



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, MAY 10, 2023, 5:00 PM
Immediately following Parks Committee.

In person at City Hall, Room 207
Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

- I. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

E. Regular Business.

- I. Consideration with possible action on the review and award of the contract for CHANTEL STREET BRIDGE FIBER RELOCATION to Holtger Bros., Inc. in the amount of \$28,800.
2. Consideration with possible action to approve and accept the additional rights-of-way required for the reconstruction of School Place – Oak Street to 13th Avenue.

<u>Part of Tax Parcel #</u>	<u>Interest Required</u>	<u>Owner Name(s)</u>	<u>Amount</u>
3-657	Fee	Andrew Lewis Haggard & Sarah Lynn Haggard	\$1,400
3-654	Fee	Dannette Renee Nava	\$1,400

3. Report of actions taken by Department of Public Works.

A. Granting of Licenses

I. Sidewalk Builder

a. Al Dix Concrete Inc.

- b. Curb Pioneers
- c. Delrar, Inc.
- d. Douglas J Maurer Concrete
- e. J&D Services
- f. N and C Concrete LLC

2. Tree & Brush Trimmer

- a. J&D Services

3. Underground Sprinkler System

- a. Fox Valley Irrigation Inc.

F. Informational.

- 1. Director's Report on recent activities of the Public Works Department.
- 2. The next Improvement & Services Committee meeting is scheduled for May 24, 2023.

G. Public Hearings.

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 and Services Committee

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/82206544400?pwd=NDd1bm5zNUhBWVU5ck1zMjZQT09>

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 DC)

+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>

Public Comments

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting.

Additional Information

1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must state their name and address for the minutes.
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order Newly Revised 12th edition*.
2. Please log into the Zoom meeting at least 10 minutes before the meeting begins to ensure a proper connection and that your technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
3. Once you are in the meeting please mute yourself.
 - a. You may unmute yourself when you are called upon to speak.
4. Waiting room
 - a. When you call in or connect via web or Zoom app, you will be placed in a "waiting room."
 - b. The meeting host will then admit you to the meeting, and mute you upon entrance (you will still be able to hear and or otherwise observe the meeting).
5. 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 be tied to an email.
6. Raising your hand
 - a. Committee/Commission/Board members—you can either use CivicClerk and request to speak or you can also utilize the "raise your hand" tool in the Zoom platform (you'd need to use a computer or tablet) to let the host know you would like to speak. You can also un-mute yourself and start speaking.
 - b. Persons with items on the agenda or other interested parties—you can also utilize the "raise your hand" tool on the Zoom platform via computer or mobile device. You will be allowed to speak once the committee, commission, or board has moved to "open the floor for interested parties to speak." Once discussion on your agenda item has concluded, the host will mute you, unless the committee opens the floor again.
7. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—in advance of the meeting, please download the Zoom Meeting app by using either the Apple Store or the Play Store. You will be asked to input your name, to identify you for the meeting.
 - d. Computer—you can access the meeting through a web browser by clicking on the meeting link, or through the Zoom Meeting app. If using the app, please download it in advance of the meeting. You will be asked to input your name, to identify yourself for the meeting.
 - e. For tablet and computer users—if you download the app you may be asked to verify your email.

8. Zoom etiquette
 - a. Muting yourself when you're not speaking 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 state your name and address before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourself.
9. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee/commission/board meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching a Common Council meeting live on YouTube will see a gray screen with the City logo during closed session.
10. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number in the Zoom Meeting Information box.

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 #
3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not wish to speak, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button





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

MEETING DATE

May 10, 2023

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on the review and award of the contract for CHANTEL STREET BRIDGE FIBER RELOCATION to Holtger Bros., Inc. in the amount of \$28,800.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. QUESTCDN_ProjectBidResults-CHANTEL STREET BRIDGE FIBER RELOCATION

CHANTEL STREET BRIDGE FIBER RELOCATION

Quest Number: 8445276

Closing Date: Tue, 04/25/2023 02:00 PM CDT

Posting Type: Construction Project

Owner Name:	Green Bay WI, City of
Owner Contact:	Steven Grenier, P.E.
Owner Phone:	920-448-3100
Solicitor Name:	Green Bay WI, City of
Contact:	Trista Hobbs
Email:	trista.hobbs@greenbaywi.gov
Phone:	920-448-3114
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Holtger Bros., Inc.	Lindsay Kraemer	920-337-0516	bidspecialist@holtger.com	\$ 28,800.00		



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

MEETING DATE

May 10, 2023

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action to approve and accept the additional rights-of-way required for the reconstruction of School Place – Oak Street to 13th Avenue.

