



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, FEBRUARY 24, 2021, 6:00 PM

AMENDED

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

PUBLIC HEARING 6:00 PM

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 request by residents of the Eaton Heights Subdivision for a sidewalk study on the east side of N. Huron Road from Humboldt Road to the STH 54/57 interchange (referred for study at the September 9, 2020 Improvement and Services Committee meeting). (Ald. Dorff)
2. Consideration with possible action on request by area west side residents to install sidewalks on the west side of Green Bay portion of Wood Lane from Hazelwood Lane to Ironwood Drive. Part of the sidewalk costs to the two property owners would be offset from a donation of \$2,500 from resident Paul Secker and a possible grant obtained from the MacArthur Heights Neighborhood Association. (Ald. Vander Leest)

3. Consideration with possible action on request by Largo Ridge Development, LLC to enter into a Developer's Agreement for the construction and public infrastructure to support the Largo Ridge Estates First Addition Subdivision.
4. Consideration with possible action on request by Department of Public Works to amend the policy on ordering sidewalks replaced.
5. Consideration with possible action on request by Department of Public Works to award the following construction contracts at a staff level and report the award at the next regular meeting of the Improvement and Services Committee.

A. S. Jackson Street: South City Limits to E. Mason Street

B. S. Jackson Street: E. Mason Street to Bodart Street

6. Report of actions taken by Department of Public Works

A. Granting of Licenses

1. Sidewalk Builder

a. Allied Concrete Construction, Inc.

2. Tree & Brush Trimmer

a. Best Stump Grinding LLC

b. Monster Tree Service, Inc.

c. Z's Tree Services LLC

3. Underground Sprinkler System

a. RainMaster Irrigation, 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 March 10, 2021.

G. Public Hearings.

1. Public Hearing 6:00 p.m.

ASPHALT PAVEMENT

S. JACKSON STREET – Bodart Street to E. Mason Street

S. JACKSON STREET – E. Mason Street to south City limits

H. 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

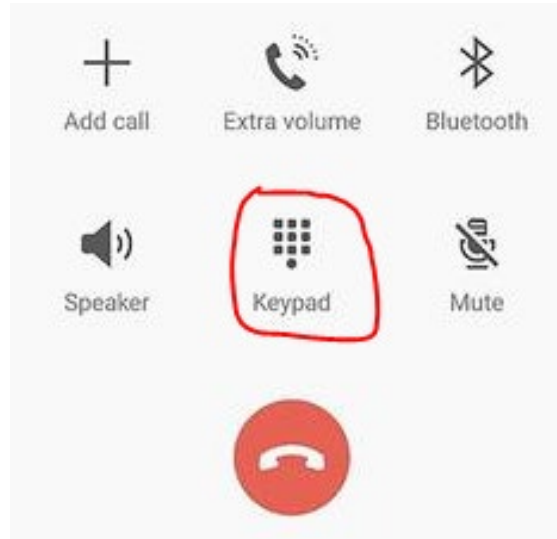
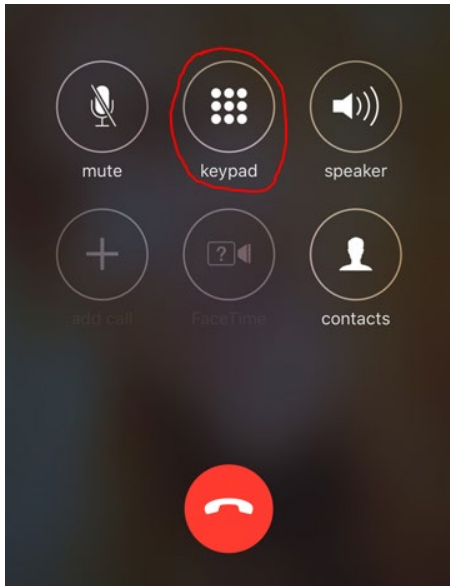
Find your local number: <https://us02web.zoom.us/j/kc7RtLdfPZ>

Additional Information

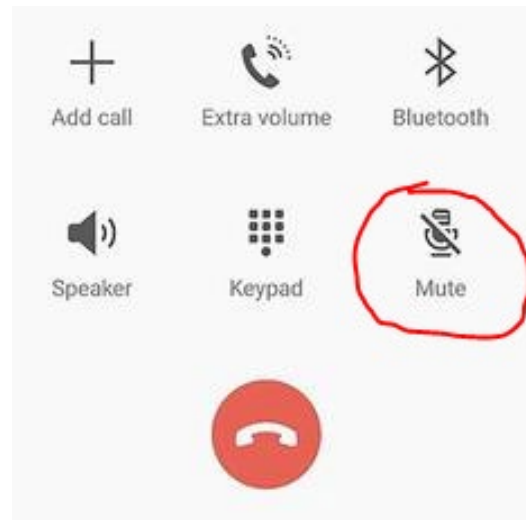
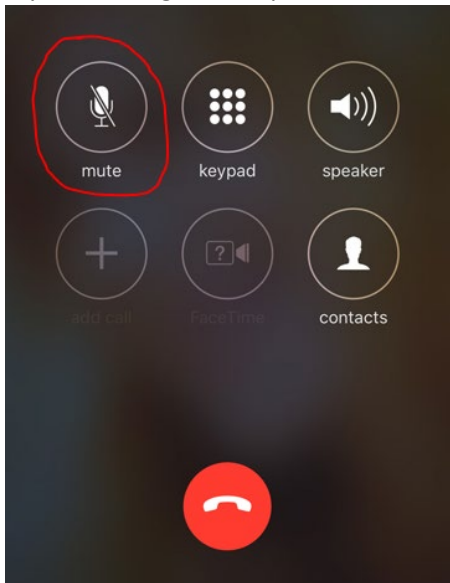
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
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

February 24, 2021

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on request by residents of the Eaton Heights Subdivision for a sidewalk study on the east side of N. Huron Road from Humboldt Road to the STH 54/57 interchange (referred for study at the September 9, 2020 Improvement and Services Committee meeting). (Ald. Dorff)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. M Sidewalk Study 2021 (Humboldt-54-57)djah

MEMORANDUM



Department of Public Works | Traffic Division

To: Improvement and Services (I&S) Committee
Public Works Director Steven Grenier, P.E.

From: Traffic Engineer David J.A. Hansen, P.E., PTOE

Re: **Sidewalk Study**
North Huron Road, Humboldt Road – WIS 54/57 Interchange

Date: Monday, February 15, 2021

This memorandum serves as a response to the motion on Wednesday, September 9, 2020 by the I&S Committee to approve the request by the residents of the Eaton Heights Subdivision for a sidewalk study on the east side of N Huron Road from Humboldt Road to the south WIS 54/57 Interchange (Ald. Dorff – District 1).

