



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, JUNE 5, 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.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/82206544400?pwd=NDdlbmNzNUhBWVU5ckIzMjZ2QT09>

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 Jennifer Pagel (1070 Kenwood Street) to rescind the outstanding invoices for early garbage setout (held over from the May 1 and May 15, 2024, Improvement & Services Committee meetings).
2. Consideration with possible action on request by Club Car Wash to dedicate the Jenny Lane right-of-way including utilities from Rothe Street to University Avenue to the

City. Dedication is contingent upon the Developer meeting the requirements of the Developer's Agreement.

3. Consideration with possible action on request by Downtown Green Bay, Inc. (DGBI) to install murals on the Ray Nitschke Memorial Bridge tender house and east abutment wall under the bridge.
4. Consideration with possible action on request by Shipyard District, Inc. for the City to submit a letter of support to Canadian National Railroad to improve an existing fence and complete streetscaping between the fence and alley behind 709-723 S. Broadway.
5. Consideration with possible action on request by Ald. Grant and Ald. Hutchison to require staff to notify potentially affected property owners in advance of the Improvement & Services Committee meetings for projects where new sidewalk installation is being contemplated for properties not previously identified for sidewalk installation on the recorded plat.
6. Consideration with possible action on request by Ald. Wery and Ald. Hutchison to amend Section 32-2 (g)(5)(i), Green Bay Municipal Code, regarding storage of garbage and recycling carts between collection days.
7. Consideration with possible action to review and approve updates to the Department of Public Works' Adopt-a-Pond program.
8. Consideration with possible action on request by Department of Public Works to approve and submit to WDNR the annual electronic Compliance Maintenance Annual Report (eCMAR) and Resolution approving the WDNR NR 208 - Compliance Maintenance Annual Report.
9. Consideration with possible action on request by Department of Public Works to award contract for survey services for the 2025 Capital Improvement Program to Robert E. Lee and Associates, Inc. in the amount of \$91,350.00.
10. Consideration with possible action on request by Department of Public Works to review and approve the award of contract BRIDGE 3-24 (BRIDGE MAINTENANCE AND CONCRETE REPAIRS) to Lunda Construction Company in the amount of \$135,511.00.
11. Consideration with possible action on request by Department of Public Works to review and approve the award of contract JOANNES PARK AQUATIC CENTER ROOF & SERVICES to Garland/DBS, Inc. through a cooperative purchasing agreement in the amount of \$77,535.00, which includes the base bid, Alternate 1, and Alternate 2.
12. Consideration with possible action on request by Department of Public Works to review and approve the award of contract BRIDGE 1-24 MAIN STREET BRIDGE B-5-311 (HYDRAULIC REHABILITATION PHASE 2) to Zenith Tech, Inc. in the amount of \$679,000.
13. Consideration with possible action on request by Department of Public Works to review and approve the award of contract DAY STREET MUNICIPAL BUILDING FIBER CONNECTION to the lowest bidder, Holtger Bros., Inc., in the amount of \$79,362.57.
14. Report the award of contract PARKS 2-24 BAY BEACH WILDLIFE SANCTUARY PARKING LOT EXPANSION - PH. 1 to Northeast Asphalt, Inc. in the amount of \$596,668.08, which

includes the base bid, Alternate 1, Alternate 2, Alternate 3, and Alternate 4.

15. Consideration with possible action on request by Department of Public Works to award contract SEWERS 3-24 COUNTRY CLUB ROAD at a staff level and report the award at the next Improvement & Services Committee meeting.

16. I. Report of actions taken by the Department of Public Works.

A. Granting of Licenses

1. Sidewalk Builder

- a. MP Concrete LLC
- b. Northern Concrete Construction, Inc.
- c. Jonny Farr Concrete, LLC

2. Tree & Brush Trimmer

- a. J' Tree Removal & Stump Grinding Service, LLC

G. Informational.

1. Director's Report on recent activities of the Public Works Department.
2. The next Improvement & Services Committee meeting is scheduled for June 19, 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

June 5, 2024

PREPARED BY

AGENDA ITEM # F.1

Consideration with possible action on request by Jennifer Pagel (1070 Kenwood Street) to rescind the outstanding invoices for early garbage setout (held over from the May 1 and May 15, 2024, Improvement & Services Committee meetings).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 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 Wetering

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

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 020602

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.docx 10.5.2018 (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

- A. 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 020602

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: _____

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 WRONG WEEK FOR RECYCLING

DATE: 2-22-24 UNIT 141

ADDRESS: 1020 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

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

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

00000182024800183190800000065003

✂ 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

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

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

✂ 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 Wolter
Administrative Clerk

Enclosure



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.2

Consideration with possible action on request by Club Car Wash to dedicate the Jenny Lane right-of-way including utilities from Rothe Street to University Avenue to the City. Dedication is contingent upon the Developer meeting the requirements of the Developer's Agreement.

BACKGROUND

None provided by JMB.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.3

Consideration with possible action on request by Downtown Green Bay, Inc. (DGBI) to install murals on the Ray Nitschke Memorial Bridge tender house and east abutment wall under the bridge.

BACKGROUND

See attachments for details

RECOMMENDATION

Staff supports approval of this request

FISCAL IMPACT

None

ATTACHMENTS

1. Nitschke Bridge Tower Mural Proposal
2. HoChunk Community Mural Proposal

Nitschke Bridge Tower Mural Proposal

This mural would be commissioned by Downtown Green Bay, Inc. and painted on the Ray Nitschke Memorial (Main Street) Bridge tower in the Summer of 2024 by Green Bay Artist, Beau Thomas. We feel that it will add another destination for people to visit as they walk across the river, while paying homage to a Green Bay legend. We would also anticipate it getting national media attention during the Packer Season and the 2025 NFL Draft.

Ray 'The Wildman' Nitschke's Community Impact

Ray Nitschke was a legendary player for the Green Bay Packers. He spent his entire pro football career in Green Bay and helped lead the Packers to 5 NFL Championships and victories in the first two Super Bowls under coach Vince Lombardi. Nitschke was a hard-hitting player, known for his toughness and strength. Beyond football he and his family also made a big impact on the community, establishing the Jackie Nitschke Center - helping to support people struggling with addiction and mental health issues.

'Embrace the challenges, for they make you stronger.'

Size: Approximately 11 ft. high x 15 ft. wide.

Prep Work in Advance: None, the existing paint is in good condition to paint over.

Equipment Needed: Ladder – folds down to 2'x4'x1' for easy storage.

Materials to be used: Molotow Premium Spray Paint (Acrylic/ Water Based), Artist will provide the list of colors used upon completion of the project.

Length of time to complete: About one week, weather dependent

Maintenance Plan: Beau lives in Green Bay, and is willing to do small touch ups as needed. He feels that when the tower itself needs to be painted, that an experienced painter should be able to paint around the artwork.

Examples of additional murals by Beau Thomas can be found at www.tracksidedesign.com



Please feel free to reach out with any clarifying questions.

Submitted by:

Jenny VandenLangenberg

Director of First Impressions

Downtown Green Bay, Inc.

920.617.7087

jenny@downtowngreenbay.com



Nitschke Bridge Ho-Chunk Nation Heritage Mural Proposal

About the Mural

This community created mural would be commissioned by Downtown Green Bay, Inc. and be a part of ArtFest Green Bay, which will be held July 20-21, 2024. Here is a link with more information about that event: <https://downtowngreenbay.com/artfest> We anticipate creating signage and possibly a temporary marked path to the bridge from the ArtFest Grounds located in the Adams Street Parking Lot and nearby streets. We also may be incorporating other Ho-Chunk artforms into Artfest such as food, dance, and basketry and applique demonstrations.

We have chosen the artist group at Yonder to incorporate into the mural the design created by Ho-Chunk Artist Ken Lewis, with his and the tribe's permission and encouragement. Yonder has led seven successful commUNITY paint-by-number mural events. The first time they held one they had the event advertised for two days of painting, but it was completed in 6 hours on the first day. The community really showed up. Additionally, they have hosted three of these projects in Manitowoc, two in Algoma and two in Sturgeon Bay. Each has been energizing and successful. They are excited to do this work in Green Bay. Our goal is to collaborate with the Ho-Chunk Nation throughout this entire process. We want to be sure that the finished project is an empowering and authentic representation of the Ho-Chunk community.

