AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, MAY 1, 2024, 5:00 PM
Immediately following Parks Committee.

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

A. Zoom Meeting Information.

1. Join Zoom Meeting Online:
   https://us02web.zoom.us/j/82206544400?pwd=NDd1bmszNUhBWW9XRVU5ck1zMjZ2QT09

   Or call in by phone: +1 312 626 6799
   Meeting ID: 822 0654 4400
   Passcode: 635662

   If you wish to speak at this public meeting or leave a comment, please fill out the online Comment Form prior to the meeting. More detailed Zoom Instructions can be found online.

B. Roll Call.

C. Election of Chairperson and Vice-Chairperson of the Improvement and Services Committee meeting

D. Approval of the Agenda.

E. Approval of Minutes.

F. Regular Business.

1. Consideration with possible action on request by Harry Mazaheri, 840 S. Monroe Avenue, to rescind Invoice #181677 in the amount of $101.84 for snow and ice removal on January 18, 2024 at 840 S. Monroe Avenue.

2. Consideration with possible action on a request by Melissa Steffen, 406 Ontario Road, to reverse the action of the Common Council on August 22, 2023 approving the need for

sidewalk to be installed on the south side of Sitka Street between Robert Lane and McAuliffe Heights Trail and to rescind the resolution passed by Common Council on May 5, 2024 ordering the sidewalk constructed.

3. Consideration with possible action on request by Todd Wood (508 Heyrman Street) for permission to park a truck and trailer on-street overnight for at least ten (10) occurrences during 2024 and possibly more dates.
   All occurrences are on Saturday, May 4th, May 18th, June 8th, June 22nd, July 13th, August 3rd, August 17th, September 14th, and September 28th, 2024.

4. Consideration with possible action on request by Jennifer Pagel (1070 Kenwood Street) to rescind outstanding invoices for early garbage setout.

5. Consideration with possible action on request by Department of Public Works to purchase a Remote-Controlled Gravely Ovis 40 RC Mower from the Ariens Company, requisition #110.

6. Consideration with possible action to approve the McMahon Associates, Inc. contract amendment for the Seymour Park West Stormwater Pond project.

7. Consideration with possible action on request from Department of Public Works Sanitation Department to bulk purchase tipper carts for stock replenishment.

8. Report the award of contract PARKS 1-24 (JOANNES PARK – PARKING LOT RESURFACING) to MCC, Inc. in the amount of $263,400.70.

9. Report the award of contract PAVEMENT 2-24 FINGER ROAD RECONSTRUCTION to De Groot, Inc. in the amount of $715,876.58.

10. Report the award of contract RESURFACING 1-24 (INCLUDING SEWER & WATER) to Peters Concrete Co. in the amount of $3,787,062.41.

11. Report of actions taken by the Department of Public Works.

    A. Granting of Licenses

       1. Sidewalk Builder

          a. Josh Bailey Concrete
          b. Sommers Construction
          c. Fischer Concrete
          d. Ramco Construction Services
          e. Green Bay Concrete LLC

       2. Underground Sprinkler System

          a. New Irrigation, LLC (DBA Conserve Irrigation)

G. Informational.

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

2. The next Improvement & Services Committee meeting is scheduled for May 15, 2024.

H. Public Hearings.

I. 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.

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.1

Consideration with possible action on request by Harry Mazaheri, 840 S. Monroe Avenue, to rescind Invoice #181677 in the amount of $101.84 for snow and ice removal on January 18, 2024 at 840 S. Monroe Avenue.

BACKGROUND

Was presented at the Improvement and Services Committee meeting on 3/13/2024 and was denied. However, the resident never received the notice of invite so he wasn't present at the 3/14/2024 meeting and wants to be added to the May 1st I&S Committee meeting.

RECOMMENDATION

To Deny

FISCAL IMPACT

ATTACHMENTS

1. 840 S. Monroe Internal Docs Complaint
2. 840 S. Monroe Written Complaint

CITY OF GREEN BAY PUBLIC WORKS DEPARTMENT

SNOW & ICE CONTROL

PARCEL #:

INVOICE #:

INV. DATE:

PROPERTY IDENTIFICATION

PARCEL #: 16-53 ADDRESS: 840 S MONROE DISTRICT: 4

ORIGINAL COMPLAINT

COMPLAINT DATE: 1-15-2024 TIME: 932 AM PM

RECEIVED: ☐PHONE ☒WEB/EMAIL ☐ALDER ☐INSP. DEPT. ☐SUPERVISOR ☐MAYOR

INSPECTION & WORK DONE BY CITY

WORK DATE: 1-18-2024 EMPLOYEE(S): Curt Schneider

TYPE OF WORK: ☐SNOW REMOVAL ☐ICE CONTROL ☒BOTH

START TIME: 1:30 AM PM END TIME: 1:45 AM PM

☐NORTH ______ % ______ FT ☒SOUTH 80 % 128 FT

☐EAST ______ % ______ FT ☐WEST ______ % ______ FT

APPROVED BY: Brede Hart

Crede Haut

From: noreply@ci.green-bay.wi.us
Sent: Monday, January 15, 2024 9:32 PM
To: Chris Pirlot; Crede Haut; Dan Szymik; Dustin McMullen; Josh Brassfield; Justin Linzmeier; Nathan Wachtendonk; Stuart Stormer
Subject: New Request: Sidewalk & Pavement - SIDEWALK COVERED BY SNOW AND/OR ICE

SIDEWALK & PAVEMENT - SIDEWALK COVERED BY SNOW AND/OR ICE

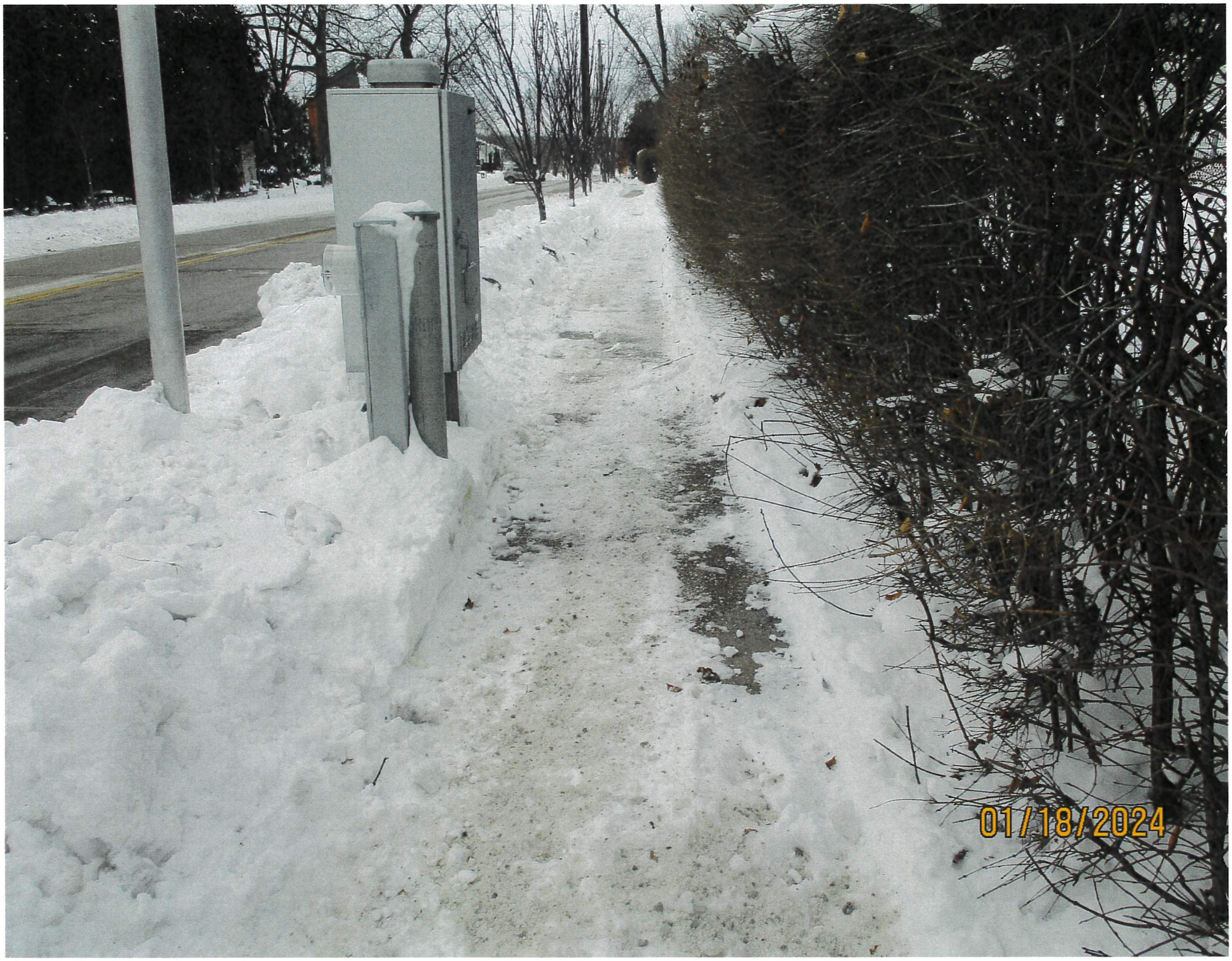
Duplicate Same - Day Entry: Entered Externally by Green Bay Resident