This memo will be presented at Wednesday, February 24, 2021 I&S meeting.

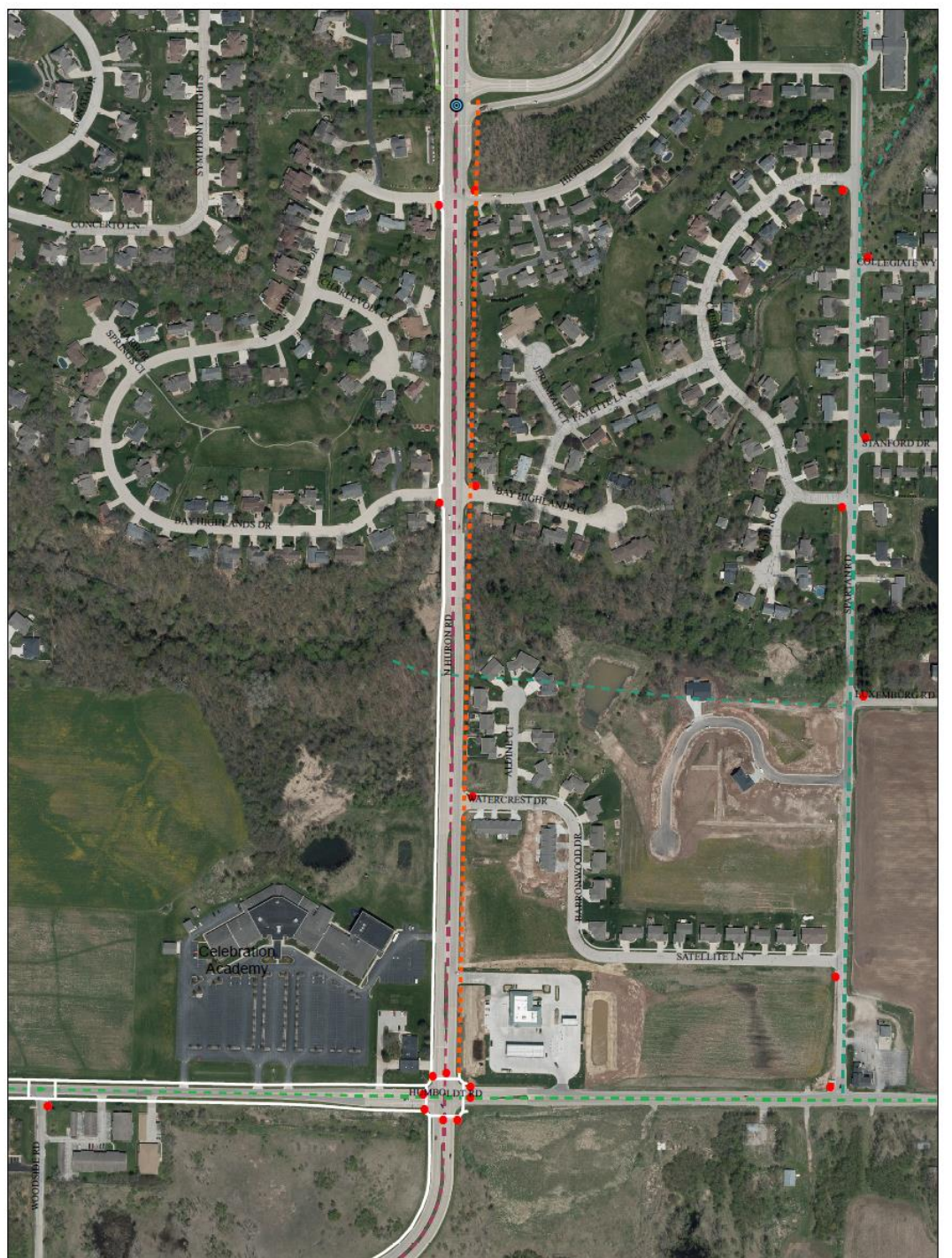
Executive Summary

Recent developments along N Huron Rd have increased vehicular and pedestrian trips within the study corridor. Currently, pedestrians walk on unimproved surfaces on the east side of N Huron Rd, which is not Americans with Disabilities Act (ADA) friendly nor is walking possible in this area under snow conditions. Constructing sidewalk on the east side of the roadway would complement the existing sidewalk on the west side and would enhance neighborhood pedestrian connectivity to the path linking to Gershwin Dr and E Sonata Dr and to other sidewalk networks outside of the study area such as the Humboldt Rd sidewalks. The City's Municipal Code requires roadways such as N Huron Rd to have sidewalks constructed on both sides.

Staff recommends that sidewalk, including any necessary curb ramps at intersections, be installed on the east side of N Huron Rd from Humboldt Rd to the south WIS 54/57 interchange.

See Figure 1 for the existing and proposed pedestrian facilities along N Huron Rd from Humboldt Rd to the WIS 54/57 interchange.

Figure 1 – Existing and Proposed Pedestrian Facilities, N Huron Rd, Humboldt Rd – WIS 54/57



1 in = 300 ft

Existing Pedestrian Features

Sidewalk and crosswalks exists within the study area at the following locations:

1. N Huron Rd, west side, Humboldt Rd to Leon Bond Dr
 - a. Crosswalk at south interchange with WIS 54/57 (connects to path noted in 3b)
 - b. Crosswalk at Humboldt Rd
2. Bridge between Watercrest Dr and Bay Highlands Dr/Ci, both sides of the structure
3. Connecting streets or paths
 - a. Watercrest Dr, both sides
 - b. Path connecting the west side of N Huron Rd to Gershwin Dr & E Sonata Dr

Existing Traffic Control

Traffic control exists at the following intersections with N Huron Rd:

1. Humboldt Rd, 4-WAY STOP condition
2. Watercrest Dr, 1-WAY STOP condition, Watercrest Dr traffic stops for N Huron Rd traffic
3. Bay Highlands Dr/Ci, 2-WAY STOP condition, Bay Highlands Dr/Ci traffic stops for N Huron Rd traffic
4. Highland Center Dr, 2-WAY STOP condition, Highland Center Dr traffic stops for N Huron Rd traffic
5. WIS 54/57 South (Northbound) Ramp, traffic control signal. Note that the signal does not have any pedestrian accommodations other than a marked crosswalk crossing N Huron Rd. For ADA compliance, pedestrian accommodations such as push button, ped signals, detectable warning fields, and curb ramps would need to be retrofitted. Since the interchange is not under City jurisdiction, WisDOT would need to make future traffic signal improvements.