About the Artists

Erin LaBonte

Erin LaBonte received her Bachelor of Fine Arts from the University of Wisconsin-Stevens Point and her Master of Fine Arts from the Pennsylvania Academy of the Fine Arts in Philadelphia. She has participated in artistic residencies in Costa Rica and Argentina and has exhibited nationally and internationally. Erin practices many artistic mediums in her own studio work. She is an advocate for bringing art to public spaces and for community engagement. Erin is dedicated to inspiring and educating young people in their personal explorations. She served as associate professor of art at Silver Lake College in Manitowoc, WI for nine years. She is currently a working artist, art teacher at Kewaunee Middle & High School, and co-founder of Yonder, an art space in Algoma, WI. www.erinlabonte.com

Don Krumpas

I'm Don Krumpas, a bricoleur, combining my world building narratives, with material culture of old and new, and sprinkled with contemporary absurdities into objects that focus spiritual energies from the natural world. I started making art by cobbling impossible machines and formidable forts on my parent's century farm. I continued my craft and explorations as an art student at the University of Wisconsin, Green Bay. I have had the opportunity to teach workshops and serve as a university lecturer throughout northeastern Wisconsin. My philosophy is to diminish the barrier to making art by making techniques accessible and help problem-solve creative technical and conceptual ideas. www.yonderartland.com

Wes Krumpas

Wes Krumpas is an aspiring artist who has painted murals with Yonder for three years. He graduated from the University of Wisconsin with degrees in English and Communications. He has taught youth art classes at the Peninsula School of Fine Arts and will begin his studies of Design and the Fine Arts this fall at MIAD.

Mural Details

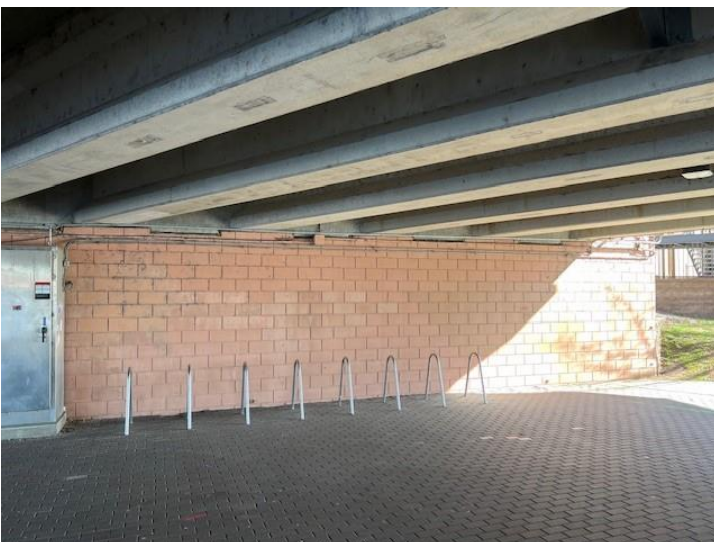
Location: Beneath the Dousman Street (Nitschke) Bridge downtown



Total wall length of these 3 sections is 130' x 8'



We would plan to clean up the utility boxes and bike racks, but paint around them. *Note: If the PAC thinks it would be more appealing to vinyl wrap the boxes, we could look into that option, but it's not included in this proposal.



Prep Work in Advance: Jenny has received approval by the Parks Department to have them power wash the wall and the underside of the bridge to clean the area weeks before the painting would occur. The artists will prime the wall to get it ready for paint.

Equipment Needed: Ladders, Scissors Lift from approx. July 15-26. Access to electricity and water will be needed by the artists. DGBI can work with adjacent properties to accommodate this.

Materials to be used: We will use Aqua Lock primer. We work with Hallman Lindsay paints out of Manitowoc. The mural will be painted with a Hallman Lindsay low sheen acrylic latex paint. We will spray a graffiti coat upon completion. The product we use protects the wall so if you were to take paint thinner to the graffiti it would rub away while the mural is intact.

Length of time to complete: We will begin this project July 15 and have it completed by July 26. ArtFest Paint By Number event would be July 20 from 9am-8pm and July 21 from 10am-3pm

*Note: Every community mural Yonder hosted has been completed in one day. We will be there all-day Sunday to talk with people and touch up the mural regardless. When this mural is done it is done. Please be aware that there will be a point when we need to turn people away. As the painting advances the skill of the participants must as well.

Maintenance Plan: Downtown Green Bay, Inc. would work with Parks Department on any graffiti removal.

Draft Concept of the Design

The mural design will incorporate Ho-Chunk artist Ken Lewis's feathers artwork. This image represents the 12 different clans of the Nation. We will do our best to uphold the integrity of this piece but may need to alter the design so that it fits the space. We are looking to possibly integrate Ho-Chunk clothing applique designs and words. In designing a paint-by-number mural we need to organize the wall in such a way that the community can be handed a color and paint a specific shape that color. We use a lot of flat colors with little shading. We will be sure that all involved are pleased with the design and that it is an authentic representation of the Ho-Chunk Nation. We also envision members especially teens of the Ho-Chunk tribe on site to help lead the painting. <https://ho-chunknation.com/about/> A final design rendering will be forthcoming.





Example of applique pattern that could be incorporated into mural.

Examples of Artist's prior work/additional murals



St. Francis Mural, Manitowoc, WI



Mr. Rogers Mural, First Presbyterian Church, Manitowoc, WI



Sturgeon Bay, WI



Algoma, WI



Manitowoc, WI

For more updates and information see: <https://www.facebook.com/yonderartland/> and <https://www.instagram.com/yonderartland/>

Please feel free to reach out with any clarifying questions.

Submitted by:

Jenny VandenLangenberg

Director of First Impressions

Downtown Green Bay, Inc.

920.617.7087

jenny@downtowngreenbay.com





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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.4

Consideration with possible action on request by Shipyard District, Inc. for the City to submit a letter of support to Canadian National Railroad to improve an existing fence and complete streetscaping between the fence and alley behind 709-723 S. Broadway.

BACKGROUND

CN Rail owns the parcel centered over their tracks behind 709-723 S. Broadway. CN, through their predecessors, has allowed an alley serving these parcels to exist and operate within their parcel. The alley is separated from the track area by a fence and narrow green space. The fence has fallen into disrepair, and the green space has become overgrown with weeds and is an eyesore to the neighborhood.

RECOMMENDATION

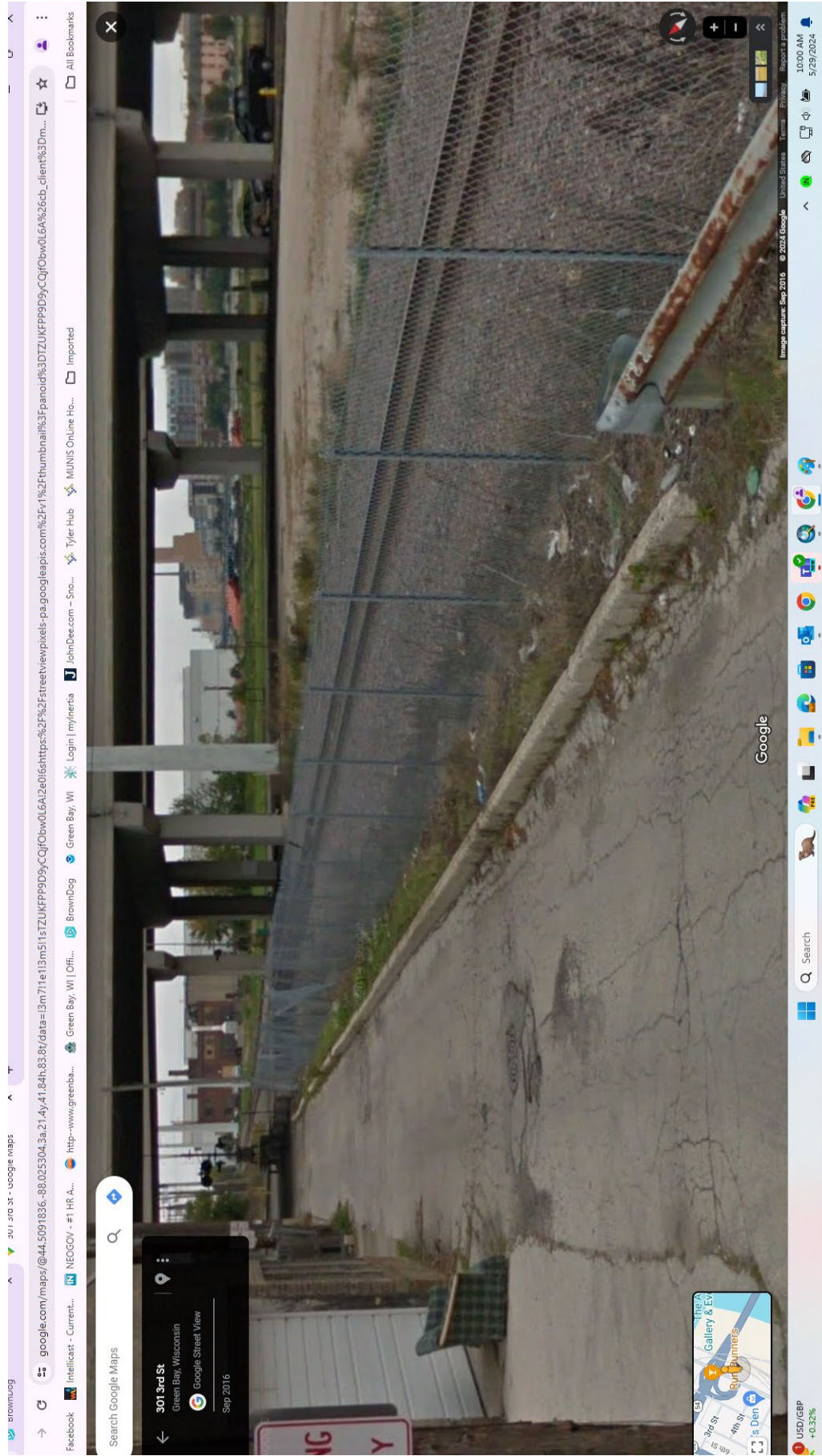
Staff recommends approval of the request.

