 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.

Virtual Meeting Instructions



Improvement & Services Committee

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/82206544400?pwd=NDd1bmszNUhBWW9XRUVU5ck1zMjZ2QT09>

Meeting ID: 822 0654 4400

Passcode: 635662

One tap mobile

+13126266799,,82206544400#,,,,*635662# US (Chicago)

+19292056099,,82206544400#,,,,*635662# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 822 0654 4400

Passcode: 635662

Find your local number: <https://us02web.zoom.us/j/kc7RtLdfPZ>

Additional Information

1. 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*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - 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).
6. 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.
7. 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.
8. 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.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - 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.
10. 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 and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number above.

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. 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





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

MEETING DATE

January 27, 2021

PREPARED BY

AGENDA ITEM # E.1

Consideration with possible action on preparing docks at Leicht Park for spring fishing tournament to develop costs for extending the steel pile and report those costs back to Committee (referred to staff at the January 13, 2021, Improvement and Services Committee meeting). (Ald. Scannell)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Ald. Scannell_ communications
2. Leicht Memorial Park 2021 Dock Installation 1082021 Memo

From: [Jaime Fuge](#)
To: [Steven Grenier](#)
Cc: [Jamie Destiche](#); [Elizabeth Nadolski-Spears](#)
Subject: FW: communications
Date: Wednesday, November 11, 2020 9:18:10 AM

Good Morning,

Please see below the following communication for I&S from Ald. Scannell.

Thank you,
Jaime

From: District Seven
Sent: Wednesday, November 11, 2020 9:06 AM
To: Jaime Fuge <Jaime.Fuge@greenbaywi.gov>
Subject: communications

Good morning Jamie!

Here are two communications:

I&S - Consideration with possible action on preparing docks at Liecht Park for spring fishing tournament.

P&P - Police report on the compliance and policing of the mask mandate.

Have a great day and stay safe!
Randy



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

TO: Improvement & Service Committee

FROM: Steven Grenier, PE , Director of Public Works

SUBJECT: Leicht Memorial Park
2021 Spring Dock Installation Options

DATE: January 8, 2021

C: James Brunette, PE, Assistant Director of Public Works
Matthew Heckenlaible, P.E., Utility Manager

Comments:

In December, 2020 a communication was brought forward to look at options as to what it would take to get the floating docks installed in the Fox River in the early spring of 2021 in light of continued Great Lakes (Fox River) high water elevations. The water elevations are approximately 3.5 to 4 feet above average lake / river elevations and are projected to continue to stay elevated as shown in the US Army Corps of Engineers graphic below.

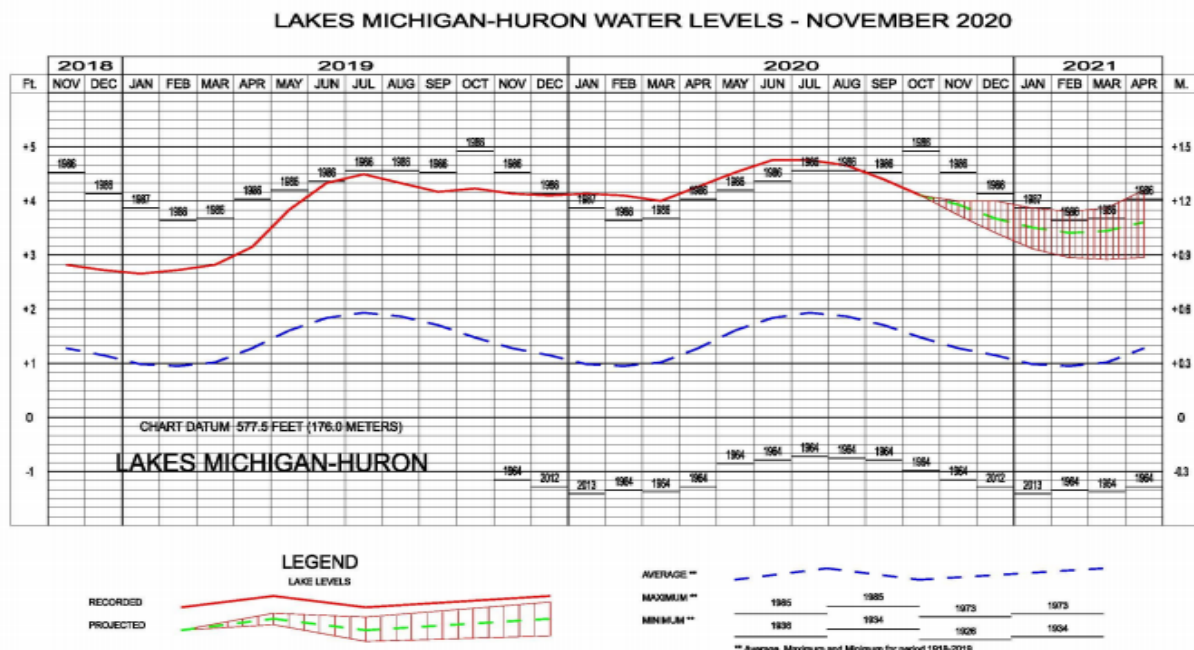


Figure 2: Recorded and projected water levels for Lake Michigan-Huron as of October 2020.
(Courtesy of US Army Corps of Engineers)



DEPARTMENT OF PUBLIC WORKS
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INTER-OFFICE
MEMO

Because of the elevated high water levels, the Department of Public Works was hesitant to install the docks at Leicht Memorial Park in 2020 because the piles / piers driven into the river bottom are only extended to a certain height above the water surface. These piles were placed during a period when the river levels were significantly lower. With the high water elevations that we have observed over the past few years there is the potential that the docks could literally float off the top of the piles and float away.

