AGENDA OF THE GREEN BAY PLAN COMMISSION

MONDAY, FEBRUARY 22, 2021, 6:00 PM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

1. Members: Lisa Hanson - Chair, Jacob Miller – Vice-Chair, Ald. Veronica Corpus-Dax, Sidney Bremer, Derius Daniels and Autumn Linsmeier.

C. Approval of the Agenda.

1. Approval of the agenda for the February 22, 2021, meeting of the Green Bay Plan Commission.

D. Approval of Minutes.

1. Approval of the minutes from the February 8, 2021, meeting of the Green Bay Plan Commission.

E. Regular Business.

1. Consideration with possible action on the request from Ald. Chris Wery, District 8, that the property at 1022 Ridge Road, operating as Darjune Recovery House, be required to apply for a conditional use permit. This would be in accordance with Green Bay Municipal Code § 13.602 and 13.1603.

   Recommendation: Refer to Staff

2. (OMA 21-01) Consideration with possible action on the request to amend the Official Map for Greenway uses along Erie Road (Parcel 21-40-6), the property known as The Woods, submitted by Joel Ehrfurth, Mach IV Engineering (Ald. B. Dorff, District 1).

3. (PP 21-01) Consideration with possible action on the Downtown Green Bay Inc. (DGBI) Business Improvement District's (BID) year end reporting for 2019 and 2020.
4. (PP 21-02) Consideration with possible action on the Military Avenue Business Improvement District's (BID) year end reporting for 2019 and 2020.
5. (PP 21-03) Consideration with possible action on the Olde Main Street Business Improvement District's (BID) year end reporting for 2019 and 2020.
6. (PP 21-04) Consideration with possible action on the On Broadway, Inc. (OBI) Business Improvement District's (BID) year end reporting for 2019 and 2020.

F. Informational.

1. Director's Report.
2. Date of next meeting: March 8, 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 Plan Commission 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

Plan Commission

Zoom Meeting Information

Join Zoom Meeting

https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZ1FjcmlpWnZIOEVnUT09

Meeting ID: 841 3767 5822
Password: 483400
One tap mobile
+13126266799,,84137675822# US (Chicago)
+16468769923,,84137675822# US (New York)

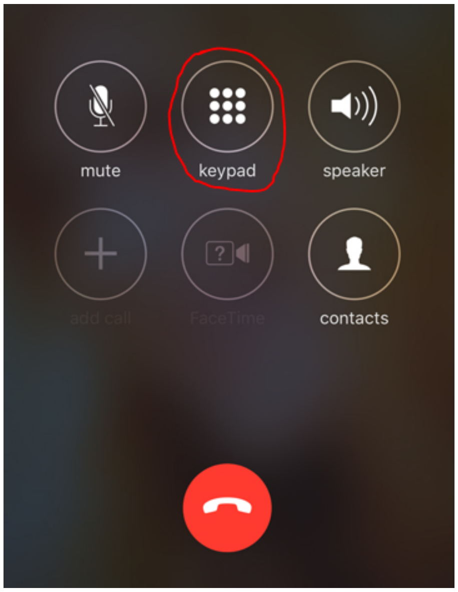
Dial by your location
+1 312 626 6799 US (Chicago)
+1 646 876 9923 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 408 638 0968 US (San Jose)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
Meeting ID: 841 3767 5822
Password: 483400
Find your local number: https://us02web.zoom.us/u/kcTM6PWdqR

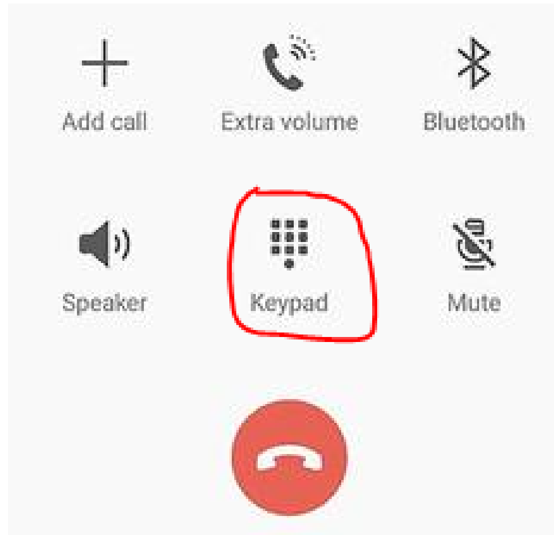
Additional Information

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 listening to the meeting can go to www.youtube.com/CityofGreenBay

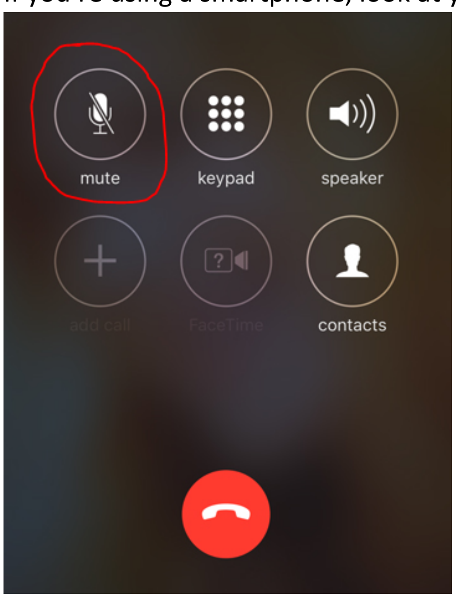
Calling into the Zoom meeting using a smartphone

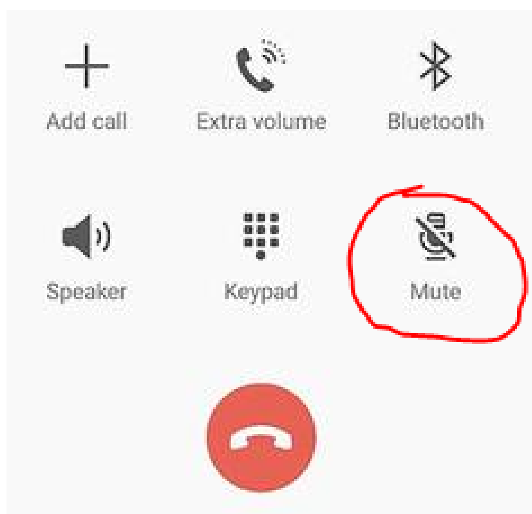
1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by **#**
    a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen





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

MINUTES OF THE GREEN BAY PLAN COMMISSION

MONDAY, FEBRUARY 8, 2021, 6:00 PM

Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

1. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

1. Members: Lisa Hanson - Chair, Jacob Miller – Vice-Chair, Ald. Veronica Corpus-Dax, Sidney Bremer, Derius Daniels and Autumn Linsmeier.

Present: Lisa Hanson, Ald. Veronica Corpus-Dax, Jacob Miller, Sidney Bremer, Derius Daniels, Autumn Linsmeier, Excused:

Also present: Ald. Lynn Gerlach

C. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the February 8, 2021, meeting of the Green Bay Plan Commission.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to approve the agenda. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the January 11, 2021, meeting of the Green Bay Plan Commission.

Moved by Ald. Veronica Corpus-Dax, seconded by Autumn Linsmeier to approve the minutes from the January 11, 2021, meeting of the Green Bay Plan Commission. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

2. Approval of the minutes from the January 21, 2021, special meeting of the Green Bay Plan Commission.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to approve the minutes from the January 21, 2021, special meeting of the Green Bay Plan Commission. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

E. REGULAR BUSINESS.

1. Appointment of Neil Stechschulte as Secretary of the Green Bay Plan Commission.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to welcome and appoint Director Neil Stechschulte as Secretary of the Green Bay Plan Commission. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

2. (ZP 20-37) Public Hearing on the request to rezone 1500 N. Irwin Avenue from General Commercial (C1) to Highway Commercial (C2), submitted by Rocco Canadeo, property owner (Ald. K. Lefebvre, District 6).

Chair Lisa Hanson read into record the rules and procedures for the all public hearings. All public hearings have been properly posted.

Chair Lisa Hanson opened the floor for the public hearing to rezone 1500 N. Irwin Avenue from General Commercial (C1) to Highway Commercial (C2).

Chair Lisa Hanson then asked three (3) times if there was anyone present who wished to speak. Hearing/seeing no one, the public hearing was closed.

3. (ZP 20-37) Consideration with possible action on the request to rezone 1500 N. Irwin Avenue from General Commercial (C1) to Highway Commercial (C2), submitted by Rocco Canadeo, property owner (Ald. K. Lefebvre, District 6).

Moved by Jacob Miller, seconded by Sidney Bremer to approve the request to rezone 1500 N. Irwin Avenue from General Commercial (C1) to Highway Commercial (C2), subject to the following conditions:
a. Compliance to all ventilation standards and HVAC regulations within the City of Green Bay.
b. Meets code requirements with an application for review to the Building Inspection Department, this includes proper plans and permits.
Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

4. (ZP 20-39) Public Hearing on the request to rezone 2226 Main Street from General Commercial (C1) to Highway Commercial (C2), submitted by Doug Reiser, on behalf of Enterprise Rent-A-Car Company of Wisconsin, LLC., applicant (Ald. L. Gerlach, District 3).

Chair Lisa Hanson opened the floor for the public hearing to rezone 2226 Main Street from General Commercial (C1) to Highway Commercial (C2).

Chair Lisa Hanson then asked three (3) times if there was anyone else present who wished to speak. Hearing/seeing no one else, the public hearing was closed.

5. (ZP 20-39) Consideration with possible action on the request to rezone 2226 Main Street from General Commercial (C1) to Highway Commercial (C2), submitted by Doug Reiser, on behalf of Enterprise Rent-A-Car Company of Wisconsin, LLC., applicant (Ald. L. Gerlach, District 3).

Moved by Sidney Bremer, seconded by Derius Daniels to approve the request to rezone 2226 Main Street from General Commercial (C1) to Highway Commercial (C2). Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

6. (CPA 20-01) Consideration with possible action on the request to amend the Comprehensive Plan for the property located at 215 Elizabeth Street from Medium Density Retail, Office or Housing (MIROH) to Commercial (C) (Figure 22-5), submitted by Steve Bieda, Mau & Associates, on behalf of Mirhashemi, Inc., property owner (Ald. C. Stevens, District 5).