FISCAL IMPACT

None

ATTACHMENTS

- I. 700 S Broadway Alley





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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.5

Consideration with possible action on request by Ald. Grant and Ald. Hutchison to require staff to notify potentially affected property owners in advance of the Improvement & Services Committee meetings for projects where new sidewalk installation is being contemplated for properties not previously identified for sidewalk installation on the recorded plat.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2024-05-10 Dist 1 and Dist 2 to I and S

Online Form Submittal: Alders' Petitions and Communications

noreply@civicplus.com <noreply@civicplus.com>

Fri 5/10/2024 4:09 PM

To: Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Eric Genrich <Eric.Genrich@greenbaywi.gov>; Amaad Rivera <Amaad.Rivera@greenbaywi.gov>

Alders' Petitions and Communications

Name	Jennifer Grant
Committee Name	Improvement and Services Committee
Text of Communication	Consideration with possible action on a request by Ald. Grant and Ald. Hutchison to require staff to notify potentially affected property owners in advance of the Improvement & Services Committee Meeting for projects where new sidewalk installation is being contemplated for properties not previously identified for sidewalk installation on the recorded plat.

Email not displaying correctly? [View it in your browser.](#)



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.6

Consideration with possible action on request by Ald. Wery and Ald. Hutchison to amend Section 32-2 (g)(5)(i), Green Bay Municipal Code, regarding storage of garbage and recycling carts between collection days.

BACKGROUND

The City of Green Bay implemented fully-automated garbage and recycling collection beginning in January 2014, with full implementation completed by July, 2014. Part of the implementation plan for fully-automated collection involved the use of specific carts to hold the garbage and recyclable wastes. These carts were selected by the City and purchased by residents, and are the only carts that can be used by residents.

During the development of the implementation plan, considerable discussion between staff and alders centered around storage of the carts in between collection days. As residents had never needed the carts before, there was uncertainty regarding the potential unsightliness of the carts when viewed from the street, either in front of or alongside the residence. As such, the ordinance was drafted requiring the carts to be stored inside a garage or enclosure, or in a side yard setback completely screened from the street side, in between collection days.

In the 10 years since implementation of the program, the carts have proven to be largely innocuous in appearance. Most of our neighboring municipalities allow for outside storage of carts behind the front yard setback without the need for additional screening. Most of the complaints that the Department of Public Works responds to regarding cart storage appear to be petty in nature, with neighbors nitpicking on each other. Staff believes the time has come to revise the existing ordinance to allow carts to be stored alongside the primary residence, behind the building face.

RECOMMENDATION

Staff recommends approval of the request

FISCAL IMPACT

None

ATTACHMENTS

- I. 2024 proposed Chapter 32 modifications - cart storage

City of Green Bay-DPW
Chapter 32 (Solid Waste Ordinance)
Proposed Tipper Cart Storage Changes
(May 2024)

Following is existing (2024) Chapter 32 ordinance text regarding storage of trash and recycling carts, including edits illustrating proposed changes:

32-2(g)(5) Storage and collection.

a. The owner and/or occupant of any premises shall be responsible for proper and sanitary storage, separation and preparation of all solid waste accumulated at that premises until collected by the collecting and transporting service.

b. Manufactured and mobile home park and condominium waste. On the scheduled day of collection, manufactured and mobile home park and condominium waste shall be properly prepared and placed at the curblin of the adjacent public street. No collection will be made on private property or in alleys, unless provided for by the Common Council and meeting the following conditions:

1. The property owner and lessee, if applicable, shall provide the City with an indemnification and hold harmless agreement protecting the City from any and all liability for coming upon such private property, in a form to be approved by the City Attorney's Office.

2. The property owner shall also maintain a policy of liability insurance, the terms and limits of which shall be determined by the City Insurance Department, in which the City of Green Bay shall be named as an additional insured, protecting it from any and all liability for coming upon said property.

3. City collection vehicles are able to enter and leave the private property while proceeding in a forward motion, the private driveways or streets are of an adequate width to safely accommodate City collection vehicles and the solid waste is placed out for collection in an open area readily accessible for collection.

4. If waste stored on private property is not disposed of properly, the City will see that proper disposal is made and charge the property owner the actual cost of said disposal.

c. Residential waste. Waste materials shall be stored in a manner which protects them from wind, rain, and other inclement weather conditions. Residential waste shall be placed in a garbage cart and placed at the curb a minimum of four feet from obstructions such as other tipper carts, trees, signposts, traffic signals and power poles for collection. Pick-ups shall not be made on residential private property or in the alley adjoining residential property, except for manufactured and mobile home parks and condominiums as defined above.

d. Recyclable waste. Recyclable materials shall be stored in a manner which protects them from wind, rain, and other inclement weather conditions. Recyclable wastes shall be placed in a recycling cart and placed at the curb a minimum of four feet from obstructions such as other tipper carts, trees, signposts, traffic signals and power poles for collection. Recyclable waste collection shall be made on the same day as regular solid waste collection. Pick-ups shall not be made on residential private property, or in the alley adjoining residential property except for manufactured and mobile home parks and condominiums as defined above.

e. Manufactured and mobile home park and condominium waste. Waste from manufactured and mobile home parks and condominiums shall be considered residential waste and shall be stored and collected under the provisions of subsection (g)(5)b of this section.

f. Any solid waste, when placed out for collection, shall be out by 6:00 a.m. on the scheduled day of collection, but shall not be placed out more than 12 hours before collection day and shall be removed not more than 12 hours after collection day. Solid waste for collection shall be placed along the curbline immediately adjacent to the property which has generated the solid waste. Failure to comply may result in the issuance of a citation.

g. Items too large or otherwise unsuitable for storage containers shall be stored in a nuisance-free manner consistent with regulations established by the Director of Public Works.

h. All solid waste placed out for collection becomes City property upon being collected.

i. Garbage, recycling, or refuse containers shall be stored during the time period between collection days in the following locations:

1. Tipper carts shall not be stored within 15 feet of the public right-of-way.

2. ~~Tipper carts shall not be stored on any street side or alongside of a building unless the cart is completely screened from view of an observer located at the public right-of-way.~~ **Tipper carts may be stored within the front setback of the property or alongside a building behind the building face. Carts do not need to be screened from view.**

3. Tipper carts ~~shall~~ **may** be stored in the backyard, garage, or any other convenient location.

4. All tipper carts must be stored with the lids completely closed.

5. Carts shall not be stored near a furnace, grill or any other heat source.

j. There shall be no variance from this section without the prior approval of the Director of Public Works therefor.

k. Any garbage, recycling, yard waste, or refuse container stored in violation of this chapter, irrespective of the provisions of subsection (g)(5)i of this section, shall be subject to the following:

1. The Director of Public Works shall have the authority to order that any exterior storage of garbage, recyclables, or refuse be enclosed in a structure if, in their determination, the storage of such garbage, recyclables, or refuse is unsanitary or creates or tends to create a nuisance to public health or safety.
2. In determining whether an exterior storage structure shall be required under this section, the Director of Public Works shall take into account the location of the waste storage, its proximity to residential areas, the likelihood of human exposure or contact with the waste storage areas, and the type of waste being stored. These considerations are to be deemed illustrative and not exclusive.
3. All structures ordered under this section shall be at least three-sided and constructed of opaque materials sufficient to ensure the waste is concealed from view from the exterior of the three sides. The walls of the structure shall be of a height equal to one foot taller than the garbage or refuse receptacle, but in no event in excess of six feet in height, and shall be maintained in a neat and orderly manner.
4. Any person aggrieved by such an order by the Director of Public Works to enclose said waste containers shall have the opportunity to bring such order before the Improvement and Service Committee for its review within 30 days of the issuance of the order.