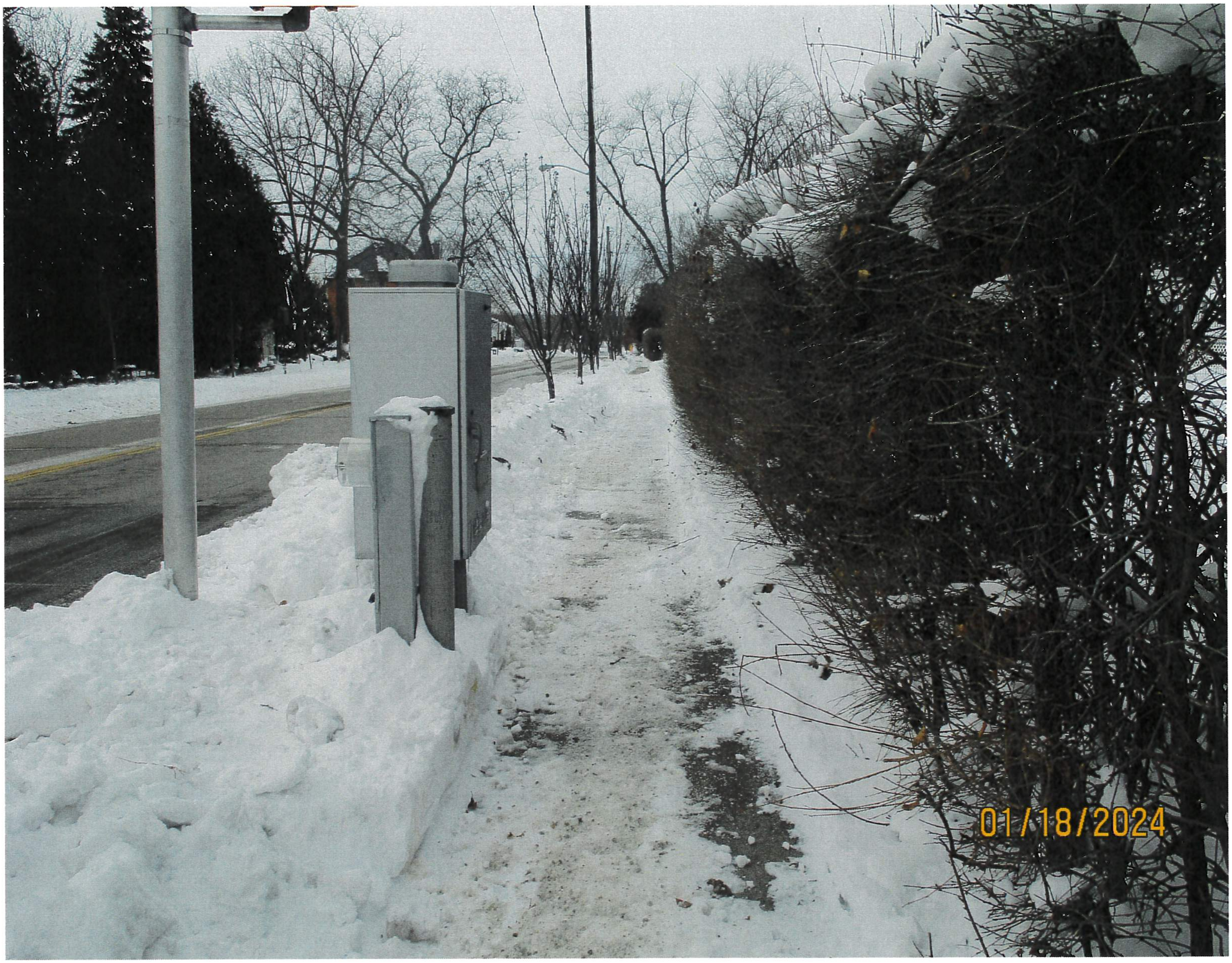
ADDRESS: 840 S MONROE AV

The property is on the corner of S Monroe and Porlier Street. The owners do not seem to clearing the snow on the Porlier Street sidewalk. The sidewalk is covered with snow and ice. Makes walking difficult.
Minutes:
RateID:
Snow:
PickUpDate:
01/15/2024 09:29 PM
To view online you can visit:
https://rfs.greenbaywi.gov/RequestForService/Sublimate.aspx?NID=445628&Target=Secure\RequestSearch&_TrackingID=135707


