# AGENDA OF THE COMMON COUNCIL

## TUESDAY, MARCH 4, 2025, 6:00 PM
## In person at City Hall, Room 203 - Council Chambers.
## Virtual attendance also available via Zoom.

**A. Zoom Meeting Information.**

1. Join Zoom Meeting Online:
   https://us02web.zoom.us/j/89274696903

   Or call in by phone: +1 312 626 6799
   Meeting ID: 892 7469 6903
   Passcode: 209710

   If you wish to speak at this public meeting or leave a comment, please fill out the online Comment Form and submit by 4:30 PM on Council meeting day. More detailed Zoom Instructions can be found online.

**B. Roll Call.**

**C. Pledge of Allegiance.**

**D. Invocation.**

**E. Approval of Minutes.**

1. February 4, 2025.

**F. Approval of the Agenda.**

**G. Report by the Mayor.**

**H. Announcements.**

**I. Recognitions and Awards.**

1. The Parks, Recreation and Forestry Department recognizes Ann Moeller, Recreation Manager, who received the George Wilson Service Award. The Wilson Service Award was presented at the February Wisconsin Parks and Recreation Associations Annual conference. Moeller is a

committed park and recreation professional who has impacted the industry in multiple ways. Her exceptional dedication and tireless contributions to WPRA have made her a standout leader within the organization.

## J. Presentation

1. National Football League Draft 2025 Presentation.

## K. Appointments.

1. **Appointments:**

Zoning and Planning Board of Appeals
Brian Ritter, 1349 Eliza Street, Green Bay, WI 54301
Term to expire: February 1, 2028

Traffic, Bicycle and Pedestrian Commission
Jesse Wellens, 1084 Dousman Street, Green Bay, WI 54303
Term to expire: March 1, 2028

**Reappointments:**

Traffic, Bicycle and Pedestrian Commission
Kasha Huntowski, 1219 Lawe Street, Green Bay, WI 54301
Term to expire: March 1, 2028

Green Bay Housing Authority
William Vande Castle, 206 Seminole Lane, Green Bay, WI 54313
Term to expire: March 1, 2030

CDBG Revolving Loan Fund Committee
Eli Hicks, 902 S. Madison St., Green Bay, WI 54301
Term to expire: March 1, 2028

2. Information Technology Director
   Dave Wiquet

3. Human Resources Director
   Brian Rollefson
   Effective March 31, 2025

4. Interim Human Resources Director
   Melanie Falk
   Effective January 26, 2025 to March 30, 2025

## L. Public Hearings.

1. Public hearing on a request to amend the Smart Growth 2022 Comprehensive Plan for 500 Day St from future Industrial land-use to downtown land-use. (CPA 24-05)

## M. Ordinances - Second Reading for Adoption.

1. Miscellaneous Ordinance No. 01-25
   An ordinance adopting an amendment to the Smart Growth 2022 Comprehensive Plan of the City of Green Bay related to the Future Land Use of property located at 500 Day Street (Parcel 7-1) from Industrial to Downtown (CPA 24-05).

2. Zoning Ordinance No. 04-25
   An ordinance rezoning property located at 500 Day Street (Parcel 7-1) from General Industrial District to Down Town District Two (ZP 24-48).

## N. Report of the Redevelopment Authority (February 11, 2025).

1. To approve the Memorandum of Understanding with C. Reiss Terminals, LLC for the relocation of coal piles and redevelopment of its Mason Street site.

2. To approve Development Agreement 25-02 with Investment Creations, LLC for the redevelopment of 109 and 101 N. Adams Street and 227 E. Walnut Street (Tax Parcels 12-118, 12-122, 12-119) contingent on the Developer securing all necessary approvals through the State Historic Preservation Office (SHPO) and the Landmarks Commission.

   The Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

3. INFORMATIONAL ONLY - Director's Report on BayLake Bank Building.

## O. Report of the Improvement & Services Committee ( February 26, 2025).

1. To approve the request by Ald. Proffitt, on behalf of the resident at 1285 Cedar Street, for an exemption to the setback requirements of the City of Green Bay Street Terrace Policy for plantings in the terrace.

2. To hold the request by Ald. Prestley to conduct a street light study on Wisconsin Avenue until the March 12, 2025, Improvement & Services Committee meeting.

3. To deny the request by Ald. Hinkfuss on behalf of Craig Francois, 2965 Shelter Creek Lane, to appeal the charges levied against the property for placing yard waste in the street.

4. To approve the request by Department of Public Works to accept a Pre-Disaster Flood Resilience Grant (PDFRG) from Wisconsin Emergency Management in the amount of $250,000.00 to begin implementation of "*East River Emilie Park Wetland Restoration for Flood Resiliency in Green Bay*" project.

5. To approve the request by Department of Public Works Operations Division to purchase a closed-circuit televising truck 2025 Aries Pathfinder and Wolverine 2.0 System outfitted in a 2025 Ford F550 from JWR off Sourcewell Contract #120721-ARS for the price of $475,865.00 which includes delivery, warranty, and operator training.

6. To approve the request by Department of Public Works Operations Division to purchase a Generac 75kVa trailer-mounted generator from Wolter, Inc., off Sourcewell Contract

#092222-GNR for the price of $57,033.00 which includes delivery, warranty, and operator training.

7. To approve the request by Department of Public Works Operations Division to purchase a KM International trailer-mounted 4-ton asphalt hotbox reclaimer from Monroe Truck Equipment off the Sourcewell Contract #080521-KMI for $59,554.00 which includes delivery, warranty, and operator training.

8. To approve the request by Department of Public Works Operations Division to purchase (2) 33 cubic yard New Way Sidewinder automated side loading truck bodies from Envirotech Equipment off the Sourcewell Contract #110223-NWY for the price of $194,511.00 each, totaling $389,022.00 which includes delivery, warranty, and operator training.

9. To approve the request by Department of Public Works Operations Division to purchase (2) International HV607 automated side loading refuse truck chassis from Packer City International off Sourcewell Contract #032824-NVS for the price of $149,850.67 each, totaling $299,701.34 which includes delivery, extended warranty, and operator training.

10. To approve the request by Great Lakes TV Seal, Inc. to enter into an annual Hold Harmless Agreement for access to the City of Green Bay sewer system to conduct inspection of the sewer mains and laterals.

11. To approve the request by Department of Public Works to create Section 16-40(k), Green Bay Municipal Code, relating to construction site erosion control reinspection fee.

12. To approve the request by Department of Public Works to amend Section 16-82(e)(7), Green Bay Municipal Code, relating to stormwater management permitting requirements.

13. To approve the 2024 Annual Municipal Separate Storm Sewer System Report (MS4 Report) and authorize the Director of Public Works to sign and submit it to WDNR.

14. To approve the request by Department of Public Works to award PARKS 2-25 BIRDS OF PREY ELECTRICAL UPGRADES to Current Electrical Services, Inc. in the amount of $84,711.50.

15. To approve the request by Department of Public Works to award ESG 1-25 SALT SHED CONSTRUCTION to Elite Builds, Inc. in the amount of $317,000.00.

16. To receive and place on file the report of the award of contract SEWERS 4-24 STORM WATER RESTORATION PROJECTS AT BAIRD CREEK for Parts A and B to Advance Construction, Inc. in the amount of $941,349.65.

17. To receive and place on file the actions taken by the Department of Public Works.

    A. Granting of Licenses

        1. Sidewalk Builder

            a. Utility Traffic & Restoration, LLC (UTR)
            b. Weidner Concrete Construction, LLC

2. Tree & Brush Trimmer

    a. Economy Tree Service, LLC
    b. Wolfrath's Landscaping, LLC

3. Underground Sprinkler System

    a. Wolfrath's Landscaping, LLC

18. To approve the request by Department of Public Works Operations Division to purchase (3) tandem axle dump truck chassis from Packer City International off Sourcewell Contract #032824-NVS for the purchase price of $124,345.38 each, totaling $373,036.15 which includes delivery, extended warranty, and operator training.

19. To approve the request by Department of Public Works Operations Division to purchase (3) tandem axle dump truck body, wing, and plow packages from Monroe Truck Equipment totaling $511,393.00 off Sourcewell Contract #062222-AEB-1 for Crysteel stainless steel dump bodies and Monroe plow/wings which includes delivery, warranty, and operator training.

20. To approve ordering the improvements constructed and levying the assessments for the following projects:

    Public Hearing 6:00 p.m.

    ASPHALT RESURFACING

    Oak Grove Avenue - Deckner Avenue to Crooks Street
    Berger Street - Deckner Avenue to Mills Street
    Pine Terrace - Burns Avenue to Western Avenue
    Rutgers Street - Wedgewood Drive to Western Avenue
    Wedgewood Drive - Pine Terrace to Rutgers Street

    ASPHALT PAVEMENT

    Howard Street - 12th Avenue to S. Oakland Avenue
    Hazel Street - School Place to Shawano Avenue
    Fourth Street - S. Maple Avenue to Broadway

## P. Report of the Protection & Policy Committee.

1. To approve an original liquor license "Class B" and Class "B" application for Barleys Pub and Grill, LLC at 846 Lime Kiln Rd. with a license premises description as "bar and grill, back office and storage with walk-in coolers and outdoor patio

2. To approve a limited expansion of licensed premises at 1265 Lombardi described as "the stadium and all surrounding parking lots of Lambeau Field," for Green Bay Sport Service, Inc., on the following dates: April 22 to April 27, 2025.

3. To approve a limited expansion of licensed premises at 1004 Brett Favre Pass described as "outdoor venues within hotel's premises with 15-20 in 10' x 10' tents plus two to three 20' x 40' tents," for Legacy Hotel, LLC., on the following dates: April 24 to April 26, 2025.

4. To approve a limited expansion of licensed premises at 240 N Broadway, described as "tent in parking lot with small bar area," for Irish Temper, on the following dates: March 15 to March 17, 2025.

5. To approve a Class "B" license amendment to extend from "803 to include 801 Klaus Street," Cocina Latina, LLC at 803 Klaus Street.

6. To hold until the 3/10 Protection & Policy meeting (to review body camera footage and have officers appear) an original application for Serrano Enterprises, LLC at 226 S. Broadway with a license premises description as "ALL BEER/WINE/LIQ WILL BE STORED BEHIND BAR AND BACK ROOM STORAGE," (Currently licensed as Pour Life Choices, LLC).

7. To deny per municipal ordinance sections E.5. D & E an approval for a Massage Establishment License at 989 W Mason, Tulip Spa (Luck Wenxi Theropy, LLC).

8. To approve General Ordinance No. 04-25 relating to Special Meetings.

9. To amend General Ordinance No. 07-25 relating to License to Keep Hens to allow 20-week hens.

10. To approve General Ordinance No. 08-25 relating to Mobile Food Truck Application.

11. INFORMATIONAL: Green Bay Police Department Violation Report for liquor and massage establishments.

12. INFORMATIONAL: Clerk's Office Report of the Presidential Election.

## Q. Report of the Protection & Policy Committee Granting Operator Licenses.

1. Report of the Protection & Policy Committee Granting Operator Licenses

## R. Report of the Plan Commission (February 24, 2025).

1. To approve the Broadway Business Improvement District's (BBID) year-end financial reporting for 2024.

2. To approve the Downtown Green Bay, Inc. (DGBI) Business Improvement District's (BID) year-end financial reporting for 2024.

3. To approve the Olde Main Street, Inc. (OMSI) Business Improvement District's (BID) year-end financial reporting for 2024.

4. To approve the Military Avenue Business Improvement District's (BID) year-end financial reporting for 2024.

5. To approve the request to rezone 1650 Mason Way from Varied-Density Residential (R3) district to Low-Density Residential (R1) district. (ZP 25-01 Public Hearing held February 24, 2025).

6. To approve the request to rezone 3385 Finger Road from Rural Residential (RR) district and Low-Density Residential (R1) district to Public Institutional (PI) district. (ZP 25-02 Public Hearing held February 24, 2025).

7. To adopt the University of Wisconsin – Green Bay 2024 Campus Master Plan as required by the development standards for a Conditional Use Permit for a University in the Public Institutional (PI) Zoning District and provide comments to the University administration as follows: (PP 25-01 Public Hearing held February 24, 2025).

    1. Forward Facing Campus, Community Connectivity, and Transportation – Walk, Bike & Park. Campus plans should reflect better connections and interfaces with exterior community roadways including Nicolet Dr, Scottwood Dr and Bay Settlement Rd.
    2. Forward Facing Campus & Update On-Campus Living Accommodations. The campus plans should depict expanding campus planning area in the future or work with private entities to utilize the 50+ acres at the southeast corner of East Circle Dr. and Scottwood Dr. This could include housing, commercial/service support businesses or educational facilities.
    3. Community Connectivity. City thinks that the plan should also open up the campus to the community by "bringing campus to community" not just bringing "community to campus" as it is currently stated.
    4. Community Connectivity & Transportation – Walk, Bike, Park. University campus could further enhance bicycle and pedestrian connections to areas outside the campus. Focus on connections to Nicolet Dr, East Shore Dr and the Bay Beach Wildlife Sanctuary trail systems.
    5. Transportation – Walk, Bike, Park. University should consider allowing rentable scooters and electric bikes to service the campus (currently Bird Scooters).
    6. Welcome Visitors to Campus & Transportation – Walk, Bike, Park. University should include more visible, convenient and quality of experience transit hub(s) and also work with Green Bay Transit to promote usage and improve service. Focus on main entrance, innovation park area, student housing, recreational areas (arboretum trails and amenities like disc golf, sports fields and athletic center) and housing.

## S. Report of the Finance Committee. (February 25, 2025)

1. To approve the Assignment of the Option to Purchase Agreement for Tax Parcel No. 15-169, 501 S. Washington St. (Fire Station No. 1) from EAMR, LLC to MOWGS, LLC.

2. To approve the purchase of eighteen (18) 2025 Ford Police Interceptor Utility Hybrid vehicles for a total of $1,005,993.00 using 2025 borrowing.

3. To approve the acceptance of the 2024 Justice Assistance Grant (JAG) of $49,368 to be used for police equipment good through 9/30/2027.

4. To approve the acceptance of the Northeast Wisconsin Healthcare Emergency Response Coalition (NEW+ HERC) grant for $5,000 local match of $583.00 to be used for Tactical EMS team equipment.

5. To approve the purchase of a used road grader from Brooks Tractor and a new plow wing from Monroe Truck Equipment for a total of $135,789 from the DPW fund balance.

6. To approve the use of interest income obtained from the American Rescue Plan Act (ARPA) fund to purchase Tyler Cashiering upgrades at a cost of $25,000 and DataCetner SAN storage replacement at a cost of $135,000.

7. To approve a request by the Department of Public Works to abate asbestos and complete building renovations at 724 Day Street for the Police Department Evidence Storage Facility at an estimated cost of $250,000.

8. To approve the contingency request for $59,555.58 of unbudgeted 2024 Police Operating expenses incurred at 435 E Walnut St building purchase in 2024.

9. To approve staff to proceed as directed in closed session regarding Development Agreement 25-01 with Hoban Real Estate, LLC for the development of 3855 Finger Road (Tax Parcel 21-24).

*Common Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. Common Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.*

## T. Report of the Park Committee (February 26, 2025).

1. To approve staff to proceed as directed in closed session on the proposed property trades at several park/school locations throughout the City of Green Bay.

   *The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.*

2. To approve as presented, the proposed additional revenue sources at the Wildlife Sanctuary to cover the $90,000 additional revenue line item that was included in the 2025 City budget.

3. To approve hiring GEI Consultants, Inc. for a total cost of $496,532 to complete the pre-construction design services for the Bay Beach Wildlife Sanctuary & Renard Island Nearshore Enhancements Habitat Restoration Area of Concern Project.

4. To accept a $14,737 grant from AmeriCorps through the Volunteer Generation Fund for the Green Bay Conservation Corps to host large volunteer events within the City.

5. To adopt a resolution in support of World Migratory Bird Day.

6. Staff presentation of the updated 2025-2029 Green Bay Park, Recreation and Open Space Plan. (Informational Only. No motion made.)

## U. Report of the Personnel Committee (February 25, 2025).

1. To approve the request to fill the following positions and all subsequent vacancies resulting from internal transfers.
   a. Civil Engineer - Facilities
   b. Custodian I

## V. Report of the Sustainability Commission (February 19, 2025).

1. To approve the amended 2025 Sustainability Commission Workplan.
2. To approve the recommendation of ending the City-sponsored No Mow May program in favor of promoting a more holistic approach to landscape and lawncare practices that promote healthy pollinator habitats
3. To receive and place on file the Clean Energy workgroup report.
4. To receive and place on file a staff report of the Resiliency Coordinator and the Clean Energy Connector.

## W. Report of the Equal Rights Commission

1. Hold until the next Equal Rights Commission meeting the consideration with possible action to revise Section 12-11 Equal Rights Commission of the City's Chapter 12, Civil Rights Ordinance. Link: https://library.municode.com/wi/green_bay/codes/code_of_ordinances?nodeId=COOR_CH12CIRI_S12-11EQRICO

## X. Informational.

1. Municipal Court Report

## Y. Resolutions.

1. Resolution drawing final orders to contractors for March 4, 2025.
2. Resolution authorizing transfer of contingency funds for Police Department for 435 E Walnut Street.
3. Resolution in support of World Migratory Bird Day.
4. Final Resolution accepting streets for concrete pavement, asphalt pavement, or asphalt resurfacing.

## Z. Ordinances - First Reading.

1. Zoning Ordinance No. 05-25
   An ordinance rezoning the property located at 1650 Mason Way from Varied-Density Residential (R3) to Low-Density Residential (R1). (ZP 25-01)
2. Zoning Ordinance No. 06-25
   An ordinance Rezoning property located at 3385 Finger Road from Rural Residential (RR) and Low-Density Residential (RI) to Public Institutional (PI). (ZP 25-02)
3. General Ordinance 07-25
   An Ordinance Relating to License to Keep Hens
4. General Ordinance 04-25
   An Ordinance Relating to Special Meetings

5. General Ordinance 08-25
   An Ordinance Relating to Mobile Food Establishments

6. General Ordinance No. 18-24
   An ordinance amending section 16-82(e)(7), Green Bay Municipal Code, relating to stormwater management permit requirements.

7. General Ordinance No. 05-25
   An ordinance creating section 16-40(k), Green Bay Municipal Code, relating to the construction site erosion control reinspection fee.

8. General Ordinance No. 06-25
   An ordinance amending section 16-82(e)(7), Green Bay Municipal Code, relating to stormwater management permit requirements.

## AA. Referral of Petitions & Communications.

## BB. Adjournment.

1) SUPPLEMENTAL INFORMATION: The Video of this meeting, Agenda, Agenda Packet, and Minutes are available online at www.greenbaywi.gov/Meetings.
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 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.

# Ann Moeller, Recreation Manager

In May 2003, she earned her Elementary Education and Spanish degree at the University of Wisconsin-Stevens Point. Professionally, Moeller has served as the Aquatic Supervisor of Howard-Suamico School District from 2005-2006 and later transferred to the City of Green Bay where she was Recreation Supervisor from 2006-2022 and currently serves as the Recreation Manager.

Moeller has been a paramount member of WRA, dedicating time to volunteer for the association. She served on the conference committee in 2013 and 2018 and this year for the 2025 Conference.

She has also served as the following: Aquatic Section Board member, Region I Representative from 2010-2013, Chair-Elect: 2014, Aquatic Section Chair 2015, Aquatic Section Representative 2018-2021, and Communications Committee Chair 2022 to present.

Other notable WRA involvement:

- George Wilson Service Award Nominee 2024, recipient, 2025
- Leadership Academy Graduate 2017-2018
- Planning committee for the NEWPRO Lifeguard Competition: 2007-2010, 2023, 2024
- Aquatic Section Young Professional of the Year (2011)
- Aquatic Section Professional of the Year (2015)
- Silver Star Award Winner (FIT in the Parks 2015, GB Parks Rx 2016, Haunted Chase Race 2017)
- Annual Conference Attendee, Consistent attendance at NEWPRO
- Regional Meetings

Other achievements:

- Certified Parks and Recreation Professional (2011-Present)
- American Red Cross Lifeguarding (1995-Present) and Lifeguarding

Instructor Certification (2008-Present):

- Aquatic Facility Operator Certified (2005-Present)
- The planning committee for the statewide program "Be Active Wisconsin." (2020-2023)
- National Aquatic Coalition for Facilities and Staffing (2020-2021)
- Association of Aquatic Professionals "Professional of the Month" (July 2019)
- Active Communities Alliance (Wello, Brown County)
- GB Parks Rx Committee
- Presenter at the Indiana University National Symposium: Parks and Recreation in Public Health
- Published "Evolving Role of Parks and Health Care to Collaboratively Enhance Public Health: A Practitioners' Perspective," August 2017 in Recreation, Parks, and Tourism in Public Health Journal
- Created the award-winning program "FIT in the Parks." This program has been a model for several other communities implementing wellness programming in their parks.
- Youth Swim Coach (2005-2010)
- Elementary School Teacher, Ft. Myers, FL (2003-2005)

Report to the
# Common Council
# of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # L.1

Public hearing on a request to amend the Smart Growth 2022 Comprehensive Plan for 500 Day St from future Industrial land-use to downtown land-use. (CPA 24-05)

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. DRAFT M.O. 01-25- Amend Comp Plan 500 Day St from Ind to Downtown
2. CPA 24-05 Class 1 Public Notification for CC Mtg
3. FOXY GB Common Council Letter 2.28.2025

# MISCELLANEOUS ORDINANCE NO. 01-25

## AN ORDINANCE ADOPTING AN AMENDMENT TO THE SMART GROWTH 2022 COMPREHENSIVE PLAN OF THE CITY OF GREEN BAY RELATED TO THE FUTURE LAND-USE OF PROPERTY LOCATED AT 500 DAY STREET (PARCEL 7-1) FROM INDUSTRIAL TO DOWNTOWN (CPA 24-05)

WHEREAS, pursuant to Wis. Stats. §§ 62.23(2) and (3), the City of Green Bay is authorized to prepare, adopt, and amend a comprehensive plan, as defined in Wis. Stats. § 66.1001(4)(a); and

WHEREAS the Common Council has adopted the Smart Growth 2022 Comprehensive Plan for the purpose of guiding future land-use decision making, but recognizes that from time-to-time amendments may be necessary to reflect changes in the land use and planning needs of the community; and

WHEREAS the Common Council of the City of Green Bay has adopted written procedures (known as the Public Participation Plan for Periodic Comprehensive Plan Amendments) designed to foster public participation in every stage of the preparation of periodic comprehensive plan amendments required by Wis. Stats. § 66.1001(4)(a); and

WHEREAS the City of Green Bay has held at least one public hearing on this ordinance in compliance with the requirements of Wis. Stats. § 66.1001(4)(d), and it is the Common Council's belief that this comprehensive plan amendment is necessary and consistent with the overall goals, policies, and other related elements of the plan;

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Comprehensive Plan Amendment CPA 23-05 is hereby adopted pursuant to Wis. Stats. § 66.1001(4)(c) on the following described properties. A copy of the comprehensive plan amendment location map is attached as an exhibit to this ordinance.

*EASTMANS ADDITION THAT PART OF PARCEL 1 EAST OF THE FOX RIVER BOUNDED ON THE NORTH BY KGB WESTERN RAILROAD RIGHT OF WAY, BOUNDED ON THE EAST BY BLOCKS 1,19,22 OF EASTMANS ADDITION SOUTHERLY & WESTERLY BY THE FOX RIVER & EAST RIVER, AND ALSO BLOCKS 1, 19 & 22 OF EASTMAN ADDITION, ALSO ALLEYS IN BLK 19 & 22 NOW VACATED & THE SOUTHERLY 1/2 OF EASTMAN AVENUE LYING WEST OF THE WEST LINE OF MADISON STREET EXCLUDING RAILROAD RIGHT OF WAY, ALSO THAT PART OF SMITH STREET, DAY STREET & HARVEY STREET LYING WEST OF THE WESTERLY LINE OF MADISON STREET & WEST 1/2 OF MADISON STREET LYING SOUTH OF THE SOUTHERN LINE OF EASTMAN AVENUE TO THE EAST RIVER SAID STREETS NOW VACATED*

*EXCEPT RAILROAD EASEMENTS, ALSO LOTS 1-15 BLOCK 2, ALSO ALL BLOCK 3, ALL BLOCKS 18, 23, AND 24, ALSO LOTS 1-12 BLOCK 17, ALSO INCLUDING VACATED ALLEYS LOCATED IN BLOCKS 17-24, ALSO THAT PART OF SMITH STREET & DAY STREET BETWN MONROE AVENUE & MADISON STREET & MONROE AVENUE BETWEEN SOTH LINE OF EASTMAN AVENUE & NORTH LINE OF DAY STREET & EASTERLY 1/2 OF MADISON STREET SOUTH OF THE SOUTHERLY LINE OF EASTMAN AVENUE TO THE EAST RIVER, ALSO THAT PART OF HARVEY STREET BOUNDED BY LOTS 1-2, 10-11, BLOCK 2 & ALL INCLUDED IN EASTMANS ADDITION SAID STREETS NOW VACATED & RAILROAD EASEMENTS, ALSO SMITH STREET FROM WEST LINE OF QUINCY STREET TO THE EAST LINE OF THE PLAT & VACATED MONROE AVENUE & VACATED HARVEY STREET IN DOCUMENT J13154-36, ALSO MCCORMICK & FLATLEY, IN THE CITY OF GREEN BAY, EAST SIDE OF THE FOX RIVER, BROWN COUNTY, WISCONSIN. 44.267 AC M/L*

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall take effect upon its passage and publication.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2025.

APPROVED:

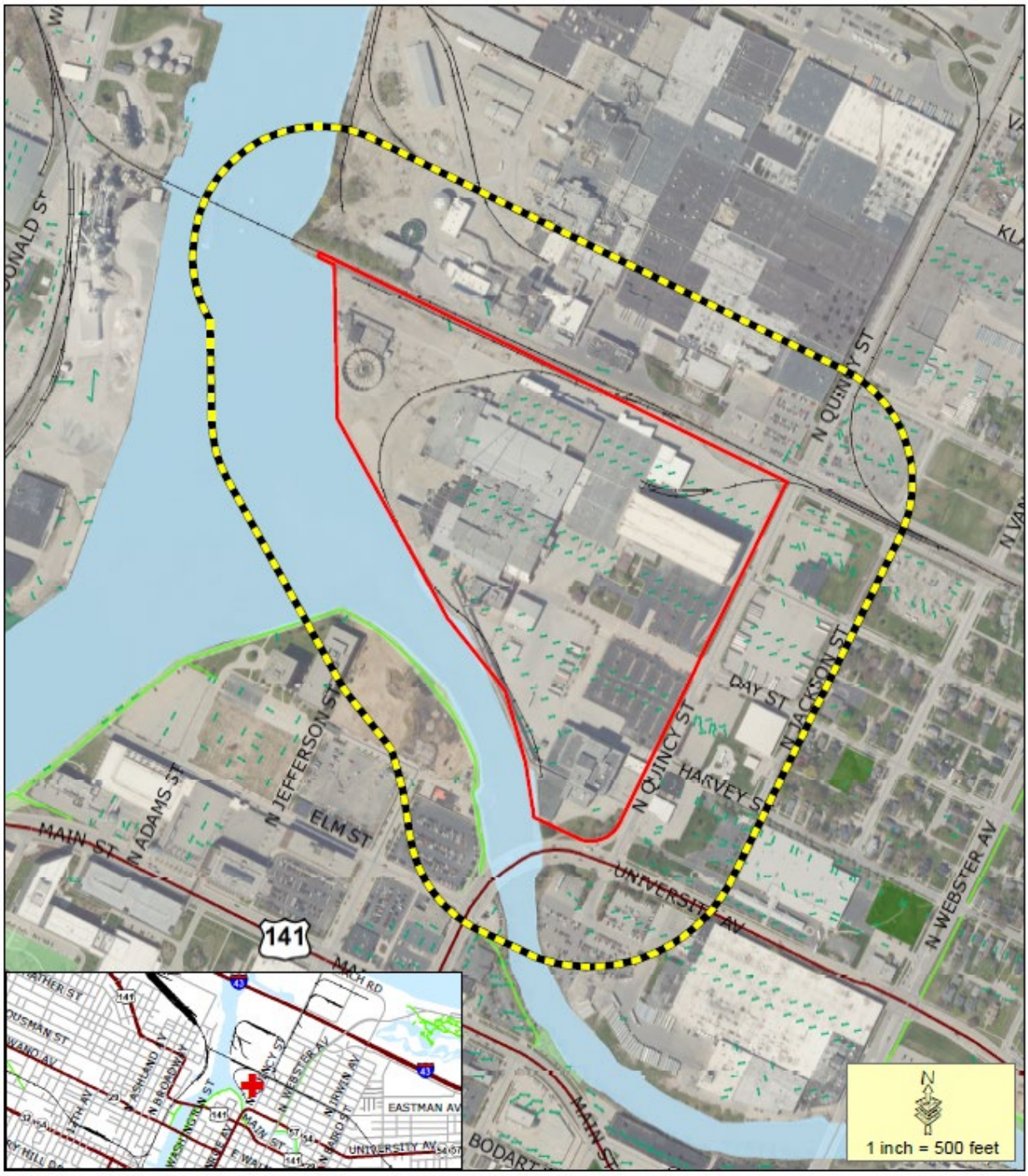
_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

db:

Attachments – Location Map




Proposed CPA & ZP

400+' Property Owner Notice

This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.
Map prepared by DB

**Comp Plan Amendment (CPA 24-05)**
**& Zoning Petition (ZP 24-48)**
**Proposed Future Land-Use &**
**Zoning District Change at**
**500 Day Street (Parcel 7-1)**

For Official Notice:

**Public Notification**
**Proposed Amendment to the City of Green Bay**
**Smart Growth 2022 Comprehensive Plan**
**(CPA 24-05)**

The Green Bay Common Council will hold a public hearing on **Tuesday, March 4, 2025,** at 6:00 p.m. The meeting will be conducted both in person in Room 604 of City Hall (100 N Jefferson Street, Green Bay, 54301) or virtually. If you wish to participate in the Public Hearing virtually, you may access the meeting by internet or telephone, using the access code below.

**Join Zoom Meeting**

https://us02web.zoom.us/j/86344047889

Meeting ID: 863 4404 7889
Passcode: 953434
Passcode: 953434
Find your local number: https://us02web.zoom.us/u/kdsFuskqDp

**The hearing is regarding the following proposed amendment to the City of Green Bay Smart Growth 2022 Comprehensive Plan:**
(CPA 24-05) Public hearing on a request to amend the Smart Growth 2022 Comprehensive Plan for 500 Day St from future Industrial land-use to downtown land-use, submitted by the Department of Community and Economic Development (Ald. Proffitt, District 7).

The proposed comprehensive plan amendment would allow for the future rezoning and potential redevelopment of the property of the property.

Public comments will be invited at the public hearing or can be sent in writing to:
City of Green Bay
Community & Economic Development
Attn: David Buck, AICP
100 N. Jefferson St., Rm. 608
Green Bay, WI 54301

For additional information, contact David Buck at david.buck@greenbaywi.gov or 920.448.3411.

ACCESSIBILITY: Any person wishing to attend who, because of a disability, requires special accommodation 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.

**Publication Date: February 24, 2025**

**Fox Valley & Lake Superior Rail System**
1531 Curling Way
Wausau, WI 54403

February 28, 2025

City of Green Bay
Common Council
100 N Jefferson St., Room 203
Green Bay, WI 54301

Subject: Request to Amend the Smart Growth 2022 Comprehensive Plan and Rezoning of Property from GI to D2 for 500 Day St.

Dear Green Bay Alderpersons:

Fox Valley & Lake Superior Rail System (FOXY) would like to weigh in on the upcoming agenda item regarding the subject item. FOXY is a relatively new rail operator in Green Bay after taking over operations on the Luxemburg and Denmark lines in late January 2022 from Wisconsin Central which is a subsidiary of Canadian National Railway (CN). FOXY takes an active role in preserving and developing new rail business along our shortline network and providing safe, efficient, and environmentally friendly service. We strive to work in conjunction with our customers and the communities we operate in to advise on best practices and outcomes that enables all to flourish. As a shortline railroad operator, we do not operate typical large volume long haul networks, so growing business in our communities is paramount to the growth of our railroad and of the communities we serve. That leads us to the topic of the 500 Day St property and the proposed change of land use along our right of way on the Luxemburg Subdivision that would be counter to the goals of the railroad and the City of Green Bay (City).

FOXY was unable to weigh in on the 500 Day St subject earlier in the process at the Planning Commission level as our complementary notice of the land use change was sent to the CN even though our deed was properly recorded with Brown County. There is no explanation from City staff on how this happened other than a mistake occurred. FOXY realizes that the complementary notices are just that, but FOXY's parent company Watco and its' real estate team oversees 46 railroads operating 7100 miles of track in three countries and 24 states in the US. Thus, monitoring legally required public notices is difficult next to impossible for a company like ours, so courtesy notices are truly important for us to be able to weigh in on proposed changes to existing land uses adjoining our railroad corridors. As of this letter writing,

FOXY has been successful in reaching out to only two of the six Alderpersons FOXY has operations within their district to discuss this issue.

In addition to the lack of notice and compressed timeline to inform elected officials of all perspectives, FOXY sees changing the land use of the 500 Day St property over to downtown mixed use would run counter to Green Bay's own economic wellbeing. For instance, the prevailing wind direction in Green Bay is WSW to ENE and directly west across the river from the 500 Day St parcel is the Graymont lime plant and aggregate piles which are a source of dust. Therefore, developing residential use on this parcel would invite more dust complaints within the City which has struggled with the coal dust issue for many years. Furthermore, FOXY in its' initial letter to the Planning Commission (Encl) also addressed concerns with noise pollution and trespassing concerns with more mixed use directly adjoining the railroad. To add, this portion of the Luxemburg line is one of our busiest on the FOXY requiring daily train service. Residents are likely unaware of the train activity in Green Bay as they benefit from FOXY honoring a grandfathered quiet zone ordinance that did not require the installation of lights and gates at all crossings and has resulted in detrimental safety issues in this corridor. If efforts to improve safety in this corridor with City, State, and Federal officials does not improve and the quiet zone is abolished the noise from train horns would dramatically increase.

Furthermore, the City's aggressive rezone effort without the consultation of the landowner prior, sends a very chilling message about Green Bay's approach towards the business community and future investments. Green Bay has benefited from significant investments by local industries in the past decade and those investments and continued employment have a huge impact on the local economy and prosperity of the City and region. Therefore, continuing to grow and diversify the City's economy should be a goal of the City but removing industrial land would counter that initiative unless similar industrial land is developed elsewhere. Please note, there exists no other parcel of similar size in the region with rail access and similar amenities. From FOXY's own point of view, we are looking at spending $18.4 million on our two bridges over the Fox River within Green Bay to bring them up to a good state of repair and modern axle capacities. The City and Port of Green Bay has requested we replace our northern bridge with an alternate lift design to allow for cruise ships and larger freight vessels to enter the Port. Replacing bridges comes at a much higher cost than repairs and even with grant support, there needs to be a business case to support the significantly higher amount of private investment. However, it seems FOXY's business prospects will diminish if the City is intent on converting away from Industrial uses along FOXY's corridors.

FOXY understands the concerns the City has about a new industrial use on the 500 Day St parcel given the inability to limit certain nuisance industrial developments with the current General Industrial (GI) zoning. However, most modern manufacturing facilities are well designed and very clean compared to legacy industrial facilities and there exists other tools to limit adverse industrial developments on this parcel through deed restrictions or rezoning to Light Industrial with a planned development overlay to allow manufacturing given it would be able to mesh with downtown per the City's review.

In closing, FOXY requests the Common Council vote no on this planned use change and rezone request regarding 500 Day St and refer the matter back to City planning staff to explore options with the current landowner to resolve the concerns of a continued Industrial use on this site. If the common council is intent on moving forward with this land use change, FOXY requests that the City begin efforts to expand the University Heights Commerce Park south to where it intersects with the FOXY right of way to develop a new GI industrial zone to make up for loss of industrial acreage. Thank you for your consideration and attention on this important issue. Please feel free to reach out should you have any questions or concerns.

Sincerely,

Brad Peot

Brad Peot, CTL
Sales Director
608-445-3852
bpeot@watco.com

Encl: FOXY Letter to Planning Commission

**Fox Valley & Lake Superior Rail System, L.L.C.**
1531 Curling Way
Wausau, WI 54403

January 23, 2025

City of Green Bay
Plan Commission
100 North Jefferson St.
Green Bay, WI 54301

Subject: Public Hearing – Request to Amend the Smart Growth 2022 Comprehensive Plan for 500 Day St.

Dear Plan Commission Department,

We are writing to acknowledge the recent Public Hearing and subsequent meeting held on January 13, 2025, regarding the request to amend the Smart Growth 2022 Comprehensive Plan for 500 Day St. from future industrial land use to downtown land use, submitted by Community and Economic Development. This proposed rezoning aims to move to a Downtown District (D1 and/or D2), which allows for potential retail, multifamily housing, offices, entertainment, or civic uses in this area.

The Fox Valley & Lake Superior Rail System (FOXY) would like to voice our concerns regarding this rezoning request from the aspect of safety and inconsistent land use. First, the 500 Day Street parcel is STILL located within the Quincy Street industrial corridor which is a highly active industrial area, resulting in high volumes of truck and train traffic daily. Redevelopment of this parcel into commercial and residential use would increase both pedestrian and vehicular traffic in this corridor which is not a good mix with the industrial traffic. Furthermore, FOXY and its sister railroads already face issues with trespassing on railroad property and bridges in urban downtown areas and locating public uses closer to railroad operations will only increase the issues in this corridor. Also worth mentioning is the increased likelihood of complaints from new residents living adjacent to the corridor as they will be unfamiliar with the noise associated with an industrial area. FOXY and its sister railroads receive complaints now and the complaints only increase as more residential development occurs along railroad corridors.

In addition, re-zoning the 500 Day St parcel to D1 or D2 will result in inconsistent land use in the City of Green Bay. This parcel remains largely isolated from Green Bay's Commercial Downtown District by the East River. Furthermore, it is between other industrial property to

the south and north, therefore re-zoning would create islands of residential or commercial uses in-between industrial which presents issues for both the new D1/D2 uses and the existing industrial uses. Lastly, losing this industrial property to other land uses would further erode potential for industrial development in the City of Green Bay unless additional industrial lands along the FOXY's corridors are developed for industries requiring rail service in the future.

In summary, the 500 Day St parcel has been a productive industrial property for over 100 years until just recently. The City of Green Bay has a rich heritage and a bright future as municipality that supports manufacturing activity and employment in the region. FOXY believes that the site should be given more time to redevelop into another industrial use before being re-zoned. We appreciate the opportunity to provide our input on this matter and hope that our concerns will be taken into consideration during the decision-making process. Should you require any further information or wish to discuss this matter in more detail, please do not hesitate to contact us.

Thank you for your attention to this important matter.

Jason Danz
General Manager
Fox Valley & Lake Superior Rail System (FOXY)
jdanz@watco.com

# MISCELLANEOUS ORDINANCE NO. 01-25

## AN ORDINANCE ADOPTING AN AMENDMENT TO THE SMART GROWTH 2022 COMPREHENSIVE PLAN OF THE CITY OF GREEN BAY RELATED TO THE FUTURE LAND-USE OF PROPERTY LOCATED AT 500 DAY STREET (PARCEL 7-1) FROM INDUSTRIAL TO DOWNTOWN (CPA 24-05)

WHEREAS, pursuant to Wis. Stats. §§ 62.23(2) and (3), the City of Green Bay is authorized to prepare, adopt, and amend a comprehensive plan, as defined in Wis. Stats. § 66.1001(4)(a); and

WHEREAS the Common Council has adopted the Smart Growth 2022 Comprehensive Plan for the purpose of guiding future land-use decision making, but recognizes that from time-to-time amendments may be necessary to reflect changes in the land use and planning needs of the community; and

WHEREAS the Common Council of the City of Green Bay has adopted written procedures (known as the Public Participation Plan for Periodic Comprehensive Plan Amendments) designed to foster public participation in every stage of the preparation of periodic comprehensive plan amendments required by Wis. Stats. § 66.1001(4)(a); and

WHEREAS the City of Green Bay has held at least one public hearing on this ordinance in compliance with the requirements of Wis. Stats. § 66.1001(4)(d), and it is the Common Council's belief that this comprehensive plan amendment is necessary and consistent with the overall goals, policies, and other related elements of the plan;

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Comprehensive Plan Amendment CPA 23-05 is hereby adopted pursuant to Wis. Stats. § 66.1001(4)(c) on the following described properties. A copy of the comprehensive plan amendment location map is attached as an exhibit to this ordinance.

*EASTMANS ADDITION THAT PART OF PARCEL 1 EAST OF THE FOX RIVER BOUNDED ON THE NORTH BY KGB WESTERN RAILROAD RIGHT OF WAY, BOUNDED ON THE EAST BY BLOCKS 1,19,22 OF EASTMANS ADDITION SOUTHERLY & WESTERLY BY THE FOX RIVER & EAST RIVER, AND ALSO BLOCKS 1, 19 & 22 OF EASTMAN ADDITION, ALSO ALLEYS IN BLK 19 & 22 NOW VACATED & THE SOUTHERLY 1/2 OF EASTMAN AVENUE LYING WEST OF THE WEST LINE OF MADISON STREET EXCLUDING RAILROAD RIGHT OF WAY, ALSO THAT PART OF SMITH STREET, DAY STREET & HARVEY STREET LYING WEST OF THE WESTERLY LINE OF MADISON STREET & WEST 1/2 OF MADISON STREET LYING SOUTH OF THE SOUTHERN LINE OF EASTMAN AVENUE TO THE EAST RIVER SAID STREETS NOW VACATED*

*EXCEPT RAILROAD EASEMENTS, ALSO LOTS 1-15 BLOCK 2, ALSO ALL BLOCK 3, ALL BLOCKS 18, 23, AND 24, ALSO LOTS 1-12 BLOCK 17, ALSO INCLUDING VACATED ALLEYS LOCATED IN BLOCKS 17-24, ALSO THAT PART OF SMITH STREET & DAY STREET BETWN MONROE AVENUE & MADISON STREET & MONROE AVENUE BETWEEN SOTH LINE OF EASTMAN AVENUE & NORTH LINE OF DAY STREET & EASTERLY 1/2 OF MADISON STREET SOUTH OF THE SOUTHERLY LINE OF EASTMAN AVENUE TO THE EAST RIVER, ALSO THAT PART OF HARVEY STREET BOUNDED BY LOTS 1-2, 10-11, BLOCK 2 & ALL INCLUDED IN EASTMANS ADDITION SAID STREETS NOW VACATED & RAILROAD EASEMENTS, ALSO SMITH STREET FROM WEST LINE OF QUINCY STREET TO THE EAST LINE OF THE PLAT & VACATED MONROE AVENUE & VACATED HARVEY STREET IN DOCUMENT J13154-36, ALSO MCCORMICK & FLATLEY, IN THE CITY OF GREEN BAY, EAST SIDE OF THE FOX RIVER, BROWN COUNTY, WISCONSIN. 44.267 AC M/L*

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall take effect upon its passage and publication.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2025.

APPROVED:

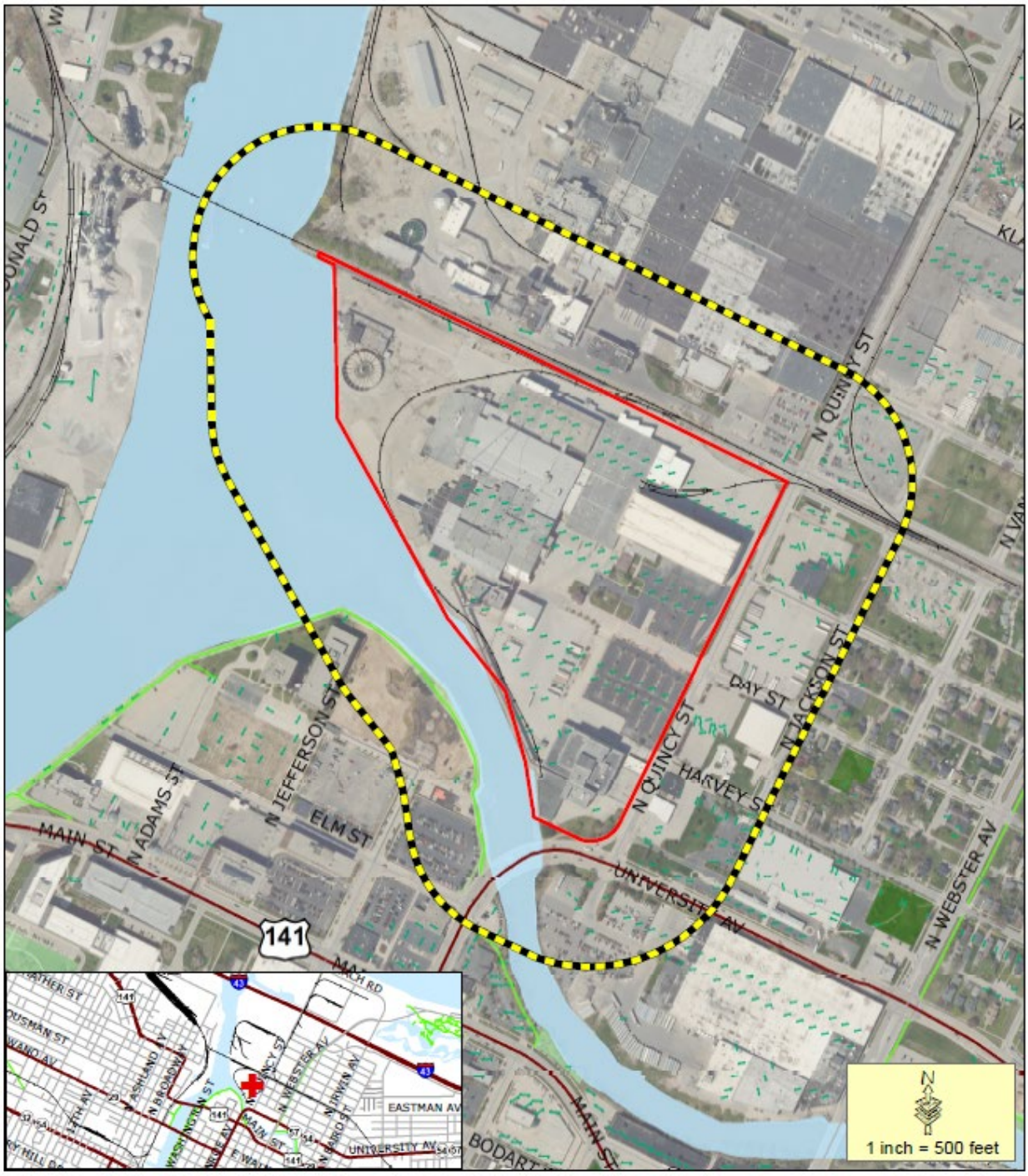
_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

db:

Attachments – Location Map




Proposed CPA & ZP

400+' Property Owner Notice

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Map prepared by DB

**Comp Plan Amendment (CPA 24-05)**
**& Zoning Petition (ZP 24-48)**
**Proposed Future Land-Use &**
**Zoning District Change at**
**500 Day Street (Parcel 7-1)**

**Fox Valley & Lake Superior Rail System, L.L.C.**
1531 Curling Way
Wausau, WI 54403

January 23, 2025

City of Green Bay
Plan Commission
100 North Jefferson St.
Green Bay, WI 54301

Subject: Public Hearing – Request to Amend the Smart Growth 2022 Comprehensive Plan for 500 Day St.

Dear Plan Commission Department,

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Thank you for your attention to this important matter.

Jason Danz
General Manager
Fox Valley & Lake Superior Rail System (FOXY)
jdanz@watco.com

**Fox Valley & Lake Superior Rail System**
1531 Curling Way
Wausau, WI 54403

February 28, 2025

City of Green Bay
Common Council
100 N Jefferson St., Room 203
Green Bay, WI 54301

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Sincerely,

Brad Peot

Brad Peot, CTL
Sales Director
608-445-3852
bpeot@watco.com

Encl: FOXY Letter to Planning Commission

**Fox Valley & Lake Superior Rail System, L.L.C.**
1531 Curling Way
Wausau, WI 54403

January 23, 2025

City of Green Bay
Plan Commission
100 North Jefferson St.
Green Bay, WI 54301

Subject: Public Hearing – Request to Amend the Smart Growth 2022 Comprehensive Plan for 500 Day St.

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Thank you for your attention to this important matter.

Jason Danz
General Manager
Fox Valley & Lake Superior Rail System (FOXY)
jdanz@watco.com

# ZONING ORDINANCE NO. 04-25

## AN ORDINANCE REZONING PROPERTY LOCATED AT 500 DAY STREET (PARCEL 7-1) FROM GENERAL INDUSTRIAL DISTRICT TO DOWNTOWN DISTRICT TWO (ZP 24-48)

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 44-30, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property, known as tax parcel 7-1 located at 500 Day Street from (GI) General Industrial District to (D2) Downtown Two District.:

*EASTMANS ADDITION THAT PART OF PARCEL 1 EAST OF THE FOX RIVER BOUNDED ON THE NORTH BY KGB WESTERN RAILROAD RIGHT OF WAY, BOUNDED ON THE EAST BY BLOCKS 1,19,22 OF EASTMANS ADDITION SOUTHERLY & WESTERLY BY THE FOX RIVER & EAST RIVER, AND ALSO BLOCKS 1, 19 & 22 OF EASTMAN ADDITION, ALSO ALLEYS IN BLK 19 & 22 NOW VACATED & THE SOUTHERLY 1/2 OF EASTMAN AVENUE LYING WEST OF THE WEST LINE OF MADISON STREET EXCLUDING RAILROAD RIGHT OF WAY, ALSO THAT PART OF SMITH STREET, DAY STREET & HARVEY STREET LYING WEST OF THE WESTERLY LINE OF MADISON STREET & WEST 1/2 OF MADISON STREET LYING SOUTH OF THE SOUTHERN LINE OF EASTMAN AVENUE TO THE EAST RIVER SAID STREETS NOW VACATED EXCEPT RAILROAD EASEMENTS, ALSO LOTS 1-15 BLOCK 2, ALSO ALL BLOCK 3, ALL BLOCKS 18, 23, AND 24, ALSO LOTS 1-12 BLOCK 17, ALSO INCLUDING VACATED ALLEYS LOCATED IN BLOCKS 17-24, ALSO THAT PART OF SMITH STREET & DAY STREET BETWN MONROE AVENUE & MADISON STREET & MONROE AVENUE BETWEEN SOTH LINE OF EASTMAN AVENUE & NORTH LINE OF DAY STREET & EASTERLY 1/2 OF MADISON STREET SOUTH OF THE SOUTHERLY LINE OF EASTMAN AVENUE TO THE EAST RIVER, ALSO THAT PART OF HARVEY STREET BOUNDED BY LOTS 1-2, 10-11, BLOCK 2 & ALL INCLUDED IN EASTMANS ADDITION SAID STREETS NOW VACATED & RAILROAD EASEMENTS, ALSO SMITH STREET FROM WEST LINE OF QUINCY STREET TO THE EAST LINE OF THE PLAT & VACATED MONROE AVENUE & VACATED HARVEY STREET IN DOCUMENT J13154-36, ALSO MCCORMICK & FLATLEY, IN THE CITY OF GREEN BAY, EAST SIDE OF THE FOX RIVER, BROWN COUNTY, WISCONSIN. 44.267 AC M/L*

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall not take effect until a public hearing is held hereon as provided by Section 44-82, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2025.

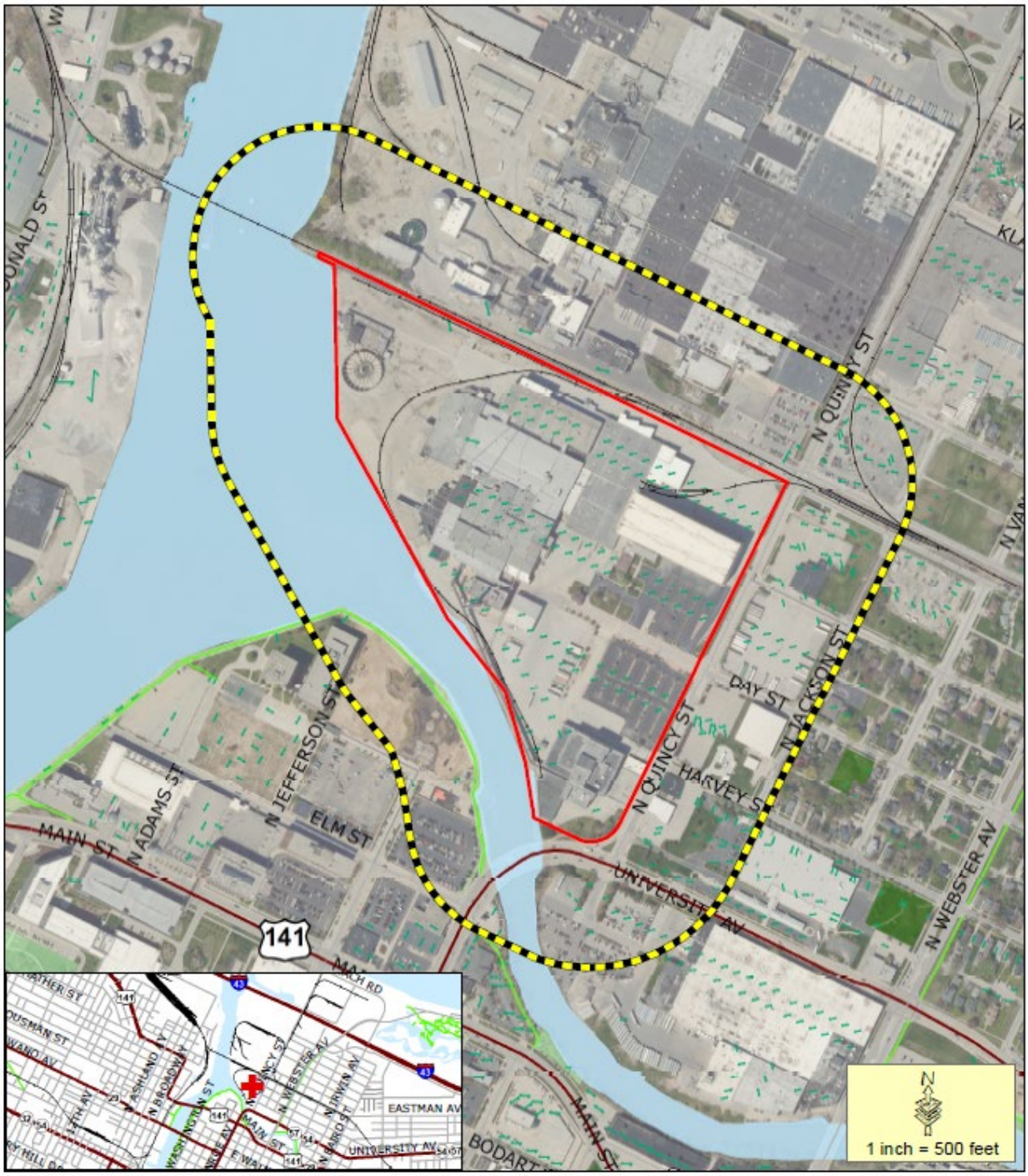
APPROVED:

Eric Genrich, Mayor

ATTEST:

Celestine Jeffreys, City Clerk

db
Attachment – Map




Proposed CPA & ZP

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**Comp Plan Amendment (CPA 24-05)**
**& Zoning Petition (ZP 24-48)**
**Proposed Future Land-Use &**
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GREEN BAY
Titletown, USA

**Fox Valley & Lake Superior Rail System, L.L.C.**
1531 Curling Way
Wausau, WI 54403

January 23, 2025

City of Green Bay
Plan Commission
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Subject: Request to Amend the Smart Growth 2022 Comprehensive Plan and Rezoning of Property from GI to D2 for 500 Day St.

Dear Green Bay Alderpersons:

Fox Valley & Lake Superior Rail System (FOXY) would like to weigh in on the upcoming agenda item regarding the subject item. FOXY is a relatively new rail operator in Green Bay after taking over operations on the Luxemburg and Denmark lines in late January 2022 from Wisconsin Central which is a subsidiary of Canadian National Railway (CN). FOXY takes an active role in preserving and developing new rail business along our shortline network and providing safe, efficient, and environmentally friendly service. We strive to work in conjunction with our customers and the communities we operate in to advise on best practices and outcomes that enables all to flourish. As a shortline railroad operator, we do not operate typical large volume long haul networks, so growing business in our communities is paramount to the growth of our railroad and of the communities we serve. That leads us to the topic of the 500 Day St property and the proposed change of land use along our right of way on the Luxemburg Subdivision that would be counter to the goals of the railroad and the City of Green Bay (City).

FOXY was unable to weigh in on the 500 Day St subject earlier in the process at the Planning Commission level as our complementary notice of the land use change was sent to the CN even though our deed was properly recorded with Brown County. There is no explanation from City staff on how this happened other than a mistake occurred. FOXY realizes that the complementary notices are just that, but FOXY's parent company Watco and its' real estate team oversees 46 railroads operating 7100 miles of track in three countries and 24 states in the US. Thus, monitoring legally required public notices is difficult next to impossible for a company like ours, so courtesy notices are truly important for us to be able to weigh in on proposed changes to existing land uses adjoining our railroad corridors. As of this letter writing,

FOXY has been successful in reaching out to only two of the six Alderpersons FOXY has operations within their district to discuss this issue.

In addition to the lack of notice and compressed timeline to inform elected officials of all perspectives, FOXY sees changing the land use of the 500 Day St property over to downtown mixed use would run counter to Green Bay's own economic wellbeing. For instance, the prevailing wind direction in Green Bay is WSW to ENE and directly west across the river from the 500 Day St parcel is the Graymont lime plant and aggregate piles which are a source of dust. Therefore, developing residential use on this parcel would invite more dust complaints within the City which has struggled with the coal dust issue for many years. Furthermore, FOXY in its' initial letter to the Planning Commission (Encl) also addressed concerns with noise pollution and trespassing concerns with more mixed use directly adjoining the railroad. To add, this portion of the Luxemburg line is one of our busiest on the FOXY requiring daily train service. Residents are likely unaware of the train activity in Green Bay as they benefit from FOXY honoring a grandfathered quiet zone ordinance that did not require the installation of lights and gates at all crossings and has resulted in detrimental safety issues in this corridor. If efforts to improve safety in this corridor with City, State, and Federal officials does not improve and the quiet zone is abolished the noise from train horns would dramatically increase.

Furthermore, the City's aggressive rezone effort without the consultation of the landowner prior, sends a very chilling message about Green Bay's approach towards the business community and future investments. Green Bay has benefited from significant investments by local industries in the past decade and those investments and continued employment have a huge impact on the local economy and prosperity of the City and region. Therefore, continuing to grow and diversify the City's economy should be a goal of the City but removing industrial land would counter that initiative unless similar industrial land is developed elsewhere. Please note, there exists no other parcel of similar size in the region with rail access and similar amenities. From FOXY's own point of view, we are looking at spending $18.4 million on our two bridges over the Fox River within Green Bay to bring them up to a good state of repair and modern axle capacities. The City and Port of Green Bay has requested we replace our northern bridge with an alternate lift design to allow for cruise ships and larger freight vessels to enter the Port. Replacing bridges comes at a much higher cost than repairs and even with grant support, there needs to be a business case to support the significantly higher amount of private investment. However, it seems FOXY's business prospects will diminish if the City is intent on converting away from Industrial uses along FOXY's corridors.

FOXY understands the concerns the City has about a new industrial use on the 500 Day St parcel given the inability to limit certain nuisance industrial developments with the current General Industrial (GI) zoning. However, most modern manufacturing facilities are well designed and very clean compared to legacy industrial facilities and there exists other tools to limit adverse industrial developments on this parcel through deed restrictions or rezoning to Light Industrial with a planned development overlay to allow manufacturing given it would be able to mesh with downtown per the City's review.

In closing, FOXY requests the Common Council vote no on this planned use change and rezone request regarding 500 Day St and refer the matter back to City planning staff to explore options with the current landowner to resolve the concerns of a continued Industrial use on this site. If the common council is intent on moving forward with this land use change, FOXY requests that the City begin efforts to expand the University Heights Commerce Park south to where it intersects with the FOXY right of way to develop a new GI industrial zone to make up for loss of industrial acreage. Thank you for your consideration and attention on this important issue. Please feel free to reach out should you have any questions or concerns.

Sincerely,

Brad Peot

Brad Peot, CTL
Sales Director
608-445-3852
bpeot@watco.com

Encl: FOXY Letter to Planning Commission

**Fox Valley & Lake Superior Rail System, L.L.C.**
1531 Curling Way
Wausau, WI 54403

January 23, 2025

City of Green Bay
Plan Commission
100 North Jefferson St.
Green Bay, WI 54301

Subject: Public Hearing – Request to Amend the Smart Growth 2022 Comprehensive Plan for 500 Day St.

Dear Plan Commission Department,

We are writing to acknowledge the recent Public Hearing and subsequent meeting held on January 13, 2025, regarding the request to amend the Smart Growth 2022 Comprehensive Plan for 500 Day St. from future industrial land use to downtown land use, submitted by Community and Economic Development. This proposed rezoning aims to move to a Downtown District (D1 and/or D2), which allows for potential retail, multifamily housing, offices, entertainment, or civic uses in this area.

The Fox Valley & Lake Superior Rail System (FOXY) would like to voice our concerns regarding this rezoning request from the aspect of safety and inconsistent land use. First, the 500 Day Street parcel is STILL located within the Quincy Street industrial corridor which is a highly active industrial area, resulting in high volumes of truck and train traffic daily. Redevelopment of this parcel into commercial and residential use would increase both pedestrian and vehicular traffic in this corridor which is not a good mix with the industrial traffic. Furthermore, FOXY and its sister railroads already face issues with trespassing on railroad property and bridges in urban downtown areas and locating public uses closer to railroad operations will only increase the issues in this corridor. Also worth mentioning is the increased likelihood of complaints from new residents living adjacent to the corridor as they will be unfamiliar with the noise associated with an industrial area. FOXY and its sister railroads receive complaints now and the complaints only increase as more residential development occurs along railroad corridors.

In addition, re-zoning the 500 Day St parcel to D1 or D2 will result in inconsistent land use in the City of Green Bay. This parcel remains largely isolated from Green Bay's Commercial Downtown District by the East River. Furthermore, it is between other industrial property to

the south and north, therefore re-zoning would create islands of residential or commercial uses in-between industrial which presents issues for both the new D1/D2 uses and the existing industrial uses. Lastly, losing this industrial property to other land uses would further erode potential for industrial development in the City of Green Bay unless additional industrial lands along the FOXY's corridors are developed for industries requiring rail service in the future.

In summary, the 500 Day St parcel has been a productive industrial property for over 100 years until just recently. The City of Green Bay has a rich heritage and a bright future as municipality that supports manufacturing activity and employment in the region. FOXY believes that the site should be given more time to redevelop into another industrial use before being re-zoned. We appreciate the opportunity to provide our input on this matter and hope that our concerns will be taken into consideration during the decision-making process. Should you require any further information or wish to discuss this matter in more detail, please do not hesitate to contact us.

Thank you for your attention to this important matter.

Jason Danz
General Manager
Fox Valley & Lake Superior Rail System (FOXY)
jdanz@watco.com

Report to the
# Redevelopment Authority of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Joanne Bungert, City Attorney |

## AGENDA ITEM # N.1

To approve the Memorandum of Understanding with C. Reiss Terminals, LLC for the relocation of coal piles and redevelopment of its Mason Street site.

## BACKGROUND

Report to be presented at meeting.

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. 2025.01.27 - C.Reiss-COGB - MOU (for RFI)

**MEMORANDUM OF UNDERSTANDING**

**Between the City of Green Bay and C. Reiss Terminals, LLC**

This Memorandum of Understanding ("MOU") is effective on the date the last signature is obtained (the “Effective Date”) and is being entered into by and between the City of Green Bay, a Wisconsin Municipal Corporation ("City", which shall include all affiliates thereof), and C. Reiss Terminals, LLC, a Delaware limited liability company ("Reiss", which shall include the relevant affiliates thereof), each a “Party” and collectively "the Parties."

**WHEREAS,** since 1900 Reiss has operated a bulk commodity handling and storage business on 35+ acres of property it owns on the west bank of the Fox River just south of Mason Street in the City's downtown (Parcel IDs: 2-950 and 1-1370) (the “Mason Street Site”);

**WHEREAS,** a material portion of the bulk commodities handled and stored by Reiss at the Mason Street Site is coal (the “Piles”);

**WHEREAS**, Brown County, Wisconsin (the “County”) and the City desire that Reiss move its operations and the Piles away from the Mason Street Site so that property can be redeveloped for other uses;

**WHEREAS**, Reiss seeks to respond to the January 22, 2025 Request For Information issued by the County and set forth the terms under which it will offer to purchase the former J.P. Pulliam Generating Station from the County (“Pulliam Site”) and improve it to handle Reiss’s operations using  grant funding that was issued to the County specifically for the purpose of moving the Piles away from the Mason Street Site (collectively, the “Reiss Proposal”);

**WHEREAS,** if the Reiss Proposal is selected by the County and its terms are carried out as set forth therein, Reiss, the City and the County will benefit:

(1) Reiss will continue to operate in the City, at the Pulliam Site,

(2) the Piles will be relocated as desired by the City and the County, and

(3) the Mason Street Site can be redeveloped in a manner that is compatible with nearby neighborhoods and the City's downtown;

**WHEREAS**, because the City is not a party to the Reiss Proposal but it will have corresponding rights and obligations if such proposal is accepted and carried out, Reiss and the City desire to outline in this MOU the principal terms and conditions upon which they will formally commit to fulfilling their respective obligations regarding the relocation of the Piles and the path forward for the Mason Street Site if the Reiss Proposal is selected by the County and its terms are carried out as set forth therein.

**NOW THEREFORE**, the Parties state and mutually agree as follows:

## ARTICLE I.
## GENERAL AGREEMENT

1. Reiss agrees to move the bulk commodity operation presently conducted at the Mason Street Site, including the Piles, to the Pulliam Site, within twelve (12) months of the completion of all the following:

    a. The Reiss Proposal is accepted by the County;
    b. The terms of the Reiss Proposal are completed as set forth therein, including, but not limited to, Reiss taking possession of the Pulliam Site and Reiss's design for the Pulliam Site being constructed using grant funds;
    c. All federal, state, and local environmental and other requirements are satisfied with respect to the Pulliam Site, and no encumbrance to title or environmental liability affects Reiss's intended operation thereon; and
    d. All necessary authorizations, approvals, licenses and permits from all governmental and regulatory bodies required for Reiss to conduct its operation at the Pulliam Site are obtained.

    The City and Reiss agree that they shall work together to minimize relocation expenses.

2. Subject to Reiss's operation being fully relocated to the Pulliam Site as set forth in Paragraph 1 of this MOU, Reiss shall seek to obtain with the assistance of the City a Planned Unit Development Overlay Zoning District (PUD) over and on top of the entirety of the Mason Street Site. The PUD will regulate land uses and other zoning matters as follows:

    a. The northern 10+/- acres of the Mason Street Site will be limited to those uses permitted within the City's Downtown-2 (D2) Zoning District as regulated in the Green Bay Municipal Code Section 13.700.

    b. The remaining 25.5+/- acres of the Mason Street Site will be limited to those uses permitted within the City's General Industrial (GI) Zoning District as regulated in the Green Bay Municipal Code Section 13.900. The remaining 25.5+/- acres of the Mason Street Site would also support port/dockage activities but the PUD will include a restriction prohibiting the outdoor storage of bulk commodities, including coal, sand, salt and other similar bulk commodities mutually agreed upon and reduced to writing among the Parties to the PUD.

3. Notwithstanding anything herein to the contrary, Reiss shall retain ownership of the Mason Street Site, and the City acknowledges and agrees that all or any of the portion of the Mason Street Site shall not be subject to eminent domain or similar proceedings.