Past Sidewalk Studies

There are no past sidewalk studies on file. No pedestrian or bike features are recommended within the study area in the Safe Walk & Bike Plan.

Municipal Code

Per Table 7-2 of Section 14-723, Sidewalks/pedestrian corridors, sidewalks are required on both sides of existing arterial streets along residential corridors of all densities. N Huron Rd is classified as a minor arterial. Abutting development is both residential and commercial. See Figure 2.

Figure 2 – Table 7-2 from Municipal Code, Section 14-723

Table 7-2. Sidewalk/Pedestrian Corridor Requirements

Planned Land Use (and Density)	Type of Street	Sidewalk Requirements for New Streets	Sidewalk Requirements for Existing Streets
Commercial and Industrial	All Streets	Both sides.	Both sides.
Residential (All Densities)	Arterial Streets	Both sides.	Both sides.
Single-Family Residential (All Densities)	Collector Streets	Both sides.	Both sides preferred, at least one side required.
Multi-Family Residential (All Densities)	Collector Streets	Both sides.	Both sides.
Residential (More than Four Units per Acre)	Local Streets	Both sides.	Both sides preferred, at least one side required.
Residential (One to Four Units per Acre)	Local Streets	Both sides preferred, at least one side required.	One side preferred, at least a four foot shoulder on both sides required.
Residential (Less than One Unit per Acre)	Local Streets	One side preferred, at least a four foot shoulder on both sides required.	One side preferred, at least a four foot shoulder on both sides required.
Areas within Two Blocks of a School	Local Streets	Both sides.	Both sides preferred, at least one side required.

(Adapted from: *Wisconsin Pedestrian Planning Guidance*, Wisconsin Department of Transportation)

Recent Development

The Eaton Heights subdivision, consisting of Watercrest Dr, Barronwood Dr, Satellite Dr, and Aldine Ct, started construction in 2006. The subdivision build out is currently at about 75%. In the northeast corner of Humboldt-Huron, a Kwik Trip convenience center was built in the fall of 2019 and opened in early 2020. Although the Eaton Heights subdivision is connected via sidewalk to the Kwik Trip property, there is no sidewalk access from Kwik Trip to the crosswalks at the Huron-Humboldt intersection.

Recent developments have generated both vehicle and pedestrian trips in the study area. Eaton Heights residents initially requested a Watercrest Dr crosswalk at N Huron Rd. After review, staff denied the crosswalk request due to its undesirable location relative to existing roadway characteristics such as nearby hills and traffic speeds.

Potential for Sidewalk / Retrofit

N Huron Rd was constructed in 2005. As noted earlier, sidewalk was built only on its west side. However, the roadway was graded on the east side to accommodate future sidewalk installation.

Conclusions

1. Section 14-723, Sidewalks/pedestrian corridors, of the City's Municipal Code requires roadways such as N Huron Rd to have sidewalks constructed on both sides.
2. The west side of N Huron Rd has sidewalk on its entire length of the study corridor.

3. The presence of only a few crosswalks not near the Eaton Heights subdivision, and restricted access to them, makes it difficult for pedestrians east of N Huron Rd to walk the study corridor.
4. Although pedestrians can legally cross where there are no traffic conflicts, they have no legal rights and accommodations to make a crossing safely outside of the existing crosswalks.
5. Currently, pedestrians walk on unimproved surfaces on the east side of N Huron Rd, which is not ADA friendly nor is it possible under snow conditions.
6. Residents have requested sidewalk installation through Ald. Dorff.
7. Recent developments have increased both vehicular and pedestrian trips within the corridor.
8. The N Huron Rd roadway construction project of 2005 made accommodations for future east side sidewalk.
9. Constructing sidewalk on the east side of the roadway would complement the existing sidewalk on the west side plus would enhance neighborhood pedestrian connectivity to the path linking to Gershwin Dr and E Sonata Dr and to other sidewalk networks outside of the study area such as the Humboldt Rd sidewalks.
10. Extending sidewalk to the south WIS 54/57 interchange would require pedestrian improvements at the traffic signal by the Wisconsin Department of Transportation.

Recommendation

Install sidewalk, including any necessary curb ramps at intersections, on the east side of N Huron Rd from Humboldt Rd to the south WIS 54/57 interchange.



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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on request by area west side residents to install sidewalks on the west side of Green Bay portion of Wood Lane from Hazelwood Lane to Ironwood Drive. Part of the sidewalk costs to the two property owners would be offset from a donation of \$2,500 from resident Paul Secker and a possible grant obtained from the MacArthur Heights Neighborhood Association. (Ald. Vander Leest)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 2021-02-16 Dist II to TBP and I and S
2. Side Walk - GB Alderman - Neighborhood Association Request 1-21-2021

Celestine Jeffreys

From: John Vander Leest <johnvanderleest@yahoo.com>
Sent: Tuesday, February 16, 2021 12:00 AM
To: Celestine Jeffreys; Dave Hansen
Subject: Communications to I&S & Traffic, Bicycle & Pedestrian Commission for Wednesday's City Council meeting

Request to Improvement and Services committee on behalf of area westside residents to install sidewalks on the westside of Green Bay portion of Wood Lane from Hazelwood Lane to Ironwood Drive. Part of the sidewalk costs to the 2 property owners would be offset from a donation of \$2500 from resident Paul Secker and a possible grant obtained from the MacArthur Heights Neighborhood Association.

Request to Traffic, Bicycle and Pedestrian Commission for a traffic study to review the safety of the Hazelwood Lane/Wood Lane intersection.