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.7

Consideration with possible action to review and approve updates to the Department of Public Works' Adopt-a-Pond program.

BACKGROUND

The Department of Public Works' Stormwater Utility manages an Adopt-a-Pond program to comply with the City's Municipal Separate Storm Sewer System (MS4) Permit. The City has historically had little to no participation in the program. In an effort to increase participation in the program, the City has made updates to the application materials and plans to launch a new webpage and print rack cards. The updated application materials and volunteer waiver were also made consistent with the Parks, Recreation, & Forestry Department's "Adopt-a" programs.

RECOMMENDATION

To review and approve updates to the Department of Public Works' Adopt-a-Pond program.

FISCAL IMPACT

Materials for the program are funded by the Stormwater Utility.

ATTACHMENTS

1. Adopt A Pond Program Description
2. Adopt A Pond Application
3. Adopt A Pond Terms and Conditions
4. Adopt A Pond Volunteer Waiver

Adopt-A-Pond Program

City of Green Bay Public Works



Program Overview

The Adopt-A-Pond Program was created as an entirely voluntary, cooperative effort between community members and the City of Green Bay with the shared goal of improving the quality of our stormwater ponds. Stormwater ponds provide temporary storage during large storm events, which reduces flooding while allowing pollutants to settle out of the water. Keeping stormwater ponds clean not only makes them more sightly in our neighborhoods, but it also results in cleaner water being discharged to our local waterways.

Who Can Apply

This program is geared toward residents who live on property adjacent to ponds, but anyone may participate. Any residents, neighborhood associations, community groups, and businesses are welcome.

Intent

It is the intent of the City of Green Bay that the Adopt-A-Pond program be promoted and conducted as an entirely voluntary cooperative program between the City of Green Bay residents and the City of Green Bay Department of Public Works. No aspect of this program should be construed to reflect a right or responsibility on the part of either party.

Adopt-A-Pond Criteria

1. The pond must be owned and/or maintained by the City of Green Bay.
2. The pond group must submit an Adopt-A-Pond application AND demonstrate a commitment to fully participate in the program and maintain adopted pond.

Responsibilities

City

1. Provide educational materials and management guidance.
2. Provide trash collection bags and pick-up at pre-established locations.
3. Provide Adopt-A-Pond sign at pond.
4. Assist in plant species identification.

Adopt-A-Pond Program

City of Green Bay Public Works



Responsibilities

Adopters

1. Adopt pond for minimum of 2 years.
2. Designate Pond Group Representative to coordinate activities and represent group.
3. Have at least 2 people per group.
4. Complete at least two (2) pond clean-up activities annually to remove trash and debris and report invasive species.
5. Submit brief report of activities.
6. Practice stormwater pollution prevention around pond.
7. Work in a safe and responsible manner during pond work days.
8. Only conduct clean-up activities on shore. **Do not wade** in ponds.

Time Commitment

Time commitment will depend on the group. At a minimum, adoptees must perform 2 clean-up activities per year and adopt a pond for a 2-year period.

Getting Started

Submit an application, either online at the City of Green Bay website or by requesting a physical copy from the Green Bay Department of Public Works. If you have any questions about the program, contact the Stormwater Engineering Technician at (920) 448-3100 or GreenBayPublicWorks@greenbaywi.gov.

Renewal of Agreement

Following the 2-year adoption period, the Pond Group can decide if they would like to renew their agreement and adopt the pond for an additional 2-year period.

Adopt-A-Pond Program

City of Green Bay Public Works

Application



Name of Organization ("Pond Group"): _____

Number of Participants: _____

Contact Name ("Pond Representative"): _____

Email Address: _____ Phone Number: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Requested Pond: _____

Note: If you do not know the name of your requested pond or are unsure if it is City-owned, contact the Stormwater Engineering Technician for assistance at 920-448-3104 or abigail.adams@greenbaywi.gov

Sponsorship Signs

Adopt-A-Pond sponsors are eligible for a sign with the organization's name at their designated pond. The City of Green Bay will install all signs. If you are interested in a sign for your designated pond, please indicate exactly how you wish the name to appear on the sign (name is limited to 15 spaces on each of the two lines).

If you do **not** wish to have a sign, please initial above.

Sponsor Statement:

On behalf of my organization, I have read and agree to follow the Terms and Conditions of the City of Green Bay Public Works Department's Adopt-A-Pond Program. I agree to ensure all adult members of this group have signed a City of Green Bay Volunteer Waiver Form, and that all minors have a waiver signed by a parent/guardian. I agree to notify the City of any changes in the contact information for the group.

Sponsor Signature: _____

Date: _____



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

Adopt-A-Pond – Terms and Conditions

1. Sponsors are to be considered volunteers and not officers, employees, or agents of the City of Green Bay. Any injuries, claims, liabilities, suits, or costs relating to this permit shall be the sole responsibility of the Sponsors.
2. The Sponsor agrees to indemnify and hold harmless the City of Green Bay from any injury, cost, suit, liability, or award arising from the issuance or exercise of this permit, or because of any adverse effect upon any person or property attributed to the works of the Sponsor.
3. Participants in the group agree to complete and return waivers to Department of Public Works.
4. Participants in the group agree to obey and abide by all City ordinances and regulations.
5. Ponds are assigned on a first come, first served basis. Sponsorship approvals are at the discretion of the Department of Public Works.
6. Pond sponsorships will not overlap. Each pond will be adopted by one sponsor at any given time. Sponsors will not work beyond their assigned pond. These terms may be negotiated with the Department of Public Works.
7. This agreement shall remain in effect for a two-year period and can be extended for successive two-year periods, subject to the discretion of Department of Public Works.
8. Sponsors will participate in a minimum of two activity days per year. Activity dates are to be mutually agreeable to the Sponsors and the Department of Public Works' representative. Sponsors agree to work during daylight hours only.
9. Sponsors will provide appropriate training prior to any activity day to ensure the safety of all participants. Safety rules will be reviewed each activity day before proceeding.
10. Sponsors will ensure there is one adult supervisor present for every 5 juveniles (under age 16).
11. The Department of Public Works will supply trash bags for litter pickup and will remove collected trash from a predetermined location.
12. Requests for additional supplies and materials should be directed to the Department of Public Works' representative. Unused supplies and materials furnished by the property may be retained by the Sponsors during the adoption period but must be returned to the Department of Public Works at the end of the adoption period.
13. Sponsors will not create any situation that may be hazardous to the public without prior authorization and supervision from the Department of Public Works. The use of power tools is forbidden without prior authorization by the Department.
14. Closed containers or items suspected to be hazardous will not be touched. Any items/situations found by the Sponsors that need further attention from City staff should be brought to the attention of the Department of Public Works.

15. Adopt-A-Pond sponsors will be recognized by Department approved signs located at the designated pond. The location of these signs is at the discretion of the Department of Public Works. The Department reserves the right to refuse or revise acronyms of group names when preparing signs.
16. If in the sole judgement of the City of Green Bay Department of Public Works it is determined that Sponsors are not meeting the terms and conditions of this agreement, upon thirty (30) days written notice, the City of Green Bay may terminate this agreement and remove the sign. The Pond Group may terminate this agreement for any reason upon thirty (30) days written notice to the City of Green Bay.

CITY OF GREEN BAY DEPARTMENT OF PUBLIC WORKS
WAIVER AND RELEASE OF LIABILITY FORM
FOR VOLUNTEERS:
Adopt-a-Pond Program

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS.

BEFORE SIGNING THIS WAIVER AND RELEASE OF LIABILITY, READ THIS ENTIRE DOCUMENT CAREFULLY. IF YOU SIGN THIS WAIVER AND RELEASE OF LIABILITY AND AN INCIDENT OCCURS RESULTING IN INJURY OR LOSS OF PROPERTY, THEN YOU WILL BE GIVING UP LEGAL RIGHTS THAT YOU MIGHT OTHERWISE HAVE HAD. IF THERE IS ANYTHING IN THIS DOCUMENT THAT YOU DO NOT UNDERSTAND OR IF YOU OBJECT TO ANY PROVISION CONTAINED IN THIS DOCUMENT, YOU SHOULD NOT SIGN THIS DOCUMENT AS IT IS DRAFTED, BUT RATHER SEEK ADVICE FROM YOUR LEGAL COUNSEL. REQUESTS FOR MODIFICATIONS MAY BE DIRECTED TO THE CITY ATTORNEY'S OFFICE AT 920-448-3080 WEEKDAYS BETWEEN 8:00 AM AND 4:00 PM.