## ARTICLE II.
## CONTINGENCIES

4. Paragraph 2.b of this MOU is contingent upon the Parties' ability to successfully negotiate and execute the agreements referenced therein. The Parties agree to act in good faith to reasonably negotiate the terms and conditions of such agreements.

## ARTICLE III.
## GENERAL CONDITIONS

5. **Recitals**. The foregoing recitals in this MOU shall be deemed to be incorporated herein as part of this MOU.

6. **Counterparts**. This MOU may be executed, by hand or electronically, in any number of counterparts, each of which shall be deemed an original and taken together as one instrument.

7. **Amendment**. Any changes, amendments, or addenda to this MOU must be in writing, executed by all Parties.

8. **Governing Law**. This MOU shall be governed by the laws of the State of Wisconsin.

9. **Assumption of Responsibility**. Each Party assumes responsibility for its own acts and omissions, and those of its employees, officers and agents while engaged in the performance of its obligations under this MOU. No Party shall have any liability whatsoever for the negligent act or omission of another Party and nothing in this MOU shall be interpreted or construed to the contrary.

10. **Entire Agreement**. This MOU, including any incorporated documents or information, is the entire agreement and understanding between the Parties and prevails over all concurrent or prior communications and agreements between the Parties.

11. **Severability**. If one or more of the provisions of this MOU shall be unenforceable, such provisions shall be modified to the minimum extent necessary to make it or its application enforceable and, in any event, the enforceability of all other provisions of this MOU shall not be affected.

12. **No Agency**. This MOU does not create an agency relationship of any kind between the Parties. Each Party is an independent party and shall not be considered, nor represent itself as a joint venture or partner of the other Parties. This MOU shall not create any rights in or inure to the benefit of any third parties.

13. **No Third-Party Beneficiaries**. This MOU is made solely and specifically for the benefit of the City and Reiss and no other person or entity shall have any rights, interest or claims hereunder or be entitled to any benefits under or on account of this MOU as a third-party beneficiary or otherwise.

14. **Assignment**. No Party shall assign any portion of its rights or obligations under this MOU without prior written consent of the other Party, which consent may not be unreasonably withheld, conditioned or delayed.

15. **Signatories**. The signatories hereto represent that this MOU is executed pursuant to legal authorization by the organization on behalf of the which they are signing.

[*The remainder of this page is purposely left blank*]

| **FOR THE CITY:** | **FOR C. REISS. TERMINALS, LLC:** |
|---|---|
| **X** | **X** |
| Signature<br><br>Eric Genrich | Signature |
| Name Printed or Typed | Name Printed or Typed |
| Date Signed<br><br>City of Green Bay Mayor | Date Signed |
| Title of Signor | Title of Signor |
| Phone Number | Phone Number |
| Email Address | Email Address |

Report to the
# Redevelopment Authority of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Matthew Buchanan, Staff |

## AGENDA ITEM # N.2

To approve Development Agreement 25-02 with Investment Creations, LLC for the redevelopment of 109 and 101 N. Adams Street and 227 E. Walnut Street (Tax Parcels 12-118, 12-122, 12-119) contingent on the Developer securing all necessary approvals through the State Historic Preservation Office (SHPO) and the Landmarks Commission.

The Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

## BACKGROUND

Investment Creations, LLC ("Developer") intends to complete a Project on 0.25 acres of Redevelopment Authority-owned land located at 109 and 101 N. Adams Street and 227 E. Walnut Street. The Project includes rehabilitating and repurposing existing vacant buildings into approximately 10,000 square feet of office space, one market-rate residential unit, and approximately 3,500 square feet of commercial retail space.

The existing buildings, commonly known as the Schauer & Schumacher buildings, previously operated as a funeral chapel and furniture store. Acquired by the Redevelopment Authority in 2013 for $290,000.00, these properties were designated as contributing structures to the Green Bay Downtown National Historic District in 2019. The Developer has secured the Everson Law Firm as the primary tenant to occupy the proposed office space.

The Project aligns with our Department vision to link and leverage our natural, built, human, and social assets in order to generate valuable products, services, and experiences within the City. It makes our community more safe, productive, accessible, and innovative, for it:

- remediates environmental contamination and/or enhances the physical landscape
- rehabilitates structures with high-performance designs, systems, and finishes
- creates a significantly higher per-acre property value than adjacent properties and the City average
- generates property taxes greater than the cost of providing infrastructure and services
- improves structures for individuals of all ages and abilities
- is located in places easy to reach on foot, bicycle, or transit,
- expands our range of residential and commercial real estate products
- creates and/or enhance unique public spaces, amenities, and art

DCED has placed a priority on the creation of rental units at all price points. The Housing Market study from 2020 states "there is a fairly significant shortage of units for those renters making more than 80% of median income (3,385). This indicates an opportunity to add higher rent and high quality rental units to the

market." The proposed Project would create one market-rate rental unit to serve this income level.

As of January 1, 2025, the Property has an aggregate assessed value of $0.00, which based on the assessed tax rates in effect as of January 1, 2025, the Property yields $0.00 in total real estate taxes annually (assessed mill rate of $19.92). Upon completion of the proposed Project, the City estimates the aggregate assessed property value of the Property to be $1,500,000.00, which is anticipated to yield approximately:

- $29,880.00 in total real estate taxes annually (assessed mill rate of $19.92);
- $12,180.00 in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

The Project is not viable but for public assistance. Pursuant to the provisions of §66.1105, Wis. Stats. (the "Tax Increment Law"), the City has included the Property within Tax Increment District Twenty Seven ("TID 27" or the "TID"), which will provide part of the financing for certain costs of the Project.

## RECOMMENDATION

Approve Development Agreement 25-02 with Investment Creations, LLC for the redevelopment of 109 and 101 N. Adams Street and 227 E. Walnut Street (Tax Parcels 12-118, 12-122, 12-119).

## FISCAL IMPACT

The Developer has requested a TIF incentive that includes:

- Sale of Properties for $1.00.
- PAYGo TIF Reimbursement - Between 80% and 95% of the Available TID Increment to be provided to the Developer until all qualified expenditures have been repaid or until the TID is terminated. Available TIF Increment shall be distributed as follows:
    - 95% from 2026 to 2035
    - 90% from 2036 to 2045
    - 80% from 2046 to the termination of the TID (anticipated to be 2051)

- The City shall not be obligated to pay TIF Incentive in excess of the lesser of Seven Hundred and Fifty Thousand Dollars ($750,000.00) or the total amount of Qualified Expenses incurred and paid by the Developer.

No levy dollars will be used for this project.

## ATTACHMENTS

1. RDA Draft Development Agreement Schauer-Schumacher 20250207

**DEVELOPMENT AGREEMENT 2025-02**

**SCHAUER & SCHUMACHER**

This Development Agreement is made this _____ day of _____, 2025, by THE CITY OF GREEN BAY, a Wisconsin municipal corporation ("City"), THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY ("RDA"), and INVESTMENT CREATIONS, LLC a Wisconsin limited liability company ("Developer").

RECITALS

A. Developer has proposed to acquire and develop certain real property, identified for real estate tax purposes and address as:

| Tax Parcel | Address | Acres | Assessed Value |
|---|---|---|---|
| 12-118 | 109 N. Adams St. | 0.07 | $0.00 |
| 12-122 | 101 N. Adams St. | 0.03 | $0.00 |
| 12-119 | 227 E. Walnut St. | 0.15 | $0.00 |

B. The parcels listed above, shall be referred to as the "Property." The Property comprises approximately twenty five hundredths (0.25) of one acre of land. A map of the Property is herein attached as EXHIBIT A; a legal description of the Property is herein attached as EXHIBIT B.

C. Developer intends to complete a Project, which includes the rehabilitation and reuse of existing buildings into an office space, one market-rate residential unit, and at least one commercial retail unit. The Proposed Project improvements are shown on a Preliminary Concept Plan, which is herein attached as EXHIBIT C.

D. As of January 1, 2025, the Property has an aggregate assessed value of $0.00, which based on the assessed tax rates in effect as of January 1, 2025, the Property yields approximately:

1. $0.00 in total real estate taxes annually (assessed mill rate of $19.92);
2. $0.00 in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

E. Upon completion of Proposed Project, the City estimates the aggregate assessed property value of the Property to be $1,500,000.00, which is anticipated to yield approximately:

1. $29,880.00 in total real estate taxes annually (assessed mill rate of $19.92);
2. $12,180.00 in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

The City Assessor or his/her designee may not use this Agreement or any provisions herein as the sole basis to determine the value of the Project.

F. Pursuant to the provisions of §66.1105, Wis. Stats. (the "Tax Increment Law"), the City has included the Property within Tax Increment District Twenty Seven ("TID 27" or the "TID"), which will provide part of the financing for certain costs of the Project.

G. Developer has requested Tax Incremental Finance ("TIF") assistance from the City and RDA with regard to certain expenses, including, but not limited to environmental remediation; demolition, remodeling, repair or reconstruction of existing buildings; clearing of land; construction of new buildings; or the construction of public works infrastructure, which will constitute qualified expenditures for which TIF assistance may be afforded Developer.

H. The City and RDA desire to have Developer perform the Project in order to generate economic activity and tax base for the community consistent with the City Comprehensive Plan.

I. In order to induce Developer to undertake the Project, such that will remediate environmental contamination and/or enhance the physical landscape, rehabilitate structures with high-performance designs, systems, and finishes, create a significantly higher per-acre property value than adjacent properties and the City average, generate property taxes greater than the cost of providing infrastructure and services, rehabilitate structures for individuals of all ages and abilities, is located in places easy to reach on foot, bicycle, or transit, expand non-motorized transportation networks, expand our range of commercial real estate products, create and/or enhance unique public spaces, amenities, and art, and the public will generally benefit,, and the public will generally benefit, the City has agreed to provide assistance to Developer as provided by this Agreement, all in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

## I. PURPOSE

A. Incorporation of Proceedings, Exhibits, and Recitals. All motions adopted, approvals granted, minutes documenting such motions and approvals, and plans and specifications submitted in conjunction with any and all approvals as granted by the City or RDA, including but not limited to adopted or approved plans or specifications on file with the City or RDA, along with all of the Recitals set forth above, shall be incorporated into this Agreement by reference, upon attachment, or upon consent by amendment if necessary if not referenced or attached at the time of execution of this Agreement.

B. Implementation Schedule. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth and/or incorporated herein. Any material modification or deviation from an approved schedule described in this Agreement shall occur only upon approval of the City and RDA, with any such approvals required to be in writing as an amendment to this Agreement, and which approvals shall not be unreasonably withheld. City shall cooperate and act promptly with respect to any and all permits or approvals necessary for completion of the Project. Notwithstanding the above, this Agreement shall not limit the discretion of the City, or any of its duly appointed and authorized governing bodies, boards or entities, in approving or rejecting any aspect of the Project or improvements contemplated on or about the Property.

C. Entire Agreement. This writing including all Exhibits hereto, and the other documents and agreements referenced herein, constitutes the entire Agreement between the parties hereto in respect to the Project and all prior letters of intent or offers, if any, are hereby terminated. This Agreement shall be deemed to include and incorporate such minutes, approvals, plans, and specifications, as referenced in this Agreement, and in the event of a conflict between this Agreement and any action of the City

or RDA, granting approvals or conditions attendant with such approval, the terms of this Agreement shall be deemed controlling and the City and RDA will take the necessary action to amend any conflicting approvals or conditions.

D. Purpose of the Agreement. In order to cause the Project to occur and to induce Developer to undertake the Project, to promote community development, industry and job creation and to expand and enhance the tax base within the City, the City intends to provide the TIF Incentives as set forth in this Agreement. The City intends to recover its costs through the Available Tax Increment generated by the Property. The parties intend to enter into this Agreement to record the understandings and undertakings of the parties and to provide a framework within which the Project may proceed.

## II. DEFINITIONS; EXHIBITS

Whenever in this Agreement a pronoun is used it shall be construed to represent either the singular or the plural, masculine or feminine, as the case shall demand. As used in this Agreement, the following terms, when having an initial capital letter, shall have the following meanings:

A. "Agreement" means this Development Agreement among the City, RDA, and Developer, as amended and supplemented from time to time.

B. "Annual Assessed Value" means the assessed value of the Private Improvements and the Property, as defined in this Agreement, as of January 1 of any calendar year.

C. "Available Tax Increment" means the amount of Tax Increment (as defined below) actually received by the City generated by any increase of value of the Property above the base value and attributable to development within a tax incremental finance district, during the twelve (12) month period preceding a payment date, that has not been previously used to make payment on bonds or other obligations as determined by the City. The amount of Available Tax Increment may fluctuate based on variations in the property valuations, tax rate, depreciation and other independent factors.

D. "Base Value" means the aggregate assessed value of the Property when the TID was created, which shall be zero dollars ($0.00).

E. "City" means the City of Green Bay, Brown County, Wisconsin.

F. "Concept Plan" means the plan for the Project.

G. "Developer" means Investment Creations, LLC, or any assignee of the same.

H. "Future Project" means any Private Improvements that will be constructed in the future not specifically detailed in this Agreement.

I. "Plans and Specifications" means the plans and specifications developed for the Project.

J. "Preliminary Concept Plan" means the initial Concept Plan, a copy of which is attached as EXHIBIT B and which is subject to such changes as Developer, the City or RDA may propose and the City and RDA may accept in its sole discretion.

K. "Private Improvements" means the improvements to be constructed on the Property that are not Public Improvements.

L. "Project" means the Project as defined in the Recitals.

M. "Public Art" means art that shall be accessible to the public, and includes all forms of original creations of visual art, conceived in any medium, material, or combination thereof, including paintings, drawings, stained glass, and murals in any media; statues, bas relief, mobile, kinetic, electronic, neon, or other sculptures; environmental artworks; fountains, arches or other structures intended for ornament; integrated and functional architectural elements of a structure; video and other media-based works; inscriptions, fiber works, carvings, mosaics, photographs, drawings, collages, textile works and prints; crafts, both decorative and utilitarian in clay, fiber, wood, metal, glass, stone, plastic and other materials; artist-designed public spaces and functional elements which are either a part of a larger project or a separate entity in and of itself.

N. "Public Improvements" means the infrastructure improvements in connection with the Project that will ultimately be dedicated for public service, including, without limitation:

1. road, pedestrian, and bicycle improvements; and

2. sanitary sewer, storm sewer, and potable water and wastewater mains and laterals, and storm water management facilities; and

3. telephone, high-speed cable, and related technology infrastructure; and

4. natural gas, electrical power, and other public utilities; and

5. any related engineering, grading, erosion control, and landscaping; and

6. any related land acquisitions and anticipated and intentional corrections to adjacent property affected by the public improvements, including grading.

O. "Qualified Expenditures" means any expenditures of Developer for the Project that are eligible for TIF Incentives as defined in Section III. B. 3.

P. "Special Assessment" means any special assessment levied against the Property by the City under §66.0701-0733, Wis. Stats., the City Code of Ordinances and this Agreement.

Q. "Special Charge" means any special charge levied against the Property by the City under §66.0627, Wis. Stats., the City Code of Ordinances and this Agreement.

R. "Tax Increment" means that amount obtained by multiplying the total county, city, school and other local general property taxes levied on all taxable property within a TID in a year by a fraction having as a numerator the value increment for that year in the district and as a denominator that year's equalized value of all taxable property in the TID.

S. "TID" means Tax Increment District Twenty Seven ("TID 27" or the "TID"), of the City of Green Bay, which has been established and is in good standing by the City of Green Bay, Wisconsin. The City created TID 27 in 2024; TID 27 terminates in 2052.

T. "TIF" means Tax Increment Financing, as described in Section III below and in particular, Tax Increment Financing relating to the TID.

U. "TIF Incentive" means the incentive as set forth in Section III of this Agreement including specifically the Tax Incentive Cap.

## III. TAX INCREMENT FINANCING

A. Qualification for TIF. Developer shall demonstrate to the satisfaction of City and RDA a need for TIF, with such determination to be made according to the "but for" test, that is, that but for the City and RDA providing TIF, the Project would not happen. At the request of the City or RDA, Developer shall provide an independent analysis from a consultant expert in TIF to justify to the satisfaction of the City and RDA the Developer's qualification and need for TIF, both in terms of Qualified Expenditures and the amount of money to be paid to Developer.

B. Nature of TIF Incentive. The TIF Incentive available to Developer under this Agreement shall be defined as the following:

1. Property Transfer. The City and/or RDA shall convey 109 N. Adams Street, 101 N. Adams Street, and 227 E. Walnut Street (Tax Parcels 12-118, 12-122, 12-119) to the Developer through the following process:

    a) The City and/or RDA shall convey Tax Parcels 12-118, 12-122, 12-119, excluding all right-of way, to Developer, free and clear of liens and encumbrances that materially prohibit development of the Property as herein proposed, via special warranty deed, for the sum of one dollar ($1.00), and shall provide an owner's policy of title insurance at the time of conveyance.

    b) The RDA shall take a Preferred Forgivable Equity Investment in the Project of One Hundred Forty Five Thousand Five Hundred Dollars ($145,500.00), which is the estimated value of the real estate that will be transferred to the Developer. The Preferred Forgivable Equity Investment shall be secured by this Agreement, shall survive the expiration of this Agreement, and shall be forgiven when the aggregate assessed value of the Property is greater than or equal to One Million Five Hundred Thousand Dollars ($1,500,000.00). Should the aggregate assessed value of the Property fail to be greater than or equal to One Million Five Hundred Thousand Dollars ($1,500,000.00) prior to January 1, 2027, the Developer shall pay the City and/or RDA the Preferred Forgivable Equity Investment upon receipt of written notice from the City in the amount of One Hundred Forty Five Thousand Five Hundred Dollars ($145,500.00).

2. PAYGo Reimbursement. The City shall provide an additional TIF Incentive as a pay-as-you-go (PAYGo) obligation of the City, which is further defined as follows:

    a) In order to qualify for the PAYGo reimbursement, the Developer guarantees that the Property shall have a minimum assessed value of no less than $1,500,000 on or before January 1, 2027 (the "Minimum Assessed Value").

    b) Developer shall be responsible to incur and pay all of the upfront costs of the Project and, to the extent TID revenues are sufficient to the limits of the TID and this Agreement, Qualified Expenditures shall be reimbursed to Developer.

    c) Commencing the first year after the first occupancy permit for the Project has been issued, the assessed value of the Property shall be determined on January 1 of each tax year and shall be compared to the assessed value of the Property as of January 1 of the year in which construction commenced. The difference in assessed values shall be known as the Incremental Property Value.

d) Incremental Property Value multiplied by the assessed mill rate, less payments of real estate taxes to the State of Wisconsin, shall be known as the Available TIF Increment.

e) Developer shall not be entitled to any TIF Increment unless the aggregate assessed Property value meets or exceeds the Minimum Assessed Value on or before January 1, 2027. Upon reaching this threshold, Available TIF Increment shall be distributed as follows:

(I) From January 1, 2026 until December 31, 2035, the City shall make available ninety-five percent (95%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(II) From January 1, 2036 until December 31, 2045, the City shall make available ninety percent (90%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(III) From January 1, 2046 until the termination of the Tax Increment District, the City shall make available seventy-five percent (80%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(IV) PAYGo Reimbursement payments will be payable to Developer in the year following the year of the TIF Increment determination, after Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Real Estate for the previous year. For example, if the first occupancy permit is issued on October 1, 2025, the TIF Increment would be determined as of January 1, 2026 and the PAYGo reimbursement would first be payable in 2027.

3. Qualified Expenditures. Project Grant(s) shall be disbursed in the following priority, and only fund:

a) Public Improvements, as defined in Section II.N., and environmental remediation, and asbestos abatement as required by State and Federal law; then

b) "Private Improvements" specifically approved by the City or RDA as stated in Section IV. C.; then

c) Any other activity specifically approved by the City or RDA.

4. Assignment. Developer may assign any of its payment rights hereunder to any future purchaser or developer of any part of the Property upon approval of the RDA, provided however, that the City shall be obligated only to disburse TIF Incentives to the party with whom the City has an agreement. It shall be incumbent upon Developer to enter into a separate agreement with any third parties if it intends to assign its payment rights hereunder, or seek either reimbursement or allocation of any Incremental Property Value and guaranteed aggregate assessed value generated by any third party purchaser and/or developer of any part of the Property.

C. Limitations. The TIF Incentive available to Developer for the Project is limited as follows:

1. Monetary Limitation. The TIF Incentive from 2026 to 2035 shall not exceed ninety-five percent (95%) of the Available Tax Increment for the Property. The TIF Incentive from 2036 to 2045

shall not exceed ninety percent (90%) of the Available Tax Increment for the Property. The TIF Incentive from 2046 to the termination of the TID shall not exceed eighty percent (80%) of the Available Tax Increment for the Property.

2. Tax Incentive Cap. The City shall not be obligated to pay TIF Incentive in excess of the lesser of Seven Hundred and Fifty Thousand Dollars ($750,000.00) or the total amount of Qualified Expenses incurred and paid by Developer.

3. The City shall not be obligated to pay TIF Incentives in excess of the total amount of Qualified Expenditures incurred and paid by Developer.

4. Tax Receipts Limitation. Only the Available Tax Increment actually received by the City, and no other property, revenue, or asset of the City, shall be used to pay such amounts.

5. Temporal Limitation. Provided Developer qualifies for TIF Incentive and provides adequate proof to the City and RDA that Developer has incurred and paid Qualified Expenditures, an provided Developer and all transferees have paid the real estate taxes and any Special Assessments and Special Charges in full for the previous tax year by July 31, TIF Incentive payments shall be made on or before September 1 of each year; provided, however, in no event shall TIF Incentive payments continue after the earlier of the termination date of the TID or the termination of this Agreement if before the termination of the TID.

D. No General Obligation of City. The City's obligation to make TIF Incentive payments shall be a special and limited obligation only and shall not be considered a general obligation of the City, and neither the full faith and credit nor the taxing powers of the City are pledged to the payment of such amounts. The City shall take no action to dissolve the TID before payment of all TIF Incentive payments due to the Developer, subject to the provisions of this Agreement. In no circumstances shall amounts to be paid Developer hereunder be considered an indebtedness of the City, and the obligation of the City hereunder is limited to the Available Tax Increment appropriated and received by the City. Amounts due hereunder shall not count against the City's constitutional debt limitation, and no taxes will be levied for its payment or pledged to its payment other than from the Available Tax Increment.

E. Other Grants and Credits. The City and RDA, as appropriate and in its sole discretion, may also apply for such other grants and credits in regard to the Project as they shall deem appropriate for the benefit of the Project and as may be required to achieve necessary financing for the Project, provided, however, the City and RDA make no representations or warranties about the availability of such grants and credits or whether any such grants or credits that may be available will be awarded.

## IV. OTHER OBLIGATIONS OF THE CITY

A. Pedestrian Access Easement. The RDA shall endeavor to secure an easement for pedestrian access on Parcel 12-121, commonly known as 217 E. Walnut Street, Green Bay, Wisconsin. The pedestrian access easement shall allow for ingress/egress from Parcel 1-122, commonly known as 101 N. Adams Street, Green Bay, Wisconsin, to the Cherry Street Public Parking Ramp located at Parcel 12-351, commonly known as 202 Cherry Street, Green Bay, Wisconsin.

## V. OBLIGATIONS OF DEVELOPER

A. Concept Plan. Prior to March 1, 2025, Developer shall submit a Concept Plan to RDA for approval, which shall be based on, but may differ in minor respects from the Preliminary Concept Plan presented in the Term Sheet. The Concept Plan shall clearly identify:

1. Any proposed changes in boundaries of the Property
2. A preliminary rendering or other illustration of scale of proposed structures and buildings

B. Construction Documents. Prior to April 1 ,2025, and prior to commencement of construction of any Phase of the Project, Developer shall submit site plans, building plans, and other drawings that fix and describe the size and character of the entire Project, along with architectural and general contracts, to RDA for approval. The Construction Documents shall include:

1. Plans and specifications for structural, mechanical and electrical systems, materials; and
2. Full-color elevations for all sides of all proposed structures; and
3. Descriptions and actual samples of all exterior building materials; and
4. Descriptions and photographic examples of interior finishes; and
5. Other such essential items as may be reasonably determined by the RDA to be appropriate.

C. Development Budget. Prior to April 1, 2025, Developer shall submit a Development Budget, prepared in accordance with general principles for construction and development budgeting, to RDA for approval. The Development Budget shall include:

1. Not less than One Million Seven Hundred Twenty Nine Thousand Dollars (1,729,000.00) in "hard" construction costs for the entire Project; and

2. A line item of not less than ten percent (10%) of total Project costs for cost overruns and change orders; and

3. A line item of not less than one percent (1%) of the estimated aggregate assessed value of the Property, which shall be specifically dedicated towards

    a) Public Art on the Property; or

    b) Public Art within one-half (1/2) mile of the Property; or

    c) A separate Public Art project(s) approved by the RDA and GBPAC; or

    d) Funds for design and maintenance of Public Art, or any combination of the alternatives herein; and

4. Line items for each of the Qualified Expenditures for which the Developer is seeking a TIF Incentive, as identified in Section III.

D. RDA Approvals. The RDA shall indicate its approval or further requirements in writing within thirty (30) days from the date of receipt of the Concept Plan, Construction Documents, or Development Budget, or any revisions; provided, however, that the RDA shall approve such revised Concept Plan, Construction Documents, or Development Budget unless it determines such revisions would impair the objectives of this Agreement, impose substantial financial burdens on the City or the RDA, or adversely affect the Concept Plan. The RDA will make all reasonable efforts to determine the acceptability of plans in less than thirty (30) days, including convening for special meetings to review and consider such plans. At any time during the implementation of the development contemplated by this Agreement, the RDA or Developer may propose modifications to the Preliminary Concept Plan and the approved Concept Plan subject to the agreement of the RDA and the Developer. At any time during the implementation of the development contemplated by this Agreement, Developer may submit to the RDA proposed revisions in the approved Concept Plan, Construction Documents, or

Development Budget in order to enhance the achievement of the objectives of this Agreement and to improve and refine the approved Concept Plan.

E. Compliance with Planning; Zoning; Permits and Use. Developer will obtain from the City and all other appropriate governmental bodies (and all other councils, boards, and parties having a right to control, permit, approve, or consent to the development and use of the Property) all approvals and consents necessary to develop and use the Property as set forth above, including, but not limited to:

1. Developer shall pay all water, sewer, and other impact fees that may be due and payable in connection with the Project.

2. The acceptance of this Agreement and granting of any and all approvals, licenses, and permits by the City shall not obligate the City to grant any variances, exceptions, or conditional use grants, or approve any building or use the City determines not to be in compliance with the municipal codes and ordinances of the City, or in the best interests of the City or the RDA.

3. Developer shall have obtained the approval of the City, RDA, and State of Wisconsin Department of Transportation to a traffic impact analysis regarding the Project.

4. Developer acknowledges that the Property is listed as a contributing property to the Green Bay Downtown Historic District which is listed on the National Register of Historic Places and further shall obtain any and all necessary approvals from applicable agencies, including but not limited to the State Historic Preservation Office and City of Green Bay Landmarks Commission, with respect to redevelopment of the Property.

F. Proof of Equity. Developer shall have in place and shall provide the City and RDA no later than April 1, 2025, proof of equity in the form of the value of the Property, less any mortgages thereon, not less than ten percent (10%) equity available for injection into the Project in an amount sufficient to obtain financing for all Project costs. Any available Developer funds obtained from sources other than lenders or the City shall be expended on the Project before any lender or City funds are expended or any third party financing is used to pay Project costs.

G. Proof of Financing. By no later than April 1, 2025, Developer shall have delivered proof satisfactory to the City and RDA of financing, which after injection of the Developer equity into the Project, will be sufficient in the determination of the City and RDA, to complete the Project according to the plans and specifications.

H. Acquisition of Property. By no later than April 1, 2025, Developer shall have closed on the purchase of all of the parcels comprising the Property and all of the necessary rights of way required for the Project. Developer shall provide copies of deeds and such other closing documents as requested by the City or RDA regarding the purchase of the Property and rights of way. The Property and rights of way shall be owned in the name of the Developer.

I. Termination or Relocation of Easements. Developer shall have agreements with all holders of easements or any other rights that may be affected by the Project, regarding the termination, modification or relocation of such easements and other rights in order to accommodate the Concept Plan.

J. Use of Funds. Developer may use TIF supported funds only to fund Qualified Expenses as set forth in the approved Development Budget.

K. Improvement of Property. Developer shall promptly design and complete the Project. Substantial work on the Project shall commence no later than ninety (90) days after the last to occur of approval by the City and RDA of the Preliminary Concept Plan, approval by RDA of the Development Budget and Development Plans, and/or issuance of a building permit and all other permits or licenses required to commence construction, which shall be no later than July 31, 2025. Construction shall be completed no later than December 31, 2025. Developer shall file with the RDA copies of the detailed construction plans within ninety (90) days after completion of the Project.

L. Reports and Information. During the period before the commencement of construction, Developer shall from time to time provide to the RDA information having a bearing upon the interests of the City and the RDA in the Property or under this Agreement. Upon request of the RDA, Developer shall submit progress reports during the course of construction. Upon request of the RDA. Developer shall submit a copy of annual, audited financial statements for Developer through termination of this Agreement.

M. Copies of Documents. All documents from Developer to the City or RDA shall be submitted in triplicate.

N. Maintenance and Repair. Developer shall at all times keep and maintain, or cause to be kept and maintained, the Property in good condition and repair, in a safe, clean, and attractive condition, and free of all trash, litter, refuse, and waste, subject only to demolition and construction activities contemplated by this Agreement.

O. Transfer or Sale of Project Property.

1. Notice of Intent to Transfer. If Developer intends to sell, transfer or convey the Property or any part thereof before termination of this Agreement, Developer shall provide to the City and RDA a written request for transfer thirty (30) days prior to the anticipated transfer. The City or RDA may deny the request for any commercially reasonable reason. Developer may assign all rights and obligations under this Agreement only to an entity controlled and affiliated with Developer to own, manage and operate the Property. This Agreement inures to the benefit and becomes the obligation of the heirs, successors and assigns of Developer. This Agreement shall run with the land and shall be binding upon all current and future owners of the Property. Owner shall not be required to provide the City or RDA with written notice of its intent to transfer in connection with the granting of any mortgage or security agreement to finance or refinance loans for the purchase of the Property or payment of costs of the Project.

2. No Transfer to Exempt Entities. Prior to the closure of the TID, the Property shall not be sold, transferred or conveyed to, leased, or owned by any entity or used in any manner that would render any part of the Project Property exempt from taxation, unless the purchaser, transferee, lessee or owner first executes a written agreement with the City and RDA in a form satisfactory to the City providing for acceptable payments to the City in lieu of taxes.

3. Right of First Refusal. Developer shall not sell, trade, grant, or encumber the Property, except as specifically provided herein. Should Developer not complete elements of the Project as defined herein, Developer shall provide RDA the exclusive right, for a period not to exceed one (1) year from the determination of incompletion of the Project to purchase an undeveloped or underdeveloped portion of the Property. For clarity, the RDA's exclusive right to purchase the Property due to Developer's inability to complete the Project shall only be effective if Developer has failed to complete the Project on or before December 31, 2027.

The purchase price shall be equivalent to the purchase price paid for the Property under this Agreement. This Right of First Refusal shall run with the land and shall survive the termination or expiration of this Agreement, and shall remain in place until such time as the aggregate assessed Property value meets or exceeds the Minimum Assessed Value. For clarity, this right of first refusal and Developer's prohibition against encumbering the Property shall not apply if Developer for the purpose of obtaining financing or refinancing any loan(s) which require a mortgage to encumber the Property.

P. Easements. Developer shall grant to the City such easements as are reasonably necessary for public improvements, infrastructure, ingress or egress, utilities, lighting or landscaping or any other access necessary to effectuate this Agreement. Developer shall cause existing easements to be relocated or terminated to accommodate the Project.

Q. Environmental.

1. Presence of Hazardous Materials and Compliance with Environmental Laws. Before commencement of the First Phase, Developer shall be satisfied, through such means as are commercially reasonable, that the Property is free of Hazardous Materials or that any Hazardous Materials on or within the Property are being stored and handled in strict compliance with all Environmental Laws. Developer shall provide the City and RDA with copies of all environmental reports pertaining to the Property no later than ten (10) days after receiving the same.

2. Developer's Environmental Indemnification. Developer shall indemnify, pay on behalf of, defend and hold the City, the RDA, and their respective agents, officials, employees, representatives, successors and assigns, harmless from and against any loss, damage, claim, fine, penalty, assessment, liability, or other charge or claim, and all costs (including, without limitation, reasonable legal, accounting, consulting, engineering, and similar expenses incurred with respect to such matter and/or incurred in enforcing this indemnity):

    a) Arising from the actual existence, treatment, deposit, release, storage, or disposal of any Hazardous Materials on, within or about the Property; or

    b) Arising from the breach of any warranty, covenant or representation of Developer to the City or RDA, or any other obligation of Developer to the City or RDA regarding Hazardous Materials under this Agreement.

3. Hazardous Materials Defined. As used herein, the term "Hazardous Materials" means:

    a) Hazardous wastes, hazardous substances, hazardous constituents, toxic substances or related materials, whether solids, liquids or gases, including but not limited to substances defined as "hazardous wastes," "hazardous substances," "toxic substances," "pollutants, "contaminants," "radioactive materials," or other similar designations in, or otherwise subject to regulation under, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. 9601 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1802; the Resource Conservation and Recovery Act, 42 U.S.C. 9601. et seq.; the Clean Water Act, 33 U.S.C. 1251; the Safe Drinking Water Act, 42 U.S.C. 300f et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; and in any permits, licenses, approvals, plans, rules, regulations or ordinances adopted, or other criteria and guidelines promulgated pursuant to the preceding laws

or other similar federal, state or local laws, regulations, rules or ordinances now or hereafter in effect relating to environmental matters (collectively, "Environmental Laws"); and

b) Any other substances, constituents or wastes subject to any applicable federal, state or local law, regulation or ordinance, including any Environmental Law, now or hereafter in effect, including but not limited to: petroleum, refined petroleum products, waste oil, waste aviation or motor vehicle fuel, and asbestos containing materials.

4. Survival. The provisions of this Section shall survive the conveyance to Developer of any City and/or RDA Property.

R. Insurance. Before commencement of construction activities on the Property, Developer shall deliver to the City and RDA certificates of insurance, copies of endorsements, and other evidence of insurance requested by the City or RDA, which Developer is required to purchase and maintain, or cause to be purchased or obtained, in the types and amounts of coverage listed below, each of which shall name the City and RDA as additional insured parties:

1. Workers Compensation and Related Coverage. Coverage for state and federal workers compensation shall be defined by state and federal statute. The amounts of employer's liability coverage shall be in not less than the following limits:

a) Bodily Injury by Accident – one hundred thousand dollars ($100,000.00) per accident;

b) Bodily Injury by Disease – one hundred thousand dollars ($100,000.00) per employee; and

c) Five hundred thousand dollars ($500,000.00) policy limit.

2. Waiver of Workers Compensation Subrogation. The workers' compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, RDA, its officers, officials, employees, and volunteers for losses paid under the terms of the policy that arises from the work performed by the names insured for or on behalf of the City or RDA.

3. Comprehensive General Liability Insurance. Coverage shall be written on a commercial general liability form, and shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages for personal injury, including accidental death, as well as claims for property damages which may arise from operation under this Agreement, whether such operations be by Developer, any subcontractor, or anyone directly or indirectly employed by either of them in such manner as to impose liability on the City or RDA. The amounts of such insurance shall be not less than the following limits:

a) General Aggregate Limit – two million dollars ($2,000,000.00); Personal and Advertising Injury Limit (per person/organization) – two million dollars ($2,000,000.00);

b) Bodily Injury and Property Damage – two million dollars ($2,000,000.00) per occurrence;

c) Fire Legal Liability Damage Limit – one hundred thousand dollars ($100,000.00) per occurrence; and

d) Medical Expense Limit – ten thousand dollars ($10,000.00) per person.

4. Comprehensive Automobile Liability and Property Damage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages associated with operations of owned, hired, and non- owned motor vehicles. The amounts of such insurance shall be not less than the following limits:

a) Bodily Injury – two hundred fifty thousand dollars ($250,000.00) per person; and

b) One million dollars ($1,000,000.00) per occurrence; and Property Damage – two hundred fifty thousand dollars ($250,000.00) per occurrence.

5. Umbrella Coverage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement with limits of one million dollars ($1,000,000.00) for bodily injury, personal injury, and property damage on a combined basis with the stated underlying limits of Paragraphs IV. S. 1. to IV S. 3. above.

6. Builder's Risk Insurance. Before commencing construction of any improvements on the Property and during any construction activities contemplated by this Agreement, Developer shall obtain and keep in full force and effect and all builders risk insurance policy for all portions of the Property with coverage equal to the total amount of the construction contracts for all such construction activities. Nothing in this Agreement is intended to relieve Developer of its obligation to perform under this Agreement and, in the event of loss, Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

7. Fire and Casualty Insurance. Developer shall obtain and keep in full force adequate fire and casualty insurance with coverage in an amount equal to the assessed value of such improvements. In the event of loss the Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

S. General Indemnity.

1. Protection Against Losses. Developer shall indemnify, defend and hold harmless the City, RDA, and their respective officers, employees, agents, attorneys, insurers and the successors and assigns of all of the foregoing, from any and all liabilities, claims, losses, damages, judgments or awards, costs or expenses, including reasonable attorneys' fees, of whatsoever nature and by whomsoever asserted, whether asserted by a third party or by a party to this Agreement (hereinafter "Losses"), directly or indirectly, arising out of, resulting from or in any way connected with:

a) Any breach by Developer of the terms of this Agreement;

b) Any non-compliance with laws, ordinances, rules or regulations applicable to Developer's obligations under this Agreement; or

c) Any governmental, regulatory or other proceedings to the extent any such proceedings result from Developer's failure to comply with its obligations under this Agreement or otherwise.

2. Indemnification Procedures. Developer shall promptly assume full and complete responsibility for the investigation, defense, compromise and settlement of any claim, suit or action arising out of or relating to the indemnified matters following written notice thereof from the City or RDA, which notice shall be given by the City or RDA within ten (10) days of their knowledge of such claim, suit or action. Failure to provide such timely notice shall not eliminate Developer's indemnification obligations to the City and RDA unless, and only to the extent to which, such failure has substantially prejudiced Developer. Notwithstanding the foregoing, in its sole discretion and at its expense, the City and RDA may participate in or defend or prosecute, through their own counsel(s), any claim suit or action for which either of them is entitled to indemnification by Developer; provided, however, that if the City or RDA is advised in writing by its legal counsel that there is a conflict between the positions of Developer and City or RDA, as appropriate, in conducting the defense of such action or that there are legal defenses available to the City or RDA different from or in addition to those available to Developer, then counsel for the City or RDA, at Developer's expense, shall be entitled to conduct the defense only to the extent necessary to protect the interests of the City or RDA. Developer shall not enter into any compromise or settlement without the prior written consent of the City or RDA, as appropriate, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against the City or RDA shall be reasonable grounds for the City or RDA to refuse to provide written consent to a compromise or settlement. If Developer does not assume the defense of such claim, suit or action, Developer shall reimburse the City and RDA for the reasonable fees and expenses of counsel(s) retained by the City and by RDA, and shall be bound by the results obtained by the City and RDA; provided, however, that no such claim, suit or action shall be settled without Developer's prior written consent, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against Developer shall be reasonable grounds for Developer to refuse to provide written consent to a compromise or settlement.

## VI. CONDITIONS PRECEDENT TO OBLIGATIONS OF CITY AND RDA

The City's and RDA's obligations under this Agreement are conditioned upon the following:

A. Existence. Developer shall have provided City and/or RDA a certified copy of its organizational documents and a certificate from the Department of Financial Institutions for the State of Wisconsin indicating Developer's existence and good standing.

B. Incumbency; Due Authorization. Developer shall have provided a certificate of incumbency and resolutions of the company, demonstrating Developer has been duly authorized to enter into this Agreement and authorizing the person signing this Agreement to execute and deliver it to the City and/or RDA, and to bind Developer to its terms.

C. No Violation or Default. Developer shall not be in violation of any of its governing documents or other contracts subject to this Agreement or of any other agreement between Developer and the City and/or RDA.

D. Insurance. Developer shall have delivered to the City and/or RDA certificates of all insurance required under this Agreement.

E. TID District. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

## VII. CONDITIONS PRECEDENT TO OBLIGATIONS OF DEVELOPER

The obligations of Developer under this Agreement are conditioned upon the following:

A. TID. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

B. Due Authorization. The City Council shall consent to the City entering into this Agreement and shall authorize the person(s) signing this Agreement to execute and deliver it to Developer and to bind the City to its terms. All actions required to authorize RDA to enter into this Agreement shall have been taken and evidence of such actions, including authorization of the person signing this Agreement on behalf of RDA shall have been provided to Developer.

## VIII. REPRESENTATIONS, WARRANTIES, AND COVENANTS

Developer represents and warrants to the City and RDA as follows:

A. No Material Change in Documents. All contract documents and agreements have been furnished to the City and RDA, as the case may be, and are true and correct and there has been no material change in any of the same.

B. No Material Change in Developer Operations. There has been no material change in the business operations of Developer since the date the parties began negotiation to enter into this Agreement.

C. Compliance with Zoning. The Property now conforms and will continue to conform at all times and in all respects with applicable zoning and land division laws, rules, regulations and ordinances.

D. Payment. Developer shall pay for all work performed or materials furnished for the Project when and as the same become due and payable. Developer shall not suffer any construction or other involuntary lien to be imposed upon the Property, except for liens for claims to payment that are subject to a bona fide dispute, and, in that case, such liens shall be removed by Developer posting bond or other security, paying one hundred and twenty percent (120%) of the lien claimed into court, escrowing funds or promptly taking other steps to remove the lien of record. Developer shall pay all other obligations relating to the Project, including all creditors holding liens or mortgages against the Property when and as the same become due. Developer will pay all taxes and assessments levied against the Property when and as the same become due.

E. Certification of Facts. No statement of fact by Developer contained in this Agreement and no statement of fact furnished or to be furnished by Developer to the City or RDA pursuant to this Agreement contains or will contain any untrue statement of a material fact or omits or will omit to state a material fact necessary in order to make the statements herein or therein contained not misleading.

F. Good Standing. Developer is a limited liability company organized and existing in good standing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business.

G. Due Authorization. The execution, delivery and performance of this Agreement and all other agreements requested to be executed and delivered by Developer hereunder have been duly authorized by all necessary company action of Developer and constitute valid and binding obligations of Developer, in accordance with their terms, subject only to applicable bankruptcy, insolvency,

reorganization, moratorium, general principles of equity, and other similar laws of general application affecting the enforceability of creditors' rights generally.

H. No Conflict. The execution, delivery, and performance of the obligations of Developer pursuant to this Agreement will not violate or conflict with the Articles of Organization or Operating Agreement of Developer or any indenture, instrument or material agreement by which Developer is bound, nor will the execution, delivery, or performance of obligations of Developer pursuant to this Agreement violate or conflict with any law applicable to Developer.

I. No Litigation. There is no litigation or proceeding pending or threatened against or affecting Developer or the Property that would adversely affect the Project, Developer or the priority or enforceability of this Agreement, the ability of Developer to complete the Project or the ability of Developer to perform its obligations under this Agreement.

J. No Default. No default, or event that with the giving of notice or lapse of time or both would be a default, exists under this Agreement, and Developer is not in default (beyond any applicable period of grace) of any of its obligations under any other material agreement or instrument to which Developer is a party or an obligor.

K. Compliance with Laws and Codes. The Project, when completed, will conform and comply in all respects with all applicable laws, rules, regulations and ordinances, including without limitation, all building codes and ordinances of the City. Developer will comply with, and will cause the Project to be in compliance with all applicable federal, state, local and other laws, rules, regulations and ordinances, including without limitation, all environmental laws, rules, regulations and ordinances.

L. Fees or Commissions. Neither the City nor RDA shall be liable for any broker fees or commissions incurred by Developer in connection with the Property or any transactions contemplated by this Agreement.

M. No Objection to Property Assessment. Prior to termination of this Agreement, Developer shall not file an objection to real or personal property assessment as provided under §70.47(7)(a), Wis. Stats.

## IX. DEFAULT

A. Developer Default. Each of the following shall be an Event of Default by Developer:

1. Failure to Make Payment. Developer fails to make any payment required and such failure continues for a period of ten (10) days after its due date;

2. Failure to Abide by Other Terms. Developer fails to perform any other of its obligations under this Agreement and such failure continues for a period of thirty (30) days from the date of notice from the City or RDA; provided, however, if such cure cannot reasonably be accomplished within such thirty (30) days and the delay in cure does not materially impair the financial interests of the City or RDA, and if Developer promptly commences cure within the initial thirty (30) days and diligently pursues cure thereafter, Developer shall have a reasonable time, not to exceed sixty (60) days after the initial thirty (30) days, for a total of ninety (90) days to cure;

3. Misrepresentation. Any representation or warranty of Developer in this Agreement or any agreement contemplated by this Agreement is untrue in any material respect;

4. Fraud and Other Illicit Behavior. Developer or any of its members is convicted of, pleads no contest to, or enters into any other agreement other than a dismissal with no conditions as to any allegation of:

    a) Fraud; or

    b) Indecent or illicit behavior that in the determination of the City or RDA would threaten the reputation of Developer or its ability to complete the Project according to the requirements of this Agreement;

5. Insolvency. Developer or any guarantor of the obligations of Developer hereunder is insolvent or becomes the subject of a petition in bankruptcy, a receivership, a composition or any other proceeding designed for the benefit of creditors generally that is not dismissed within sixty (60) days of the date of filing;

6. Involuntary Liens. Any lien is imposed upon the Property involuntarily due to the acts or omissions of Developer and such lien is not removed within sixty (60) days of it being imposed upon the Property.

B. Remedies Upon Default. In the event of the occurrence of an Event of Default by Developer, the City may in its discretion:

1. Withholding of TIF Payment. If an Event of Default occurs which remains uncured after any applicable cure period, the City may withhold annual TIF payments until the Event of Default is cured and, upon such cure, the TIF payments shall resume in full;

2. Offset and Recoupment. Offset or recoup against any amounts that may then or thereafter come due from the City or RDA to Developer, whether under this Agreement or otherwise, an amount of damages reasonably estimated by the City or RDA resulting from Developer's breach;

3. Specific Performance. Sue for specific performance;

4. Sue for Damages. Sue for all damages caused by the Event of Default;

5. Other Remedies. Pursue any other remedies available to the City or RDA at law or in equity;

6. Interest. Collect interest on all delinquent amounts at the rate of twelve percent (12%) per annum from the date such amount was due; and

7. Costs and Attorney Fees. Collect all costs and fees, including reasonable attorney fees incurred by the City and RDA, or either of them, by virtue of the Event of Default.

8. Termination. If all other reasonable courses of action and remedies available to the City have been exercised and no timely resolution is obtained, the City may terminate this Agreement without further notice to Developer.

C. City or RDA Default. Developer shall have all rights and remedies available under law or equity with respect to any failure of the City and/or RDA to perform their obligations under this Agreement, but only after providing the City and RDA notice of such default and a failure by the City and/or RDA to commence attempts to cure such default within the thirty (30)-day notice period. If the City and/or RDA, as appropriate, commences cure within the thirty (30)-day notice period and thereafter

reasonably and continuously takes action to complete such cure, then the failure to perform shall not be an Event of Default.

D. Limitation of Damages. The foregoing notwithstanding, none of the parties shall be liable to any other party for any incidental, consequential, indirect, punitive or exemplary damages. All claims and damages asserted against the City or RDA shall be subject to statutory protections of municipalities and their officials and employees, including the immunity and limitations set forth in §893.80 Wis. Stats.

E. No Waiver. Any delay in instituting or prosecuting any actions or proceedings or otherwise asserting the rights granted in this Agreement, shall not operate as a waiver of such rights to, or deprive it of or limit such rights in any way, nor shall any waiver in fact made with respect to any specific default, be considered or treated as a waiver of any rights with respect to other defaults or with respect to the particular default except to the extent specifically waived in writing.

F. Remedies Cumulative. Except as expressly provided otherwise in this Agreement, the rights and remedies of the parties to this Agreement, whether provided by law or by this Agreement, shall be cumulative, and the exercise by any party of any one or more of such remedies shall not preclude the exercise of it, at the same or different times, of any other such remedies for any other default or breach by any other party.

## X. TERMINATION

A. Date of Termination. This Agreement shall terminate upon the earliest of the date:

1. All Qualified Expenditures have been repaid in full by Tax Increment;
2. The City closes and terminates the TID;
3. The Wisconsin Department of Revenue fails to certify or revokes certification of all or any portion of the TID or the Property;
4. This Agreement is terminated because of an Event of Default; or
5. The parties agree in writing to terminate this Agreement.

B. TIF Payments termination. TIF payments shall terminate upon expiration of TID #27.

C. Survival of Certain Provisions. Sections III. B. 1. d), III. D., IV. E., IV. I., IV. K., IV. P. 2., IV. Q., IV. R. 2., IV. T., V. A., V. B., V. C., V. D., V. E., VII. C., VII. D., VII. E., VII. G., VII. K., VII. L., VIII. B., VIII. D., VIII. E., VIII. F., X. B., X. C., X. G., X .J., X. M., X. O., X. P., and X. R. shall survive the termination of this Agreement.

## XI. MISCELLANEOUS PROVISIONS

A. No Effect Until Executed. The terms of this Agreement shall have no force and effect unless and until this Agreement is executed by all Parties.

B. Assignment. Developer may not assign its rights under this Agreement without the express prior written consent of the City and RDA, until the obligations of the Developer under Section III hereof are fully performed and satisfied. Thereafter, this Agreement may be assigned by Developer only upon the prior, written consent of the City and RDA, which shall not be unreasonably withheld.

C. Nondiscrimination. In the performance of work under this Agreement, Developer shall not discriminate against any employee or applicant for employment nor shall the Property or any portion thereof be sold to, leased or used by any party in any manner to permit discrimination or restriction on the basis of the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender (including pregnancy), gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law. Retaliation is also prohibited. The construction and operation of the Property shall be in compliance with all effective laws, ordinances and regulations relating to discrimination on any of the foregoing grounds.

D. No Personal Liability. Under no circumstances shall any trustee, officer, official, commissioner, director, member, partner or employee of the City or RDA have any personal liability arising out of this Agreement, and Developer shall not seek or claim any such personal liability.

E. No Personal Interest of Public Employee. No official or employee of the City or RDA shall have any personal interest in this Agreement, nor shall any such person voluntarily acquire any ownership interest, direct or indirect, in the legal entities that are parties to this Agreement. No official or employee of the City or RDA shall be personally liable to Developer or any successor in interest, in the event of any default or breach by the City or RDA, or for any amount that becomes due to the Developer or its successors under this Agreement.

F. Relationship of Parties. The City and the RDA are not partners or joint venturers with Developer in the Project or otherwise. Under no circumstances shall the City or RDA be liable for any of the obligations of Developer under this Agreement or otherwise. There are no third party beneficiaries of this Agreement.

G. Force Majeure. No party shall be responsible to any other party for any resulting losses and it shall not be a default hereunder if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, acts of God, adverse weather conditions, legally required environmental remedial actions, industry-wide shortage of materials, or by any other cause not within the control of the party whose performance was interfered with, and which exercise of reasonable diligence, such party is unable to prevent, whether of the class of causes herein above enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause. The foregoing notwithstanding, a Force Majeure event may not be used to avoid an Event of Default if the delay caused by the Force Majeure event exceeds ninety (90) days from the date the event occurred.

H. Parties and Survival of Agreement. Except as otherwise expressly provided herein, this Agreement is made solely for the benefit of the parties hereto and no other person, partnership, association or corporation shall acquire or have any rights hereunder or by virtue hereof. All representations and agreements in this Agreement shall remain operative and in full force and effect until fulfilled and shall survive the closing.

I. Time. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth herein. In the event this Agreement is not executed by both Parties prior to May 1, 2025, any and all approvals granted pursuant hereto or in conjunction herein by the City which are contemplated as part of this Agreement shall automatically expire.

J. Notices. All notices, demands, certificates or other communications under this Agreement shall be given in writing and shall be considered given:

1. Upon receipt if sent via electronic mail (e-mail) or facsimile; or

2. Upon receipt if hand-delivered to the party or person intended; or

3. One (1) business day after deposit with a nationally-recognized overnight commercial courier service, air bill pre-paid; or

4. Three (3) business days after deposit in the United States Postal Service (USPS), postage prepaid, by certified mail, return receipt requested.

All correspondence shall be addressed by name and address to the party or person intended as follows:

| | |
|---|---|
| To the City: | City of Green Bay<br>Attn: City Clerk<br>100 North Jefferson Street<br>Green Bay, WI 54301<br>e-mail: celestine.jeffreys@greenbaywi.gov<br>facsimile: 920-448-3010 |
| To RDA: | Redevelopment Authority of the City of Green Bay<br>Attention: Executive Director<br>100 North Jefferson Street, Room 608<br>Green Bay, WI 54301<br>e-mail: Cheryl.Renier-Wigg@greenbaywi.gov<br>facsimile: 920-448-3426 |
| To the Developer: | INVESTMENT CREATIONS, LLC<br>Attention: Umer Sheikh<br>130 W. Franklin Avenue<br>PO Box 91<br>Neenah, WI 54957<br>e-mail: UmerSheikh@investmentcreations.com |

The foregoing addresses shall be presumed to be correct until notice of a different address is given according to this paragraph.

K. Governing Law. The laws of the State of Wisconsin shall govern this Agreement.

L. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any of the provisions of this Agreement.

M. Execution in Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signature thereto and hereto were upon the same instrument.

N. Severability. If any provision of this Agreement shall be determined to be unenforceable as applied in any particular case or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstance shall not have the effect of rendering the provision in question inoperative or unenforceable in any other

case or circumstance, or of rendering any other provision or provisions herein contained unenforceable to any extent whatever.

O. Recording of Agreement. The City may record this Development Agreement or a Memorandum of this Agreement with the Register of Deeds for Brown County, Wisconsin. Upon request of the City, Developer shall execute and deliver to the City any such Memorandum or any other document in connection with such recording.

P. Priority Over Subsequent Liens. This Agreement shall run with the land and shall be binding upon and inure to the benefit of the parties and their heirs, successors and assigns. As such, the current and all future owners of the Property shall be subject to all of the obligations stated herein. Owner warrants and represents that there will not be any mortgage or any other lien against the Property at the time this Development Agreement is recorded other than mortgages for the purchase of the Property and to finance costs of constructing the Project. This Development Agreement shall have precedence and shall take priority over any mortgage, lien or other encumbrance that may be recorded against the Property (or any portion thereof) after the recording of this Development Agreement (or Memorandum thereof).

Q. No Construction Against Drafter. This Agreement is a product of the negotiation and drafting of attorneys for the parties, and, as such, the rule of construing ambiguous contracts against the drafter shall not apply to this Agreement.

R. Venue. The venue for any proceeding involving the negotiation, drafting, interpretation or enforcement of this Agreement shall be the circuit court for Brown County, Wisconsin, all other venues being inappropriate for any such proceeding.

S. Due Authority. Developer shall provide to the City a copy of the Statement of Authority for Limited Liability Company on file with the State of Wisconsin Department of Financial Institutions.

T. Signatures and Counterparts. Electronic, facsimile and photocopy signatures shall have the same effect as original signatures.

[Signature pages follow]

**Signature page 1 of #**

**IN WITNESS WHEREOF**, the parties to this Agreement have caused this instrument to be signed by duly authorized representatives of Developer, City and RDA as of the day and year first written above.

**DEVELOPER:**
**INVESTMENT CREATIONS, LLC**

By: _____

_____
Umer Sheikh, Owner

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above named _____ , a member of Investment Creations, LLC, a Wisconsin limited liability company, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 2 of #**

THE CITY OF GREEN BAY, THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY, and INVESTMENT CREATIONS, LLC

**THE CITY OF GREEN BAY**

By: _____
Eric Genrich, Mayor

By: _____
Celestine Jeffreys, Clerk

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above named _____ and _____, on behalf of the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 3 of #**

THE CITY OF GREEN BAY, THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY, and INVESTMENT CREATIONS, LLC

**REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY**

By: _____
Gary J. Delveaux, Chair

Attest: _____
Cheryl Renier-Wigg, Executive Director

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above named _____ and _____, on behalf of the Redevelopment Authority of the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

EXHIBIT A
Property Map

EXHIBIT B
Legal Descriptions

109 N. Adams

3,389 SQ FT PLAT OF NAVARINO S 1/3 OF E 77 FT OF LOT 51 & N 1/3 OF E 77 FT OF LOT 52 EX SW 5 FT BY 5 FT THEREOF

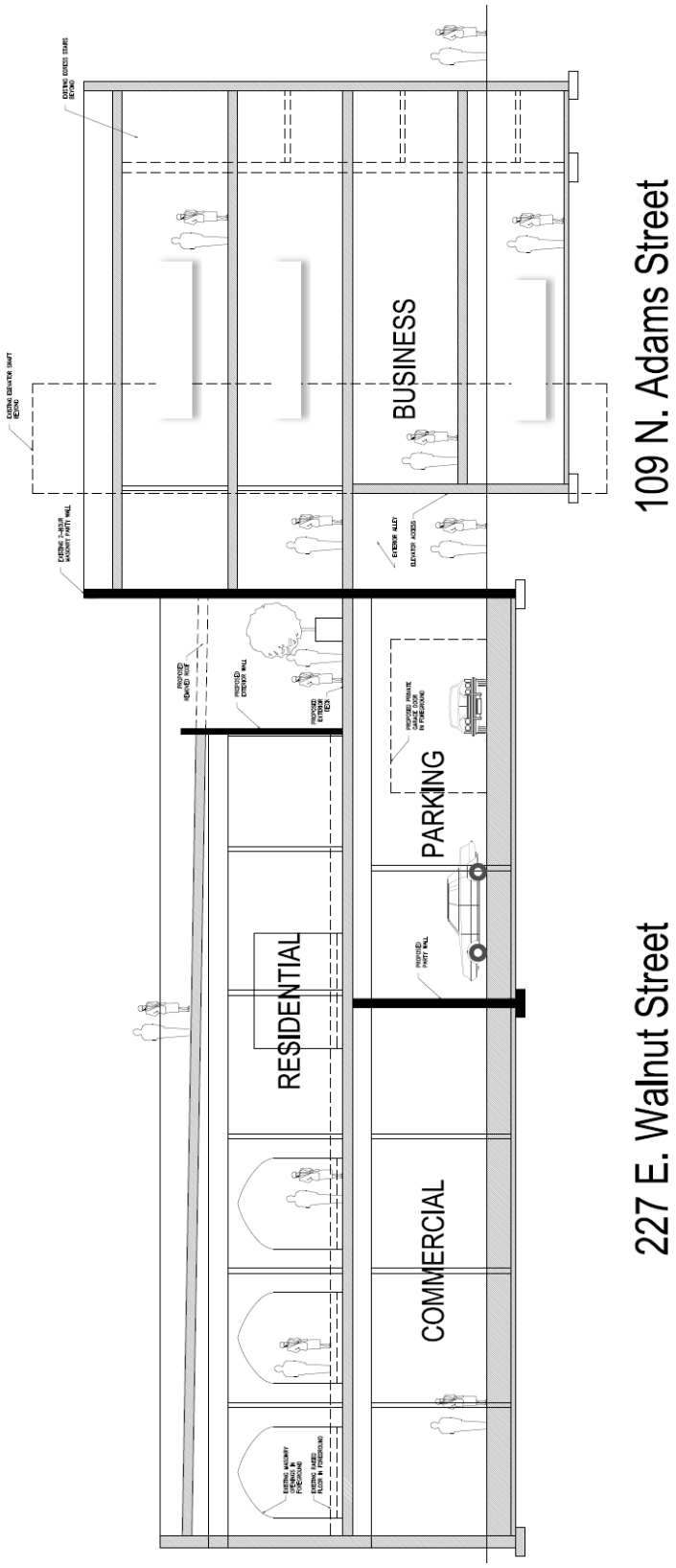
101 N. Adams

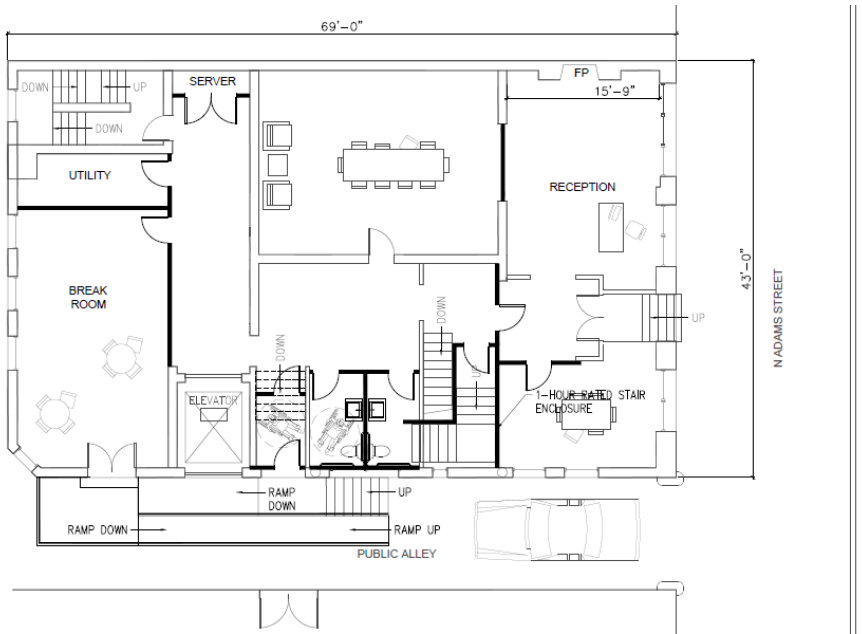
1,472 SQ FT  PLAT OF NAVARINO N 10 FT OF S 44 FT OF E 89 FT LOT 52 & PRT OF LOTS 51 & 52 DESC IN 87 D 24(A) SUBJ TO J9919-33 AFFIDAVIT OF ADVERSE POSSESSION

227 E. Walnut

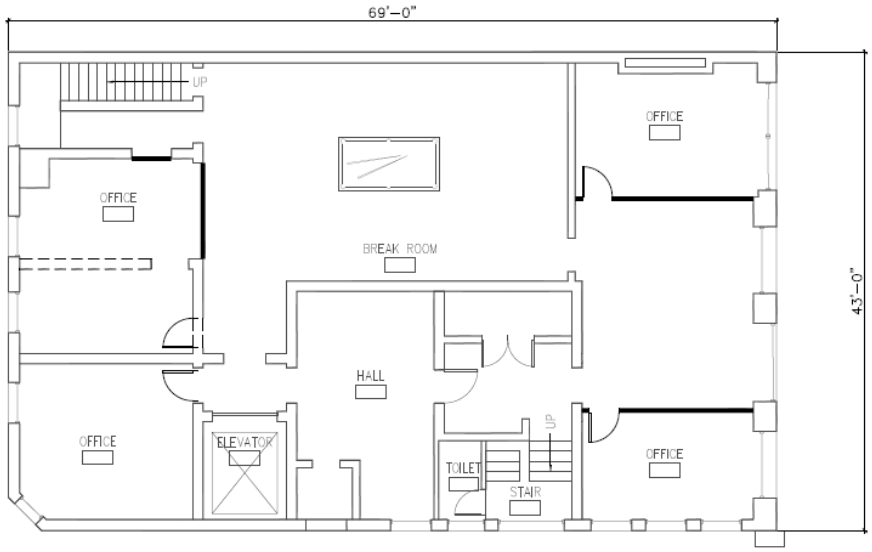
6,652 SQ FT PLAT OF NAVARINO E 66 FT OF S 100 FT OF LOTS 52 & 53

EXHIBIT C
Preliminary Concept Plans

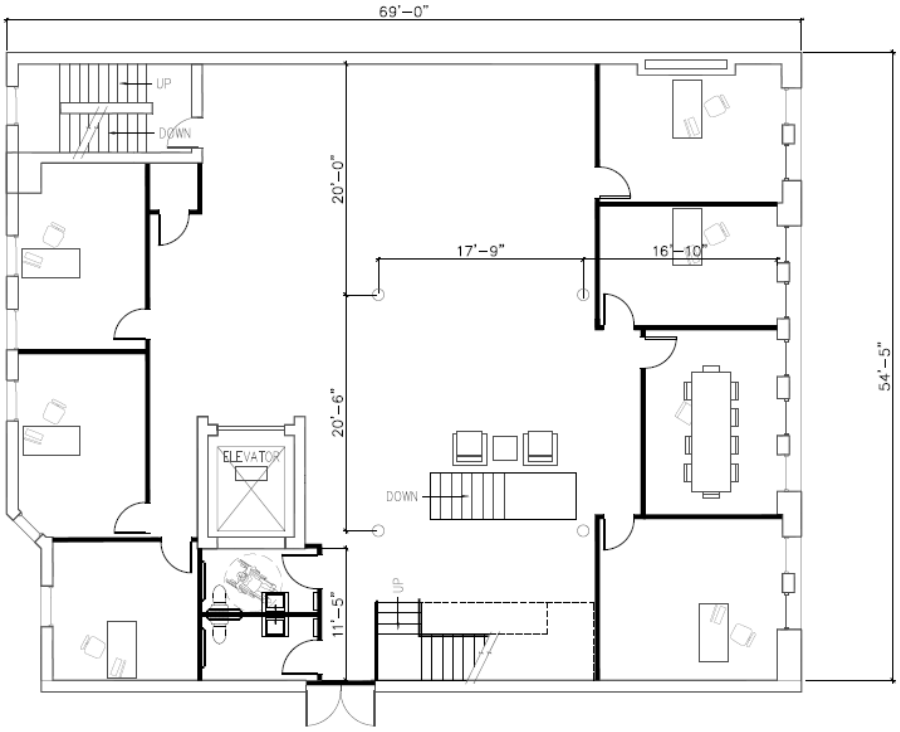




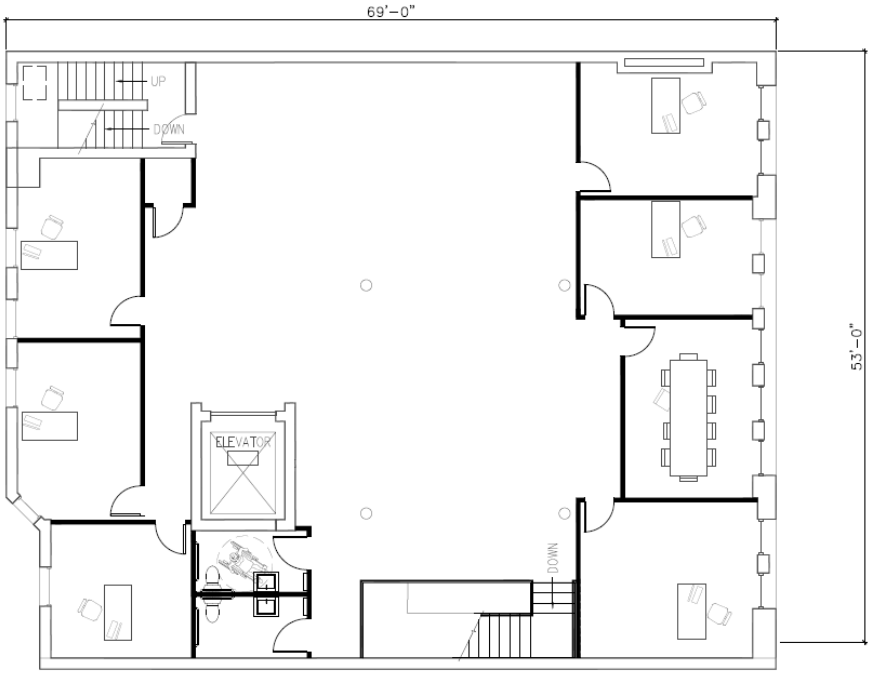

1st LEVEL FLOOR PLAN
1



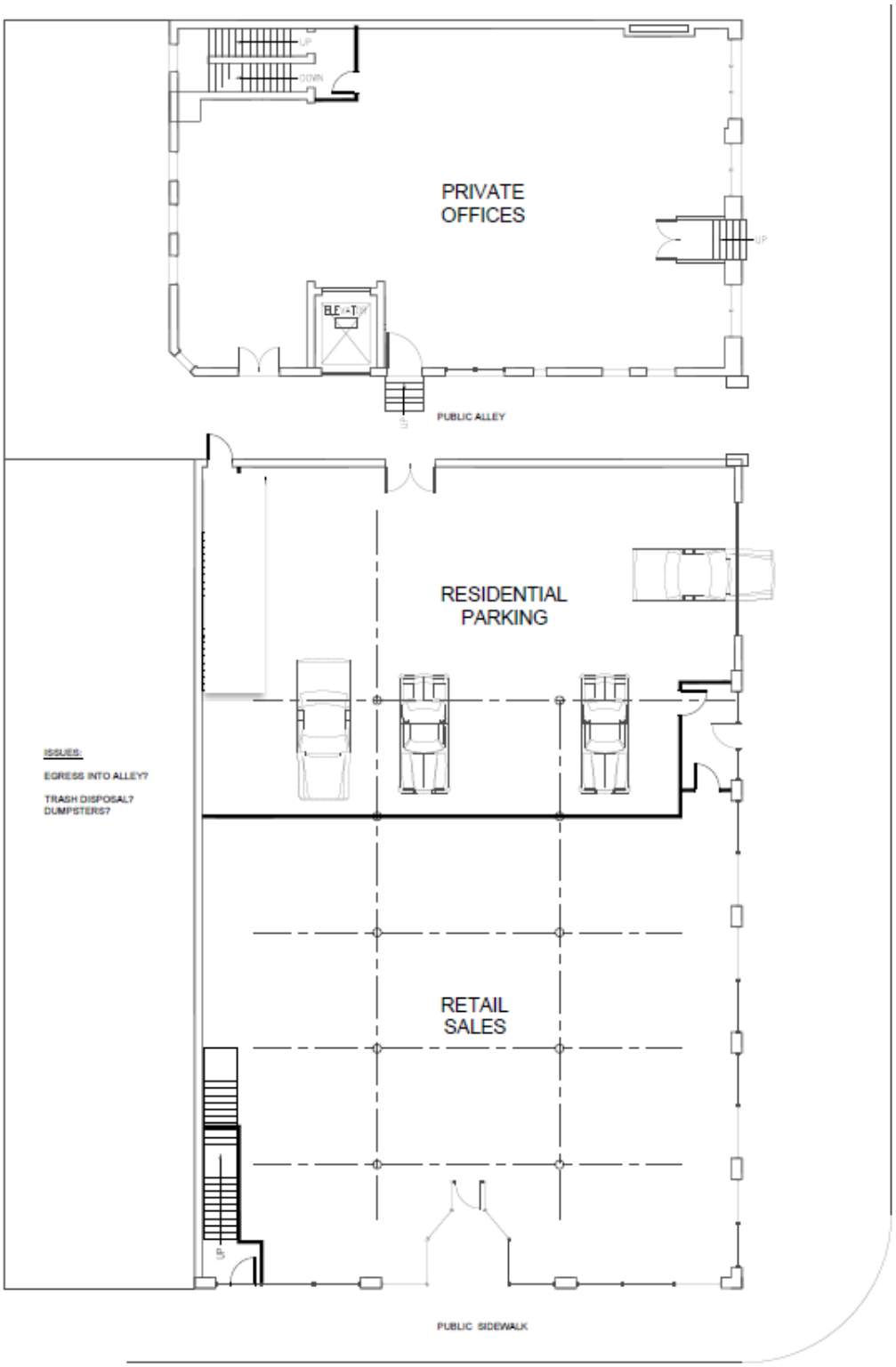

BASEMENT FLOOR PLAN
0



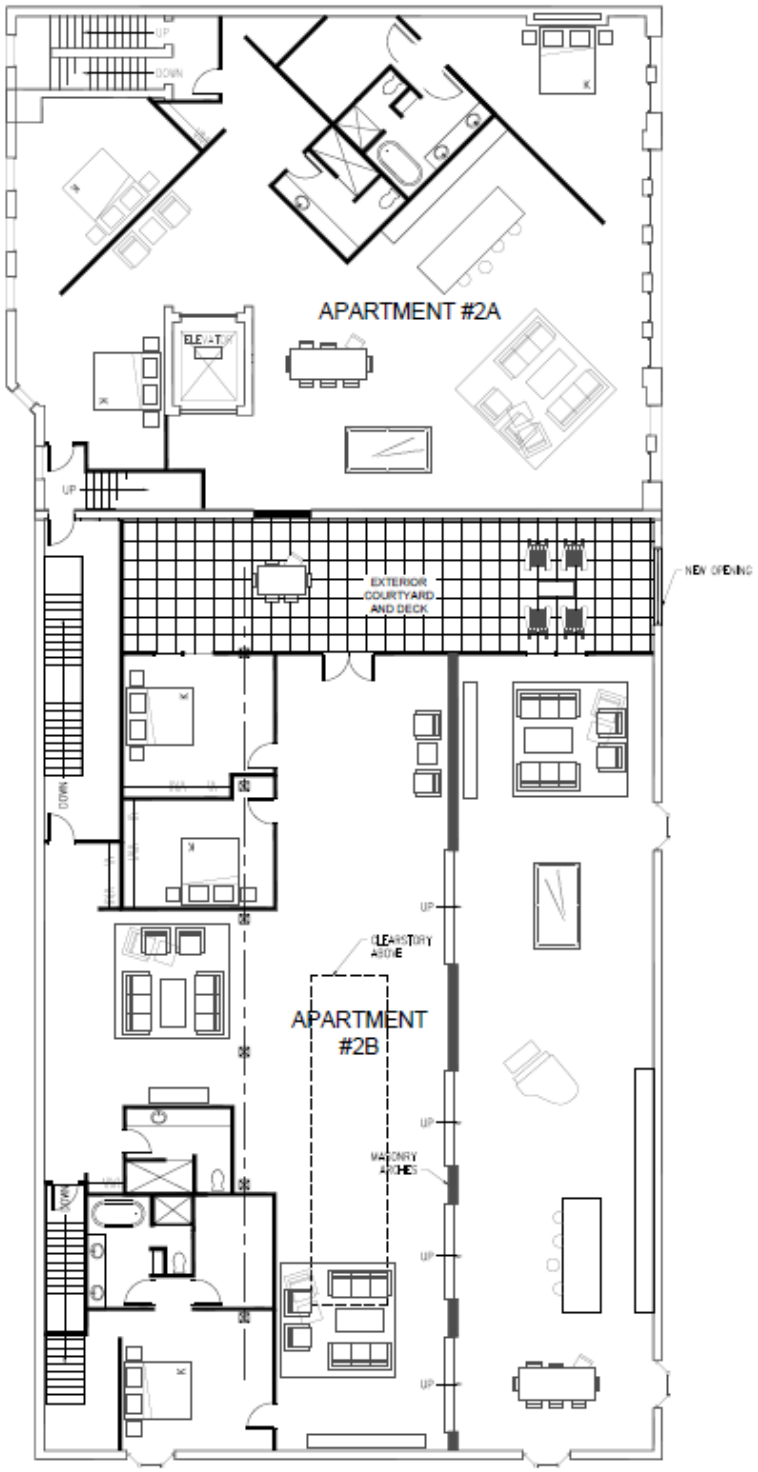

2nd LEVEL
FLOOR PLAN
2




3rd LEVEL
FLOOR PLAN
3




FIRST LEVEL
1 PROPOSED FLOOR PLAN




SECOND LEVEL
PROPOSED FLOOR PLAN

**EXISTING FACADE**

**PROPOSED GARAGE DOOR**

Report to the
# Redevelopment Authority of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Cheryl Renier-Wigg, Staff |

## AGENDA ITEM # N.3

INFORMATIONAL ONLY - Director's Report on BayLake Bank Building.