Alderman John S. Vander Leest

1/21/2021

City of Green Bay Attn: District 11 John Vanderleest

920-499-0996 district11@greenbaywi.gov

Sam Bartels, President of MacArthur Heights Neighborhood Association

920-676-1623 bakndapak@aol.com

Cheryl Brumbaugh Williams, MacArthur Heights Neighborhood Association

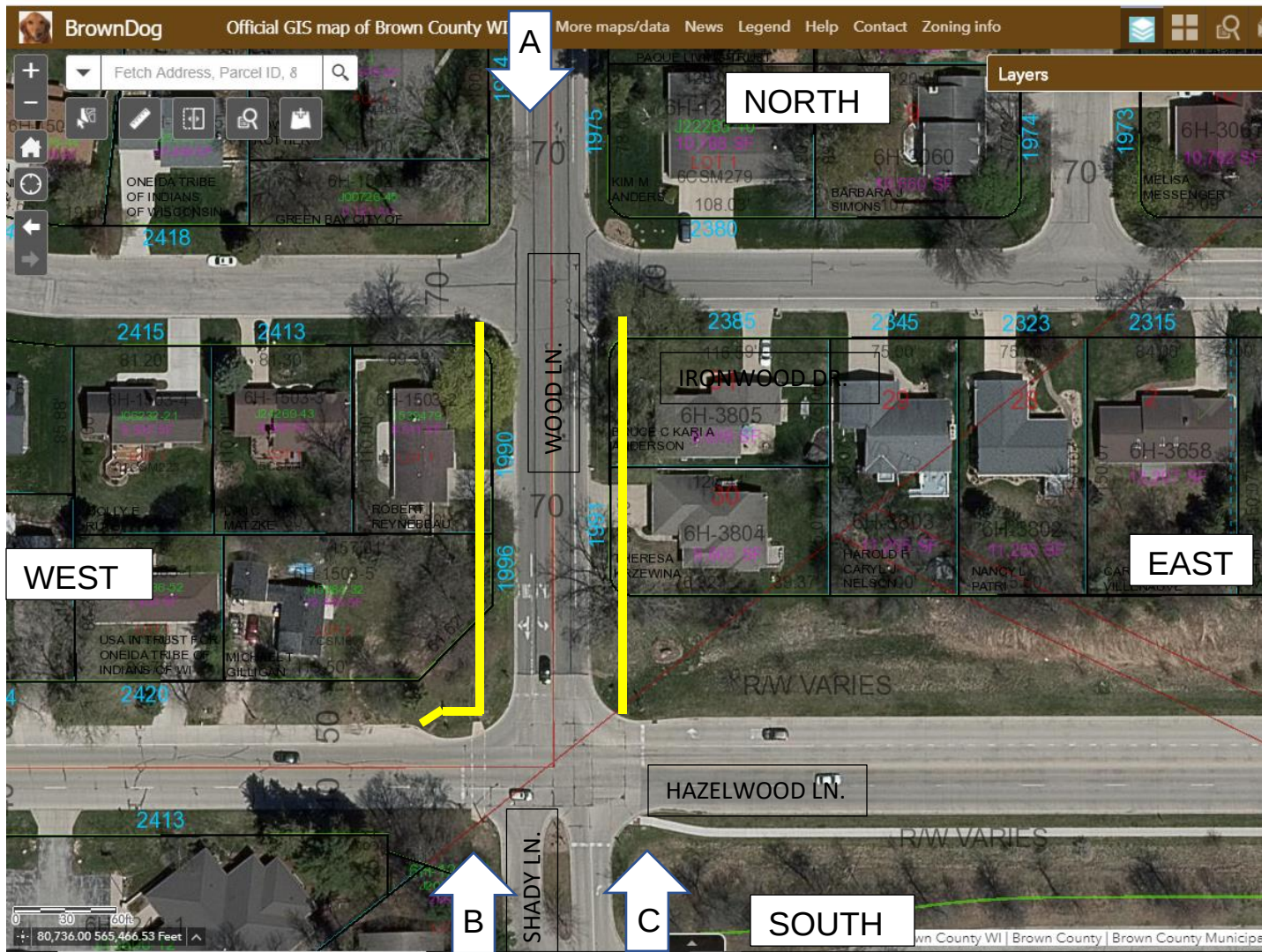
920-619-8963 cabw333@aol.com

REQUEST FOR PEDESTRIAN SAFETY IMPROVEMENT (SIDEWALK INSTALLATION)

Hello John, Sam & Cheryl,

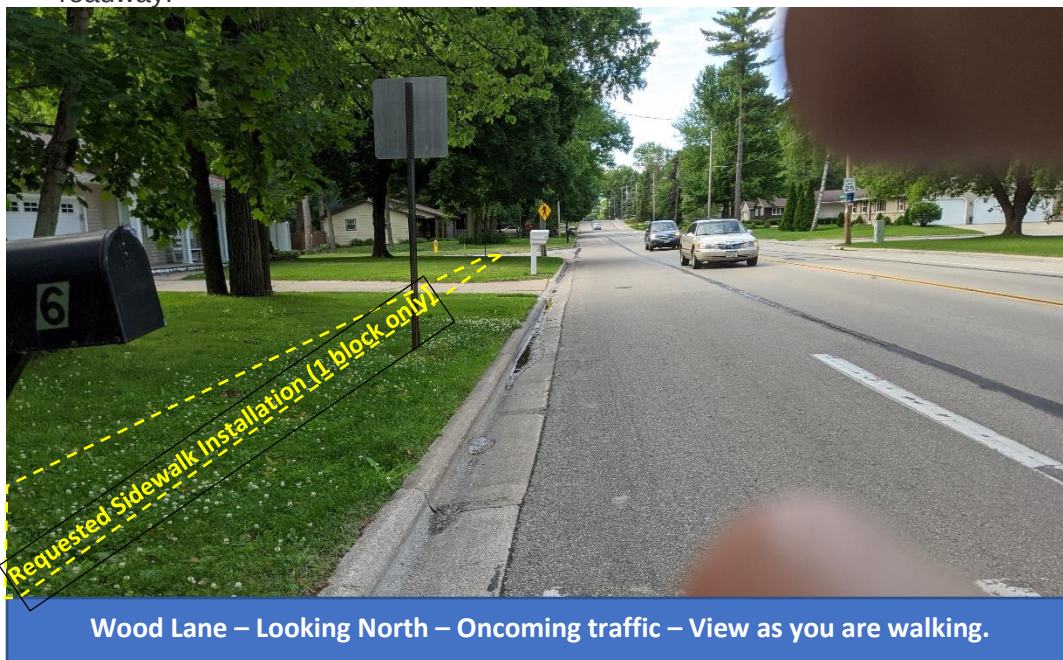
Thank you for your time to discuss this request 1/20/2021 for installation of a sidewalk on a one block section of Wood Lane, specifically between Ironwood Drive & Hazelwood Lane. Yellow lines represent desired sidewalk installation. Critical considerations for this proposal:

- **Pedestrian safety:** Presently roadway nearing this intersection on Wood Lane is lined for turn lanes, forcing pedestrians and vehicle traffic into the same surface. There is no visible divider between lane use expectations between vehicle drivers and pedestrians. When cars are parked on road in front of 1990 & 1991 Wood Lane, that exacerbates the congestion problem.
- **Connecting pedestrian continuity** from white side line path on Wood Lane (to North "A") to designated cross walk (to South "B") on Hazelwood Lane and sidewalk ("C"). This sidewalk would achieve continuity.
- **Funding:** Considerations to minimize the impact to property owners are included on next page.