Moved by Sidney Bremer, seconded by Jacob Miller to open the floor for discussion. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

Moved by Sidney Bremer, seconded by Jacob Miller to close the floor and return to regular order of business. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

Moved by Jacob Miller, seconded by Sidney Bremer to approve the request to amend the Comprehensive Plan for property located at 215 Elizabeth Street from Medium Density Retail, Office or Housing (MIROH) to Commercial (C) for an area no greater than 320 ft. from the intersection of Main Street and Elizabeth Street. The balance of lands included in the request shall be designated as low density residential. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

7. (TA 20-04) Consideration with possible action on a request of Ald. Corpus-Dax to examine regulations regarding the current zoning code and "Drive Thru" or "Pickup" lanes, and the necessity of bypass lanes and/or menu boards.

Paul Neumeyer asked that this item be heldover until the public notices can be properly posted.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to, at the request of staff, holdover the request from Ald. Corpus-Dax to examine regulations regarding the current zoning code and "Drive Thru" or "Pickup" lanes and the necessity of bypass lanes and/or menu boards until public notices can be properly posted. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

F. INFORMATIONAL.

1. Director's Report.

Neil Stechschulte presented the Director's Report.

2. Update on 2019 - 2020 Housing Affordability Report

Madison Smith presented an update on the 2019-2020 Housing Affordability Report.

3. Date of next meeting: February 22, 2021

G. ADJOURNMENT.

Moved by Ald. Veronica Corpus-Dax, seconded by Jacob Miller to adjourn. Motion carried. Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

Report to the

Green Bay Plan Commission

MEETING DATE	PREPARED BY
February 22, 2021	

AGENDA ITEM # E.1

Consideration with possible action on the request from Ald. Chris Wery, District 8, that the property at 1022 Ridge Road, operating as Darjune Recovery House, be required to apply for a conditional use permit. This would be in accordance with Green Bay Municipal Code § 13.602 and 13.1603.

BACKGROUND

RECOMMENDATION

Recommendation: Refer To Staff

FISCAL IMPACT

ATTACHMENTS

None

Report to the
Green Bay Plan Commission

MEETING DATE	PREPARED BY
February 22, 2021	Stephanie Hummel, Staff

AGENDA ITEM # E.2

(OMA 21-01) Consideration with possible action on the request to amend the Official Map for Greenway uses along Erie Road (Parcel 21-40-6), the property known as The Woods, submitted by Joel Ehrfurth, Mach IV Engineering (Ald. B. Dorff, District 1).

BACKGROUND

Primary Address: Parcel 21-40-6, along the 300 Block of Erie Road

Alderperson/District: Ald. Barb Dorff / 1

Reason for Request: To amend the Greenway boundary for this parcel on the Official Map as part of a larger housing development

Surrounding Zoning & Land Use:
Subject Parcel: Rural Residential (RR) - golf course
North: Rural Residential (RR) - single-family homes
South: Rural Residential (RR) - gold course
East: Low-Density Residential (R1)/PUD - vacant and assisted living
West: Low-Density Residential (R1) - single-family homes

Comprehensive Plan: The 2022 Comprehensive Plans calls for Low Density Housing uses on the west side of the subject parcel and Parks uses on the east side of the subject parcel.

Analysis: This request is to amend the Greenway boundaries on the City's Official Map within parcel 21-40-6. This Greenway change is part of a large housing development. A virtual neighborhood meeting was held on October 14, 2020, where approximately 26 citizens attended.

The housing development will have approximately 22 single-family homes on the west side of the Greenway. The proposed road pattern follows the pattern on the Official map, therefore needing no amendment. The east side of the Greenway will have approximately 40 single-family condos with a mix of private and public infrastructure. Between these two developments are Bairds Creek and its ravine. With this area being transferred to the City as part of this development, an amendment to the Greenway area designated on the Official Map is necessary. This has been vetted by the City's Parks and Recreation Department, as well as our Department of Public Works.

After the OMA Application, the Plan Commission will also consider and take action on a Comprehensive Plan Amendment, as well as a Rezoning. Staff will review the land division and condo once submitted. Site Plan Review will also be required throughout this process. Any considerations or conditions needed as part of the housing development should be held until those items are being considered. This application will adjust the boundary to faciliate a land division and future transfer of property.

More information about the project can be found in attachment "Application Narrative and Exhibits."

Ald. Barb Dorff and property owners within 400 ft. of the subject parcel have been notified of the request, along with the Department of Public Works and the Parks Department. One objection was received (attached) and one general inquiry as of the drafting of this report.

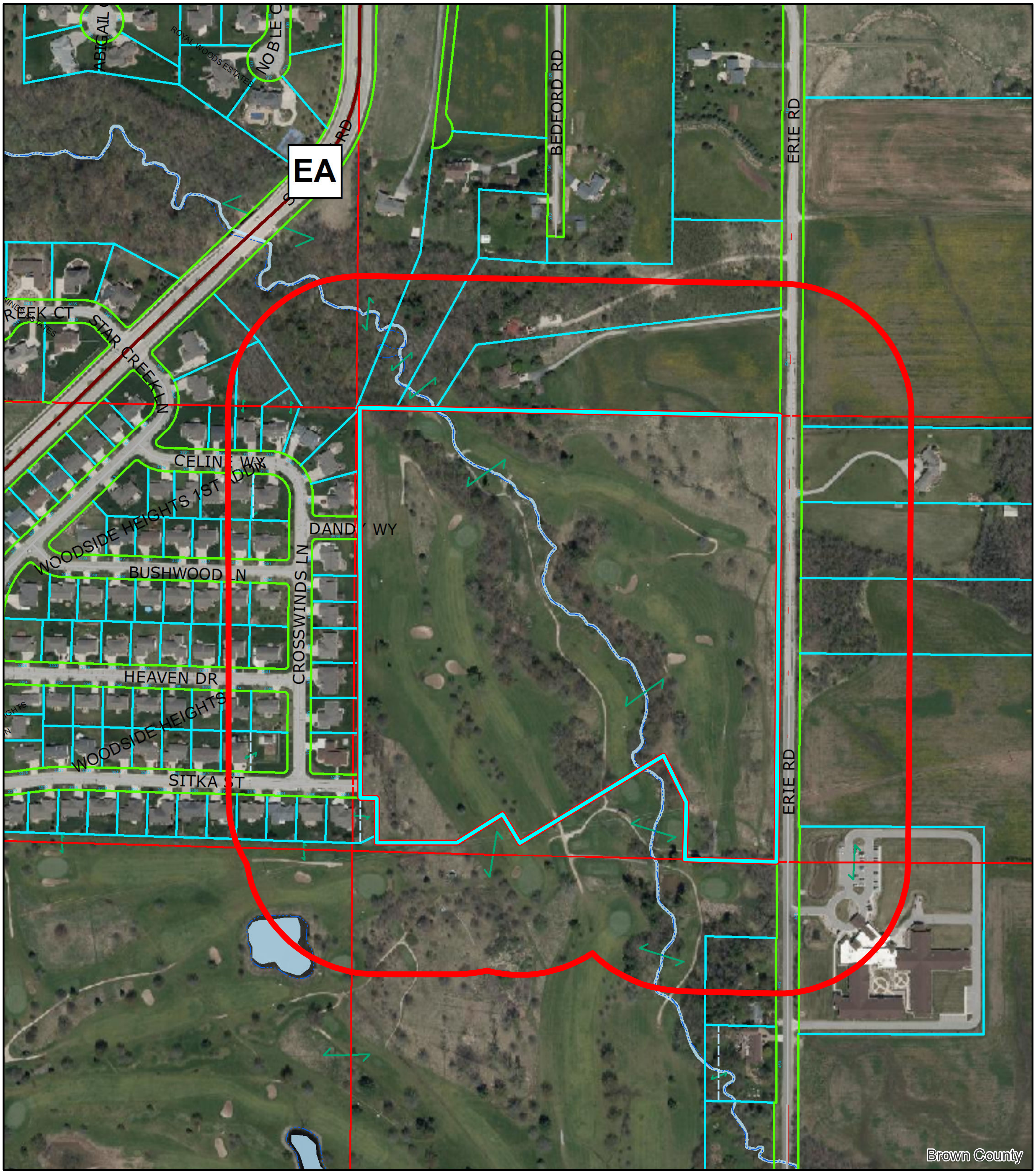
RECOMMENDATION

Staff is recommending approval of the request.

FISCAL IMPACT

ATTACHMENTS

1. OMA 21-01 Map
2. OMA 21-01 Application Narrative and Exhibits
3. OMA 21-01 Existing Greenway Boundaries
4. OMA 21-01 Proposed Greenway Boundary Exhibit
5. OMA 21-01 Roadway Pattern
6. OMA 21-01, Public Comments, Ryan



(OMA 21-01) Amend Greenway Boundary Along Erie Road

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. E.R. 10 Feb 2021 X:\Planning\Basemaps\template_8.5x11.mxd

0 115 230 460 Feet

Subject Parcel

400' Notification Area

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Background

Green Viper Inc. proposes to convert the back nine of The Wood Golf Course into a single family residential development. The site location is shown as Figure 1.

The proposed development contains three primary components. The conceptual site plan is shown in Figure 2. The west side proposes a maximum of 22 Single Family homes. This side of the development will have public roads and infrastructure and a stormwater management system.

The east side features approximately 40 Single Family Condos. This side of the development will have private roads, and either private, or combination of private and public infrastructure, as well as a stormwater management system.

The two developments are separated physically by a large ravine and Bairds Creek. The Bairds Creek area is to be transfered to the City and will be designated as parkway.

Green Bay Smart Growth 2022 report identifies several objectives that constitute Smart Growth. One objective is to target locations either contiguous to or within presently urbanized areas. The proposed site is adjacent to two city streets (Dandy and Sitka) that are stubbed for future connection. The east side of the development is readily connected to existing utilities with a short extension of city services.

Another objective is to promote efficient use of service land. The close proximity of existing city services and infrastructure creates an efficient use of both sides of the property and allows the existing services to reach their intended capacities.

A third objective is to limit public/private expenses. No public monies are being requested for the proposed development. All costs associated with the development are proposed to be borne by the Developer.