01/18/2024

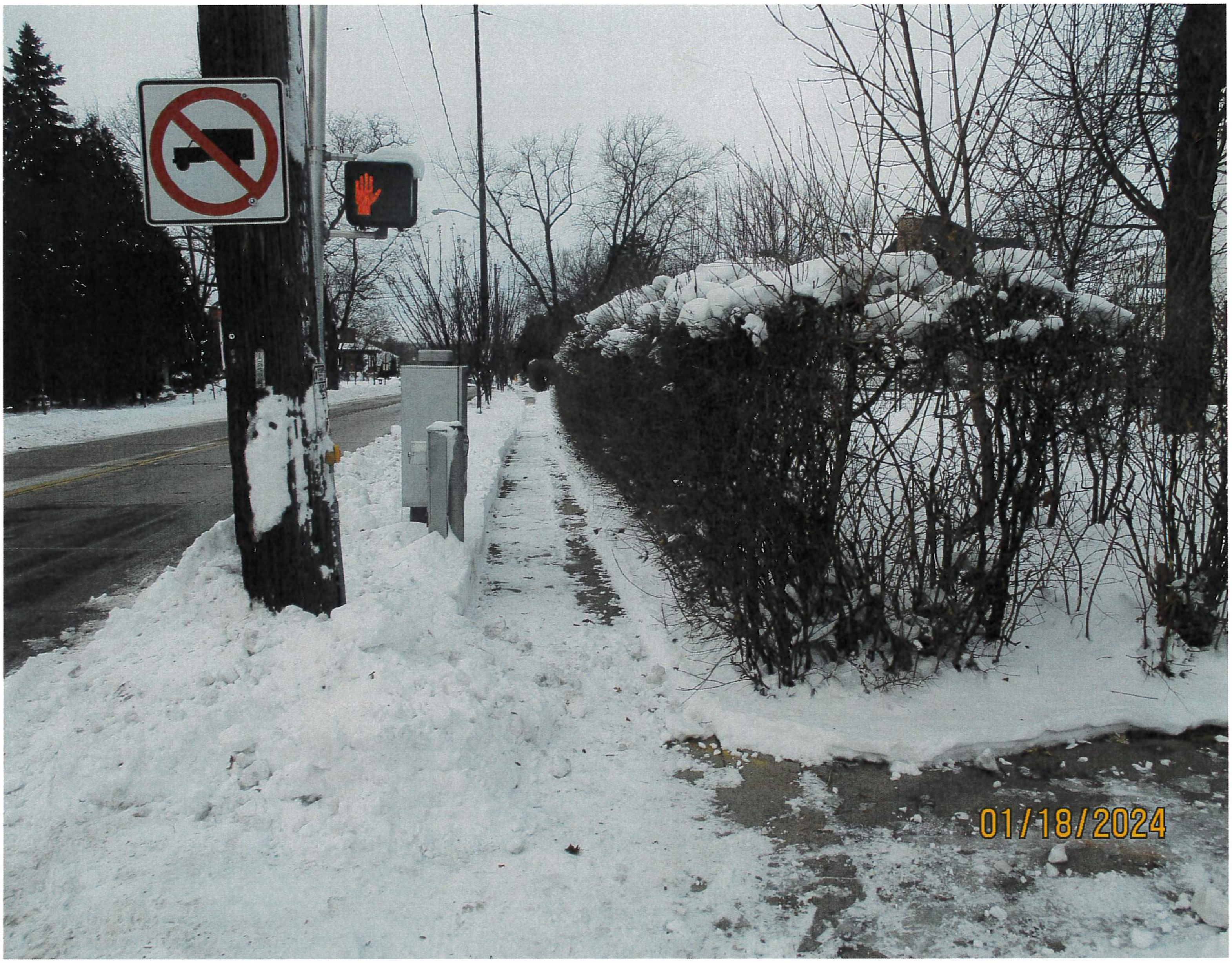

01/18/2024

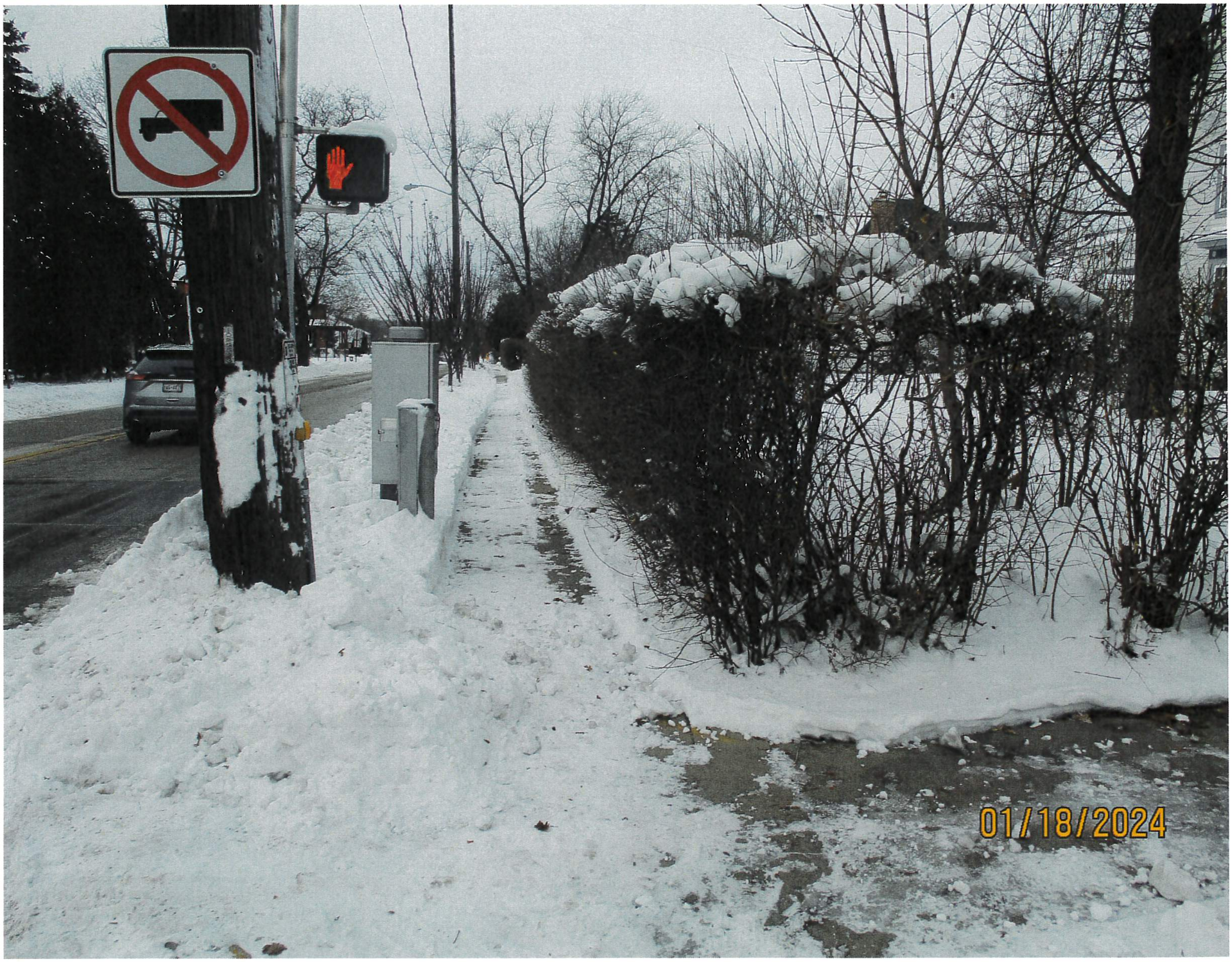

01/18/2024


01/18/2024


840
01/18/2024


01/18/2024


01/18/2024


01/18/2024

Racheal Baker

From: Racheal Baker
Sent: Thursday, February 8, 2024 11:34 AM
To: Josh Brassfield
Subject: RE: 840 S Monroe

Oh good!

From: Josh Brassfield <Josh.Brassfield@greenbaywi.gov>
Sent: Thursday, February 8, 2024 11:13 AM
To: Racheal Baker <Racheal.Baker@greenbaywi.gov>
Subject: RE: 840 S Monroe

I spoke with this gentleman, and he claims he'll pay the invoice. It was only about 25 minutes on the phone .