Critical considerations for this proposal, continued:

- **Funding:** Formal cost estimates would be needed from the City of Green Bay.
Considerations to minimize the impact to property owners may be:
Neighborhood Association Mini-Grant
Grants from city, county, state for pedestrian safety
Personal contribution from myself, if sidewalk is installed in 2021, I will contribute the following:
- **Jurisdiction:** Per David Hansen, Green Bay City Traffic Engineer, the City of Green Bay:
Western side of Wood Lane is City of Green Bay. contribute \$2,500.00 Twenty Five Hundred
Eastern side of Wood Lane is Brown County (?). contribute \$ 500.00 Five hundred.
- **Priority:** Based on my observations over many years from seeing pedestrians, bikes, both school aged children and adults navigate this intersection with vehicle traffic, and potential conflict points, and parked cars, optimally both sidewalks would be installed, West and East segments, but understanding priorities need to be established:
 1. **West side is higher priority** for sidewalk installation, due to turn lanes painted, and high vehicle use in each lane, and there is no place for pedestrians.
 2. East side is lower priority for sidewalk installation, due to there is a white line along the roadway.



Additional supporting information to consider:

- Pedestrian friendly areas are great in many ways for the neighborhood:
Promote walking and healthy life style
Provide opportunity for neighbors to get to know each other, which helps build a
Positive sense of belonging and caring in and among neighbors.
Likely less crime in areas where neighbors know each-other.
- Traffic count (Intersection is a funnel for neighborhood traffic and also sees semi trucks on Hazelwood)
<https://wisdot.maps.arcgis.com/apps/webappviewer/index.html?id=2e12a4f051de4ea9bc865ec6393731f8>
8,800 vehicles per day in vicinity intersection. (No current sidewalk) Traffic map on last page.
6,300 vehicles per day on Cormier as comparison (Has sidewalk)
5,800 vehicles per day on W Point at North end of Wood. (Has sidewalk)
- Promoting connectivity from neighborhoods to services
<https://www.transportation.gov/mission/health/promoting-connectivity>
With recent wonderful addition of sidewalk along South edge of Hazelwood / Lombardi Ave, this
has dramatically improved walking and biking access to Pick-N-Save and Lambeau Field.
Addition of the short sidewalk requested here will benefit the people walking to those areas.

- Pedestrians who potentially would like to see pedestrian safety improved at this intersection with addition of this sidewalk to separate pedestrians from vehicle traffic may be the following. Note: These are neighbors we've met or have seen walking in our neighborhood. There are many others we see walking, biking, or pushing a baby carriage on the road, whom we don't know, thus not listed here.



Pedestrians whom frequent Wood Ln to Hazelwood (to Pick-N-Save or Sherwood Forest Park, etc.)

Pedestrians whom occasionally may walk Wood Ln to Hazelwood

Pedestrians in the neighborhood

Avid walkers: 



Kazuko w/dog 1968 Evans Dr	Chang 1969 Knotty Pine	Bob & Sandra 2440 Ironwood Dr
Paula w/dog 1949 Treeland Dr	Julie 2430 Ironwood Dr	Paul & Connie 2425 Ironwood Dr
Steve & Jolanda & child 2439 Ironwood	Larry w/dog 1951 Wood Ln	Many other walkers, bikers, skate boarders (really!)
Molly w/dog 2415 Ironwood Dr	Linda & Perry 2437 Ironwood Dr	
Allissa w/dog & children 2454 Ironwood Dr		
John 2473 Ironwood Dr		
David, Darlene & Nolan 2479 Ironwood Dr		
Jimmy 1970 Knotty Pine Dr		
Ed 1974 Wood Ln		



Wood Lane – Looking South to four way stop at Hazelwood

- Drivers that apparently dis-like people walking in turn lane at stop sign, as demonstrated by their somewhat less than courteous driving on Wood Ln. - likely these drivers would be in favor of a sidewalk to separate pedestrians from the road. Random personal observations on some recent walks:



State	License	Color	Car	When
WI	AKD 6727	Red	VW Jetta	1/18/21 12:16 PM
WI	217 ZES	Grey	Toyota SUV	1/8/21 3:33 PM
WI	GG 7473	Black	Dodge 4x4 truck	1/5/21 3:18 PM
WI	LB 0824 or 08234	Blue	Chev Colorado	1/4/21 3:51 PM
WI	172 DRS	White	SUV	12/16/20 8:28 PM
WI	AKF 6234			11/7/20 12:07 PM
WI	ADE 4549		4 door sedan	11/1/20 2:12 PM
WI	ABG 4775		Ford SUV	10/2/20 2:16 PM
WI	AAYS 4706	Red	Jeep	10/1/20 3:52 PM
WI	529WPX	Gold	Dodge van	8/3/20 2:38 PM

- Other potential interested parties related to the evaluation of this sidewalk request, costs, safety impacts and other considerations needed. In the past I've had conversations with a few government staff in Green Bay area.

Dan Teaters, Brown County Planning Commission, Senior Natural Resources & Land Use Planner
Author of Brown County Bicycle and Pedestrian Plan 2016

Teaters_DW@co.brown.wi.us

Contacted 12/16/2016

Jennifer, City of Green Bay Public Works (920-448-3093)

Contacted 6/12/2020

Jason Maze, City of Green Bay Water Dept (920-448-3480)

Contacted 6/12/2020

Mr. Cole Runge, Brown County Planning Commission

Contacted 10/23/2020

Wisconsin Pedestrian Policy Plan 2020 Executive Summary

David Hansen, P.E., PTOE, Green Bay City Traffic Engineer

Contacted 10/14/2020

dave.hansen@greenbaywi.gov

John Vanderleest, Alderman, District 11, City of Green Bay Attn: District 11

Contacted 10/19/2020

district11@greenbaywi.gov

920-327-0300

Sam Bartels, President of Mac Arthur Heights Neighborhood Association

Contacted 1/20/2021 & prior

bakndapak@aol.com

920-676-1623

Cheryl Brumbaugh Williams, MacArthur Heights Neighborhood Association

Contacted 1/20/2021

cabw333@aol.com

920-619-8963

Thank you for taking time to review this submission.