The fourth objective is to protect sensitive areas. The site has had a wetland delineation performed on it. The proposed site plan will blend the need to maintain the public health and safety needs of the development but at the same time preserve the sensitive areas. The majority of the sensitive areas are associated with, and adjacent to, Bairds Creek. The proposed development will involve the transfer of the Bairds Creek sensitive areas to the City of Green Bay via conversion to a parkway.

Another objective is for new neighborhoods to have a variety of house types. In order to minimize impact to the existing neighborhood and housing types, the west side of the development is proposed as single family lots to match the neighboring development. The east side of the parkway are single family condominiums. Condominiums offer a housing style that is currently in high demand with limited supply in the City. Condos offer home ownership with maintenance-free lifestyles. This housing option tends to attract young professionals or "empty nesters" who want to live in the City, but whose lifestyles are such that they do not want the maintenance associated with home ownership.

Lastly, the Report defines desirable housing densities. It defines Low Density Housing as 4-8 units/gross acre and lots 5,000 – 13,000 square feet (sf) in size. The proposed single family lots range in size from 12,200 sf – 25,700 sf. The proposed lots are larger in order to match the sizes of the existing single family lots which range from 11,780 sf to 19,057sf.

2260 Salscheider Court
Green Bay, WI 54313

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Because of the existing neighborhood, the west side of the development, has a relatively low density of 1.95 units per acres. Medium Density is defined as 10 units/gross acre. The east side of the development as a density of 3.3 units/acres, well under the max of 10. The desire to maintain and preserve some of the natural areas causes the density to be on the lower end of what is allowed in traditional medium density development.

The Development team met with City staff/departments on September 22, 2020 for a Technical Review Meeting. The purpose was to inform staff of the project and allow for an initial review of the proposed development.

At the suggestion of the Planning Staff, the developer conducted a neighborhood meeting with immediate neighbors to present proposed plans for development. The Neighborhood Meeting was held October 14, 2020.

Official Map Amendment

An Official Map Amendment (OMA) is requested to adjust road patterns and parkway boundaries to be consistent with the development. The public road pattern and proposed parkway boundaries are shown in Figure 3 along with legal descriptions.

Comprehensive Plan Amendment

The Comprehensive Plans shows the land east of Bairds Creek as Parkway. The developer requests to amend a portion of the property east of the proposed parkway from Parkway to Low/Medium Density Residential. The Comprehensive Plan Amendment is shown in Figure 3, along with appropriate legal descriptions.

Rezoning

The developer requests the following rezoning revisions. The western portion of the development be rezoned from Rural Residential (RR) to Low Density Residential (R1). The proposed Parkway area from Rural Residential (RR) to Conservancy (C). The eastern portion of the development from Rural Residential (RR) to Medium Density Residential (R2). The rezoning areas, along with appropriate legal descriptions, are shown in Figure 3.

Future Steps

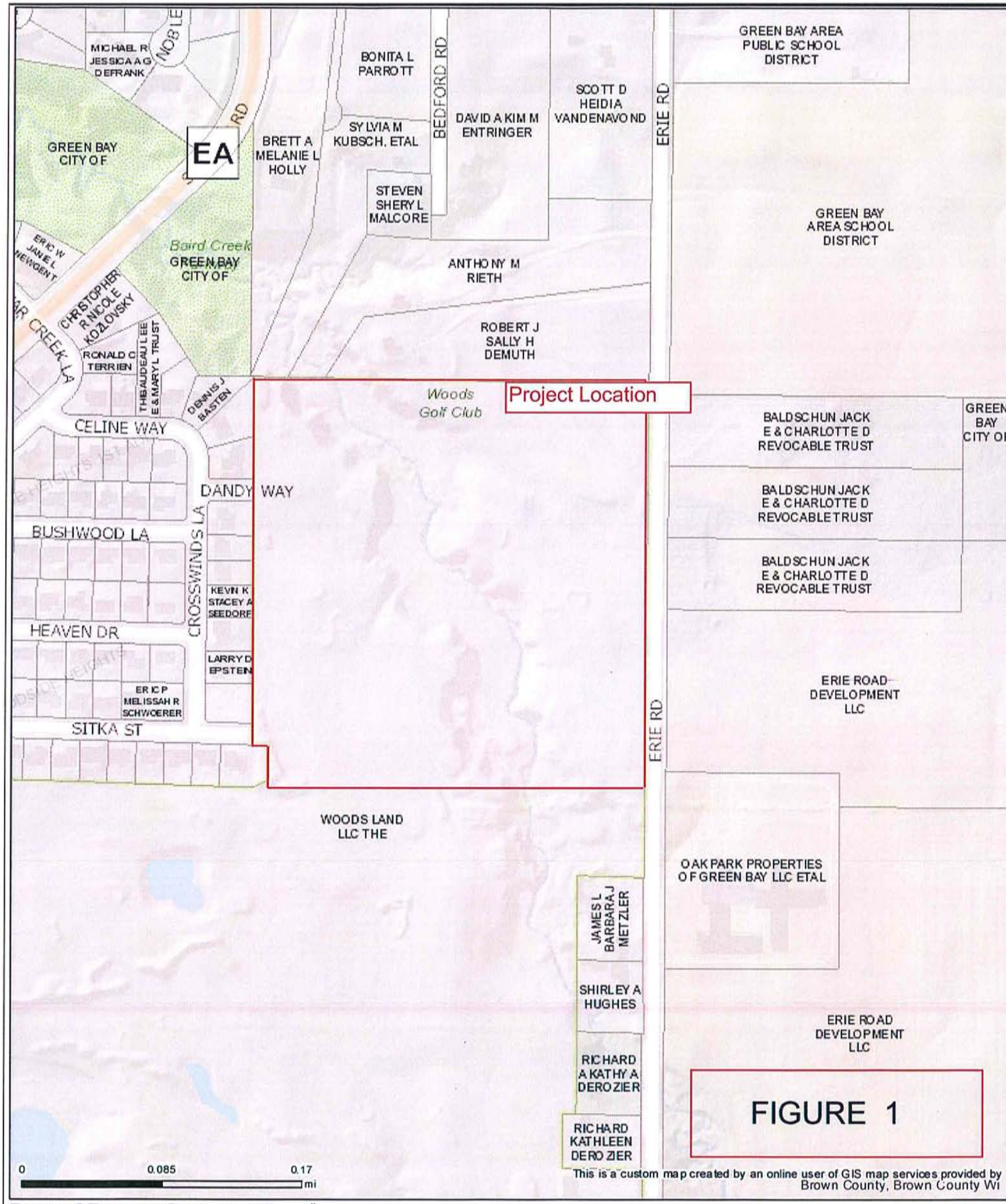
Subdivision/Condo Plat

Preliminary and final subdivision/condo plats will be submitted to the City and State for standard review.

Construction Documents

Infrastructure design and construction documents will be developed and submitted to applicable regulatory agencies. It is anticipated the development will require the following regulatory approvals:

- City of Green Bay – Site Plan
- City of Green Bay – Stormwater Management
- City of Green Bay – Erosion Control
- WDNR
- USACOE
- Brown County
- NEW Sanitary Sewer Extension



Part of Brown County WI

Map printed on 9/29/2020

1:4,800

1 inch = 400 feet*

1 inch = 0.0758 miles*

original page size: 8.5"x11"

Appropriate format depends on zoom level

Parcel ownership key

- Parcel Boundary
- Condominium
- Gap or Overlap

- Parcel line
- Right of Way line
- Meander line
- Lines between deeds or lots
- Historic Parcel Line
- Vacated Right of Way

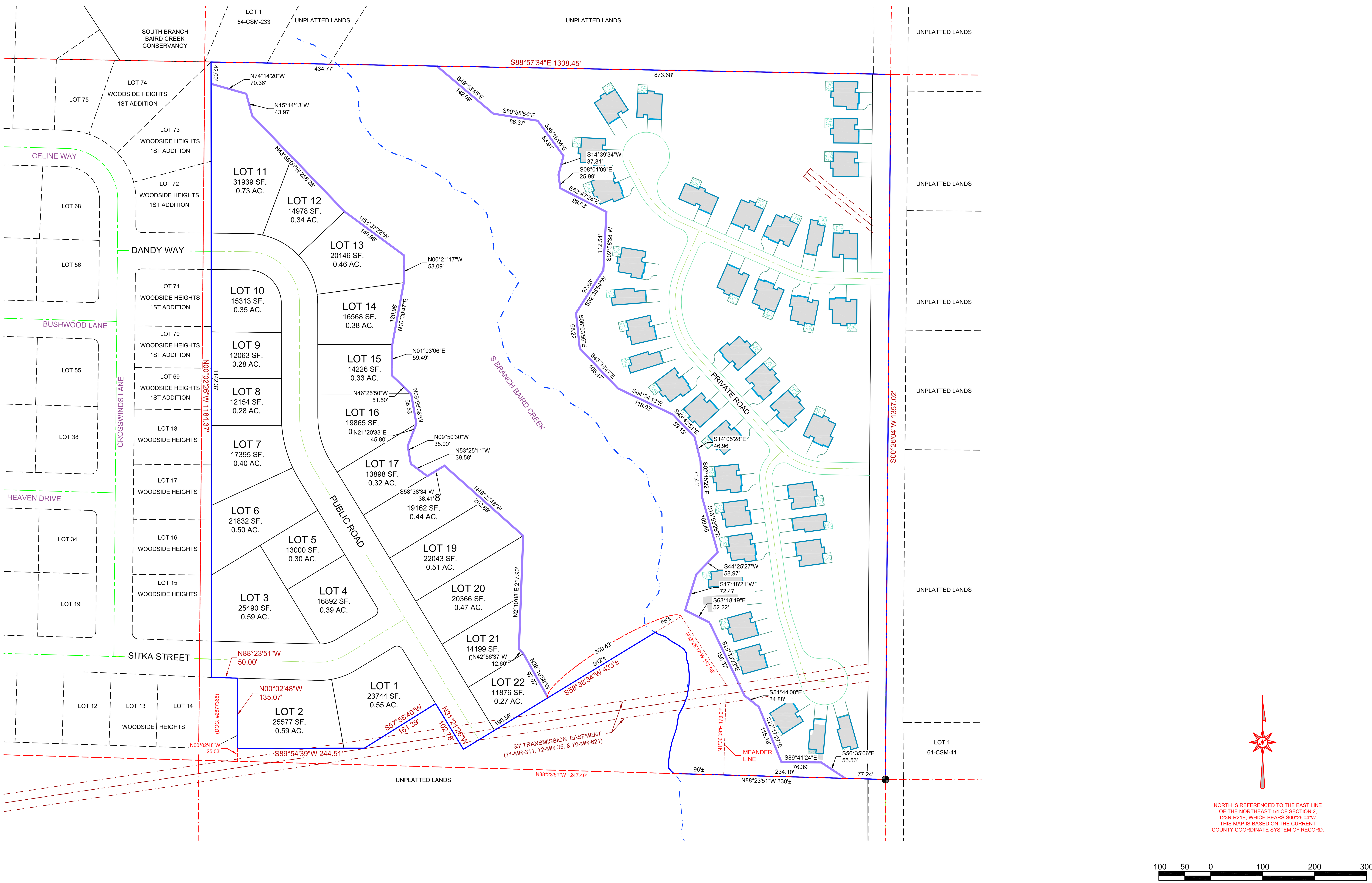
"hooks" indicate parcel ownership crosses a line