This Waiver and Release is executed on the date entered below by the undersigned (the "Volunteer") in favor of the City of Green Bay and its elected officials, officers, employees, agents and the like (collectively the "City").

WAIVER AND RELEASE

The Volunteer freely, voluntarily and without duress executes this Waiver and Release under the following terms:

1. For good and valuable consideration including Volunteer's ability to participate as a volunteer performing trash and debris removal as part of the Adopt-a-Pond Program for the Department of Public Works, Volunteer (or parent/guardian on behalf of Volunteer who is under 18 years of age) agrees on behalf of Volunteer and Volunteer's heirs, assigns and the like, to hold harmless and release the City of Green Bay and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs (including attorney fees) arising out of and limited to the Volunteer's participation as a volunteer performing trash and debris removal as part of the Adopt-a-Pond Program for the Department of Public Works, which is anticipated to include but not be limited to garbage bags, pickers, shovels, rakes, and other like equipment to remove trash and debris and any other duty or activity assigned to the Volunteer by the City (hereinafter "Activities"). However, the City and Volunteer understand that the City is not released from liability for harm incurred by Volunteer which results from the City's intentional or reckless conduct. These Activities will be performed on City property including, but not limited to, the adopted pond and any other location if specifically assigned by the City.
2. The Volunteer understands that participating as a volunteer performing trash and debris removal as part of the Adopt-a-Pond Program for the Department of Public Works and/or in Activities described in paragraph one may involve hazards that may subject the Volunteer to the risk of damage to property or person, including bodily injury, cognitive injury, mental anguish, pain, suffering, and similar or related conditions. **The Volunteer understands the described risks of the Activities and participating as a volunteer performing trash and debris removal as part of the Adopt-a-Pond Program for the Department of Public Works hereby expressly and specifically assumes the described risks of injury or harm and releases the City from any and all liability for injury, illness, death or property damage resulting from the Volunteer performing trash and debris removal as part of the Adopt-a-Pond Program and caused by Volunteer or by the negligence of the City. The Volunteer has independently determined that the Volunteer's experience, health, and capabilities are proper to participate as a volunteer performing trash and debris removal as part of the Adopt-a-Pond Program for the Department of Public Works and to perform the Activities described herein.**
3. The City may, but is not obligated to, take any action it considers warranted under the circumstances regarding Volunteer's health and safety and Volunteer does hereby release and forever discharge the City from any claims which arise or may hereafter arise on account of any first aid, treatment or service rendered in connection with Volunteer's activities with the City.

CONSTRUCTION OF WAIVER AND RELEASE AND SEVERABILITY

The Volunteer expressly agrees that this Waiver and Release is intended to be as broad and inclusive as permitted by the laws of the State of Wisconsin and that this agreement shall be governed and interpreted by Wisconsin law. It is further agreed that nothing in this Waiver and Release shall be construed as a waiver, replacement or forfeiture of any other legal rights and defenses available to the City. The Volunteer agrees that in the event any clause or provision of this Waiver and Release is deemed invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Waiver and Release which shall continue to be enforceable.

Volunteers performing trash and debris removal as part of the Adopt-a-Pond Program for the Department of Public Works

Date(s) (Approximate) or start date: _____

Volunteer's Information (Parent/guardian Information if volunteer is under 18)	
Name:	Phone Number:
Street Address:	City, State:
Emergency Contact	
Name:	Phone Number:

I CERTIFY THAT I AM AT LEAST 18 YEARS OF AGE AND HAVE READ THE PRECEDING WAIVER AND RELEASE OF LIABILITY THOROUGHLY AND I FULLY UNDERSTAND ITS TERMS AND CONDITIONS AND ENTER INTO IT ON BEHALF OF MYSELF, MY HEIRS, NEXT OF KIN ASSIGNS AND PERSONAL REPRESENTATIVES. NO ONE HAS MADE ANY REPRESENTATIONS, STATEMENTS OR INDUCEMENTS THAT CHANGE OR MODIFY ANYTHING WRITTEN IN THIS WAIVER AND RELEASE OF LIABILITY.

Volunteer's Signature:	Date:
------------------------	-------

.....

IF VOLUNTEER IS UNDER AGE 18, PARENT/GUARDIAN MUST COMPLETE THIS SECTION

AS PARENT, GUARDIAN, OR TEMPORARY GUARDIAN WITH LEGAL RESPONSIBILITY FOR THE VOLUNTEER, I CERTIFY THAT I HAVE READ THE PRECEDING WAIVER AND RELEASE OF LIABILITY AND BY SIGNING BELOW CONSENT TO THE NAMED MINOR VOLUNTEER'S PARTICIPATION SUBJECT TO THE TERMS AND CONDITIONS OF THE WAIVER AND RELEASE. NO ONE HAS MADE ANY REPRESENTATIONS, STATEMENTS OR INDUCEMENTS THAT CHANGE OR MODIFY ANYTHING WRITTEN IN THIS WAIVER AND RELEASE OF LIABILITY.

Name of Minor (please print):

Signature of Parent/Guardian:

Date:

Printed Name of Parent/Guardian:



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.8

Consideration with possible action on request by Department of Public Works to approve and submit to WDNR the annual electronic Compliance Maintenance Annual Report (eCMAR) and Resolution approving the WDNR NR 208 - Compliance Maintenance Annual Report.

BACKGROUND

Each year the City is required to submit an annual report, known as the electronic Compliance Maintenance Annual Report (eCMAR), to Wisconsin Department of Natural Resources for the City's sanitary sewer collection system. A resolution is required for Council approval of the report prior to submittal to WDNR by the Director of Public Works. These actions are necessary to maintain compliance with the requirements of Ch. NR 208, Wis. Adm. Code. The annual report submittal deadline is June 30, 2024. The City has received a favorable "A" rating for its management of the City's sanitary sewer collection system based on the information provided by the City within the report.

RECOMMENDATION

To approve the annual eCMAR and forward the resolution to Council for approval, authorize the Mayor and City Clerk to execute the resolution, and allow the Director of Public Works to forward these documents to WDNR.

FISCAL IMPACT

No additional impacts are associated with this annual report. The City will continue to operate, manage, and maintain the sanitary sewer collection system within the Sanitary Sewer Utility budget.

ATTACHMENTS

1. 2023 CMAR summary memo
2. 2024-05-29 eCMAR Draft for Approval
3. 2023 CMAR Resolution-06-11-2024



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

TO: Improvement & Services Committee
Steve Grenier – Director of Public Works

FROM: Valerie Joosten – Utility Manager

DATE: May 29, 2024

RE: Compliance Maintenance Annual Report Summary

Each year the Public Works Department is required to submit a report to the Wisconsin Department of Natural Resources (WDNR) as to the status of the City's sanitary sewer collection system. This is done through the electronic Compliance Maintenance Annual Report (eCMAR).

The City's eCMAR is complete and ready for submittal to the Wisconsin Department of Natural Resources (WDNR). The report documents the compliance status of the City's sanitary sewer collection system for 2023.

The eCMAR consists of two sections, Financial Management and the Sanitary Sewer Collection Systems.

The Financial Management section of the report addresses whether the City has sufficient revenue to cover operational and maintenance expenses and ensures that the City is planning for capital projects and expenses, related to the City's sanitary sewer collection system. The report collects data related to energy efficiency and usage of the collection pumping systems. In 2023, the City received an "A" rating for the Financial Management section.

The Sanitary Sewer Collection System section of the report addresses the various components of the City's CMOM (Capacity, Management, Operations & Maintenance) program and addresses the City's performance related to the maintenance, management and operation of the City's sanitary sewer collection system. The City's written CMOM plan has been in place since 2015, following an EPA mandate. WDNR regulations required the implementation of a CMOM for collection facilities beginning in 2016. The CMOM plan is a living document that is reviewed, revised, and implemented on an annual basis. The City receive an "A" rating in 2023 for the Sanitary Sewer Collection System section of the report.

As indicated in the eCMAR report, the City has the necessary systems in place to effectively operate, manage and maintain the sanitary sewer collection system. The City will continue to review and make improvements to its CMOM and set goals to continue to improve the operation, management and maintenance of the system.

A summary of the City's performance since 2006 is provided in the following table.