●Safety is my concern. The 12/3/2016 Brown County Bicycle and Pedestrian Plan 2016. Report Author: Dan Teaters, Transportation/GIS Planner, Brown County Planning Commission/Green Bay MPO,

“The 4 pedestrian fatalities in the City of Green Bay happened at or near street intersections within the city...”
Page 71,

“The crash data also indicate that 78 (85.7%) of the 91 pedestrian crashes that happened between 2:00 p.m. and 7:00 p.m. occurred on weekdays, and the majority of these weekday afternoon/evening crashes happened in the City of Green Bay” Page 74

This intersection of Wood Lane, Hazelwood Lane and Shady Lane is very busy, as shown by the DOT traffic counts. Traffic is concentrated during commuting times and poses an elevated risk, as shown in the report data cited above.

●If the city can work out a way to fund the installation, without being a cost to the property owners, that would be preferred, as they will need to clear the snow during the winter. Thus, why I have offered to make a contribution to the project, if it can get approved and completed in 2021.

Sincerely,

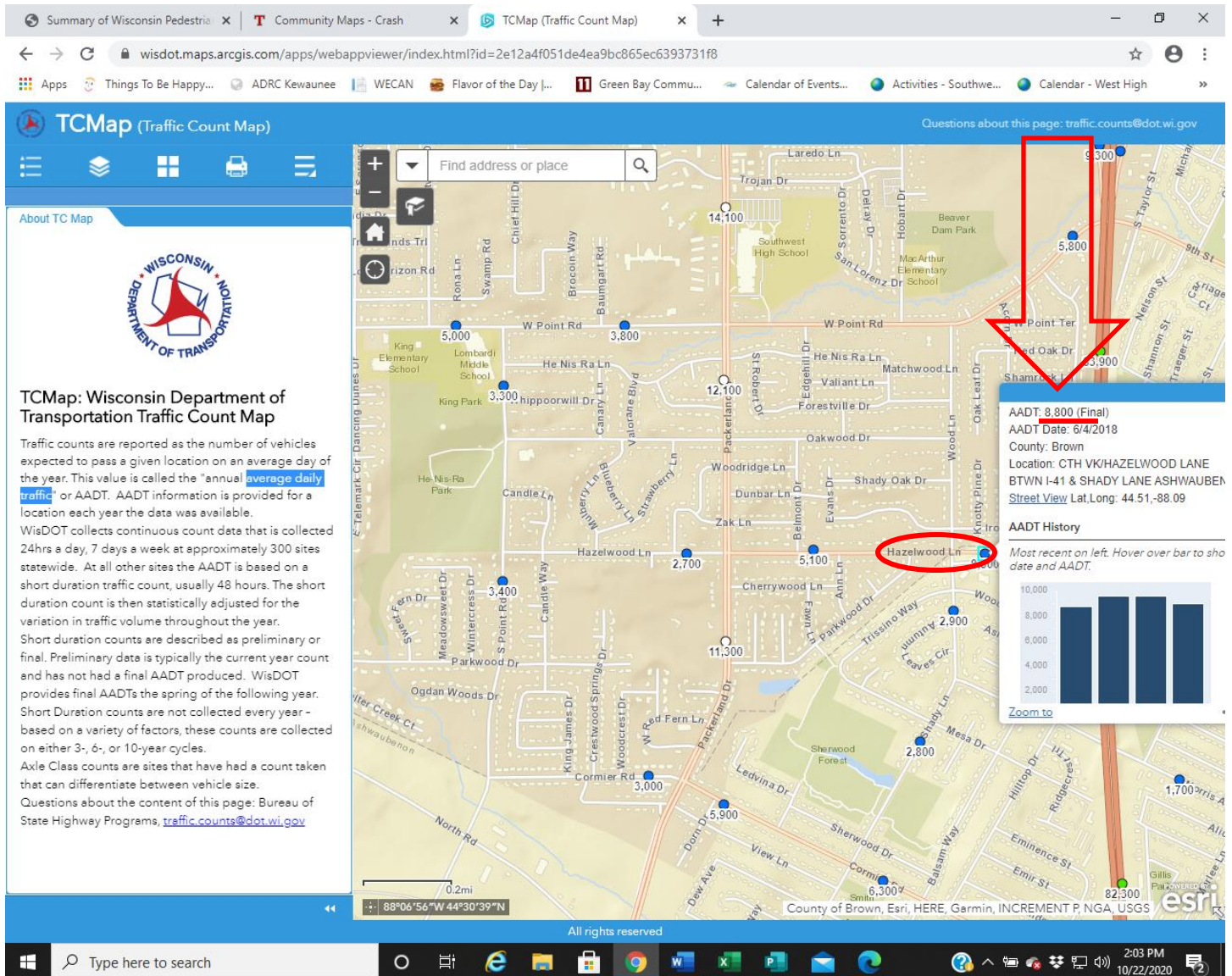
Paul Secker
2425 Ironwood Drive
Green Bay WI 54304-1639

Phone: 920-265-4587

Email: pdsecker@sbcglobal.net

TRAFFIC MAP LINK:

<https://wisdot.maps.arcgis.com/apps/webappviewer/index.html?id=2e12a4f051de4ea9bc865ec6393731f8>





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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on request by Largo Ridge Development, LLC to enter into a Developer's Agreement for the construction and public infrastructure to support the Largo Ridge Estates First Addition Subdivision.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on request by Department of Public Works to amend the policy on ordering sidewalks replaced.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Ordering Sidewalks Replaced

SECTION 1002 SIDEWALK RECONSTRUCTION

Sidewalk reconstruction orders are issued as complaints received from the Mayor, Council Members, Director of Public Works, Assistant Director of Public Works and citizens, and as injuries or falls reported from all sources.

- A. All complaints are logged in with the Date, Complainant and location. If a hazard fall or injury is reported, the Street Division is sent a ~~memo~~ ordering the placement of bituminous cold mix at this location. ~~The pink copy is filed for future reference.~~ Complaints are investigated based on the following, listed from highest to lowest priority: injuries or falls, Mayor, Director of Public Works, Assistant Director of Public Works, Council Members, and citizens complaints, as funds are available.

email ←

At those locations where street trees have raised cakes of sidewalk above adjacent cakes of sidewalk, the replacement of those tree damaged sections is funded by the City if replaced by the City Contractor, or after an estimate from a licensed sidewalk contractor is approved.

- B. The sidewalk is inspected by Engineering Technician ~~II~~ in charge of sidewalks who shall determine the replacement limits and tree damage credit, if any. ~~The sidewalk is marked and a form is filled out that shows the address, parcel number and those sections to be ordered replaced.~~ → City damage / cost?
- C. A resolution is prepared for the ordering of reconstruction of sidewalk and sent to the Council. The City Clerk sends out the actual order to the property owner. After ~~60~~ days notice period, the City Contractor is ordered to reconstruct the sidewalk. → 30
- D. An accounting of funds for various sidewalk projects is kept to determine the scope of work that can be accomplished within the available funding program.
- E. After reconstruction is complete, final measurements of the actual quantity of sidewalk constructed are made. Assessments for the reconstruction of sidewalks are made for the actual quantity that the owner is responsible for and are prepared in a resolution sent to the Council.