SC-190-2	Parcel ID Number
2880257	Document Number
0.814 AC	Area of parcel
279.8'	Line Distance
3547	Address

A complete key (legend) is available at: **https://tinyurl.com/BrownDogKey**

(920) 448-6480

maps.gis.co.brown.wi.us



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PROFESSIONAL SEAL

CONCEPTUAL SITE PLAN

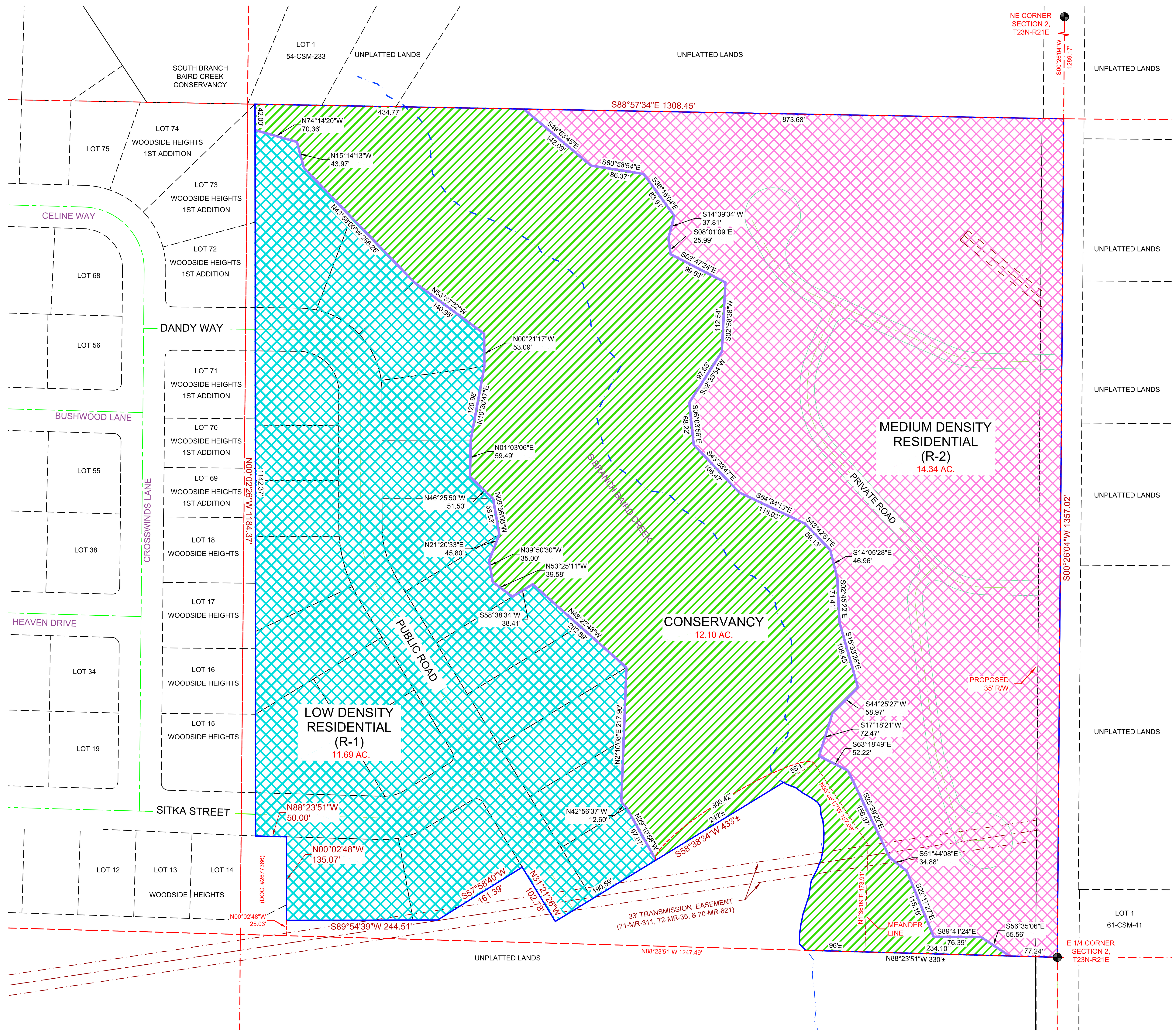
THE WOODS

OMA/REZONE APPLICATION

REVISION DESCRIPTION
NO.

DATE: 02/01/2021
DRAFTED BY: RJO
CHECKED BY:
PROJECT NO.: 1707-01-19
DRAWING NUMBER
SHEET NUMBER

FIGURE 2
OF



LOW DENSITY RESIDENTIAL (R-1) DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 1247.49 FEET ALONG THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N00°02'48"W, 25.03 FEET TO THE POINT OF BEGINNING; THENCE N00°02'48"W, 135.07 FEET ALONG THE EAST LINE OF DOCUMENT #2677366, BROWN COUNTY RECORDS; THENCE N88°23'51"W, 50.00 FEET ALONG THE NORTH LINE OF SAID DOCUMENT; THENCE N00°02'26"W, 1142.37 FEET ALONG THE EAST LINE OF WOODSIDE HEIGHTS PLAT, RECORDED IN VOLUME 22, PLATS, PAGE 42 (DOCUMENT #2009014) AND WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE S74°14'20"E, 70.36 FEET; THENCE S15°14'13"E, 43.97 FEET; THENCE S43°58'00"E, 256.26 FEET; THENCE S53°37'22"E, 140.96 FEET; THENCE S00°21'17"E, 53.09 FEET; THENCE S10°30'47"W, 120.98 FEET; THENCE S01°03'06"W, 59.49 FEET; THENCE S46°25'50"E, 51.50 FEET; THENCE S09°56'08"E, 58.53 FEET; THENCE S21°20'33"W, 45.80 FEET; THENCE S09°50'30"E, 35.00 FEET; THENCE S53°25'11"E, 39.58 FEET; THENCE N58°38'34"E, 38.41 FEET; THENCE S48°22'48"E, 202.89 FEET; THENCE S02°10'08"W, 116.36 FEET; THENCE S42°56'37"E, 12.60 FEET; THENCE S29°10'58"E, 97.07 FEET; THENCE S58°38'34"W, 190.59 FEET; THENCE N31°21'26"W, 102.78 FEET; THENCE S57°58'40"W, 161.39 FEET; THENCE S89°54'39"W, 244.51 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 509,246 SQUARE FEET / 11.69 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

CONSERVANCY DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E; THENCE S00°26'04"W, 1289.17 FEET ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N88°57'34"W, 873.68 FEET ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION, TO THE POINT OF BEGINNING; THENCE S49°53'45"E, 142.09 FEET; THENCE S80°58'54"E, 86.37 FEET; THENCE S36°16'04"E, 83.91 FEET; THENCE S14°39'34"W, 37.81 FEET; THENCE S08°01'09"E, 25.99 FEET; THENCE S62°47'24"E, 99.63 FEET; THENCE S02°58'38"W, 112.54 FEET; THENCE S32°35'54"W, 97.68 FEET; THENCE S06°03'56"E, 68.22 FEET; THENCE S43°33'47'E, 106.47 FEET; THENCE S64°34'13"E, 118.03 FEET; THENCE S43°42'51"E, 59.13 FEET; THENCE S14°05'28"E, 46.96 FEET; THENCE S02°45'22"E, 71.41 FEET; THENCE S15°53'26"E, 109.45 FEET; THENCE S44°25'27"W, 58.97 FEET; THENCE S17°18'21"W, 72.47 FEET; THENCE S63°18'49"E, 52.22 FEET; THENCE S25°39'22"E, 156.37 FEET; THENCE S51°44'08"E, 34.86 FEET; THENCE S22°17'27"E, 115.16 FEET; THENCE S89°41'24"E, 76.39 FEET; THENCE S56°35'06"E, 55.56 FEET TO THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N88°23'51"W, 234.10 FEET ALONG SAID SOUTH LINE TO THE STARTING POINT OF A MEANDER LINE, SAID POINT BEING S88°23'51"E, 96 FEET, MORE OR LESS, FROM THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK; THENCE N01°36'09"E, 173.91 FEET ALONG SAID MEANDER LINE; THENCE N33°26'17"W, 157.06 FEET TO THE ENDING POINT OF SAID MEANDER LINE, SAID POINT BEING S58°38'34"E, 58 FEET, MORE OR LESS, FROM THE CENTERLINE OF SAID CREEK; THENCE S58°38'34"W, 300.42 FEET; THENCE N29°10'58"W, 97.07 FEET; THENCE N42°56'37"W, 12.60 FEET; THENCE N02°10'08"E, 217.90 FEET; THENCE N48°22'48"W, 202.89 FEET; THENCE S58°38'34"W, 38.41 FEET; THENCE N53°25'11"W, 39.58 FEET; THENCE N09°50'30"W, 35.00 FEET; THENCE N21°20'33"E, 45.80 FEET; THENCE N09°56'08"W, 58.53 FEET; THENCE N46°25'50"W, 51.50 FEET; THENCE N01°03'06"E, 59.49 FEET; THENCE N10°30'47"E, 120.98 FEET; THENCE N00°21'17"W, 53.09 FEET; THENCE N53°37'22"W, 140.96 FEET; THENCE N43°58'00"W, 256.26 FEET; THENCE N15°14'13"W, 43.97 FEET; THENCE N74°14'20"W, 70.36 FEET TO THE EAST LINE OF LOT 73 OF WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE N00°02'26"W, 42.00 FEET ALONG SAID LINE; THENCE S88°57'34"E, 434.77 FEET ALONG THE NORTH LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 505,003 SQUARE FEET / 11.59 ACRES, MORE OR LESS, TO THE MEANDER LINE AND SECTION LINE.
PARCEL CONTAINS 527,179 SQUARE FEET / 12.10 ACRES, MORE OR LESS, TO THE CENTERLINE OF THE CREEK.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