## BACKGROUND

The development of the vacant lot at Cherry and Washington Streets created some challenges for the occupants of the adjacent BayLake Bank Building. Upon approval of this project, the Common Council directed staff to continue to work with the occupants of the building in addressing these needs.

Staff began working with the representatives of the BayLake Bank Building on their desire to create additional parking on their property facing Adams Street. Staff met with the architect and representatives for the building along with the Department of Public Works several times in May and early June 2024 to discuss design and needs for parking along Adams Street. Three to four options were developed and reviewed by staff and building representatives. The option that was decided upon required a street vacation, revocable occupancy permit, easement, and variances. The street vacation at the southeast corner of Northland and Adams Streets was approved by the Plan Commission and Common Council in September 2024. The revocable occupancy permit is in process. The easement needed is between private property owners, so staff are not involved with this, and we have not received any applications for variances yet.

Staff also worked with the Condo Association on a facade grant. The ARPA Commercial Façade Grant Program provides funding to enhance and revitalize the aesthetics of Green Bay's commercial districts. In 2022, the City of Green Bay authorized $1.3 million in funds from the American Rescue Plan Act to expand the Façade Grant Program and support larger projects. Program participants can be reimbursed up to 75% of eligible costs for exterior work. Applications were accepted until December 2024, when funds were fully expended.

<u>BayLake Application</u>
In mid-November, BayLake City Center Condominium Association applied for the ARPA Commercial Façade Grant. According to the application, the Condo Association is proposing to move the main entrance of Spring Lake Church, add a parking lot and drop off area, and remodel a stairwell. The Condo Association's full project is beyond the scope of the Façade Grant Program, and the cost for the full project exceeded the amount left in the program in November 2024. All the eligible work was reviewed by the design review committee and $274,577 of the work was found to be eligible for the grant. The grant agreement was written for $205,900 (75% of the eligible costs).

List of Eligible Projects:

- Architectural drawings
- Demolition of windows
- New masonry
- Vestibule framing

- New doors
- Paint

The agreement was signed by the applicant and the City on December 30, 2024. The project completion date is December 23, 2025. The completion date only applies to the scope of work in the agreement, not the additional construction the Condo Association has planned. Any requests for amendments or extensions must be submitted in writing to City staff.

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

None

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.1

To approve the request by Ald. Proffitt, on behalf of the resident at 1285 Cedar Street, for an exemption to the setback requirements of the City of Green Bay Street Terrace Policy for plantings in the terrace.

## BACKGROUND

The City's Street Terrace policy was adopted by Common Council on June 19, 2012. That policy allows for plantings to be no closer than 18 inches from the back of curb and face of walk in areas having sidewalk. The resident at 1285 Cedar Street has her property planted in natural landscaping vegetation in lieu of turf grass and has requested a variance to the adopted policy to allow her terrace to be similarly planted. If the variance were to be granted, the height limitation of 12 inches would remain in effect and all plantings would need to achieve a minimum of 70 percent ground coverage to avoid erosion concerns.

## RECOMMENDATION

Staff has no recommendation for this item.

## FISCAL IMPACT

## ATTACHMENTS

1. 2024-01-14 Dist 7 to I and S
2. 1285 Cedar Aerial
3. 1285 Cedar St - Front
4. 1291 Cedar St - Angle
5. Street Terrace Policy

Outlook

## Online Form Submittal: Alders' Petitions and Communications

**From** noreply@civicplus.com <noreply@civicplus.com>

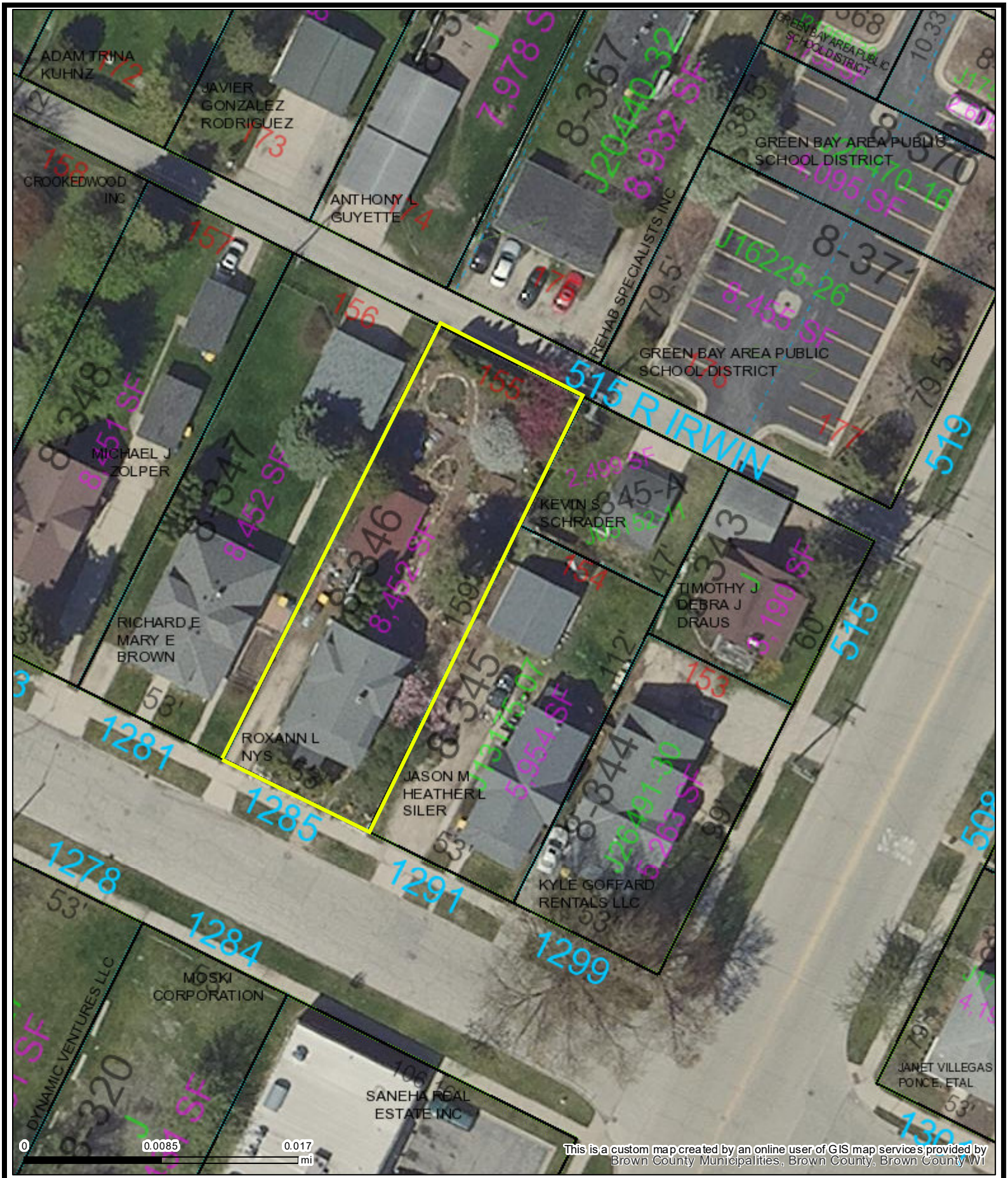
**Date** Tue 1/14/2025 1:54 PM

**To** Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Eric Genrich <Eric.Genrich@greenbaywi.gov>; Amaad Rivera <Amaad.Rivera@greenbaywi.gov>; Joseph Faulds <Joseph.Faulds@greenbaywi.gov>; Chris Wery <Chris.Wery@greenbaywi.gov>

# Alders' Petitions and Communications

| | |
|---|---|
| Name | Alyssa Proffitt |
| Committee Name | Improvement and Services Committee |
| Text of Communication | Requesting a variance in the street terrace policy. Specifically, an exemption from the required grass border strips on behalf of property owner of 1285 Cedar St. |

Email not displaying correctly? View it in your browser.




# 1285 Cedar

Map printed on 2/19/2025

**1:480**
**1 inch = 40 feet***
1 inch = 0.00758 miles*
**original page size: 8.5"x11"*
*Appropriate format depends on zoom level*

**Parcel ownership key**

- Parcel Boundary
- Condominium
- Gap or Overlap

"hooks" indicate parcel ownership crosses a line

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

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

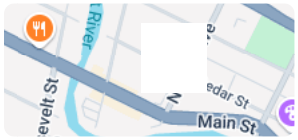
Brown County Planning & Land Services
(920) 448-6480
www.browncountywi.gov

Google Maps 1285 Cedar St

Image capture: Jul 2023 © 2025 Google

Google Maps 1291 Cedar St

Image capture: Jul 2023 © 2025 Google



# CITY OF GREEN BAY
# STREET TERRACE POLICY

1. Purpose: It is the purpose of this policy to establish guidelines to allow property owners to plant and maintain the terrace area adjoining their property in a manner which enhances and improves the aesthetic appearance of City streets.

2. Definitions:

   a. "Noxious Weeds" means those weeds as defined in §8.11(2)(d), Noxious Weeds and Maintenance of Vegetation, Green Bay Code of Ordinances.

   b. "Ornamental Grasses and Groundcover" as defined in §8.11(2)(e), Noxious Weeds and Maintenance of Vegetation, Green Bay Code of Ordinances.

   c. "Terrace" means the public right-of-way lying between the roadway and sidewalk, or where no sidewalk exists, between the roadway and the property line.

3. Plantings Permitted. A property owner shall be permitted to plant, care for and maintain plantings in the terrace adjacent to their property subject to the following restrictions:

   a. Plantings are limited to annual and perennial plants, ornamental grasses, and groundcovers.
   b. Plantings shall be 3 feet or less in height for terrace areas without sidewalk and shall maintain a setback of 3 feet from the back of curb. For terrace areas with sidewalk, plantings shall be 12 inches or less in height and have a setback of 18 inches from the back of curb and sidewalk.
   c. Plantings shall be maintained in such a way that there is no overhang or encroachment onto the sidewalks, curb or street.
   d. Planting within 3 feet of a hydrant or 30 feet of an intersection, as measured from back of curb of intersecting street, shall be limited to 12 inches in height

4. Trees. Only trees that are planted and maintained by the Park & Recreation Department/Forestry Division are permitted in the terrace.

5. Paved Terraces. The City encourages property owners to maintain the terrace area in turf grass or in plantings as defined in 3 above; however, in those areas where the terrace area between the back of curb and sidewalk are 3 feet or less, the property owner may pave the area with concrete, asphalt or brick pavers. In no case may the terrace area be fill with mulch or landscape stone. Said material may be placed around trees provides proper edging is placed around the tree to contain the material.

Approved by I&S Committee: June 13, 2012
Approved by City Council: June19, 2012

6. Uses Not Permitted. The following are not permitted in the terrace area:

    a. The installation of objects deemed to be a hazard to motorists, bicyclists and pedestrians such as landscaping rocks/boulders, railroad ties, aboveground planting beds/planters, fencing, posts (mailbox posts are exempt), etc.
    b. Hedges, bushes and vegetable gardens.
    c. Re-grading terrace area without approval of the Department of Public Works. Grades within the terrace areas shall conform to the City sidewalk grade requirements.

7. Public Works and Public Utilities: Notwithstanding the foregoing, all terrace areas remain public property and are subject to the right of the City, its contractors, and public utilities and their contractors to excavate within the terrace for repair, maintenance or installation of any street, sidewalk, public utility; storage of snow; or for any other necessary public purpose. In the event the City or public utility disturbs or removes plantings in the course of such work, it shall be responsible only to restore the terrace to the original grass state in accordance with the City's terrace restoration policy. Further, the City shall have the right to remove or restrict any plantings that are deemed to interfere with the safety of motorists, pedestrians and/or bicyclists.

Approved by I&S Committee: June 13, 2012
Approved by City Council: June19, 2012

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.2

To hold the request by Ald. Prestley to conduct a street light study on Wisconsin Avenue until the March 12, 2025, Improvement & Services Committee meeting.

## BACKGROUND

A resident on Wisconsin Avenue has requested that a streetlight be installed on the street. Typical streetlight spacing is 300 feet within the City, and streetlights are typically installed at street intersections. There is currently a streetlight at the intersection of Wisconsin Avenue and East Shore Drive on the south side of East Shore Drive. The distance from this streetlight to the north end of the road is 275 feet. There is no existing power pole at the north end of the road. The distance from the current light at the intersection and the furthest pole that could accommodate a light is approximately 175 feet.

## RECOMMENDATION

Staff recommends denial of the request.

## FISCAL IMPACT

## ATTACHMENTS

1. Lighting General East Shore Drive
2. Wisconsin Lighting
3. 2025-02-13 Dist 6 to I and S

**To request a street light study on Wisconsin Avenue**

1 in = 300 ft

Backround - City light spacing is 300 feet. None of the State Streets north of East Shore Drive has lighting as the blocks are short and used to access homes not general motoring traffic. The intention of roadway lighting is to light roadway not residential lots.

Existing WPSC power pole 130 feet north of East Shore Drive. East Shore Drive to northern terminus is 250 feet.

**To request a street light study on Wisconsin Avenue**

1 in = 50 ft

Recommendation - Wisconsin Avenue is like many of short seagments of roadways north of East Sore Drive that does not have streetlighting.
Since Wisconsin Avenue is only 250 feet in length and only serves as an access to 4 homes not general motoring traffic our recommendation is to not install a streetlight.

Existing WPS power pole 130 feet north of East Shore Drive. Wisconsin Avenue is 250 feet feet from East Shore Drive to its norther terminus.

**To request a street light study on Wisconsin Avenue**

1 in = 50 ft

Recommendation - Wisconsin Avenue is like many of short seagments of roadways north of East Sore Drive that does not have streetlighting.
Since Wisconsin Avenue is only 250 feet in length and only serves as an access to 4 homes not general motoring traffic our recommendation is to not install a streetlight.

**From:** noreply@civicplus.com
**To:** Celestine Jeffreys; Eric Genrich; Joseph Faulds; Chris Wery
**Subject:** Online Form Submittal: Alders" Petitions and Communications
**Date:** Thursday, February 13, 2025 5:25:28 PM

# Alders' Petitions and Communications

| | |
|---|---|
| Name | Joey Prestley |
| Committee Name | Improvement and Services Committee |
| Text of Communication | To request a street light study on Wisconsin Avenue |

Email not displaying correctly? View it in your browser.

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.3

To deny the request by Ald. Hinkfuss on behalf of Craig Francois, 2965 Shelter Creek Lane, to appeal the charges levied against the property for placing yard waste in the street.

## BACKGROUND

On October 24, 2024, the property at 2965 Shelter Creek Lane was tagged for having yard waste/leaves in the street. The property owner was notified by letter and informed that further violations would result in a fee. On November 7, 2024, a significant amount of leaves/yard waste was again noted in the street. Staff collected the material and submitted an invoice to the property owner. The property owner is contesting the charge.

## RECOMMENDATION

Staff recommends that the invoice issued to the property owner stand.

## FISCAL IMPACT

## ATTACHMENTS

1. 2965 Shelter Creek

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.4

To approve the request by Department of Public Works to accept a Pre-Disaster Flood Resilience Grant (PDFRG) from Wisconsin Emergency Management in the amount of $250,000.00 to begin implementation of "*East River Emilie Park Wetland Restoration for Flood Resiliency in Green Bay*" project.

## BACKGROUND

The City of Green Bay applied for grant funding from Wisconsin Emergency Management for the final engineering design, regulatory coordination, stakeholder engagement, and to begin construction of an 11-acre urban wetland within East River Emilie Park. This project will restore historic wetland functions, reduce flood risks, improve water quality, and enhance wildlife habitat, while offering educational and recreational opportunities for the community. This is a two-year grant; however full project implementation is expected to take three years. Additional sources of funding have been secured, and some are pending.

The City's contribution consists of secured and pending funding sources, along with in-kind contributions. To ensure the successful implementation of all project components, the City strategically applied for funding amounts exceeding the estimated total project costs, thereby increasing the likelihood of securing sufficient resources to complete the initiative.

## RECOMMENDATION

Staff recommends the I&S Committee accept this grant award.

## FISCAL IMPACT

$75,000.00 matching funds from stormwater utility and in-kind staff time.

## ATTACHMENTS

1. 2025 PDFRG Green Bay City Award Agreement-GE-Signed
2. 2025 PDFRG Green Bay, City Budget Summary

STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
**DIVISION OF EMERGENCY MANAGEMENT**

Phone: 608-242-3000
P.O. Box 7865 · Madison, WI 53707-7865

wem.wi.gov
dma.wi.gov

February 18, 2025

Melissa Schmitz, Resiliency Coordinator
City of Green Bay
100 N. Jefferson Street
Green Bay, WI 54301

**RE: SFY 2025 PDFRG/East River Emilie Park Wetland Restoration**
**WEM Grant Number: PDFRG-2025-10-I**

Dear Melissa Schmitz:

Congratulations! Wisconsin Emergency Management (WEM) has approved a grant award to City of Green Bay (the grantee/the recipient) in the amount of $250,000.00. These funds are from WEM's Pre-Disaster Flood Resilience Grant (PDFRG) available through the State of Wisconsin. This grant supports the City of Green Bay SFY 2025 PDFRG/East River Emilie Park Wetland Restoration project.

As Project Director, you will be responsible for seeing that funds are administered according to the approved application materials; all requirements, including reporting, outlined in the Terms and Conditions; and the enclosed Grant Agreement. To accept this award, have the Authorized Official review and sign the award agreement. **Once signed, return one copy to WEM via email to DMAWEMHazardMitigation@widma.gov, and keep a copy for your records.**

Please reach out to the WEM Grant Manager, Katie Sommers, with any questions regarding your grant and responsibilities. We look forward to a collaborative working relationship with you.

Sincerely,

Greg Engle
Administrator
Wisconsin Emergency Management

# SFY 2025 Pre-Disaster Flood Resilience Grant (PDFRG)
# East River Emilie Park Wetland Restoration
# PDFRG-2025-10-I

This grant award agreement (Agreement) is made by and between the Wisconsin Department of Military Affairs, Division of Emergency Management (WEM) and City of Green Bay (the Grantee) to establish the obligations the Grantee must assume in exchange for an award of funds in the amount of $250,000.00 under the State of Wisconsin Statutes § 323.63 for the Pre-Disaster Flood Resilience Grant program. WEM and City of Green Bay are referred to individually as a Party and collectively as the Parties.

## RECITALS

WHEREAS, WEM is authorized to make funds (Grant Funds) available under the Pre-Disaster Flood Resilience Grant as described in the Grant Application; and

WHEREAS, the Grantee applied to WEM for Grant Funds; and

WHEREAS, WEM has approved the application and the Grantee desires to accept the Grant Funds;

NOW THEREFORE, in consideration of the mutual promises set forth below and other considerations, the Parties agree as follows.

## TERMS AND CONDITIONS

1. The Recitals are incorporated by reference in this Terms and Conditions section of the Agreement.

2. The submitted application as approved by WEM is incorporated by reference in the Terms and Conditions section of this Agreement.

3. The Grantee shall administer the programs or projects within the grant period for which this grant is awarded and referenced in Exhibit A, in accordance with the applicable rules, regulations, limitations, and conditions set forth in Exhibit B and Exhibit C, which are made part of this Agreement by reference.

4. The individuals executing this Agreement represent that they have the authority to sign this Agreement on behalf of and bind their respective Parties.

THE PARTIES, BY THE SIGNATURES BELOW, AGREE THAT THEY HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT AND TO BE BOUND BY THEM.

| | |
|---|---|
| **Wisconsin Department of Military Affairs, Division of Emergency Management (WEM)** | Grantee<br><br>**City of Green Bay** |
| 2-18-2025 | |
| Greg Engle<br>WEM Administrator<br>Date | Eric Genrich<br>Mayor<br>Date |

# WEM Grant Agreement PDFRG-2025-10-I
# Exhibit A – Approved Award

## Funding Authorization Information

Funding authorization: State of Wisconsin Statutes § 323.63
State Identification Number: 465.318
Funding Award Description: Grants for the purpose of identifying flood vulnerabilities, identifying options to improve flood resiliency, and restoring hydrology in order to reduce flood risk and damages in flood-prone communities.

## Approved Award Information

Award date: **February 18, 2025**

Grantee: **City of Green Bay**

Project Title: **SFY 2025 PDFRG/East River Emilie Park Wetland Restoration**

Grant Period: From **6/30/2025** To **6/29/2027**

Grant Number: **PDFRG-2025-10-I** Award Amount: **$1,578,541.90**

Project Director: Melissa Schmitz, Resiliency Coordinator; City of Green Bay

Project Summary: Wetland restoration

## Approved Award Budget

| Budget Cost Category | Award |
|---|---|
| Personnel | $ 0.00 |
| Mobilization | $50,000.00 |
| Materials | $95,366.90 |
| Supplies | $ 0.00 |
| Travel | $ 0.00 |
| Construction/Contractual | $1,314,075.00 |
| Other | $119,100.00 |
| Contingency | $ 0.00 |
| **TOTAL APPROVED BUDGET** | **$1,578,541.90** |
| **STATE SHARE** | **$250,000.00** |
| **MATCH IDENTIFIED IN APPLICATION** | **$1,328,541.90** |
| **REQUIRED MATCH BASED ON STATE SHARE[1]** | **$83,333.34** |

[1] This is the minimum required amount of match if the grantee spends the full state share. It may be the same amount as the match identified in the application. Any additional match will not result in an increased state share.

WEM Grant Agreement PDFRG-2025-10-I

**Exhibit B – Special Conditions and additional monitoring.**

| | | | |
|---|---|---|---|
| Grantee: | **City of Green Bay** | Award Date: | February 18, 2025 |
| Project Title: | **SFY 2025 PDFRG/East River Emilie Park Wetland Restoration** | | |
| Grant No.: | **PDFRG-2025-10-I** | | |

1. **Pre-Award Costs**
   Costs incurred prior to acceptance of the grant award by the recipient, indicated by signing this grant award, are not allowable costs for the award.
2. **Permits**
   All required permits must be obtained by the recipient. The recipient must provide copies of all permits to WEM prior to grant closeout.
3. **Conditional Letter of Map Revision/Letter of Map Revision**
   If required by federal, state, or local law, the recipient must work with the Federal Emergency Management Agency (FEMA) to file a Conditional Letter of Map Revision (CLOMR) or Letter of Map Revision (LOMR). Costs for this are eligible grant expenses.
4. **Quarterly Reports**
   The recipient is required to submit quarterly progress reports to WEM via email using WEM's Quarterly Progress Report form. Reports covering the previous quarter are due to WEM via email January 15, April 15, July 15, and October 15 each quarter during the period of performance of the grant and prior to grant closeout.
5. **Reimbursements**
   To request reimbursement of expenses, the recipient must complete and submit to WEM via email WEM's Request for Reimbursement form. The recipient must include documentation of expenses including invoices, receipts, time sheets, travel expenses, proof of payment, etc. Final reimbursement will be made only after WEM verifies that all requirements and conditions of the grant have been met.
6. **Cost Underruns and Overruns**
   If there is a cost underrun for the project, final reimbursement for the state share will be adjusted not to exceed 75% of the actual costs of the project. Any costs in excess of the approved award amount are the responsibility of the recipient.
7. **Final Report**
   Within 30 days of project completion or 2 years after receiving the grant award, whichever is first, the recipient shall provide to WEM a final report summarizing project goals, activities conducted with the grant, data and other observations demonstrating progress toward project goals, and all

studies, reports, and plans produced as a result of the grant. These materials will be posted on WEM's website.

8. **Closeout Liquidation Period**
   The recipient has 30 days after project completion or the end of the grant period, whichever is sooner, to submit to WEM final reimbursement documentation.

# WEM Grant Agreement PDFRG-2025-10-I
# Exhibit C – DMA/WEM Standard Terms & Conditions

## Article I. Program requirements
All the instructions, guidance, limitations, and other conditions set forth in Wis. Stats. 323.63, program materials, and the application form for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements.

## Article II. Compliance with award Terms and Conditions
Submission of an application constitutes the recipient's agreement to comply with and spend funds consistent with all the terms and conditions of this award. If DMA/WEM determines that noncompliance by the recipient cannot be remedied by imposing additional conditions, DMA/WEM may take one or more of the following actions, as appropriate in the circumstances:

(a) *Temporarily withhold cash payments pending correction of the deficiency by the recipient.*
(b) *Disallow all, or part of, the cost of the activity or action not in compliance.*
(c) *Wholly or partly suspend or terminate the award.*
(d) *Initiate suspension or debarment proceedings as authorized under 2 CFR part 180.*
(e) *Withhold further state or federal awards for the project or program.*
(f) *Take other remedies that may be legally available.*

## Article III. Recipient responsibilities
In accepting this financial assistance award (grant or cooperative agreement), the recipient assumes legal, financial, administrative, and programmatic responsibility for administering the award in accordance with the laws, rules, regulations, and Executive Orders governing grants and cooperative agreements, and these Award Terms and Conditions, including responsibility for complying with any provisions included in the award.

## Article IV. Order of precedence
Any inconsistency or conflict in the Terms and Conditions specified in this award will be resolved in accordance with the term or condition that is the stricter of the two.

## Article V. Adherence to original project objectives and budget estimates
The recipient is responsible for any commitments or expenditures it incurs in excess of the funds provided by an award. Pre-award costs are those incurred prior to the effective date of the award directly pursuant to the negotiation and in anticipation of the award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the award, and only with the prior written approval of the program authorizing official or delegate.

## Article VI. Acceptance of post-award changes
In the event DMA/WEM determines that changes are necessary to the award agreement after an award has been made, including changes to period of performance or Terms and Conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award.

## Article VII. Prior approval and modifications
All activity and the corresponding incurred expenses must be approved and have a fully executed award agreement prior to conducting the activity and/or incurring the expense. The following require DMA/WEM's **advance** written approval:

*i. Changes to key personnel.*
*ii. Changes to the grant period must be submitted prior to the approved end date of the grant.*
*iii. Changes to the scope, objectives, performance measures and intent of the approved award.*
*iv. Changes to the budget that do not fall within a change to the scope or objective but exceeds the approved budget categories by ten percent (10%) of the total award.*

WEM will notify the recipient in writing within 30 calendar days after receipt of the request for revision or adjustment whether the request has been approved. Upon approval, WEM will issue a signed Grant Adjustment Notification (GAN). All changes are not officially approved until the GAN is received by the recipient.

## Article VIII. Allowable activity and costs
Only activity and expenses that are approved within the approved award's application may be allowable for reimbursement by grant funds. All approved costs must be allowable, allocable, necessary, and reasonable. To be allowable under a grant program, costs must match the grant's approved award and must comply with the following:

(a) Be incurred and obligated (purchase order issued, class scheduled) within the performance period.

(b) If incurred within the performance period, payment must be made within 30 days of the grant period end date and prior to submitting a request for reimbursement.

## Article IX. Project Income

All income generated as a direct result of a grant-funded project shall be deemed project income. Project income must be used for the purpose and under the conditions applicable to the award. Project income should be used as earned and accounted for in your reimbursement request.

## Article X. Duplication of Benefits

Any cost allocable to and provided for a particular financial assistance award may not be charged to other financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing statutes, regulations, or the financial assistance award terms and conditions.

## Article XI. Procurement

Recipients shall use their own procurement procedures and regulations, provided that the procurement conforms to applicable federal, state, local, and tribal laws and procurement standards. Under Wis. Stat. § 16.73, the State of Wisconsin's Department of Administration (DOA) is able, upon request, to provide technical purchasing information such as standard forms, manuals, product specifications, standards, and contract templates.

## Article XII. Travel expenses

Recipients shall use their own travel policy and procedures, provided that the policy and procedures conform to applicable state law and federal law.

## Article XIII. Equipment and supplies

Equipment and supplies must be received and placed into inventory before the end date of the grant. All personnel who utilize **equipment** purchased with funds from this grant must receive training either through the equipment vendor or other competent source specific to that piece of equipment before it is put into service. The recipient is required to maintain proper training and inventory records for the appropriate retention period.

## Article XIV. Acknowledgement of funding from WEM

Recipients must acknowledge their use of funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with grant funds.

## Article XV. Payments and closeout

Grant funds will be paid on a reimbursement basis only and disbursed by WEM upon completion of and approval of all monitoring requirements including quarterly reports and satisfaction of Special Conditions as well as verification to the best of WEM's ability that all terms, conditions, and requirements have been met. If DMA/WEM determines that payment to the recipient was not proper after the payment has been made, WEM will notify the recipient of recoupment in writing after which the recipient has 30 days to repay WEM or appeal the decision.

## Article XVI. Monitoring

(a) Recipients must complete all required reporting and Special Conditions as stated in the Award Agreement and upon the request of WEM officials.

(c) Recipients must submit timely, complete, and accurate reports to the appropriate WEM officials and maintain appropriate backup documentation to support the reports for the appropriate retention period.

(d) Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance.

## Article XVII. Best practices for collection and use of Personally Identifiable Information

Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. Wis. Stats. § 19.62 (5) Personally Identifiable Information (PII) means information that can be associated with a particular individual through one or more identifiers or other information or circumstances. This includes, but is not limited to, driver's license numbers, social security numbers, addresses, telephone numbers, credit card information, and/or bank account information.

## Article XVIII. Maintaining, retaining and access to records

All recipients, successors, transferees, and assignees must comply with applicable provisions governing access to records, accounts, documents, information, facilities, and staff.

(a) Recipients must maintain official grant records of all grant-related activity, adherence to grant requirements, and grant-funded costs. This includes but is not limited to documentation of actual time and effort of any personnel, materials, supplies, travel expenses, inventory records, management of assets, rationale and justification to support any split allocation of costs, and any other records that support the allowability of expenditures of grant funds.

(b) Recipients must cooperate with any compliance reviews or compliance investigations conducted by the State of Wisconsin, Department of Military Affairs, and/or Wisconsin Emergency Management.

(e) Recipients must give access to DMA/WEM to examine and copy records, accounts, and other documents and sources of information related to the financial assistance award and permit access to facilities or personnel.

## Article XIX. Nondiscrimination

In connection with the performance of work under this agreement the recipient agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, or developmental disability as defined in Wis. Stats. § 51.01(5), arrest or conviction record, sexual orientation, as defined in Wis. Stat. § 111.32(13m), or national origin, or ancestry, or marital status. This provision shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. Except with respect to sexual orientation, the recipient further agrees to take affirmative action to ensure equal employment opportunities. The recipient agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause. The recipient shall comply with Section 504, rehabilitation Act of 1973 which prohibits discrimination on the basis of a physical condition or handicap and the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age.

## Article XX. Liability

The State of Wisconsin and the Department of Military Affairs, Wisconsin Emergency Management, its agents and employees shall not be liable to the recipient, or to any individuals or entities with whom the recipient contracts for any direct, indirect, incidental, consequential, or other damages sustained or incurred because of activities, actions, or inactions on the part of the recipient for services rendered pursuant to the Award Agreement. The recipient agrees to indemnify and save and hold the Department of Military Affairs, Wisconsin Emergency Management, its agents and employees harmless from all claims or causes of action arising from the performance of this award by the recipient or recipient's agent or employees.

## Article XXI. Establishment of safeguards

The recipient shall ensure the establishment of safeguards to prevent employees, consultants, or members of the governing bodies from using their positions for purposes that are, or give the appearance of being, motivated by a desire for private gain for themselves or others, such as those with whom they have family, business, or other ties as specified in Wisconsin Statutes § 946.10 and § 646.13.

## Article XXII. Termination of Agreement

Any termination of this Award Agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination. This Award Agreement may be terminated in whole or in part as follows:

(a) DMA/WEM may terminate this Award Agreement at any time for cause by delivering thirty (30) days written notice to the recipient. Upon termination, the awarding agency's liability will be limited to the pro rata cost of the services performed as of the date of termination plus expenses incurred with the prior written approval of the awarding agency.

(b) DMA/WEM may terminate this Award Agreement at will effective upon delivery of written notice to the recipient, under any of the following conditions:

- (i) If the awarding agency's funding from federal, state, or other sources is not obtained and/or continued at levels sufficient to allow for purchases of the indicated quantity of services, the grant may be modified to accommodate a reduction or increase in funds.
- (ii) If federal or state laws, rules, regulations, or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this grant or are no longer eligible for the funding proposed for payments by this grant.
- (iii) If any license or certification required by law or regulation to be held by the recipient to provide the services required by this grant award is for any reason denied, revoked, or not renewed.

**2025 PRE-DISASTER FLOOD RESILIENCE GRANT BUDGET SUMMARY**

CITY OF GREEN BAY - IMPLEMENTATION GRANT - PDFRG-2025-10-I

| | DUE DILIGENCE | PERMITTING | DESIGN | STAKEHOLDER ENGAGEMENT & FUNDING SUPPORT | MATERIALS | CONSTRUCTION | TOTAL | STATE SHARE (75%; MAX $250,000) | MATCH FROM APPLICATION | TOTAL | REQUIRED MATCH (25%) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **BUDGET** | $ 26,000.00 | $ 35,500.00 | $ 39,500.00 | $ 18,100.00 | $ 95,366.90 | $ 1,364,075.00 | $ 1,578,541.90 | $ 250,000.00 | $ 1,328,541.90 | $ 1,578,541.90 | $ 83,333.34 |
| **REQUEST NO. 1** | | | | | | | $ - | | | $ - | |
| **BALANCE** | $ 26,000.00 | $ 35,500.00 | $ 39,500.00 | $ 18,100.00 | $ 95,366.90 | $ 1,364,075.00 | $ 1,578,541.90 | $ 250,000.00 | $ 1,328,541.90 | $ 1,578,541.90 | $ 83,333.34 |
| **REQUEST NO. 2** | | | | | | | $ - | | | $ - | |
| **BALANCE** | $ 26,000.00 | $ 35,500.00 | $ 39,500.00 | $ 18,100.00 | $ 95,366.90 | $ 1,364,075.00 | $ 1,578,541.90 | $ 250,000.00 | $ 1,328,541.90 | $ 1,578,541.90 | $ 83,333.34 |
| **REQUEST NO. 3** | | | | | | | $ - | | | $ - | |
| **BALANCE** | $ 26,000.00 | $ 35,500.00 | $ 39,500.00 | $ 18,100.00 | $ 95,366.90 | $ 1,364,075.00 | $ 1,578,541.90 | $ 250,000.00 | $ 1,328,541.90 | $ 1,578,541.90 | $ 83,333.34 |
| **REQUEST NO. 4** | | | | | | | $ - | | | $ - | |
| **BALANCE** | $ 26,000.00 | $ 35,500.00 | $ 39,500.00 | $ 18,100.00 | $ 95,366.90 | $ 1,364,075.00 | $ 1,578,541.90 | $ 250,000.00 | $ 1,328,541.90 | $ 1,578,541.90 | $ 83,333.34 |
| **REQUEST NO. 5** | | | | | | | $ - | | | $ - | |
| **BALANCE** | $ 26,000.00 | $ 35,500.00 | $ 39,500.00 | $ 18,100.00 | $ 95,366.90 | $ 1,364,075.00 | $ 1,578,541.90 | $ 250,000.00 | $ 1,328,541.90 | $ 1,578,541.90 | $ 83,333.34 |
| **TOTAL** | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **BALANCE** | $ 26,000.00 | $ 35,500.00 | $ 39,500.00 | $ 18,100.00 | $ 95,366.90 | $ 1,364,075.00 | $ 1,578,541.90 | $ 250,000.00 | $ 1,328,541.90 | $ 1,578,541.90 | $ 83,333.34 |

Transfer of funds between budget cost categories in the approved budget shall receive the prior approval of Wisconsin Emergency Management when such cumulative transfers among those cost categories exceed 10% of the total budget.

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.5

To approve the request by Department of Public Works Operations Division to purchase a closed-circuit televising truck 2025 Aries Pathfinder and Wolverine 2.0 System outfitted in a 2025 Ford F550 from JWR off Sourcewell Contract #120721-ARS for the price of $475,865.00 which includes delivery, warranty, and operator training.

## BACKGROUND

The Department of Public Works utilizes a closed-circuit televising truck to inspect the City's sanitary and storm water sewer systems. Unit # 250, a 2019 Aries Pathfinder camera system outfitted in a 2019 Transit 350 van is scheduled for upgrade and replacement and the replacement has been approved in the 2025 budget. Existing unit #250 will be repurposed within the Sewer Department.

## RECOMMENDATION

To Approve Purchase

## FISCAL IMPACT

## ATTACHMENTS

1. Req CCTV Truck (003)

**City of Green Bay**
**DPW - Operations**

# Requestion Request

**To:** Beth Nadolski Spears
Public Works Supervisor

**From:** Nathan Wachtendonk
Fleet Manager

**Date:** January 29, 2025

**Re:** **Closed-Circuit Sewer Televising Truck**

---

**Item:** Closed-Circuit Sewer Televising Truck
**Cost:** $475,865
**Vendor:** JWR
**Account#** 428520-55140
**Delivery:** East Shop

**Background:**

The Department of Public Works utilizes a closed-circuit televising truck to inspect the City's sanitary and storm water sewer systems. Unit # 250, a 2019 Aries Pathfinder camera system outfitted in a 2019 Transit 350 Van is scheduled for upgrade and replacement and the replacement has been approved in the 2025 budget. Existing unit #250 will be repurposed within the Sewer Department.

**Recommendation:**

To purchase a 2025 Aries Pathfinder and Wolverine 2.0 System outfitted in a 2025 Ford F550 from JWR off Sourcewell contract# 120721-ARS for the price of **$475,865** which includes delivery, warranty, and operator training.

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.6

To approve the request by Department of Public Works Operations Division to purchase a Generac 75kVa trailer-mounted generator from Wolter, Inc., off Sourcewell Contract #092222-GNR for the price of $57,033.00 which includes delivery, warranty, and operator training.

## BACKGROUND

The Department of Public Works Utility Division utilizes trailer mounted generators during power outage situations to operate the Main Street bridge, run lift stations, and supply power other emergency needs. To increase response time and provide the ability to supply power for additional lift stations, an additional generator has been approved for purchase in the 2025 budget.

## RECOMMENDATION

Approve Purchase

## FISCAL IMPACT

$57,033.00

## ATTACHMENTS

1. City of GB PO - 2500005_Generator
2. MDG75 Green Bay Proposal
3. 75kVA Trailer Mounted Generator Req

# City of Green Bay Purchase Order



**THIS PO NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING DOCUMENTATION**

| | |
|---|---|
| Purchase Order Number | **02500005** |
| Purchase Order Date | **01/14/2025** |
| Department | **DPW/OPERATIONS WEST** |
| Payment Terms | **30 Days** |

Bill To 10301
Purchasing Department
100 N Jefferson Street
Room 101
Green Bay Wi 54301-5026

Ship To
DPW/OPERATIONS WEST
519 S ONEIDA ST
GREEN BAY, WI 54303

Vendor 35467
WISCONSIN LIFT TRUCK CORP
DBA: WOLTER POWER SYSTEMS
3125 INTERTECH DR
BROOKFIELD, WI 53045

| VENDOR PHONE NUMBER | VENDOR EMAIL | VENDOR NUMBER | REQUISITION NUMBER | BUYER NAME | DELIVERY REFERENCE |
|---|---|---|---|---|---|
| 262-617-0271 | | 35467 | 12 | Kristal Dryer | |

**NOTES**

The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading
Item: 55kVA trailer mounted generator

Cost: $38,745 on
Sourcewell Contract# 092222-GNR

QUOTE #: 20891887

Vendor: Wolter, INC - CONTACT: JAKE PANNEMANN 262-693-5928

Account# 428520-55501

Delivery: West Shop

Leadtime: 5-6 weeks

| ITEM # | DESCRIPTION | | QUANTITY | UOM | UNIT PRICE | EXTENDED PRICE |
|---|---|---|---|---|---|---|
| 1 | 55kVA TRAILER MOUNTED GENERATOR (428520-55501) | | 1.0000 | EACH | $38,745.0000 | $38,745.00 |
| | GL #: 428520 - 55501 | $38,745.00 | | | | |

Vendor Instructions *Immediately notify if you are unable to ship this order by delivery date *Shipping Cartons, Packing Slips and Invoices must be legibly marked with the following info : PO#, Vendor Name, Quantity, Complete or Partial Order Fulfillment. *This Purchase Order is tax exempt and governed by all applicable Federal, State and Local Laws.

Thomas J. Walenski Sr. - Procurement Manager

| | |
|---|---|
| Total Ext. Price | $38,745.00 |
| **Purchase Order Total** | **$38,745.00** |

# CITY OF GREEN BAY
# PURCHASE ORDER STANDARD TERMS AND CONDITIONS

The Purchase Order and these terms and conditions shall form the Agreement between the Vendor and the City of Green Bay. If there is any inconsistency between the Purchase Order and these terms and conditions, these terms and conditions shall take precedence. If there is a separate contract between the parties, the terms and conditions of that contract shall control.

**Definitions-** "City" means the City of Green Bay. "Vendor" means the person, firm, company, limited liability company or corporation supplying the goods or services under City's purchase order/contract, including these Terms and Conditions (the "Order"), and includes all sales or other agents,
subcontractors, employees, and distributors thereof.

**Price**- The order must not be filled at higher prices than listed on the Purchase Order without authority of City, and it is agreed that your price will be the lowest prevailing market price. Any price increase or surcharge proposed shall be submitted sixty (60) calendar days prior to subsequent contract periods and shall be limited to fully documented cost increases to the bidder that are demonstrated to be industry wide.

**Delivery** Deliveries shall be F.O.B. destination freight prepaid and included unless otherwise stated. Vendor shall bear all handling, transportation, and insurance charges. Failure of the Vendor to adhere to delivery schedules as specified or to promptly replace rejected materials with same materials shall render the Vendor liable for all costs in excess of the contract price when alternate procurement is necessary. Excess costs shall include the administrative costs. Title of goods shall pass upon acceptance of goods at the City's receiving facility.

**Payment Terms** The City will pay properly submitted vendor invoices within thirty (30) days from receipt of invoice. Invoices presented for payment must be submitted with reference to purchase order number and submittal to the correct address for processing. Invoices submitted more than 60 days after the last day of service or after delivery shall not be paid and will be returned to the Vendor. Payment shall be considered timely if the payment is mailed, delivered, or transferred within thirty (30) days after receipt of a properly completed invoice, unless the vendor is notified in writing by the agency of a dispute before payment is due. Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order, including reference to purchase order and submittal to the correct address for processing. Invoice payment processing address is shown on the purchase order. Send invoices to Bill To address on the purchase order. Do not send invoices to ship to address. Invoices submitted not in accordance with these instructions will be removed from the payment process and returned within ten (10) days.

**Quantity** Delivery of any material over and above the actual quantity specified on the order will be at the risk of the Vendor and payment will not be made for such overruns unless agreed to in writing by the City.

**Quality** - Unless otherwise indicated all material shall be first quality and must be as specified and will be subject to inspection and approval of City after delivery. Items which are used, obsolete, seconds, or which have been discontinued are unacceptable without prior written approval. The City reserves the right to reject and return at the risk and expense of the Vendor such portion of any shipment which may be defective or fails to comply with specifications without invalidating the remainder of the order. If rejected, it will be held for disposition at expense and risk of the Vendor. The Vendor shall correct or replace rejected materials without expense to City. No substitutions may be made without prior written approval.

**Warranty** Vendor warrants the following: (i) all goods delivered will be free from defects in material and workmanship for a period of one year after receipt; (ii) Vendor has good title to the goods provided to City and passes such title to City free from any liens, security interests or other encumbrances; (iii) the goods are merchantable and fit for the purpose intended; (iv) all services shall be completed in a professional, workmanlike manner and in accordance with applicable specifications, and (v) the goods and services provided under the Order will not infringe or violate any patents, trade secrets, trademarks, copyrights, or other rights of any third party. To the extent applicable, Vendor shall assign all express warranties of any manufacturer of the goods for the benefit of City.

**Hazardous Materials** All packaging, transportation and handling of hazardous materials shall be in accordance with applicable laws and regulations; Vendor shall be responsible for any noncompliance. All Vendors who supply hazardous materials shall provide Material Safety Data Sheets with the order.

**Indemnification** - Vendor hereby agrees to indemnify, defend, and hold harmless the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives, and volunteers, and each of them, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys' fees, costs, and expenses of whatsoever kind or nature in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part
or claimed to be caused, occasioned, or contributed to in whole or in part, by reason of any act, omission, fault, or negligence, whether active or passive, of Vendor or of anyone acting under its direction or control or on its behalf, even if liability is also sought to be imposed on City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives, and volunteers. The obligation to indemnify, defend and hold harmless the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives, and volunteers, and each of them, shall be applicable unless liability results from the sole negligence of the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives, and volunteers. Vendor shall reimburse the City of Green Bay, its elected and appointed officials, officers, employees, agent or authorized representatives or volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. In the event that Vendor employs other persons, firms, corporations, or entities (sub-contractor) as part of the work covered by this Agreement, it shall be Vendor's responsibility to require and confirm that each sub-contractor enters into an Indemnity Agreement in favor of the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives, and volunteers, which is identical to this Indemnity Agreement. This indemnity provision shall survive the termination or expiration of this Agreement.

**Assignment** Vendor may not assign or delegate its rights or duties in whole or in part under this Agreement without the prior express written consent of the City.

**Force Majeure** Neither party shall be in default by reason of any failure in performance of this Agreement in accordance with reasonable control and without fault or negligence on their part. Such causes may include, but are not restricted to, acts of nature or the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes and unusually severe weather, but in every case the failure to perform such must be beyond the reasonable control and without the fault or negligence of the party.

**Order Acceptance** Any acceptance of the Order by the Vendor, whether in writing or by performance, is limited to and shall be subject to these Terms and Conditions, or in any written amendment signed by City and binding upon Vendor. Any proposal for additional or different terms in any document provided by Vendor to change the terms of the Order is rejected and shall not be effective.

**Acceptance by City** Goods and/or services purchased under the Order are subject to City's inspection and approval within a reasonable time, but not less than 60 days after delivery. City, at its option, may reject all of any portion of such goods or services which do not conform in every respect with the terms of the Order, or require Vendor to provide replacement goods or re-perform services in conformity with the terms of the Order at Vendor's cost. If City elects to accept nonconforming goods or services, City, in addition to its other remedies, shall by entitled to deduct a reasonable amount from the contract price thereof to compensate City for the nonconformity. Any acceptance by City shall not be deemed a waiver or settlement of any defect in such goods and/or services.

**Risk of Loss** Until accepted by City as provided above, Vendor shall bear all risk of loss and damage, unless such loss results from the negligence of City.

**Change, Cancellation and Termination** The Order can be changed, terminated, or canceled by City for any reason, including convenience upon prior written notification to Vendor. In the event of a change, City and Vendor will make a fair and equitable modification to their rights and obligations under the Order, if such change results in an increase or decrease in costs to be incurred or time needed to complete performance of the Order. Termination or cancellation for convenience by City will entitle Vendor to payment for only those goods or services delivered, received, and accepted and not subsequently rejected by City. City may immediately terminate the Order without prejudice to any right or remedy, after giving Vendor notice of any breach by Vendor of its obligations hereunder. The City reserves the right to cancel, without penalty, this Order in whole or in part due to non-appropriation of funds.

**Taxes** The City of Green Bay is exempt from the payment of Federal Excise Tax and State Sales Tax. **The City Tax Exempt number is ES 47920.** Any other sales tax, use tax, imposts, revenues, excise, or other taxes which are now, or which may hereafter be imposed by Congress, the State of Wisconsin, or any other political subdivision thereof and applicable to the sale of material delivered as a result of the bidder's bid and which, by terms of the tax law, may be passed directly to the City, will be paid by the City.

**Confidentiality** Vendor shall (on its behalf and on behalf of its subcontractors, employees or representatives, or agents of any kind) hold and protect as such, all information and documents identified by the City as confidential. Vendor may request trade secret status for data or a document by submitting a a request for trade secret status when the data or document is submitted to the City. The City will respond in writing with the determination of status.

**Open Records** - Both parties understand that the City is bound by the Wisconsin Public Records Law, and as such, responses and contracts are subject to disclosure under the Wisconsin Public Records Law. Contractor acknowledges that it is obligated to assist the City in retaining and producing records that are subject to Wisconsin Public Records Law, and that the failure to do so shall constitute a material breach of the contract, and that the Contractor must defend and hold the City harmless from liability
under the Wisconsin Public Records Law. Except as otherwise authorized, those records shall be maintained for a period of seven (7) years after receipt of final payment under the contract.

**Compliance with Laws** Vendor shall comply with all local, state, and federal laws, regulations, ordinances, and orders applicable to the goods delivered and/or services rendered under the Order including, but not limited to, obtaining all necessary licenses and permits. Seller represents and warrants that the goods or services furnished hereunder, including all labels, packages, and container for said goods, comply with all applicable standards, rules, and regulations in effect under the requirements of all Federal, State, and local laws, rules, and regulations as applicable, including the Occupational Safety and Health Act (OSHA), as amended, with respect to design, manufacture or use for their intended purpose of said goods or services. Vendor shall furnish Safety Data Sheets (SDS) whenever applicable. Vendor shall comply with the requirements of Wis. Stat. 77.66, pertaining to the collection and payment of sales and use tax. If it is determined by the City that such standards are not met, the Vendor agrees to bear all costs required to meet the minimum standards as stated above for the equipment/products furnished under this contract.

**Licenses** Vendor shall be required to demonstrate valid possession of appropriate required licenses and will keep them in effect for the term of this Order.

**City's Property** Unless provided otherwise, all materials, including documents, drawings, specifications and tools, furnished or paid for by City shall remain the exclusive property of City unless otherwise specified in contract, agreement, etc. All documents, drawings, and specifications shall be considered confidential and not disclosed to any third party. All materials shall be returned to City upon Vendor's completion of its obligations under the Order. Vendor assumes all liability for loss or damage of such materials caused by Vendor's negligence, excluding normal wear and tear. The Vendor shall not publish or use for a purpose outside of this Order, other than expressly required or permitted by this Order, without the prior written authorization of the City.

**Independent Contractor** Vendor is an independent contractor for all purposes of the Order and its employees shall not be deemed to be employees or agents of the City. Vendor has not express or implied authority to bind the City by contract or otherwise.

**No Waiver** of a breach of any provision of the Order shall not constitute waiver of future compliance with such provision nor shall it be construed as a waiver of any other breach. No failure to exercise, and no delay in exercising, any right, power, or remedy hereunder on the part of the City or Vendor shall operate as a waiver thereof.

**Choice of Law** - This agreement will be construed and interpreted in accordance with the laws of the State of Wisconsin, notwithstanding any conflicts of law provisions. The Parties agree, for any claim or suit or other dispute relating to this Order that cannot be mutually resolved, the venue shall be Brown County Circuit Court or the United States District Court for the Easter District of Wisconsin.

**No Discrimination** - During the term of this Agreement, the Parties, and the employees, representatives, agents and or volunteers thereof, shall not discriminate against any person based on race, color, creed, religion, sex, national origin, age, ancestry, disability, sexual orientation, gender identity, gender non-conformity, gender expression, transgender status, pregnancy, or marital or parental status.

**Severability** If any provision of the Order, including these Terms and Conditions, shall be declared illegal, void or otherwise unenforceable, the remaining provisions shall not be affected and will remain in full force and effect.

**Rights and Remedies** The rights and remedies of City and Vendor set forth in the Order are cumulative in addition to any other rights or remedies that they may have at law or in equity.

**Amendment** This Order is binding on the Parties hereto, their respective heirs, devisees, and successors, and cannot be varied or waived by any oral representations or promise of any agent or other person of the parties hereto. Any other change in any provision of this Order may only be made by a written amendment, signed by the duly authorized agent or agents who executed this Order.

**Entire Agreement** This Order and Terms and Conditions together with any attachments or written amendments signed by City, constitutes the entire agreement between the parties.

**Authority** Vendor represents that it has the authority to enter into this Order. If the Vendor is not an individual, the person signing on behalf of the Vendor represents and warrants that the signor is authorized to bind the Vendor to this Order.

WOLTER®

Accelerate Your Productivity

# PROPOSAL FOR:
# City of Green Bay – MDG75

## Prepared By:
Jake Pannemann

**CUSTOMER: City of Green Bay**

| Proposal Date | Proposal # | Prepared By | Terms |
|---|---|---|---|
| 2/4/2025 | 20953863 | Jake Pannemann | Net 30 – Pending Approval |

We would like to thank you for the opportunity to quote on your Generator Equipment requirements.
We are pleased to offer the following:

# DESCRIPTION OF EQUIPMENT AND MATERIALS

Quantity 1 - Generac Mobile diesel engine-driven generator set MDG75DF4, consisting of the following features and accessories:

- Trailered Unit
- 75KVA Rating, 60Hz
- 3-Position Voltage Selector Switch
  - 277/480VAC Three Phase
  - 120/208VAC Three Phase
  - 120/240VAC Single Phase
- Prime Duty Rating
- CSA
- Standard Alternator
- Variable Speed Cooling Fan
- Standard Run Single Wall Tank
- Single Axle
- Electric Brakes
- 2 in. Ball Hitch Adjustable
- Trailer Adapter, Flat 4 to Round 7 Spade
- Aluminum Storage Box
- 10 Amp Battery Charger
- Standard Cold Weather Pkg
- CCV Heater
- Fuel Filter Heaters
- Oil Pan Heater
- 60 Ethylene Glycol/40 Water
- Permanent Magnet Excitation
- Fuel and Fluid Containment
- Buck Transformer
- Connection Lugs
- Convenience Receptacles
- PM Voltage Regulator
- MDG75DF4

***Site Services***

- ***Freight to site (Offloading by others)***

•• TOTAL EQUIPMENT AND ACCESSORIES ••

| Project Description | Total Net Price |
|---|---|
| **MDG75 Mobile Generator** | **$57,033.00** |

**Lead Time: 10-12 Weeks**

**Sourcewell #: 092222-GNR**

**Prices Valid Until:5/5/2025**

***Clarifications – Additional Notes:***

1. Unless specifically listed in our Bill of Materials, equipment not indicated is assumed to be supplied by others.
2. Electrical & Mechanical Installation provided by others.
3. Gas Regulator provided by others. Examples of suitable brands for engine generator service: Sensus5, Emerson Fisher, ltron
4. Diesel Fuel provided by others.
5. Basic Startup & Testing performed during normal business hours (M-F / 7:00am-4:30pm)
6. No Seismic, Local IBC building codes or Unique Local Emissions regulations are included within the pricing.
7. All pricing is Subject to change / base on any scope or BOM changes.
8. Generators subject to storage fees if not accepting delivery within 90 days of completion. $100/month on mobile units. $200/month on units <250kW. $400/month on units >/= 250kW.

**Buyer hereby grants to Seller a security interest in all equipment and materials listed herein to secure payment in full of the purchase price of all such equipment and materials, and performance of all other obligations by Buyer under this agreement; Buyer authorizes the Seller to file a UCC financing statement with respect to this security interest. All prices subject to sales tax (if applicable).**

**This Proposal is subject to Wolter, Inc's Standard Terms and Conditions, which are incorporated herein by reference. Buyer expressly agrees to such Standard Terms and Conditions and any inconsistent or additional terms submitted by Buyer are rejected. See: https://www.woltergroupllc.com/terms-conditions/**

**APPROVED AND ACCEPTED BY**: _____

PRINTED NAME: _____

TITLE: _____

EMAIL ADDRESS: _____

DATE: _____

AUTHORIZED SIGNATURE: X_____

**ACCEPTED BY SELLER**:

QUOTATION SUBMITTED BY: Jake Pannemann
(Salesperson)

SIGNATURE: X_____

TITLE: _____

(This Quotation shall become a contract only upon signature by the Sales Manager of Seller at its business offices.)

If you have any questions, please contact us:


Sales Rep: **Jake Pannemann**
Cell Phone: **262-693-5928**
Email Address: **Jake.Pannemann@wolterinc.com**

Company: **Wolter, Inc.**
Address: **3125 Intertech Dr**
City/State/Zip: **Brookfield, WI 53045**


Customer Name: **City of Green Bay**
Quote Number: **20953863**
Quote Date: **2/4/2025**

**City of Green Bay**
**DPW - Operations**

# Requestion Request

**To:** Beth Nadolski Spears
Public Works Supervisor

**From:** Nathan Wachtendonk
Fleet Manager

**Date:** February 12, 2025

**Re:** 75kVA Trailer Mounted Generator

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**Item:** 75kVA trailer mounted generator
**Cost:** $57,033 on Sourcewell Contract# 092222-GNR
**Vendor:** Wolter, INC
**Account#** 428520-55501
**Delivery:** West Shop
**Leadtime:** 10-12 weeks

**Background:**

The Department of Public Works Utility Division utilizes trailer mounted generators during power outage situations to operate the Main Street bridge, run lift stations, and supply power other emergency needs. To increase response time and provide the ability to supply power for additional lift stations, an additional generator has been approved for purchase in the 2025 budget.

**Recommendation:**

To purchase a Generac 75kVa trailer mounted generator from Wolter, INC off Sourcewell contract# 092222-GNR for the price of $57,033 which includes delivery, warranty, and operator training.

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.7

To approve the request by Department of Public Works Operations Division to purchase a KM International trailer-mounted 4-ton asphalt hotbox reclaimer from Monroe Truck Equipment off the Sourcewell Contract #080521-KMI for $59,554.00 which includes delivery, warranty, and operator training.

## BACKGROUND

The Department of Public Works utilizes trailer mounted asphalt hotbox reclaimers for performing repairs and maintenance to the top layer of the City's roads including patching potholes and addressing other surface level-damage. Unit 628, a 2011 Spaulding 4-ton hotbox trailer has reached it maximum service life and the replacement has been approved for purchase in the 2025 budget.

## RECOMMENDATION

To approve purchase

## FISCAL IMPACT

$59,554.00

## ATTACHMENTS

1. Quote hot box
2. Req 4-ton hotbox

monroe
a brand of aebi schmidt

1151 W Main Avenue
DePere, WI 54115
**Sales Rep:** Troy Redfearn
**Ph:** (920) 360-4446
**www.MonroeTruck.com**

J.O. #

**Quotation ID:** 2MAW004064
**Date:** 2/12/2025
**Valid thru:** 3/14/2025
**Terms:** NET 30
**Quoted by:** Mark Woelfel
**Ph/Fax:** 920-347-4181 / 920-336-8118

**Quoted to:**
GREEN BAY,CITY (OPERATION DIV) (ATTN: )
519 S. ONEIDA ST.
GREEN BAY, WI 54303
**Ph:** 920-492-3751 **/ Fax:** 920-492-3747
**Email:**

**Chassis Information**

| *Year:* | *Make:* | | *Model:* | | *Chassis Color:* | *Cab Type:* |
|---|---|---|---|---|---|---|
| *Single/Dual:* | *CA:* | *CT:* | *Wheelbase:* | *Engine:* | *F.O. Number #:* | *Vin:* |

**Notes:**

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

| Description | Amount |
|---|---|

KM INTERNATIONAL 4 TON TRAILER MOUNTED ASPHALT HOTBOX RECLAIMER
- MODEL KM8000TEDD
- 20' LONG
- ELECTRIC BRAKES
- DIESEL BURNER
- UPGRADED LITHIUM-IRON BATTERY WITH HEATER
- CONE HOLDER
- WATER TANK
- TWO (2) AMBER GREEN STROBES FACING FORWARD MOUNTED IN STAINLESS BOXES ON TOP OF HOTBOX
- TWO (2) AMBER GREEN STROBES FACING REARWARD MOUNTED IN STAINLESS BOXES ON TOP OF HOTBOX
- TWO (2) AMBER GREEN STROBES FACING ONE EACH SIDE MOUNTED IN STAINLESS BOXES ON TOP OF HOTBOX
- SPRAY LINE FENDERS
- 7 GALLON SOLVENT TANK MOUNTED TO TRAILER TONGUE
- 4 HOLE TOOL RACK MOUNTED TO TRAILER TONGUE
- SPARE TIRE/RIM MOUNTED TO TRAILER TONGUE
- 12 VOLT LOADING HOIST WITH REMOTE CONTROL
- 24" X 28" MOUNTING BASET FOR PLATE COMPACTOR
- HAND TORCH WITH RETRACTABLE HOSE REEL
- 12 VOLT WASH DOWN SPRAY SYSTEM WITH 2.2 GPM PUMP, 1 GALLON TANK AND REAR MOUNTED HOSE WRAP WITH SPRAY WAND
- 30 GALLON HEATED TACK TANK. 10,000 BTU PROPANE BURNER
- 3/4 ROPER SPRAY WAND AND 5.5 HP HONDA ENGINE

Sourcewell Contract #080521-KMI

**Quote Total:** $59,554.00

**Terms & Conditions**

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

| **Re-Assign** (Required for all pool units): ☐ Fleet ☐ Retail | **MSO/MCO** (ONLY check if legally required): ☐ MCO ☐ MSO | |
|---|---|---|
| **Customer Signature:** | **Customer P.O. Number:** | **Date of Acceptance:** |

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# General Terms and Conditions for the Sale of Goods by Subsidiaries of ASH North America, Inc.