<u>Part of Tax Parcel #</u>	<u>Interest Required</u>	<u>Owner Name(s)</u>	<u>Amount</u>
3-657	Fee	Andrew Lewis Haggard & Sarah Lynn Haggard	\$1,400
3-654	Fee	Dannette Renee Nava	\$1,400

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. APPROVAL DEED - School Place 5-10-2023 revised

WARRANTY DEED

Document No.

THIS INDENTURE, made by Andrew Lewis Haggard and Sarah Lynn Haggard grantor, conveys and warrants the property described below to THE CITY OF GREEN BAY, a Wisconsin Municipal Corporation, grantee, for the sum of One Thousand Four Hundred and no/100 dollars (\$1400.00).

Any person named in this deed may make an appeal from the amount of compensation within six months after the date of recording of this deed as set forth in s.32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the deed shall be treated as the award, and the date the deed is recorded shall be treated as the date of taking and the date of evaluation.

Return to:

City of Green Bay – Clerk
100 N. Jefferson Street
Green Bay, WI 54301-5026

Part of tax parcel number 3-657

EXEMPT S.77.25(2r)**Legal Description:**

The Southerly 10.0 feet of Lot Nine (9), according to the recorded plat of Cady's Addition, City of Green Bay, West side of Fox River, Brown County, Wisconsin.

Andrew Lewis Haggard
(Signature)

31 March 2023 / 17 April 23
(Date)

Andrew Lewis Haggard - Owner
(Print Name and Title above)

Sarah Lynn Haggard
(Signature)

3/31/23 04/17/23
(Date)

Sarah Lynn Haggard - Owner
(Print Name and Title above)

State of Texas

April 17, 2023)SS. Donnison
County)
On the above date, this instrument was acknowledged before me by the named person(s) or officers.



Cymbe Dunigan
(Signature, Notary Public, State of Texas)
Cymbe Dunigan
(Print or Type Name, Notary Public, State of Texas)
01.29.2027
(Date Commission Expires)

THIS INSTRUMENT DRAFTED BY:
Thomas H. Giese – R/W Specialist

Project: School Place – Oak Street to 13th AvenueParcel Number: 7 / 3-657

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

Owner	Area and Interest Required
Andrew Lewis Haggard & Sarah Lynn Haggard	485 Square Feet - Fee

Allocation

Land	<u>485</u>	Sq Ft	X	\$	<u>2.50</u>	/ Sq Ft	=	\$	<u>1,212.50</u>
		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Permanent Limited Easement		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Temporary Limited Easement		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Fencing		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Landscaping		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Improvements		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Other		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Total Damages =									\$ <u>1,212.50</u>
Rounded To =									\$ <u>1,400.00</u>

The undersigned owner, having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by the City of Green Bay.

The undersigned owner further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by the City of Green Bay agents or representatives.

X Andrew Lewis Haggard 17 Apr '23 X Sarah Lynn Haggard 04/17/23
 Andrew Lewis Haggard Date Sarah Lynn Haggard Date