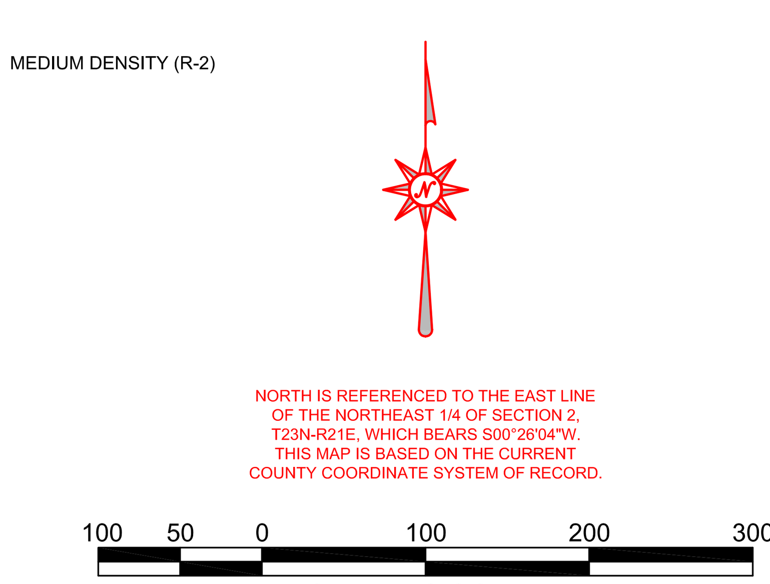
MEDIUM DENSITY RESIDENTIAL (R-2) DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE EAST 1/4 OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 77.24 FEET ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N56°35'06"W, 55.56 FEET; THENCE N89°41'24"W, 76.39 FEET; THENCE N22°17'27"W, 115.16 FEET; THENCE N51°44'08"W, 34.88 FEET; THENCE N25°39'22"W, 156.37 FEET; THENCE N63°18'49"W, 52.22 FEET; THENCE N17°18'21"E, 72.47 FEET; THENCE N44°25'27"E, 58.97 FEET; THENCE N15°53'26"W, 109.45 FEET; THENCE N02°45'22"W, 71.41 FEET; THENCE N14°05'28"W, 46.96 FEET; THENCE N43°42'51"W, 59.13 FEET; THENCE N64°34'13"W, 118.03 FEET; THENCE N43°33'47'W, 106.47 FEET; THENCE N06°03'56"W, 68.22 FEET; THENCE N32°35'54"E, 97.68 FEET; THENCE N02°58'38"E, 112.54 FEET; THENCE N62°47'24"W, 99.63 FEET; THENCE N08°01'09"W, 25.99 FEET; THENCE N14°39'34"E, 37.81 FEET; THENCE N36°16'04"W, 83.91 FEET; THENCE N80°58'54"W, 86.37 FEET; THENCE N49°53'45"W, 142.09 FEET TO THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE S88°57'34"E, 873.68 FEET ALONG SAID NORTH LINE; THENCE S00°26'04"W, 1357.02 FEET ALONG THE EAST LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 624,661 SQUARE FEET / 14.34 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

LOW DENSITY (R-1)
CONSERVANCY
MEDIUM DENSITY (R-2)



NORTH IS REFERENCED TO THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, WHICH BEARS S00°26'04"W. THIS MAP IS BASED ON THE CURRENT COUNTY COORDINATE SYSTEM OF RECORD.

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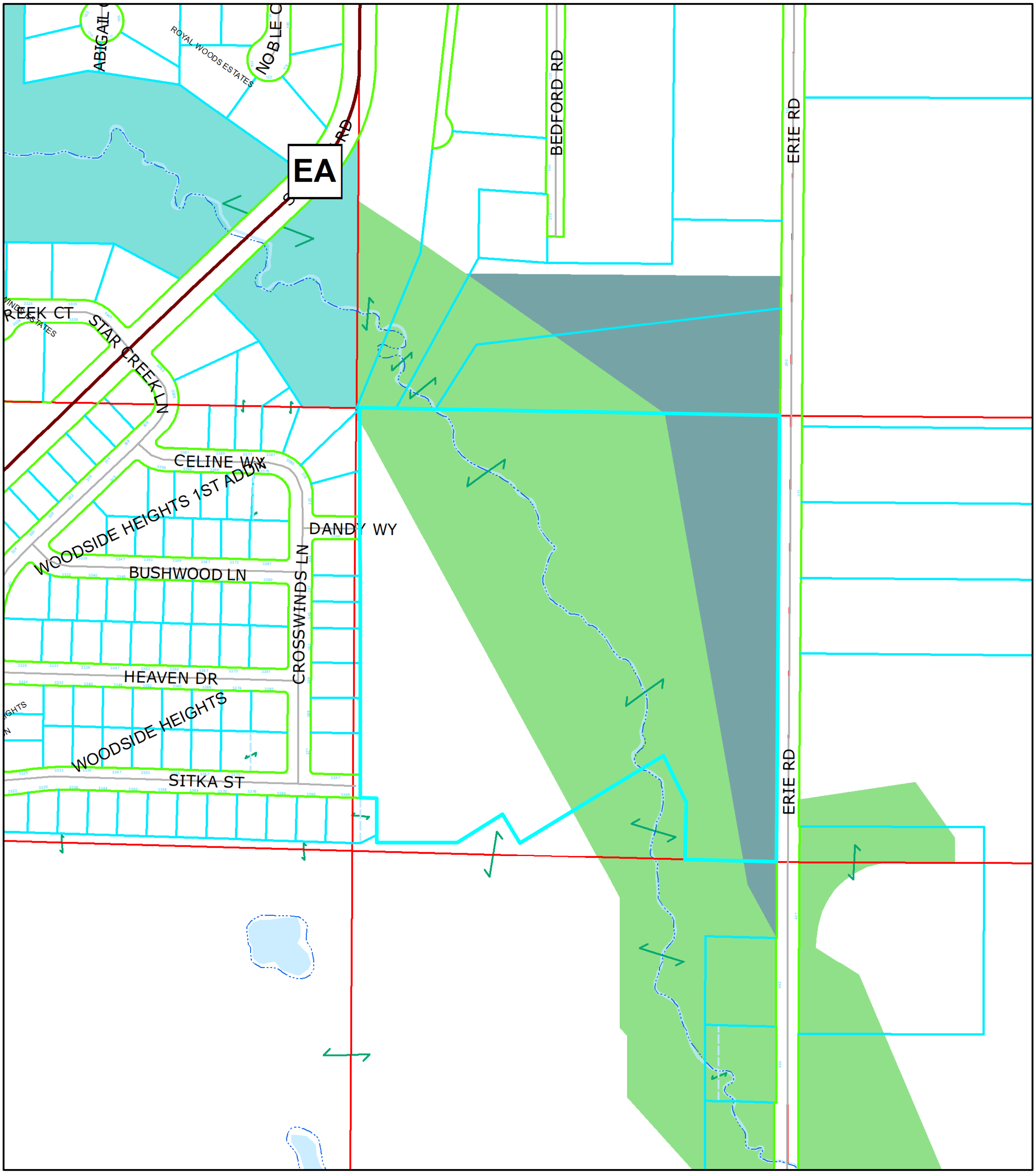
ENGINEERING • SURVEYING • ENVIRONMENTAL
2260 Salscheider Court Green Bay, WI 54313
PH:920-569-5765; Fax: 920-569-5767
www.mach-iv.com

PROFESSIONAL SEAL

OFFICIAL MAP AMENDMENT
THE WOODS
OMA/REZONE APPLICATION

NO.	REVISION DESCRIPTION

DATE: 02/01/2021
DRAFTED BY: RJO
CHECKED BY:
PROJECT NO.: 1707-01-19
DRAWING NUMBER
SHEET NUMBER
FIGURE 3
OF



Feet
0 115 230 460

OMA 21-01
Existing Greenway Boundaries

Parks

TYPE

Designated Greenway

Greenway

Proposed Greenway

N

CITY OF GREEN BAY 1854 Titletown, USA

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. E.R. 09 Feb 2021 X:\Planning\Basemaps\template_8.5x11.mxd

NORTH IS REFERENCED TO THE EAST LINE
OF THE NORTHEAST 1/4 OF SECTION 2,
T23N-R21E, WHICH BEARS S00°26'04"W.
THIS MAP IS BASED ON THE CURRENT
COUNTY COORDINATE SYSTEM OF RECORD.