City / damage

If a tree damage credit is given, the length is subtracted from the total length of sidewalk ordered replaced.

Complaints that arise from sidewalk assessments, are usually based on the assumption that the assessment doesn't reflect the tree damage credit, since it appears on the resolution ordering the sidewalk, but not on the assessment resolution.

Resident information packet. Hand delivered at time of evaluation and mailed by City Clerk with formal ordering of sidewalks.



2/4/2021 gm
RW

Public Works Department

Administration
920.448.3100
Fax 920.448.3102

Engineering Division
920.448.3100
Fax 920.448.3102

Operations Division
920.448.3535
Fax 920.448.3536

Parking Division
920.448.3431
Fax 920.448.3370

Traffic Division
920.448.3100
Fax 920.448.3102

The previous page is a formal notice ordering you to construct or reconstruct a sidewalk along your property. This notice is a statutory requirement of the State of Wisconsin.

The City of Green Bay Common Council orders in new concrete sidewalks when it is the opinion of the City Traffic, Bicycle and Pedestrian Commission a hazardous conflict is created by the vehicular and pedestrian traffic using the street or the reconstruction of defective sidewalks that are hazardous to pedestrian traffic.

Below are Options for Sidewalk orders:

Option 1 = Do Nothing

1. After the 60 day timeframe expires, the city's contractor will be ordered to construct or reconstruct the sidewalk noted on the order
2. The City will invoice the owner for the cost of sidewalk based on the square footage of the sidewalk installed at the current contract price

Option 2 = Property Owner complete the repairs themselves

1. Sidewalk work must be completed before the 60 day notice expires
2. Work must be done by property owner only, not by family, a friend, neighbor or others
3. The property owner shall notify the Department of Public Works - Engineering Division they will be replacing their sidewalk that has been ordered to be installed or reconstructed.
4. Property owner obtains permits for repairs to the sidewalk (Excavation Permit, Obstruction Permit, & Sidewalk Grade Permit)
5. Property owner shall provide proper signing and barricading of the work prior to commencing the work.
6. Property owner shall construct the sidewalk in accordance with City standards.

7. Property owner to inform the City the work is completed and ready for final inspection in order to accept the repairs
8. If the work is found to be unacceptable, the property owner shall remove the sidewalk and replace it to conform to City standards. If work is not completed within 60 days, the City's Contractor will complete the work and property owner will be billed.

Option 3 = Hire a licensed contractor to do the work for you

1. Sidewalk work must be completed before the 60 day notice expires.
2. The property owner shall notify the Department of Public Works - Engineering Division that they are going to replace their sidewalk that has been ordered to be reconstructed.
3. City's website has a list of Sidewalk Builders holding a current license with the City
4. Licensed Contractor (Sidewalk Builder) obtains permits for repairs to the sidewalk (Excavation Permit, Obstruction Permit, & Sidewalk Grade Permit)
5. Licensed Contractor shall provide proper signing and barricading of the work prior to commencing the work.
6. Licensed Contractor shall construct the sidewalk in accordance with City standards.
7. Repairs are made by licensed contractor and property owner pays the contractor directly. The sidewalk replacement shall include ALL damaged sidewalks including sidewalks listed as credit (eg. Street Tree Damage)
8. If the work is found to be unacceptable, the property owner shall remove the sidewalk and replace it to conform with City standards. If work is not completed within 60 City Contractor will come in to complete work and property owner will be billed.
9. Property Owner informs the City the work is completed and ready for final inspection to accept the repairs.

Sidewalk Repair Options:

Remove & Replace	Complete replacement of damaged sidewalk
Diamond Grind	Sidewalks that are raised slightly
Mudjacking	Sidewalks that are sunken and need to be raised
Epoxy Crack Filling	Larger cracks or divots that need to be filled

Procedure for Reimbursing Property owners for Sidewalk Credits

If you choose to construct or reconstruct the sidewalk yourself or through a licensed contractor, and a sidewalk credit is indicated ("Lin Ft Credit") follow the next steps for reimbursement.

1. If the work is found to be acceptable, the property owner shall submit an invoice to the Department of Public Works - Engineering Division for sidewalk credit sidewalks (eg. street tree damage). Form is on page 4.
2. The invoice shall state the area replaced in square feet and the amount due.
3. The amount due shall be calculated using a rate of \$1.00/square foot.
4. The invoice shall be accompanied by a copy of the concrete company delivery slip verifying the concrete mix.
5. Upon receipt of the invoice, the Department of Public Works - Engineering Division shall verify the calculations and process payment.
6. Please note that the property owner is NOT involved in the billing process for sidewalks listed as Sidewalk Credit when city contractor reconstructs the sidewalk.

Sidewalk Billing and Payments

The Common Council has authorized the Department of Public Works to extend the 60-day time period called for, in the sidewalk order, in hardship cases. A request for an extension must be in writing explaining the hardship for which the extension is requested. This request should be sent to the Department of Public Works, Room 300, City Hall, 100 North Jefferson Street, Green Bay, Wisconsin, 54301.

For sidewalk ordered for replacement that are not paid in full or any remaining balance after the 30 days of invoiced date will roll onto the property taxes, and shall be payable to the City of Green Bay in 5 annual installments at the current 2020 interest rate of 3.77% per annum. All sidewalk that is replaced and listed as a sidewalk credit will be paid for by the City.

Questions concerning sidewalks can be directed to the Engineering Division of the Department of Public Works at (920) 448-3100.

**SIDEWALK CREDIT FORM TO CITY FOR
REPLACEMENT OF SIDEWALKS BY PROPERTY OWNER**

1. DATE: _____
2. ADDRESS SIDEWALK ORDERED RECONSTRUCTED: _____
3. AREA OF SIDEWALK (Sidewalk credit) _____ SQUARE FT
(Multiply length by width)
4. AMOUNT DUE: _____
(Multiply total square feet by \$1.00)
5. CITY WILL MAKE PAYMENT TO: NAME: _____
ADDRESS: _____
CITY: _____
STATE: _____ ZIP: _____

I hereby state that the sidewalk was replaced by myself or a licensed contractor I hired and reimbursement requested is for sidewalks listed under the sidewalk credit on Order for my property.