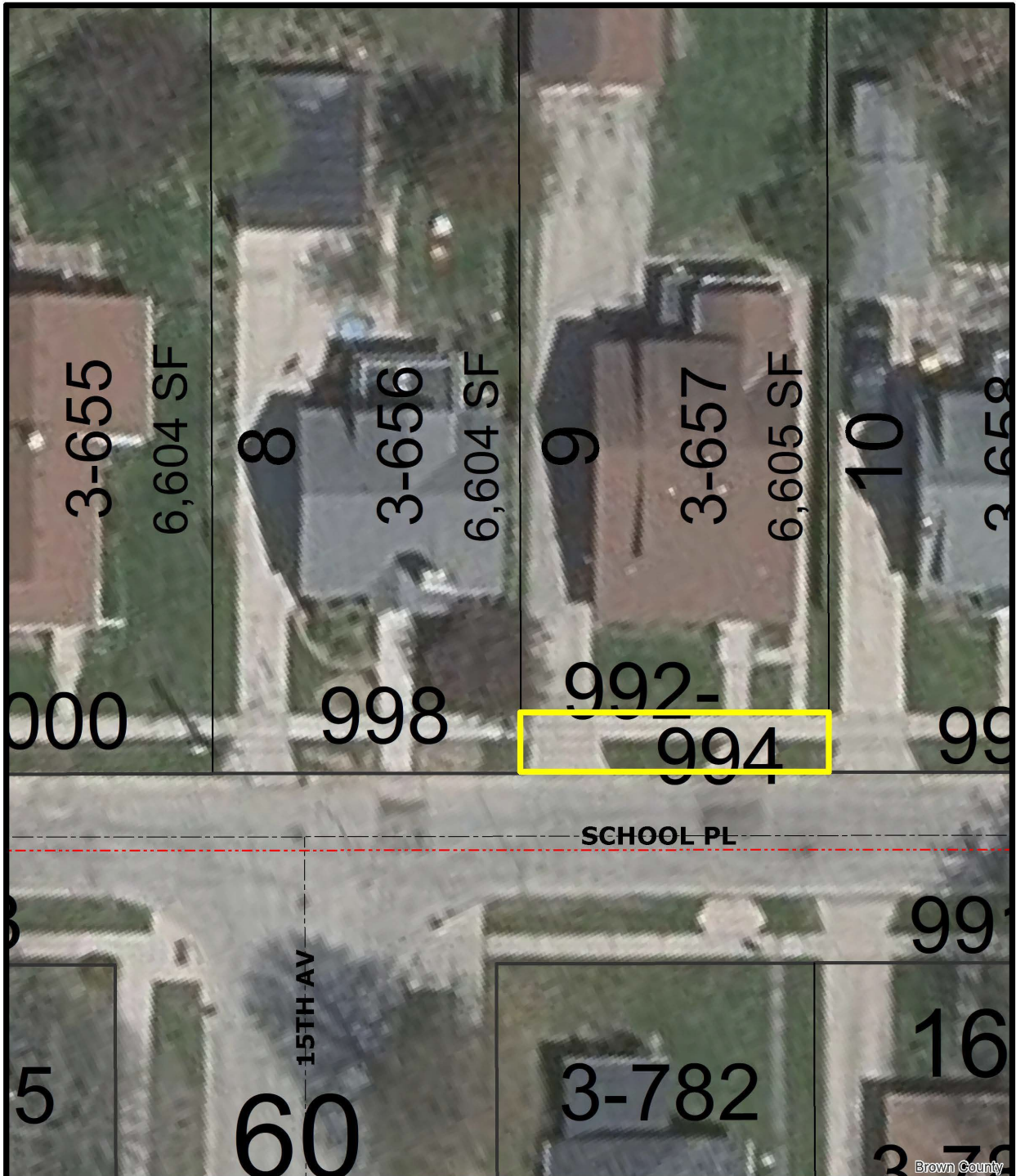
For Office Use Only

APPROVED FOR: CITY OF GREEN BAY

X

James M Brunette - Assistant Director of Public Works Date

Project ID	Parcel No.:
School Place- Oak Street to 13th Avenue	P7 / 3-657



Date: 4/24/2023

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.

City of Green Bay
Department of Public Works



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WARRANTY DEED

Document No.

THIS INDENTURE, made by Danette Renee Nava grantor, conveys and warrants the property described below to THE CITY OF GREEN BAY, a Wisconsin Municipal Corporation, grantee, for the sum of One Thousand Four Hundred and no/100 dollars (\$1400.00).

Any person named in this deed may make an appeal from the amount of compensation within six months after the date of recording of this deed as set forth in s.32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the deed shall be treated as the award, and the date the deed is recorded shall be treated as the date of taking and the date of evaluation.

Return to:

City of Green Bay – Clerk
100 N. Jefferson Street
Green Bay, WI 54301-5026

Part of tax parcel number: 3-654

EXEMPT S.77.25(2r)**Legal Description:**

The Southerly 10.0 feet of Lot Six (6), according to the recorded Plat of Cady's Addition, City of Green Bay, West side of Fox River, Brown County, Wisconsin.

Danette Renee Nava
(Signature)

4/8/2023
(Date)

Danette Renee Nava - Owner
(Print Name and Title above)

State of Wisconsin)

Brown)SS.
County)

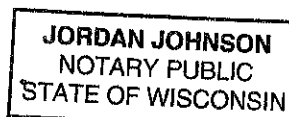
On the above date, this instrument was acknowledged before me by the named person(s) or officers.

Jordan Johnson
(Signature, Notary Public, State of Wisconsin)

Jordan Johnson
(Print or Type Name, Notary Public, State of Wisconsin)

01/09/24
(Date Commission Expires)

THIS INSTRUMENT DRAFTED BY:
Thomas H. Giese – R/W Specialist

Project: School Place – Oak Street to 13th AvenueParcel Number: 4 / 3-654

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

Owner Danette Renee Nava	Area and Interest Required 485 Square Feet - Fee
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Allocation

Land	<u>485</u>	Sq Ft	X	\$	<u>2.50</u>	/ Sq Ft	=	\$	<u>1,212.50</u>
		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
Permanent Limited Easement		Sq Ft	X			/ Sq Ft	=	\$	<u>-</u>
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Total Damages								=	\$ <u>1,212.50</u>
Rounded To								=	\$ <u><u>1,400.00</u></u>