City of Green Bay – eCMAR Rating and Data Summary

Year	Financial Rating	Sewer System Rating	Overall Rating	% System Cleaning	% System Televised	Total No. of Sewer Complaints	Back-ups from City Main	Sanitary Sewer Overflow (SSO)
2006	A	A	A	33.53 ¹	3.19	323	207	0
2007	A	A	A	30.6 ¹	3.2	332	249	0
2008	A	A	A	29.3 ¹	2.9	364	239	0
2009	A	C	C+	8.85	3.5	359	267	2
2010	A	A	A	11.37	2.4	317	238	0
2011	A	A	A	24.75	10.59	299	72	0
2012	A	A	A	19.5	9.7	281	57	0
2013	A	A	A	43	19.4	272	43	0
2014	A	A	A	31.2	34.9	321	25	0
2015	A	A	A	31.03	16.04	248	42	0
2016	A	A	A	38.06	16.44	178	13	0
2017	A	A	A	61.9	16.1	174	11	0
2018	A	A	A	71.6	25.9	214	6 ²	0
2019	A	A	A	58.1	25.0	182	7 ²	1
2020	A	A	A	55.4	19.6	192	6 ²	0
2021	A	A	A	40.94	21	160	12	0
2022	A	A	A	43.2	23.8	159	7	0
2023	A	A	A	43.4	21.4	140	6	0

Notes: ¹ Double counting of footages

² Excludes complaints due to flooding, contractor damage, and water main breaks

Action Requested

The Public Works Department requests the Improvement & Service Committee and Common Council adopt the Resolution approving the WDNR Compliance Maintenance Annual Report, authorize the Mayor and City Clerk to execute the resolution, and allow the Director of Public Works to forward these documents to WDNR. These actions are necessary to maintain compliance with the requirements of ch. NR 208, Wis. Adm. Code. The submittal deadline for the 2023 annual report is June 30, 2024.

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2024 2023

Financial Management

1. Provider of Financial Information

Name:

Valerie Joosten

Telephone:

(920) 448-3112

(XXX) XXX-XXXX

E-Mail Address
(optional):

valerie.joosten@greenbaywi.gov

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2023

● 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2023

● 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 3,242,848.40

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 0.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 3,242,848.40

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 619,842.93

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:

5/29/2024

2023

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 112,684.41

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 3,750,006.92

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

The amount subtracted from the fund is for expenditures for equipment purchases. This includes a replacement pickup truck, toolboxes, air monitors, gas monitors, an inverter/generator and piping for sanitary by-passing.

3.3 What amount should be in your Replacement Fund? \$ 3,750,006.92

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Country Club Road Reconstruction	\$1,055,000	2024
2	Elmore Street Reconstruction - N Chestnut to Gray	\$1,215,000	2025
3	Finger Road - Superior Road to Challenger Drive Reconstruction	\$382,000	2024
4	Howard Street - S. Ashland Avenue to Oakland Avenue Reconstruction	\$95,580	2024
5	School Place - S. Ashland Avenue to west cul-de-sac Reconstruction	\$278,300	2024
6	13th - W Mason to Howard Reconstruction	\$530,000	2026
7	13th - W Mason to 9th	\$840,000	2027
8	4th street - Broadway to S Maple Reconstruction	\$190,000	2024
9	Bridge St - Pearl to East Termini	\$40,000	2024
10	Cass Street - Madison to Monroe Reconstruction	\$111,000	2024
11	Chronic Sewer Repairs - Citywide	\$1,000,000	2024
12	Congress St - Madison to Monroe	\$115,000	2027
13	Division - Norwood to Northern Reconstruction	\$515,000	2026
14	Emilie Street - S Webster to Roosevelt	\$340,000	2027
15	Hinkle Street - Frontage Road to Hutson	\$495,000	2026
16	Hinkle - NR Frontage Road to W Mason Reconstruction	\$260,000	2025
17	Infiltration and Inflow program	\$750,000	2025
18	Mather Street - Gray to Locust	\$1,300,000	2026

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19	N Irwin - St Clair to N Termini	\$65,000	2025
20	Oakland - Howard to Seymour Ct	\$205,000	2024
21	Oxford - Dousman to Reed Reconstruction	\$175,000	2024
22	Reed - Oxford to Allard Reconstruction	\$105,000	2024
23	resurfacing Program	\$600,000	2024
24	S Maple - 9th to N Termini	\$280,000	2024
25	S Maple - Kellog to Mather	\$350,000	2025
26	S Roosevelt - Eliza to Grignon	\$300,000	2027
27	Emergency Sewer Repairs - City wide	\$400,000	2024
28	Spring Street - Madison to Monroe Reconstruction	\$110,000	2025
29	Woodlawn - Shawano to Dousman	\$290,000	2024
30	Chicago - S Madison to S Monroe	\$95,000	2026
31	Chicago - S Webster to S Roosevelt	\$335,000	2028
32	Christina - S Oakland to Hazel Ave	\$285,000	2028
33	Clay St - E. Mason to Main	\$1,005,000	2028
34	East Mason - Lime Kiln to Main	\$454,000	2024
35	N Maple Ave - Mather to Phoebe	\$215,000	2026
36	Quincy - Chicago to Bodart	\$860,000	2028
37	Richmond - Rick to 100' E/O	\$27,000	2024
38	Ricky - Vine to Richmond	\$81,000	2024
39	S. Chestnut - 7th to 8th	\$185,000	2028
40	S Maple Ave - Walnut to Kellogg	\$505,000	2024
41	S Van Buren - Crooks to Chicago	\$150,000	2025
42	S Van Buren - Eliza to Grignon	\$295,000	2025
43	Sanitary Lift Station Upgrade	\$150,000	2024
44	Sanitary Sewer - Alley Between Broadway and Chestnut	\$260,000	2024
45	St Clair - Baird to Roosevelt	\$465,000	2025

5. Financial Management General Comments

None.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	5,645	0
February	4,280	0
March	7,264	0
April	7,483	0
May	5,345	0
June	4,047	0
July	3,759	0
August	4,080	0
September	3,287	0
October	2,833	0
November	3,895	0
December	4,095	0
Total	56,013	0
Average	4,668	0

6.1.2 Comments:

None.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☒ Extended Shaft Pumps
- ☐ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

None.

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

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5/29/2024 **2023**

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

The City regularly inspects and maintains the lift stations and the pumps. A technical maintenance worker is dedicated to maintaining all of the City's lift stations. The City is planning to conduct an engineering condition assessment of all lift stations in the future for purposes of long term planning and upgrades. In 2024, the City is planning an electrical and VFD upgrade for Lift Station #7 at Prairie and Bylsby, which would provide more control over the operation and runtime thus improving the efficiency.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Green Bay Sewage Collection System

Last Updated: Reporting For:
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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- ☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Goals set within the 2022 eCMAR report:

1. Review and implement written policies and procedures related to CMOM.
2. Evaluate program goals to continue to improve the operation, maintenance, and management of the City's sanitary sewer system.
3. Evaluate lift station operation and energy usage.
4. Continue to implement a FOG program. Coordinate with NEW Water to conduct outreach to customers where FOG has been an issue.
5. Continue annual sewer inspection, cleaning and repair programs.
6. Focus on monitoring and reducing I&I.
7. Continue to participate on the technical advisory committee established by NEW Water to address I&I on a regional basis.

Did you accomplish them?

- ☐ Yes
- ☒ No

If No, explain:

The City accomplished many goals in 2023; however, certain efforts are on-going.

1. The City continues to update written policies and procedures. In 2024, the City will review and update the SSO Response Manual, Lift Station Management Manuals, and other standard operating procedures.
2. CMOM and program goals will continue to be reviewed and set annually.
3. Lift station upgrades are on-going. Additional upgrades are under design.
4. The City has an ongoing FOG maintenance program. A goal is to complete ordinance updates to support the FOG maintenance program.
5. Sewer inspection, cleaning and repairs are ongoing.
6. The City has a goal of developing an I&I workplan and evaluate the feasibility of a lateral replacement program during reconstruction.
7. The City continues to participate on the NEW Water I&I Technical Advisory committee.

- ☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

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2023

☒ Legal Authority [NR 210.23 (4) (c)] What is the legally binding document that regulates the use of your sewer system? City Ordinance Chapter 42 - Utilities; Chapter 8 - Building and Construction (Plumbing) If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2021-12-21 Does your sewer use ordinance or other legally binding document address the following: ☒ Private property inflow and infiltration ☒ New sewer and building sewer design, construction, installation, testing and inspection ☒ Rehabilitated sewer and lift station installation, testing and inspection ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary ☒ Fat, oil and grease control ☒ Enforcement procedures for sewer use non-compliance ☒ Operation and Maintenance [NR 210.23 (4) (d)] Does your operation and maintenance program and equipment include the following: ☒ Equipment and replacement part inventories ☒ Up-to-date sewer system map ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation ☒ A description of routine operation and maintenance activities (see question 2 below) ☐ Capacity assessment program ☒ Basement back assessment and correction ☒ Regular O&M training ☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐ What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property? ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements ☒ Construction, Inspection, and Testing ☐ Others:	0	
☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐ Does your emergency response capability include: ☒ Responsible personnel communication procedures ☒ Response order, timing and clean-up ☒ Public notification protocols ☒ Training ☐ Emergency operation protocols and implementation procedures ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐ ☐ Special Studies Last Year (check only those that apply): ☐ Infiltration/Inflow (I/I) Analysis ☐ Sewer System Evaluation Survey (SSES) ☐ Sewer Evaluation and Capacity Management Plan (SECAP) ☐ Lift Station Evaluation Report ☐ Others:		
2. Operation and Maintenance 2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.		