In 2019, the docks did float off the tops of a few of the piles and started floating down river. DPW captured the docks and tied them off to the shoreline along with welding a steel bar across the top of the pilings to prevent the docks from floating off in the future. By placing the steel bar across the top of the pilings, when the river rises too high, the docks rise as well and the restrained portion of the dock then starts to twist which causes damage to the docks.

There are three (3) options that can be considered for 2021.

The first option would be hold the 2020 status quo do not install the docks until the river levels return to lower levels making it a safe installation and operation practice.

The second potential option would be to weld additional piling sections onto the six (6) primary pilings. The timing of this option would be dependent upon when it would be safe to get people out on the water to place the pile extensions, weld them in place and to fill the piling with concrete if necessary. This would be done after the ice had left the river and lower portions of the Bay and would be conservatively speaking middle of April at the earliest.

A third option that may be considered is modifying the collar / tethering device that holds the dock to the piling. This collar would then most likely be below the visible waterline. Without the brackets being removed and re-installed for each season, and preventing the brackets from supporting the weight of the docks during the offseason, the most that the brackets could be adjusted would be approximately 12-inches. With this option, in order for crews to secure the docks to the piles, the brackets would be submerged below the water line. The crews would need to have their hands, arms and tools in the frigid, early spring waters of the Fox River raising a significant health, safety concern.



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INTER-OFFICE MEMO



The installation and removal of all of the City's docking facilities is contingent upon weather conditions, wind, rain, ice, waves, etc. The safety of City personnel is critical component when it comes to the installation and removal of these facilities. Typically, during "normal water elevations", the early docks at Metro Boat Launch would go in towards the beginning of April and all remaining docks would be guaranteed to be installed at least one week before Memorial Day. With the higher water elevations, the docks at Metro Boat Launch have been pieced together to make a couple of extra-long docks with the remainder of docks when possible to be installed again before Memorial Day.

If City forces were able to make modifications to the piles and brackets and contract a crane for the installation of the docks, it could be estimated to cost around \$10-\$15,000.



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

MEETING DATE

January 27, 2021

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on request by HL&H to dedicate to the City of Green Bay all public infrastructure in the Excalibur 3rd Addition subdivision.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

January 27, 2021

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on request by DDL Holdings, LLC, to dedicate public improvements and right-of-way associated with Donald Driver Way from Kellogg Street to Bond Street, and Bond Street from Donald Driver Way to Broadway, including public utility infrastructure (sanitary sewer, storm sewer, water main).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. DDL - City of Green Bay Dedication 1-15-21



Together doing business as *DDL Holdings, LLC*

340 N. Broadway – Suite 460
Green Bay, WI 54303

January 15, 2021

Steven M. Grenier
Director of Public Works
City of Green Bay
100 N. Jefferson Street, Room 300
Green Bay, WI 54301

Project: Rail Yard Innovation District Public Infrastructure

Dear Steve,

This letter is to notify the City of Green Bay that we are in substantial compliance with design and development of the Donald Driver Way and Bond Street right-of-way. At this time, we would like to request to formally dedicate the right-of-way to the City of Green Bay.

Please let us know if any additional information is required and of any questions you may have.

We are looking forward to the dedication and the opportunity to acknowledge the City of Green Bay and all those involved for their arduous work in seeing the project through to a successful and positive community changing achievement.

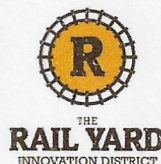
Respectfully,

A handwritten signature in black ink, appearing to read 'Paul B. Belschner'.

Paul B. Belschner
Member
DDL Holdings, LLC

A handwritten signature in black ink, appearing to read 'Brent M. Weycker'.

Brent M. Weycker
Member
DDL Holdings, LLC





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

MEETING DATE

January 27, 2021

PREPARED BY

AGENDA ITEM # E.4

Report of actions taken by Department of Public Works

A. Granting of Licenses

I. Sidewalk Builder

- a. Blaser Construction LLC
- b. Fischer Concrete
- c. Jim Fischer, Inc.
- d. Melnarik Concrete
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ATTACHMENTS

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MEETING DATE

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PREPARED BY

AGENDA ITEM # F.I

Director's Report on recent activities of the Public Works Department.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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MEETING DATE

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PREPARED BY

AGENDA ITEM # F.2

The next Improvement and Services Committee meeting is scheduled for February 10, 2021.

BACKGROUND

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FISCAL IMPACT

ATTACHMENTS

None