100 50 0 100 200 300

GRAPHIC SCALE

LEGAL DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

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PARKWAY EXHIBIT

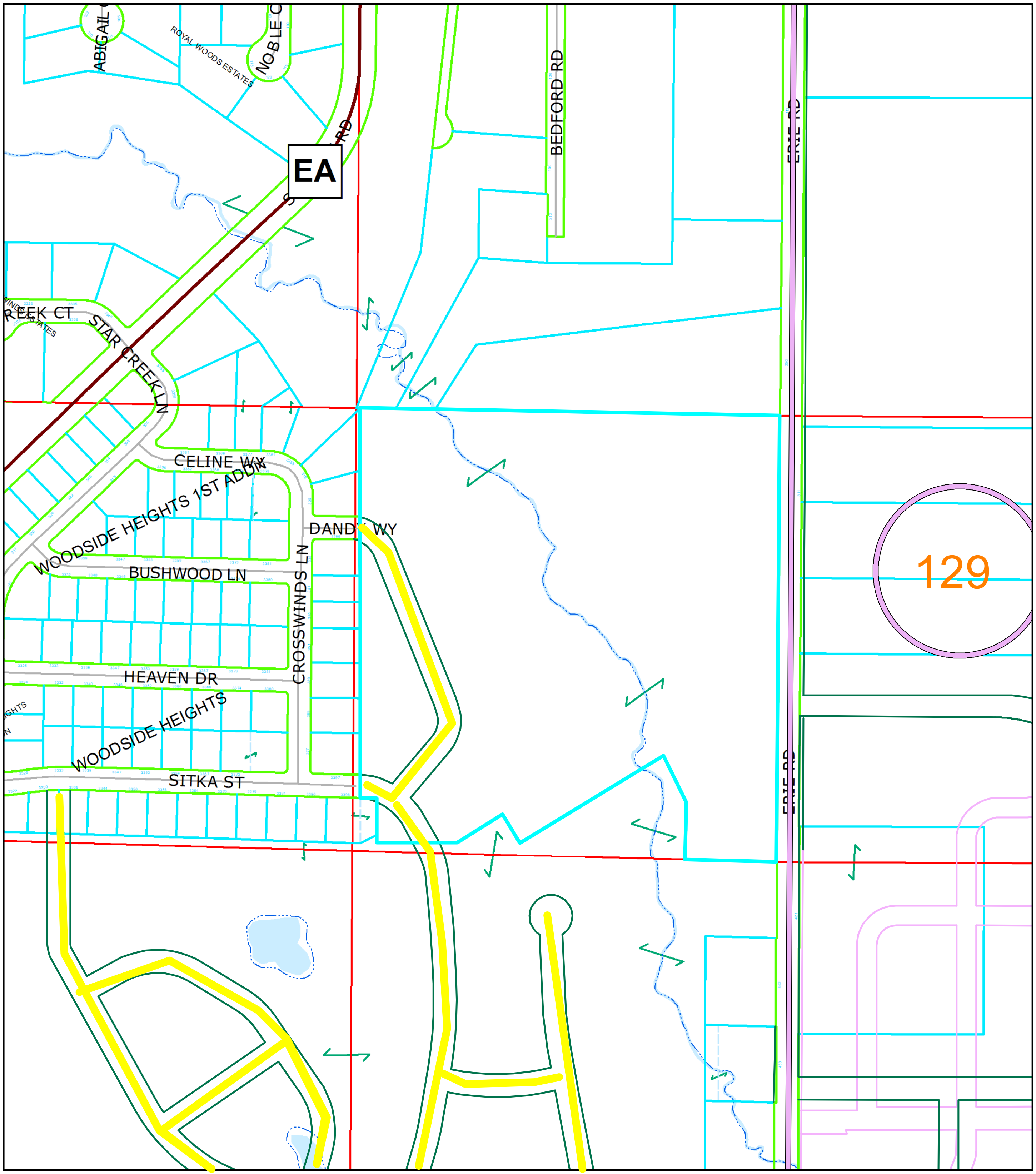
THE WOODS
APPRAISAL EXHIBIT

JANUARY 29, 2021 MEETING WITH CITY

NO.	REVISION DESCRIPTION

DATE: 01/29/2021
DRAFTED BY: RPH
CHECKED BY:
PROJECT NO.: 1707-01-19
DRAWING NUMBER

SHEET NUMBER
1
OF 1



Feet
0 115 230 460

OMA 21-01
Existing & Future Roadway Pattern

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. E.R. 09 Feb 2021 X:\Planning\Basemaps\template_8.5x11.mxd

Future Road Pattern

To: Green Bay Plan Commission meeting of February 22, 2021

Re: Proposed Redevelopment of portions of Woods Golf Course

We are Patrick and Barbara Ryan living at 341 Crosswinds Lane in Green Bay. Our back yard is on the back nine, specifically the #12 fairway, of the Woods Golf Course. We are in receipt of the letter and attachments from the Department of Community and Economic Development dated February 11, 2021. However, the letter does not provide a proposed timeline for the redevelopment of the Woods Golf Course and its phases. Such a timeline would be helpful in considering our future at this address.

We oppose the proposed redevelopment of the Woods back nine and the resulting construction projects for several reasons:

1. Heavy construction traffic must pass through the residential streets of the Woodside Heights neighborhood for a number of years resulting in dirt, noise, vibration and damage to infrastructure and safety issues for children, parents, and the elderly. Further the increased residential traffic will use just one or two streets for all time.
2. At the present time storm water and snowmelt flows to the west, in the direction of several properties on Crosswinds Lane which parallels the 12th fairway. This could be exacerbated by any elevation changes especially along the 12th fairway. We are concerned that storm water will flow directly on to adjacent properties as individual new home builders increase their property elevation.
3. The traffic, the loss of the environmental green space and the recreational resource will result in a reduction in property value of those living in the Woodside Heights neighborhood, especially those living on Crosswinds Lane. There will also be a big impact on the wildlife in the area.
4. We, as affected property owners and taxpayers, respectfully request that these rezoning procedures be delayed until public meetings can be held in person. The virtual presentation provided by the developer and the printed materials were inadequate to accurately illustrate this development.

Unfortunately, at this point it appears that there will be no opportunities for taxpaying residents to appear in person to register opposition or support of the proposed rezoning or the amendment to the Green Bay Comprehensive Plan. Many are unequipped or uncomfortable with Zoom or other virtual meeting technology. Further, the in-person presence of a tax paying resident has a greater affect upon decision makers than does a muted face on a computer screen.

5. Finally, assuming that the Redevelopment of the Woods will go forward we request that an aesthetic barrier (for example a planted berm) be placed to the rear of the Crosswinds properties.

Thank you for your consideration of this matter.

Patrick and Barbara Ryan

Pryan83127@aol.com

Report to the
Green Bay Plan Commission

MEETING DATE	PREPARED BY
February 22, 2021	Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.3

(PP 21-01) Consideration with possible action on the Downtown Green Bay Inc. (DGBI) Business Improvement District's (BID) year end reporting for 2019 and 2020.

BACKGROUND

The Planning Commission is required to review the year end financial reports of each Business Improvement Districts(BID) in accordance with the BID handbook.

RECOMMENDATION

Staff is recommending approval the annual financial reports as submitted for 2019 and 2020.

FISCAL IMPACT

ATTACHMENTS

1. 2020 & 2019 OMSI Budget vs. Actuals for Planning Commission
2. DGBI, Charities and OMSI 2020 and 2019 Financial Notes for Planning Commission

OMSI 2020 and 2019 Budget vs. Actuals	2020 Budget	2020 Final	2019 Budget	2019 Final
Revenues				
BID Assessments	$56,942	$54,533	$57,734	$58,581
Contributions & Sponsorships*	$50,650	$37,098	$40,425	$45,529
Planter Program Revenue	$7,600	$8,550	$7,600	$8,000
Prior Period Reserves			$7,529	
Total Revenue	**$115,192**	**$100,181**	**$113,288**	**$112,110**
Expenses				
Administrative Fees to DGBI	$68,848	$68,848	$65,065	$65,065
Operating				
Insurance	$2,300	$2,261	$2,200	$2,210
Postage & Meetings & Misc.	$300	$200	$335	$543
Legal/Accounting/Audit	$8,000	$7,470	$7,600	$7,895
Training/Education/Mileage/Dues & Subs.	$500	$406	$700	$283
Equipment/Office Supplies	$700	$551	$1,000	$1,054
Total Admin & Operating Expense	***$80,648***	***$79,735***	***$76,900***	***$77,049***
Programs				
Physical Improvements				
Greenspace/Planter Program	$12,000	$10,453	$12,000	$10,728
District Appearance	$500	$407	$100	$23
Three Corner Marker Flag	$300	$233	$300	$270
Holiday Decorations and Banner Maint.	$1,000	$433	$100	$775
Public Art	$0	$7,654	$0	$0
Total Physical Improvements	$13,800	$19,180	$12,500	$11,796
Business Development				
Business Recruitment & Retention	$1,125	$123	$2,250	$1,822
Total Business Development	$1,125	$123	$2,250	$1,822
Marketing & Events				
Website	$1,644	$842	$1,219	$3,744
Branding/Guides/Public Awareness	$3,510	$1,342	$5,409	$4,484
Gallery Nite/Art Events	$3,000		$3,310	$1,567
Summer in the Park	$4,000		$4,500	$3,682
Mardi Gras on Main	$0		$1,950	$0
Theater / Comedy in the Park	$1,500	$1,000	$550	$1,388
Annual Meeting	$650	$957	$400	$625
Small Business Saturday	$400	$3,750		$351
Summer Solstice	$3,800		$3,800	$3,695
Galentines Day	$200	$343	$500	$196
New Events/Music	$500			
Total Marketing and Events	$19,204	$8,234	$21,638	$19,733
Total Programs	***$34,129***	***$27,537***	***$36,388***	***$33,351***
Total Expense	***$114,777***	***$107,272***	***$113,288***	***$110,401***
Net Income	*$ 415*	*$ (7,091)*	*$ -*	*$ 1,709*

DGBI, DGBI Charities, and OMSI 2020 and 2019 Budget vs. Actual Financial Notes

Charities 2019 (Downtown Green Bay Charities is the 501C3 organization that contains Events and Sponsorships)

The Charities financials reflect how successful our events and sponsorships were in 2019. We took in over $12,000 what was budgeted. Our expenses were also higher due to a few new food events that were added, a new event sound system, and sponsorships of other local events including a partnership with sporting events at UWGB.

Charities 2020 (Downtown Green Bay Charities is the 501C3 organization that contains Events and Sponsorships)

The totals from 2020 tell the story of a budget created with the assumption of successful events and sponsorship renewals as in 2019, but then dashed due to Covid-19. We saw a reduction in income of $125,983 what we budgeted for. We were able to safely hold the Saturday Farmers Market with an extended season. We received a grant from Wello and anticipate receiving CARES funds from the City of GB to offset the expenses incurred by this event. We were able to pivot Nicolet Bank Dine on the Deck to a Dine Downtown Initiative that directly helped the restaurants in the district. We also provided a Downtown Delivers virtual concert series in the spring of 2020. In November, we were able to light up the City Deck to bring people safely downtown and increase foot traffic. This was funded 50% by American Foods Group and 50% by DGBI Charities.