**1. SCOPE AND VALIDITY**

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Con-firmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or under-standings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

**2. OFFERS, ORDERS AND CONFIRMATION**

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.

2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.

2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing**,** the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").

2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Con-firmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.

2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Re-quest"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.

2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Con-firmed Order, Customer shall pay to Seller the full purchase price.

2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

**3. PRICES**

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed de-livery location on the applicable Confirmed Order), Incoterms 2022.

3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or Heavy Vehicle Use Tax (HVUT), other use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"), Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.

In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

**4. PAYMENT TERMS**

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control re-lease Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees, or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.

4.2. In the event Seller becomes aware of circumstances or has rea-son to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.

4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of $40 for each re-minder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall be-come due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, rea-sonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.

4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

**5. SECURITY INTEREST**

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

**6. OBLIGATIONS OF CUSTOMER**

6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

**7. DELIVERY AND ACCEPTANCE**

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial de-liveries or performance. If Customer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused govern-mental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Con-firmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Con-firmed Orders without any further obligations to Customer whatsoever.

In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period deter-mined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

**8. EXAMINATION AND CONFORMITY TO ORDER**

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

**9. LIMITED PRODUCT WARRANTY**

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery for new business Products and ninety (90) days for after sales Products. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

**10. LIMITATION OF LIABILITY**

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIM-ITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLI-GENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

**11. CONFIDENTIALITY**

11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i) pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 11, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for pre-liminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

**12. INTELLECTUAL PROPERTY**

12.1 Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

**13. FORCE MAJEURE**

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, govern-mental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or sup-plies, or other acts of God.

**14. MISCELLANEOUS**

14.1. If any provision contained in these Terms or any Confirmed Or-der is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

**15. ENTIRE AGREEMENT; CONFLICTS.**

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

**16. APPLICABLE LAW AND JURISDICTION**

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR IN-DIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

**City of Green Bay**
**DPW - Operations**

# Requestion Request

**To:** Beth Nadolski Spears
Public Works Supervisor

**From:** Nathan Wachtendonk
Fleet Manager

**Date:** February 12, 2025

**Re:** 4-Ton Trailer Mounted Asphalt Hotbox Reclaimer

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**Item:** 4-Ton Trailer Mounted Asphalt Hotbox Reclaimer
**Cost:** $59,554 Sourcewell contract# 080521-KMI
**Vendor:** Monroe Truck Equipment
**Account#** 427503-55501
**Delivery:** West Shop

**Background:**

The Department of Public Works utilizes trailer mounted asphalt hotbox reclaimers for performing repairs and maintenance to the top layer of the City's roads including patching potholes and addressing other surface level-damage. Unit 628, a 2011 Spaulding 4-ton hotbox trailer has reached it maximum service life and the replacement has been approved for purchase in the 2025 budget.

**Recommendation:**

To purchase a KM International trailer mounted 4-ton asphalt hotbox reclaimer from Monroe Truck Equipment off the Sourcewell contract# 080521-KMI for $59,554 which includes delivery, warranty, and operator training.

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.8

To approve the request by Department of Public Works Operations Division to purchase (2) 33 cubic yard New Way Sidewinder automated side loading truck bodies from Envirotech Equipment off the Sourcewell Contract #110223-NWY for the price of $194,511.00 each, totaling $389,022.00 which includes delivery, warranty, and operator training.

## BACKGROUND

The Department of Public Works-Sanitation Section utilizes automated side loading refuse trucks to collect the City's garbage and recycling by picking curbside placed toter carts. Automated side loading refuse trucks 134 and 136, both 2013 Loadmaster Eclipse bodies have reached their maximum useful service life, the replacements have been approved in the 2025 budget.

## RECOMMENDATION

To approve purchase

## FISCAL IMPACT

$389.022.00

## ATTACHMENTS

1. 2025 Refuse Truck Body Req
2. 2025 Refuse Truck Body Quote

**City of Green Bay**
**DPW - Operations**

# Requestion Request

**To:** Beth Nadolski Spears
Public Works Supervisor

**From:** Nathan Wachtendonk
Fleet Manager

**Date:** February 15, 2025

**Re:** Automated Side Loading Refuse Truck Bodies

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**Item:** (2) Automated side loading refuse truck bodies
**Cost:** $194,511 each, total $389,022
**Vendor:** Envirotech Equipment off Sourcewell Contract# 110223-NWY
**Account#** 427503-55502
**Delivery:** West Shop

**Background:**

The Department of Public Works-Sanitation Section utilizes automated side loading refuse trucks to collect the City's garbage and recycling by picking curbside placed toter carts. Automated side loading refuse trucks 134 and 136, both 2013 Loadmaster Eclipse bodies have reached their maximum useful service life, the replacements have been approved in the 2025 budget.

**Recommendation:**

To purchase (2) 33 cubic yard New Way Sidewinder automated side loading truck bodies from Envirotech Equipment off the Sourcewell contract# 110223-NWY for the price of $194,511 each totaling $389,022 which includes delivery, warranty, and operator training.

19750 Edgewood Dr
Lannon, WI 53046
T: 800-381-9134
F: 262-264-0725
E: support@envirotechequipment.net

**Quote No.** 24-0024696

**Date:** 2/12/2025
**Terms:** Net 30
**Delivery:** Our Truck
**FOB:**

**Customer**
City of Green Bay
Nathan Wachtendonk
519 S Oneida St
Green Bay, WI 54303

| Item | Ordered | Description | Price | Total |
|---|---|---|---|---|
| Garbage Truck | 1 | New Way ASL 33 YD on Sourcewell # 110223 NWY to Include the follow options:<br>Hopper Floor & Side Liner<br>Arm Spill Shield<br>Cleanout Chute Extension<br>Hopper Wind Deflector<br>Hydraulic Hopper Cover<br>Hopper Access Ladder<br>Shovel Broom Rack<br>LED Lighting Package (2) Mid Body, (2) Mid Tailgate, (1) In Hopper and (1) LWR frt bolster facing arm<br>(1) Lightbar 5 Oval rear (2) Oval Sides (7) Total Grote Mounted Mid Tailgate<br>Safety Vision Triple Camera System w/7 Monitor<br>PTO - Tandem Vance Drive Line<br>Remote Grease Zerk<br>Remote Grease System Pack & Body lift Pins<br>Zerks on hopper door and covers<br>Arm Not Stowed Audible Alarm<br>Portportional Fingerteip A- Pillar Arm Controls<br>Arm Controls Keypad Under Seat<br>Pressurized Hydraulic Tank System<br>6" Cutouts for Eight (8) Strobe Light Locations<br>Per Wired for Strobe Lights | 194,511.00 | 194,511.00 |

***Providing Customer Satisfaction Through Trusted Partnerships***

***Note: Any and all shipping and sales tax will be added to this invoice.***

| | |
|---|---|
| **Sub-total** | **$194,511.00** |
| **Tax ()** | **0.00** |
| **Total** | **$194,511.00** |

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.9

To approve the request by Department of Public Works Operations Division to purchase (2) International HV607 automated side loading refuse truck chassis from Packer City International off Sourcewell Contract #032824-NVS for the price of $149,850.67 each, totaling $299,701.34 which includes delivery, extended warranty, and operator training.

## BACKGROUND

The Department of Public Works-Sanitation Section utilizes automated side loading refuse trucks to collect the City's garbage and recycling by picking curbside placed toter carts. Automated side loading refuse trucks 134 and 136, both 2013 Peterbilt 320's have reached their maximum useful service life, the replacements have been approved in the 2025 budget.

## RECOMMENDATION

To approve purchase

## FISCAL IMPACT

$299,701.34

## ATTACHMENTS

1. 2025 Refuse Truck Chassis
2. 2025 Refuse Truck Chassis Req

INTERNATIONAL

Sourcewell Awarded Contract
Contract # 032824-NVS

International Motors, LLC is pleased to provide you with this proposal compliant with all terms of the Sourcewell Vehicles and Chassis Contract #032824-NVS awarded fromerly to Navistar, Inc now International Motors, LLC for new International truck(s). If you have any questions regarding enrollment in Sourcewell or detailed contract terms and conditions, please see your local International Dealer sales representative.

| | PROPOSAL PREPARED FOR: | PROPOSAL PREPARED BY: |
|---|---|---|
| *Sourcewell Member:* | City of Gren Bay | PCI |
| *Contact:* | Nathan Wachtendonk | MW |
| *Address:* | 100 No Jefferson St | |
| *City/State/Zip:* | Green Bay, WI 54306 | |
| *Phone:* | 920-492-3751 | |
| *Email:* | | |

| | |
|---|---|
| Proposal Number | 14134 |
| Date | 2/7/2025 |
| Quantity of this Specification | 1 |
| Single Sourcewell Transaction Total Volume | |

| | | | |
|---|---|---|---|
| **Chassis** | | | |
| New 26 International HV607 6x4 Chassis | | | $ 192,321.00 |
| Base Chassis List | $ 122,474.00 | | |
| Options List | $ 69,847.00 | | |
| Sourcewell Contract Discount | | 31.0% | $ (59,700.33) |
| Volume Incentive | | | $ - |
| Material Price Increases | | | $ - |
| Net Sourcewell Chassis Price | | | $ 132,620.67 |
| **Sourcewell Partner Body** | | | |
| | | | $ - |
| | | | $ - |
| Handling Fee | | | $ - |
| **Non-Sourcewell Dealer Supplied Body** | | | |
| | | | $ - |
| | | | $ - |
| Handling Fee | | | $ - |
| **Additional Post Build Work** | | | |
| cab conversion | | | $ 16,780.00 |
| | | | $ - |
| | | | $ - |
| Handling Fee | | | $ - |
| **Service Contracts** | | | |
| On Command | | | $ 2,150.00 |
| | | | $ - |
| | | | $ - |
| **Additional Freight** | | | |
| lot | | | $ 725.00 |
| | | | $ - |
| **Additional Floorplan** | | | |
| | | | $ - |
| | | | $ - |
| **Additional Fees & Taxes** | | | |
| | | | $ - |
| | | | $ - |
| | | | $ - |
| **Final Sourcewell Per Vehicle Price FOB** | | | **$ 149,850.67** |
| **Final Sourcewell Total Vehicle(s) Price** | | | **$ 149,850.67** |

| ***Additional Sourcewell Qualified Content*** | |
|---|---|
| Silver Package Award | **$1,200** |

*Terms:*

Stock unit in dealer's inventory, dealer will accept a final purchase order using the current Sourcewell pricing quoted above.

Dealer placing a new orders for the Sourcewell Member, the purchase order cannot be firmed up until the unit is slotted to build with a firm build date or lineset.
Once a firm build date has been established, dealer will provide the Sourcewell Member approved pricing and a final purchase order can be accepted with firm pricing.
Dealer cannot guarantee bodies and/or equipment pricing added to the chassis for a turnkey sale until chassis is lineset.

**City of Green Bay**
**DPW - Operations**

# Requestion Request

**To:** Beth Nadolski Spears
Public Works Supervisor

**From:** Nathan Wachtendonk
Fleet Manager

**Date:** February 15, 2025

**Re:** Automated Side Loading Refuse Truck Chassis

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**Item:** (2) Automated side loading refuse truck chassis
**Cost:** $149,850.67 each, total $299,701.34
**Vendor:** Packer City International off Sourcewell Contract# 032824-NVS
**Account#** 427503-55502
**Delivery:** West Shop

**Background:**

The Department of Public Works-Sanitation Section utilizes automated side loading refuse trucks to collect the City's garbage and recycling by picking curbside placed toter carts. Automated side loading refuse trucks 134 and 136, both 2013 Peterbilt 320's have reached their maximum useful service life, the replacements have been approved in the 2025 budget.

**Recommendation:**

To purchase (2) International HV607 automated side loading refuse truck chassis from Packer City International off Sourcwell contract # 032824-NVS for the price of $149,850.67 each, totaling $299,701.34 which includes delivery, extended warranty and operator training.

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.10

To approve the request by Great Lakes TV Seal, Inc. to enter into an annual Hold Harmless Agreement for access to the City of Green Bay sewer system to conduct inspection of the sewer mains and laterals.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

None

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.11

To approve the request by Department of Public Works to create Section 16-40(k), Green Bay Municipal Code, relating to construction site erosion control reinspection fee.

## BACKGROUND

The Department of Public Works inspects development and redevelopment projects for compliance with construction site erosion control requirements under Ch. 16, Green Bay Municipal Code. Reinspection fees are used when permit holders do not comply with the requirements after being notified of non-compliance. The reinspection fee is a tool used by the City to obtain compliance. This is not a new fee; however, the proposed ordinance language incorporates the authority of the fee into Ch. 16 with the other erosion control requirements.

## RECOMMENDATION

To approve the request by Department of Public Works to create Section 16-40(k), Green Bay Municipal Code, relating to construction site erosion control reinspection fee.

## FISCAL IMPACT

N/A

## ATTACHMENTS

1. Draft G.O. 05-25 Relating to Construction Site Erosion Control
2. Draft G.O. 06-25 Relating to Stormwater Management Permit Requirements

GENERAL ORDINANCE NO. 05-25

**AN ORDINANCE**
**CREATING SECTION 16-40(k),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO CONSTRUCTION SITE**
**EROSION CONTROL REINSPECTION FEE**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 16-40(k), Green Bay Municipal Code, is hereby created to read:

**Sec. 16-40(k). Permitting requirements, procedures and fees.**

**(k)** ***Reinspection.*** **The erosion control permit holder shall pay a reinspection fee as shown in the City Fee Schedule to the Administering Authority when required. Reinspection fees may be charged for reinspection when the erosion control permit holder is in non-compliance with the approved erosion control plan or erosion control permit after being notified of the non-compliance. The reinspection fee shall not preclude the City from conducting enforcement under Sec. 16-44 of this chapter.**

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
03/04/2025

GENERAL ORDINANCE NO. 06-25

**AN ORDINANCE**
**AMENDING SECTION16-82(e)(7),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO STORMWATER MANAGEMENT**
**PERMIT REQUIREMENTS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 16-82(e)(7), Green Bay Municipal Code, is hereby amended to read:

**Sec. 16-82(e)(7). Permitting requirements, procedures and fees.**

A permittee, landowner, or responsible party shall maintain all stormwater management practices specified in the approved stormwater management plan in a healthy and functioning condition until the practices either become the responsibility of the City of Green Bay or ~~are transferred to subsequent private owners~~ **until the responsibility is transferred to another responsible party** as specified in the approved maintenance agreement. This requirement includes~~, but is not limited to~~ **the stormwater management practices**, all trees,~~ vegetated practices,~~ amended soil areas where impervious cover has been removed, and vegetation established according to the stormwater management plan. **The City shall conduct inspections to determine compliance with this requirement and shall assess inspection fees as provided for in the City Fee Schedule.**

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
03/04/2025

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.12

To approve the request by Department of Public Works to amend Section 16-82(e)(7), Green Bay Municipal Code, relating to stormwater management permitting requirements.

## BACKGROUND

The Department of Public Works inspects privately owned stormwater management practices in accordance with the City's municipal separate storm sewer system permit through Wisconsin Department of Natural Resources. The City is required to conduct these inspections at each permitted stormwater management practice once during every 5-year permit term. The proposed ordinance amendment incorporates this requirement into the City's municipal code and allows the City to charge a fee in accordance with the approved fee schedule.

## RECOMMENDATION

To approve the request by Department of Public Works to amend Section 16-82(e)(7), Green Bay Municipal Code, relating to stormwater management permitting requirements.

## FISCAL IMPACT

N/A

## ATTACHMENTS

1. Draft G.O. 18-24 Relating to Stormwater Management Permit Requirements

GENERAL ORDINANCE NO. 18-24

AN ORDINANCE
AMENDING SECTION16-82(e)(7),
GREEN BAY MUNICIPAL CODE,
RELATING TO STORMWATER MANAGEMENT
PERMIT REQUIREMENTS

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 16-82(e)(7), Green Bay Municipal Code, is hereby amended to read:

**Sec. 16-82(e)(7). Permitting requirements, procedures and fees.**

A permittee, landowner, or responsible party shall maintain all stormwater management practices specified in the approved stormwater management plan in a healthy and functioning condition until the practices either become the responsibility of the City of Green Bay or ~~are transferred to subsequent private owners~~ **until the responsibility is transferred to another responsible party** as specified in the approved maintenance agreement. This requirement includes~~, but is not limited to~~ **the stormwater management practices**, all trees,~~ vegetated practices,~~ amended soil areas where impervious cover has been removed, and vegetation established according to the stormwater management plan. **The City shall conduct inspections to determine compliance with this requirement and shall assess inspection fees as provided for in the City Fee Schedule.**

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2024.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
07/30/2024

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.13

To approve the 2024 Annual Municipal Separate Storm Sewer System Report (MS4 Report) and authorize the Director of Public Works to sign and submit it to WDNR.

## BACKGROUND

The City of Green Bay is required to submit an annual report to Wisconsin Department of Natural Resources by March 31 of each year to report on compliance activities relevant to the City's municipal separate storm sewer system. A complete copy of the Draft 2024 Annual MS4 Report can be found on the City's website at https://www.greenbaywi.gov/1535/MS4-Annual-Report. The City is accepting public comment on the draft annual MS4 report and the City's stormwater management program in accordance with the City's MS4 permit.

## RECOMMENDATION

To approve the Director of Public Works to submit the 2024 Annual MS4 Report to Wisconsin Department of Natural Resources in accordance with the WDNR MS4 Permit requirements.

## FISCAL IMPACT

None. The work to complete the annual MS4 report is included within the Stormwater Utility budget.

## ATTACHMENTS

1. MS4 Annual Report - Memo Summary 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:** Steven Grenier – Director of Public Works

**FROM:** Adam Meade – Stormwater Engineering Technician

**CC:** Valerie Joosten – Utility Manager

**DATE:** February 18, 2025

**RE:** 2024 MS4 Annual Report Highlights

The City of Green Bay is required to submit an annual Municipal Separate Storm Sewer System (MS4) report to the Wisconsin Department of Natural Resources (WDNR) by March 31st each year to maintain compliance with its MS4 permit. The current MS4 general permit, originally set to expire on April 30th, 2024, has been extended until Fall 2025 pending WDNR issuance of a new MS4 permit. This memo provides a summary of MS4 activities conducted in 2024 as documented in the MS4 annual report.

- In 2024, the City of Green Bay conducted its fifteenth year of outfall field screening, inspecting 73 major and minor outfalls out of the City's 358 total outfalls. One illicit discharge was identified during field screening, involving greyish water traced to a catch basin with charcoal and cooking grease deposits. The City's Sewer Section cleaned the catch basin, and the responsible business was notified to correct its waste disposal practices. Routine illicit discharge detection screening will continue as part of the MS4 permit requirements, along with public education efforts to promote pollution prevention practices. See attached map for outfall sampling locations (2019 – 2024), with inspection reports maintained in DPW files.

- The City of Green Bay owns and manages 53 structural stormwater BMPs designed to reduce pollutant loading and mitigate local flooding risks. These BMPs include dry and wet retention ponds, proprietary sedimentation devices, permeable pavers, and vegetated swales. Annual inspections ensure functionality, with staff performing general maintenance such as mowing, trash removal and tree removal, as needed. Additionally, the City has contracted with McMahon and NES to manage vegetation including mowing, herbicide applications, native planting, and prescribed burns at 18 facilities.

- During the 2024 fall season, a trapper under contract with the City managed the muskrat population at 24 wet stormwater facilities. A total of 125 muskrats were removed. See the attached bar graph for a breakdown of muskrats caught per basin.

- In 2024, DPW-Operations successfully conducted street sweeping and spring/fall leaf collection, enhancing street cleanliness and reducing stormwater pollution. The street sweeping program removed 2,603 tons of material, while the leaf collection program, supported by a new notification and enforcement process, collected 77,608 cubic yards of leaf and yard waste throughout the year.

- In 2024, the City conducted 169 sediment and erosion control inspections. The City implemented a new GIS app for tracking and documenting erosion control inspections.

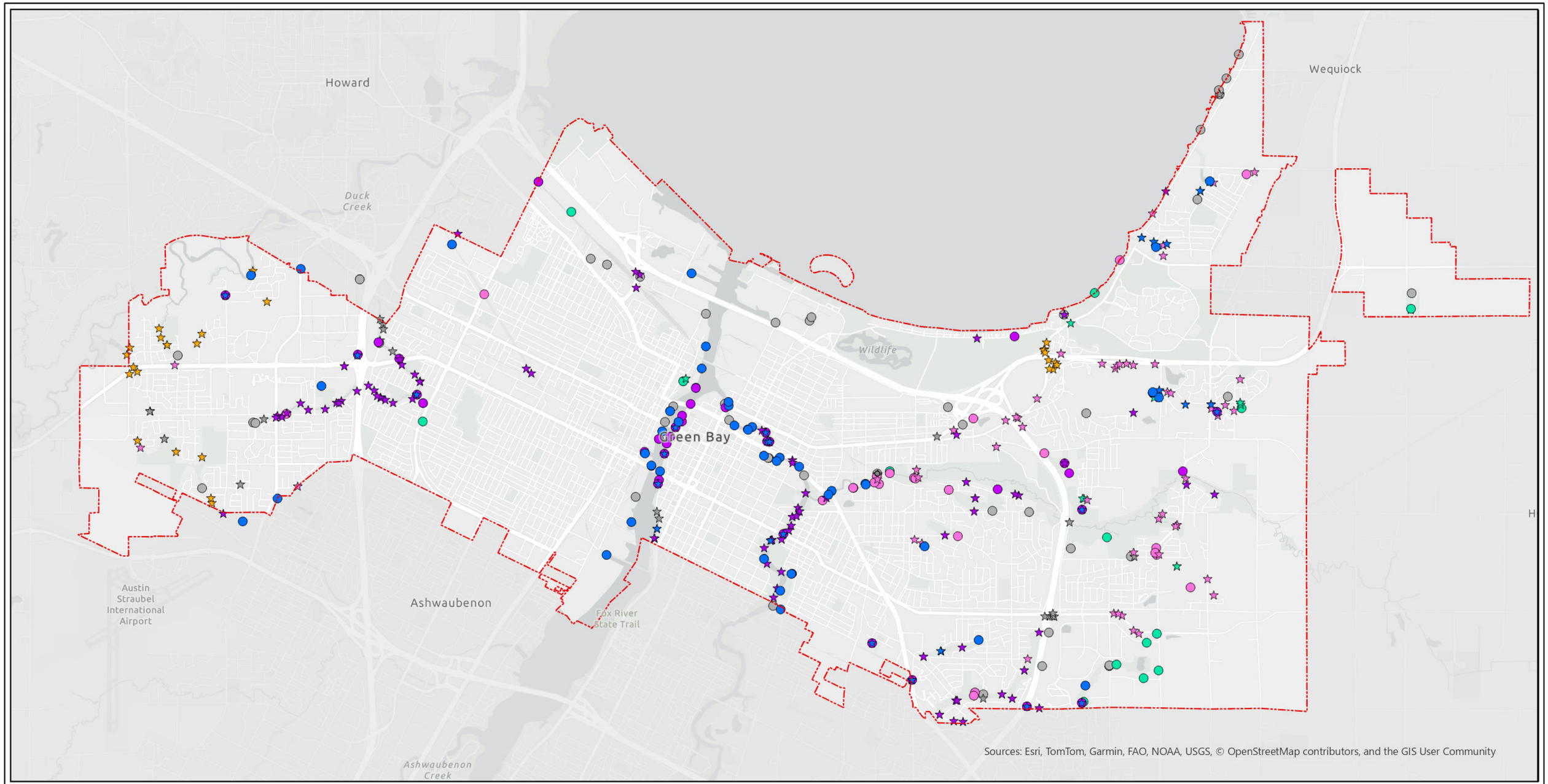
- Utility Division staff conducted 59 inspections of privately owned stormwater management practices, with many properties containing multiple practices. Following these inspections, 30 corrective action letters were issued to property owners. While the City has the authority to perform maintenance if property owners fail to comply, this measure was not utilized in 2024. The City continues to work with property owners to ensure necessary maintenance is completed.

- City staff responded to 11 complaints related to illicit discharges. Reported discharges included cooking oil, chromic acid, ferric chloride solution, charcoal, and diesel fuel. All complaints were resolved.

- City staff attended the Fox-Wolf Watershed Alliance conference on February 27–28, 2024, covering topics such as stormwater management, green infrastructure, sustainability, permitting, and legislation. Additionally, DPW staff participated in multiple other conferences focused on water quality and erosion control.

- In 2024, City staff conducted community education and outreach events in compliance with the MS4 permit. Educational efforts included presentations to NWTC students, participation in the Aldo Leopold Weekend Conservation Fair, City Hall Academy, No Mow May, and various green stormwater tours led by the Resiliency Coordinator. Volunteer events included the annual Beaver Dam Creek cleanup in partnership with MacArthur Heights and the annual watershed cleanup hosted by the Fox-Wolf Watershed Alliance.

- In 2024, the City's MS4 program was audited by Wisconsin Department of Natural Resources (WDNR). The City successfully responded to all of the audit findings. WDNR expects to audit all permittees once every five years.




# Major/Minor Outfalls Sampling 2019 - 2024

## Legend

2024 - Outfall Samples
- Major
- Minor

2023 - Outfall Samples
- Major
- Minor

2022 - Outfall Samples
- Major
- Minor

2021 - Outfall Samples
- Major
- Minor

2020 - Outfall Samples
- Major
- Minor

2019 - Outfall Samples
- Major
- Minor

N

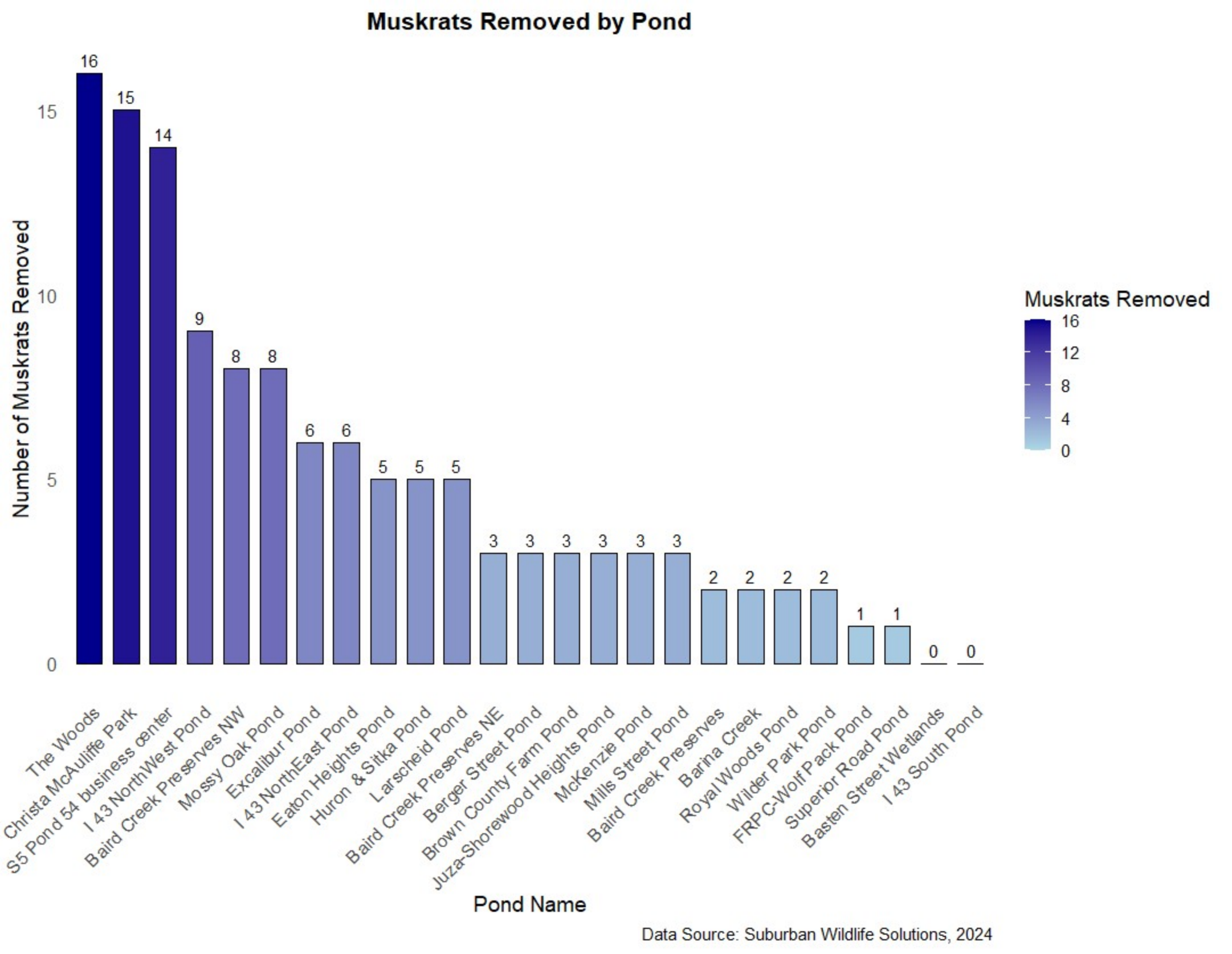
0 0.5 1 2 Miles

1"=6,015'
1:72,179

This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.

Map prepared by City of Green Bay Department of Public Works, adamme
Date Printed: 29 Jan 2025
I:\DeptData\PubWorks\Utility Division\STORMWATER\Temp Adam Files\GIS Master - Stormwater\GIS Stormwater - MS4 Master\GIS Stormwater - MS4 Master.aprx

GB - GIS


Muskrats Removed by Pond
Number of Muskrats Removed
0
5
10
15
16
15
14
9
8
8
6
6
5
5
5
3
3
3
3
3
3
2
2
2
2
1
1
0
0
The Woods
Christa McAuliffe Park
S5 Pond 54 business center
I 43 NorthWest Pond
Baird Creek Preserves NW
Mossy Oak Pond
Excalibur Pond
I 43 NorthEast Pond
Eaton Heights Pond
Huron & Sitka Pond
Larscheid Pond
Baird Creek Preserves NE
Berger Street Pond
Brown County Farm Pond
Juza-Shorewood Heights Pond
McKenzie Pond
Mills Street Pond
Baird Creek Preserves
Barina Creek
Royal Woods Pond
Wilder Park Pond
FRPC-Wolf Pack Pond
Superior Road Pond
Basten Street Wetlands
I 43 South Pond
Pond Name
Muskrats Removed
16
12
8
4
0
Data Source: Suburban Wildlife Solutions, 2024

# Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted.**

Form 3400-224(R8/2021)

## Reporting Information :

**Will you be completing the Annual Report or other submittal type?** (•) **Annual Report** ( ) **Other**

| | |
|---|---|
| **Project Name:** | 2024 Annual Report |
| **County:** | Brown |
| **Municipality:** | Green Bay City |
| **Permit Number:** | S050075 |
| **Facility Number:** | 33657 |
| **Reporting Year:** | 2024 |

**Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable?** ( ) **Yes** (•) **No**

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for Municipal storm water permit eReporting [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
- Storm Water Consortium/Group Report
- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above

  - Storm Water Management Program
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
  - Total Maximum Daily Load documents *(*If applicable, see permit for due dates.)*
    - TMDL Mapping*
    - TMDL Modeling*
    - TMDL Implementation Plan*
    - Fecal Coliform Screening Parameter *
    - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
    - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31,2023)*

- Sign and Submit form

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

## Municipal Contact Information- Complete

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].
**Note**: Compliance items must be submitted using the Attachments tab.

### Municipality Information

| | |
|---|---|
| **Name of Municipality** | Green Bay City |
| **Facility ID # or (FIN):** | 33657 |
| **Updated Information:** | ☐ Check to update mailing address information |
| **Mailing Address:** | 100 N Jefferson St |
| **Mailing Address 2:** | |
| **City:** | Green Bay City |
| **State:** | WI |
| **Zip Code:** | 54301 xxxxx or xxxxx-xxxx |

### Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to ***create new*** primary contact

| | |
|---|---|
| **First Name:** | Steven |
| **Last Name:** | Grenier |

☑ Select to ***update*** current contact information

| | |
|---|---|
| **Title:** | DPW Director |
| **Mailing Address:** | 100 N Jefferson St Rm 300 |
| **Mailing Address 2:** | |
| **City:** | Green Bay |
| **State:** | WI |
| **Zip Code:** | 54301-5026 xxxxx or xxxxx-xxxx |
| **Phone Number:** | 920-448-3097 Ext: xxx-xxx-xxxx |
| **Email:** | Steven.Grenier@greenbaywi.gov |

### Additional Contacts Information (Optional)

☑ I&E Program

**Individual with responsibility for: (Check all that apply)**

- [x] IDDE Program
- [x] IDDE Response Procedure Manual
- [x] Municipal-wide Water Quality Plan
- [x] Ordinances
- [x] Pollution Prevention Program
- [x] Post-Construction Program
- [ ] Winter roadway maintenance

| | |
|---|---|
| **First Name:** | Valerie |
| **Last Name:** | Joosten |
| **Title:** | Utility Manager |
| **Mailing Address:** | 100 N Jefferson St Rm 300 |
| **Mailing Address 2:** | |
| **City:** | Green Bay |
| **State:** | WI |
| **Zip Code:** | 54301 xxxxx or xxxxx-xxxx |
| **Phone Number:** | 920-448-3112 Ext: xxx-xxx-xxxx |
| **Email:** | valerie.joosten@greenbaywi.gov |

**Individual with responsibility for: (Check all that apply)**

- [ ] I&E Program
- [ ] IDDE Program
- [ ] IDDE Response Procedure Manual
- [ ] Municipal-wide Water Quality Plan
- [ ] Ordinances
- [x] Pollution Prevention Program
- [ ] Post-Construction Program
- [x] Winter roadway maintenance

| | |
|---|---|
| **First Name:** | Chris |
| **Last Name:** | Pirlot |
| **Title:** | DPW Operations Dir. |
| **Mailing Address:** | 519 S Oneida Street |
| **Mailing Address 2:** | |
| **City:** | Green Bay |
| **State:** | WI |
| **Zip Code:** | 54303 xxxxx or xxxxx-xxxx |
| **Phone Number:** | 920-492-3736 Ext: xxx-xxx-xxxx |
| **Email:** | chris.pirlot@greenbaywi.gov |

- [ ] I&E Program

**Individual with responsibility for: (Check all that apply)**

- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☑ Pollution Prevention Program
- ☐ Post-Construction Program
- ☑ Winter roadway maintenance

| | |
|---|---|
| **First Name:** | Josh |
| **Last Name:** | Brassfield |
| **Title:** | DPW Superintendent |
| **Mailing Address:** | 519 S Oneida Street |
| **Mailing Address 2:** | |
| **City:** | Green Bay |
| **State:** | WI |
| **Zip Code:** | 54303 xxxxx or xxxxx-xxxx |
| **Phone Number:** | 920-492-3734 Ext: xxx-xxx-xxxx |
| **Email:** | josh.brassfield@greenbaywi.gov |

## Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☑ Select to ***create new*** Billing contact

| | |
|---|---|
| **First Name:** | Valerie |
| **Last Name:** | Joosten |

☑ Select to ***update*** current contact information

| | |
|---|---|
| **Title:** | Utility Manager |
| **Mailing Address:** | 100 N. Jefferson St. |
| **Mailing Address 2:** | Room 300 |
| **City:** | Green Bay |
| **State:** | WI |
| **Zip Code:** | 54301 xxxxx or xxxxx-xxxx |
| **Phone Number:** | 920-448-3100 Ext: xxx-xxx-xxxx |
| **Email:** | valerie.joosten@greenbaywi.gov |

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

◉ Yes ○ No

☑ Public Education and Outreach — Northeast Wisconsin Stormwater Consortium (NEWSC)

☑ Public Involvement and Participation — Northeast Wisconsin Stormwater Consortium (NEWSC)

☐ Illicit Discharge Detection and Elimination

☐ Construction Site Pollutant Control

☐ Post-Construction Storm Water Management

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

○ Yes ◉ No

## Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

## Minimum Control Measures- Section 1 : Complete

### 1. Public Education and Outreach

a. Does MS4 conduct any educational efforts or events independently (not with a group) ◉ Yes ○ No

b. How many total educational events were held during the reporting year: 47

c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ◉ Yes ○ No

d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

| Public Education and Outreach Delivery Mechanisms (Active and Passive) | |
|---|---|
| **Active/Interactive Mechanisms** | **Passive Mechanisms** |
| ☑ Education activities (school presentations, summer camps)<br>☑ Information booth at event<br>☑ Targeted group training (contractors, consultants, etc.)<br>☑ Government event (public hearing, council meeting)<br>☑ Workshops<br>☑ Tours<br>☑ Other: Internal Presentation/Training | ☑ Passive print media (brochures at front desk, posters, etc.)<br>☑ Distribution of print media (mailings, newsletters, etc.) via mail or email.<br>☑ Media offerings (radio and TV ads, press release, etc.)<br>☑ Social media posts<br>☑ Signage<br>☑ Website<br>☑ Other: |

| **Topics Covered** | **Target Audience** |
|---|---|
| ☑ Illicit discharge detection and elimination<br>☑ Household hazardous waste disposal/pet waste management/vehicle washing<br>☑ Yard waste management/pesticide and fertilizer application<br>☑ Stream and shoreline management<br>☑ Residential infiltration<br>☑ Construction sites and post-construction storm water management<br>☑ Pollution prevention<br>☑ Green infrastructure/low impact development<br>☐ Other: | ☑ General Public<br>☑ Public Employees<br>☑ Residents<br>☑ Businesses<br>☑ Contractors<br>☑ Developers<br>☐ Industries<br>☑ Public Officials<br>☑ Other: High School & College Students |

**e.** Will additional information/summary of these education events be attached to the annual report? ◉ Yes ○ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attachments - "City of Green Bay Public Education Summary - 2024) & "Social Media Posts Summary - 2024", "NEWSC Annual Report 2024"

## Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 2 : Complete

### 2. Public Involvement and Participation

**a**. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
|---|---|---|---|
| ☑ MS4 Annual Report<br>☑ Storm Water Management Program<br>☐ Storm Water related ordinance<br>☑ Other:<br>East River Flood Project | ☑ General Public ☐ Public Employees<br>☐ Residents<br>☐ Businesses<br>☐ Contractors<br>☐ Developers<br>☐ Industries<br>☑ Public Officials<br>☐ Other | 51-100 | ○ Yes ◉ No |

**b**. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
|---|---|---|---|
| Volunteer Opportunity | ☑ General Public<br>☐ Public Employees<br>☑ Residents<br>☑ Businesses<br>☐ Contractors<br>☐ Developers<br>☐ Industries<br>☐ Public Officials<br>☐ Other | 101 + | ◉ Yes ○ No |

**c**. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached supporting documents: "Section 2 Public Input & Participation - 2024 MS4 Report", "NEWSC Annual Report 2024", "NEWSC Annual Report 2024"

## Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7



## Minimum Control Measures - Section 3 : Complete

### 3. Illicit Discharge Detection and Elimination

| | | |
|---|---|---|
| a. | How many total outfalls does the municipality have? | 358 |
| b. | How many major outfalls does the municipality have? | 150 |
| c. | How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? | 73 |
| d. | From the municipality's routine screening, how many were confirmed illicit discharges? | 2 |
| e. | How many illicit discharge complaints did the municipality receive? | 11 |
| f. | From the complaints received, how many were confirmed illicit discharges? | 6 |
| g. | How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? (If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.) | 6 |

h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

| | |
|---|---|
| ☑ Verbal Warning | 4 |
| ☑ Written Warning (including email) | 3 |
| ☑ Notice of Violation | 0 |
| ☑ Civil Penalty/ Citation | 0 |

Additional Information:

i. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attachment - Section 3 IDDE - 2024 MS4 Report

## Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 4 : Complete

### 4. Construction Site Pollutant Control

a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? **24**

b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? **23**

c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)? **169**

d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

| | |
|---|---|
| ☑ Verbal Warning | 4 |
| ☑ Written Warning (including email) | 13 |
| ☑ Notice of Violation | 0 |
| ☑ Civil Penalty/ Citation | 0 |
| ☑ Stop Work Order | 0 |
| ☑ Forfeiture of Deposit | 0 |
| ☐ Other - Describe below | |

e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

See attachment - 2024 Annual Section 4 Erosion Control (Final)

### Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7



## Minimum Control Measures - Section 5 : Complete

### 5. Post-Construction Storm Water Management

a. How many new structural storm water management Best Management Practice (BMP) have received local approval ? **26**

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

b. Does the MS4 have procedures for inspecting and maintaining private storm ◉ Yes ○ No

water facilities?

c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number. 59

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ◉ Yes ○ No

e. Does MS4 have maintenance authority on these privately owned BMPs?
◉ Yes ○ No

f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

| | |
|---|---|
| ☑ Verbal Warning | 0 |
| ☑ Written Warning (including email) | 30 |
| ☑ Notice of Violation | 0 |
| ☑ Civil Penalty/ Citation | 0 |
| ☑ Forfeiture of Deposit | 0 |
| ☑ Complete Maintenance | 0 |
| ☑ Bill Responsible Party | 0 |
| ☐ Other - Describe below | |

g. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page*.

See attachment - "2024 MS4 Report - Section 5 Post Construction Summary"

**Missing Information**

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 6 : Has Missing Items

### 6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately o wned BMPs) structural storm water management best management practices. 53

b. How many new municipally owned storm water management best management practices were installed in the reporting year ? 1

c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year? 52

d. What elements are looked at during inspections (250 character limit)?

All inspections assess vegetation, structural condition, erosion, and ponding. For ponds, additional inspected elements include debris, burrows, and encroachments; and water level color, biological, odor, turbidity, and contaminants.

e. How many of these facilities required maintenance? 41

f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

See attachment - "Section 6 Pollution Prevention - 2024 MS4 Report"

## Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* ☐ Not Applicable

g. How many municipal properties require a SWPPP? 7

h. How many inspections of municipal properties have been conducted in the reporting year? 49

i. Have amendments to the SWPPPs been made?
◉ Yes ○ No

j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

SWPPPs were updated for the East/West side garage. Revisions for the other 5 facilities will be finalized in 2025.

k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attachment - "Section 6 Pollution Prevention - 2024 MS4 Report"

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

## Collection Services - *Street Sweeping Program* ☐ Not Applicable

l. Did the municipality conduct street sweeping during the reporting year?
◉ Yes ○ No

m. If known, how many tons of material was removed? 2603

n. Does the municipality have a low hazard exemption for this material? ○ Yes ◉ No

o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

◉ Yes - Explain frequency 15 Rounds of Sweeping

○ No - Explain _____

○ Not Applicable

## Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

p. Did the municipality conduct catch basin sump cleaning during the reporting year? ◉ Yes ○ No

q. How many catch basin sumps were cleaned in the reporting year? 74

r. If known, how many tons of material was collected? 42

s. Does the municipality have a low hazard exemption for this material? ○ Yes ◉ No

t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?

○ Yes- Explain frequency _____

○ No - Explain _____

◉ Not Applicable

## Collection Services - *Leaf Collection Program* ☐ Not Applicable

u. Does the municipality conduct curbside leaf collection? ◉ Yes ○ No

v. Does the municipality notify homeowners about pickup? ◉ Yes ○ No

w. Where are the residents directed to store the leaves for collection?

☑ Pile on terrace ☐ Pile in street ☐ Bags on terrace

☐ Other - Describe _____

x. What is the frequency of collection?

5 rounds in spring, 6 rounds in fall

y. Is collection followed by street sweeping? ◉ Yes ○ No

z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

See attachment - "Section 6 Pollution Prevention - 2024 MS4 Report"

## Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles*.) 1000

ab. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

| *Product* | *Oct* | *Nov* | *Dec* | *Jan* | *Feb* | *Mar* |
|---|---|---|---|---|---|---|
| Salt | 13 | 18 | 1142 | 881 | | |

| | | | | | | |
|---|---|---|---|---|---|---|
| Sand | 0 | 0 | 132 | 410 | | |

Liquids (gallons) (ex. brine)

| | Oct | Nov | Dec | Jan | Feb | Mar |
|---|---|---|---|---|---|---|
| Brine | 10911 | 14304 | 119,936 | 66445 | | |
| Chem-melt | | | | 200 | | |

ac. Was salt applying machinery calibrated in the reporting year? ◉ Yes ○ No

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ◉ Yes ○ No

| Training Date | Training Name | # Attendance |
|---|---|---|
| 8/14/2024 | APWA Winter Road Maintenance | 9 |

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

## Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ◉ Yes ○ No

If yes, describe what training was provided (250 character limit):

Leaf Collection, yard waste enforcement training, winter maintenance best practices, & street sweeping. Additional information can be found on the attachment - "City of Green Bay Public Education Summary - 2024"

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

MS4 annual report & program was presented to Improvement & Services Committee & Council on (2/28/2024) & (3/5/2024). Additionally a NEWSC training video was shared during a Committee Council meeting to provide further education to the City's elected officials.

Municipal Officials

The DPW Director has discussions with other Dept. Senior Staff about stormwater during weekly meetings as the topic warrants. The DPW Director and Utility Mgr. have discussions with Superintendents and Supervisors about stormwater topics as needed.

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

The stormwater technician communicates with Facility Managers on progress in maintaining the permit requirements. The Director communicates to others by weekly staff meetings and verbal discussions.

ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attachment - "Section 6 Pollution Prevention - 2024" regarding internal training.

**Missing Information**

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 7 : Complete

### 7. Storm Sewer System Map

a. Did the municipality update their storm sewer map this year?

- (●) Yes ( ) No

If yes, check the areas the map items that got updated or changed:

- [x] Storm water treatment facilities
- [x] Storm pipes
- [x] Vegetated swales
- [x] Outfalls
- [ ] Other - Describe below

b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

Storm sewer manholes, inlets, lift stations, outfalls, and BMPs are updated throughout the year by the City's GIS staff.

## Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

## Final Evaluation - Complete

### Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

| **Annual Expenditure** Reporting Year | **Budget** Reporting Year | **Budget** Upcoming Year | **Source of Funds** |
|---|---|---|---|
| **Element:** Public Education and Outreach | | | |
| 37,976 | 25,735 | 26,750 | Storm water utility |
| **Element:** Public Involvement and Participation | | | |
| 31,438 | 20,167 | 20,975 | Storm water utility |
| **Element:** Illicit Discharge Detection and Elimination | | | |
| 28,177 | 31,761 | 32,066 | Storm water utility |
| **Element:** Construction Site Pollutant Control | | | |
| 218,571 | 217,257 | 230,040 | Storm water utility |
| **Element:** Post-Construction Storm Water Management | | | |
| 95,484 | 101,862 | 106,580 | Storm water utility |
| **Element:** Pollution Prevention | | | |
| 2,829,844 | 2,583,592 | 2,657,024 | Storm water utility |
| **Other** (describe) | | | |
| | | | Select... |

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters*.

### Water Quality

**a**: Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?
○ Yes ◉ No ○ Unsure If Yes, explain below:

**b :** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?
○ Yes ◉ No ○ Unsure If Yes, explain below:

**c**: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?
○ Yes ◉ No ○ Unsure

**d**: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?
◉ Yes ○ No ○ Unsure

## Storm Water Quality Management

**a**. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ○ Yes ◉ No

**b**. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

## Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

## Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

## Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE.**

Form 3400-224(R8/2021)

## Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - Help reduce file size and trouble shoot file uploads
*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the  to delete an item.

### Municipal Facility SWPPP

File Attachment

### Storm Sewer System Map

File Attachment

### Attach - Other Supporting Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

### Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

### Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF.  The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

Draft and Share PDF Report

Form 3400-224(R8/2021)

## Complete and Submit Your Application

You have not completed all areas of the application. Please return to the application and complete all missing items.

| | |
|---|---|
| Contact Information: | Complete |
| Minimum Control Measures Section 1: | Complete |
| Minimum Control Measures Section 2: | Complete |
| Minimum Control Measures Section 3: | Complete |
| Minimum Control Measures Section 4: | Complete |
| Minimum Control Measures Section 5: | Complete |
| Minimum Control Measures Section 6: | Has Missing Items |
| Minimum Control Measures Section 7: | Complete |
| Attachments: | Has Missing Items |
| Final Evaluation: | Complete |

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.14

To approve the request by Department of Public Works to award PARKS 2-25 BIRDS OF PREY ELECTRICAL UPGRADES to Current Electrical Services, Inc. in the amount of $84,711.50.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Parks 2-25 Birds of Prey Electrical Upgrades

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

2/25/25

To: Steven Grenier, P.E.

From: Kaurie Mihm, PLA

Re: Parks 2-25 Birds of Prey Electrical Upgrades

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

The Parks, Recreation and Forestry Department supports awarding Parks 2-25 Birds of Prey Electrical Upgrades to the lowest responsive and responsible Bidder Current Electrical Services, Inc, for the Base Bid amount of $84,711.50. Below is a summary of the bids received.

| Bidder | Base Bid |
|---|---|
| Current Electrical Services, Inc | $84,711.50 |
| Quality Electric LLC | $92,069.00 |
| Northern Electric, INC | $114,604.34 |
| Bodart Electric Service, Incl | $116,232.25 |
| Eland Electric Corp. | $144,380.00 |

Kaurie Mihm, PLA

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.15

To approve the request by Department of Public Works to award ESG 1-25 SALT SHED CONSTRUCTION to Elite Builds, Inc. in the amount of $317,000.00.

## BACKGROUND

The existing salt storage shed suffered structural failure. Due to material lead times, the timber structure was procured in advance. This contract is for furnishing the concrete footings, site prep, and construction of the shed.

## RECOMMENDATION

Department of Public Works recommends award of the contract to the lowest responsive bidder.

## FISCAL IMPACT

ARPA funds allocated for the project and approximately $50,000 in fund balance are available for this work.

## ATTACHMENTS

1. QUESTCDN_Project Bid Results ESG 1-25

# ESG 1-25 SALT STORAGE SHED CONSTRUCTION

**Quest Number: 9483241**

**Closing Date: Tue, 02/04/2025 02:00 PM CST**
**Posting Type: Construction Project**
**Owner: Green Bay WI, City of**
**Solicitor: Green Bay WI, City of**

| | |
|---|---|
| **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:** | Mutasem Jardaneh |
| **Email:** | Mutasem.Jardaneh@greenbaywi.gov |
| **Phone:** | 920-448-3098 |
| **Award Date:** | |
| **Comments:** | |
| **Award Status:** | Pending |
| **Letting Bid Tabulation:** | View on vBid |

| Company | Contact | Phone | E-mail | Amount | Awarded | Comment |
|---|---|---|---|---|---|---|
| Elite Builds, Inc. | DONNA TEWELIS | 920-457-0923 | donnat@elite-builds.com | $ 317,000.00 | | |
| Milbach Construction Services, Co. | Mike Milbach | 920-993-0735 | milbconst@aol.com | $ 323,633.37 | | |

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.16

To receive and place on file the report of the award of contract SEWERS 4-24 STORM WATER RESTORATION PROJECTS AT BAIRD CREEK for Parts A and B to Advance Construction, Inc. in the amount of $941,349.65.

## BACKGROUND

Staff was given approval at the February 4, 2025, Common Council meeting to award contract Sewers 4-24 Baird Creek Stormwater Restoration Projects at the staff level. This project is an ARPA funded project; however, the bids exceeded the amount of ARPA funding. The Stormwater Utility will fund the remaining balance. The project was bid as Part A and Part B. Both parts have been awarded to Advance Construction, Inc.

## RECOMMENDATION

## FISCAL IMPACT

$651,324.82 (ARPA funds); $290,024.83 Stormwater Utility Capital Improvement project funds.

## ATTACHMENTS

1. Award Letter SIGNED for SEWERS 4-24 STORM WATER RESTORATION PROJECTS AT BAIRD CREEK

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

February 12, 2025

Advance Construction Inc.
2141 Woodale Ave.
Green Bay, WI 54313

Ladies and Gentlemen:

You have been awarded contract SEWERS 4-24 STORM WATER RESTORATION PROJECTS AT BAIRD CREEK in the amount of $941,349.65.

The terms of the award require your officer to sign the Contract, Performance Bond, Payment Bond, and Federal W-9 form **within ten (10) days of this notice**. They will be emailed to you today.

The completed Performance Bond, Payment Bond, Federal W-9 form, and proof of insurance(s) required in the City of Green Bay Standard Specifications should be mailed to:

City of Green Bay Department of Public Works
Attn: Michelle Wolter
100 N. Jefferson Street, Room 300
Green Bay, WI 54301

If you have any questions, please call (920) 448-3100.

Sincerely,

Steven M. Grenier
Steven M. Grenier (Feb 13, 2025 09:17 CST)
Steven M. Grenier, P.E.
Director of Public Works

ejns

cc: Valerie Joosten
Kyle Vander Loop

# Award Letter for SEWERS 4-24 STORM WATER RESTORATION PROJECTS AT BAIRD CREEK - Advance Construction Inc.

Final Audit Report 2025-02-13

| | |
|---|---|
| Created: | 2025-02-12 |
| By: | Elizabeth Nadolski Spears (Elizabeth.Nadolski-Spears@greenbaywi.gov) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA1ICR42-PHz1_E9GSneLZeflK7SRWzyRa |

## "Award Letter for SEWERS 4-24 STORM WATER RESTORATION PROJECTS AT BAIRD CREEK - Advance Construction Inc." History

Document created by Elizabeth Nadolski Spears (Elizabeth.Nadolski-Spears@greenbaywi.gov)
2025-02-12 - 6:46:24 PM GMT

Document emailed to Steve Grenier (steven.grenier@greenbaywi.gov) for signature
2025-02-12 - 6:47:20 PM GMT

Email viewed by Steve Grenier (steven.grenier@greenbaywi.gov)
2025-02-12 - 6:47:28 PM GMT

Signer Steve Grenier (steven.grenier@greenbaywi.gov) entered name at signing as Steven M. Grenier
2025-02-13 - 3:16:59 PM GMT

Document e-signed by Steven M. Grenier (steven.grenier@greenbaywi.gov)
Signature Date: 2025-02-13 - 3:17:01 PM GMT - Time Source: server

Agreement completed.
2025-02-13 - 3:17:01 PM GMT

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.17

To receive and place on file the actions taken by the Department of Public Works.

A. Granting of Licenses

1. Sidewalk Builder

   a. Utility Traffic & Restoration, LLC (UTR)
   b. Weidner Concrete Construction, LLC

2. Tree & Brush Trimmer

   a. Economy Tree Service, LLC
   b. Wolfrath's Landscaping, LLC

3. Underground Sprinkler System

   a. Wolfrath's Landscaping, LLC

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

None

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.18

To approve the request by Department of Public Works Operations Division to purchase (3) tandem axle dump truck chassis from Packer City International off Sourcewell Contract #032824-NVS for the purchase price of $124,345.38 each, totaling $373,036.15 which includes delivery, extended warranty, and operator training.

## BACKGROUND

The Department of Public Works uses tandem axle dump trucks for hauling bulk goods, yard waste, salt, sand, along with plowing the City streets and treating the roads for combating snow/ice. Tandem axle plow trucks (40), a 2007 Sterling, (43), a 2006 Freightliner, and (45), a 2007 Sterling have reached their maximum useful service life, the replacements have been approved in the 2025 budget.

## RECOMMENDATION

To approve the purchases

## FISCAL IMPACT

$373,036.15

## ATTACHMENTS

None

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.19

To approve the request by Department of Public Works Operations Division to purchase (3) tandem axle dump truck body, wing, and plow packages from Monroe Truck Equipment totaling $511,393.00 off Sourcewell Contract #062222-AEB-1 for Crysteel stainless steel dump bodies and Monroe plow/wings which includes delivery, warranty, and operator training.

## BACKGROUND

The Department of Public Works uses tandem axle dump trucks for hauling bulk goods, yard waste, salt, sand, along with plowing the City streets and treating the roads for combating snow/ice. Tandem axle plow trucks (40), a 2007 Sterling, (43), a 2006 Freightliner, and (45), a 2007 Sterling have reached their maximum useful service life, the replacements have been approved in the 2025 budget.

## RECOMMENDATION

To approve purchase

## FISCAL IMPACT

$511,393.00

## ATTACHMENTS

1. 2025 tandem axle plow truck 18 body quote
2. 2025 tandem patrol trucks 14' body quote
3. 2025 Tandem Axle Dump Truck Body Wing Plow req

monroe
a brand of aebi schmidt

1151 W Main Avenue
DePere, WI 54115
Sales Rep: HOUSE - GREEN BAY
Ph:
www.MonroeTruck.com

J.O. #

Quotation ID: 2MAW004053
Date: 2/5/2025
Valid thru: 3/5/2025
Terms: HOLD
Quoted by: Mark Woelfel
Ph/Fax: 920-347-4181 / 920-336-8118

Quoted to:
GREEN BAY, CITY OF

Chassis Information

| *Year:* | *Make:* | | *Model:* | | *Chassis Color:* | *Cab Type:* |
|---|---|---|---|---|---|---|
| *Single/Dual:* | *CA:* | *CT:* | *Wheelbase:* | *Engine:* | *F.O. Number #:* | *Vin:* |

Notes:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

| Description | Amount |
|---|---|

18' CRYSTEEL STAINLESS STEEL DUMP BODY
- 84" ID 96" OD WIDTH
- 60" 7 GA STAINLESS STEEL FRONT
- 52" 7 GA STAINLESS STEEL STRAIGHT SIDES
- SINGLE PANEL W/RUBRAIL/PRESSED HORIZONTAL SIDES
- 8" SIDE TO FLOOR AND FRONT TO FLOOR RADIUS
- STAINLESS STEEL REAR PILLAR POST / PILLAR CAP / RUBRAIL
- 52" 7 GAUGE STAINLESS TAILGATE WITH 3.5" PERIMITER
- 1/4" STAINLESS FLOOR
- ¼" FORMED STAINLESS LONGSILLS
- AIR TAILGATE RELEASE
- FMVSS108 LIGHTS AND REFLECTORS
- MUDFLAPS FORWARD OF DRIVE TIRES
- BARE STAINLESS STEEL FINISH (NOT PAINTED)
- ELECTRIC BACK-UP ALARM, 97DB
- 1/2 X 10 GA. X 78" CAB SHIELD 100% WELDED; STAINLESS STEEL
- 2- D RINGS WELD ON INSIDE OF TAILGATE
- STAINLESS STEEL FLAT BAR, SINGLE RUNG STEP BELOW RUBRAIL; DRIVER FRONT
- (3) STAINLESS STEEL FLAT BAR STEPS, DRIVER FRONT
- DUMP BODY VIBRATOR - ELECTRIC - INSTALLED
- 1/2" x 120" x 18' DURAPRO LINER W/ BULKHEAD LINED 18" HIGH
- STAINLESS STEEL LEP AND COVER STRIP, WELDED

MAILHOT TRUNION MOUNTED TELESCOPIC SA HOIST
- G3 180-5.7-4
- GREASEABLE REAR HINGE
- DUAL STAINLESS STEEL SAFETY PROPS
- BODY UP LIGHT MOUNTED IN SPREADER CONTROLLER

AERO 575 TARP SYSTEM
- 84" ASHPHALT TARP
- ALUM TARP ARMS
- TENSION BOW
- FULL ALUM ENCLOSURE
- ELECTRIC MOTOR
- SIDE MOUNT SPRINGS

TOWING PACKAGE:
- 1" PLATE WITH 3/4" D-RINGS W/ EXTRA SET OF HOLES FOR ADJUSTABILITY
- 30 TON PINTLE HOOK
- 7-WAY RV TRAILER PLUG
- REMOUNT FACTORY SUPPLIED AIR OUTSIDE FRAME W/ GUARD AND ELECTRIC INTO PLATE

MTE MC7090 TRUCK PORTION PLOW HITCH
- OFF-SET FOLDING LIFT ARM
- LOW-PROFILE
- POSITIVE TWO POINT LATCH SYSTEM
- NON-TILTING HITCH
- ADJUSTABLE LIFT ARM
- POWDER COAT BLACK
* CYLINDER; 4X10 DA; NITRIDED ROD

| Description | Amount |
|---|---|

* RE-INSTALL SUPPLIED BUMPER

MONROE TORSION TRIP EDGE "J" STYLE REVERSIBLE PLOW
- MPPJ45R11-ISTT
- 3/8" POLYMER MOLDBOARD WITH INTEGRAL SHIELD
- (10) 1/2" ONE-PIECE FLAME CUT RIBS
- 2" X 3" X 3/8" TOP ANGLE
- 4" X 4" X 3/4" BOTTOM ANGLE
- (6) ADJUSTABLE 3/4" TORSION TRIP SPRING ASSEMBLIES FOR A TWO-SECTION TRIP
- 4" X 4" X 3/8" CROSS-TUBE SUPPORT
- 3-1/2" X 3-1/2" X 1/2" SEMI-CIRCLE
- (2) 3" X 10" DOUBLE ACTING REVERSE CYLINDERS WITH CUSHION VALVE
- BUILT-IN MONROE LEVEL LIFT ASSEMBLY
- MOLDBOARD AND PUSHFRAME TO BE 100% CONTINUOUSLY WELDED
- ORANGE POLY MOLDBOARD
- PUSH FRAME POWDER COATED BLACK
- CARBIDE W/ COVER BLADE CUTTING EDGE
* SCREW ADJUSTABLE PARK JACK; INSTALLED
* MONROE MC6000 QUICK HITCH; PLOW PORTION
* 11' RUBBER SNOW DEFLECTOR, 12", INSTALLED

MONROE 10' DFPW HD DOUBLE FUNCTION PATROL WING
- TRIP EDGE DESIGN
- RIGHT SIDE MOUNT
* PARA-GLIDE FRONT POST
* SINGLE HYD. EXTENDIBLE PUSHARM
- 4" X 6" REAR MOUNTED CROSS TUBE
* ORANGE POLY MOLDBOARD
- WING STOP
- HARDWARE POWDER COATED BLACK
* CARBIDE CUTTING EDGE KIT, 3 SECTION
* WING SIDE AIR BAG
* WING MIRROR MOUNTED ON PLOW LIGHT BRACKET
* SINGLE WING MARKER ON TOE END OF WING

MTE CUSTOM HYDRAULICS - ELECTRIC, FORCE AMERICA
- FILTER, HIGH PRESSURE, PARKER; INSTL
- HOT SHIFT PTO W/ 5.6 CU IN LOADSENSE PUMP CUBIC INCH FRONT MOUNT PUMP
- TANK, 30 GAL. STD., FRAME MOUNT, W/FILTRATION, STAINLESS STEEL; INSTL
- VALVE AND ENCLOSURE, FRAME MOUNTED, STAINLESS STEEL
- SEQUENCE VALVE
- FORCE I-GRIP JOYSTICK AND CONSOLE
- STAINLESS STEEL COUPLERS, PLOW ANGLE, WING HEEL, WING HYD PUSHARM
- FORCE CAMERA MOUNTED ON DRIVER REAR CORNER POST W/ PUFFER

LIGHTING:
- LED ABL PLOW LIGHTS MOUNTED ON S/S HOOD MOUNTED BRACKETS
- LED S/T/T LIGHTS MOUNTED IN REAR POSTS AND LIGHT BOXES BELOW REAR BOLSTER
- DOUBLE STAINLESS STEEL LIGHT BOXES UNDER REAR BOSTER OF BODY
- SINGLE STAINLESS STEEL LIGHT BOXES MID BODY
- CLEAR LED WING LIGHT
- CUSTOM WIRING TO BACK OF CAB FOR CUSTOMER INSTALLED STROBES
- REAR POST, MID BODY LIGHT BOXES, REAR OF BODY BOXES, AND BODY BUILDER BOX TO REAR OF CAB (S/T/T & REVERSE)

Sourcewell Contract number 062222-AEB-1

**Quote Total: $173,951.00**

**Terms & Conditions**

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

| | | |
|---|---|---|
| **Re-Assign** (Required for all pool units): ☐ Fleet ☐ Retail | **MSO/MCO** (ONLY check if legally required): ☐ MCO ☐ MSO | |
| **Customer Signature:** | **Customer P.O. Number:** | **Date of Acceptance:** |

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## General Terms and Conditions for the Sale of Goods by Subsidiaries of ASH North America, Inc.

**1. SCOPE AND VALIDITY**

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Con-firmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or under-standings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

**2. OFFERS, ORDERS AND CONFIRMATION**

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.

2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.

2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing**,** the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").

2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Con-firmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.

2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Re-quest"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.

2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Con-firmed Order, Customer shall pay to Seller the full purchase price.

2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

**3. PRICES**

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed de-livery location on the applicable Confirmed Order), Incoterms 2022.

3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or Heavy Vehicle Use Tax (HVUT), other use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"), Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.

In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

**4. PAYMENT TERMS**

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control re-lease Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees, or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.

4.2. In the event Seller becomes aware of circumstances or has rea-son to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.

4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of $40 for each re-minder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall be-come due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, rea-sonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.

4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

**5. SECURITY INTEREST**

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

**6. OBLIGATIONS OF CUSTOMER**

6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

**7. DELIVERY AND ACCEPTANCE**

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial de-liveries or performance. If Customer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused govern-mental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Con-firmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Con-firmed Orders without any further obligations to Customer whatsoever.

In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period deter-mined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

**8. EXAMINATION AND CONFORMITY TO ORDER**

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

**9. LIMITED PRODUCT WARRANTY**

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery for new business Products and ninety (90) days for after sales Products. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

**10. LIMITATION OF LIABILITY**

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIM-ITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLI-GENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

**11. CONFIDENTIALITY**

11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i)

pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 11, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for pre-liminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

**12. INTELLECTUAL PROPERTY**

12.1 Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

**13. FORCE MAJEURE**

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, govern-mental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or sup-plies, or other acts of God.