Happy Spring,

Josh Brassfield
Street Superintendent
City of Green Bay
Department of Public Works
920.492.3734
greenbaywi.gov

From: Racheal Baker <Racheal.Baker@greenbaywi.gov>
Sent: Wednesday, February 7, 2024 3:13 PM
To: Josh Brassfield <Josh.Brassfield@greenbaywi.gov>
Subject: FW: 840 S Monroe

Hello,
I received a certified letter from Mr. Mazaheri at 840 S. Monroe regarding this invoice he wanted to dispute with me over the phone last week. I attached a copy of the letter and the invoice documents if you would like to advise me how to proceed. Just an FYI he also sent a similar letter (attached) regarding an invoice he received from sanitation for putting out several garbage bags of yard waste, Dustin voided the invoice as the bags were found to be on his property line, not the public right of way. From my interactions with him both times, something is not quite right with this gentleman. I have a feeling there will be continued issues with this property.

Thank you!

Racheal Baker
Administrative Clerk – Operations Division
City of Green Bay
Department of Public Works
920.448.3535
greenbaywi.gov

From: Racheal Baker
Sent: Wednesday, January 31, 2024 12:46 PM
To: Josh Brassfield <Josh.Brassfield@greenbaywi.gov>
Subject: RE: 840 S Monroe

No, he did not end up wanting to be transferred. He asked for the spelling of your name and said he will just be following up and sending over proof that we never had any crews at his house. He has '24/7 video coverage and we never had anyone there'. We made it all up. I spent about 20 minutes on the phone with him. There were times I didn't even have words to respond to what he was saying, it just didn't make sense.

From: Josh Brassfield <Josh.Brassfield@greenbaywi.gov>
Sent: Wednesday, January 31, 2024 12:32 PM
To: Racheal Baker <Racheal.Baker@greenbaywi.gov>
Subject: 840 S Monroe

The gentleman never called so maybe he understands now?

Josh Brassfield
Street Superintendent
City of Green Bay
Department of Public Works
920.492.3734
greenbaywi.gov

CITY OF GREEN BAY 1854
Titletown, USA

1st letter sent (emailed) to Josh B.
Per Josh he spoke with him and he stated he would pay the invoice

Harry A Mazaheri

840 S. Monroe Ave.

Green Bay, WI 54301

(717) 682-7800

City of Green Bay

Public Works Department

100 North Jefferson Street

Green Bay, WI 54301-5026

RE: Green Bay City Invoice # 181677

Certified Mail #: 70220410000077199618

Dear Sirs/Madams:

I just received the above captioned invoice. It appears that you are billing me for snow removal on my property detailed supra.

I had an opportunity to review my property surveillance footage for the date in question, 1/18/24, but I do not see any of your staff at any time enter my property. I do see several of your snow "moving" vehicles pile many feet of snow on my property and the adjacent intersection.

I dispute the following alleged "facts":

1. That your staff needed to remove snow from the sidewalks on my property at any time on 1/18/24.
2. That if snow was removed on another date where could it safely be removed to other than to the adjacent public throughfare?
    a. In violation of Ordinance 34-14 (c)
    b. Given the historic structure of the subject property snow removal is significantly constrained

FYI- I do not believe that you can legally attach a municipal fine to a property's tax bill. I worked for what is now the Pennsylvania Governor's Office of General Counsel. We did extensive research on the legality of such a process. We found, as did thirty-six other states, that such a "process" violated our history and legal precedent. This practice under English law as far back as the Magna Carta, adopted by the majority of the original thirteen states, was prohibited. One of the main arguments is there is no process to challenge the assessment nor is their adequate notice. There are good arguments that it is also prohibited by several provisions of the US Constitution.

At this point I do not want to argue this matter but your letter peaked my interest in a heretofore unknown *dark* process.

Please feel free to contact me with any questions.

Sincerely yours,

Harry A Mazaheri

Harry A Mazaheri

840 S. Monroe Ave.

Green Bay, WI 54301

(717) 682-7800

City of Green Bay Improvement and Services Committee

100 North Jefferson Street

Green Bay, WI 54301-5026

February 20, 2024

RE: Green Bay City Invoice # 181677

Certified Mail #: 70220410000077199472

Dear Sirs/Madams:

I recently received the above captioned invoice. It appears that you are billing me for snow removal on my property detailed supra.

I had an opportunity to review my property surveillance footage for the date in question, 1/18/24, but I do not see any of your staff at any time enter my property. I do see several of your snow "moving" vehicles pile many feet of snow on my property and the adjacent intersection.

I dispute the following alleged "facts":

1. That your staff needed to remove snow from the sidewalks on my property at any time on 1/18/24.
2. That if snow was removed on another date where could it safely be removed to other than to the adjacent public throughfare?
    a. In violation of Ordinance 34-14 (c)
    b. Given the historic structure of the subject property snow removal is significantly constrained
3. That any of the subject snow on my property came upon same by natural circumstances

4. That the City of Green Bay has the legal authority to levy this fine as currently administered

FYI- I do not believe that you can legally attach a municipal fine to a property's tax bill. I worked for what is now the Pennsylvania Governor's Office of General Counsel. We did extensive research on the legality of such a process. We found, as did thirty-six other states, that such a "process" violated our history and legal precedent. This practice under English law as far back as the Magna Carta, adopted by the majority of the original thirteen states, was prohibited. One of the main arguments is there is no process to challenge the assessment nor is their adequate notice. There are good arguments that it is also prohibited by several provisions of the US and most state Constitutions.

Therefore, I do appeal the aforesaid invoice to the City of Green Bay Improvement and Services Committee as per General Ordinance 34-14 and the documentation included with the said Invoice.

Sincerely yours,

Harry A Mazaheri

GREEN BAY CITY TREASURER

100 North Jefferson Street, Room 106
Green Bay, WI 54301-5026

INVOICE

Invoice Date	Invoice No.
01/23/2024	181677
Customer Number	
66303	
Invoice Total Due	
$101.84	
Customer PO	Due Date
	02/22/2024

FOR PARCEL 16-53 AT 840 S MONROE AVE - ACTION TAKEN: SNOW / ICE REMOVAL 1/18/2024

HARRY MAZAHERI
840 S MONROE AVE
GREEN BAY, WI 54301-

✂ Please Detach and return top portion with your payment ✂

City of Green Bay, Green Bay, WI 54301 **Invoice Date:** 01/23/2024 **Customer Number:** 66303

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
CHARGE PER LINEAR FOOT	128.00	$0.28	EACH	$35.84	$0.00	$0.00	$35.84
ADMINISTRATIVE CHARGE PER PARCEL	1.00	$66.00	EACH	$66.00	$0.00	$0.00	$66.00

Please put Invoice Number on your check.
Make checks payable to City of Green Bay.

Invoice Total: **$101.84**

GENERAL ORDINANCE 9.30 SNOW AND ICE REMOVAL REGULATIONS - THE AMOUNT MUST BE PAID IN 30 DAYS OR BE PLACED ON THE TAX ROLL. PLEASE CALL THE DEPARTMENT OF PUBLIC WORKS AT (920) 448-3535 WITH ANY QUESTIONS.

ORIGINAL COPY

Report to the

Improvement and Service Committee of the City of Green Bay

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.2

Consideration with possible action on a request by Melissa Steffen, 406 Ontario Road, to reverse the action of the Common Council on August 22, 2023 approving the need for sidewalk to be installed on the south side of Sitka Street between Robert Lane and McAuliffe Heights Trail and to rescind the resolution passed by Common Council on May 5, 2024 ordering the sidewalk constructed.