NAME: _____
(print)

NAME: _____
(signature)

PAYMENT APPROVED BY: _____ TITLE: _____

DATE: _____

ACCOUNT NUMBER: 402500-55340

66.0907 Sidewalks.

(1) **PART OF STREET; OBSTRUCTIONS.** Streets shall provide a right-of-way for vehicular traffic and, where the council requires, a sidewalk on either or both sides of the street. The sidewalk shall be for the use of persons on foot, and no person may encumber the sidewalk with boxes or other material. The sidewalk shall be kept clear for the use of persons on foot.

(2) **GRADE.** If the grades of sidewalks are not specially fixed by ordinance, the sidewalks shall be laid to the established grade of the street.

(3) **CONSTRUCTION AND REPAIR.**

(a) *Authority of council.* The council may by ordinance or resolution determine where sidewalks shall be constructed and establish the width, determine the material and prescribe the method of construction of standard sidewalks. The standard may be different for different streets. The council may order by ordinance or resolution sidewalks to be laid as provided in this subsection.

(b) *Board of public works.* The board of public works may order any sidewalk which is unsafe, defective or insufficient to be repaired or removed and replaced with a sidewalk in accordance with the standard fixed by the council.

(c) *Notice.* A copy of the ordinance, resolution or order directing the laying, removal, replacement or repair of sidewalks shall be served upon the owner, or an agent, of each lot or parcel of land in front of which the work is ordered. The board of public works, or either the street commissioner or the city engineer if so requested by the council, may serve the notice. Service of the notice may be made by any of the following methods:

1. Personal delivery.
2. Certified or registered mail.

3. Publication in the official newspaper as a class 1 notice, under ch. 985, together with mailing by 1st class mail if the name and mailing address of the owner or an agent can be readily ascertained.

(d) *Default of owner.* ~~If the owner neglects for a period of 20 days after service of notice under par.~~

(c) ~~to lay, remove, replace or repair the sidewalk the city may cause the work to be done at the expense of the owner.~~ All work for the construction of sidewalks shall be let by contract to the lowest responsible bidder except as provided in s. 62.15 (1).

(e) *Minor repairs.* If the cost of repairs of any sidewalk in front of any lot or parcel of land does not exceed the sum of \$100, the board of public works, street commissioner or city engineer, if so required by the council, may immediately repair the sidewalk, without notice, and charge the cost of the repair to the owner of the lot or parcel of land, as provided in this section.

(f) *Expense.* The board of public works shall keep an accurate account of the expenses of laying, removing and repairing sidewalks in front of each lot or parcel of land, whether the work is done by contract or otherwise, and report the expenses to the comptroller. The comptroller shall annually prepare a statement of the expense incurred in front of each lot or parcel of land and report the amount to the city clerk. The amount charged to each lot or parcel of land shall be entered by the clerk in the tax roll as a special charge, as defined under s. 74.01 (4), against the lot or parcel of land and collected like other taxes upon real estate. The council by resolution or ordinance may provide that the expense incurred may be paid in up to 10 annual installments and the comptroller shall prepare the expense statement to reflect the installment payment schedule. If annual installments for sidewalk expenses are authorized, the city clerk shall charge the amount to each lot or parcel of land and enter it on the tax roll as a special charge, as defined under s. 74.01 (4), against the lot or parcel each year until all installments have been entered, and

the amount shall be collected like other taxes upon real estate. The council may provide that the street commissioner or city engineer perform the duties imposed by this section on the board of public works.

(5) SNOW AND ICE. The board of public works shall keep the sidewalks of the city clear of snow and ice in all cases where the owners or occupants of abutting lots fail to do so, and the expense of clearing in front of any lot or parcel of land shall be included in the statement to the comptroller required by sub. (3) (f), in the comptroller's statement to the city clerk and in the special tax to be levied. The city may also impose a fine or penalty for neglecting to keep sidewalks clear of snow and ice.

(6) REPAIR AT CITY EXPENSE. The council may provide that sidewalks shall be kept in repair by and at the expense of the city or may direct that a certain proportion of the cost of construction, reconstruction or repair be paid by the city and the balance by abutting property owners.

(7) RULES. The council may by ordinance implement the provisions of this section, regulate the use of the sidewalks of the city and prevent their obstruction.

(10) APPLICATION OF SECTION; DEFINITIONS. The provisions of this section do not apply to 1st class cities but apply to towns and villages, and when applied to towns and villages:

(a) "Board of public works" means the committee or officer designated to handle street or sidewalk matters.

(b) "City" means town or village.

(c) "Comptroller" means clerk.

(d) "Council" means town board or village board.

History: 1975 c. 172, 356, 421, 422; 1979 c. 32; 1983 a. 189, 532; 1991 a. 316; 1993 a. 490; 1999 a. 150 s. 542; Stats. 1999 s. 66.0907; 2015 a. 55.

A city cannot delegate its primary responsibility to maintain its sidewalks, nor delegate or limit its primary liability by ordinance.

Kobelinski v. Milwaukee & Suburban Transport Corp. 56 Wis. 2d 504, 202 N.W.2d 415 (1972).

The defendant property owners' failure to remove snow and ice from sidewalks in violation of a municipal ordinance did not constitute negligence per se. *Hagerty v. Village of Bruce*, 82 Wis. 2d 208, 262 N.W.2d 102 (1978).

A city, exercising its police power, can impose a special tax on properties for the cost of installing a sidewalk on an adjacent city right-of-way without showing that the properties would be benefited. *Stehling v. City of Beaver Dam*, 114 Wis. 2d 197, 336 N.W.2d 401 (Ct. App. 1983).



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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action on request by Department of Public Works to award the following construction contracts at a staff level and report the award at the next regular meeting of the Improvement and Services Committee.

A. S. Jackson Street: South City Limits to E. Mason Street

B. S. Jackson Street: E. Mason Street to Bodart Street

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # E.6

Report of actions taken by Department of Public Works

A. Granting of Licenses

1. Sidewalk Builder

a. Allied Concrete Construction, Inc.

2. Tree & Brush Trimmer

- a. Best Stump Grinding LLC
- b. Monster Tree Service, Inc.
- c. Z's Tree Services LLC

3. Underground Sprinkler System

a. RainMaster Irrigation, Inc.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # F.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # F.2

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

February 24, 2021

PREPARED BY

AGENDA ITEM # G.I

Public Hearing 6:00 p.m.

ASPHALT PAVEMENT

S. JACKSON STREET – Bodart Street to E. Mason Street

S. JACKSON STREET – E. Mason Street to south City limits

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None