DGBI 2019

The income for DGBI and Charities combined in 2019 exceeded what was budgeted for by over $12,000. The total expenses for both DGBI and Charities combined were about $35,000 over what was budgeted. This is mainly because we increased our office space by acquiring the suite next to us that became available at the end of 2018 and was not included in the budget. There was an increase in rent and utilities in addition to the cost of improvements to the space (carpeting/painting/phone system/furnishings).

DGBI 2020

The amount of income through BID dollars was received as expected. The main loss of income was due to the cancellation of events and loss of sponsorships as indicated by the Charities totals. DGBI did receive $7000 in an SBA EIDL Advance which is recorded in the 2020 financials. Late in the year we also became eligible for and received a PPP loan for $67,270. We anticipate the loan to be forgiven in 2021 and recorded as income then. Operating and Program expenses were reduced in several areas for DGBI. In total with DGBI and Charities combined, we did fall short on our budget by $28,533. However, the PPP loan funds were used to cover this shortfall and we did not need to reduce staff members. Because we had a reduction in events, our Event Manager and Farmers Market Manager were redirected to assist with placemaking, physical improvements, and business development initiatives. The Staff also worked together on developing a 2-3 year Strategic Plan to focus on our mission and to formulate how we will help our businesses rebound out of the pandemic.

OMSI 2019

Olde Main Street had a very successful year by holding many events to bring foot traffic and awareness to the district including Summer Solstice Celebration and Summer in the Park concert series in Whitney Park. Funding was strong due to event and corporate sponsorships in addition to the BID revenues received. Our expenses were very in line with what was budgeted and we ended the year with a net income of $1700.

OMSI 2020

The BID funding came in close to what was anticipated, but we did fall short on income due to loss of some sponsorships and event revenue because of the pandemic. In most Admin, Operating, and Program categories we were able to cut our budget and keep expenses down. Two initiatives had a higher cost than budgeted. One was Public Art where we were able to create and install the frog and toad sculptures on the Pomps Building on Main Street. This was paid for partly by a sponsorship from Pomps originally intended for Summer in the Park concert series, then retargeted for the sculptures. The other large expense was for Small Business Saturday packages put together to assist the artists in our community with supplies and programming during the pandemic. This was a cooperative effort with The Art Garage, SAGE, and NWTC Artisan Center. It was paid for partly by a sponsorship from Tundraland originally received for a Summer Solstice sponsorship. The financials reflect a net loss of $7091.00 that was covered by reserve funds.

Report to the
Green Bay Plan Commission

MEETING DATE	PREPARED BY
February 22, 2021	Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.4

(PP 21-02) Consideration with possible action on the Military Avenue Business Improvement District's (BID) year end reporting for 2019 and 2020.

BACKGROUND

The Planning Commission is required to review the year end financial reports of each Business Improvement Districts(BID) in accordance with the BID handbook.

RECOMMENDATION

Staff is recommending approval the annual financial reports as submitted for 2019 and 2020.

FISCAL IMPACT

ATTACHMENTS

1. SKM_C3320i21020917000

Military Avenue BID

2019 and 2020 Operating Plan vs Budget and Actual

2019 Operating Plan *See the green highlighted sheet.*

Budget was changed by + $1,600 for small corrections to $95,063

End-of-Year spending was under-spent by $9,346

2020 Operating Plan *See the blue highlighted sheet.*

Budget was changed by +$27,826 for Public Amenities to $153,814

End-of-Year spending was under-spent by $59,745.

Cause: No public planning exercise was held to gather ideas for public amenities. Pandemic was the cause to not gather. The rest of the under-spending was closer to 10% of the budget.

	Military Avenue Business Inc.				31-Dec-20			
				2020 Op Plan Budget	2020 Approved 9.11.19	Activity to date		Over+ OR Under-
Revenue								
301	BID Assessments				98,710.00	91,693.00		-7017.00
302	Donations/Partnerships				2,000.00	250.00		-1750.00
303	Grants-restricted income				5,000.00	4,000.00		-1000.00
310	Event Funds/Sponsorships				3,000.00	10,383.00		7383.00
	310.4	EBT				0.00		0.00
380	Interest Income				1,000.00	934.57		-65.43
311	In-kind contributions					0.00		0.00
390	(-) Projected delinquent assessments				-3,948.00	7,895.00		11843.00
	Carry over per audit/review	Review Approved 3/4/2020			74,952.00	74,952.00		0.00
Total Revenue				**178,814**	**180,714.00**	**190,107.57**		-9393.57
Expenses					2020 Approved 9.11.19	Activity to date		
	Personnel			**47,328.00**			**47,447.88**	**119.88**
513		Wages and Staff			43,500.00	43,500.00		0.00
251		Taxes/fees 7.65%			3,328.00	3,327.73		-0.27
		Intern education allowance			0.00	0.00		0.00
525		Training/Education (Dir.)			500.00	620.15		120.15
	Operating Expenses			**14,800.00**			**13,522.06**	**-1,277.94**
579		Rent			5,400.00	5,400.00		0.00
555		Insurance and Wkrs Comp Ins			2,600.00	1,443.00		-1,157.00
581		Office Supplies			400.00	506.39		106.39
		Office Equipment			400.00			-400.00
531		Office Printer Lease			1,800.00	2,107.37		307.37
561		Legal/Accounting			2,000.00	1,614.02		-385.98
533		Audit			2,250.00	1,890.00		-360.00
541		Grant expenses			100.00	0.00		-100.00
510		Dues and Subscriptions			350.00	413.99		63.99
523		Postage			200.00	106.70		-93.30
596		Bank fees			50.00	40.59		-9.41
529		Biz Retension/Biz Pop Up			0.00			
	Technology			**1,500.00**			**1,346.96**	**-153.04**
549		Computers (+maintenance)			500.00	76.25		-423.75
585		Internet/phone			1,000.00	1,270.71		270.71
	Direct Program Expenses							
		DESIGN		**16,485.00**			**18,365.76**	**1,880.76**
519		Façade grant program			0.00	0.00		0.00
504		Street Planters			11,750.00	9,775.33		-1,974.67
548		Median Lawn Maintenance			500.00	0.00		-500.00
557		Street Décor/Banners			4,060.00	4,591.76		531.76
571		Gateway			1,000.00	3,023.67		2,023.67
	ADDED After Op Plan	Public Amenities	*		27,826.00	975.00		-26,851.00
		ECONOMIC DEVELOPMENT		**31,000.00**			**521.80**	**-30,478.20**
546		Business Recruit/Support			1,000.00	521.80		-478.20
		Planning/Visioning			30,000.00	0.00		-30,000.00
		EVENTS		10,200.00			9,789.29	-410.71
535		Events			10,000.00	9,699.29		-300.71
535.4		Event/ EBT						0.00
507		Licenses & Fees			200.00	90.00		-110.00
		ORGANIZATION		3,100.00			3,074.84	-25.16
501		Marketing/Adv			2,600.00	2,199.04		-400.96
506		Website/Social Media			500.00	875.80		375.80
		OTHER EXPENSE		0.00			0.00	0.00
508		Donations			0.00	0.00		0.00
526		Theft			0.00	0.00		0.00
		Restricted Grant			0.00	0.00		0.00
Total Expenses					**153,814.00**	94,068.59		
		BALANCE			**26,900.00**	**96,038.98**		

Military Avenue Business Inc.

31-Dec-19

Code	Item		2019 Budget	2019 APPROVED BUDGET 9/12/18	Activity to date		Over+ OR Under-
REVENUE							
301	BID Assessments			98,710.00	93,127.00		-5583.00
302	Donations/Sponsorships			3,000.00	1,750.00		-1250.00
303	Grants-restricted income			5,000.00			-5000.00
310	Event Funds			3,000.00	6,638.38		3638.38
380	Interest Income			0.00	1,409.23		1409.23
311	In-kind contributions						0.00
390	(-) Projected deliquent assessments			-3,948.00	6,209.00		2261.00
	Carry over per "review"	53,052					
Total Revenue				**105,762.00**	**109,133.61**		-3371.61
EXPENSES							
	Personnel		**47,328.00**		Activity to date	**47,543.51**	**215.51**
513	Wages and Staff			43,500.00	43,500.00		0.00
251	Taxes/fees 7.65%			3,328.00	3,327.72		-0.28
	Intern education allowance			0.00			0.00
525	Training/Education (Dir.)			500.00	715.79		215.79
	Operating Expenses		**14,800.00**			**12,825.46**	-1974.54
579	Rent			4,800.00	5,050.00		250.00
555	Insurance and Wkrs Comp Ins			2,600.00	1,669.00		-931.00
581	Office Supplies			400.00	852.41		452.41
	Office Equipment			400.00			-400.00
531	Office Printer Lease *			1,750.00	1,392.95		-357.05
561	Legal/Accounting			2,000.00	1,536.10		-463.90
533	Audit			2,250.00	1,750.00		-500.00
541	Grant expenses			100.00	0.00		-100.00
510	Dues and Subscriptions			350.00	300.00		-50.00
523	Postage			200.00	159.00		-41.00
596	Bank fees			50.00	36.00		-14.00
529	Biz Retension/Biz Pop-Up				80.00		80.00
	Technology		**1,500.00**			**2,001.34**	**501.34**
549	Computers (maintenance)			500.00	778.40		278.40
585	Internet/phone			1,000.00	1,222.94		222.94
	Direct Program Expenses						
	DESIGN		**16,485.00**			**14,457.25**	**-2027.75**
519	Façade grant program			0.00	0.00		0.00
504	Street Planters *			11,500.00	10,138.78		-1361.22
548	Median Lawn Maintenance			500.00	105.13		-394.87
557	Street Décor			4,060.00	2,921.75		-1138.25
571	Gateway			925.00	1,291.59		366.59
	ECONOMIC DEVELOPMENT		**1,000.00**			**748.78**	**-251.22**
546	Business Recruit/Support			1,000.00	748.78		-251.22
	EVENTS		**10,250.00**			**5,352.92**	**-4897.08**
535	Events			10,000.00	5,250.92		-4749.08
507	Licenses & Fees			250.00	102.00		-148.00
	ORGANIZATION		**2,100.00**			**2,787.70**	**687.70**
501	Marketing/Adv/Soci: *			2,600.00	2,367.70		-232.30
506	Website			500.00	420.00		-80.00
	OTHER EXPENSE		**0.00**			**0.00**	**0.00**
508	Donations			0.00			0.00
526	Theft			0.00			0.00
	Restricted Grant						
	Asset, added to balance sheet						
Total Expenses			93,463.00	**95,063.00**	**85,716.96**	85,716.96	-9346.04
	BALANCE			10,699.00	23,416.65		

* increased since budget approval +1,600 T

Report to the

Green Bay Plan Commission

MEETING DATE	PREPARED BY
February 22, 2021	Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.5

(PP 21-03) Consideration with possible action on the Olde Main Street Business Improvement District's (BID) year end reporting for 2019 and 2020.