**14. MISCELLANEOUS**

14.1. If any provision contained in these Terms or any Confirmed Or-der is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

**15. ENTIRE AGREEMENT; CONFLICTS.**

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

**16. APPLICABLE LAW AND JURISDICTION**

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR IN-DIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

monroe
a brand of aebi schmidt

1151 W Main Avenue
DePere, WI 54115
Sales Rep: HOUSE - GREEN BAY
Ph:
www.MonroeTruck.com

J.O. #

**Quotation ID:** 2MAW004054
**Date:** 2/5/2025
**Valid thru:** 3/5/2025
**Terms:** NET 30
**Quoted by:** Mark Woelfel
**Ph/Fax:** 920-347-4181 / 920-336-8118

**Quoted to:**
GREEN BAY, CITY OF

**Chassis Information**

| *Year:* | *Make:* | | *Model:* | | *Chassis Color:* | *Cab Type:* |
|---|---|---|---|---|---|---|
| *Single/Dual:* | *CA:* | *CT:* | *Wheelbase:* | *Engine:* | *F.O. Number #:* | *Vin:* |

**Notes:**

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

| Description | Amount |
|---|---|

14' CRYSTEEL STAINLESS STEEL DUMP BODY
- 87" ID 99" OD WIDTH
- 60" 7 GA STAINLESS STEEL FRONT
- 52" 7 GA STAINLESS STEEL STRAIGHT SIDES
- SINGLE PANEL W/RUBRAIL/PRESSED HORIZONTAL SIDES
- 2" SIDE TO FLOOR RADIUS
- STAINLESS STEEL REAR PILLAR POST / PILLAR CAP / RUBRAIL
- 52" 7 GA STAINLESS TAILGATE WITH 3.5” PERIMITER
- 1/4" STAINLESS FLOOR
- 1/4 FORMED STAINLESS LONGSILLS
- AIR TAILGATE RELEASE
- FMVSS108 LIGHTS AND REFLECTORS
- MUDFLAPS FORWARD OF DRIVE TIRES
- BARE STAINLESS-STEEL FINISH (NOT PAINTED)
- ELECTRIC BACK-UP ALARM, 97DB
- 1/2 X 10 GA. X 78" CAB SHIELD 100% WELDED; STAINLESS STEEL
- 2- D RINGS WELD ON INSIDE OF TAILGATE
- STAINLESS STEEL FLAT BAR, SINGLE RUNG STEP BELOW RUBRAIL; DRIVER FRONT
- (3) STAINLESS STEEL FLAT BAR STEPS, DRIVER FRONT
- DUMP BODY VIBRATOR - ELECTRIC
- 1/2" x 120" x 14' DURAPRO LINER W/ BULKHEAD LINED 18" HIGH
- STAINLESS STEEL LEP AND COVER STRIP, WELDED

MARATHON M63138 SA HOIST
- INVERTED TELESCOPIC HOIST
- GREASEABLE REAR HINGE
- DUAL STAINLESS STEEL SAFETY PROPS
- BODY UP LIGHT MOUNTED IN SPREADER CONTROLLER

AERO 575 TARP SYSTEM
- 84" ASHPHALT TARP
- ALUM TARP ARMS
- TENSION BOW
- FULL ALUM ENCLOSURE
- ELECTRIC MOTOR
- SIDE MOUNT SPRINGS

TOWING PACKAGE:
- 1" PLATE WITH 3/4" D-RINGS W/ EXTRA SET OF HOLES FOR ADJUSTABILITY
- 30 TON PINTLE HOOK
- 7-WAY RV TRAILER PLUG
- REMOUNT FACTORY SUPPLIED AIR OUTSIDE FRAME W/ GUARD AND ELECTRIC INTO PLATE

MTE MC7090 TRUCK PORTION PLOW HITCH
- OFF-SET FOLDING LIFT ARM
- LOW-PROFILE
- POSITIVE TWO POINT LATCH SYSTEM
- NON-TILTING HITCH
- ADJUSTABLE LIFT ARM

| Description | Amount |
|---|---|

- POWDER COAT BLACK
* CYLINDER; 4X10 DA; NITRIDED ROD
* RE-INSTALL SUPPLIED BUMPER

MONROE TORSION TRIP EDGE "J" STYLE REVERSIBLE PLOW
- MPPJ45R11-ISTT
- 3/8" POLYMER MOLDBOARD WITH INTEGRAL SHIELD
- (10) 1/2" ONE-PIECE FLAME CUT RIBS
- 2" X 3" X 3/8" TOP ANGLE
- 4" X 4" X 3/4" BOTTOM ANGLE
- (6) ADJUSTABLE 3/4" TORSION TRIP SPRING ASSEMBLIES FOR A TWO-SECTION TRIP
- 4" X 4" X 3/8" CROSS-TUBE SUPPORT
- 3-1/2" X 3-1/2" X 1/2" SEMI-CIRCLE
- (2) 3" X 10" DOUBLE ACTING REVERSE CYLINDERS WITH CUSHION VALVE
- BUILT-IN MONROE LEVEL LIFT ASSEMBLY
- MOLDBOARD AND PUSHFRAME TO BE 100% CONTINUOUSLY WELDED
- ORANGE POLY MOLDBOARD
- PUSH FRAME POWDER COATED BLACK
- CARBIDE W/ COVER BLADE CUTTING EDGE
* SCREW ADJUSTABLE PARK JACK; INSTALLED
* MONROE MC6000 QUICK HITCH; PLOW PORTION
* 11' RUBBER SNOW DEFLECTOR, 12", INSTALLED

MONROE 10' DFPW HD DOUBLE FUNCTION PATROL WING
- TRIP EDGE DESIGN
- RIGHT SIDE MOUNT
* PARA-GLIDE FRONT POST
* SINGLE HYD. EXTENDIBLE PUSHARM
- 4" X 6" REAR MOUNTED CROSS TUBE
* ORANGE POLY MOLDBOARD
- WING STOP
- HARDWARE POWDER COATED BLACK
* CARBIDE CUTTING EDGE KIT, 3 SECTION
* WING SIDE AIR BAG
* WING MIRROR MOUNTED ON PLOW LIGHT BRACKET
* SINGLE WING MARKER ON TOE END OF WING

MTE CUSTOM HYDRAULICS - ELECTRIC, FORCE AMERICA
- FILTER, HIGH PRESSURE, PARKER; INSTL
- HOT SHIFT PTO W/ 5.6 CU IN LOADSENSE PUMP CUBIC INCH FRONT MOUNT PUMP
- TANK, 30 GAL. STD., FRAME MOUNT, W/FILTRATION, STAINLESS STEEL; INSTL
- VALVE AND ENCLOSURE, FRAME MOUNTED, STAINLESS STEEL
- HYDRAULIC HOSES & FITTINGS FOR SPREADER/PRE-WET/ANTI-ICE/SPARE
- CUSTOM MANIFOLD FOR SPREADER/PRE-WET/ANTI-ICE
- SEQUENCE VALVE
- FORCE I-GRIP JOYSTICK AND CONSOLE UNITS, CLOSED LOOP AUGER/PRE-WET
- FORCE 6100 GROUND-BASED CLOSED-LOOP SPREADER CONTROL
- PRECISE WIRELESS ROAD TEMP
- STAINLESS STEEL COUPLERS, PLOW ANGLE, WING HEEL, WING HYD PUSHARM, AUGER, SPINNER, PRE-WET
- FORCE CAMERA MOUNTED ON DRIVER REAR CORNER POST W/ PUFFER

LIGHTING:
- LED ABL PLOW LIGHTS MOUNTED ON S/S HOOD MOUNTED BRACKETS
- LED S/T/T LIGHTS MOUNTED IN REAR POSTS AND LIGHT BOXES BELOW REAR BOLSTER
- DOUBLE STAINLESS STEEL LIGHT BOXES UNDER REAR BOSTER OF BODY
- SINGLE STAINLESS STEEL LIGHT BOXES MID BODY
- CLEAR LED WING LIGHT
- CUSTOM WIRING TO BACK OF CAB FOR CUSTOMER INSTALLED STROBES
- REAR POST, MID BODY LIGHT BOXES, REAR OF BODY BOXES, AND BODY BUILDER BOX TO REAR OF CAB (S/T/T & REVERSE)

Sourcewell Contract number 062222-AEB-1

**Quote Total:** **$168,721.00**

Terms & Conditions

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

| | | |
|---|---|---|
| **Re-Assign** (Required for all pool units): ☐ Fleet ☐ Retail | **MSO/MCO** (ONLY check if legally required): ☐ MCO ☐ MSO | |
| **Customer Signature:** | **Customer P.O. Number:** | **Date of Acceptance:** |

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## General Terms and Conditions for the Sale of Goods by Subsidiaries of ASH North America, Inc.

**1. SCOPE AND VALIDITY**

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Con-firmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or under-standings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

**2. OFFERS, ORDERS AND CONFIRMATION**

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.

2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.

2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing**,** the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").

2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Con-firmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.

2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Re-quest"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.

2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Con-firmed Order, Customer shall pay to Seller the full purchase price.

2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

**3. PRICES**

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed de-livery location on the applicable Confirmed Order), Incoterms 2022.

3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or Heavy Vehicle Use Tax (HVUT), other use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"), Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.

In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

**4. PAYMENT TERMS**

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control re-lease Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees, or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.

4.2. In the event Seller becomes aware of circumstances or has rea-son to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.

4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of $40 for each re-minder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall be-come due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, rea-sonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.

4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

**5. SECURITY INTEREST**

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

**6. OBLIGATIONS OF CUSTOMER**

6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

**7. DELIVERY AND ACCEPTANCE**

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial de-liveries or performance. If Customer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused govern-mental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Con-firmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Con-firmed Orders without any further obligations to Customer whatsoever.

In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period deter-mined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

**8. EXAMINATION AND CONFORMITY TO ORDER**

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

**9. LIMITED PRODUCT WARRANTY**

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery for new business Products and ninety (90) days for after sales Products. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

**10. LIMITATION OF LIABILITY**

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIM-ITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLI-GENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

**11. CONFIDENTIALITY**

11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i) pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 11, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for pre-liminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

**12. INTELLECTUAL PROPERTY**

12.1 Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

**13. FORCE MAJEURE**

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, govern-mental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or sup-plies, or other acts of God.

**14. MISCELLANEOUS**

14.1. If any provision contained in these Terms or any Confirmed Or-der is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

**15. ENTIRE AGREEMENT; CONFLICTS.**

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

**16. APPLICABLE LAW AND JURISDICTION**

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR IN-DIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

**City of Green Bay**
**DPW - Operations**

# Requestion Request

**To:** Beth Nadolski Spears
Public Works Supervisor

**From:** Nathan Wachtendonk
Fleet Manager

**Date:** February 15, 2025

**Re:** Tandem Axle Dump Truck Body, Wing, and Plow Packages

---

**Item:** (3) Tandem axle plow truck body's, plows, and wings.
**Cost:** (2) @ $168,721 (1) @ $173,951 totaling $511,393
**Vendor:** Monroe Truck Equipment Sourcewell contract# 062222-AEB-1
**Account#** 427503-55502
**Delivery:** West Shop

**Background:**

The Department of Public Works uses tandem axle dump trucks for hauling bulk goods, yard waste, salt, sand, along with plowing the City streets and treating the roads for combating snow/ice. Tandem axle plow trucks (40), a 2007 Sterling, (43), a 2006 Freightliner, and (45), a 2007 Sterling have reached their maximum useful service life, the replacements have been approved in the 2025 budget.

**Recommendation:**

To purchase (3) tandem axle dump truck body, wing, and plow packages from Monroe Truck Equipment totaling $511,393 off Sourcewell contract# 062222-AEB-1 for Crysteel stainless steel dump bodies and Monroe plow/wings which includes delivery, warranty, and operator training.

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

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # O.20

To approve ordering the improvements constructed and levying the assessments for the following projects:

Public Hearing 6:00 p.m.

ASPHALT RESURFACING

Oak Grove Avenue - Deckner Avenue to Crooks Street
Berger Street - Deckner Avenue to Mills Street
Pine Terrace - Burns Avenue to Western Avenue
Rutgers Street - Wedgewood Drive to Western Avenue
Wedgewood Drive - Pine Terrace to Rutgers Street

ASPHALT PAVEMENT

Howard Street - 12th Avenue to S. Oakland Avenue
Hazel Street - School Place to Shawano Avenue
Fourth Street - S. Maple Avenue to Broadway

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Resurfacing 2025 Public Hearing

# Inter-Office Memo

**Date:** February 5, 2025

**To:** Celestine Jeffreys

**From:** Steve Grenier

Attached are the "Report of the Director of Public Works on Proposed Improvements and Assessments", and estimated cost for the following streets:

**ASPHALT RESURFACING**

**OAK GROVE AVENUE – Deckner Avenue to Crooks Street**
**BERGER STREET – Deckner Avenue to Mills Street**
**PINE TERRACE – Burns Avenue to Western Avenue**
**RUTGERS STREET – Wedgewood Drive to Western Avenue**
**WEDGEWOOD DRIVE – Pine Terrace to Rutgers Street**

The public hearing for these improvements is scheduled for Wednesday, February 26, 2025, at 6:00 p.m. before the Improvement & Services Committee. The hearing will be held both virtually and in Room 207 of City Hall.

ejns

Attachments

**PUBLIC HEARING TO BE HELD VIRTUALLY AND IN ROOM 207 OF CITY HALL ON WEDNESDAY, FEBRUARY 26, 2025, AT 6:00 P.M. BEFORE THE IMPROVEMENT & SERVICES COMMITTEE.**

Green Bay, Wisconsin
February 5, 2025

REPORT OF THE DIRECTOR OF PUBLIC WORKS ON
PROPOSED IMPROVEMENTS AND ASSESSMENTS

In accordance with the preliminary resolution(s) of the Common Council adopted February 4, 2025, I herewith submit my report on improvements to be made in streets, alleys or easements in accordance with Section 66.0703, Wisconsin Statutes, consisting of the following:

1. Plans and specifications on file in the Office of the Director of Public Works.

2. Estimate of the entire cost of the proposed improvements.

3. Assessment roll(s) showing the proposed assessments against each property fronting or abutting the proposed improvements.

4. Report of the Director of Public Works on benefits of improvements to the abutting property.

Steven M. Grenier, P.E.
Director of Public Works

ejns

# ESTIMATED COST OF ASPHALT RESURFACING

The estimated cost of improving the streets, or portions thereof, by the installation of asphalt resurfacing in accordance with the plans and specifications is as follows:

## ASPHALT RESURFACING

**OAK GROVE AVENUE – Deckner Avenue to Crooks Street**
**BERGER STREET – Deckner Avenue to Mills Street**
**PINE TERRACE – Burns Avenue to Western Avenue**
**RUTGERS STREET – Wedgewood Drive to Western Avenue**
**WEDGEWOOD DRIVE – Pine Terrace to Rutgers Street**

ESTIMATED COST . . . . . $2,500,000

Steven M. Grenier, P.E.
Director of Public Works

ejns

# NOTICE OF PUBLIC HEARING ON SPECIAL ASSESSMENTS FOR ASPHALT RESURFACING

That the Common Council of the City of Green Bay has declared its intention of exercising its power under Section 66.0703, Wisconsin Statutes, to levy special assessments for street improvements on property fronting or abutting the following street:

**ASPHALT RESURFACING**

**OAK GROVE AVENUE – Deckner Avenue to Crooks Street**
**BERGER STREET – Deckner Avenue to Mills Street**
**PINE TERRACE – Burns Avenue to Western Avenue**
**RUTGERS STREET – Wedgewood Drive to Western Avenue**
**WEDGEWOOD DRIVE – Pine Terrace to Rutgers Street**

The proposed assessments are on file in my office and may be inspected there on any business day between the hours of 7:30 a.m. and 5 p.m. Monday through Thursday and 7:30 a.m. and 11:30 a.m. Friday.

Plans and specification for these projects are on file in the Director of Public Works. Contact the office of the Director of Public Works, Room 300, City Hall, (920) 448-3100, on any business day between the hours of 7:30 a.m. and 5 p.m. Monday through Thursday and 7:30 a.m. and 11:30 a.m. Friday with any questions you may have regarding the assessments or design concepts of the projects.

You are further notified that the Improvement & Services Committee will hear all interested property owners concerning matters contained in the preliminary resolution authorizing such assessment and the report, including proposed assessments, under the police power of the Common Council on **26th day of February, 2025 at 6:00 p.m.**, before the Improvement & Services Committee in Room 207 of City Hall or virtually. All objections will be considered at said hearing and thereafter the amount of the assessments will be finally determined. If you wish to participate in the Public Hearing, you may attend or access the meeting by the internet or telephone using the access code below.

Join Zoom Meeting
https://us02web.zoom.us/j/82206544400?pwd=NDd1bmszNUhBWW9XRVU5ck1zMjZ2QT09
Meeting ID: 822 0654 4400
Passcode: 635662

Join Zoom Meeting Online:
https://us02web.zoom.us/j/82206544400?pwd=NDd1bmszNUhBWW9XRVU5ck1zMjZ2QT09
Or call in by phone: +1 312 626 6799
Meeting ID: 822 0654 4400
Passcode: 635662

Said assessments can be paid in cash within thirty (30) days of the date of billing or can be paid in five (5) annual installments with interest thereon at the rate of five and nine-tenths percent (5.90%) per annum. The annual installments would be added to your real estate tax bill.

Dated this 5th day of February, 2025.

Celestine Jeffreys
City Clerk

**REPORT OF THE DIRECTOR OF PUBLIC WORKS**
**ON BENEFITS OF IMPROVEMENTS TO THE ABUTTING PROPERTY**
**February 2025**

I hereby certify that I am familiar with the proposed public improvements on:

**ASPHALT RESURFACING**

**OAK GROVE AVENUE – Deckner Avenue to Crooks Street**
**BERGER STREET – Deckner Avenue to Mills Street**
**PINE TERRACE – Burns Avenue to Western Avenue**
**RUTGERS STREET – Wedgewood Drive to Western Avenue**
**WEDGEWOOD DRIVE – Pine Terrace to Rutgers Street**

and have reviewed the plans for the planned asphalt resurfacing improvements, and in my opinion, these improvements benefit the abutting property for the following reasons:

1. Improves the riding quality of the street by constructing a new smooth pavement to the proper vertical alignment (new pavement surface eliminates potholes, rutting, raveling and other surface defects).

2. Reduces noise levels and motorist costs by providing a smoother roadway.

3. Improves surface drainage on street.

4. Extends life of street.

5. Provides an improved appearance for the neighborhood by construction of a new pavement surface.

6. And other benefits occasioned by the increase in marketability caused by said public improvements to the properties.

Dated this 27th day of February 2025

Steven M. Grenier, P.E.
Director of Public Works

Russ Schwandt
Assessor

# CITY OF GREEN BAY SPECIAL ASSESSMENTS
# STREET IMPROVEMENTS

**Contract #:**
**Contract Type: Street Improvements (Resurfacing)**

**SBClient Project ID/ RoboCity Project ID**
**0/12154**

**Various Street 2025**

| Year Code | Project ID | Parcel | Name & Legal Description | Zone | Assess Footage | Exempt Footage | Taxable Footage | Rate Per FT | Assess Amount | Total Assessment |
|---|---|---|---|---|---|---|---|---|---|---|
| | 12154 | 6-120-A-2 | PACKERLAND PROPERTIES & INVESTMENT CO LLC<br>417 RUTGERS ST<br><br>CADY & BURDON GARDEN LOTS T HAT PRT OF W 2 ACS OF LOT 11 DES IN 999 R 301<br><br>PACKERLAND PROPERTIES & INVESTMENT CO LLC<br>2751 N PACKERLAND DR<br>GREEN BAY WI 54303-4855 | | 195.03 | 0.00 | 195.03 | 21.37 | 4167.79 | 0.00 |
| | 12154 | 6-122-1 | LE GROS PROPERTIES LLC<br>1733 WESTERN AVE<br><br>CADY & BURDONS GARDEN LOTS ELY 171 FT OF LOT 13 DES IN 731 R 120 & PRT DESC IN 806 R 373 BCR EX 830 R 304<br><br>LE GROS PROPERTIES LLC<br>PO BOX 9494<br>GREEN BAY WI 54308-9494 | | 148.00 | 0.00 | 148.00 | 21.37 | 3162.76 | 0.00 |
| | 12154 | 6-123-C | CHARLES APTS GREEN BAY LLC<br>1801 WESTERN AVE<br><br>PCL 4 OF 4 CSM 101 MAP 1055 IN 749444 BNG PRT OF CADY & BURDONS GARDEN LOTS LOT 14<br><br>CHARLES APTS GREEN BAY LLC<br>201 AIR PARK DR<br>WATERTOWN WI 53094 | | 192.36 | 39.33 | 153.03 | 21.37 | 3270.25 | 0.00 |
| | 12154 | 21-2387 | KELLEY SIGMUND<br>1644 MAIN ST<br><br>OAK GROVE SCHOOL RESERVE LOTS 24 & 25 EX S 54 FT & EX 954 R 409<br><br>KELLEY L SIGMUND<br>1764 TIBBET CT<br>LITTLE SUAMICO WI 54141 | | 64.97 | 32.49 | 32.48 | 21.37 | 694.10 | 0.00 |
| | 12154 | 21-2388 | ADRIANA SOTOHERNANDEZ, ETAL<br>1656 DECKNER AVE<br><br>OAK GROVE SCHOOL RESERVE LOT 26 EX 936 R 394 & LOT 27 EX W 6 FT 7 IN<br><br>ADRIANA SOTOHERNANDEZ, ETAL<br>3035 GREENVIEW DR<br>GREEN BAY WI 54311 | | 129.33 | 64.67 | 64.66 | 21.37 | 1381.78 | 0.00 |

# CITY OF GREEN BAY SPECIAL ASSESSMENTS
## STREET IMPROVEMENTS

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 12154 | 21-2567 | SRL2 INC<br>154 BERGER ST<br><br>SMITH BROS GARDEN ADD<br>LOTS 10 & 11 BLK 1 EXC ST IN<br>J9115-36<br><br>SRL2 INC<br>1740 COFRIN DR STE 2<br>GREEN BAY WI 54302-2024 | 104.25 | 52.12 | 52.13 | 21.37 | 1114.02 | 0.00 |
| 12154 | 21-2605 | SRL2 INC<br>155 BERGER ST<br><br>SMITH BROS GARDEN ADDN<br>LOT 10 & 11 BLK 4 EXC J 3626-<br>22<br><br>SRL2 INC<br>1740 COFRIN DRIVE, STE 2<br>GREEN BAY WI 54302 | 103.95 | 51.97 | 51.98 | 21.37 | 1110.81 | 0.00 |
| 12154 | 6-2622 | GERALD BIGELOW<br>1825 WESTERN AVE<br><br>REGENCY PARK #3 LOTS 54 &<br>55<br><br>GERALD & GLORIA P BIGELOW<br>1216 N BUCHANAN ST<br>GREEN BAY WI 54303-3702 | 157.53 | 58.54 | 98.99 | 21.37 | 2115.42 | 0.00 |
| 97232 | | 8 **Project Total** | 1095.42 | 299.12 | 796.30 | | 17016.93 | 0.00 |
| | | 8 **Total of All Projects** | 1095.42 | 299.12 | 796.30 | | 17016.93 | 0.00 |

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.1

To approve an original liquor license "Class B" and Class "B" application for Barleys Pub and Grill, LLC at 846 Lime Kiln Rd. with a license premises description as "bar and grill, back office and storage with walk-in coolers and outdoor patio

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. LEASE-846 LIME KILN
2. business security plan
3. 2024-01-22 org application

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.2

To approve a limited expansion of licensed premises at 1265 Lombardi described as "the stadium and all surrounding parking lots of Lambeau Field," for Green Bay Sport Service, Inc., on the following dates: April 22 to April 27, 2025.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

None

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.3

To approve a limited expansion of licensed premises at 1004 Brett Favre Pass described as "outdoor venues within hotel's premises with 15-20 in 10' x 10' tents plus two to three 20' x 40' tents," for Legacy Hotel, LLC., on the following dates: April 24 to April 26, 2025.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

None

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.4

To approve a limited expansion of licensed premises at 240 N Broadway, described as "tent in parking lot with small bar area," for Irish Temper, on the following dates: March 15 to March 17, 2025.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

None

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.5

To approve a Class "B" license amendment to extend from "803 to include 801 Klaus Street," Cocina Latina, LLC at 803 Klaus Street.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Cocina Latina Amendment 2_24_25

Clerk & Treasurer's Office
100 North Jefferson Street • Room 106
Green Bay, Wisconsin 54301-5026
clerk@greenbaywi.gov
www.greenbaywi.gov

Phone 920.448.3010
Fax 920.448.3016

# 4.7 License Amendment

Please use this form to amend your licensed premises. Submit this amendment application to the Clerk. A license amendment application to the Clerk. Changes to licensed premises shall be approved by the Community and Economic Development Department—Inspections and also approved or denied by Protection & Policy and Council.
If the license amendment includes City Property, fill out the Premises Expansion on City Property instead. If the license amendment is temporary, fill out the Limited Expansion of Licensed Premises instead.

## A. Licensed Premises Information

Liquor License Applicant: Samar Sbaihi - José L Ortega Cerna

Business dba Name: Cocina Latina LLC

Licensed Address: 803 Klaus Street, Green Bay, WI 54302

Liquor/Beer Agent Name: Samar Sbaihi

Business Mailing Address: 803 Klaus st, GreenBay, WI 54302

Business Phone: (920) 785 9011 Business Email: Cocinalatina50@gmail.com

License Type: Class "B" Beer - License N° 217966

## B. New License Premises Description (to appear on the liquor license)

Cocina latina is now extended from 803 to 801 (include) Klaus st
The 801 location has 1 bathroom. Beer will be served in this location as well. We will now have loud music played on Fridays, Saturdays from 9:00 PM to 2:00 AM. Professional security personnel will be present during this time.

## C. Outdoor Patio (If Applicable)

Does the area include outdoor areas (a licensed patio, or any other outdoor area used in conjunction with a licensed premises)? o No o Yes

(If no, proceed to Section D.)

(g) *Licensed* patio.

(2) *Amendment.* A licensee may apply to amend its licensed premises to include an patio. Photographs of the outdoor area are required to be submitted with the application. The application for amendment shall be subject to review in the same manner as any other license application, including administrative review, and the restrictions provided in this chapter.

(3) *Immediately adjacent.* A licensed patio must be immediately adjacent to the indoor portion of the licensed premises. For purposes of this section, a patio is immediately adjacent if it can be accessed from the indoor portion of the licensed premises without crossing any unlicensed area.

(4) *Barrier.* A licensed patio must be enclosed by a permanent fence, structure, or other barrier that clearly delineates the separation from licensed to unlicensed area. The fence, structure, or other barrier must be at least three feet in height and must clearly separate the licensed premises from any non-licensed area. Photographs of the barrier shall be provided with the application.

(5) *Ingress.* Access to a licensed patio shall be through an indoor licensed area. Ingress to a licensed patio from an unlicensed area should be limited to safety purposes only. Egress to an unlicensed area without the ability to return shall not be limited, to permit egress for safety purposes.

☐ I have reviewed the municipal code regarding the requirements of a licensed patio and my area complies with the ordinance.

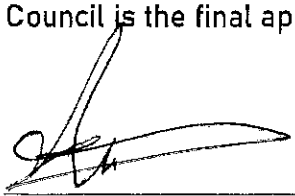
☐ I built an outdoor area. I enclosed or e-mailed clerk@greenbaywi.gov photographs of the outdoor patio to be licensed.

☐ I am planning to build an outdoor area. I enclosed or e-mailed clerk@greenbaywi.gov site plans/drawings of the outdoor patio to be licensed.

## D. Signature/Next Steps

The information on this form is true and correct to the best of my knowledge. I understand the license amendment requires approval from Committee/Council and Inspections.

I understand that once filed, I will be asked to attend a Protection & Policy Committee Meeting and Council is the final approving authority.



(920) 247-8455 | Reinalatina504@gmail.com | 02-11-2025

Applicant Signature | Phone Number | Email Address | Date

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.6

To hold until the 3/10 Protection & Policy meeting (to review body camera footage and have officers appear) an original application for Serrano Enterprises, LLC at 226 S. Broadway with a license premises description as "ALL BEER/WINE/LIQ WILL BE STORED BEHIND BAR AND BACK ROOM STORAGE," (Currently licensed as Pour Life Choices, LLC).

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. surrender
2. 226 S Broadway org application

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.7

To deny per municipal ordinance sections E.5. D & E an approval for a Massage Establishment License at 989 W Mason, Tulip Spa (Luck Wenxi Theropy, LLC).

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. 989 W Maon Floor Plan
2. 989 W Mason Application
3. 989 W Mason Corrected Floor Plan
4. 989 W Mason Insurance
5. 2025-01-21 Inspection approval
6. 2025-02-18 989 W mason Denial details--PD Report
7. Weiwen Zhu License
8. Weiwen Zhu Massage License
9. Xi Fillion Massage License
10. Xi Fillion Drivers License
11. 989 Denial memo

**INTEROFFICE MEMORANDUM**
**GREEN BAY POLICE DEPARTMENT**

February 24, 2025

**To:** Protection and Policy Committee

**From:** Lt Steve Mahoney

**Re:** Summary of reasons for denial at 989 W Mason St

I am recommending denial of the massage license application at 989 W Mason St for the following reasons:

- Spelling errors on the application and the proof on insurance that was provided
- Responded "no" to the question on application when asked "have you ever had a similar license suspended or revoked in any jurisdiction?" while in fact this address had their license revoked and both parties that are applying for the license were involved in running the same spa that caused the license to be revoked
- Weimen Zhu was issued a written warning or cited for the following:
    - 08/27/2024 **Written Warning** for failing compliance check (no City License displayed, no proof of insurance, no employee records on file, and there were living quarters in the basement)
    - 10/21/2024 **Written Warning** allowing the spa to be open and employees performing massages without a valid state license
    - 01/16/2025 **Cited** Violation of Massage Regulations (Open after hours
    - 01/18/2025 **Cited** Violation of Massage Regulations (allowing unlicensed person on scene while business was open and advertising business)
- Xi Fallion has been cited nine times for spa related offenses beginning in 2020 through 2024. Many of the violations were dealing with unlicensed workers performing massages and not having a licensed person even on the premises. Additionally, Xi has been named as a manager/owner and massage therapist a total of at least seven different massage establishments in Green Bay since 2020. At each spa she has been involved in as a manager/owner and therapist there have been numerous infractions regarding proper licensing, housing code (sleeping quarters in the building) and several have been closed due to continued issues
- Xi also provided a copy of her WI DL with an address listed of 502 State St., Madison, WI. In running her though WI DOT, her current address listed is 989 W. Mason St. (Xi updated her license to the W. Mason St. address on 5/23/23.)

Neither the former State St. address in Madison nor the W. Mason St. address in Green Bay have any residential living space assigned to the buildings. There are continuing housing code violations at 989 W. Mason St. with living quarters and beds being on scene. This has been a reoccurring issue in most of the spas that Xi has owned/managed in the City of Green Bay.

| | | | | |
|---|---|---|---|---|
| 2020111046401 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork Therapy w/out License | 1/29/2020 |
| 2021465046401 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork Therapy w/out License | 12/7/2020 |
| 2222550453401 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork without License | 5/20/2022 |
| 2226612253403 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork without License | 12/2/2022 |
| 2226763653403 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork without License | 12/10/2022 |
| 2226796853401 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork without License | 12/12/2022 |
| 2320346953401 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork without License | 1/19/2023 |
| 2322729255801 | Filion, Xi Wang | 01-1971 | Operate Massage/BodyWork without License | 5/23/2023 |
| 2425668543901 | Filion, Xi Wang | 01-1971 | General Massage Parlor Violations | 10/24/2024 |

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.8

To approve General Ordinance No. 04-25 relating to Special Meetings.

## BACKGROUND

Ordinance Special Meetings

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Draft G.O. 04-25 Relating to Special Meetings

GENERAL ORDINANCE NO. 04-25

**AN ORDINANCE**
**AMENDING SECTION 2-22(b),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO SPECIAL MEETINGS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 2-22(b), Green Bay Municipal Code, is hereby amended to read:

(b) *Special meetings.* The Mayor, upon permission from the Council President, or in the absence of the Council President, the Vice-President, may call a special meeting at any time by ~~a written~~ **giving** notice to each member of the Council, ~~delivered personally to the Alderperson or left at the usual abode~~ at least 24 hours before the time set for the meeting. **Notice shall be given by electronic transmission to the City issued email address of each member of Council.** In cases of emergency or natural disaster, the notice requirement may be reduced to two hours before the time set for the meeting. Upon a petition filed with the City Clerk, containing the signatures of at least one-third of the members of the Council, a special meeting shall be called and notice given as provided herein. Such notice shall specify the object of the meeting and the business to be transacted, and no business may be transacted at a special meeting except that for which the meeting was called.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law

03/04/2025

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.9

To amend General Ordinance No. 07-25 relating to License to Keep Hens to allow 20-week hens.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Draft G.O. 07-25 Relating to License to Keep Hens

GENERAL ORDINANCE NO. 07-25

**AN ORDINANCE**
**AMENDING SECTION 6-3,**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO LICENSE TO KEEP HENS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 6-3, Green Bay Municipal Code, is hereby amended to read:

(a) *License required.* The owner of any hen (female Gallus gallus domesticus) more than ~~eight~~ **sixteen (16)** weeks of age shall annually, or on or before the date the hen becomes ~~eight~~ **sixteen (16)** weeks of age, pay the hen license fee and obtain a license. The term "owner" shall include every person who owns, harbors, or keeps a hen.

(b) *Fee.* The license fee shall be as provided in the City Fee Schedule ~~for a single license to keep up to four hens~~. The license year commences on January 1 and ends on December 31. **The fee shall not be prorated.**

**(c)** ***Limits.*** **Each license shall allow for a total of five (5) hens.**

**(d)** ***No roosters.*** **Roosters shall be prohibited from the City, and are not permitted to be licensed.**

**(e)** *Late fees.* The City Clerk shall assess and collect a late fee as provided in the City Fee Schedule from every owner of a hen eight weeks of age or older if the owner fails to obtain a license prior to April 1 of each year, or within 30 days of acquiring ownership of a licensable hen, or if the owner fails to obtain a license on or before a hen reaches the licensable age.

**(f)** *Issuance of licenses.* Only one license may be issued to each parcel number. Upon payment of the required hen license fee, the City Clerk shall complete and issue to the owner a license stating the owner's name and address, parcel number, date of issuance, and date of license expiration. The City Clerk shall keep a duplicate copy of the license on file.

**(g)** *Penalties.* Any person who shall violate any of the provisions of this section shall be subject to a forfeiture of not less than $25.00 nor more than $100.00 for the first offense and not less than $50.00 nor more than $200.00 for subsequent offenses.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
03/04/2025

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.10

To approve General Ordinance No. 08-25 relating to Mobile Food Truck Application.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Draft G.O. 08-25 Relating to Mobile Food Establishments

GENERAL ORDINANCE NO. 08-25

**AN ORDINANCE**
**AMENDING SECTION 10-575(a),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO MOBILE FOOD TRUCK APPLICATION**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 10-575(a), Green Bay Municipal Code, is hereby amended to read:

(a) *Application.* Any person desiring to operate a mobile food establishment shall ~~apply for a~~ **submit a completed** license **application, a completed hold harmless agreement, and pay the proper license fee for each mobile food truck establishment managed. The Clerk shall create and manage the license application, sign completed hold harmless agreements on behalf of the City, and accept payments.** ~~on a form promulgated by the City Clerk and pay the proper license fee for each mobile food establishment managed by the person.~~ The City Clerk shall forward the **completed** application to the Police Department for review. If the Police Department approves the application, the City Clerk shall issue the license to the applicant.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law

03/04/2025

Report to the
# Protection and Policy Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # P.11

INFORMATIONAL: Green Bay Police Department Violation Report for liquor and massage establishments.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Comm Police PP 02.20.25
2. 24-25MassVio 02.20.25

# CITY OF GREEN BAY
# POLICE DEPARTMENT

**TO:** **PROTECTION AND POLICY COMMITTEE**

**FROM:** **COMMUNITY POLICING**

**DATE:** **February 20, 2025**

**From January 23, 2025 to February 20, 2025 there has been one liquor violations, no DA referrals, no warnings, one massage violation, and one property referral.**

**On 01/29/25 & 01/30/25, officers responded to 219 N Washington St, Player 2 Arcade, and submitted a property referral.**

**On 01/18/2025, officers responded to 989 W Mason St, Tulip Spa, and issued one citation for Violation of Massage Regulations & one citation for Violation of Massage Therapy/Bodywork Therapy Licensing after being open past regulation hours & not having a state license.**

**On 01/28/2025, officer responded to 900 Cedar St, (Establishment Unknown), and issued one warning for Violation of Massage Therapy/Bodywork Therapy Licensing for massaging without a license.**

**On 02/15/2025, officer issued one citation to 500 N Baird St, Cuquio Town, for Violation of Stipulation/Agreement for multiple violations on 01/11/25.**

**Sincerely,**

**LT. STEVE MAHONEY & LT. SOLOMON AYRES**
**DISTRICT POLICING**

**kc**

# 2024/2025 MASSAGE VIOLATIONS

| Subject's Name | Spa Name And Address | Date/Type Violation | Status of Case |
|---|---|---|---|
| Yan (NMI) Zhang<br>24-246892<br>2424689247901 | Gonh Spa<br>1306 Velp Ave | 09/05/2024<br>Violation of Massage Therapy/Bodywork Therapy Licensing | Court Date: 11/07/2024 |
| Aihua (NMI) Chen<br>24-246892<br>2424689253401 | Gonh Spa<br>1306 Velp Ave | 09/05/2024<br>Violation of Massage Therapy/Bodywork Therapy Licensing | Court Date: 11/11/2024 |
| Fengxia C. Schrader<br>24-246879<br>2424687955801 | Star Massage<br>1136 W Mason St | 09/05/2024<br>Violation of Massage Therapy/Bodywork Therapy Licensing | Court Date: 11/07/2024 |
| Shixiang (NMI) Hu<br>24-246879<br>2424687955802 | Star Massage<br>1136 W Mason St | 09/05/2024<br>Violation of Massage Therapy/Bodywork Therapy Licensing | Court Date: 11/07/2024 |
| Xi W. Filion<br>24-256685<br>2425668543901 | Star Massage<br>1136 W Mason St | 10/24/2024<br>General Massage Parlor Violations | Court Date: 12/19/2024 |
| Aijua (NMI) Chen<br>24-258825<br>2425882543901 | Gonh Spa<br>1306 Velp Ave | 11/04/2024<br>Violation of Massage Regulations | Court Date: 01/06/2025 |
| Liping S. Yang<br>24-267494 | Q&Q Massage<br>1315 W Mason St | 12/26/2024 | Property Referral – See details |
| Weiwen (NMI) Zhu<br>25-202530<br>2520253046401 | Tulip Spa<br>989 W Mason St | 01/16/2025<br>Violation of Massage Regulations | Court Date: 03/19/2025 |
| Weiwen (NMI) Zhu<br>25-202776<br>2520277646401 | Tulip Spa<br>989 W Mason St | 01/18/2025<br>Violation of Massage Regulations | Court Date: 03/20/2025 |
| Yanhong (NMI) Kuang<br>25-202776<br>2520277646402 | Tulip Spa<br>989 W Mason St | 01/18/2025<br>Violation of Massage Therapy/Bodywork Therapy Licensing | Court Date: 03/20/2025 |
| YanYan (NMI) Li<br>25-204191<br>W2025-557-008 | 900 Cedar St | 01/28/2025<br>Violation of Massage Therapy/Bodywork Therapy Licensing | N/A – Warning issued. |

# 2024-11 Presidential Election Report

This was the first Presidential Election for Clerk Jeffreys and most of her staff.

**By the numbers**

78,000 (approx.) voting age residents in Green Bay
55,692 registered voters a/o January 2025 (includes election-day registrations and post-election list maintenance)
6,000 (approx.) initial absentee requests, 20,459 by Election Day
2,500 (approx.) Absentee Ballots deposited in the drop box (received ballots from other munis)

| | | |
|---|---|---|
| 2016 | 44,673 total ballots | absentee ballot number not available |
| 2020 | 47,282 total ballots | 33,000 absentee ballots (approx.) |
| 2024 | 47,684 total ballots | 20,459 absentee ballots |

**New for Fall**

<u>In-Person Absentee Voting</u>

For the fall of 2024, the Clerk's office expanded early voting to two additional sites, St. Bernard, on the East side, and Johnsonville Tailgate Village at Lambeau Field, on the West side. To enable alternate locations, the Clerk's office moved early voting from the Clerk's office suite to a space across the hall. The inspection department issued temporary occupancy permits for this room, and the Fire Marshall limited occupancy to 49 people at any given time.

The alternative early voting locations used ExpressVote machines, which are touch-screen voting units accessible to all voters, including those with disabilities. For visually impaired voters, the Express Vote machines will read the voter the voting choices in an automated voice. For low-vision voters, the Express Vote machines offers an option to increase the font size on the screen. Utilizing ExpressVote machines for in-person absentee voting eliminated the need to transport and track pre-printed ballots to and from each site. Early voting site Lead Poll Workers reported positive reviews from voters, most of whom were using the ExpressVote machines for the first time. ExpressVote ballots are initialed just as pre-printed ballots, and then, for early voting, placed in a secure ballot certificate envelope which is then stored at the Clerk's office until ballots are processed and counted on Election Day.

Early voting was a success, offering early voters 140 hours ahead of Election Day, at all three sites. The Clerk's office had a Lead Poll Worker with Data Entry Specialists at City Hall, our busiest site; at each alt-site there was a Lead and four workers. Each alt-site location averaged approximately 300 voters each day; at City Hall the number of voters ranged from 700 to 1400 by day.

Voters participating in the first day of early voting experienced wait times up to an hour and a half. This was due to a WisVote (the state voter database) issue. The Clerk's office regularly communicated with early voters experiencing delays and found an efficient work-around. By the end of the week, the Wisconsin Elections Commission solved the problem and, outside of that first day, wait times were as anticipated (no more than ten to fifteen minutes).

<u>Expanded pre- and post-election temporary employee help</u>

Thanks to the Green Bay City Council's budget approval, the Clerk's office expanded pre-election and post-election temporary assistance. Ahead of Election Day, the Clerk's office employed current poll workers to: prepare absentee ballots, work all three early voting locations, prepare Election Day polling location supplies, and check absentee ballots ahead of Election Day. After Election Day, these workers helped organize Election documents for the County, put away polling location materials, and reconciled poll books. With this assistance, the Clerk's office was more efficient and prepared for other year-end programs, such as animal license renewal.

Security meetings

The Green Bay Metro Fire Department is our Emergency Manager and along with Green Bay Police Department they led the City's Election Day security meetings. They interacted with State and Federal entities, particularly CISA (Cybersecurity Infrastructure and Security Agency) and updated our Security Plan for Election Day. In September, the Clerk's office participated in a large table-top exercise, attended by multiple City Departments, some local agencies, and state and federal representatives. The exercise was incredibly instructive and led to important insights and updates for Election operations and security planning.

Communication

The Clerk's office extended invitations to media on important Election topics, such as online registration, the lifecycle of an absentee ballot, public test for both the DS200 (at-polls) and DS450 (central count) electronic voting machines, Election Security, and Election Day press conferences. The Clerk's office will continue forming positive relationships with local media for subsequent Elections.

The Clerk's office created a social media calendar and posts for elections. With the assistance of the IT department, the Clerk's office was able to consistently post and keep the public updated.

Drop Boxes

In *Priorities USA v. Wisconsin Elections Commission*, the State Supreme Court determined that Wisconsin law permits clerks to, at their discretion, install and use drop boxes to facilitate voters returning absentee ballots. In Green Bay, the Clerk's office purchased and had installed a sizeable and sturdy box with both drive-up and walk-up chutes. The Clerk's office revised the drop-box chain-of-custody documents and created a comprehensive drop box policy.

Daily posting of AB numbers

Throughout the Election Season (late September to Election Day) the Clerk's office posted the numbers of "absentee ballot applications," "absentee ballots returned," and "registered voters." On Election Day, the Clerk's office posted absentee ballot numbers, and updated the public on the number of absentee ballots processed at central count.

Pre-General Election meeting with local parties

For the first time, the Clerk's office conducted a pre-election listening session with the local major parties (Republican and Democratic). It was a productive meeting where the Clerk's office shared information and answered questions ahead of the Election. The Clerk intends to continue holding such meetings ahead of General Elections.

Election Day

As mentioned before, there was a strong security presence at City Hall. City Hall and Central Count have Green Bay police officers stationed throughout the day alongside Election workers. City Hall is open to voters returning ballots from 7 am to 8 pm; open to observers from 7 am to end of counting; and open for other business from 8 am to 4:30 pm (the 2024 City Hall hours). After 4:30 pm, City Hall is closed to all, except City staff, Election workers, and Election observers.

The Green Bay Police Department has a protocol to be aware of and to protect all polling locations. This has been the practice for Elections since at least 2021. Police officers have quick guides (for law enforcement) on key election laws and information about each polling location, which helps them respond to potential emergencies.

At Central Count, poll workers process each absentee ballot by: reviewing the certificate for sufficiency; reading the name and address aloud; opening the ballot certificate envelope; writing the voter number on the ballot; certificate and "absentee poll book" (Absentee Central Count list). This legally mandated process is time-consuming, charting around 2 minutes per ballot. Most ballots were fed into the tabulator in the evening, after the bulk of absentee ballots had been processed.

Ward 37A ballots weren't counted at central count, but were hand-counted at the canvass, results included therein, and shared with the County. 50 Ward 19 ballots were double-counted at central count—this is identified in the chief inspector statement and in the election reconciliation. The issue was promptly identified and reported to the County Clerk. The Clerk's office has tightened the end-of-night processes to guard against similar oversights in the future. At-polls, the ward 47 DS200 machine didn't print a tape—the following day the tape was reprinted by the County (who shared it with the city) and appropriately noted in at their canvass.

The County changed their results posting; they first published the at-polls results, upon receipt. They later posted the total results once they'd received the central count numbers. The Clerk's office turned in the at-polls results around 10:30 pm, on November 5th, and the Central Count results were delivered around 2:30 am on November 6th.

<u>After Election Day</u>

Reconciliation was completed by December 18th, ahead of the December 20th deadline.

On November 18, 2024, the Clerk sent a letter to the District Attorney and the Wisconsin Elections Commission informing them of election day registrants whose follow-up postcard and letter were returned undeliverable. These were postcards from the April and August 2024 Elections.

**Looking ahead**

There will be an April general election for Green Bay Area Public Schools, State Superintendent of Schools, State Supreme Court and a referendum amending the Wisconsin Constitution. For both the Spring primary and general elections, the Clerk's office will offer over 180 hours of early voting, including East and West side alternative locations.

Once the Elections are concluded and reconciled, the Clerk's office will spend many weeks culling and maintaining voter records.

Renovation of the space across the hall from the Clerk's office will continue into 2025. This room will become flexible-use space for City Hall.

At the end 2025, the Clerk's office will begin the busy process of preparing for 2026 local/state elections in the Spring and state/federal elections in the Fall.

**REPORT OF THE PROTECTION AND WELFARE COMMITTEE**
**GRANTING OPERATOR LICENSES**
**March 4, 2025**

The Protection and Welfare Committee wishes to request that the following applications for Operator Licenses be granted.

Stipulations placed on licenses shall continue to be in effect.

## OPERATOR LICENSES

Balatgek, Shelby L
Berg, Steven L.
Clark, Kaitlyn M
Cooper, Samantha R
Davis, Ashley A
Doxtator, Shawn A
Ebben, Michelle M
Evans, Elijah B
Franzen, Alexis A
Fuller, Jesse
Kirchman-Baumann, Jessica
Leonhard, John M
Locklear, Zachary
Londo, Jaden L
Micolichek, Laurie A
Morales Chalco, Jaime R
Nichols, Zoey A
Nixon, Thomas J
Peters, Hailey M
Ramirez, Angel
Sanchez, Lucia
Steve-Chinatu, Anuli MF
Vega, Debra N
Wendricks, Beth I
Wood, Christine F

Report to the
# Green Bay Plan Commission

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Rebecca Finco, Staff |

## AGENDA ITEM # R.1

To approve the Broadway Business Improvement District's (BBID) year-end financial reporting for 2024.

## BACKGROUND

The Plan Commission is required to annually review the year-end financial report of each Business Improvement District (BID), as stated in the City's BID handbook.

## RECOMMENDATION

Staff recommends approval of the annual year-end financial report from the Broadway BID as presented for 2024.

## FISCAL IMPACT

## ATTACHMENTS

1. Broadway BID 2024 Year End Budget Report

**2024 Broadway BID**

| | Budget | Actual |
|---|---|---|
| **Design** | | |
| Lighting | $ 5,000.00 | $ 5,000.00 |
| Annual Maintenance | $ 20,000.00 | $ 20,000.00 |
| Public Art | $ 20,000.00 | $ 16,000.00 |
| Public Seating | $ 2,500.00 | $ - |
| Bike Racks | $ 5,000.00 | $ - |
| Cigarette Receptacles | $ 1,500.00 | $ - |
| **Total Design** | $ 54,000.00 | $ 41,000.00 |
| | | |
| **Organization** | | |
| Admin Allocation | $ 21,527.86 | $ 21,527.86 |
| BBID Annual Audit | $ 3,200.00 | $ 3,200.00 |
| **Total Organization** | $ 24,727.86 | $ 24,727.86 |
| | | |
| **Promotion** | | |
| Marketing Allowance | $ 11,911.42 | $ 11,911.42 |
| **Total Promotion** | $ 11,911.42 | $ 11,911.42 |
| | | |
| **Economic Vitality** | | |
| Mini-Grants | $ 5,000.00 | $ 5,000.00 |
| Retail Incubator | $ 12,000.00 | $ - |
| **Total Economic Vitality** | $ 17,000.00 | $ 5,000.00 |
| | | |
| | $ 107,639.28 | $ 82,639.28 |

**Notes:**

**2023 Rollover Funds**

| | | |
|---|---|---|
| Public Seating | $ 2,500.00 | deferred |
| Hubbard Street Corridor | $ 5,000.00 | complete |
| Mini-Grants | $ 5,000.00 | complete |
| | $ 12,500.00 | |

**2024 Rollover Funds**

| | |
|---|---|
| 2023 Public Seating | $ 2,500.00 |
| 2024 Public Seating | $ 2,500.00 |
| 2024 Public Art | $ 4,000.00 |
| 2024 Bike Racks | $ 5,000.00 |
| 2024 Cigarette Receptacles | $ 1,500.00 |

| | | |
|---|---|---|
| 2024 Retail Incubator | $ | 12,000.00 |
| | $ | 27,500.00 |

**Actual BID Proceeds:**

| | | |
|---|---|---|
| 2024 Settlement Statement | $ | 107,566.00 |
| 2024 Estimated Budget | $ | 107,639.28 |
| | $ | (73.28) |

**2024 BID Proceeds**

| | | |
|---|---|---|
| Received 02/19/24 | $ | 101,634.00 |
| | $ | 101,634.00 |

Report to the
# Green Bay Plan Commission

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Rebecca Finco, Staff |

## AGENDA ITEM # R.2

To approve the Downtown Green Bay, Inc. (DGBI) Business Improvement District's (BID) year-end financial reporting for 2024.

## BACKGROUND

The Plan Commission is required to annually review the year-end financial report of each Business Improvement District (BID), as stated in the City's BID handbook.

## RECOMMENDATION

Staff recommends approval of the annual year-end BID financial report from DGBI as presented for 2024.

## FISCAL IMPACT

## ATTACHMENTS

1. DGBI BID Year End 2024 Budget Report

# Approved 2025 and 2024 Year End Business Improvement District Operating Plan Budget for Downtown Green Bay

| | | | | |
|---|---|---|---|---|
| **REVENUE** | | **Proposed 2025 Budget** | **Approved 2024 Budget** | **2024 Actual** |
| | BID Assessment - DGBI | $266,308.00 | $ 267,571.00 | $ 255,758.00 |
| | | | | |
| | **Total Revenue** | **$266,308.00** | **$ 267,571.00** | **$ 255,758.00** |
| **EXPENSES** | | | | |
| | | | | |
| Administrative | | | | |
| | **Allocation toward DGBI Staffing** | **$156,908.00** | **$ 125,671.00** | **$ 128,671.00** |
| | | | | |
| | | | | |
| Operating Expenses | | | | |
| | Office Supplies & Equipment | $2,000.00 | $ 2,500.00 | $ 2,114.69 |
| | Phone/Internet | $2,550.00 | $ 3,200.00 | $ 2,834.26 |
| | Dues, Fees and Subscriptions | $3,350.00 | $ 3,000.00 | $ 5,956.00 |
| | Conferences/Professional Devel. | $4,000.00 | $ 5,000.00 | $ 3,456.25 |
| | Insurance | $11,000.00 | $ 10,000.00 | $ 10,989.00 |
| | Lease/Rental Fees | $25,000.00 | $ 22,200.00 | $ 24,640.21 |
| | **Total Operating Expenses** | **$ 47,900.00** | **$ 45,900.00** | **$ 49,990.41** |
| | | | | |
| BID Audit/Accounting Services | **Annual Audit** | **$14,000.00** | **$ 11,500.00** | **$ 13,750.00** |
| | | | | |
| Marketing/Printing | | | | |
| | Includes graphic design software, printed and digital promotional materials, website, social media, and promotional giveaways | | | |
| | **Total Marketing allocations** | **$15,000.00** | **$ 15,000.00** | **$ 13,962.85** |
| | | | | |
| Economic Development | | | | |
| | **Business recruitment and retention, networking** | **$7,000.00** | **$ 7,500.00** | **$ 7,450.00** |
| | | | | |
| Physical Improvements | | | | |
| | Holiday Wreath Lighting & Décor | $10,000.00 | $ 10,000.00 | $ 10,000.00 |
| | Cleanliness - Litter, Weeds | $9,000.00 | $ 9,000.00 | $ 11,041.55 |
| | Banner and Bracket Replacements | $3,500.00 | $ 40,000.00 | $ 29,569.46 |
| | Public Art | $3,000.00 | $ 3,000.00 | $ 3,000.00 |
| | Planters-Paid for by private contributions | | | |
| | Washington St. Tree Lights-Paid for by private contributions | | | |
| | **Total Physical Improvements** | **$25,500.00** | **$ 62,000.00** | **$ 53,611.01** |
| | | | | |
| | **Total Expenses** | **$ 266,308.00** | **$ 267,571.00** | **$ 267,435.27** |

Report to the
# Green Bay Plan Commission

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Rebecca Finco, Staff |

## AGENDA ITEM # R.3

To approve the Olde Main Street, Inc. (OMSI) Business Improvement District's (BID) year-end financial reporting for 2024.

## BACKGROUND

The Plan Commission is required to annually review the year-end financial report of each Business Improvement District (BID), as stated in the City's BID handbook.

## RECOMMENDATION

Staff recommends approval of the annual BID year-end financial report as presented by OMSI for 2024.

## FISCAL IMPACT

## ATTACHMENTS

1. OMSI BID Year End 2024 Budget Report

## Approved 2025 Budget and 2024 Year End Business Improvement District Operating Plan Budget for Olde Main St.

| | | | | |
|---|---|---|---|---|
| **REVENUE** | | **2025 Proposed Budget** | **Approved 2024 Budget** | **2024 Year End** |
| | BID Assessment - Olde Main Street | $66,983.00 | $67,345.00 | $62,123.00 |
| | | | | |
| | **Total Revenue** | **$66,983.00** | **$67,345.00** | **$62,123.00** |
| | | | | |
| **EXPENSES** | | | | |
| | | | | |
| Administrative | | | | |
| | **Allocation toward DGBI Staffing** | **$34,233.00** | **$36,670.00** | **$42,636.02** |
| | | | | |
| | | | | |
| Operating Expenses | | | | |
| | Office Supplies & Equipment | $500.00 | $800.00 | $738.65 |
| | Phone/Internet | $900.00 | $1,000.00 | $881.21 |
| | Conferences/Professional Devel. | $1,500.00 | $2,000.00 | $863.88 |
| | Office Rent/Lease | $9,000.00 | $7,000.00 | $8,213.38 |
| | Dues and Subscriptions | $1,050.00 | $1,375.00 | $1,072.70 |
| | **Total Operating Expenses** | **$12,950.00** | **$12,175.00** | **$11,769.82** |
| | | | | |
| Marketing/Printing | | | | |
| | Includes graphic design software, printed and digital promotional materials, website, social media, and promotional giveaways | | | |
| | **Total Marketing allocations** | **$4,300.00** | **$3,500.00** | **$3,500.00** |
| | | | | |
| Economic Development | | | | |
| | **Business recruitment and retention, networking** | **$2,000.00** | **$2,000.00** | **$2,000.00** |
| | | | | |
| Physical Improvements | | | | |
| | Streetscape-Planters & Medians including new mulch (majority of the cost is paid by sponsorships) | $6,000.00 | $3,500.00 | $3,500.00 |
| | Cleanliness | $2,500.00 | $2,000.00 | $2,000.00 |
| | Banners & Holiday Décor | $2,000.00 | $4,000.00 | $1,257.52 |
| | Public Art | $2,000.00 | $2,000.00 | $0.00 |
| | Three Corners Flags | $1,000.00 | $1,500.00 | $350.00 |
| | **Total Physical Improvements** | **$13,500.00** | **$13,000.00** | **$7,107.52** |
| | | | | |
| | **Total Expenses** | **$66,983.00** | **$67,345.00** | **$67,013.36** |

Report to the
# Green Bay Plan Commission

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Rebecca Finco, Staff |

## AGENDA ITEM # R.4

To approve the Military Avenue Business Improvement District's (BID) year-end financial reporting for 2024.

## BACKGROUND

The Plan Commission is required to annually review the year-end financial report of each Business Improvement District (BID), as stated in the City's BID handbook.

## RECOMMENDATION

Staff recommends approving the year-end financial report as presented by the Military Avenue BID for 2024.

## FISCAL IMPACT

## ATTACHMENTS

1. Military Ave BID 2024 Year End Budget Report

Military Avenue, Inc.
Budget vs. Actuals
January - December 2024

| | Actual | Budget | over Budget |
|---|---|---|---|
| **INCOME** | | | |
| **301 BID Assessments** | 104,076.00 | 108,275.00 | -4,199.00 |
| **303 Grants Restricted Revenue** | 450,000.00 | 10,000.00 | 440,000.00 |
| **310 Event Fees and Sponsorships** | $ 27,336.87 | $ 20,000.00 | $ 7,336.87 |
| **380 Interest Income** | 8,123.17 | 1,500.00 | 6,623.17 |
| **Total Income** | **$ 589,536.04** | **$ 139,775.00** | **$ 449,761.04** |
| **Carry over based on '23 Review** | $ 138,064.00 | $ 133,420.00 | $ 4,644.00 |
| | **$ 727,600.04** | **$ 273,195.00** | **$ 454,405.04** |

| **EXPENSES** | Actual | Budget | over Budget |
|---|---|---|---|
| **Personnel** | $66,229 | $90,117 | -$23,888 |
| **Operating Expenses** | $21,632 | $17,850 | $3,782 |
| **Technology** | $3,018 | $2,400 | $618 |
| **Programs** | | | |
| **Design/Physical Improvements** | $18,590 | $60,460 | -$41,870 |
| **Econonomic/Business Development** | | $11,000 | -$11,000 |
| **Events** | $16,673 | $15,200 | $1,473 |
| **Promotion/Marketing** | $3,967 | $8,500 | -$4,533 |
| **Uncatagorized Expenses** | $15,125 | $0 | $15,125 |
| **Total Expenses** | **$ 145,234.69** | **$ 205,527.00** | **-$ 35,292.31** |

Report to the
# Green Bay Plan Commission

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Stephanie Hummel, Staff |

## AGENDA ITEM # R.5

To approve the request to rezone 1650 Mason Way from Varied-Density Residential (R3) district to Low-Density Residential (R1) district. (ZP 25-01 Public Hearing held February 24, 2025).

## BACKGROUND

**Primary Address:** 1650 Mason Way

**Alderperson/District**: Ald. Galvin District 4

**Reason for Request:** The proposed rezoning will best match the existing land use and allow for the combination of this parcel with the neighboring recently-surplused property to the west.

**Surrounding Zoning and Land Uses:**
Subject: Varied-Density Residential (R3) | Single-Family Home
North: Low-Density Residential (R1) | Single-Family Homes
South: Right-of-Way | Mason Street
East: Low-Density Residential (R1) & Varied-Density Residential (R3) | Two- & Multi-Family Homes
West: Low-Density Residential (R1) | Vacant Green Space/Neighborhood Sign

**Comprehensive Plan**: The 2022 Smart Growth Green Bay Comprehensive Plan currently recommends Low-Density Residential uses for this parcel. This rezoning is consistent with this recommendation.

**Report:** 1650 Mason Way is 6,011 square foot lot with a single-family home on the parcel. This parcel has a portion of their garage and driveway located on the adjacent property to the west. This was City-owned property. We have declared this property as surplus to allow for disposition to the owner of 1650 Mason Way. This will allow the parcels to be combined so the garage and driveway are compliant.

In order to combine these parcels, they must be zoned with the same zoning district designation. The surplused area is zoned Low-Density Residential (R1) and 1650 Mason Way is zoned Varied-Density Residential (R3). The rezoning to R1 for this parcel is most appropriate because our Future Land Use Map shows low-density residential as the appropriate land use. Additionally, an existing single-family home is on the parcel.

Ald. Galvin and neighbors within 200 feet were notified of the meeting based on Plan Commission policy. No comments have been made as of the drafting of this report.

## RECOMMENDATION

Approval of the Request.

## FISCAL IMPACT

## ATTACHMENTS

1. ZP 25-01 Map
2. ZP 25-01 Future Parcel Layout
3. Z.O. 05-25 Rezone 1650 Mason Way from R3 to R1

# (ZP 25-01) Rezone 1650 Mason Way from R3 to R1

Feet
0 25 50 100

N

1650 Mason Way

200' Notification Area

*This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only.The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. E.R. 05 Feb 2025 X:\Planning\Basemaps\template_8.5x11.mxd*

Future Parcel
Layout in Yellow

# ZONING ORDINANCE NO. 05-25

## AN ORDINANCE REZONING THE PROPERTY LOCATED AT 1650 MASON WAY FROM VARIED-DENSITY RESIDENTIAL (R3) TO LOW-DENSITY RESIDENTIAL (R1) (ZP 25-01)

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 44-30, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described properties from Varied-Density Residential (R3) to Low-Density Residential (R1):

> THAT PART OF LOT 2, ACCORDING TO THE RECORDED PLAT OF PRIVATE CLAIMS NO'S 3,4,5,6 AND 7, EAST SIDE OF THE EAST RIVER, AS DESCRIBED IN VOLUME 346 DEEDS, PAGE 583, WHICH LIES NORTH OF THE CENTERLINE OF EAST MASON STREET (SAID MASON STREET BEING DESCRIBED IN VOLUME 836 RECORDS, PAGE 172), IN THE CITY OF GREEN BAY, EAST SIDE OF FOX RIVER, BROWN COUNTY, WISCONSIN, EXCEPTING THEREFROM ANY PART USED FOR STREET PURPOSES.
> AND
> THAT PART OF LOT 2 IN SUBDIVISION OF PRIVATE CLAIMS 3,4,5,6,AND 7, EAST SIDE OF THE EAST RIVER, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:
> COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 2 AND RUNNING THENCE NORTH 25 DEG. 33 MIN. 01 SEC. EAST, ALONG THE EAST LINE OF SAID LOT 2, 431.55 FEET, MORE OR LESS, TO THE NORTH LINE OF THE SOUTH ONE-FOURTH OF SAID LOT 2; NORTH 64 DEG. WEST, ALONG SAID NORTH LINE, 208.0 FEET TO THE STARTING POINT; THENCE CONTINUING NORTH 64 DEG. WEST, 43.0 FEET; THENCE NORTH 25 DEG. 33 MIN. 01 SEC. EAST, 45.18 FEET TO THE SOUTH LINE OF MASON STREET; THENCE SOUTH 63 DEG. 57 MIN. 10 SEC. EAST, ALONG THE SOUTH LINE OF MASON STREET, 43.0 FEET; THENCE SOUTH 25 DEG. 33 MIN. 01 SEC. WEST. 45.15 FEET TO THE STARTING POINT.
>
> TAX PARCEL: 21-1288-1-A

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall not take effect until a public hearing is held hereon as provided by Section 44-82, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

sh:
Attachment – Location Map

Report to the
# Green Bay Plan Commission

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | Dena Mooney, Staff |

## AGENDA ITEM # R.6

To approve the request to rezone 3385 Finger Road from Rural Residential (RR) district and Low-Density Residential (R1) district to Public Institutional (PI) district. (ZP 25-02 Public Hearing held February 24, 2025).

## BACKGROUND

**Reason for Request:** The property is owned by the City of Green Bay and is home to the Finger Road Softball Complex. The property is currently zoned Rural Residential (RR) and Low-Density Residential (R1). This is a clean-up request to rezone the property to the Public Institutional (PI) District.

**Surrounding Zoning and Land Uses:**
**Subject Property:** Rural Residential (RR), Low-Density Residential (R1) | Park
**North:** Rural Residential (RR), Low-Density Residential (R1) | Single & Two-Family Residential, Golf Course
**South:** Neighborhood Commercial (NC), Public Institutional (PI), Two (R2) & Multi-Family Residential (R3) | Vacant, Two-Family Residential
**East:** Rural Residential (RR), Low-Density Residential (R1) | Golf Course, Single-Family Residential
**West:** Planned Unit Development (PUD) | Vacant, Multi-Family Residential

**Comprehensive Plan:** The 2022 Smart Growth Green Bay Comprehensive Plan recommends park uses.

**Report:** This zone change application involves 25.8 acres of land at 3385 Finger Road, which is known as the Finger Road Softball Complex.

The property is owned by the City of Green Bay. When properties are owned by governmental or institutional organizations, they are typically zoned Public Institutional (PI). This property, however, is zoned Rural Residential (RR) and Low-Density Residential (R1). When staff becomes aware of these properties, they are forwarded to the Plan Commission and City Council for rezoning as a clean-up measure, when appropriate. The property will not be changing use and will remain a ball field complex.

This zoning matter was brought to staff's attention because there are properties at the intersection of S. Huron and Finger Roads (Parcels 21-43 and 21-44-1) that are being considered for the development of apartments. Code requires a 20'-25' buffer for multi-family uses when they are adjacent to land with residential zoning or use. Since the softball complex is currently zoned residential, this buffer would be required on the future multi-family development site. Planning staff believes the buffer isn't necessary since there aren't any homes nearby and that the multi-family property is surrounded by unbuildable green space and wetlands. This then allows for more of the apartment site to be developed. The city-owned park and its adjacent 9-acre pond acts as a buffer in itself and the inclusion of a buffer yard on the site would be excessive and unnecessary. There is approximately 520 feet between the multi-family property and the closest residence to the north. Furthermore, once PI zoned properties are sold to any nongovernmental entity, the property must be rezoned and neighboring property owners would be notified as part of that rezoning

process.

Ald. J. Hutchison and neighbors within 400 ft. have been notified of the meeting based on Plan Commission policy. Staff has not received any objections to the request as of the drafting of this report.

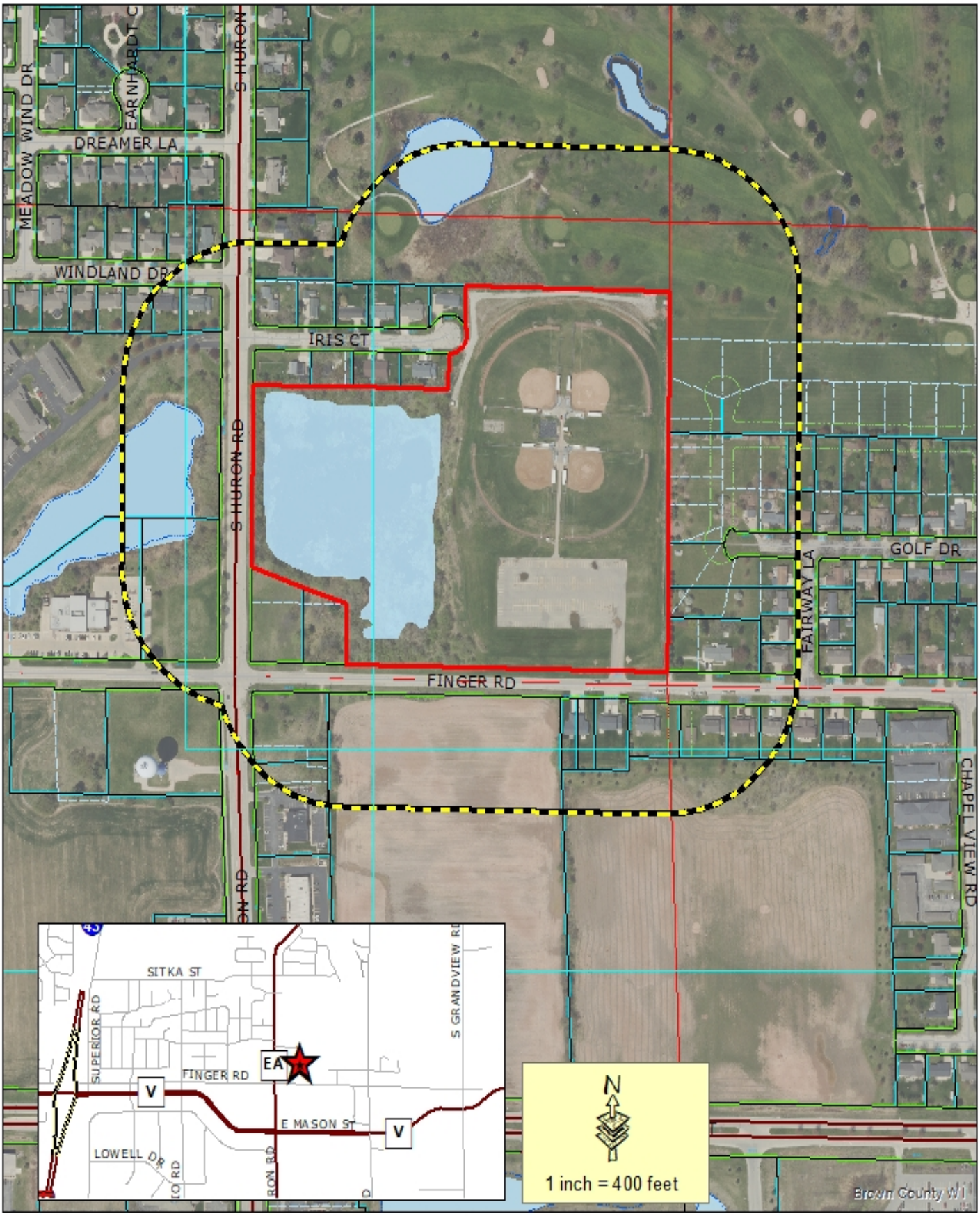
## RECOMMENDATION

Approval of the request to rezone the property from Rural Residential (RR) district and Low-Density Residential (R1) district to Public Institutional (PI) district.