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
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Cleaning	43.4	% of system/year
Root removal	1	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	21.4	% of system/year
Manhole inspections	17.7	% of system/year
Lift station O&M	10	# per L.S./year
Manhole rehabilitation	0.6	% of manholes rehabbed
Mainline rehabilitation	0.8	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	41.3	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

In 2023 - 2024, the City constructed a new sanitary sewer line below the East River at Grove Street to replace two historical siphons. This is a significant improvement to prevent sewer backups and reduce I&I. The City televises the entire sewer network on a 3-5 year rotation. The City tracks this information in GIS and uses the information to prioritize repairs and upgrades to the City's sewer system.

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

21.97	Total actual amount of precipitation last year in inches
31.61	Annual average precipitation (for your location)
466.58	Miles of sanitary sewer
13	Number of lift stations
0	Number of lift station failures
2	Number of sewer pipe failures
6	Number of basement backup occurrences
140	Number of complaints
12.9	Average daily flow in MGD (if available)
629.2	Peak monthly flow in MGD (if available)
0	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.01	Basement backups (number/sewer mile)
0.30	Complaints (number/sewer mile)

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2023

48.8	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- ☒ Yes
- ☐ No

If Yes, please describe:

Infiltration and Inflow is an ongoing concern within the City of Green Bay due to the age of the City's infrastructure. Annually, the City inspects a portion of the City's sanitary sewers for potential issues. Currently, the City is on a 5 year rotation schedule. The City budgets at least \$1,000,000 annually for repair and replacement of the City's sewers based on the results of the televising and additional funds are budgeted for sewer repair or replacement during road reconstruction or resurfacing projects.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- ☐ Yes
- ☒ No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Total rainfall was lower in 2023 than in 2022 at the City Hall weather station. Peak monthly flow was higher in 2023, but overall average daily flow was lower than in 2022.

5.4 What is being done to address infiltration/inflow in your collection system?

The City televises 20 - 25% of its sanitary sewers per year. Defects are mapped in GIS. Each year the City budgets at least \$1,000,000 for repairs and replacement of sanitary sewers. Additional funds are budgeted for sewer repair or replacement during road reconstruction and resurfacing projects. In 2023, the City began work to replace the historical sanitary sewer siphon at Grove Street, which was a significant source of I&I. The City participated in NEW Water's technical advisory committee to address I&I issues regionally. Since 2016, the City has used SmartCovers to monitor flow elevations within portions of the sanitary sewer system and to track any indication of increased flows during and after precipitation events.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2024 **2023**

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2024 2023

Resolution or Owner's Statement

Name of Governing
Body or Owner:

City of Green Bay

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

The City will continue to the equipment replacement fund under the Sanitary Utility. On an annual basis the City will evaluate program goals. Lift stations will continue to be upgraded in 2024, which will improve both energy efficiency and the sewer system operation.

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

In 2023, the City added 1 additional sewer maintenance worker to the 2024 budget. The City filled 2 Utility Engineer vacancies and the vacant Utility Manager position. The City scheduled NASSCO training and continued to work on overall improvements to the City's sanitary sewer system and operation of the Sanitary Sewer Utility. Overall, the City kept the # of basement back-ups caused by the City's main line to a low number. The City continued to track grease trap maintenance by restaurant owners under the City's FOG program. The City remained on schedule to proactively clean, inspect and maintain the City's sewer system on the set rotation. The City completed the design of the replacement of the Grove Street siphon (actual construction completed in 2024).

The City will continue to review and implement its CMOM program on an annual basis. In 2024, the City will update the SSO emergency response plan, Lift Station maintenance manual and continue to develop and update standard operating procedures.

The City will continue to focus on reducing infiltration and inflow, updates to the FOG ordinance, and on-going inspection, maintenance and repair of the City's sanitary sewer network. The City has budgeted for additional upgrades and maintenance for sanitary sewer lift stations.

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

The City will continue to review and implement its CMOM program and set goals related to the operation, management and maintenance of the City's sanitary sewers.

**RESOLUTION APPROVING THE
WISCONSIN DEPARTMENT OF NATURAL RESOURCES
NR 208 – COMPLIANCE MAINTENANCE ANNUAL REPORT
June 11, 2024**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of “C” or less) and/or an overall grade point average (<3.00); and

WHEREAS the City of Green Bay (City) scored an “A” in Financial Management; and

WHEREAS the City scored an “A” in Collection System Management; and

WHEREAS the City scored an “A” as an overall grade.

NOW, THEREFORE, BE IT RESOLVED that the following voluntary actions will be taken by the City in 2024:

1. Continue to review and update policies and procedures pertaining to the financial management of the City’s Sanitary Sewer Utility;
2. Continue to review and implement written policies and procedures as it relates to the management, operation and maintenance of the City’s sanitary sewer collection system;
3. Continue to review, update, and implement the City’s Capacity, Management, Operation and Maintenance (CMOM) program;
4. Continue to evaluate program goals related to the CMOM program to continue to improve the operation, management and maintenance of the City’s sanitary sewer collection system.

Adopted _____, 2023

Approved _____, 2023

Eric Genrich, Mayor

ATTEST:

Celestine Jeffreys, City Clerk



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.9

Consideration with possible action on request by Department of Public Works to award contract for survey services for the 2025 Capital Improvement Program to Robert E. Lee and Associates, Inc. in the amount of \$91,350.00.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.10

Consideration with possible action on request by Department of Public Works to review and approve the award of contract BRIDGE 3-24 (BRIDGE MAINTENANCE AND CONCRETE REPAIRS) to Lunda Construction Company in the amount of \$135,511.00.

BACKGROUND

RECOMMENDATION

Department of Public Works recommends award to the lowest bidder, Lunda Construction Company.

FISCAL IMPACT

Funds were included in the approved 2024 CIP.

ATTACHMENTS

1. Bid Summary - Public
2. QuestCDN_Project Bid Results - Bridge 3-24

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

BRIDGE 3-24 (BRIDGE MAINTENANCE AND CONCRETE REPAIRS)

Tuesday, May 21, 2024

Contractor	Base Bid w/ alternates	Bid Bond
LUNDA CONSTRUCTION	\$135,111.00	5%
ZENITH TECH, INC.	\$153,782.23	5%
Any questions, call 920-448-3100		

BRIDGE 3-24 (BRIDGE MAINTENANCE AND CONCRETE REPAIRS)

Quest Number: 9098370

Closing Date: Tue, 05/21/2024 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:	Kayla Wasielewski
Email:	kayla.wasielewski@greenbaywi.gov
Phone:	920-448-3134
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
LUNDA CONSTRUCTION	Lunda Estimating	715-284-9491	wiquotes@lundaconstruction.com	\$ 119,911.00		
Zenith Tech, INC. bridge	JASON SAMZ	715-241-6992	ztiquote@walbecgroup.com	\$ 134,482.23		



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.11

Consideration with possible action on request by Department of Public Works to review and approve the award of contract JOANNES PARK AQUATIC CENTER ROOF & SERVICES to Garland/DBS, Inc. through a cooperative purchasing agreement in the amount of \$77,535.00, which includes the base bid, Alternate 1, and Alternate 2.

BACKGROUND

In 2023, roofing projects at Joannes Aquatic center were put out to bid and none were received. The City has engaged Garland/DBS, Inc. via cooperative purchasing to quote the needed replacement of these roofs.

RECOMMENDATION

Department of Public Works recommends entering into a cooperative purchasing agreement with Garland/DBS, Inc. to complete the roofing projects.

FISCAL IMPACT

Parks, Recreation, & Forestry Department has allocated funding to cover these costs.

ATTACHMENTS

1. Joannes Aquatic Center Roofs
2. OMNIA Proposal #25-WI-240638 - City of Green Bay - Joannes Aquatic Center



Parks, Recreation & Forestry Department
100 North Jefferson Street - Room 510
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3365
Fax 920.448.3393

5/28/24

To: Steven Grenier, P.E.

From: Kaurie Mihm, PLA

Re: Joannes Aquatic Center Roofing Material & Services

CC: Dan Ditscheit, PLA
Emma Browne, P.E.
James Brunette, P.E.
Trista Hobbs, P.E.