BACKGROUND

When Sitka Street was reconstructed in 2019-2020, City staff recommended the installation of sidewalk from Superior Road to McAuliffe Heights Trail, including the infill of areas where discontinuous sidewalk was previously installed. This action was required due to proposed developments of what would eventually become the Bradley Estates subdivision and the Sitka Heights Condominium development, both of which have significant frontage to Sitka Street. City subdivision ordinance in effect at the time required sidewalks to be installed on one side of Sitka Street. Staff evaluated the area and determined that the population center was on the south side of Sitka Street, with a destination of Christa McAuliffe Park on the north side of Sitka Street at Ontario Road. As such, the requirement was to place the sidewalk on the south side of Sitka Street between Superior Road to Ontario Road, where a crosswalk from south to north is already located. This sidewalk best served the population center south of Sitka Street.

Standing policy of the City is that sidewalk be installed spanning an individual lot at the time that the lot is developed. Once lot development reaches 85% of the available frontage on a road segment, sidewalk is typically recommended to be ordered in by Common Council to complete the sidewalk network, eliminating discontinuities. While the condominiums between Superior Road and Robert Lane are still under development, more than 85% of the available frontage of Sitka Street between Robert Lane and Ontario Road is now developed, making the remaining sidewalk along Sitka Street in this area eligible for installation orders by council.

In the summer of 2023, Ald. Hutchison received a complaint from a constituent requesting that the sidewalk discontinuities from Robert Lane to Ontario Road be eliminated by having Council order the remaining sidewalk installed. This request was considered by the Improvement & Services Committee on August 16, 2023, with a recommendation to order the sidewalks installed. This recommendation was approved by the Common Council on August 22, 2023.

The current policy and procedure for a request to have sidewalk installed in an area does not carry a requirement for the Department of Public Works to solicit comment or feedback from the potentially affected property owners. As such, no individual notification was provided to potentially affected property owners during the initial platting process, about the August 16, 2023 Improvement & Services Committee Meeting, nor for the August 23, 2023 Common Council meeting. This is consistent with the practice of the City for at least the last 16 years that the Director has worked for the City.

City sidewalk installation procedures were applied along the corridor consistent with how sidewalk installation has been performed for at least the last 16 years. Properties having direct access to the sidewalk, or vacant properties that could have access to the sidewalk in the future, are assessed the cost of installation and assigned the responsibility of maintenance. For properties having no direct access to the sidewalk are the responsibility of the City for installation and maintenance. Direct access has been determined to mean either that the sidewalk crosses the subject property driveway, or for a corner property, sidewalk being installed in a side yard directly connects to a sidewalk in the front yard which crosses the driveway.

RECOMMENDATION

Staff recommends denial of the request.

FISCAL IMPACT

ATTACHMENTS

1. Sitka Sidewalk

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.3

Consideration with possible action on request by Todd Wood (508 Heyrman Street) for permission to park a truck and trailer on-street overnight for at least ten (10) occurrences during 2024 and possibly more dates. All occurrences are on Saturday, May 4th, May 18th, June 8th, June 22nd, July 13th, August 3rd, August 17th, September 14th, and September 28th, 2024.

BACKGROUND

Mr. Wood owns a race car and trailer that he stores off-site. When he races he returns home late and would like to be able to park the truck/trailer on-street overnight, then return the trailer to its storage location the following morning.

RECOMMENDATION

Recommend approval. Request is clear and manageable.

FISCAL IMPACT

ATTACHMENTS

None

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.4

Consideration with possible action on request by Jennifer Pagel (1070 Kenwood Street) to rescind outstanding invoices for early garbage setout.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Jennifer Pagel Appeal

From:	
To:	
Cc:	I&S agenda item (May 1)
Subject:	Thursday, April 18, 2024 8:00:09 AM
Date:	

Please add the following item to the next I&S agenda

Agenda item: Consideration and possible action on a request by Jennifer Pagel (1070 Kenwood Street) to rescind outstanding invoices for early garbage setout

Supporting documentation: Please add copies of invoices for this address. Also see below.

Staff recommendation: None. Invoices were issued per City ordinance rules

Christopher J. Pirlot, P.E.
Operations Director/Parking Manager
City of Green Bay
Department of Public Works

Sent: Wednesday, April 17, 2024 10:00 PM
To: **Subject:** Fw: Garbage Pickup - Jennifer Pagel

More information.

Alderman Chris Wery

Facebook: Alderman Chris Wery, District 8 City of Green Bay

----- Forwarded Message -----

Sent: Monday, March 18, 2024 at 08:25:32 PM CDT
Subject: Re: Garbage Pickup

Hi Chris,
Thank you for your inquiry on this.
Yes I would like to appeal. I would like to appeal on the basis of never given a warning, then a citation.
The fee is absolutely ridiculous amount.
Like I said, parking tickets on the street over nite are not even half that.
I pay taxes and of course they went up again this year, so if there is no room for 1 mistake or 2 due to a 17 year old wheeling out the garbage wrong, then don’t increase my taxes. I’ll just pay my 65 dollar fines I receive.
If I’m such a nuisance, then how come in the 23 years I have lived here this has never been an issue

before?
I am all for accountability. And if I had to make the garbage guy get out of his truck to get my garbage then I'll pay. I do not want to pay that amount.
There needs to be a better system than giving someone a fine immediately for 65 dollars. Start out at 10 then 20 and so forth….
Thank you Chris.
Best of luck. It makes me want to move and that's sad for me.
Jennifer

Sent from my iPhone

On Mar 18, 2024, at 1:29 PM, Chris Wery wrote:

I also received this from staff:

Alder Wery,

Orders were sent 8/10/23 regarding nuisance exterior storage amongst a couple of other violations.

8/29 the note reads that all violations were corrected except the storage of items. A conversation was had onsite with the property owner about the windows leaning against the house and when they would be removed.

9/8 a fee was issued for noncompliance

9/12 the windows were removed and case was closed.

Thank you,

Mike Van De Wettering
Housing/Zoning Inspector
City of Green Bay
Community and Economic Development Department

Alderman Chris Wery
920-490-9282

Facebook: Alderman Chris Wery, District 8 City of Green Bay

On Tuesday, March 12, 2024 at 08:31:50 AM CDT, Jennifer Pagel

I received a bill dated Feb 26th stating wrong date for recycling and the two weeks later received another bill for Feb. 29th stating bins were not 4 feet apart.
Last summer I received a bill for garbage bins on the side of my house. I took care of it and they still belled me even though the guy came back and checked. I had windows that time

on the side of my house as well because last year I remodeled my kitchen.
Thank you for looking into this. I'm not a nuisance neighbor. Just a single mom with 3 boys trying to get them into college this fall.
Thanks Chris so much for your time. I know ur busy.
Jennifer Pagel

Sent from my iPhone

> On Mar 11, 2024, at 2:51 PM, Chris Wery wrote:
>
> Hi Jennifer,
>
> I just wanted you to know I am waiting to hear back from the city on the two issues. If I recall correctly, there was the issue of 2 bills received for garbage out on the wrong day and then for garbage in the back yard?
>
> Thanks!
>
> Alderman Chris Wery
>
> **Facebook: Alderman Chris Wery, District 8 City of Green Bay**

CITY OF GREEN BAY
DEPARTMENT OF PUBLIC WORKS
EARLY SET OUT FORM

GREEN BAY 1854
Titletown, USA

Parcel No.	
Invoice No.	
Invoice Date	
FOR OFFICE USE ONLY	

Driver: BOB W. Truck: 146

Date: 2-29-24 Time: 11:54 am/pm

Address: 1070 KENWOOD ST

Day of week collected:

Monday Tuesday Wednesday Thursday Friday

Normal collection day:

Monday Tuesday Wednesday Thursday Friday

How notified: Complaint Drive by Tag

☒ ***TRASH CART***

Cart Number: 1495 028602

Cart Number:

Other:

☐ ***RECYCLING CART***

Cart Number:

Cart Number:

Other:

Approved By:

I:\DeptData\PubWorks\Operations\Adm\Forms\Sanitation\EARLY SET OUT FORM 03-2016.docx10.5.2018 (ABARBER)

CITY OF GREEN BAY – DEPT. OF PUBLIC WORKS
100 N JEFFERSON ST ROOM 300
PHONE: (920) 448-3535
ORDINANCE VIOLATIONS

☒ **SOLID WASTE**
☐ **RECYCLING**

1. SOLID WASTE AND RECYCLE VIOLATIONS
- ☒ A. Cart must be placed with numbers on cart facing the street and 4 (four) feet of clearance around each cart
- ☐ B. Lid must be closed
- ☐ C. Items outside of cart not collected
- ☐ D. Only City issued carts collected
- ☐ E. Must be placed on cleared surface
- ☐ F Carts must not be placed on or behind snow banks
- ☐ G. Liquids not accepted
- ☐ H. Yard waste not accepted
- ☐ I. Batteries not accepted

2. SOLID WASTE VIOLATIONS
- ☐ A. Recycling present in solid waste
- ☐ B. Debris generated by contractor not collected
- ☐ C. Ashes/sawdust must be placed in sealed bag

3. ELECTRONIC VIOLATIONS
- ☐ Electronics not collected by the City. See http://dnr.wi.gov/topic/Ecycle/ for disposal locations

4. RECYCLING CONTENTS VIOLATION
- ☐ A. Solid waste present in recycling
- ☐ B. Recycling not collected from businesses
- ☐ C. Motor oil, antifreeze, pesticide containers not recyclable
- ☐ D. No waxed or plastic lined cardboard, no soiled cardboard, or tissue products
- ☐ E. Place shredded paper in brown paper bag prior to placing inside your cart
- ☐ F. Recycling only collected from buildings with 6 (six) or less dwelling units
- ☐ G. **Plastic bags** not collected by the City of Green Bay
- ☐ H. Styrofoam not recyclable

OTHER 4' APART

DATE: 2-29-24 UNIT 146

ADDRESS: 1070 Kenwood

CART NUMBER: 1495 028602

For more information on Green Bay's solid waste and recycling regulations go to www.greenbaywi.gov/publicworks

CITY OF GREEN BAY
DEPARTMENT OF PUBLIC WORKS
EARLY SET OUT FORM

Parcel No.__________
Invoice No.__________
Invoice Date __________
FOR OFFICE USE ONLY

Driver: BOB W Truck: 141

Date: 2-22-24 Time: 11:57 am/pm

Address: 1020 KENWOOD

Day of week collected:

Monday Tuesday Wednesday Thursday Friday

Normal collection day:

Monday Tuesday Wednesday Thursday Friday

How notified: Complaint Drive by Tag

☒ ***TRASH CART***

Cart Number: 1495 028602

Cart Number: __________

Other: __________

☒ ***RECYCLING CART***

Cart Number: 09-003425

Cart Number: __________

Other: __________

Approved By:__________

I:\DeptData\PubWorks\Operations\Adm\Forms\Sanitation\EARLY SET OUT FORM 03-2016.docx10.5.2018 (ABARBER)

CITY OF GREEN BAY – DEPT. OF PUBLIC WORKS
100 N JEFFERSON ST ROOM 300
PHONE: (920) 448-3535
ORDINANCE VIOLATIONS

- [x] **SOLID WASTE**
- [ ] **RECYCLING**

1. SOLID WASTE AND RECYCLE VIOLATIONS

- [x] A. Cart must be placed with numbers on cart facing the street and 4 (four) feet of clearance around each cart
- [ ] B. Lid must be closed
- [ ] C. Items outside of cart not collected
- [ ] D. Only City issued carts collected
- [ ] E. Must be placed on cleared surface
- [ ] F Carts must not be placed on or behind snow banks
- [ ] G. Liquids not accepted
- [ ] H. Yard waste not accepted
- [ ] I. Batteries not accepted

2. SOLID WASTE VIOLATIONS

- [ ] A. Recycling present in solid waste
- [ ] B. Debris generated by contractor not collected
- [ ] C. Ashes/sawdust must be placed in sealed bag

3. ELECTRONIC VIOLATIONS

- [ ] Electronics not collected by the City. See http://dnr.wi.gov/topic/Ecycle/ for disposal locations

4. RECYCLING CONTENTS VIOLATION

- [ ] A. Solid waste present in recycling
- [ ] B. Recycling not collected from businesses
- [ ] C. Motor oil, antifreeze, pesticide containers not recyclable
- [ ] D. No waxed or plastic lined cardboard, no soiled cardboard, or tissue products
- [ ] E. Place shredded paper in brown paper bag prior to placing inside your cart
- [ ] F. Recycling only collected from buildings with 6 (six) or less dwelling units
- [ ] G .**Plastic bags** not collected by the City of Green Bay
- [ ] H. Styrofoam not recyclable

OTHER WRONG WEEK FOR RECYCLING

DATE: 2-22-24 UNIT 141

ADDRESS: 1070 KENWOOD

CART NUMBER: 1495 028602
09-003425

For more information on Green Bay's solid waste and recycling regulations go to www.greenbaywi.gov/publicworks

GREEN BAY CITY TREASURER

100 North Jefferson Street, Room 106
Green Bay, WI 54301-5026

INVOICE

Invoice Date	Invoice No.
02/29/2024	183190
Customer Number	
65410	
Invoice Total Due	
$65.00	
Customer PO	Due Date
	03/31/2024

FOR PARCEL 1-2653-12 AT 1070 KENWOOD ST - SERVICE: EACH CART MUST HAVE 4 FEET CLEARANCE ON ALL SIDES 2/29/2024

JENNIFER J PAGEL
1070 KENWOOD ST
GREEN BAY, WI 54304-

0000018202480018319080000065003

✂ Please Detach and return top portion with your payment ✂

City of Green Bay, Green Bay, WI 54301 **Invoice Date:** 02/29/2024 **Customer Number:** 65410

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
EARLY SETOUT / SANITATION VIOLATION CHARGE	1.00	$65.00	EACH	$65.00	$0.00	$0.00	$65.00

Please put Invoice Number on your check.
Make checks payable to City of Green Bay.

Invoice Total: **$65.00**

GENERAL ORDINANCE 9.02 SOLID WASTE COLLECTION REGULATIONS - THE AMOUNT MUST BE PAID IN 30 DAYS OR BE PLACED ON THE TAX ROLL. PLEASE CALL THE DEPARTMENT OF PUBLIC WORKS AT (920) 448-3535 WITH ANY QUESTIONS.

ORIGINAL COPY

GREEN BAY CITY TREASURER

100 North Jefferson Street, Room 106
Green Bay, WI 54301-5026

INVOICE

Invoice Date	Invoice No.
02/26/2024	182999
Customer Number	
65410	
Invoice Total Due	
$65.00	
Customer PO	**Due Date**
	03/27/2024

FOR PARCEL 1-2653-12 AT 1070 KENWOOD ST - SERVICE: CARTS MUST HAVE 4FT CLEARANCE AROUND ALL SIDES, WRONG WEEK FOR RECYCLING - 2/22/2024

JENNIFER J PAGEL
1070 KENWOOD ST
GREEN BAY, WI 54304-

✂ Please Detach and return top portion with your payment ✂

City of Green Bay, Green Bay, WI 54301 **Invoice Date:** 02/26/2024 **Customer Number:** 65410

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
EARLY SETOUT / SANITATION VIOLATION CHARGE	1.00	$65.00	EACH	$65.00	$0.00	$0.00	$65.00

Please put Invoice Number on your check.
Make checks payable to City of Green Bay.