## FISCAL IMPACT

## ATTACHMENTS

1. ZP 25-02 Map
2. Draft Z.O. 06-25 Rezone 3385 Finger Road RR and R1 to PI w map




Subject Area

400' Property Owner Notice

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**Zoning Petition (ZP 25-02)**
**Rezone at 3385 Finger Road from Rural Residential (RR) and Low-Density Residential (R1) to Public Institutional (PI)**

CITY OF GREEN BAY WISCONSIN
Titletown, USA

**ZONING ORDINANCE NO. 06-25**

**AN ORDINANCE REZONING PROPERTY LOCATED AT 3385 FINGER ROAD FROM RURAL RESIDENTIAL (RR) AND LOW-DENSITY RESIDENTIAL (R1) TO PUBLIC INSTITUTIONAL (PI) (ZP 25-02)**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 44-30, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property, known as tax parcel 21-44 which is located at 3385 Finger Road from Rural Residential (RR) District and Low-Density Residential (R1) District to Public Institutional (PI) District:

PART OF THE SW ¼ OF THE SE ¼, SECTION 2, TOWNSHIP 23 NORTH, RANGE 21 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH ¼ CORNER OF SAID SECTION 2; THENCE N00°34'56"E, 308.50 FEET ON THE WEST LINE OF SAID SW ¼ OF THE SE ¼ OF SAID SECTION 2; THENCE S88°45'44"E, 50.00 FEET TO THE EAST RIGHT-OF-WAY OF SOUTH HURON ROAD, THE POINT OF BEGINNING; THENCE N00°34'56"E, 512.50 FEET ON SAID EAST RIGHT-OF-WAY; THENCE S88°45'52"E, 600.00 FEET; THENCE N00°34'55"E, 100.00 FEET TO SOUTH RIGHT-OF-WAY OF IRIS COURT; THENCE ON THE EAST RIGHT-OF-WAY OF IRIS COURT 112.12 FEET ALONG THE ARC OF A 55.00 FOOT RADIUS CURVE TO THE LEFT, LONG CHORD BEARS N32°50'01"E, 93.69 FEET; THENCE N00°34'56"E, 111.25 FEET; THENCE S88°34'56"E, 628.55 FEET TO THE EAST LINE OF SAID SW ¼ OF THE SE ¼ OF SAID SECTION 2; THENCE S00°20'35"W, 1070.16 ON SAID EAST LINE TO THE NORTH RIGHT-OF-WAY OF FINGER ROAD; THENCE N88°45'44"W, 989.49 FEET ON SAID NORTH RIGHT-OF-WAY; THENCE N00°34'56"E, 168.50 FEET; THENCE N70°01'00"W, 311.15 FEET TO THE POINT OF BEGINNING. SAID DESCRIBED LANDS CONTAINS 1,124,312 SQUARE FEET OR 25.811 ACRES MORE OR LESS.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall not take effect until a public hearing is held hereon as provided by Section 44-82, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2025.

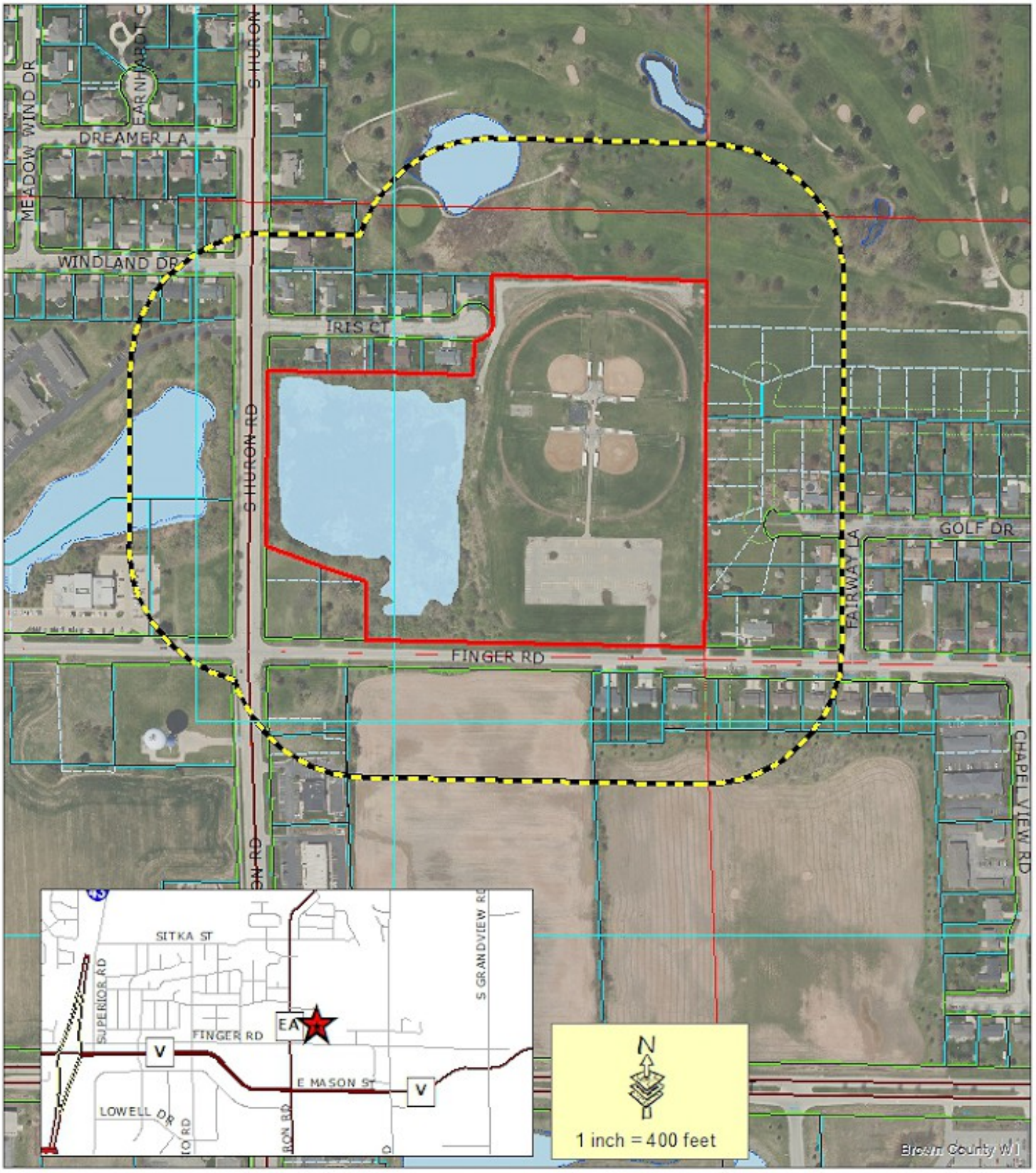
APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, City Clerk

dm
Attachment – Map




Subject Area

400' Property Owner Notice

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# Zoning Petition (ZP 25-02) Rezone at 3385 Finger Road from Rural Residential (RR) and Low-Density Residential (R1) to Public Institutional (PI)

CITY OF GREEN BAY Titletown, USA

Report to the
# Green Bay Plan Commission

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | David Buck, Staff |

## AGENDA ITEM # R.7

To adopt the University of Wisconsin – Green Bay 2024 Campus Master Plan as required by the development standards for a Conditional Use Permit for a University in the Public Institutional (PI) Zoning District and provide comments to the University administration as follows: (PP 25-01 Public Hearing held February 24, 2025).

1. Forward Facing Campus, Community Connectivity, and Transportation – Walk, Bike & Park. Campus plans should reflect better connections and interfaces with exterior community roadways including Nicolet Dr, Scottwood Dr and Bay Settlement Rd.
2. Forward Facing Campus & Update On-Campus Living Accommodations. The campus plans should depict expanding campus planning area in the future or work with private entities to utilize the 50+ acres at the southeast corner of East Circle Dr. and Scottwood Dr. This could include housing, commercial/service support businesses or educational facilities.
3. Community Connectivity. City thinks that the plan should also open up the campus to the community by "bringing campus to community" not just bringing "community to campus" as it is currently stated.
4. Community Connectivity & Transportation – Walk, Bike, Park. University campus could further enhance bicycle and pedestrian connections to areas outside the campus. Focus on connections to Nicolet Dr, East Shore Dr and the Bay Beach Wildlife Sanctuary trail systems.
5. Transportation – Walk, Bike, Park. University should consider allowing rentable scooters and electric bikes to service the campus (currently Bird Scooters).
6. Welcome Visitors to Campus & Transportation – Walk, Bike, Park. University should include more visible, convenient and quality of experience transit hub(s) and also work with Green Bay Transit to promote usage and improve service. Focus on main entrance, innovation park area, student housing, recreational areas (arboretum trails and amenities like disc golf, sports fields and athletic center) and housing.

## BACKGROUND

**Reason for Request:** The zoning code calls for universities to locate in the PI – Public Institutional district. Colleges or universities must also obtain a Conditional Use Permit (CUP) in which the development standards indicate the city must take action to recognize and adopt a campus master plan. The University of Wisconsin – Green Bay (UWGB) received their CUP and the City subsequently adopted their 2006 Campus Master Plan in 2009. UWGB updated the campus master plan at the end of 2024 and the new plan must be adopted by the City.

**Surrounding Zoning and Land Uses:**
**Subject Property:** Public Institutional (PI) | UWGB Campus and Arboretum

**North:** Low Density Residential (R1) | Red Smith Neighborhood
**South:** Low Density Residential (R1) & Public Institutional (PI) | Schmidt Park Neighborhood and County Facilities (Nursing Home, Jail)

**East:** Multiple Districts | Commercial along Bay Settlement Rd & low density residential
**West:** N/A | Bay of Green Bay

**Comprehensive Plan:** The City of Green Bay Smart Growth 2022 Comprehensive Plan calls for the continuation of the school/university uses and park area.

**Report:** In 2006, the University of Wisconsin – Green Bay completed a new campus master plan to replace the original 1968 master plan, which was adopted by the City of Gren Bay in 2009. This official adoption was for our general awareness of how the campus was to develop and provided the City the authority to review improvements and expansions to the campus against consistency with the City's and the University's long-term vision. UWGB began the process of updating the campus master plan in 2020 and was completed in 2024. Per Chancellor Alexander, "the update to the master plan reflects the current aspirations of UW-Green Bay as higher education is in the midst of historic shifts in the way that we serve students and help our communities".

The entirety of the 2024 Campus Plan is included in your packet. Contents include Background & Context, Space Needs Analysis, Physical Environment Analysis, Recommendations, and an Implementation Plan. Most relevant section of the plan is the recommendations section that includes the Goals and Guiding Principles as follows:

**Forward Facing Campus**

1. Create bold gestures with an eye to the future through campus improvement projects.
2. Transition the physical identity of campus to focus on campus location along Lake Michigan's shoreline.

**Welcome Visitors to Campus**

1. Create a working landscape at the entry to campus that removes the invasive understory and welcomes biodiversity while opening up views to the lakeshore.
2. Strengthen the identity of the arrival at campus through intentional emphasis of main entrance through signage, landscape and roadway alignments and de-emphasis of these items at secondary entries.
3. Strengthen circulation and wayfinding within campus.

**Community Connectivity**

1. Plan for amenities which bring the community onto campus for business partnerships, events, and enjoyment of the natural setting.

**Transportation – Walk, Bike, Park**

1. Provide ample and well-designed physical sidewalks and roadways that support connections to the campus core.
2. Reduce the amount of pavement in parking lots and redundant roadways.

**Enhance the Interior / Exterior connections while creating a Sense of Place Throughout Campus**

1. Celebrate the significance of the open spaces within campus lands.
2. Strengthen the identity of the lakeshore as an integral part of campus.
3. Strengthen the notion of campus "zones" connected intentionally with exterior greenspaces and campus landscapes.
4. Integrate Phoenix Innovation Park into the physical setting of campus.

**Enhance / Activate the Quad while Reinforcing the Academic Core**

1. Provide additional opportunities for chance interaction by focusing attention on developing high-quality exterior spaces between and around existing and new buildings.
2. Consider the location of the new Cofrin Technology & Education Center in relation to the Quad, academic core, and visitor entry.

**Embrace, Protect, and Enhance the Arboretum and Natural Setting**

1. Celebrate the natural resources and open spaces that have been preserved through the lakeshore lands and the arboretum.
2. Re-envision new and flexible/adaptive reuses for the former golf course.

**Respect and Enhance Campus Ecology**

1. Respond to current and future environmental change through adaptive, flexible, and resilient design of campus spaces.
2. Integrate stormwater management into parking lots, new buildings, and greenspaces.
3. Plant more trees, but intentionally to support holistic wellness and campus identity.

**Identifiable Concourse Entries**

1. Acknowledge the impact of previous planning efforts and campus growth on the evolution of campus, both positive and challenging.
2. Analyze the physical, budgetary and operational challenges associated with a full concourse system.

**Update On-Campus Living Accommodations**

1. Strengthen the notion of inclusivity, diversity, and social justice in physical campus spaces.
2. Provide new programmed activities for students: disc golf, running/walking courses, lakeshore activities (rentals) and support with those relocated, new, or adapted physical structures.
3. Use the replacement of aging housing stock as an opportunity to create intentional outdoor spaces and connections.

**Accommodate Emerging and Growing Academic Programs**

1. Design adaptive and flexible buildings which can be renovated and/or added onto as academic program needs change.

Staff does not recommend changes to the document itself nor to the physical components of it as it is a

State University planning tool, but we point out areas of interest or concern to share with the University administration and the Board of Regents as a communication associated with the plan's adoption.

Planning staff have reviewed the plan in detail and have a few points to highlight in a communication related to its stated Goals and Guiding Principles. Guiding principles are listed below with City comments in blue below:

**1. Forward Facing Campus, Community Connectivity, and Transportation – Walk, Bike & Park.**

- Campus plans should reflect better connections and interfaces with exterior community roadways including Nicolet Dr, Scottwood Dr and Bay Settlement Rd.

**2. Forward Facing Campus & Update On-Campus Living Accommodations.**

- The campus plans should depict expanding campus planning area in the future or work with private entities to utilize the 50+ acres at the southeast corner of East Circle Dr. and Scottwood Dr. This could include housing, commercial/service support businesses or educational facilities.

**3. Community Connectivity.**

- City thinks that the plan should also open up the campus to the community by "bringing campus to community" not just bringing "community to campus" as it is currently stated.

**4. Community Connectivity & Transportation – Walk, Bike, Park.**

- University campus could further enhance bicycle and pedestrian connections to areas outside the campus. Focus on connections to Nicolet Dr, East Shore Dr and the Bay Beach Wildlife Sanctuary trail systems.

**5. Transportation – Walk, Bike, Park.**

- University should consider allowing rentable scooters and electric bikes to service the campus (currently Bird Scooters).

**6. Welcome Visitors to Campus & Transportation – Walk, Bike, Park.**

- University should include more visible, convenient and quality of experience transit hub(s) and also work with Green Bay Transit to promote usage and improve service. Focus on main entrance, innovation park area, student housing, recreational areas (arboretum trails and amenities like disc golf, sports fields and athletic center) and housing.

Alderperson Grant has been notified of the meeting. Courtesy Plan Commission notifications by mail and zoning action pending signs do not need to and have not been utilized as this is a planning project vetted by the University where comments were considered and evaluated. Additionally, this action does not require a public hearing.

## RECOMMENDATION

Based upon the information within the plan and communication with the University, staff recommends approval of the request to adopt the 2024 Campus Master Plan and forward a communication to the University administration and the Board of Regents with items of interest as listed within the staff report.

## FISCAL IMPACT

## ATTACHMENTS

1. UWGB Campus MasterPlan 8.12.24
2. UWGB Campus MasterPlan App a-g 8.12.24

UNIVERSITY of WISCONSIN
GREEN BAY

# Campus Master Plan Update

DFD PROJECT NO. 21C1U

FEBRUARY 19, 2024

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B. Core Team Meeting Minutes
C. Focus Group Meeting Minutes
D. Campus Space Assessment
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# Preface

## Purpose

Established in 1965, UW-Green Bay is entering its second half century at the current location. The nature of higher education and the role of the University in the regional economy has evolved from that envisioned in the original campus plan of 1969.

In 2018, as part of a UW System restructuring, UW-Green Bay took responsibility for the former UW-Marinette, UW-Sheboygan, and UW-Manitowoc two-year institutions, turning them into University of Wisconsin—Green Bay Marinette, Sheboygan, and Manitowoc campuses. The University serves 9,614 undergraduate, graduate, and doctoral students and 79,604 continuing education enrollees each year across four campus locations.

Enrollment includes students from pre-college through retirement and offer 200+ degrees, programs, and certificates. In 2020, UW-Green Bay was the fastest growing UW school in Wisconsin. UW-Green Bay saw gains in several key areas:

- Graduate Studies: 12% increase
- New Freshmen: Four percent increase at Green Bay Campus; three percent gain at Marinette, Manitowoc, and Sheboygan Campuses
- Total Enrollment (four locations): Increase of 313 students or three percent gain

*Figure 1: UW-Green Bay campus location in Wisconsin*

This recent growth, continued projections for growth, systemic changes in higher education, the increased demand for access to education by non-traditional students and the current state of the campus, all necessitate a proactive approach managing the physical assists of the University. This is part of a broader need on the part of all institutions to maintain a planning framework that organizes drivers and factors into one cohesive

document to lead orderly programmatic and physical development of the institution.

The University of Wisconsin – Green Bay Campus Master Plan Update is that framework for facility decisions which can accommodate the growth, development, and emerging opportunities that will be part of the future of the main Green Bay campus. This framework anticipates specific space needs from 2022 through 2032 but is also positioned to accommodate future capabilities beyond this near-term planning horizon. As envisioned by campus leadership this is the first step in the future campus rather than the most recent step of the original plan. As such, the Master Plan Update sets goals that expand the connectivity within the boundaries of the campus and reach beyond to the immediate surroundings, the City of Green Bay, and to the residents of northeast Wisconsin.

**Process**

This Master Plan Update follows state guidelines. Through an interactive and inclusive planning process, the Master Plan Update represents the consensus direction of multiple stakeholders within the institution and community.

Beginning with the assembling of a core master planning team consisting of institution, agency and state experts, and private consultants, the master planning team helped the various stakeholders understand the pressing issues, analyze facilities and site, interpret the university's strategic plans, analyze existing and future space needs, and determine how best to meet current and future programs.

The campus planning process was a collaboration between University of Wisconsin – Green Bay (UWGB), University of Wisconsin System Administration (UWSA), and the State of Wisconsin Division of Facilities Development (DFD). Integrated into the process were the Master Plan Core Team, faculty, staff, administration, students, community, and local business and governmental officials. The planning process included workshop sessions with the Core Team and group discussions with all pertinent campus constituents. Milestone presentations of the analysis, findings, and various planning scenarios were given along the way.

Building on input and analysis, the master planning team prepared a preliminary master plan for stakeholder input. That input enabled the refinement of guiding principles and concepts which lead to the creation of an implementation plan with broad stakeholder support – the road map going forward.

Obtaining input was accomplished by interviewing dozens of people and campus and community focus groups. While these types of engagements would typically occur in-person through workshops and open houses, COVID-19 prevented all in-person meetings and presentation. Therefore, all engagement activities were held virtually.

**Acknowledgements**

**Department of Administration**

**Division of Facilities Development**

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**University of Wisconsin System Administration**

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Brown County
Campus Administration
City of Green Bay
Cofrin Center for Biodiversity
College of Arts, Humanities, and Social Sciences
College of Health, Education, and Social Work
College of Science, Engineering, & Technology
Council of Trustees
Enrollment Services
Intramurals
Information Technology
Office of the Chancellor
Police / Parking
Provost
Residence Life
Student Affairs
Sustainability
University Union
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**Letter from the Chancellor**

Dear UW-Green Bay Community,

The original Master Planning document for UW-Green Bay was created in 1968. It was aspirational and showed the potential of how a new university in Northeast Wisconsin can be a key part of the region's growth and development. The next Master Plan for UW-Green Bay was not published until 38 years later in March of 2006. Chancellor Shepherd explained the need for the new plan in the following way:

*While the original comprehensive development plan provided a general conceptual scheme, it ceased to provide sufficient guidance. Many of the assumptions on which it was based have changed, including fundamental assumptions about how large the campus would become. Since we are facing decisions about critical issues like sites for new facilities and enrollment growth, and since the environment around us has changed significantly in the past 35 years, it is time to reconsider our Master Plan.*

This current Master Planning document has been in development since 2020 and reflects the current aspirations of UW-Green Bay as higher education is in the midst of historic shifts in the way that we serve students and help our communities. It is interesting that the work to create this document has occurred during a global pandemic and at a time of declining participation nationally in higher education. Given these circumstances, UW-Green Bay sees opportunity in reimaging the role of a regional comprehensive university at this time. We aspire to honor the lofty ambitions of how UW-Green Bay began, the unique qualities of our physical space, and the immense opportunities we have to evolve it to meet the current needs of our students and community.

Like each of the previous plans, this document also prepares us for growth. The original vision of UW-Green Bay was to have 20,000 students. The 2006 plan again acknowledged the community's desire for UW-Green Bay to grow and planned for 7,500 students. Due to the restructuring of the UW Colleges in 2018, UW-Green Bay now also has campuses in Manitowoc, Marinette, and Sheboygan. This allows us to have a regional focus as Wisconsin's coastal university that serves a 16-county footprint from just north of Milwaukee to the top of the state. We also have expanded our presence in serving pre-college students and adult learners with the idea that the future of education will show UW-Green Bay being involved in educating people throughout their lives. While 20,000 students at UW-Green Bay still seems aspirational, the spirit of wanting to grow to meet the economic and cultural needs of our region remains.

The world is changing quickly and thus it is essential that we evolve with it in order to meet our access mission. Like the plan in 2006, this document shows where we have potential, but it correctly does not prescribe every decision we should make in our physical infrastructure. With the help of our community, faculty, staff, and students, this plan shows what is possible as UW-Green Bay continues to grow to meet the needs of the

region we proudly serve. It reflects our desire to welcome our community to us, utilize our outdoor spaces in new ways, and continue to simplify the ability to navigate our physical space. Importantly, this plan also comes at a time when, for the first time in our history we will be replacing an original building, the Cofrin Library, with the Cofrin Technology and Education Center. This shift is important as we honor the past and build for the future.

A Master Planning document marks a moment of time and how an institution is thinking about its physical infrastructure. It is exciting to dream about what is possible and how to further enhance what is already a spectacularly beautiful campus. Given the acceleration of change in the world, I look forward to ongoing conversations that will cause us to revisit this plan more frequently than perhaps we have in past iterations. Thanks to the many people who contributed their thoughts and talents to this plan. As any great public institution, we are fortunate to benefit from the expertise and guidance of so many talented and dedicated individuals that create a dynamic and energized whole.

Michael Alexander

Chancellor

.....

**University of Wisconsin – Green Bay**

Office of the Chancellor



UNIVERSITY of WISCONSIN GREEN BAY

***The Select Mission***

The University of Wisconsin – Green Bay is a multi-campus comprehensive university offering exemplary undergraduate, master's, and select doctoral programs and operating with a commitment to excellence in teaching, scholarship and research, and service to the community. The University provides a problem focused educational experience that promotes critical thinking and student success.

The culture and vision of the University reflect a deep commitment to diversity, inclusion, social justice, civic engagement, and educational opportunity at all levels. Our core values embrace community-based partnerships, collaborative faculty scholarship and innovation.

Our commitment to a university that promotes access, career success, cross-discipline collaboration, cultural enrichment, economic development, entrepreneurship, and environmental sustainability is demonstrated through a wide array of programs and certifications offered in four colleges: College of Arts, Humanities and Social Sciences; College of Science, Engineering and Technology (including the Richard Resch School of Engineering); College of Health, Education and Social Welfare; and the Austin E. Cofrin School of Business, leading to a range of degrees, including AAS, BA, BAS, BBA, BM, BS, BSN, BSW, MS, MSW, MSN, and Ed.D.

UNIVERSITY of WISCONSIN GREEN BAY

***The Core Mission***

UW-Green Bay shares the core mission with other comprehensive institutions in the University of Wisconsin System. This core mission statement reflects a unique role and articulates a common mission.

1. Offer associate and baccalaureate degree level and selected graduate programs within the context of its approved select mission.
2. Offer an environment that emphasizes teaching excellence and meets the educational and personal needs of students through effective teaching, academic advising, counseling, and through university-sponsored cultural, recreational, and extracurricular programs.
3. Offer a core of liberal studies that support university degrees in the arts, letters, and sciences, as well as for specialized professional/technical degrees at the associate and baccalaureate level.
4. Offer a program of pre-professional curricular offerings consistent with the university's mission.
5. Expect scholarly activity, including research, scholarship and creative endeavor that supports its programs at the associate and baccalaureate degree level, its selected graduate programs, and its approved mission statement.
6. Promote the integration of the extension function, assist University of Wisconsin-Extension in meeting its responsibility for statewide coordination, and encourage faculty and staff participation in outreach activity.
7. Participate in inter-institutional relationships in order to maximize educational opportunity for the people of the state effectively and efficiently through the sharing of resources.
8. Serve the needs of women, minority, disadvantaged, disabled, and nontraditional students and seek racial and ethnic diversification of the student body and the professional faculty and staff.
9. Support activities designed to promote the economic development of the state.

***The System Mission***

The University of Wisconsin – Green Bay shares in the mission of the University of Wisconsin System. The mission to develop human resources, to discover and disseminate knowledge, to extend knowledge and its application beyond the boundaries of its campuses, and to serve and stimulate society by developing in students heightened intellectual, cultural, and humane sensitivities; scientific, professional, and technological expertise; and a sense of value and purpose. Inherent in this mission are methods of instruction, research, extended education, and public service designed to educate people and improve the human condition. Basic to every purpose of the System is the search for truth.

***Urban-Serving Strategic Vision***

The University of Wisconsin – Green Bay is an access-driven, urban-serving comprehensive university that provides a world-class education and promotes economic growth and sustainability as well as health, wellness and social equity in Green Bay and the surrounding areas through a commitment to interdisciplinary learning, scholarship and problem-solving. To realize this vision, UW-Green Bay must be:

- A university that makes student success its highest priority.
- A large university approaching 15% out-of-state students with one of the highest proportions of international students in the UW System.
- A diverse university that reflects the community.
- A leading comprehensive, Division I university recognized for connecting community partners in innovative programs of development, education, and sustainability.
- An internationally recognized university that instills the benefits of interdisciplinary thinking and learning.
- A university known for distinctive programs, including traditional and professional graduate programs.
- A university that invests in its people, values innovation, and creativity, and strives to create a work environment that supports personal and professional growth.

***Strategic Priorities***

To think broadly about what we want to achieve together as University, the Chancellor's Cabinet created the following six strategic priorities.

### *1) Student Success*

UW-Green Bay promises every student the opportunity to engage in learning experiences that help them cultivate their sense of belonging, discover their purpose, and develop the skills and perspectives to earn a degree or credential and positively impact their communities.

Support the whole student from their experience in the classroom to co-curricular activities. Student success is our top priority regardless if the student is residential or a commuter, traditional age or starting later in life.

- Improve achievement in retention, graduation, and time to degree.
- Improve student engagement and satisfaction.
- Offer distinctive academic programs of interest to students and meet the needs of the communities we serve.
- Implement an open access mission to meet the needs of the region.
- Remove institutional roadblocks to Academic Affairs taking advantage of programming resources of the Weidner Center.

### *2) Advance Inclusivity*

Provide a robust university community that is inclusive through the creation of a welcoming and equitable environment. Inclusivity becomes inherently part of everything we do at UW-Green Bay.

- Create a welcoming and equitable environment.
- Ensure a diverse faculty, staff, and student body.
- Integrate Diversity, Equity, and Inclusion (DEI) within curriculum and support services.

### *3) Digitally Transform Learning and Working*

Evolve our foundational business practices with technology and data. Rethink, reimagine, and reinvent how we operate.

- Evolve foundational business practices and processes.

- Develop the strategy and process for the preservation of digital documents, intellectual products, performances, and other university-produced content.
- Recognize the ways that emerging technologies can enhance or amplify mission aligned activities.
- Be a leader in using technology to connect with our students in learning in and outside the classroom.

### *4) Enhance Community Connections and University Philanthropy*

Articulate and demonstrate our value and the potential to better serve our community, through increased connections with alumni, area businesses, community organizations, and the public.

- Build long-lasting connections and university philanthropy.
- Tell the story of UW-Green Bay to the community.
- Increase resources for Academic Affairs.

### *5) Increase Our Visibility and Leadership in Sustainability and Environmental Work*

Return to our roots as the initial Eco U, by making a profound impact on the environment and our region through our environmental partnerships and research.

- Increase the amount of environmental partnerships and research.
- Achieve gold standard from the Association for the Advancement of Sustainability in Higher Education (AAASHE).
- Receive designation as a National Estuarine Research Reserve System (NERR).

### *6) Focus on Holistic Development for Faculty and Staff*

Create an environment that allows, encourages, and supports faculty and staff to grow both professionally and personally.

- Strengthen the culture of continuous improvement.
- Create training and leadership opportunities for faculty and staff.

# 1 Executive Summary

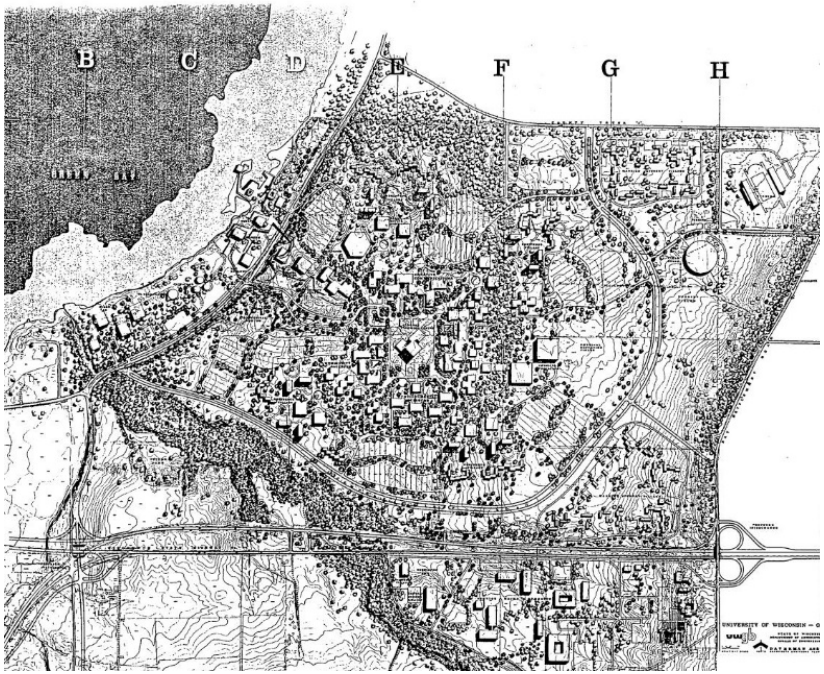
## 1.1 General Background & Context

The University of Wisconsin-Green Bay was established as a four-year UW System institution for the Fox Valley in 1965. Classes began in 1968 and moved to the current campus in 1969. As of 2022, UW-Green Bay has a total student headcount of 8,561 (up 25.2% since 2012) with 5,581 full-time enrolled students (up 5.7% since 2012). UW-Green Bay projects future growth by an average of 2% each year until 2025.

*Figure 1.1-1: UW-Green Bay campus location in Wisconsin*

Shortly after the land purchase for the new campus, a Comprehensive Development Plan was prepared which envisioned a central library/learning center, theme colleges arranged radially, and clusters for housing and athletics along the periphery all connected via “learning streets”. That master plan projected growth to 20,000 students; while this size of a student body has not materialized, the tenets of that plan are still relevant to the current campus makeup.

*Figure 1.1-2: 1968 Comprehensive Development Plan*



## 1.2 Goals & Guiding Principles

After surveying the campus and meeting with focus groups, the design team presented the following goals to the core team to inform the master plan's proposals.

1) **Forward Facing Campus**
    a. Create bold gestures with an eye to the future through campus improvement projects.
    b. Transition the physical identity of campus to focus on campus location along Lake Michigan's shoreline.
2) **Welcome Visitors to Campus**
    a. Create a working landscape at the entry to campus that removes the invasive understory and welcomes biodiversity while opening up views to the lakeshore.
    b. Strengthen the identity of the arrival at campus through intentional emphasis of main entrance through signage, landscape and roadway alignments and de-emphasis of these items at secondary entries.
    c. Strengthen circulation and wayfinding within campus.
3) **Community Connectivity**
    a. Plan for amenities which bring the community onto campus for business partnerships, events, and enjoyment of the natural setting.
4) **Transportation – Walk, Bike, Park**
    a. Provide ample and well-designed physical sidewalks and roadways that support connections to the campus core.
    b. Reduce amount of pavement in parking lots and redundant roadways.
5) **Enhance the Interior / Exterior connections while Creating a Sense of Place Throughout Campus**
    a. Celebrate the significance of the open spaces within campus lands.
    b. Strengthen identity of the lakeshore as an integral part of campus.
    c. Strengthen the notion of campus "zones" connected intentionally with exterior greenspaces and campus landscapes.
    d. Integrate Phoenix Innovation Park into the physical setting of campus.
6) **Enhance / Activate the Quad while Reinforcing the Academic Core**
    a. Provide additional opportunities for chance interaction by focusing attention on developing high-quality exterior spaces between and around existing and new buildings.
    b. Consider the location of the new Cofrin Technology & Education Center in relation to the Quad, academic core, and visitor entry.

7) **Embrace, Protect, and Enhance the Arboretum and Natural Setting**
    a. Celebrate the natural resources and open spaces that have been preserved through the lakeshore lands and the arboretum.
    b. Re-envision new and flexible/adaptive reuses for the former golf course.
8) **Respect and Enhance the Campus Ecology**
    a. Respond to current and future environmental change through adaptive, flexible, and resilient design of campus spaces.
    b. Integrate stormwater management into parking lots, new buildings, and greenspaces.
    c. Plant more trees, but intentionally to support holistic wellness and campus identity.
9) **Identifiable Concourse Entries**
    a. Acknowledge the impact of previous planning efforts and campus growth on the evolution of campus, both positive and challenging.
    b. Analyze the physical, budgetary and operational challenges associated with a full concourse system.
10) **Update On-Campus Living Accommodations**
    a. Strengthen the notion of inclusivity, diversity, and social justice in physical campus spaces.
    b. Provide new programmed activities for students: disc golf, running/walking courses, lakeshore activities (rentals) and support with those relocated, new, or adapted physical structures.
    c. Use the replacement of aging housing stock as an opportunity to create intentional outdoor spaces and connections.
11) **Accommodate Emerging and Growing Academic Programs**
    a. Design adaptive and flexible buildings which can be renovated and/or added onto as academic program needs change.

## 1.3 Space Needs Analysis

The design team reviewed space inventory maintained by UW-Green Bay Facilities Planning & Management and the schedule of class files maintained by UW-Green Bay Office of the Registrar to assess space utilization of existing classrooms and labs. The assessment found that the existing spaces could feasibly support considerable growth of the student body—80% growth among classrooms and 71% growth among labs. A review of building physical and functional condition found no imminent need to renovate or replace academic buildings; reconfiguring existing spaces to better suit the needs of campus is appropriate.

## 1.4 Physical Environment Analysis

The UW-Green Bay campus is 4.7 miles northeast of the Green Bay city center and abuts the bay to the northwest, Sturgeon Bay Road (State Highway 54-57) to the south, and Bay Settlement Road to the east. Cofrin Arboretum, a 290-acre protected natural boundary, encircles the campus to the outer loop of Nicolet Drive and South/East Circle Drive. The campus sits on a bluff that drops off at Nicolet Drive and the bayfront.

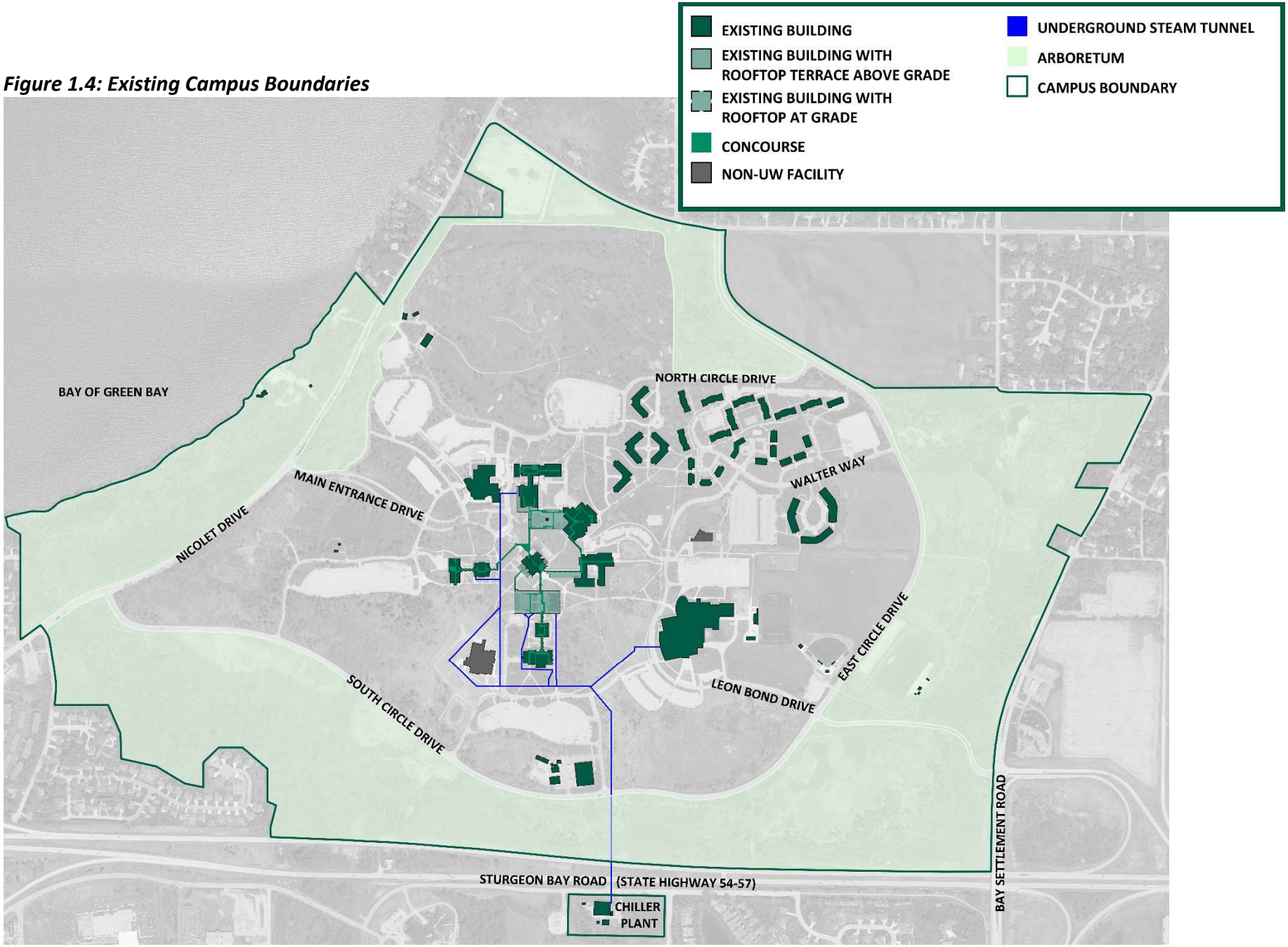
The academic core sits at the center of campus with Cofrin Library, the Quad, and the University Union at its heart. Quadrants for performing arts, housing, athletics, and facilities/maintenance border the academic core. The Shorewood Golf Course on the north end of campus was maintained from university founding until 2020 when the course was permanently closed. Lambeau Cottage and Communiversity Park sit on campus along the bay, but do not offer many amenities for the student body or the public.

Vehicular circulation and parking are not conducive to a streamlined visitor experience. Monument signs at the corners of Nicolet Drive and both South Circle Drive and Main Entrance Drive blur the true arrival point to campus. Visitor parking on the north side of the Weidner Center is isolated from the destination for those visitors (Student Services if they are coming for a tour). Signage is difficult to read/interpret for those unfamiliar with the campus layout. The campus has ample parking, but most is not close to building entrances.

Pedestrian circulation is split between outdoor pathways and the indoor concourse that connects the academic buildings. Building entrances are difficult to find at the ends of the academic "spokes" due to obscure locations and grade changes. Exterior stairs and ramps are roped off during the winter to reduce maintenance associated with snow removal, greatly limiting opportunities to use outdoor pathways and terraces for a considerable portion of the academic year. The grade changes created by the original building construction and concourse connections particularly affect the Quad, which is a bowl flanked on all sides by academic buildings or concourses and cannot be accessed without going through a building. The location and grade change limits opportunities for engagement and interaction in the heart of campus.

Steam and chilled water are distributed from the chiller plant south of Sturgeon Bay Road via roughly 5,200 lineal feet of walkable steam tunnel. The steam tunnel is large enough to service future building growth, but the steam equipment can not provide the redundancy expected of a campus of this size and layout. The campus electrical service was replaced in 2011 and is served by two utility services, which are designed to be redundant. The optical fiber network comes into Cofrin Library and Instructional Services and extends out through the concourse. Per the findings of the Municipal Separate Storm Sewer System (MS4) Renewal Study, additional measures are needed to meet higher water quality goals listed in the Wisconsin Pollutant Discharge Elimination System permit.

***Figure 1.4: Existing Campus Boundaries***



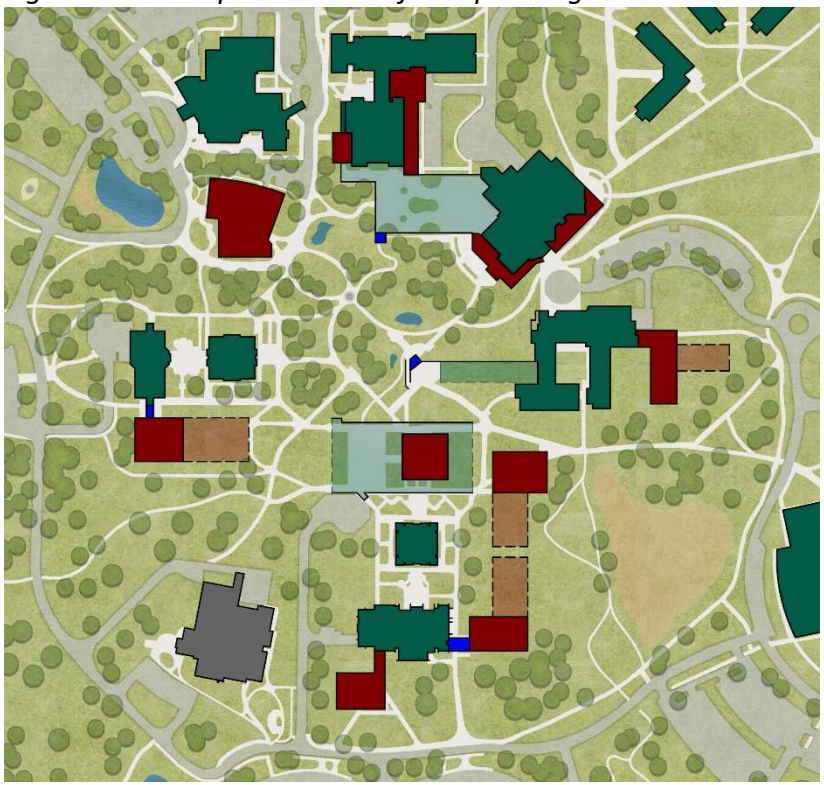
## 1.5 Synthesis

The master plan takes recommendations into account from three pre-design studies of note which focus on sub-units of the campus: the University Housing Master Plan (DFD project #17J1Q), Cofrin Pre-Design (DFD project #18D2W), and University Union Pre-Design (DFD project #19L1J). Each of these studies includes detailed descriptions on phasing and space allocation, and this master plan considers how those proposals fit into a cohesive campus vision.

*Figure 1.5-1: Proposed Housing diagram*

The master plan pays particularly close attention to Cofrin Technology & Education Center, which will replace Cofrin Library and has been enumerated as DFD project #21E2W. The demolition of Cofrin Library presents an opportunity to re-imagine the Quad and the concourse system. The design team explored opportunities to site the new building while opening up the Quad and creating more of an arrival point at the terminus of Main Entrance Drive. Options were presented and discussed with the core team; the preferred option has been included in the composite plan.

*Figure 1.5-2: Proposed Heart of Campus diagram*



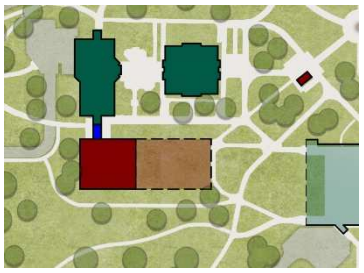


*Figure 1.5-3: Wood Hall*

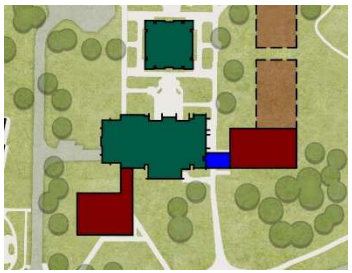


*Figure 1.5-4: Laboratory Sciences*

## 1.6 Recommendations

The design team established an overall conceptual framework based on the tenets of the 1968 Comprehensive Development Plan: a heart of campus, a bustling academic core, and "learning streets" leading out to the campus periphery which connect the variety of colleges and campus uses. Interconnected zones around the academic core provide space for housing, athletics, maintenance, campus recreation, performing arts, the main entrance, and Phoenix Innovation Park.

*Figure 1.6-1: Establish Central Pedestrian Core*

*Figure 1.6-2: Central Core Connection to Arboretum*

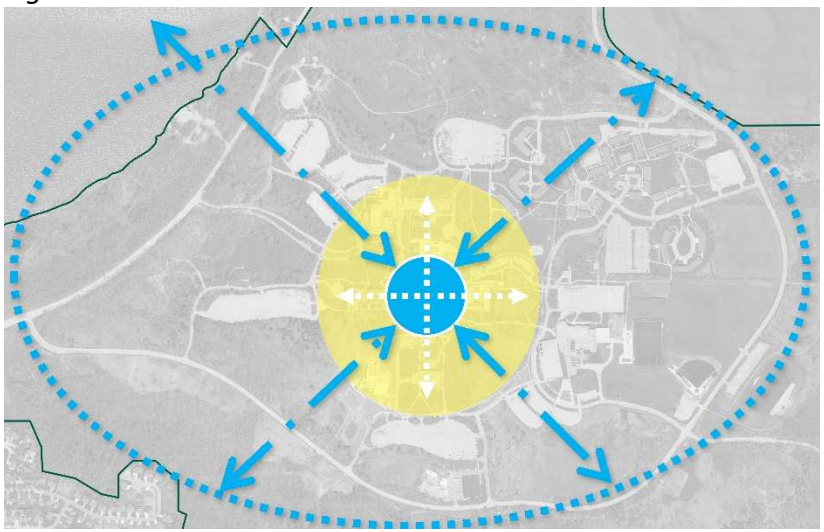
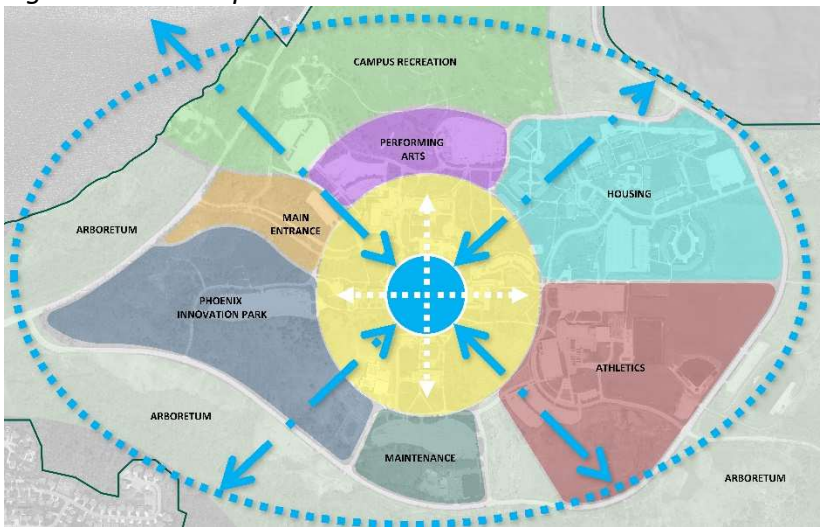


*Figure 1.6-3: Campus Uses*



The largest proposed change occurs in the heart of campus, where Cofrin Library is slated to be demolished and replaced. The plan shifts Cofrin Technology & Education Center to the west side of an existing steam tunnel for a prominent position along Main Entrance Drive with views of the bay. The Quad is made larger, flattened out, and connected via outdoor pedestrian pathway to academics, housing, athletics, performing arts, and Phoenix Innovation Park. The University Union is reconfigured to create a welcoming entry from Phoenix Park and housing.

The master plan proposes only maintaining concourses to connect theme colleges at the ends of the academic core. Exterior pathways connect all colleges across the Quad, shortening travel distances and improving wayfinding. Grade changes allow for exterior circulation into the Quad and create captivating outdoor spaces between academic buildings.

Academic buildings are to be added as campus space needs dictate. Their additions should coincide with major building entrances from the Studio Arts, Wood Hall, and Laboratory Sciences parking lots to create a “front door” at each end of the spokes through the academic core. An expanded Theatre Hall and new amphitheater in Shorewood Park complete the performing arts district to the north.

Vehicular circulation is overhauled to streamline visitor access to the heart of campus while removing unnecessary pavement (and maintenance costs along with it). Removing South Circle Drive creates two main entry points into campus, which are connected via a completed inner loop road. Suggest completing a traffic study to gage impact on campus. Parking for on-campus residents shifts outward to East Circle Drive and the connection between Leon Bond Drive and Walter Way is removed per the Housing master plan proposal. New residence halls will replace an aging housing stock. Kress Events center is updated to include a larger turf gym and room for sports science programs.

The bayfront is energized through the introduction of programming at Communiversity Park and pedestrian connections back to Housing. Lambeau Cottage becomes the primary trail head for Cofrin Arboretum. Shorewood Clubhouse is repurposed as the hub for recreation and outdoor activities like disc golf, skating, skiing, and cross country.

Phoenix Innovation Park, a public/private partnership development envisioned as an extension of campus, serves to connect academics with the professional sphere. The existing Brown County STEM Innovation Building was the first parcel of the project to be developed, but future developments will fill in the southwest quadrant of campus as well as along the main entrance drive.

The existing steam tunnel and ductbank systems are sized adequately to meet this increase in demand, but completing the loop around the academic core will help create a truly redundant system. It is also advised to develop new telecommunications pathways as independent signal duct. Replace MultiMode fiber with SingleMode. Establish a fiber optic master plan.

***Figure 1.6-4: Composite Plan***

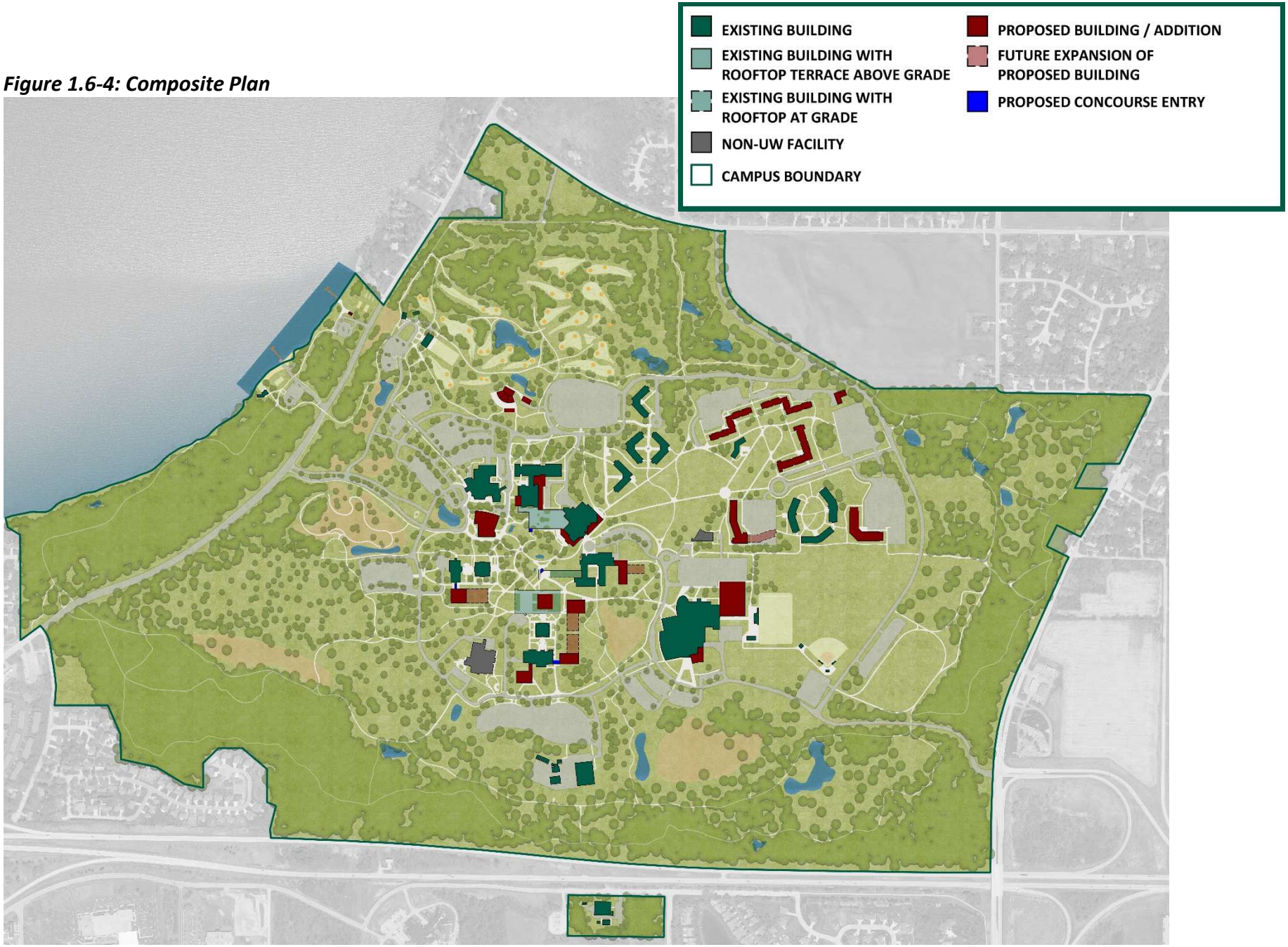


*Figure 1.6-5: Campus Detail*

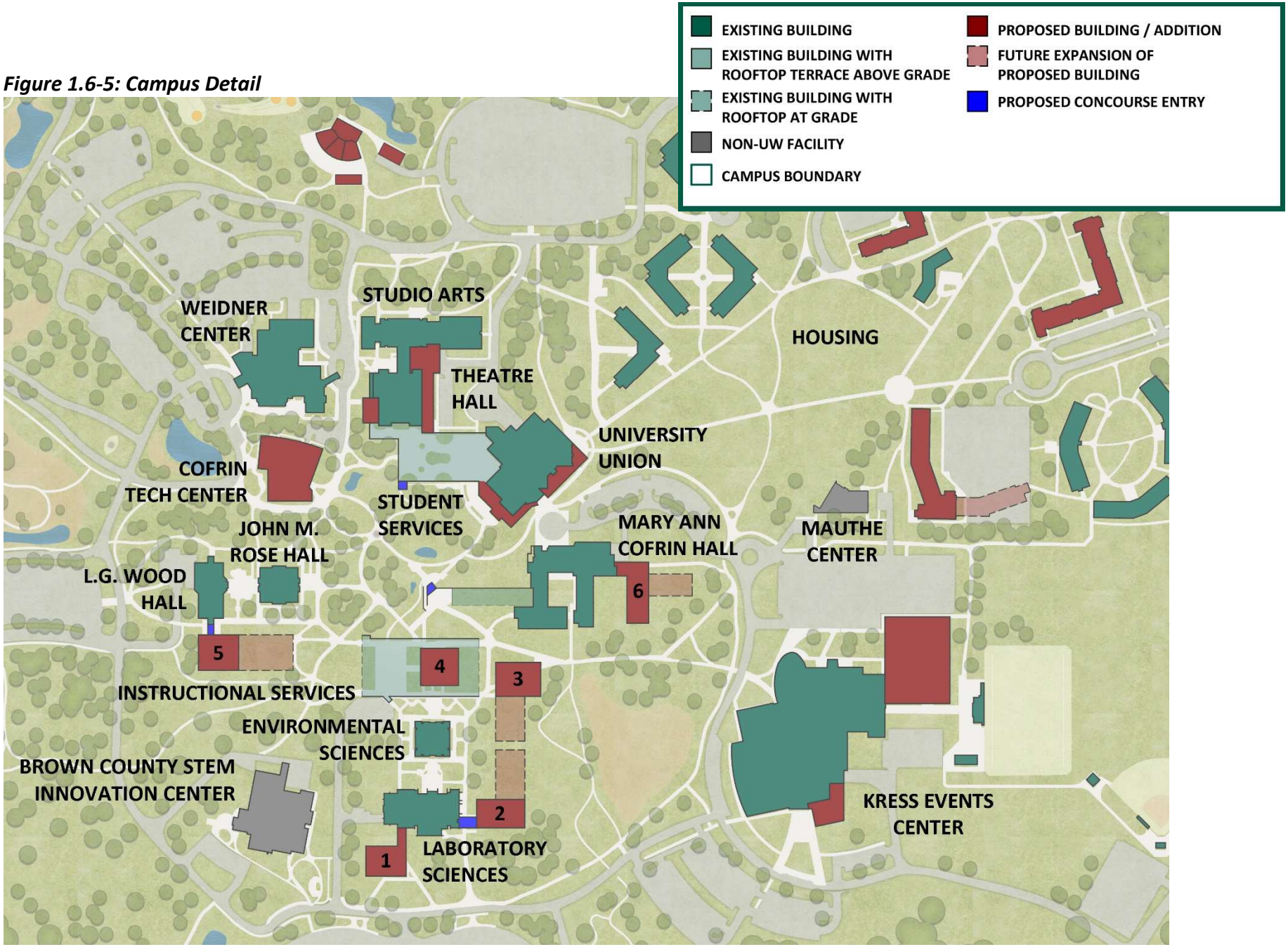


***Figure 1.6-6: Main Entrance Drive, Looking East Toward Cofrin Technology & Education Center***

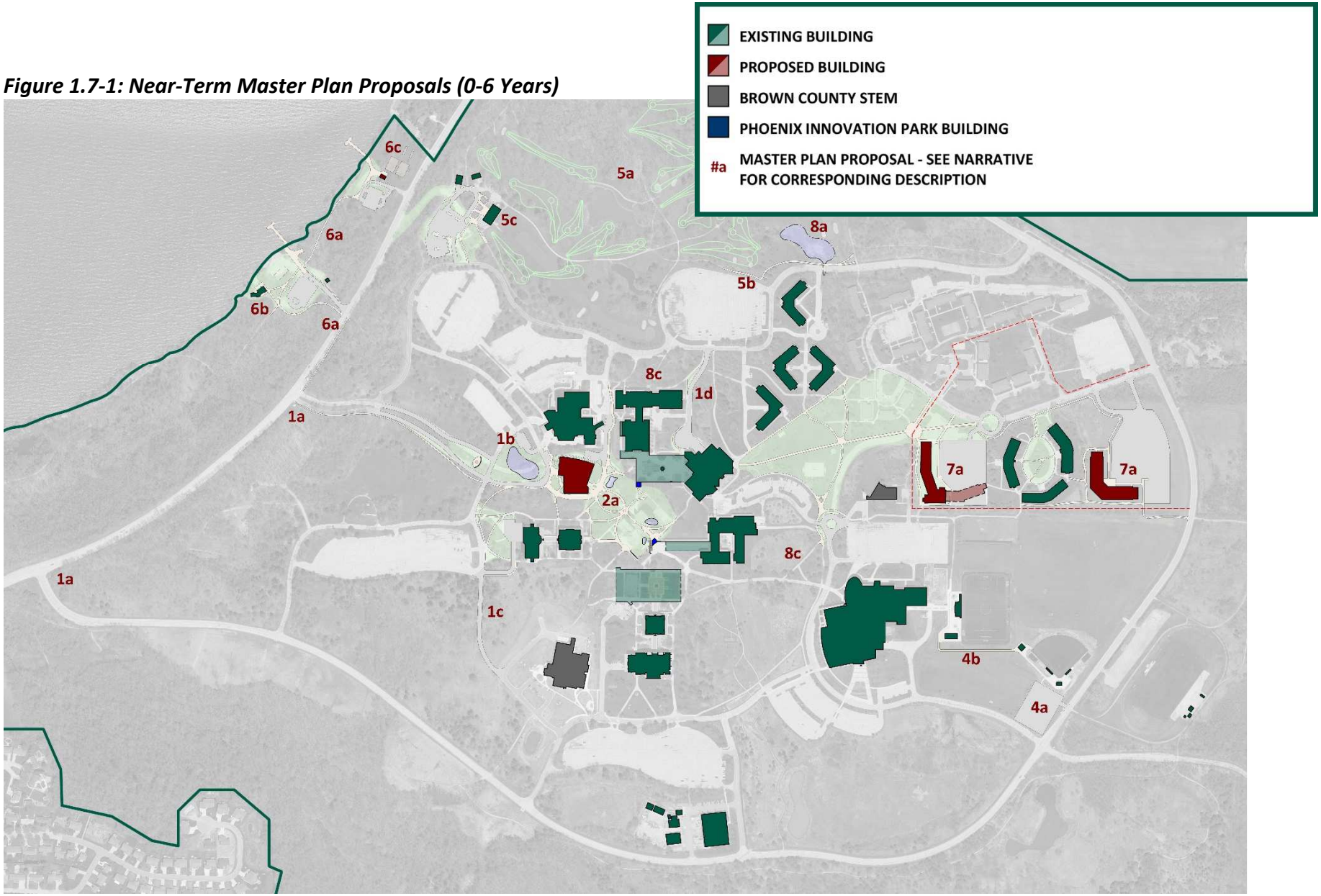
***Figure 1.6-7: Quad, Looking West Toward Cofrin Technology & Education Center***

## 1.7 Implementation Plan

**Near-Term Master Plan Proposals (0-6 years):**

1. Visitor Approach/Experience
    a. Remove entry signage at Nicolet Drive and South Circle Drive and add signage to emphasize campus entry at Main Entrance Drive
    b. Relocate visitor parking at Weidner Center to a more visible location with clear signage indicating direction to Student Services.
    c. Complete inner loop by connecting Wood Hall Drive and Technology Way to simplify wayfinding and because of de-emphasized South circle Drive entry.
    d. Adjust service drive routing to University Union; provide dedicated address to loading dock for ease of wayfinding
2. Heart of Campus
    a. Re-imagined Cofrin Technology & Education Center (DFD project #21E2W), Quad, Main Entrance Drive approach, and Theatre Drive roundabout
    b. Disconnect Cofrin from the concourse system
3. Academic Core
    a. Improve near-term signage and wayfinding to and through the concourse system in conjunction with CTEC construction
    b. Renovate existing classroom and lab space to accommodate changing academic needs
4. Athletics
    a. Repave softball stadium parking lot
    b. Add pathway between soccer and softball stadiums
5. Campus Recreation
    a. Convert Shorewood Park into cross country course; move disc golf course to Shorewood Park
    b. Create path through cross country course to connect housing to bayfront
    c. Repurpose Shorewood Clubhouse as campus recreation space for meetings and equipment storage/rentals
6. Arboretum
    a. Create arboretum pathway connecting Shorewood Clubhouse, Lambeau Cottage, and Communiversity Park
    b. Establish Lambeau Cottage as the Arboretum trail head
    c. Provide amenities for students and the community at Communiversity Park
7. Housing
    a. Implement Phase One and Two of Housing Master Plan
8. Utilities
    a. Expand stormwater ponds to meet Total Maximum Daily Load (TMDL%) and Total Phosphorus (TP%) percentages.
    b. Develop fiber optic master plan
    c. Complete steam tunnel loop for serviceability and redundancy.