BACKGROUND

The Planning Commission is required to review the year end financial reports of each Business Improvement Districts(BID) as stated in the BID handbook.

RECOMMENDATION

Staff is recommending approval the annual financial reports as submitted for 2019 and 2020.

FISCAL IMPACT

ATTACHMENTS

1. 2020 & 2019 OMSI Budget vs. Actuals for Planning Commission
2. DGBI, Charities and OMSI 2020 and 2019 Financial Notes for Planning Commission

OMSI 2020 and 2019 Budget vs. Actuals	2020 Budget	2020 Final	2019 Budget	2019 Final
Revenues				
BID Assessments	$56,942	$54,533	$57,734	$58,581
Contributions & Sponsorships*	$50,650	$37,098	$40,425	$45,529
Planter Program Revenue	$7,600	$8,550	$7,600	$8,000
Prior Period Reserves			$7,529	
Total Revenue	**$115,192**	**$100,181**	**$113,288**	**$112,110**
Expenses				
Administrative Fees to DGBI	$68,848	$68,848	$65,065	$65,065
Operating				
Insurance	$2,300	$2,261	$2,200	$2,210
Postage & Meetings & Misc.	$300	$200	$335	$543
Legal/Accounting/Audit	$8,000	$7,470	$7,600	$7,895
Training/Education/Mileage/Dues & Subs.	$500	$406	$700	$283
Equipment/Office Supplies	$700	$551	$1,000	$1,054
Total Admin & Operating Expense	***$80,648***	***$79,735***	***$76,900***	***$77,049***
Programs				
Physical Improvements				
Greenspace/Planter Program	$12,000	$10,453	$12,000	$10,728
District Appearance	$500	$407	$100	$23
Three Corner Marker Flag	$300	$233	$300	$270
Holiday Decorations and Banner Maint.	$1,000	$433	$100	$775
Public Art	$0	$7,654	$0	$0
Total Physical Improvements	$13,800	$19,180	$12,500	$11,796
Business Development				
Business Recruitment & Retention	$1,125	$123	$2,250	$1,822
Total Business Development	$1,125	$123	$2,250	$1,822
Marketing & Events				
Website	$1,644	$842	$1,219	$3,744
Branding/Guides/Public Awareness	$3,510	$1,342	$5,409	$4,484
Gallery Nite/Art Events	$3,000		$3,310	$1,567
Summer in the Park	$4,000		$4,500	$3,682
Mardi Gras on Main	$0		$1,950	$0
Theater / Comedy in the Park	$1,500	$1,000	$550	$1,388
Annual Meeting	$650	$957	$400	$625
Small Business Saturday	$400	$3,750		$351
Summer Solstice	$3,800		$3,800	$3,695
Galentines Day	$200	$343	$500	$196
New Events/Music	$500			
Total Marketing and Events	$19,204	$8,234	$21,638	$19,733
Total Programs	***$34,129***	***$27,537***	***$36,388***	***$33,351***
Total Expense	***$114,777***	***$107,272***	***$113,288***	***$110,401***
Net Income	*$ 415*	*$ (7,091)*	*$ -*	*$ 1,709*

DGBI, DGBI Charities, and OMSI 2020 and 2019 Budget vs. Actual Financial Notes

Charities 2019 (Downtown Green Bay Charities is the 501C3 organization that contains Events and Sponsorships)

The Charities financials reflect how successful our events and sponsorships were in 2019. We took in over $12,000 what was budgeted. Our expenses were also higher due to a few new food events that were added, a new event sound system, and sponsorships of other local events including a partnership with sporting events at UWGB.

Charities 2020 (Downtown Green Bay Charities is the 501C3 organization that contains Events and Sponsorships)

The totals from 2020 tell the story of a budget created with the assumption of successful events and sponsorship renewals as in 2019, but then dashed due to Covid-19. We saw a reduction in income of $125,983 what we budgeted for. We were able to safely hold the Saturday Farmers Market with an extended season. We received a grant from Wello and anticipate receiving CARES funds from the City of GB to offset the expenses incurred by this event. We were able to pivot Nicolet Bank Dine on the Deck to a Dine Downtown Initiative that directly helped the restaurants in the district. We also provided a Downtown Delivers virtual concert series in the spring of 2020. In November, we were able to light up the City Deck to bring people safely downtown and increase foot traffic. This was funded 50% by American Foods Group and 50% by DGBI Charities.

DGBI 2019

The income for DGBI and Charities combined in 2019 exceeded what was budgeted for by over $12,000. The total expenses for both DGBI and Charities combined were about $35,000 over what was budgeted. This is mainly because we increased our office space by acquiring the suite next to us that became available at the end of 2018 and was not included in the budget. There was an increase in rent and utilities in addition to the cost of improvements to the space (carpeting/painting/phone system/furnishings).

DGBI 2020

The amount of income through BID dollars was received as expected. The main loss of income was due to the cancellation of events and loss of sponsorships as indicated by the Charities totals. DGBI did receive $7000 in an SBA EIDL Advance which is recorded in the 2020 financials. Late in the year we also became eligible for and received a PPP loan for $67,270. We anticipate the loan to be forgiven in 2021 and recorded as income then. Operating and Program expenses were reduced in several areas for DGBI. In total with DGBI and Charities combined, we did fall short on our budget by $28,533. However, the PPP loan funds were used to cover this shortfall and we did not need to reduce staff members. Because we had a reduction in events, our Event Manager and Farmers Market Manager were redirected to assist with placemaking, physical improvements, and business development initiatives. The Staff also worked together on developing a 2-3 year Strategic Plan to focus on our mission and to formulate how we will help our businesses rebound out of the pandemic.

OMSI 2019

Olde Main Street had a very successful year by holding many events to bring foot traffic and awareness to the district including Summer Solstice Celebration and Summer in the Park concert series in Whitney Park. Funding was strong due to event and corporate sponsorships in addition to the BID revenues received. Our expenses were very in line with what was budgeted and we ended the year with a net income of $1700.

OMSI 2020

The BID funding came in close to what was anticipated, but we did fall short on income due to loss of some sponsorships and event revenue because of the pandemic. In most Admin, Operating, and Program categories we were able to cut our budget and keep expenses down. Two initiatives had a higher cost than budgeted. One was Public Art where we were able to create and install the frog and toad sculptures on the Pomps Building on Main Street. This was paid for partly by a sponsorship from Pomps originally intended for Summer in the Park concert series, then retargeted for the sculptures. The other large expense was for Small Business Saturday packages put together to assist the artists in our community with supplies and programming during the pandemic. This was a cooperative effort with The Art Garage, SAGE, and NWTC Artisan Center. It was paid for partly by a sponsorship from Tundraland originally received for a Summer Solstice sponsorship. The financials reflect a net loss of $7091.00 that was covered by reserve funds.

Report to the

Green Bay Plan Commission

MEETING DATE	PREPARED BY
February 22, 2021	Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.6

(PP 21-04) Consideration with possible action on the On Broadway, Inc. (OBI) Business Improvement District's (BID) year end reporting for 2019 and 2020.

BACKGROUND

The Planning Commission is required to review the year end financial reports of each Business Improvement Districts(BID) in accordance with the BID handbook.

RECOMMENDATION

Staff is recommending approval the annual financial reports as submitted for 2019 and 2020.

FISCAL IMPACT

ATTACHMENTS

1. BID Report 2019
2. BID Report 2020

2019 Broadway BID

	Budget	Actual
Hardscape		
Lighting	$ 10,000.00	$ 10,000.00
Business Makeover Allocation	$ 2,500.00	$ 2,500.00
Annual Maintenance	$ 15,000.00	$ 14,102.79
Banners	$ 20,000.00	$ -
Total Hardscape	$ 47,500.00	$ 26,602.79
Administrative		
BBID Annual Audit	$ 2,000.00	$ 2,000.00
Other	$ -	$ 20,924.21
Total Administrative	$ 2,000.00	$ 22,924.21
Marketing		
Marketing Allowance	$ 15,392.00	$ 15,392.00
Total Marketing	$ 15,392.00	$ 15,392.00
Total	$ 64,892.00	$ 64,919.00

Actual BID Proceeds

2/20/2019 BID Proceeds	$ 62,137.00
7/11/2019 2018 delinquent tax collection	$ 1,435.00
9/19/2019 2019 delinquent tax collection	$ 1,347.00
	$ 64,919.00

2020 Broadway BID

	Budget	Actual
Hardscape		
Lighting	$ 10,000.00	$ 5,000.00
Annual Maintenance	$ 25,000.00	$ 14,462.24
Seasonal Décor/Public Art	$ 10,000.00	$ -
Total Hardscape	$ 45,000.00	$ 19,462.24
Administrative		
BBID Annual Audit	$ 2,000.00	$ 2,000.00
Other	$ -	$ 33,640.36
Total Administrative	$ 2,000.00	$ 35,640.36
Marketing		
Marketing Allowance	$ 16,674.00	$ 12,632.40
Total Marketing	$ 16,674.00	$ 12,632.40
Total	$ 63,674.00	$ 67,735.00

Actual BID Proceeds

3/5/2020 BID Proceeds	$ 65,795.00
11/25/2020 2020 delinquent tax collection	$ 1,940.00
	$ 67,735.00