Invoice Total: **$65.00**

GENERAL ORDINANCE 9.02 SOLID WASTE COLLECTION REGULATIONS - THE AMOUNT MUST BE PAID IN 30 DAYS OR BE PLACED ON THE TAX ROLL. PLEASE CALL THE DEPARTMENT OF PUBLIC WORKS AT (920) 448-3535 WITH ANY QUESTIONS.

ORIGINAL COPY

Public Works Department
100 North Jefferson Street • Room 300
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Administration | Engineering | Traffic 920.448.3100
Operations 920.448.3535
Parking 920.448.3431
Fax 920.448.3102

April 18, 2024

Jennifer Pagel
1070 Kenwood Street
Green Bay, WI 54304

Dear Jennifer,

This letter is to notify you that the item(s) highlighted on the enclosed agenda will be presented before the Improvement & Services Committee of the City Council for its consideration.

The Improvement & Services Committee is scheduled for **Wednesday, May 1, 2024 at 6:30 p.m. in Room 207 of the City Hall building, 100 North Jefferson Street.**

We recommend that you attend as the Committee discusses your request. At that time, you can provide your concerns and/or facts.

Sincerely,

Michelle M. Wolter

Michelle Wolter
Administrative Clerk

Enclosure

Report to the

Improvement and Service Committee of the City of Green Bay

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.5

Consideration with possible action on request by Department of Public Works to purchase a Remote-Controlled Gravely Ovis 40 RC Mower from the Ariens Company, requisition #110.

BACKGROUND

The Department of Department of Public Works is responsible for cutting and maintaining grass alongside overpasses, bridges, and ditch lines. These locations can have steep slope inclines resulting in difficulty to mow due to the danger associated with the possibility of rolling equipment causing injury to the operator and damage to equipment. For maximum operator safety, the department elected to purchase a remote-controlled mower capable of safely and efficiently mowing sloped areas.

RECOMMENDATION

To purchase a remote-controlled Gravely Ovis 40 RC Mower from Ariens Company on the Sourcewell Contract# 031121-ACO for price of $32,011.20 which includes operator training and warranty.

FISCAL IMPACT

ATTACHMENTS

1. City of Green Bay Quote - 949001
2. RC Slope Mower Req.

QUOTE NO.
04162024-2

P.O. Must be Written to Awarded Vendor:
ARIENS COMPANY
655 WEST RYAN STREET
BRILLION, WI 54110
https://www.ariensco.com/

DATE:	April 16, 2024
CONTRACT:	Sourcewell Contract
CONTRACT NO.:	031121-ACO
CONTRACT PERIOD:	April 30, 2021 - April 30, 2025
TIN:	39-0135100

TO: Attn: Nathan Wachtendonk
Fleet Manager
City of Green Bay
Department of Public Works
Office: (920) 492-3751
E-mail: nathan.wachtendonk@greenbaywi.gov

Sourcewell ID #: 210291

REQUESTED DEALER: Ambrosius Sales & Service

Sourcewell Awarded Contract
Contract # 031121-ACO

CONTACT NAME	CONTACT PHONE	P.O. SUBMITTAL
Tyler Walimaa	920-756-4665	TWALIMAA@ARIENSCO.COM

MODEL	DESCRIPTION	QTY	CONTRACT PRICE	LINE TOTAL
949001	OVIS 40 RC Mower - 23hp Briggs & Stratton Vanguard, w/40" Flail Mower, ZT-3100 Transaxles	1	$ 32,011.20	$ 32,011.20
				$ -
				$ -
				$ -
				$ -
				$ -
			SUBTOTAL	$ 32,011.20
			FREIGHT	$0.00
			TOTAL	$ 32,011.20

THANK YOU FOR CONSIDERING A GRAVELY COMMERCIAL MOWER!

City of Green Bay
DPW - Operations

Requestion Request

To: Beth Nadolski Spears
Public Works Supervisor

From: Nathan Wachtendonk
Fleet Manager

Date: April 18, 2024

Re: **Slope Capable Remote-Controlled Lawn Mower**

Item: Slope capable remote controlled lawn mower
Cost: $32,011.20
Vendor: Ariens Company, Sourcewell contract # 021121-ACO
Account# 427503E-55140
Delivery: City will pickup at vendor

Background:

The Department of Department of Public Works is responsible for cutting and maintaining grass alongside overpasses, bridges, and ditch lines. These locations can have steep slope inclines resulting in difficulty to mow due to the danger associated with the possibility of rolling equipment causing injury to the operator and damage to equipment. For maximum operator safety, the department elected to purchase a remote-controlled mower capable of safely and efficiently mowing sloped areas.

Recommendation:

To purchase a remote-controlled Gravely Ovis 40 RC Mower from Ariens Company on the Sourcewell Contract# 031121-ACO for price of $32,011.20 which includes operator training and warranty.

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.6

Consideration with possible action to approve the McMahon Associates, Inc. contract amendment for the Seymour Park West Stormwater Pond project.

BACKGROUND

The Seymour Park West Pond project design is being coordinated with Parks Department and adjacent road reconstruction design work. Work is ongoing to finalize the design for bidding.

RECOMMENDATION

To approve Amendment #6 of the existing contract with McMahon Associates, Inc.

FISCAL IMPACT

The contract amendment will be funded using ARPA funds and/or Stormwater Utility Capital Improvement Project funds.

ATTACHMENTS

1. 2024-04-18 Seymour West Contract Amendment #6

McMAHON
ENGINEERS \ ARCHITECTS

PROFESSIONAL SERVICES CONTRACT AMENDMENT

TO: City of Green Bay, c/o Valerie Joosten, PE

FROM: McMahon Associates, Inc., c/o Nick Vande Hey, PE & Shawn Jandrey, PE

DATE: April 18, 2024

CONTRACT: Amendment #6 – Seymour Park-West Stormwater Facility (McM Project No. G0018-09-21-00311)

AMENDMENT SUMMARY:

Amendment	Description	Amount
#6	Additional topographic survey, curb ramp design, revise swale alignment, update civil plans, update stormwater modeling, additional City Staff review comments, and estimated future work.	$22,920.00

(See attached scope of services – all other contract terms and conditions remain the same)

CONTRACT SUMMARY:

Description	Amount
Original Contract Amount:	$27,000.00
Total Previous Amendments:	$45,645.00
Amendment #6:	$22,920.00
Revised Contract Amount:	$95,565.00

ACCEPTANCE:

McMAHON ASSOCIATES, INC.
Neenah, Wisconsin

By: Nick Vande Hey
Nick Vande Hey, PE
Title: Vice President / Sr. Project Engineer

By: Shawn Jandrey

CITY OF GREEN BAY

By: ______________________

Title: ______________________

By: ______________________

	Shawn Jandrey, PE		
Title:	Municipal/Water Resources Engineer	Title:	
Date:	April 18, 2024	Date:	

McMAHON
ENGINEERS \ ARCHITECTS

PROFESSIONAL SERVICES CONTRACT AMENDMENT

AMENDMENT DESCRIPTION:

The City of Green Bay (City) requested additional topographic survey work be completed for the revised trail alignment and the new ADA curb ramp. The City requested design services for the new ADA curb ramp. The City requested that the proposed swale side slopes be changed to 4:1 (previously 3:1). The City requested that Green Bay Water's water main design be incorporated into the civil plans. The City has another round of City Staff comments that they would like incorporated into the plan set. The City would also like to include estimated future work for bidding and construction questions.