*Figure 1.7-1: Near-Term Master Plan Proposals (0-6 Years)*



**Mid-Term Master Plan Proposals (7-12 years)**

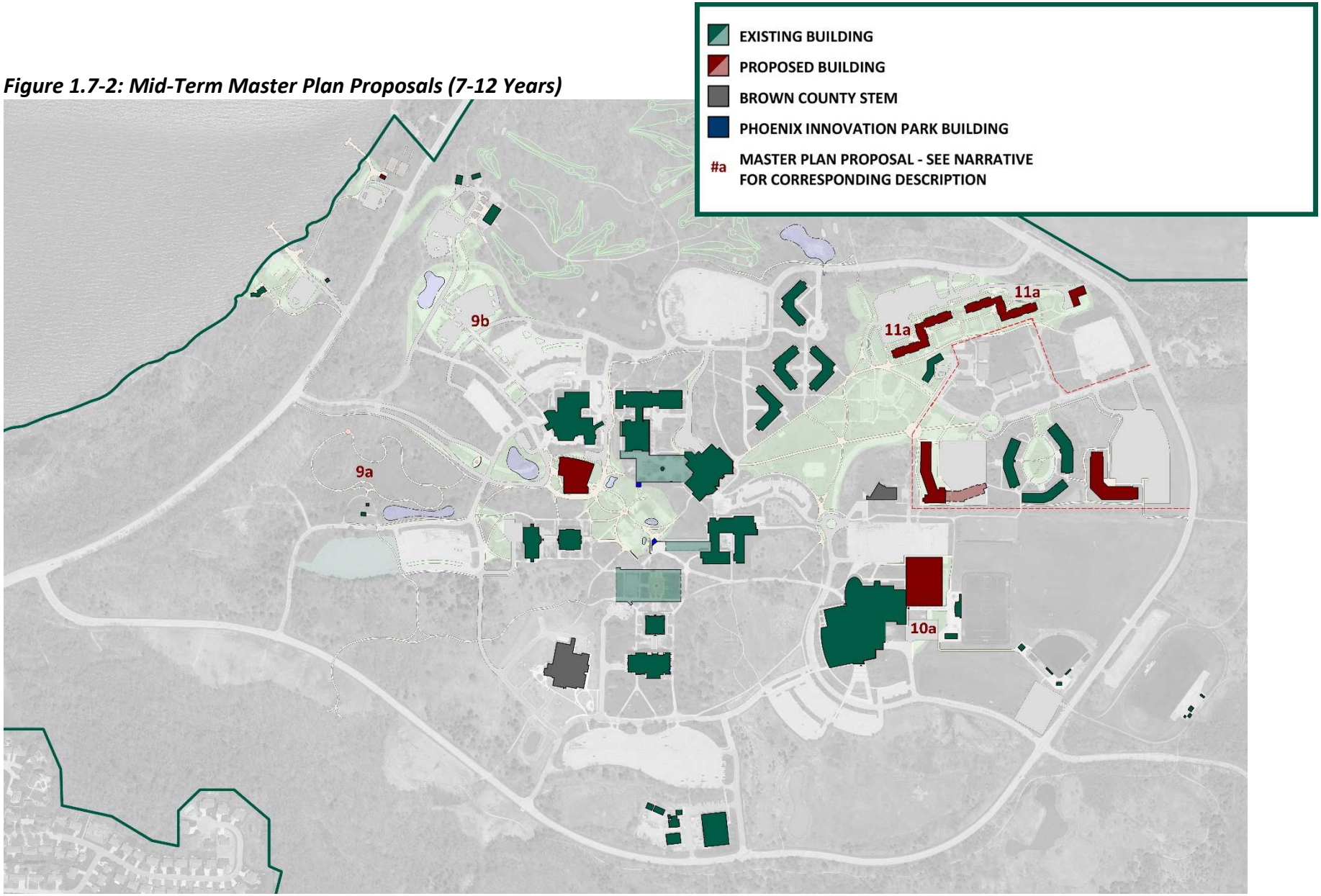
9. Visitor Approach/Experience
    a. Complete Park along Main Entrance Drive
    b. Reroute North Circle Drive and reconfigure overflow parking
    c. Complete traffic study exploring closure of South Circle Drive

10. Athletics
    a. Expand turf gym and relocate booster parking

11. Housing
    a. Implement Phase Three and Four of Housing Master Plan

12. Utilities
    a. Replace MultiMode fiber with SingleMode fiber
    b. Create an independent fiber optic signal duct

***Figure 1.7-2: Mid-Term Master Plan Proposals (7-12 Years)***



**Long-Term Master Plan Proposals (13-18 years)**

13. Visitor Approach/Experience
    a. Close South Circle Drive (pending result of traffic study)

14. Heart of Campus
    b. Implement University Union expansion

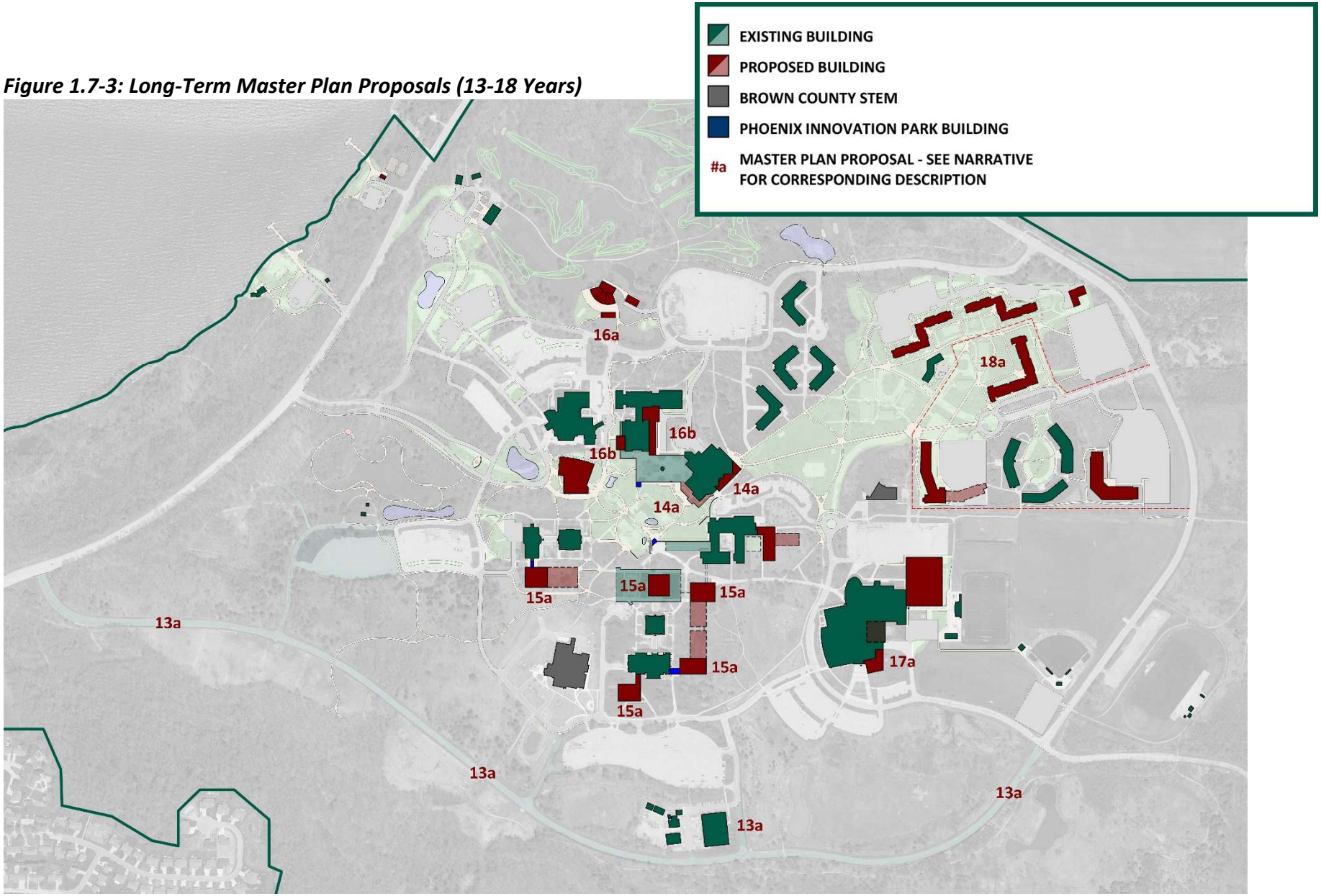
15. Academic Core
    a. Evaluate academic building expansion as necessitated by program growth

16. Performing Arts
    a. Construct amphitheater at Shorewood Park
    b. Implement Theatre Hall expansion

17. Athletics
    a. Expand sport science program space

18. Housing
    a. Implement Phase Five of Housing Master Plan

***Figure 1.7-3: Long-Term Master Plan Proposals (13-18 Years)***



# 2 General Background & Context

## 2.1 Context & History

The University of Wisconsin – Green Bay has always been regionally focused in practice and locale. Situated on the northeast outskirts of Green Bay, Wisconsin, the institution was created when Governor Warren Knowles signed a bill on September 2, 1965, authorizing third- and fourth-year instruction in the Fox Valley and Racine-Kenosha institutions (the latter would become the University of Wisconsin-Parkside). Committees began a Chancellor search and started scoping out potential properties in Brown County and the vicinity shortly thereafter. In March 1966, a 535-acre tract of farmland north of Highway 54-57 which included the Shorewood Country Club was purchased by Brown County and conveyed to the State of Wisconsin for the new University. In the fall of 1966, Dr. Edward W. Weidner was appointed Chancellor and Daverman Associates Inc. began working on the Comprehensive Development Plan.

Groundbreaking for the first buildings to be constructed on the new site took place on November 3, 1967, while classes started in the Deckner Avenue building (now Sullivan Elementary School) on the east side of Green Bay in fall 1968. By the fall of 1969, classes moved into three buildings on the current campus for the first time: Laboratory Sciences, Environmental Sciences, and Instructional Services.

The new University began to develop its academic goals and programs resulting in a unique philosophy and undergraduate program focusing on the relationship between humanity and the physical and social environments. Special attention was to be given to the geological location of the new University – the Northern Great Lakes Area. The novel approach to campus planning that joined together academic programs, residential life, and the physical campus environment was heralded at the time for its environmental ethic and earned UW-Green Bay the nickname “Eco U”.

The central academic core was established by the end of the 1970s as were the housing, athletics, and facilities/maintenance quadrants of campus. Except for the Weidner Center and Mary Ann Cofrin Hall, the majority of standalone new construction since that initial push has been for new student housing. Multiple renovations and additions have been completed for the University Union, Laboratory Sciences, and Kress Events Center. The Brown County STEM Innovation Building, a joint project between the university and Brown County, became the first project of planned public/private partnership development on the west side of campus named the Phoenix Innovation Park.

*Figure 2.1-1: Construction of Laboratory Sciences, Environmental Sciences, and Instructional Services circa 1967-69, looking east-northeast.*

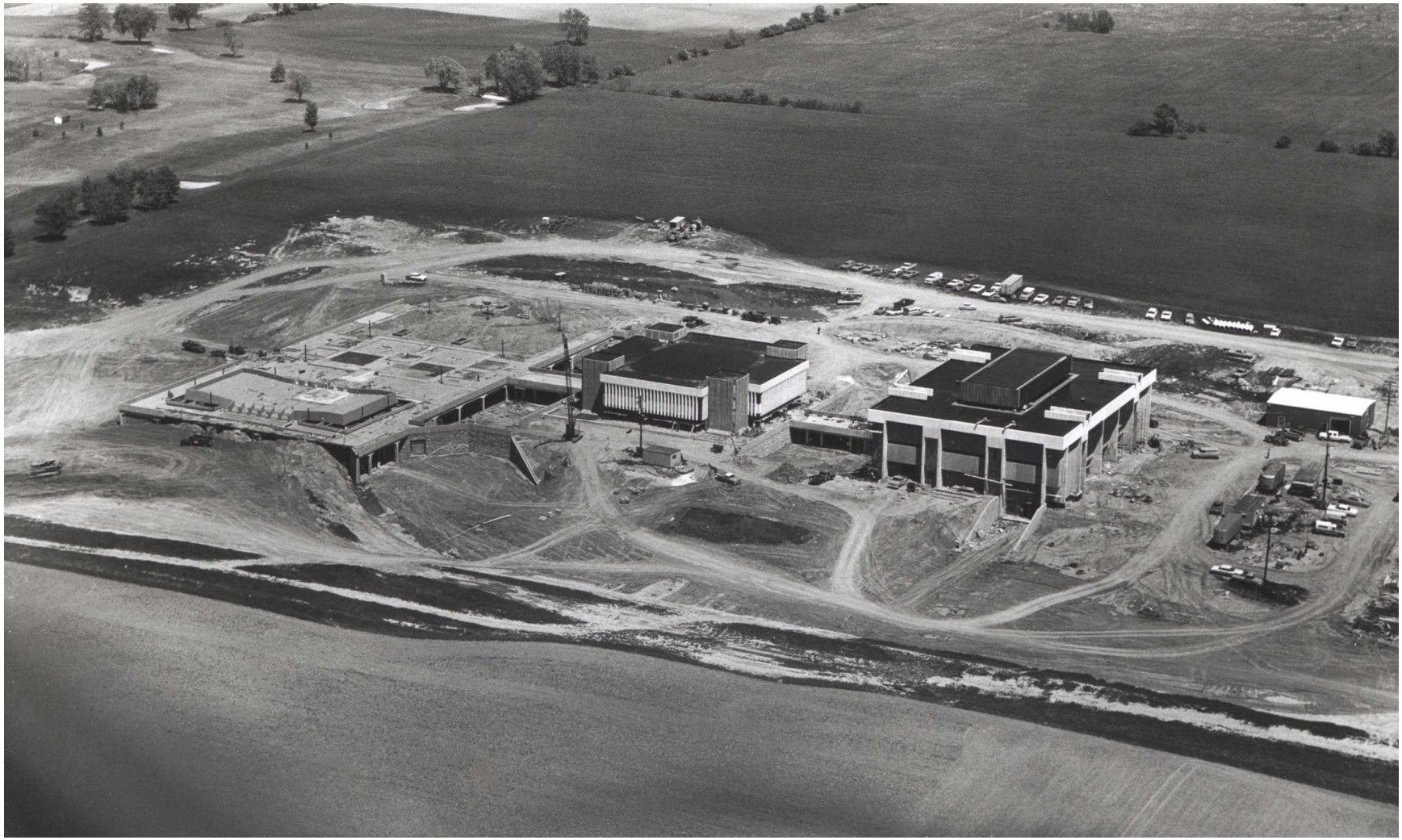


*Figure 2.1-2: Campus Aerial, 1960*

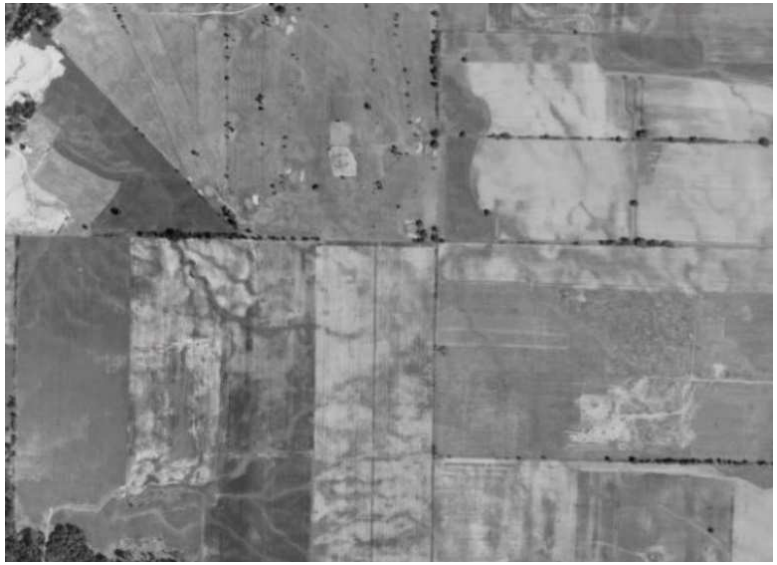


*Figure 2.1-3: Campus Aerial, 1978*

*Figure 2.1-4: Campus Aerial, 2005*

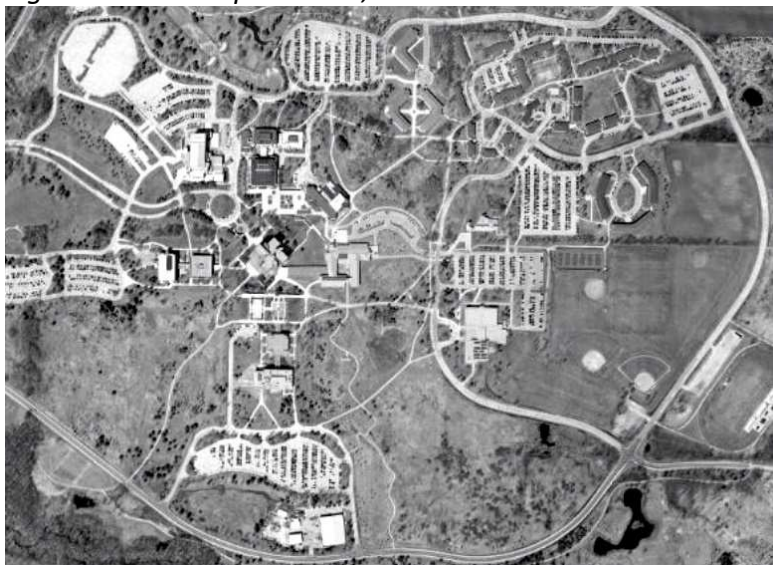
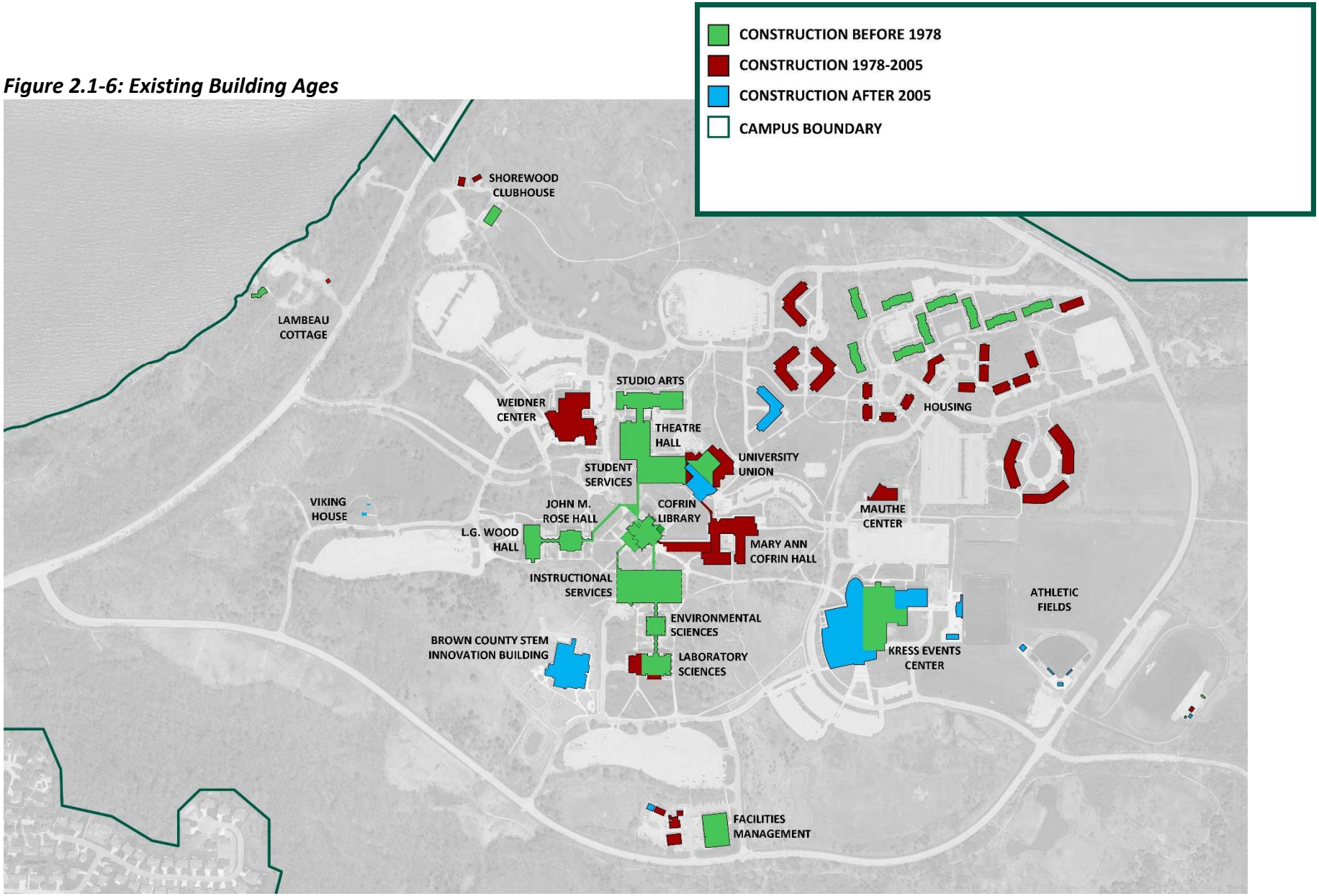


*Figure 2.1-5: Campus Aerial, 2020*

***Figure 2.1-6: Existing Building Ages***



## 2.2 Geographical & City Context

The UW-Green Bay main campus is 4.7 miles northeast of downtown Green Bay. Positive attributes of this location in the greater Green Bay area include the natural setting which is paramount to the mission and vision of the University, as well as unheralded access to the bayfront. Conversely, the University lacks exposure and community connection due to its isolated location. Colleges within the University, such as the Austin E. Cofrin School of Business, are working to build partnerships with local businesses and create a future, physical presence in more central parts of Green Bay. The vision of this effort may include creating campus space downtown or bringing private businesses closer to campus.

In 2018, as part of a UW System Administration restructuring that paired UW's two-year schools with four-year universities, UW-Green Bay took responsibility for the former UW-Marinette, UW-Sheboygan, and UW-Manitowoc institutions, turning them into University of Wisconsin – Green Bay Marinette, Sheboygan, and Manitowoc campuses.

| Campus | Fall 2022 Headcount | % of Total |
|---|---|---|
| Green Bay | 8,561 | 89.0% |
| Marinette | 242 | 2.5% |
| Sheboygan | 438 | 4.6% |
| Manitowoc | 373 | 3.9% |
| **Total** | **9,614** | **100.0%** |

*Figure 2.2-1 (top): Green Bay site map*
*Figure 2.2-2 (bottom): UW-Green Bay campus locations*

*Figure 2.2-1: UWGB proximity to downtown Green Bay*

*Figure 2.2-2: UW-Green Bay and 2-year institution locations*

## 2.3 Previous Planning Efforts

As noted in the 1968 Comprehensive Development Plan, "The academic plan of the University of Wisconsin – Green Bay is based upon a specific educational philosophy. In essence, it begins with people – especially students – and the world in which they live. Such an approach leads to a highly inter-related program, one that can be advantageously carried out by theme colleges in a multi-campus environment in the Northern Great Lakes Region."

The key element of the originally planned theme colleges was the ability of students and staff to move under cover within the complex. This was the genesis of the concourse system. Casually referred to as "tunnels" by the students, the concourse system is a series of underground corridors linking most campus buildings.

The concourses were originally envisioned to allow lateral pedestrian movement while not barring radial pedestrian movement between buildings while passing into or out of the academic core. The inter-connected buildings were envisioned as a mega-building or building "continuum" which formed a visual (but by no means impenetrable) barrier defining the limits of the academic core. The academic plaza surrounding Cofrin Library was seen as a pedestrian gathering space with benches and sitting areas for small groups and larger open spaces for group discussions and outdoor learning when weather permits.

Located directly below the plaza is flexible surge space. These spaces are currently identified as Student Services and Instructional Services. Originally identified as permanent space for temporary use, it was planned to inter-connect the theme colleges and the library. As campus has grown, the surge space has evolved as planned, into permanent use spaces. As such, campus does not have the amount of surge space nor dedicated surge space that it had grown accustom to.

Learning streets were envisioned as radiating out from the academic plaza towards the extremities of campus, permitting students and faculty to move easily into and out of the academic core. These pedestrian pathways linked the library at the center of campus with the residential villages outside the core, as well as a connection to the bay.

The Comprehensive Development Plan envisioned that the residential villages would be located at the termination of the learning streets with each village comprising of approximately an equal number of residents. A mix of low-rise and high-rise structures were planned to provide variety, interest, and density within each village thereby providing adequate open space for non-programmed or intermural activities.

The Comprehensive Development Plan framework was developed envisioning enrollment of 20,000 students by the year 2000. While actual enrollment has fallen well short of this mark, primary tenets of the plan still hold true.

*Figure 2.3-1: Diagram and inset from 1968 Comprehensive Development Plan (Learning Streets highlighted in yellow)*

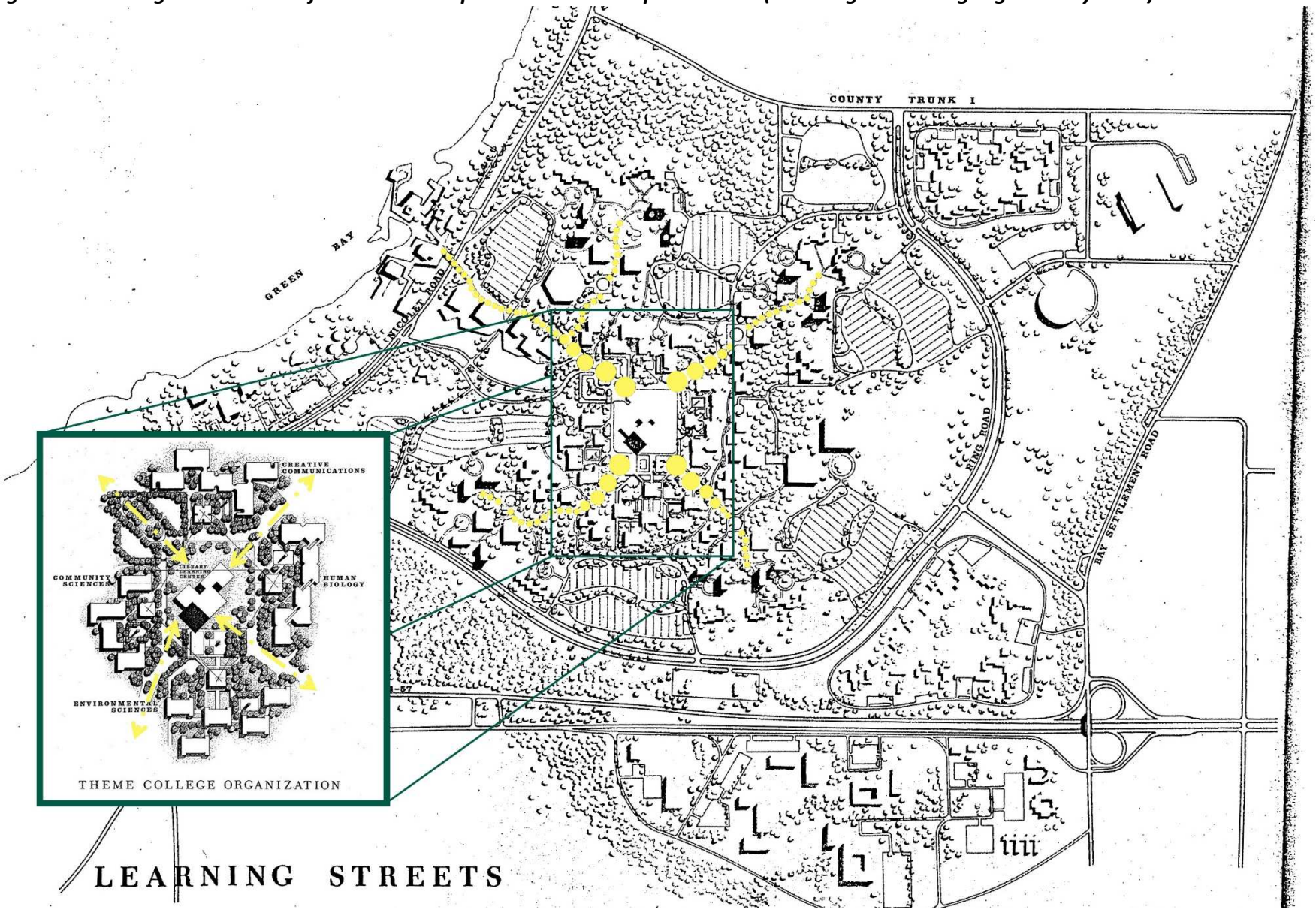
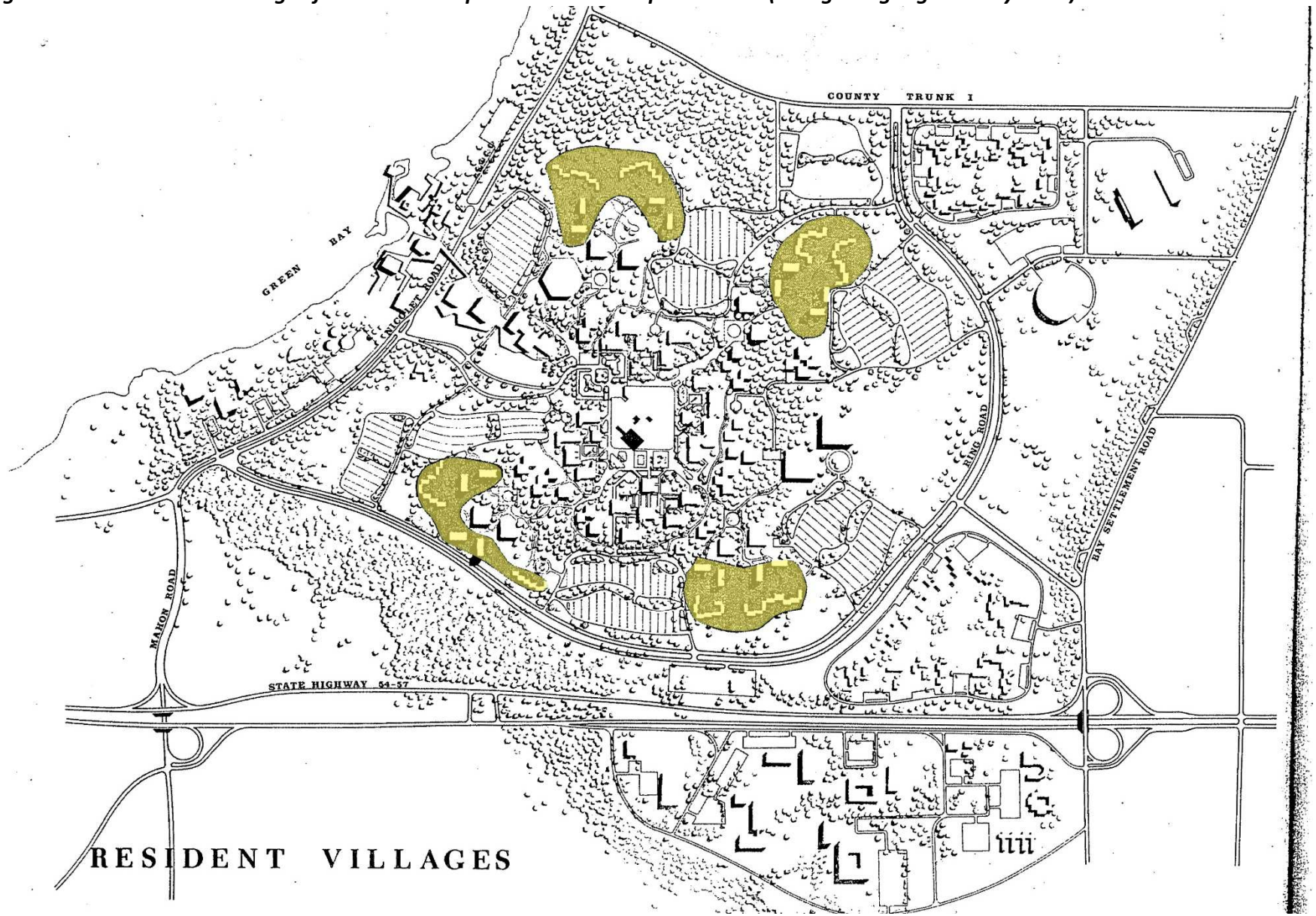


*Figure 2.3-2: Residential villages from 1968 Comprehensive Development Plan (Villages highlighted in yellow)*



UW-Green Bay last completed a Master Plan in 2006. This plan guided the campus through several primary planning issues Including:

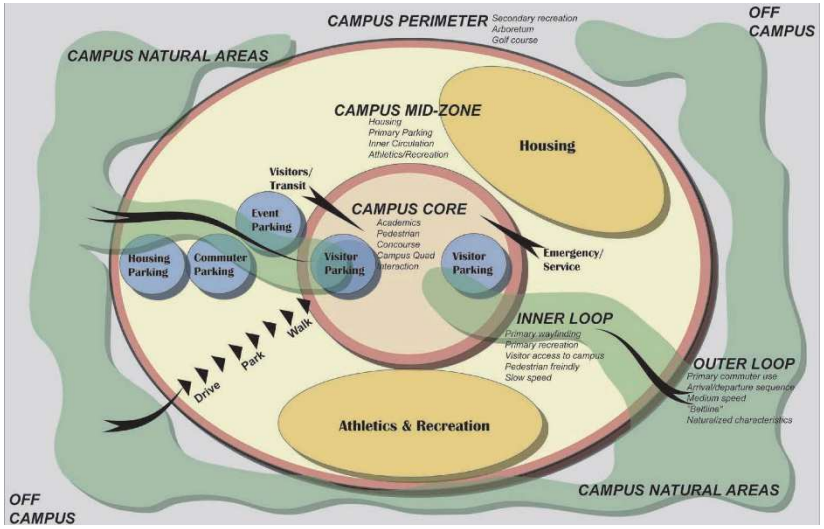
**Circulation and Wayfinding** – While there is a strong desire to maintain the park-like quality of the campus, roadway configurations, lack of visual connection to the campus core, and multiple entry points make it difficult to navigate the campus.

**Parking** – While there is an abundance of parking and a desire to keep parking lots out of the campus core, existing parking lots are frequently filled to capacity. It is difficult for campus visitors to find parking close to their destination.

**Building Opportunities** – While the campus has excess physical capacity in terms of land and much of the infrastructure, increased enrollment, program expansion or updated building space may require expansion of academic and residential facilities.

**Context/Community** – While the campus seeks to enhance its tradition of connecting to the community, there is also a strong desire to maintain its identity and boundary.

**Sustainability** – While sustainable campus design and growth is valuable it must continually be evaluated against UW-Green Bay's specific needs and constraints.



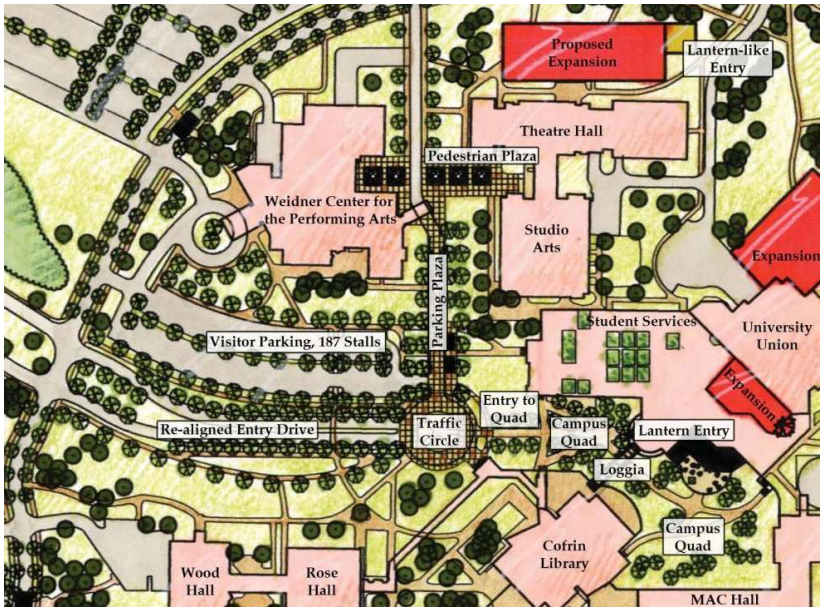
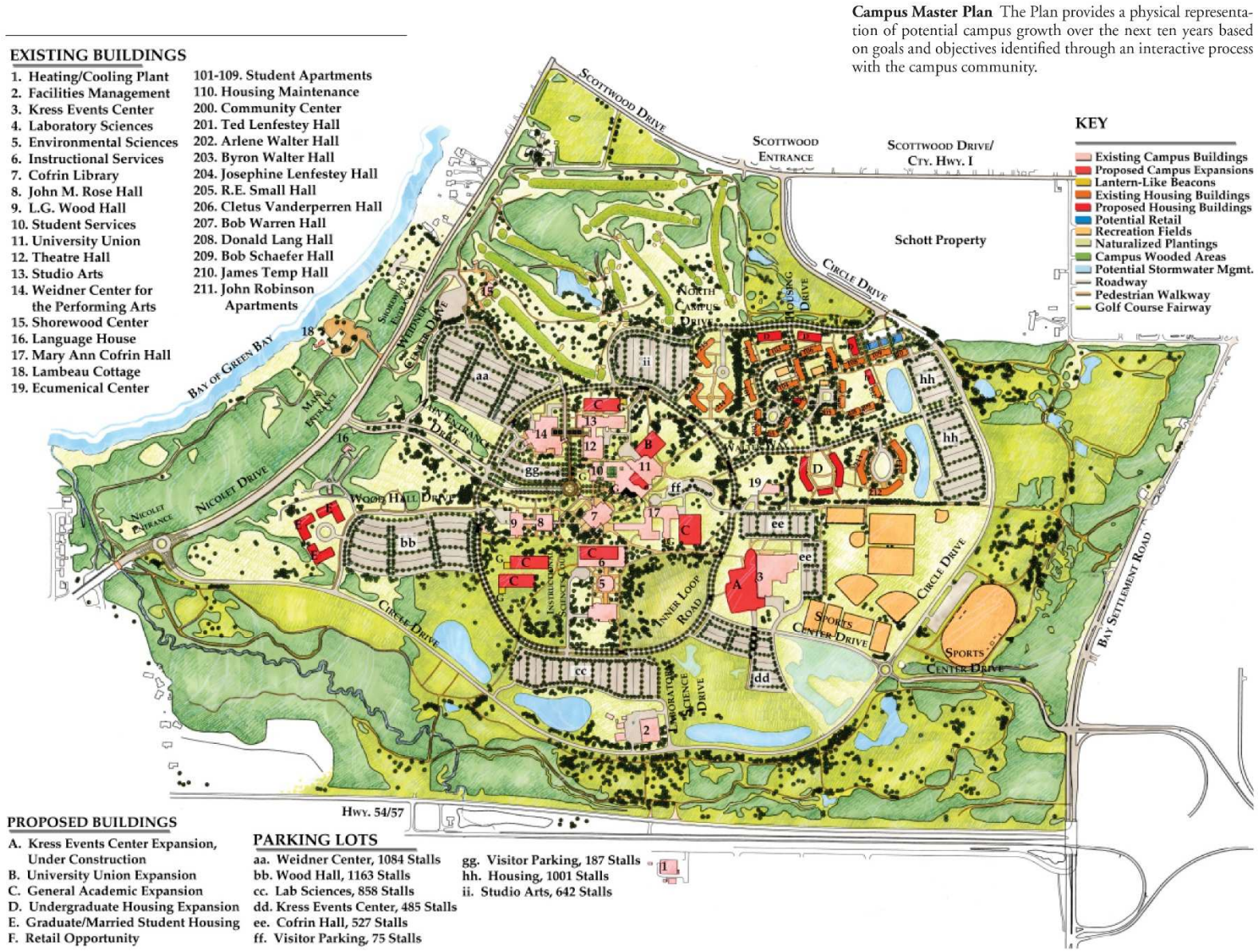




*Figure 2.3-3 (Top): Spatial diagram from 2006 Master Plan*
*Figure 2.3-4 (Bottom): Campus detail from 2006 Master Plan*

***Figure 2.3-5: Composite Plan from 2006 Master Plan***



## 2.4 Campus Enrollment

UW-Green Bay's 1968 Comprehensive Development Plan laid out the land mass, buildings, and infrastructure for an eventual population of 20,000 students, which has never been realized.

The 1969 academic year began with 1,981 students traveling by shuttle bus between classes on campus and the Deckner Avenue building, where the freshman-sophomore center had been located for almost a decade. By 1989, the campus enrollment had grown to 4,700-plus students.

The following enrollment numbers are pulled from the Fact Book of the UW-Green Bay Office of Institutional Strategy and Effectiveness. These numbers are for the Green Bay campus only and do not include satellite campuses.

| Year | Headcount (% Increase) | FTE (% Increase) |
|---|---|---|
| 2022 (fall) | 8,561 (-2.4) | 5,581 (-1.2) |
| 2021 (fall) | 8,773 (8.9) | 5,648 (4.4) |
| 2020 (fall) | 8,057 (0.9) | 5,412 (-1.0) |
| 2019 (fall) | 7,982 (8.7) | 5,468 (6.5) |
| 2018 (fall) | 7,344 (2.0) | 5,135 (3.0) |
| 2017 (fall) | 7,198 (2.0) | 4,986 (1.0) |
| 2016 (fall) | 7,054 (3.8) | 4,935 (2.1) |
| 2015 (fall) | 6,798 (-2.2) | 4,834 (-3.1) |
| 2014 (fall) | 6,954 (4.0) | 4,991 (-1.2) |
| 2013 (fall) | 6,687 (-2.2) | 5,051 (-4.2) |
| 2012 (fall) | 6,836 | 5,272 |
| **2012 – 2022** | **(25.2% increase)** | **(5.7% increase)** |

# ENROLLMENT

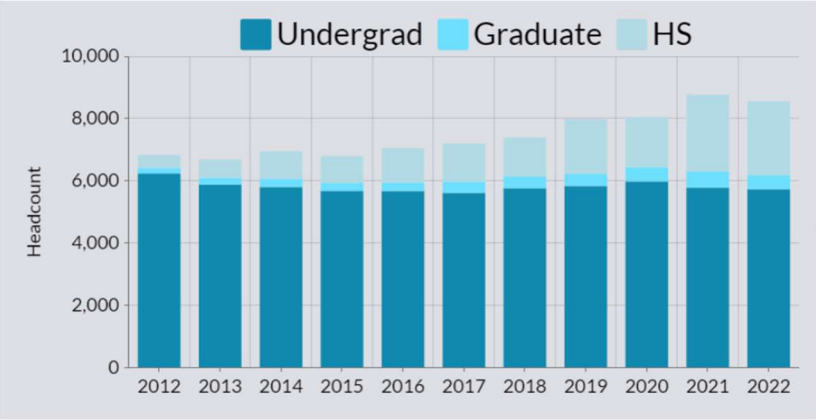



*Figure 2.4-1: UW-Green Bay total campus enrollment*

# FULL TIME EQUIVALENT

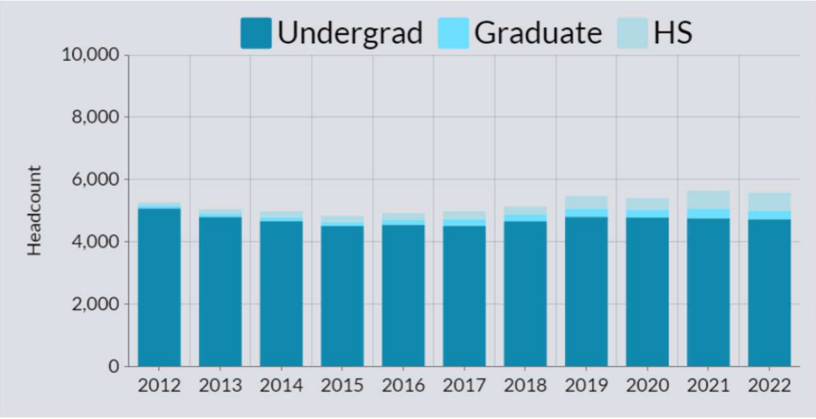



*Figure 2.4-2: UW-Green Bay FTE campus enrollment*

Enrollment growth over the past decade can be attributed to an increased number of high school students taking college credits either on-campus or virtually. High school enrollment numbers increased from 422 in 2012 to 2,378 in 2022. During this same timeframe, undergraduate enrollment has remained relatively flat—6,235 in 2012 to 5,730 by 2022. Graduate enrollment has seen a steady increase from 179 in 2012 to 508 in 2021.

| Year | Undergraduate (% Increase) | % of Headcount |
|---|---|---|
| 2022 (fall) | 5,730 (-0.9) | 66.9 |
| 2021 (fall) | 5,780 (-3.4) | 65.9 |
| 2020 (fall) | 5,983 (2.6) | 74.3 |
| 2019 (fall) | 5,834 (1.2) | 73.1 |
| 2018 (fall) | 5,765 (2.7) | 78.6 |
| 2017 (fall) | 5,614 (-1.1) | 78.0 |
| 2016 (fall) | 5,674 (-0.1) | 80.4 |
| 2015 (fall) | 5,680 (-2.1) | 83.5 |
| 2014 (fall) | 5,803 (-1.3) | 83.4 |
| 2013 (fall) | 5,878 (-5.7) | 87.9 |
| 2012 (fall) | 6,235 | 91.2 |

**2012 – 2022 (-8.1% decrease)**

UW-Green Bay projects future growth by an average of 2% each year until 2025. This projection is based on steady growth between the years 2017-2020, the fact that the region has a growing demographic, the mission to provide access to students in order to complete an undergraduate education, and continued application increases.

**Academic Programs**

Four Colleges

- College of Science, Engineering, and Technology
- College of Health, Education, and Social Work
- Austin E. Cofrin School of Business
- College of Arts, Humanities, and Social Sciences

55 undergraduate majors with 47 undergraduate minors

14 graduate programs

1 doctoral program

**Employment**

153 faculty (143 full-time)
146 instructional staff (33 full-time)

**Accreditation**

Full accreditation from the Higher Learning Commission of the North Central Association of Colleges and Universities.

## 2.5 Project Originators & Drivers

### 2.5.1 Project Drivers

One of the facets of the university is unending improvement. Recognizing that as times change, so must UW-Green Bay. The following is a summary of the project drivers around which the master plan has been prepared. The master plan connects these drivers to campus via the recommendations.

The master planning process began in late spring of 2020 and concluded in the summer of 2022. UW-Green Bay's administration, staff, faculty, and students defined the campus's physical future through a forward-thinking, interactive, and inclusive planning process. Through a series of listening sessions with a broad cross-section of the campus community, the master planning team gained an understanding of the pressing campus needs. When combined with the analysis of the campus buildings and site, interpretation of the University's academic plan, and analysis of the classroom and lab utilization, the team crafted a campus concept while developing a phased implementation plan. The team then refined and illustrated the concept.

The master planning was inclusive and transparent at all stages. The team began with interviewing dozens of campus and community leaders. Scores more faculty, staff, and students participated in focus groups designed to direct future decisions. Several significant themes emerged throughout these sessions. These themes were adapted into the principles that guided the process of developing the master plan.

### 2.5.2 Goals & Guiding Principles

1) **Forward Facing Campus**
    a. Create bold gestures with an eye to the future through campus improvement projects.
    b. Transition the physical identity of campus to focus on campus location along Lake Michigan's shoreline.
2) **Welcome Visitors to Campus**
    a. Create a working landscape at the entry to campus that removes the invasive understory and welcomes biodiversity while opening up views to the lakeshore.
    b. Strengthen the identity of the arrival at campus through intentional emphasis of main entrance through signage, landscape and roadway alignments and de-emphasis of these items at secondary entries.
    c. Strengthen circulation and wayfinding within campus.
3) **Community Connectivity**
    a. Plan for amenities which bring the community onto campus for business partnerships, events, and enjoyment of the natural setting.
4) **Transportation – Walk, Bike, Park**
    a. Provide ample and well-designed physical sidewalks and roadways that support connections to the campus core.

b. Reduce amount of pavement in parking lots and redundant roadways.

5) **Enhance the Interior / Exterior connections while Creating a Sense of Place Throughout Campus**
   a. Celebrate the significance of the open spaces within campus lands.
   b. Strengthen identity of the lakeshore as an integral part of campus.
   c. Strengthen the notion of campus "zones" connected intentionally with exterior greenspaces and campus landscapes.
   d. Integrate Phoenix Innovation Park into the physical setting of campus.
6) **Enhance / Activate the Quad while Reinforcing the Academic Core**
   a. Provide additional opportunities for chance interaction by focusing attention on developing high-quality exterior spaces between and around existing and new buildings.
   b. Consider the location of the new Cofrin Technology & Education Center in relation to the Quad, academic core, and visitor entry.
7) **Embrace, Protect, and Enhance the Arboretum and Natural Setting**
   a. Celebrate the natural resources and open spaces that have been preserved through the lakeshore lands and the arboretum.
   b. Re-envision new and flexible/adaptive reuses for the former golf course.
8) **Respect and Enhance the Campus Ecology**
   a. Respond to current and future environmental change through adaptive, flexible, and resilient design of campus spaces.
   b. Integrate stormwater management into parking lots, new buildings, and greenspaces.
   c. Plant more trees, but intentionally to support holistic wellness and campus identity.
9) **Identifiable Concourse Entries**
   a. Acknowledge the impact of previous planning efforts and campus growth on the evolution of campus, both positive and challenging.
   b. Analyze the physical, budgetary and operational challenges associated with a full concourse system.
10) **Update On-Campus Living Accommodations**
   a. Strengthen the notion of inclusivity, diversity, and social justice in physical campus spaces.
   b. Provide new programmed activities for students: disc golf, running/walking courses, lakeshore activities (rentals) and support with those relocated, new, or adapted physical structures.
   c. Use the replacement of aging housing stock as an opportunity to create intentional outdoor spaces and connections.
11) **Accommodate Emerging and Growing Academic Programs**
   a. Design adaptive and flexible buildings which can be renovated and/or added onto as academic program needs change.

# 3 Space Needs Analysis

Following focus group meetings and initial composite plan reviews with the core team, Engberg Anderson, Inc. and Comprehensive Facilities Planning, Inc. were tasked with completing a campus space assessment to evaluate the general access classrooms and instructional laboratories and provide a comprehensive space needs/use analysis of current needs. The full findings of the assessment can be found in the Appendix; selections and summaries are reprinted in this chapter.

## 3.1 Assessment Methodology

**Weekly Room Hours (WRH)** is the number of minutes a class meets each week, including class change time, converted to hours. The sum for all sections in a classroom is the WRH utilization for that room. UW System includes evenings and weekends, and the UW System guideline considers all scheduled hours when determining availability.

- UW System standards for instructional labs is 32 periods per week of scheduled use (32 WRH).
- UW System standards for classroom use is 40 periods per week of scheduled use (40WRH).

**Station Occupancy Percent (SO%)** is the percentage of the number of seats or stations occupied when the room is in use divided by the teaching capacity of the classroom or laboratory as based on daytime instruction. UW System guidelines suggest that on average 67% (Station Occupancy) of classroom seats should be filled.

## 3.2 Classroom Utilization

Supply (as of fall 2021)

- 54 classrooms, 2,841 seats, and 63,195 square feet with scheduled use.
- Average square foot allocation per seat 22.2 which is slightly below the 24 square foot guideline.

Utilization

- Fall 2019 – Classroom utilization rate of 25.5 WRH.
- Spring 2020 – Classroom utilization rate of 23.8 WRH.
- Fall 2021 – Classroom utilization rate of 22.2 WRH.

Station Occupancy

- Fall 2019 – Classroom station occupancy of 63.2 SO%.
- Spring 2020 – Classroom station occupancy of 58.2 SO%.
- Fall 2021 – Classroom station occupancy of 48.7 SO%.

**Calculated Classroom Needs**

Using national daytime use guidelines (26.8 WRH), calculates a need for 40 (39.2) classrooms, 1,563 seats, and 37,517 ASF to support the instructional classroom activity.

The Fall 2019 calculation (pre-covid) suggested a need for 47 classrooms.

Using UW System guidelines (40 WRH), calculates a need for 37 classrooms to support the instructional classroom activity.

## 3.3 Lab Utilization

Supply (as of fall 2021)

- 62 labs, 1,473 teaching stations (seats), and 75,462 square feet with scheduled use.
    - Total square footage including support spaces and the like total 108,870 square feet.

The Laboratory Station Modules (average square foot allocation per seat) plus Service Factor (support spaces) vary by discipline and type of equipment required for each teaching station. Laboratory Service Factors can range from 0% to 40% of the total teaching laboratory space.

Utilization

- Fall 2019 – Lab utilization rate of 12.6 WRH.
- Spring 2020 – Lab utilization rate of 11.7 WRH.
- Fall 2021 – Lab utilization rate of 11.8 WRH.

Station Occupancy

- Fall 2019 – Lab station occupancy of 61.0 SO%.
- Spring 2020 – Lab station occupancy of 52.0 SO%.
- Fall 2021 – Lab station occupancy of 56.0 SO%.

## 3.4 Assessment Conclusions

**Enrollment Growth Potential** is an estimate of potential enrollment growth percent that a classroom or lab could handle if it was scheduled at the upper limit of the ideal utilization guidelines.

Based on Station Occupancy rates, Classroom Utilization rates, and the number and size of classrooms, **the current total supply of classrooms can feasibly support an 80% enrollment growth potential.**

Based on Station Occupancy rates and Lab Utilization rates, **the current total supply of labs can feasibly support a 71% enrollment growth potential.**

**The current physical and functional condition assessments did not reveal any imminent need to renovate or replace any academic buildings due to unsatisfactory physical or functional defects.** Some facilities and spaces are showing signs of deterioration due to their age or changing needs over time, presenting opportunities to reconfigure existing spaces to better suit the needs of campus.

The recommendations of the master plan still identify potential sites for future academic buildings which are selected with entry points, connections to existing buildings and concourses, and existing underground utilities in mind rather than specific academic programs. Size and location of academic buildings should be considered further when exploring renovation and expansion options as academic program needs dictate.

# 4 Physical Environment Analysis

## 4.1 Campus Boundaries

UW-Green Bay is in a suburban setting on the eastern outskirts of Green Bay and abuts the Bay of Green Bay to the northwest. Cofrin Arboretum encircles campus along its boundaries and campus buildings are set within a loop formed by Nicolet Drive, South Circle Drive, and East Circle Drive. The only portion of the main campus outside the Arboretum is the chiller plant on the south side of Sturgeon Bay Road (State Highway 54-57). A steam tunnel runs north from the chiller plant into the heart of campus, terminating at Theatre Hall and the Kress Events Center. Cofrin Arboretum functions as an effective campus border and sets the academic core apart from its surroundings while creating a unique ecological setting. However, it also blurs the actual campus boundary, making it difficult for visitors to determine when they have "arrived" on campus.

The design team found that there is no immediate need to purchase additional properties to solve campus deficiencies. The conversion of the former golf course into Shorewood Park allocates further space for university-focused activities. The Brown County STEM Innovation Building was built in cooperation with Brown County on a parcel leased from the University; this project is envisioned as the first parcel within the Phoenix Innovation Park.

***Figure 4.1-1: Existing Center Core Detail***

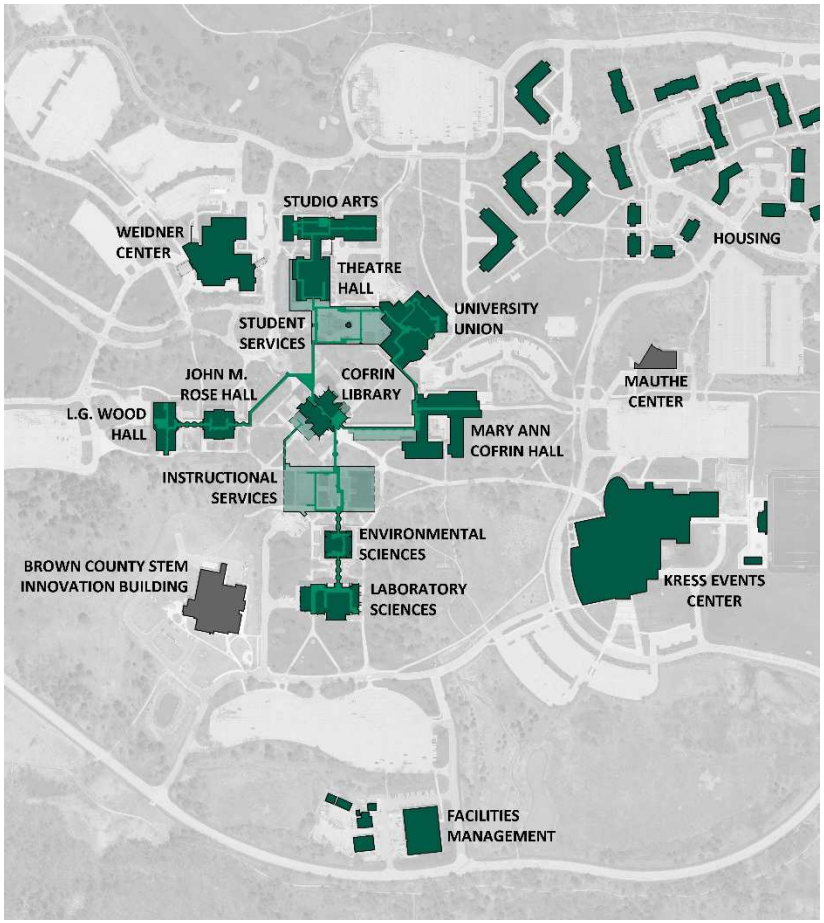
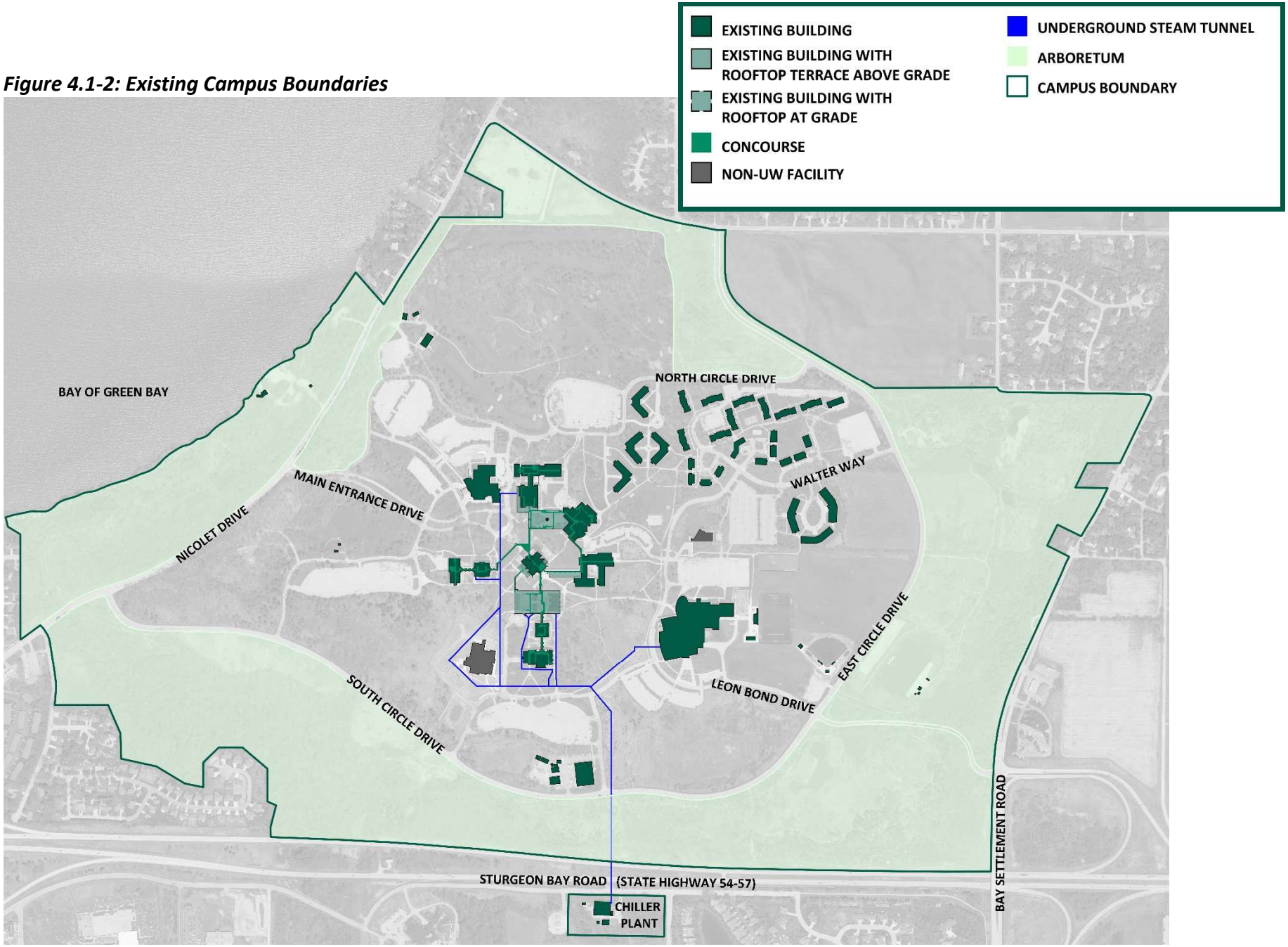


***Figure 4.1-2: Existing Campus Boundaries***



## 4.2 Natural Features & Topography

The pastoral setting and proximity to the water's edge make UW-Green Bay unique and unlike most college campuses. Most of the campus sits on a bluff with steep slopes leading down to Nicolet Drive and the bayfront to the northwest. The academic portion of campus is roughly 70 feet above the bay; the housing portion, roughly 90 feet. Main Entrance Drive was constructed along an existing depression where a gravel pit was once located. While the natural slope across campus is very gradual and steady, building construction in the academic core has interrupted the grade (some buildings, such as Instructional Services, are partially or completely below grade). Some building and concourse entrances are at grade and enter directly into the concourse at the concourse level; other building entrances are a level above the concourse and users need to descend a level to access the concourse and walk between buildings.

Two examples of building entrances being disconnected from the concourse system are the University Union and Cofrin Library. The University Union has entrances at two different levels of the building. The Housing entrance and the Student Services plaza entry are at the first-floor elevation while entrances into the building and concourse from the Quad are at the basement elevation. The main entrances for Cofrin Library are located on the first floor of the building (one level above the concourse and Quad), with secondary concourse entries at basement elevation while also opening into the Quad.

Another unique feature of UW-Green Bay is Cofrin Arboretum, a natural area encircling campus to help preserve, study, and enjoy the local ecology. Pathways connect all segments of the Arboretum and lead to the bayfront, where Lambeau Cottage (once belonging to Curly Lambeau of Packers fame) and Communiversity Park offer direct access to the bay. While Lambeau Cottage has been used as a meeting space and event venue in the past, both the cottage and Communiversity Park are largely underutilized as campus property in their present state.

Due to the proximity to the water and steep slope along the east side of Nicolet Drive, most of the bayfront is in an environmentally sensitive area (ESA) and part of a designated wetland. Shoreland zoning off the Bay of Green Bay extends beyond Nicolet Drive inside the outer campus loop. While construction in shoreland zoning areas is allowed, a Shoreland Zoning permit and Shoreland Vegetation Buffer Agreement would be required.

***Figure 4.2-1: Existing Center Core Topography***

***Figure 4.2-2: Existing Campus Topography***

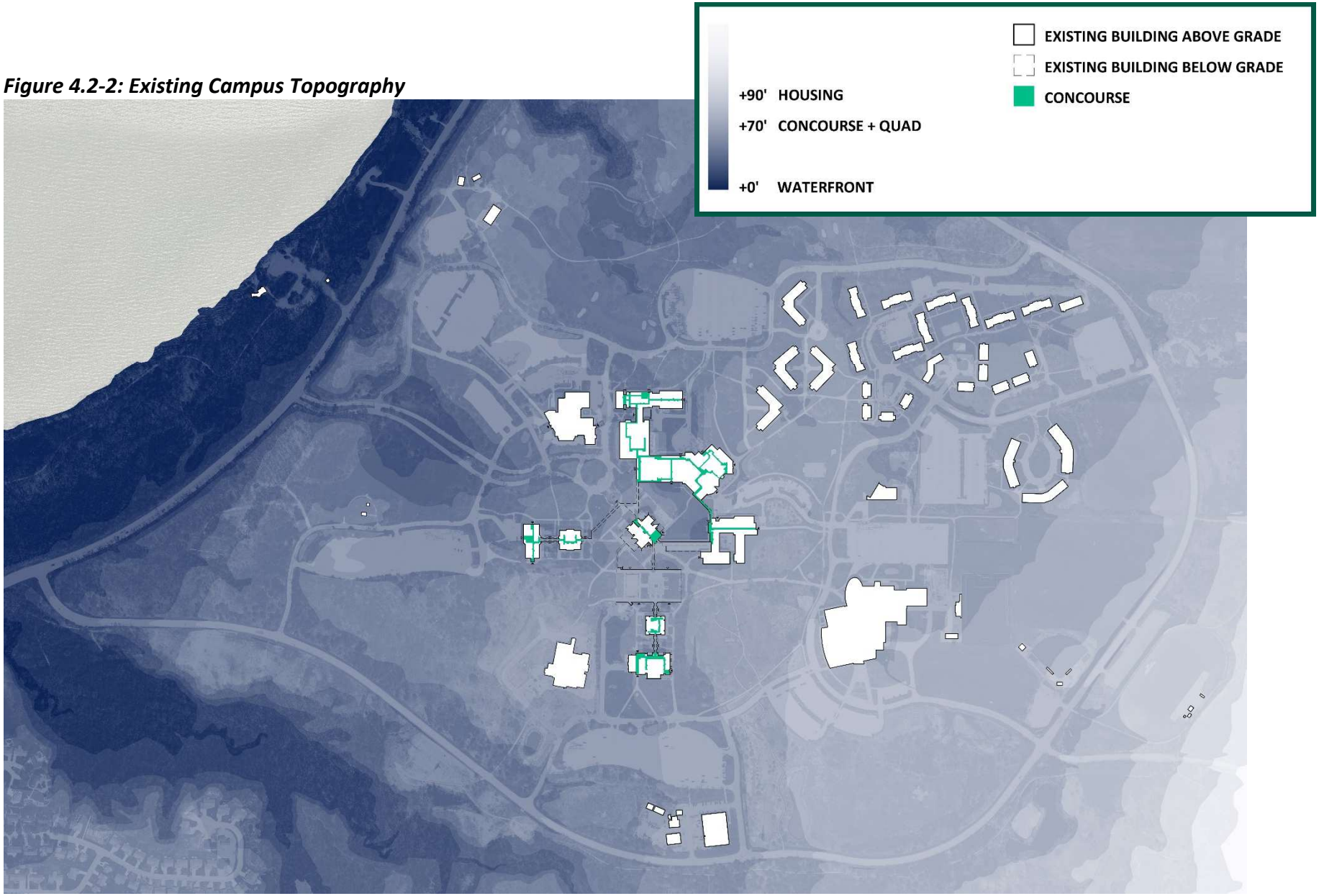
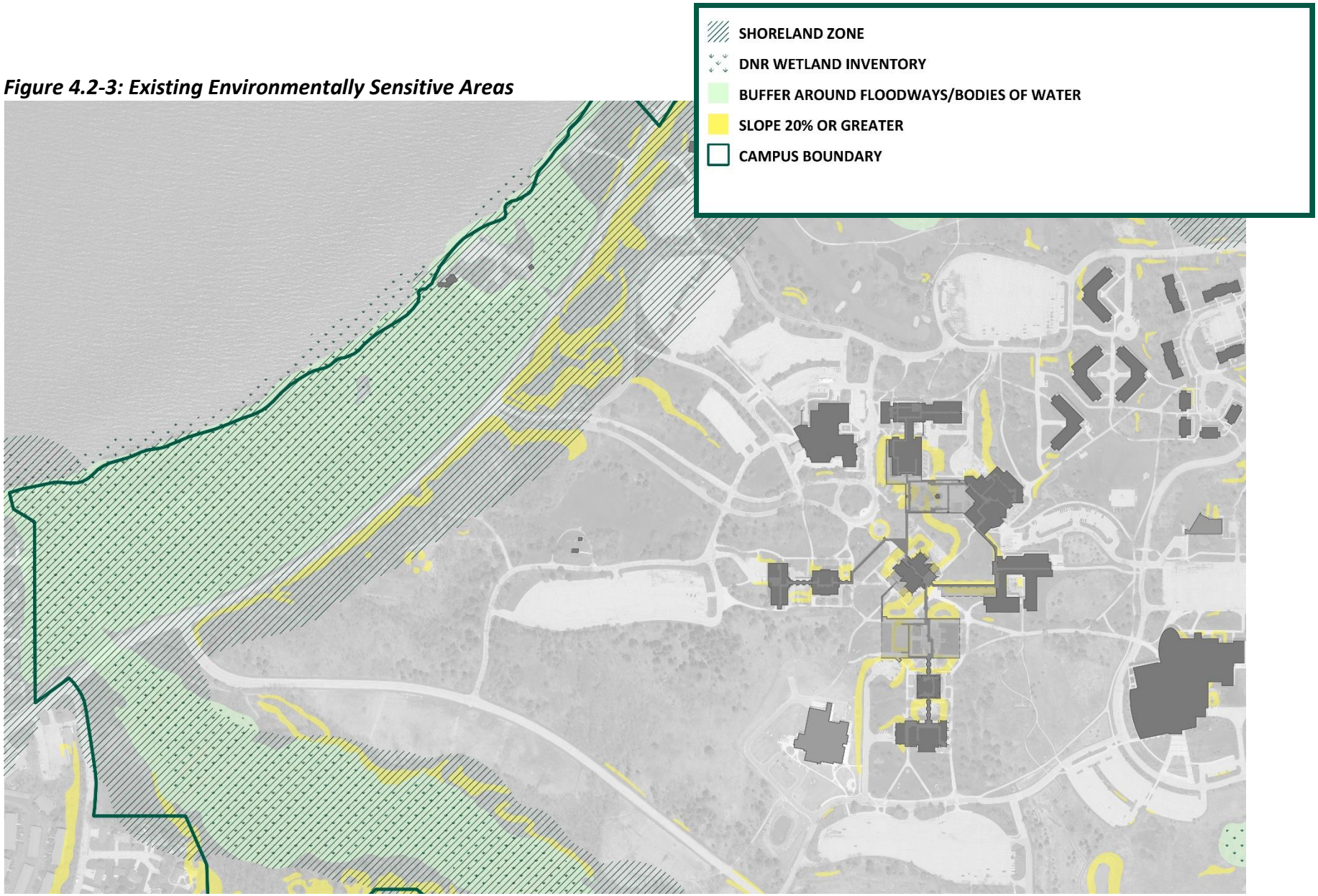


***Figure 4.2-3: Existing Environmentally Sensitive Areas***



## 4.3 Campus Organization & Major Entry Points

The campus is still largely organized according to the 1968 Comprehensive Development Plan. Academic buildings radiate out from Cofrin Library at the center with performing arts spaces (Weidner Center and Theatre Hall) to the north. Housing fills in the northeast quadrant and athletics are to the southeast. Facilities and maintenance, including a chiller plant on the south side of Sturgeon Bay Road, occupy the south end of campus. Small structures devoted to campus recreation dot the periphery along and within the Arboretum.