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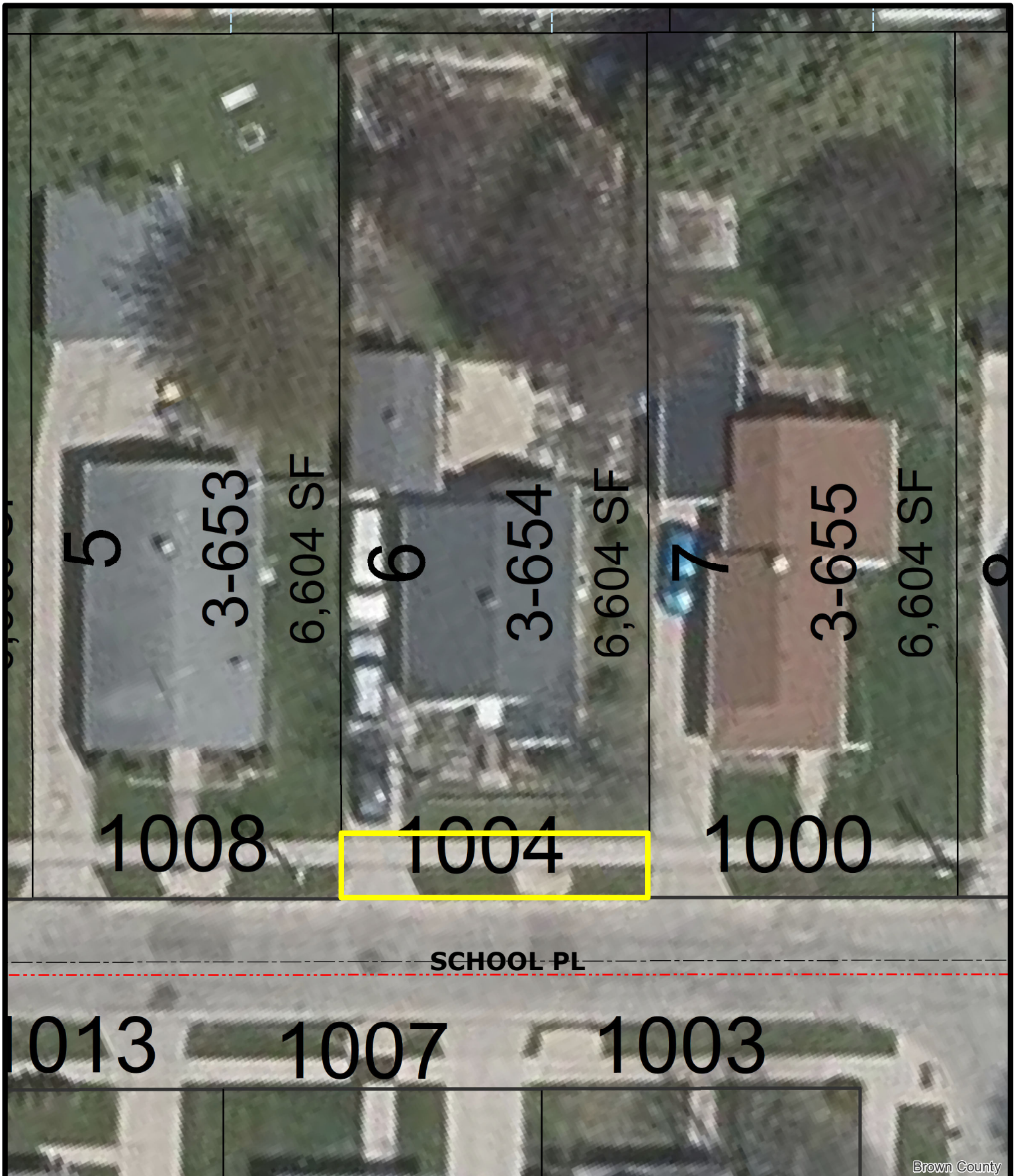
X  4/25/23
Danette Renee Nava Date

For Office Use Only

APPROVED FOR: CITY OF GREEN BAY

X
James M Brunette - Assistant Director of Public Works Date

Project ID School Place- Oak Street to 13th Avenue		Parcel No.: P4 / 3-654
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City of Green Bay
Department of Public Works





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

MEETING DATE

May 10, 2023

PREPARED BY

AGENDA ITEM # E.3

Report of actions taken by Department of Public Works.

A. Granting of Licenses

I. Sidewalk Builder

- a. Al Dix Concrete Inc.
- b. Curb Pioneers
- c. Delrar, Inc.
- d. Douglas J Maurer Concrete
- e. J&D Services
- f. N and C Concrete LLC

2. Tree & Brush Trimmer

- a. J&D Services

3. Underground Sprinkler System

- a. Fox Valley Irrigation Inc.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

May 10, 2023

PREPARED BY

AGENDA ITEM # F.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None