AMENDMENT SCOPE OF SERVICES:

McMahon Associates, Inc. agrees to provide the following Scope Of Services for this amendment:

- Perform a topographic survey for the revised trail alignment and the new ADA curb ramp area.
- Design the new ADA curb ramp.
- Revise the proposed swale alignment to accommodate 4:1 side slope (previously 3:1).
- Incorporate Green Bay Water's water main design into the McMahon plan set.
- Update XP-SWMM and WinSLAMM models to reflect the revised swale.
- Update the quantities and Opinion of Probable Cost (OPC) to reflect the revised swale alignment, ADA curb ramp, and water main design.
- Additional review comments from City Staff.
- Estimated future work for PS&E revisions up to construction start, bidding questions, and construction questions.

AMENDMENT COMPENSATION: (Does Not Include Permit Or Approval Fees)

McMahon Associates, Inc. agrees to provide the Scope Of Services described above for the following lump sum compensation: $22,920.00

W:\PROJECTS\G0018\092100311\Admin\Agreement\Amendments\6\2024-04-18 Seymour West Contract Amendment #6.docx

McMAHON
ENGINEERS ARCHITECTS

2024 Labor Hour Budget – WI

DATE	18-Apr-24
PROJECT NO	Seymour Park-West Stormwater Facility
CLIENT	City of Green Bay

WORK ELEMENTS	PRINCIPAL II - MJG, NAV	SR. PROJECT MANAGER - MRS, BDW	PROJECT MANAGER II - PMM	SR. ENGINEER II - MPK, RJW, JAF	ENGINEER I - LRR	ENGINEER II - BTH	ENGINEER III - PTK, AWS	ENGINEER IV -KJBesaw, SMJ	PROJECT ENGINEER V - GMH, ZRL	PROJECT ENGINEER VIII - CKA, MJK	SENIOR DESIGNER-MJA	GIS Analyst II-KPK	WETLAND DELINEATOR - SLC	ENGINEERING TECH III-MAW	SR./SURVEYOR I-DEW	SENIOR LAND SURVEYOR-MJK	OTHER DIRECT COSTS		SCHED.
Survey Setup/Coordination															1.0				
Diggers Hotline Contacts											1.0								
Field Topographic Survey																10.0			
Vehicle Milage & Materials																		150	
Process Field Data											4.0								
ADA Curb Ramp Design								4.0											
Revise Swale Alignment to Accommodate 4:1 side slope								10.0											
Incorporate GBW water main design into McM plan set								4.0											
Update Stormwater Modeling & Report								10.0											
Update Civil Plans								45.0											
Update Quantities & OPC								10.0											
Review/QC	2.0							2.0											
Update P,S, & E based on City Staff review comments								16.0						4.0					
Meetings								1.0											
Estimated Future Work																			
PS&E Revisions (Up to Construction Start)								8.0						8.0					
Bidding-Related Questions								8.0											
Construction-Related Questions								8.0											
Pre-Construction Meeting								4.0											
Vehicle Milage																		80	
PROJECT WRITE-UP COST, IF NECESSARY (add $250)																			
TOTALS	2.0							130.0			5.0			12.0	1.0	10.0			
BILLING RATES	$ 205	$ 205	$ 185	$ 185	$ 175	$ 165	$ 155	$ 145	$ 135	$ 105	$ 140	$ 105	$ 115	$ 105	$ 170	$ 130	Direct Costs	$230	PROJECT BUDGET ▼
LABOR COSTS	$410							$18,850			$700			$1,260	$170	$1,300	Labor Costs	$22,690	$22,920

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.7

Consideration with possible action on request from Department of Public Works Sanitation Department to bulk purchase tipper carts for stock replenishment.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Garbage Carts Signed By Everyone

City of Green Bay, Wisconsin

REQUEST FOR APPROVAL OF "NO SUBSTITUTE" PURCHASE SPECIFICATION

TO : Purchasing Division/Administrative Services **DATE:** 02/25/21

FROM: Department/Division Department of Public Works/Operations **REQUISITION #**

List "No Substitute" Item(s) here:

Toter brand garbage and recycle carts

Select One:

☐ 1) One Time Purchase Estimated Cost: $

☐ 2) Annual Commodity purchase: Estimated annual cost: $

☑ 3) Item may be purchased again: Indicate term: Indefinite Estimated Annual Cost: $ $40,000

Example: 1 year, indefinite, etc. Long term requests will be reevaluated periodically)

We request approval of a "NO SUBSTITUTE" specification for the purchase of the subject item(s)
Check appropriate justification(s). Provide DETAILED explanation(s) below.

☑ 1. Sole Source – The below signed has searched the market and verified that no comparable item is available.

☐ 2. Single Source – Although comparable items are available, THIS is the only brand/model that will work.

☐ 3. Item(s) is (are) only acceptable replacement part(s) known for ________ (Identify)

☐ 4. Continuity of design is overriding consideration (ex: playground equipment or street furniture)

☐ 5. Safety:

☐ 6. Other:

*Explanations shall contain sufficient information and justification for the items to be considered and approved as "NO SUBSTITUTE" items. Failure to do so will result in the request being denied and returned to the originator.

*Recommending Department Head will be available to defend said recommendation to the appropriate City Committee and/or Common Council.

PLEASE EXPLAIN YOUR REASONS FOR THIS REQUEST (additional info may be attached on a separate sheet):

1) Toter carts have a better lid design, the lid pins on Rehrig Pacific are falling out on a daily basis.
2) Toter tipper carts (the only spin cast molded cart on the market) are more resilient to impact and compression.
3) Toter cart contents do not snag/retain bags inside the cart as they are tipped.
4) Toter carts axle & wheel design doesn't allow the wheels to stick out past the cart body. The Rehrig Pacific Carts axle & wheel design extends past the cart body, allowing the fingers on the automated arm to snag and break the assembly.

Approvals:

Requestor: Dustin McMullen Date: 2/25/2021

Department Head: Date: 2-25-21

Purchasing Manager: Date: 3/5/2021

Report to the

Improvement and Service Committee of the City of Green Bay

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.8

Report the award of contract PARKS 1-24 (JOANNES PARK – PARKING LOT RESURFACING) to MCC, Inc. in the amount of $263,400.70.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.9

Report the award of contract PAVEMENT 2-24 FINGER ROAD RECONSTRUCTION to De Groot, Inc. in the amount of $715,876.58.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.10

Report the award of contract RESURFACING 1-24 (INCLUDING SEWER & WATER) to Peters Concrete Co. in the amount of $3,787,062.41.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # F.11

Report of actions taken by the Department of Public Works.

A. Granting of Licenses

1. Sidewalk Builder

    a. Josh Bailey Concrete
    b. Sommers Construction
    c. Fischer Concrete
    d. Ramco Construction Services
    e. Green Bay Concrete LLC

2. Underground Sprinkler System

    a. New Irrigation, LLC (DBA Conserve Irrigation)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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

MEETING DATE	PREPARED BY
May 1, 2024	

AGENDA ITEM # G.1

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None