The Parks, Recreation and Forestry Department supports awarding Joannes Aquatic Center Roofing & Services to Garland/DBS, Inc. for the Base Bid amount of \$51,696.00 along with Alt. 1 for \$16,052.00, and Alt. 2 for \$9,787.00 for a total of \$77,535. Overhead Solutions provided the least expensive cost to Garland/DBS, Inc. for completing the work. Pricing was established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities).

	Overhead Solutions	Brockman's Roofing and Siding, LLC
Base Bid	\$51,696.00	\$60,501.00
Alt. 1	\$16,052.00	\$18,761.00
Alt. 2	\$9,787.00	\$11,570.00

Kaurie Mihm, PLA



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of Green Bay
Joannes Aquatic Center
1430 E Walnut St
Green Bay, WI 54301

Date Submitted: 05/23/2024
Proposal #: 25-WI-240638
MICPA # PW1925

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Scope of Work:

- 1.** Remove existing shingles and underlayment exposing the underlying wood deck. Properly dispose of all tear off materials.
- 2.** Inspect wood decking and repair or replace failed/rotten decking per this projects specification documents and drawings. At areas where decking is removed, inspect corresponding structural wood beams and repair or replace failed/rotten decking as per this projects specification documents and drawings.
- 3.** Install Self Adhering R-Mer Seal Ice and Water Shield as the underlayment, mechanically fastening as required, over the entire wood decking.
- 4.** Install perimeter and penetration flashings as detailed per this projects specification documents and drawings.
- 5.** Install the asphalt shingles per this projects specification documents and drawings.
- 6.** Clean up construction site removing all project debris, nails, etc and haul away to be properly disposed of at the landfill.

Attachment C: Bid Form - Line Item Pricing Breakdown					
Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.29	Tear-off & Dispose of Debris: SYSTEM TYPE Dimensional/Architectural Shingle Roof - Wood Deck	\$ 1.54	5,828	SF	\$ 8,975.12
16.07	INSTALLATION OF SHAKE, TILE, OR SHINGLE ROOF SYSTEMS: ADD/DEDUCT TO INSTALL SELF-ADHERING UNDERLAYMENT OVER ENTIRE ROOF - Install Self-Adhering Underlayment on Entire Roof Deck	\$ 2.84	5,828	SF	\$ 16,551.52
16.02	INSTALLATION OF SHAKE, TILE, OR SHINGLE ROOF SYSTEMS: REPLACING ARCHITECTURAL SHINGLE ROOF SYSTEM - New Dimensional Shingle Roof System with Base Sheet as an Underlayment, Install Self-Adhering Underlayment on All Eaves, Peaks & Valleys	\$ 9.48	5,828	SF	\$ 55,249.44
	Total After Multipliers				\$ 80,776.08

Proposal Price Based Upon Market Experience: \$ 51,696

Architectural Asphalt Shingled Roof Replacement – Base Bid:

1 Overhead Solutions	\$ 51,696
2 Brockman's Roofing and Siding, LLC	\$ 60,501

Architectural Asphalt Shingled Roof Replacement – Add #1 to Base Bid:

1 Overhead Solutions	\$ 16,052
2 Brockman's Roofing and Siding, LLC	\$ 18,761

Architectural Asphalt Shingled Roof Replacement – Add #2 to Base Bid:

1 Overhead Solutions	\$ 9,787
2 Brockman's Roofing and Siding, LLC	\$ 11,570

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

Clarifications/Exclusions:

1. Plumbing, Mechanical, Electrical work is excluded.
2. Masonry work is included to which it obtains to the scope of work.
3. Interior Temporary protection is excluded.
4. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

John Petersen

John Petersen
Garland/DBS, Inc.
(216) 302-3777



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.12

Consideration with possible action on request by Department of Public Works to review and approve the award of contract BRIDGE I-24 MAIN STREET BRIDGE B-5-311 (HYDRAULIC REHABILITATION PHASE 2) to Zenith Tech, Inc. in the amount of \$679,000.

BACKGROUND

RECOMMENDATION

Department of Public Works recommends award to the lowest bidder, Zenith Tech, Inc.

FISCAL IMPACT

The project will be reimbursed by the \$1,200,000 SMA with WisDOT.

ATTACHMENTS

- I. QUESTCDN_Project Bid Results - Bridge I-24 Main Street

BRIDGE 1-24 MAIN STREET BRIDGE B-5-311 (HYDRAULIC REHABILITATION PHASE 2)

Quest Number: 9088684

Closing Date: Tue, 05/28/2024 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:	Kayla Wasielewski
Email:	kayla.wasielewski@greenbaywi.gov
Phone:	920-448-3134
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Zenith Tech, INC. bridge	JASON SAMZ	715-241-6992	ztiquote@walbecgroup.com	\$ 679,000.00		
LUNDA CONSTRUCTION	Lunda Estimating	715-284-9491	wiquotes@lundaconstruction.com	\$ 817,791.00		
Kraemer North America LLC	Chuck Phillipp	608-546-2311	cphillipp@kraemerna.com	\$ 898,830.43		



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.13

Consideration with possible action on request by Department of Public Works to review and approve the award of contract DAY STREET MUNICIPAL BUILDING FIBER CONNECTION to the lowest bidder, Holtger Bros., Inc., in the amount of \$79,362.57.

BACKGROUND

Day Street facility is being prepared for Green Bay Police Department occupancy. Fiber cabling is needed at the facility for security and internet/network.

RECOMMENDATION

Department of Public Works recommends award to the lowest bidder, Holtger Bros., Inc.

FISCAL IMPACT

The project will be paid by TID funding.

ATTACHMENTS

- I. QUESTCDN_Project Bid Results - DAY Street Municipal Building Fiber Connection

DAY STREET MUNICIPAL BUILDING FIBER CONNECTION

Quest Number: 9117804

Closing Date: Tue, 05/28/2024 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.	Unique VandenAvond	920-337-0516	bidspecialist@holtger.com	\$ 79,362.57		
Michels Underground Cable, Inc.	Aly Sober	920-924-4300 ext 1753	cablebids@michels.us	\$ 116,284.30		



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.14

Report the award of contract PARKS 2-24 BAY BEACH WILDLIFE SANCTUARY PARKING LOT EXPANSION - PH. 1 to Northeast Asphalt, Inc. in the amount of \$596,668.08, which includes the base bid, Alternate 1, Alternate 2, Alternate 3, and Alternate 4.

BACKGROUND

None given by JMB.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2-24 WLS Parking Lot



Parks, Recreation & Forestry Department
100 North Jefferson Street - Room 510
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3365
Fax 920.448.3393

5/22/24

To: Steven Grenier, P.E.

From: Kaurie Mihm

Re: Parks 2-24 Bay Beach Wildlife Sanctuary Parking Lot Expansion – Ph. 1

CC: Dan Ditscheit, PLA
James Brunette, P.E
Emma Browne, P.E.

The Parks, Recreation and Forestry Department supports awarding Parks 2-24 Bay Beach Wildlife Sanctuary Parking Lot Expansion – Ph. 1 to the lowest responsive and responsible Bidder, Northeast Asphalt, for the Base Bid amount of \$ 370,075.00 along with Alt. 1 for \$30,963.48, Alt. 2 for \$52,076.64, Alt. 3 for \$81,504.96, and Alt. 4 for \$62,048.00.

	Northeast Asphalt	Advance Construction	Peters Concrete	Express Excavating	Highway Landscapers	Vinton Construction
Base Bid	\$370,075.00	\$388,805.12	\$401,042.05	\$441,083.90	\$447,233.89	\$480,903.16
Alt. 1	\$30,963.48	\$30,904.80	\$32,665.20	\$17,237.25	\$32,283.78	\$29,721.42
Alt. 2	\$52,076.64	\$50,388.80	\$52,360.00	\$48,232.80	\$51,115.68	\$47,136.32
Alt. 3	\$81,504.96	\$86,092.80	\$78,304.80	\$88,216.80	\$84,790.08	\$78,304.80
Alt. 4	\$62,048.00	\$64,596.40	\$60,718.40	\$45,760.40	\$58,868.04	\$56,264.24

Kaurie Mihm, PLA



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.15

Consideration with possible action on request by Department of Public Works to award contract SEWERS 3-24 COUNTRY CLUB ROAD at a staff level and report the award at the next Improvement & Services Committee meeting.

BACKGROUND

None given by JMB.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # F.16

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

A. Granting of Licenses

I. Sidewalk Builder

- a. MP Concrete LLC
- b. Northern Concrete Construction, Inc.
- c. Jonny Farr Concrete, LLC

2. Tree & Brush Trimmer

- a. J' Tree Removal & Stump Grinding Service, LLC

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

June 5, 2024

PREPARED BY

AGENDA ITEM # G.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None