Access and entry into the heart of campus is disjointed and confusing, and there are no signs indicating where visitors are to park. Cofrin Library has no visible entrances when approaching on Main Entrance Drive; the lone entrance into Cofrin is a hardscape dip directly into the concourse. The concourse at this location is disorienting and has no clear guidance from the entry lobby to any other buildings. Cofrin Library is not the only spot where building entry is unclear: the common Wood Hall entry is through a loading dock, and concourse access through Laboratory Sciences is around the east side on the building and through a stairway. The Student Services entrance is only identifiable with a “green awning” and markings on the sidewalk.

Academic buildings are connected via concourse, increasing the total square footage of finished interior building space that must be maintained and conditioned for occupancy. Some sections of the concourse offer natural daylight and open to small outdoor sunken pavilions. However, these pavilions cannot be accessed during the winter months as stairs and ramps are roped off to prevent slipping on ice and interior entries are locked to prevent access. The plethora of ramps, stairs, and hills create a confusing pedestrian experience, especially for those who are not familiar with the campus.

***Figure 4.3-1: Existing Campus Organization***

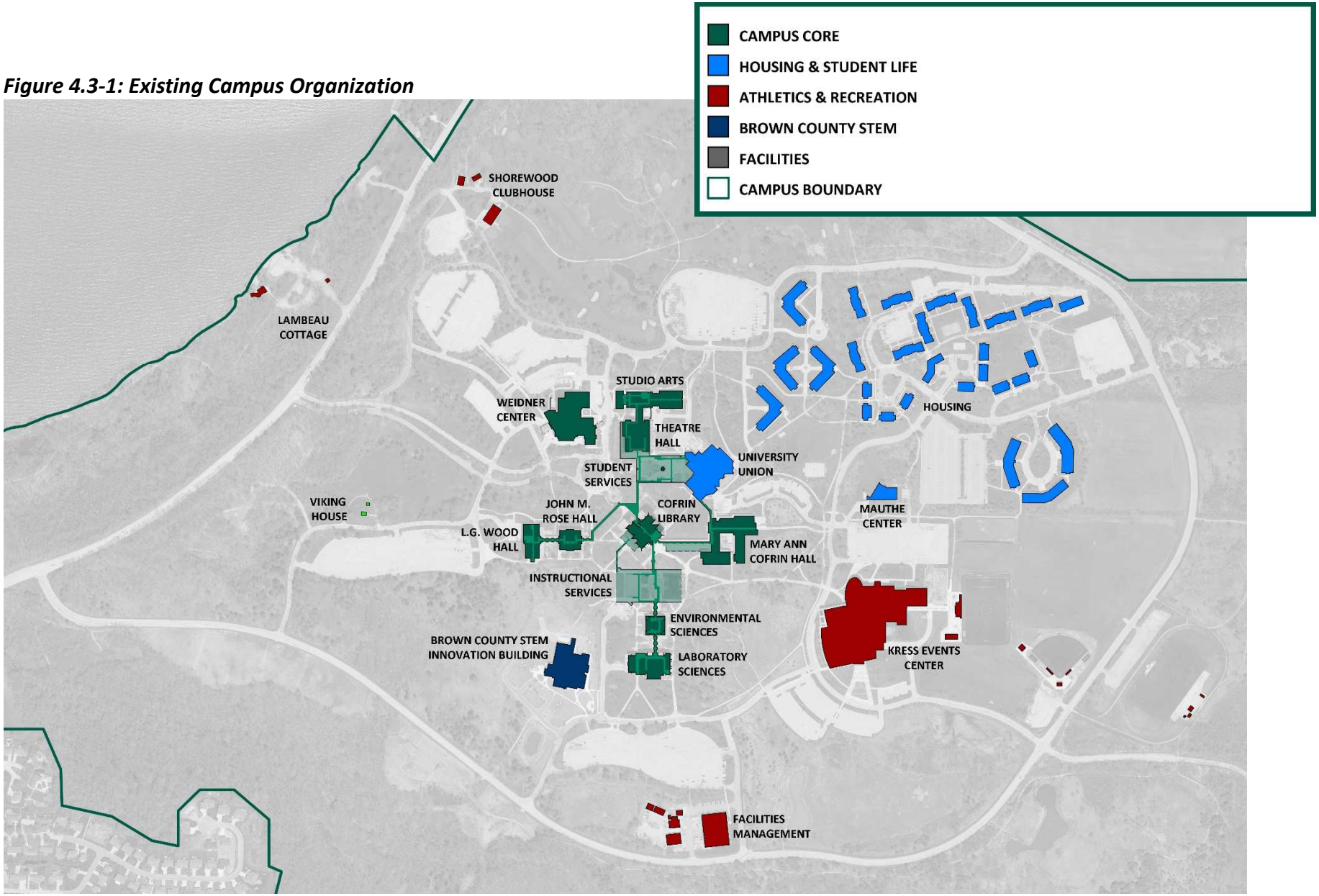
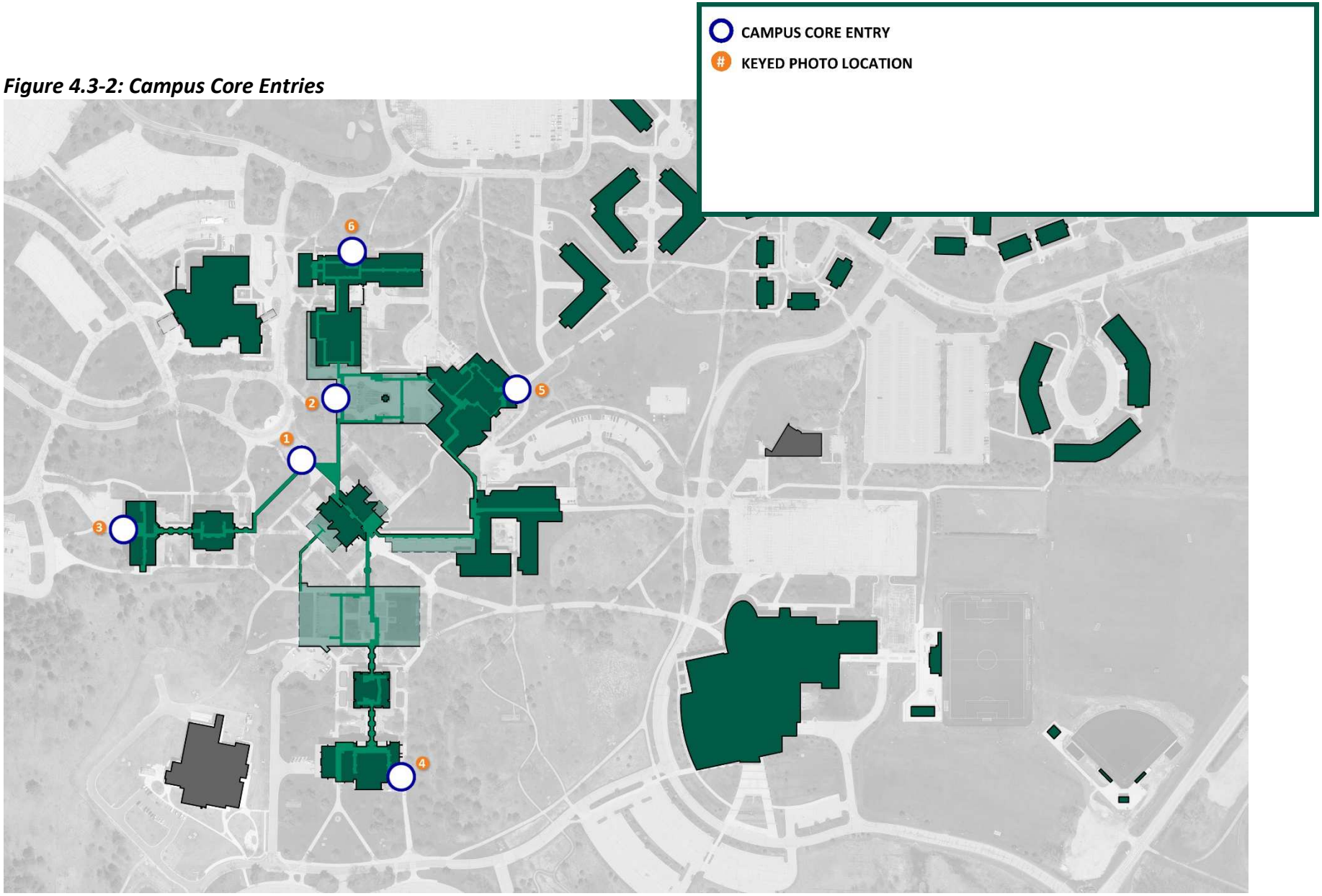


***Figure 4.3-2: Campus Core Entries***



***Figures 4.3-3 through 4.3-8: Keyed Entry Photos***

(1) Entry to Cofrin Library

(2) Entry to Student Services

(3) Entry to Wood Hall

(4) Entry to Lab Sciences

(5) Entry to University Union

(6) Entry to MAC Hall

## 4.4 Open Spaces

The Quad and Phoenix Park are solely outdoor spaces between buildings. They offer little to no program amenities which encourage interaction or cross-disciplinary collaboration as intended in the 1968 Comprehensive Development Plan. The artificial raising and lowering of the topography create accessibility and usability challenges for the Quad in particular:

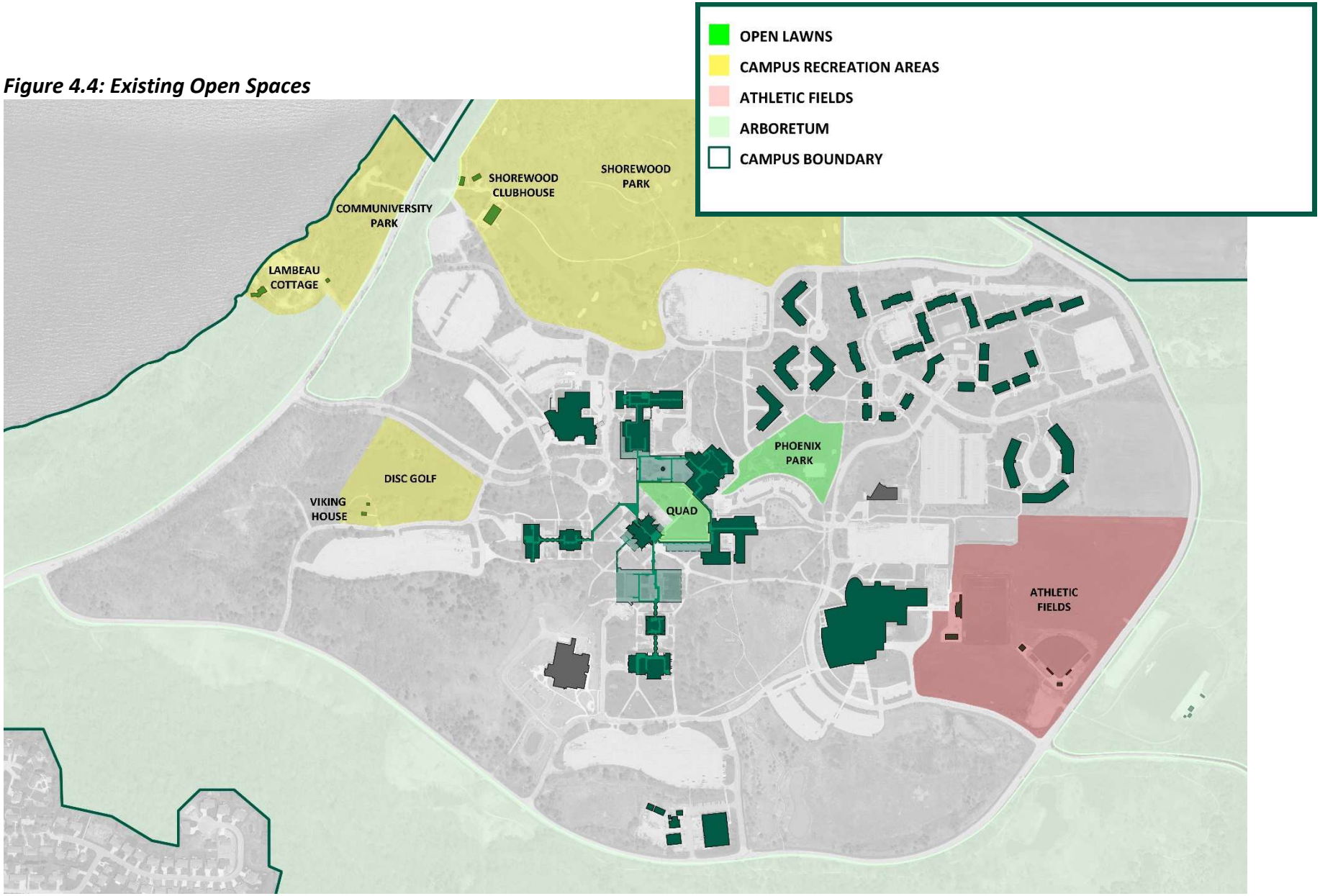
- The Quad is at concourse level and the Union entrance from Housing is a level above. Therefore, students cannot access the Quad without going through the Union.
- The concourse between Cofrin Library and Student Services prevents vehicles from accessing the Quad, limiting the ability for programming that would require a stage or other large equipment.
- The grade change within the Quad greatly limits its usability for anything other than walking between the Union and Cofrin Library, hampering student interaction in what should be one of the most active parts of campus.
- Concourses and grade changes make it difficult to access the Main Entrance Drive bus stop (the only bus stop on campus), particularly for those with accessibility needs.

Shorewood Golf Course anchored the north side of campus for its entire history. Once an 18-hole golf course, the course was reduced to nine holes shortly after the State acquired the property. The course was operated by the University until its permanent closure in 2020. The clubhouse sits atop the bluff and has a direct connection to Communiversity Park and the Arboretum pathways via paved roadway.

A disc golf course fills in the swath of land between Main Entrance Drive and Wood Hall Drive along with the Viking House, an authentic Norwegian timber-framed structure donated to campus in 2017.

Open spaces on campus are largely under-programmed and underutilized. Many lack a sense of place or an organic reason for students to pass through them. It is appropriate to leave the Arboretum untouched for study of and connection to nature, but park-like settings within the academic core and outer loop of campus should serve as functional campus spaces. Improvements to the campus will need to strike the proper balance between a pastoral setting and an appropriate level of density and activity to encourage interaction.

***Figure 4.4: Existing Open Spaces***



## 4.5 Pedestrian Circulation

Given the prominence of the concourse system which connects the academic buildings, outdoor pedestrian circulation faces challenging physical and visual barriers. Sidewalks wind their way to major building entry points, which funnel pedestrians into the concourse system. The concourse system serves as the primary means of circulation for the entire academic core. Pathways outside of academic buildings which do not lead directly into the concourse are not used as frequently, resulting in a lack of connection between open spaces and/or non-adjacent theme colleges.

While the campus has a handful of outdoor terraces, there are barriers in accessing them if approaching from the outdoors due to the grade changes. The only at-grade destinations for outdoor pedestrian walkways through and around the academic core are building entry points; patios and terraces are raised or lowered and accessible only by ramp or stair, which are roped off during the winter due to slipping hazards. As a result, the spaces are merely accessories to the adjacent buildings and are not adequately programmed for consistent or year-round use. Two pathways from the Wood Hall parking lot to Wood Hall lot are steep enough to render them unusable during winter.

The Instructional Services plaza, while being at grade, does not provide appropriate elements of scale, shade, or flexibility in seating choices that would make this space more inviting. The concrete surfaces are blinding in direct sunlight. While pavilions along concourses provide protection from direct sunlight, they too come with an element of isolation as they are sunken below grade on the outside.

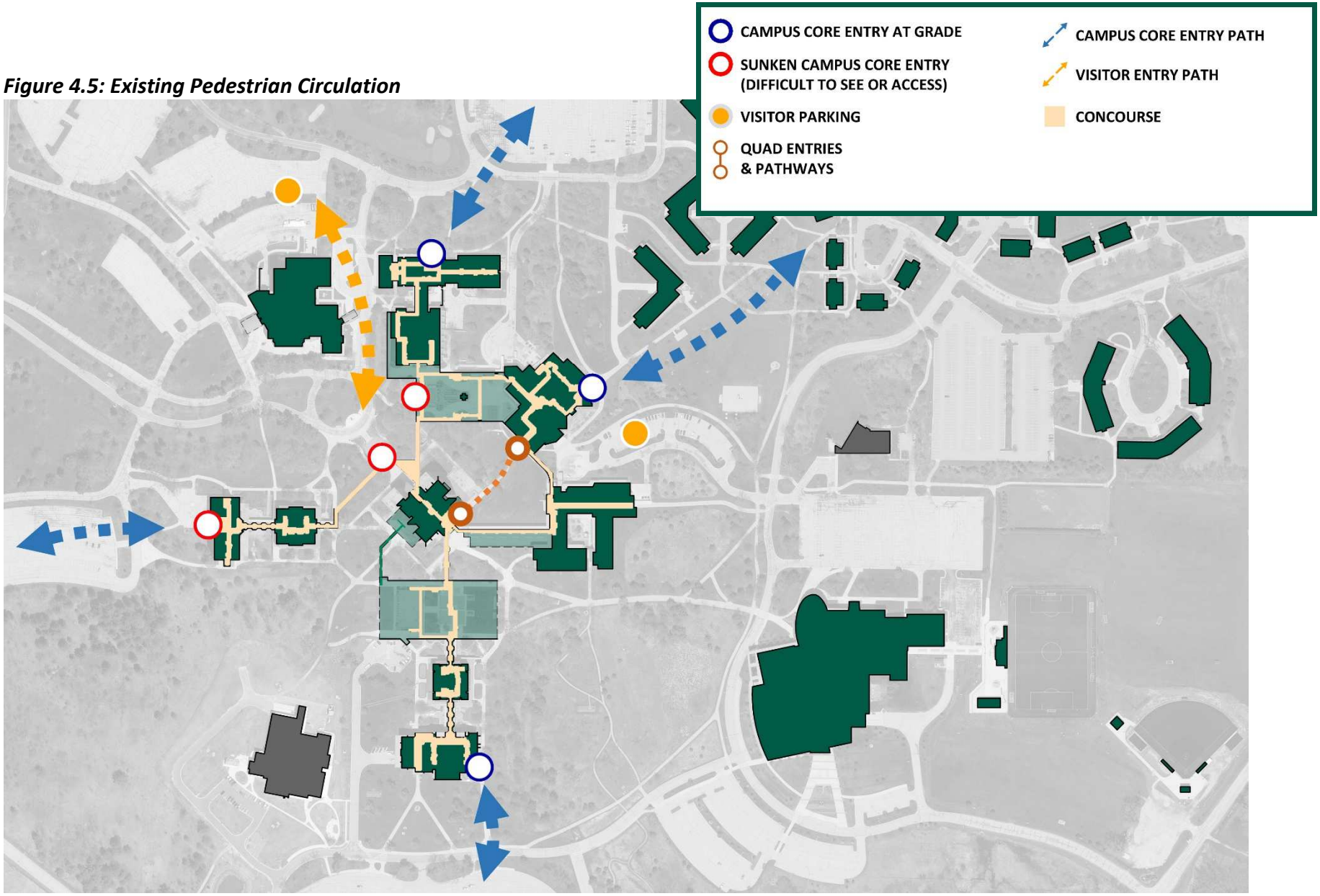
One Arboretum path extends into campus, terminating at the south end of Mary Ann Cofrin Hall. The remainder of Arboretum pathways form a network with a handful of small parking areas along South and East Circle Drive.

There are only a handful of significant campus buildings that are not interconnected via the concourse system. These include the Kress Events Center, the Brown County STEM Innovation Center, and the Weidner Center for the Performing Arts.

Connecting the STEM building to the concourse system was a reoccurring comment heard during the focus group meetings. This is partially due to the building layout and main entry points which are not conveniently located for access from the adjacent Lab Sciences.

The Weidner Center while located within the campus Arts district containing Studio Arts, Theatre Arts, and the Weidner Center. Weidner is physically separated from the other two facilities by Theater Drive and although it's a short at-grade walk from the other facilities it is not thought of as part of campus (by students) due to its disconnection from the concourse system and limited educational use.

*Figure 4.5: Existing Pedestrian Circulation*



## 4.6 Parking & Pavement

UW-Green Bay has 4,935 total campus parking stalls as of December 2018. 310 of these stalls have special designations:

- 114 handicapped accessible (40 van accessible)
- 38 service vehicle
- 96 time restricted
- 62 specialty permit

1,029 of the total stalls are in the housing quadrant.

The University sells parking permits to students, employees, and visitors. An internal Parking and Roadways Committee study estimates that 3,902 student/staff permits, 1,048 LLI/KEC/Snowbird permits for specific events, and 535 general parking permits will be sold by the 2024-25 academic year.

Commuter parking, Kress event parking, and Weidner event parking rarely if ever overlap so not every permit will be used simultaneously. Additionally, students move vehicles from housing lots to academic lots throughout the day and Wood Hall parking is cordoned off during the winter. Therefore, the current number of stalls exceeds campus needs and many could be removed.

While the number of parking stalls is more than adequate for the current and future demand, campus does receive complaints that there is not enough parking in close proximity to the building entrances. The outskirts of parking lots are removed from building entrances and therefore creates the illusion that not enough parking is available. The westernmost stalls in the Wood Hall lot are approximately 1,300 feet from the Wood Hall building entry; faculty and staff park in the Baird Foundation Lot to the South of Kress Events Center and have an even longer walk to their destination.

All roads through campus are on campus property and therefore campus is responsible for maintenance. Unlike most UW System schools, the City of Green Bay does not maintain or assist in maintaining any campus roads - that responsibility falls on the university. The cost to maintain existing infrastructure exceeds the revenue generated by parking fees and campus is reluctant to raise parking rates.

UW-Green Bay completed a pavement maintenance study in May 2020 (DFD project #15I2A-04) to create a prioritized project list for repair of existing campus roadways and parking lots, dividing the areas explored into immediate, secondary, and long-term priority for repaving. The study did not evaluate the Wood Hall or Laboratory Sciences parking lots due to recent repaving.

The deterioration of existing roadways and inconvenience of existing parking lot locations and configurations present and opportunity to reshape the campus experience and increase the efficiency in the paved areas of campus. New projects should seek out ways to minimize new pavement, find more effective uses of existing pavement, or remove underutilized pavement.

***Figure 4.6-1: Pavement Maintenance Study Findings***
***(DFD Project #15I2A-04)***

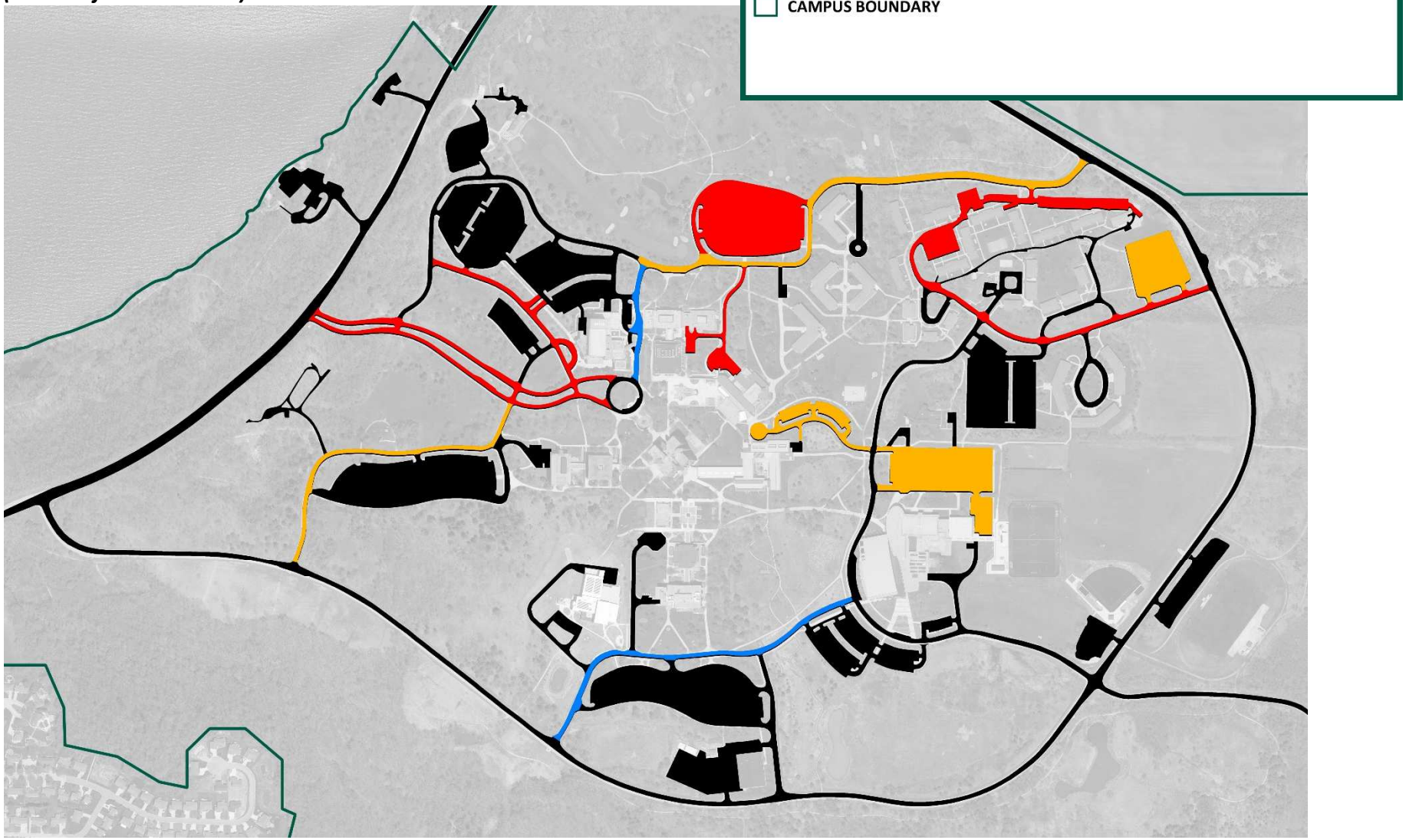
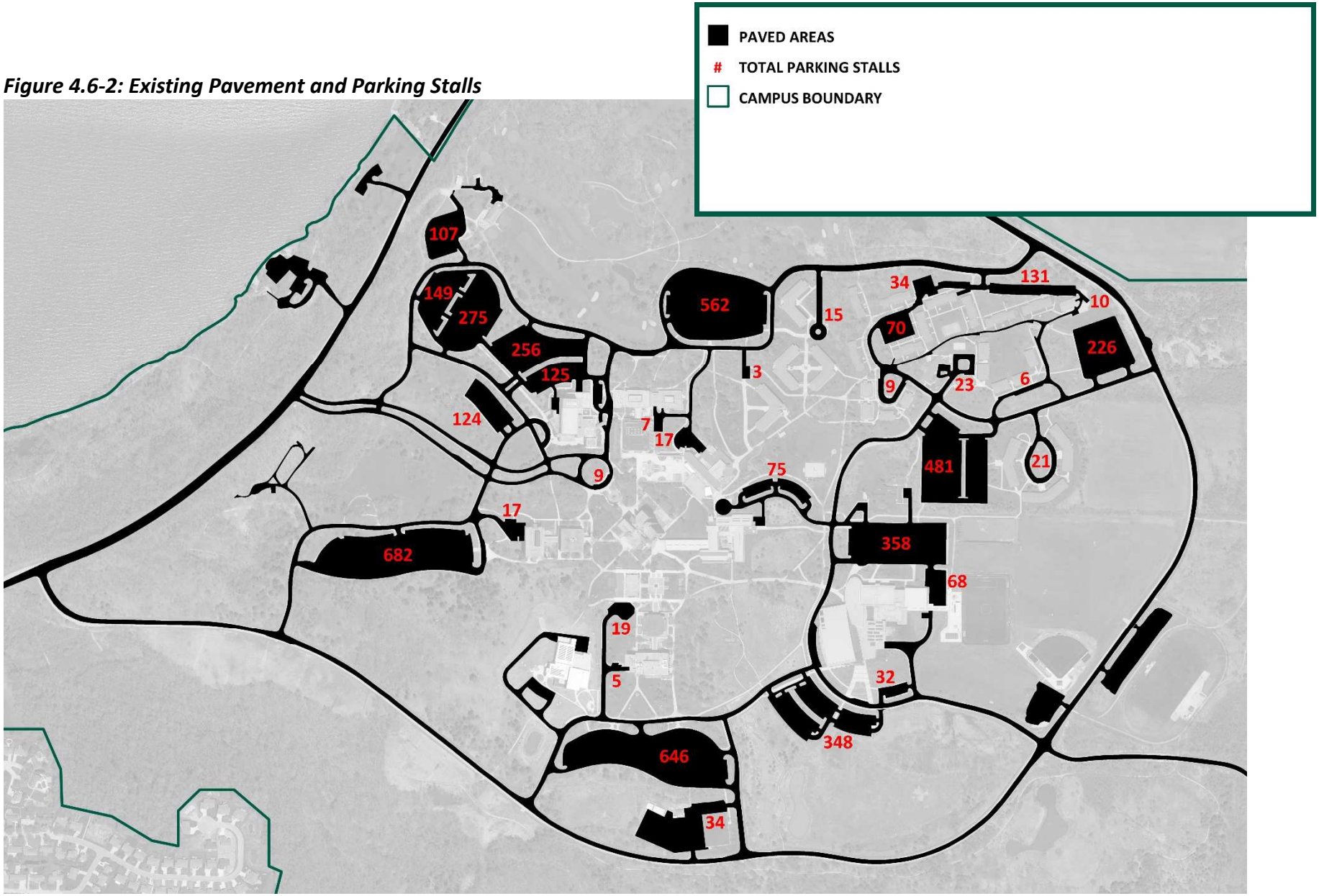


***Figure 4.6-2: Existing Pavement and Parking Stalls***



## 4.7 Vehicular Circulation

Vehicular traffic is by far the dominant method of reaching the UW-Green Bay campus due to its location away from the center of Green Bay and the large commuter presence among its student body. The campus is flanked by three public roadways: Nicolet Drive (County Highway A) to the west, Sturgeon Bay Road (State Highway 54-57) to the south, and Bay Settlement Road to the east. The Green Bay Metro bus line 7 stops in front of Cofrin Library every half hour Monday through Friday (every hour on Saturday). Some bike racks are available outside academic buildings, but the lack of proximity to off-campus housing or businesses and lack of bicycle infrastructure on regional roadways makes commuting to campus by bike very challenging.

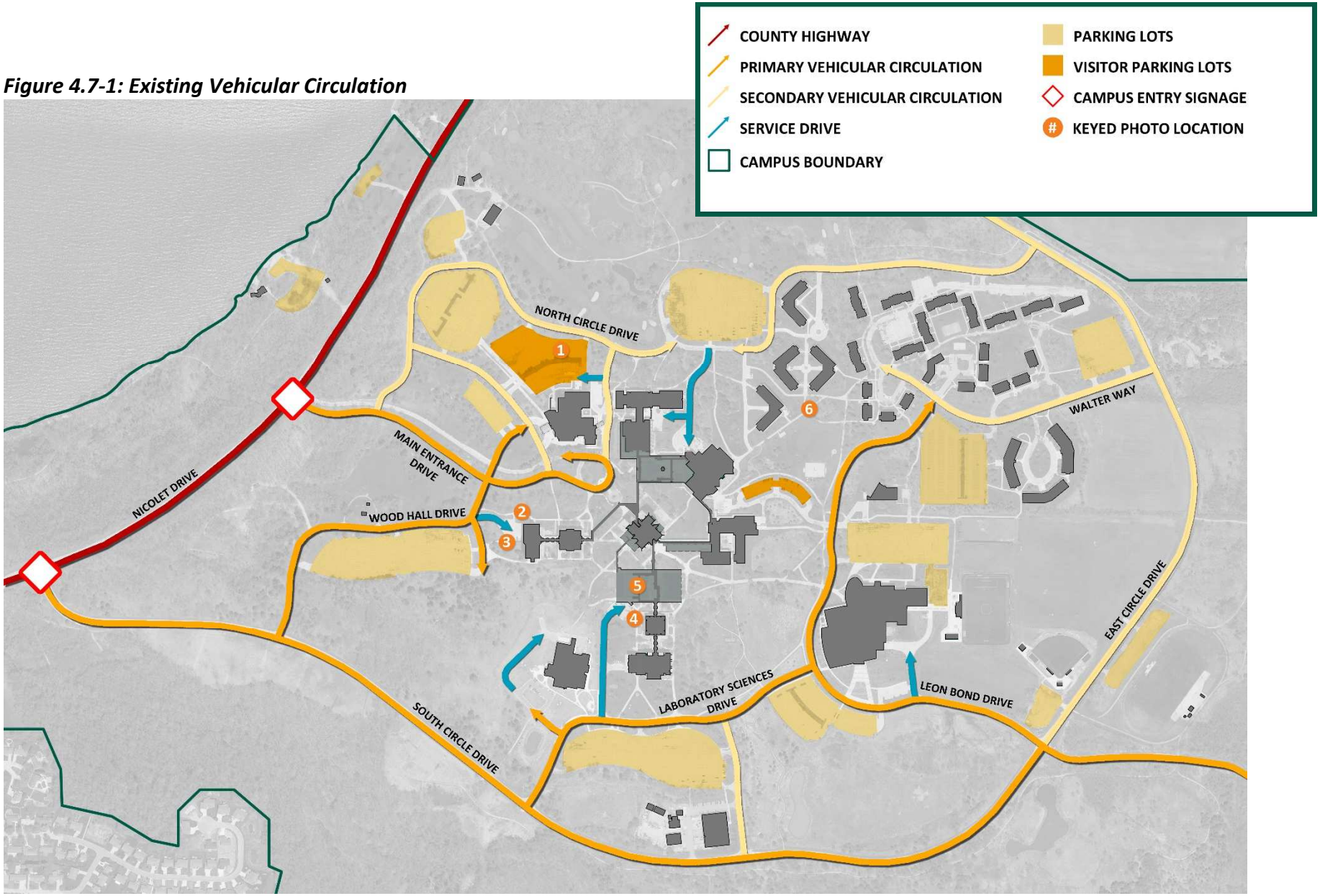
There are two monument signs along Nicolet Drive on the approach to campus: one at South Circle Drive and one at Main Entrance Drive. Another monument sign sits at the intersection of Bay Settlement Road and Leon Bond Drive. Smaller signs dot street corners along South and East Circle Drive indicating building access along interior campus roadways.

The monument sign at the corner of Nicolet Drive and South Circle Drive is particularly problematic for visitors to campus, as it suggests an arrival point when one has only arrived at the outer loop road. The primary approach into campus then runs along South Circle Drive without clear sight lines into the heart of campus. Signs marking destinations along Wood Hall Drive and Laboratory Sciences Drive have small text and are difficult to read. Cofrin Library is visible up the hill along Main Entrance Drive, but parking and drop-off are not easily identifiable. The University Union is not visible at all until nearly reaching the front door. Visitor parking outside the University Union is along a primary drive, but visitor parking for prospective students is on the north side of the Weidner Center. Neither of these visitor parking locations are indicated on any entrance drive signage.

Prospective students and their families are provided directions before arriving on campus. Once on campus, the directions lead them on a secondary road, turned away from campus, and end up at the back of the Weidner Center – not very intuitive. Phoenix markings on the sidewalk provide the only direction to Student Services and a tour starting point.

Secondary roads, primarily for on-campus residents and delivery drivers, occupy the north and east portions of campus. North Circle Drive leads from Main Entrance Drive to University Union Court, which is the primary drop-off point for delivery trucks. Both the drive and the destination are unclear; many drivers get turned around because the path is difficult to find/maneuver or their GPS takes them to the front door of the Union. Walter Way provides vehicular access to Housing via East Circle Drive but can get backed up with postgame traffic from the Kress Events Center.

***Figure 4.7-1: Existing Vehicular Circulation***



***Figures 4.7-2 through 4.7-7: Keyed Photos of Circulation Issues***

(1) Visitor parking on north end of Weidner Center, looking south. Signage and wayfinding to Student Services entrance is poor.

(2) Wood Hall/Rose Hall/Cofrin Library, looking east down Main Entrance Drive. No clear points of entry or visitor parking along entrance.

(3) Wood Hall lot access, looking west. Ramp is roped off during the winter. Half of Wood Hall lot is not plowed during the winter.

(4) Concourse outside Instructional Services, looking east. Vertical circulation is roped off during the winter; no amenities provided.

(5) Instructional Services plaza, looking east. No amenities or clear destinations provided. Quad and Student Services plaza are similarly underutilized.

(6) Phoenix Park, looking southwest toward University Union. Park lacks programmed space, amplifying the distance to the destination.

## 4.8 Utilities

### 4.8.1 Water, Sanitary, & Storm

The UW-Green Bay campus generally drains from east to west, ultimately draining to Green Bay (Lake Michigan). Urban roads with storm sewer infrastructure capture the majority of stormwater through the academic portion of campus with numerous discharge locations to the north, south and west. The housing portion of campus has rural roads with drainage ditches and culverts that primarily drain north. Cofrin Arboretum is located around the outside of campus and drains either north or south before draining west via overland flow or through small gullies, rivulets, and streams.

General drainage for the University Union is north and west and is collected by storm sewer. Storm sewer for the eastern portion of the building drains to Golf Pond #2, storm sewer for the west half to the Main Entrance Drive storm sewer. General drainage for Cofrin Library is north and west to the Main Entrance Drive sewer.

Water, sanitary and storm utilities have been constructed throughout campus to provide the necessary utilities for campus needs. Known concerns with existing water utilities have been recently fixed or are in design phase. There are no known sanitary or storm utility concerns at this time. Televising of the sanitary and storm utilities on campus is recommended for inspection of the sewer systems. If clay storm sewer pipes are located with the construction limits of future projects, the pipes should be replaced.

***Stormwater Solution for Smart Growth Planning***

An analysis was conducted in fulfillment of the UWGB Municipal Separate Storm Sewer System (MS4) General Permit (DFD Project #16H1R) in March 2018. UWGB must work towards meeting the Total Maximum Daily Load (TMDL) requirements of the Lower Green Bay basin as they are currently falling short.

UWGB is currently reducing its Total Suspended Solids (TSS) pollutant load by 15.21 tons per year (41.46%). Therefore, UWGB is below the TMDL reduction goal of 52% set by the Wisconsin Department of Natural Resources (WDNR).

UWGB is currently reducing its Total Phosphorus (TP) pollution load by 89.15 pounds (29.23%). Therefore, UWGB is below the TMDL reduction goal of 41% set by the WDNR.

UWGB shall improve existing conditions and implement new Best Management Practices (BMP) to work towards water quality goals listed in the Wisconsin Pollutant Discharge Elimination System permit. Recommendations include; regrading existing swales, modifications to Golf Course #1, Teal, and Dragonfly ponds, elimination of existing pavement (parking and drives), and install a stormwater treatment chamber in Basin 3. Effectively treating the stormwater from Basin 3, the University would be near a campus wide reduction of approximately 54% TSS and 40% TP removal.

***Figure 4.8-1: Existing Campus Stormwater Ponds***

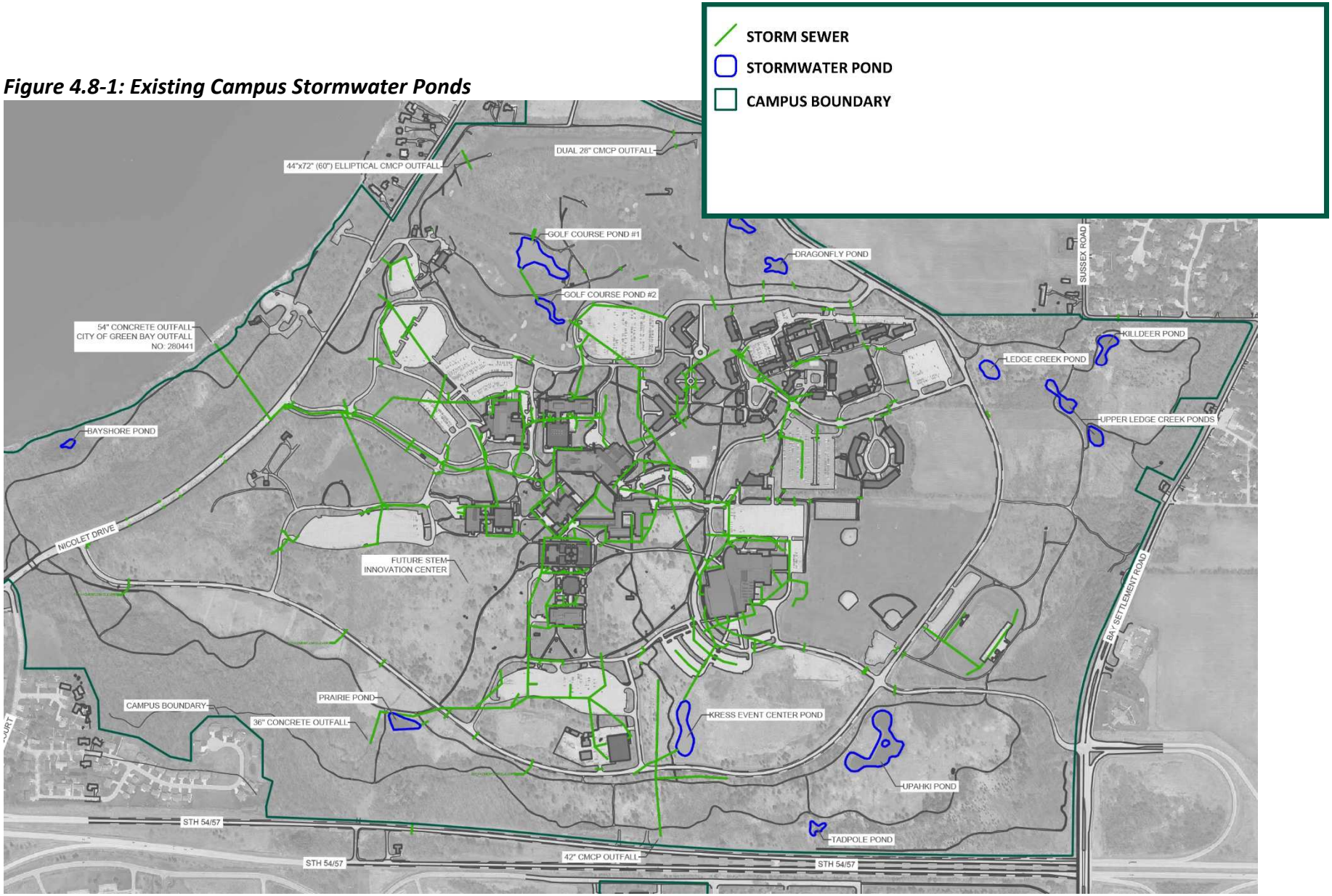
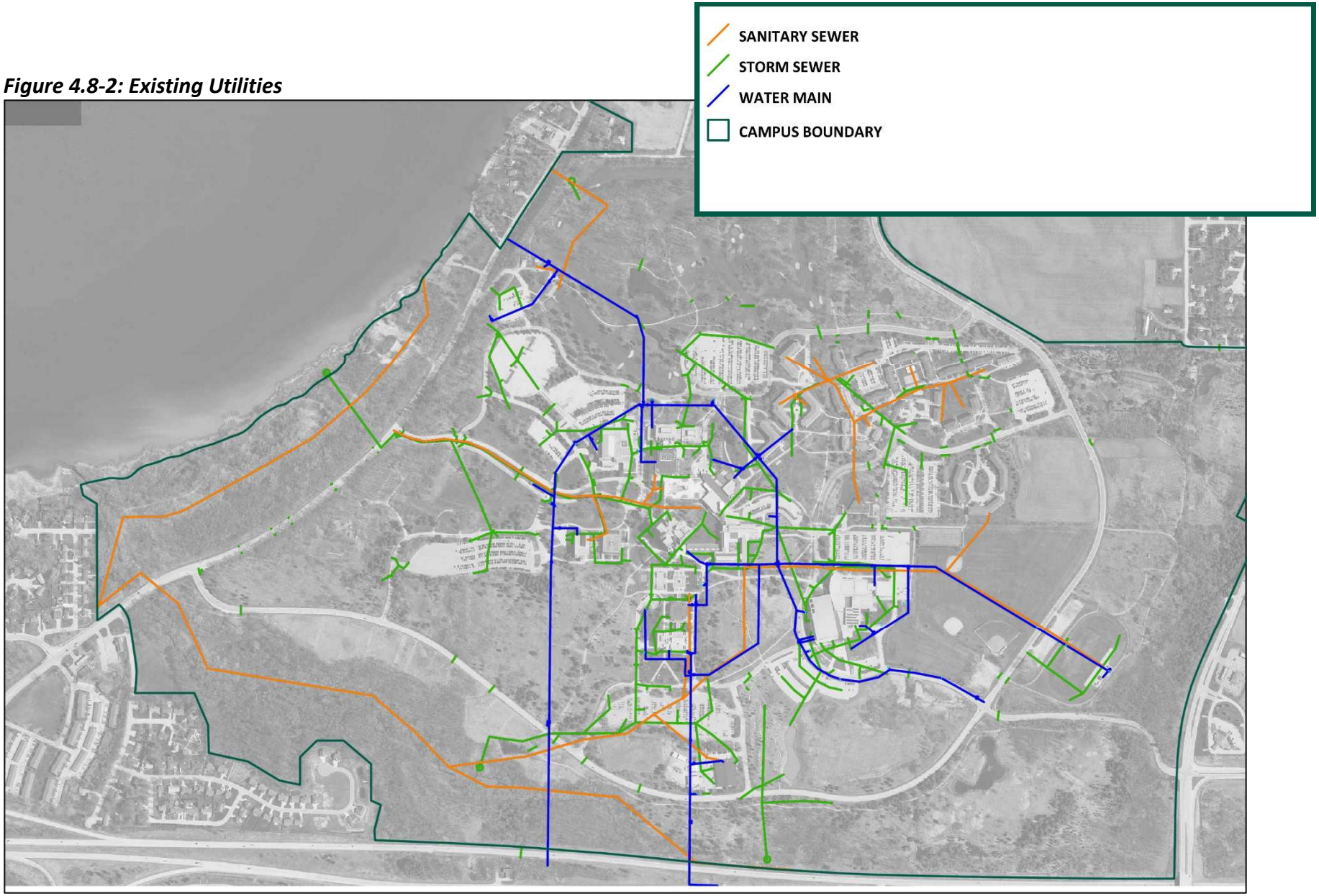


***Figure 4.8-2: Existing Utilities***



### 4.8.2 Steam

The campus currently consists of 1,299,032 gross feet of building area which is provided steam from the central steam system. Estimated building demands are included in the Campus Central Steam System Analysis (See Appendix A – Campus Steam Load Projections).

***Generation***

The UW-Green Bay Heating and Chiller Plant distributes steam to connected buildings on campus. The Heating and Chiller Plant consists of the following boilers (PPH = Pounds Per Hour):

- Boiler-1 (1971) Offline for 40 years
- Boiler-2 (1971) 49,300 PPH Gas fired
- Boiler-3 (1971) 29,000 PPH Gas fired
- Boiler-4/5 (2006) 15,000 PPH each Gas fired.

All boilers operating can yield 109,300 PPH for the campus.

All boilers are dual fuel natural gas and No. 2 fuel oil. The chiller plant is equipped with an above ground fuel oil tank (20,000 gallons) and associated pumping system.

The current peak steam demand is 56,600 PPH based daily boiler input logs. This demand equates to an average use of 22 BTU/GSF of connected building. The future peak steam demand is projected to increase 63% or 29,000 PPH. This would bring the campus load demand to 74,729 PPH.

Boiler-1 remains off-line and has not run since 1981 and is considered non-functional. Boiler-2 was tested in January 2021, steam output was verified at approximately 52,000 PPH. Boiler-2 currently operates to meet campus peak load during heating season. Boiler-3 is not sized to handle peak heating load for campus. If Boiler-2 would go down in the winter the plant could utilize one or both of the summer boilers Boiler 4 or Boiler-5 to help meet campus demands. Based on the future load projection if Boiler-2 would go down Boiler 3, 4 and 5 would not be large enough to handle the projected demand. A more detailed review of plant should be conducted to establish a consistent redundant capacity going forward between the existing boilers and a new boiler(s) layout.

Boiler-4 and Boiler-5 are sized to handle campus heating load during the summer. One boiler can meet the daytime load of approximately 9,000 PPH and the nighttime load of approximately 6,000 PPH.

The plant steam header operates at 125 psig and provides 125 psig to the underground campus distribution system to campus buildings.

Existing plant equipment such as the boiler feed water pumps, deaerator and condensate tank are original and in good working condition. Individual buildings are equipped with condensate meters and information is transferred to the Campus Building Automation system for recording. Kress

Center and the Student Union are equipped with steam meters, but neither is online.

***Distribution***

The steam distribution system consists of approximately 5,200 lineal feet of walkable steam tunnel, 300 lineal feet of concrete box conduit and 620 lineal feet of direct buried conduit. The distribution system is made up of high-pressure steam pipe and pumped condensate return piping. The existing layout of the steam distribution system, Existing Steam Distribution Layout (See Appendix A - Existing Steam Distribution Layout).

The utility tunnel was upgraded in 2011 to minimize water infiltration and upgrades existing failing piping, pipe insulation and support systems. There have been ongoing upgrades to the steam distribution system since it was first installed in the 1960s and the current distribution system is in good working order.

The campus experiences an approximate 7-8 psig pressure drop at the far south end of the campus on a peak day. Campus steam is distributed at 125 psig from the Heating Plant.

Condensate is returned to the Heating and Chiller Plant in the same pipe route as the steam system. There are no known issues with the condensate return system.

The existing pipe sizes and routing are adequate for the existing loads and future campus growth to maintain steam velocities below 10,000 FPM for normal operating conditions.

### 4.8.3 Chilled Water

The campus currently consists of 988,966 gross square feet (GSF) of buildings which are provided with chilled water for cooling. Estimated building demands are included in the Campus Chilled Water Load Projections (See Appendix A - Chilled Water Load Projections).

***Generation***

The original central heating and chiller plant was constructed in 1963. Current chiller plant has (3) chillers:

- Chiller-1 1400 ton (2000)
- Chiller-2 725 ton (1972 - Not Operable)
- Chiller-3 1200 ton (1982)

The current total operable plant capacity is 2,600 tons. Actual performance is significantly less. The chillers are currently set to provide a supply water temperature of 41 degrees with a 10-degree temperature difference.

Existing 2-cell cooling tower is original to the plant and provides condensing water for chillers and condenser water pumps.

Each chillers have a primary chilled water pump. Chilled water is distributed to the campus with electrically driven secondary pump with a variable frequency drive. A bypass/decoupler line is installed between the supply and return line upstream of the campus distribution pumps which creates a primary-secondary pumping arrangement.

The system distribution pumping differential pressure is approximately 12 psig on a design day at the far end of the distribution system measured at Theatre.

Metering of chilled water is provided at each building connected to the distribution system. Metering information is brought back through the campus building automation control system.

***Distribution***

The chilled water distribution system consists of approximately 5,200 lineal feet of walkable steam tunnel and 1,350 lineal feet of direct buried pipe (ductile iron). The existing layout of the chilled water distribution system is provided in Appendix A.

The utility tunnel was upgraded in 2011, existing failing piping, pipe insulation and support systems were removed and upgraded. The distribution system is in acceptable working order.

There is currently only a radial route from the plant to feed the campus connected buildings. This presents issues when isolation is needed in any area of the current system while trying to maintain full campus service.

The estimated and future loads were input into the hydraulic model. Advanced Flow Technologies (AFT) was used as the hydraulic modeling software. The model analyzes incompressible pipe flow addressing open and closed loop systems. AFT includes a built-in library of fluids and fittings, variable model configurations, pumps and control valve modeling. The model was revised based on understanding of existing pipe and future building additions along with the following assumptions:

- Chilled water temperature differential of 10°F
- Existing building peak loads indicated in Chilled Water Load Projection Worksheet
- Future building peak loads indicated in Chilled Water Load Projection Worksheet
- 12 PSID was set as the minimum pressure drop across most critical buildings.

The Chilled Water System Hydraulic Calculations for the output report and velocity profile results for each scenario are provided in Appendix A. The model was setup using the two (2) existing distribution pumps currently at the Central Heating and Cooling Plant.

From the analysis the current main tunnel pipe sizing is adequate to handle current and planned growth on campus. The only time where there begins to be an issue with the distribution pumping size is at the 13+ year implementation. The ideal plan would be to review the distribution pump sizing when a new chiller is recommended for incorporation into the existing system sometime following the New Residence Hall #1 coming online.

### 4.8.4 Electrical Power

The campus currently consists of 1,317,800 gross feet of building area served by the campus electrical service. Estimated building demands are included in the Campus Future Electrical Load Projections (See Appendix A).

The average total demand on main campus distribution system between 2012 and 2023 is 3,754 kW, or 18.1% of total 20,700 kW system capacity. Refer to Campus Yearly Electrical Demand below.

| Academic Year | Actual Utility Demand Load (kW) |
|---|---|
| 2022-23 | 3542 |
| 2021-22 | 2972 |
| 2020-21 | 2625 |
| 2019-20 | 3957 |
| 2018-19 | 3669 |
| 2017-18 | 3680 |
| 2016-17 | 3761 |
| 2015-16 | 3718 |
| 2014-15 | 3994 |
| 2013-14 | 4406 |
| 2012-13 | 4474 |
| 2011-12 | 4252 |
| **Average** | **3754** |

There is an existing ATC power transmission line buried in a Right-of-Way running from the southeast corner of the Nicolet Drive / South circle Drive intersection and runs outside Circle Drive until it exits campus across from the Residence Life Maintenance building along East Circle Drive.

***Generation***

The campus electrical service was replaced in 2011. The service consists of 1200A, 12.47 kV switchgear served by two Utility services. Power is distributed from the switchgear at 12.47 kV to the various buildings on campus. The two Utility services are designed to be redundant, should one fail the other system can handle the entire campus load. The existing 4.16 kV switchgear has one (1) spare circuit breaker and one (1) space that can be utilized to supply future load growth.

***Distribution***

The 12.47 kV power is distributed to the various buildings via underground ductbanks. The distribution system is a modified loop concept so each building can be served from a number of different feeders depending upon the loop switch or padmount switch configuration. The switching feeder sources of a building in various pad mounted switchgear units around the campus and/or switches internal to buildings. The feeders indicated in the Campus Future Electrical Load Projections matrix are the feeders from which the buildings are normally fed and are expected to be fed in the future.

The original and subsequent ductbank installations were quite generous and forward-thinking of future capacity. As a result, the primary ductbank system is has a large number of spare conduits at any given place in the system. Most areas have 3-7

spare conduits in the main trunk of the system. Less spare conduits serve individual buildings.

### 4.8.5 Telecommunications

Based on initial building entrance surveys it appears the majority of the optical fiber network is fed through both Cofrin and Instructional Services. A full optical fiber survey or optical fiber master plan of the campus to include optical fiber both inter- and intra-building fiber backbones and all signal pathways should be executed to provide a comprehensive plan for campus growth, network growth, redundancy and survivability.

### 4.8.6 Fiber Optics

Existing fiber cabling is routed through existing steam tunnels as well as concourse pathways.

## 4.9 Conclusions

The design team's extensive review of existing conditions and conversations with stakeholders reveal a set of primary deficiencies which the recommendations will resolve:

- **Entry and arrival experience is confusing.** This is especially true for visitors.
- **There is no "front door" or sense of arrival.** Building entries are difficult to locate, as are destinations and resources once inside.
- **Vehicular circulation lacks organization.** Coordinate parking locations with vehicular circulation and the entry/arrival experience.
- **Outdoor spaces lack amenities and connection to the rest of campus.** The Quad, Phoenix Park, plazas outside concourses and on top of Student Services and Instructional Services, and the former Shorewood Golf Course can all contribute more to the campus experience.
- **There is not enough engagement with the bayfront.** Lambeau Cottage and Communiversity Park offer untapped potential to draw the student body and community to the water's edge.
- **Pedestrian circulation is complicated by grade changes on the exterior and level changes on the interior.** Rethink the balance between concourse circulation and outdoor pathways with clear destinations.
- **There is not enough informal meeting/lounge space along indoor and outdoor circulation paths.** This concept was a key component of the 1968 Comprehensive Development Plan.
- **There are few connections between campus and the community.** Utilizing and amplifying natural settings and open areas can be at the forefront of building those relationships.
- **Find ways to create redundancy in mechanical, electrical, and optical fiber utility systems.** This will provide a safety net and allow for future building growth on campus.

# 5 Synthesis

The design team focused on several recently completed studies for coordination with the master plan effort: University Housing (DFD project #17J1Q), University Union (DFD project #19L1J), Cofrin Library (DFD project #18D2W), and the Phoenix Innovation Park study. The Pre Design Study for New Health Sciences and Clinical Practice Building (DFD project 20A1V) was running concurrent with the Master Plan process. The master plan recommendations implement the programmatic requirements and general design direction of the studies in ways that fit holistically in the campus makeup.

Additional studies reviewed by the design team and incorporated into the master plan recommendations include:

- Stormwater Pollution Analysis (DFD #16H1R)
- Resident Life Storm Water Study (DFD #16J2B)
- Outdoor Athletics and Intramural Facilities (DFD #08K2B)

***University Housing Master Plan (DFD project #17J1Q)***

The study proposed a phased transformation of the housing quadrant from its current assortment of smaller units into larger residence halls. The plan proposes to add a net total of 703 beds to the university's housing stock. It also identifies which entity is responsible for each phase given that UW-Green Bay and University Village Housing, Inc. (UVHI), a non-profit corporation, own land on which they operate.

- Phase One: Land swap between UVHI and UWGB Housing. UWGB Housing builds a 400-bed freshman style traditional residence hall. Sitework includes placing roundabouts at the ends of Leon Bond Drive and Walter Way.
- Phase Two: UVHI demolishes four traditional residence halls and builds a 300-bed freshman style traditional residence hall.
- Phase Three: UWGB Housing demolishes three shared bedroom apartment-style residence halls and builds a 400-bed sophomore residence hall.
- Phase Four: UWGB Housing demolishes six shared bedroom apartment-style residence halls and builds a 400-bed sophomore residence hall.
- Phase Five: UVHI demolishes six traditional residence halls and builds a 370-bed residence hall.

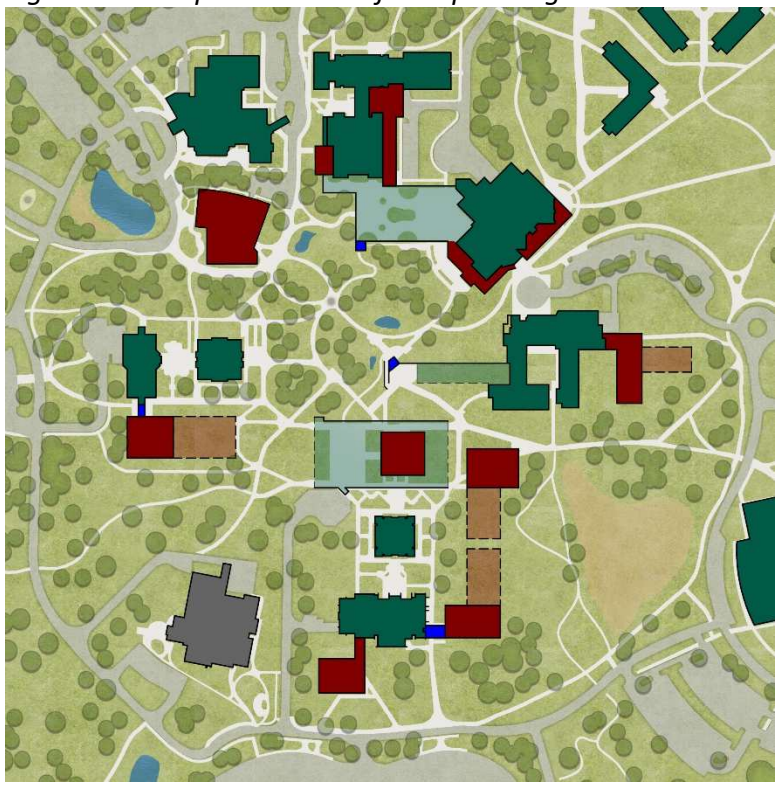
The master plan shifts one freshman residence hall to the eastern edge, which extends Phoenix Park and connects each residence hall back to the University Union via learning street.

*Figure 5-1: Proposed Housing diagram*

***University Union Pre-Design (DFD project #19L1J)***

The University Union was originally constructed in 1975; three additions since bring its current size to 108,167 GSF. The pre-design study explored options for partial demolition and replacement of varying degrees and building footprint sizes, ranging from maintaining the existing square footage to a 46% increase in square footage. All options modify the entrance from Housing and place more forward-facing uses overlooking the Quad and other adjacent exterior areas.

*Figure 5-2: Proposed Heart of Campus diagram*



The master plan implements the adjusted Union layout, and also extends the learning street connection from Phoenix Park into the Quad. The concourse between the Union and Mary Ann Cofrin Hall is broken to craft a path sloping down from Phoenix Park. This will eliminate the need to go into the Union in order to get down to the Quad level.

***Cofrin Pre-Design (DFD project #18D2W)***

The initial goal of the study was to design a renovation of the existing Cofrin Library. The envelope assessment revealed that the exterior barrier wall system is failing due to corrosion of masonry ties, and this corrosion process will continue to accelerate. Since remediation measures would require full exposure of the wall from inside the building, the study concluded that a building replacement is necessary. Funding was ultimately enumerated (DFD project #21E2W) to demolish Cofrin Library and replace it with the Cofrin Technology & Education Center.

The master plan design team explored and presented multiple options for placement of the new Cofrin Technology & Education Center, as its location and relationship to the Quad will be highly consequential to the success of the master plan's proposals. The design team utilized a similar footprint to that explored during the pre-design study and sought ways to make a bold expression and truly re-imagine how the heart of campus operates while keeping existing underground utilities in mind.

*Figure 5-3: Cofrin/Quad Redesign Option #1*

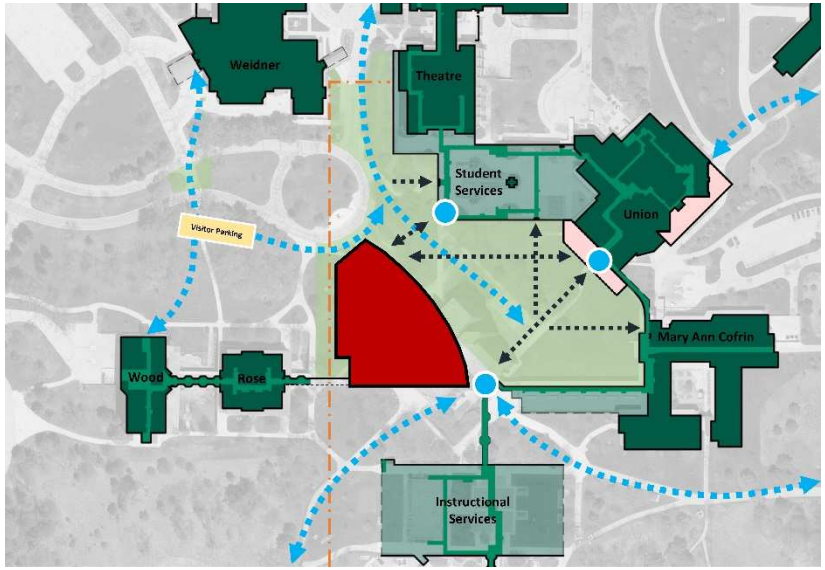



*Figure 5-4: Cofrin/Quad Redesign Option #2*

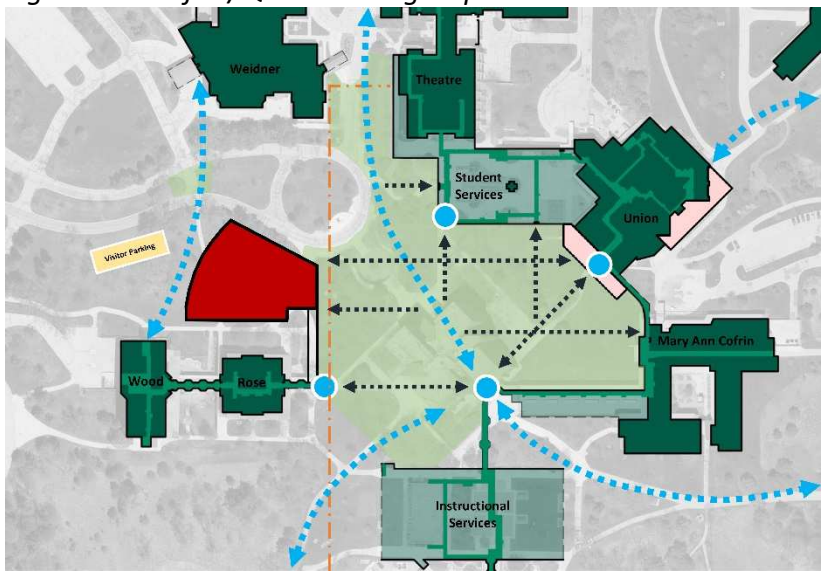
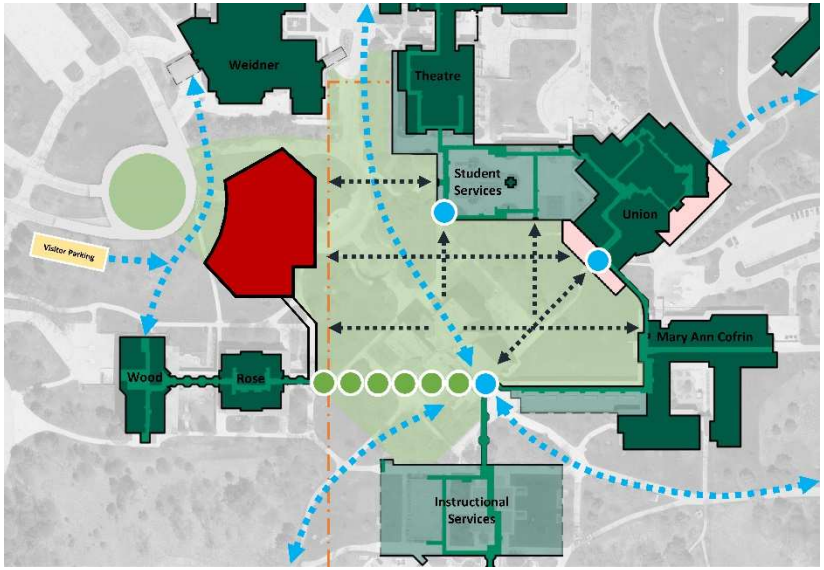



*Figure 5-5: Cofrin/Quad Redesign Option #3*




The options were reviewed with representatives from DFD, UW-Green Bay, and UW System, who preferred Option 3 which makes the Quad as large as possible and gives the Cofrin Technology & Education Center a prominent physical and visual placement at the terminus of Main Entrance Drive. See the presentation slides and meeting minutes in the appendix for further information on proposals discussed with the core team.

***Phoenix Innovation Park (PIP)***

The goal of the study was to provide an opportunity to enliven campus by engaging both the UW-Green Bay community and the greater Green Bay community more intentionally on campus. Create exposure to the innovation, ideation, research, and scholarship activity occurring on campus, as well as creating more intentional opportunities for recreation, events, gathering, and visible activity on campus. The PIP is envisioned as a unique resource for the community while advancing the mission and economic strength of the University with a clear and executable plan to bring the District to Life.

The Vision includes:

- Developing a vibrant campus experience – create density & attractive 24/7 experiences.
- Create a locus of new activity on campus, becoming a hub on campus and in Green Bay.
- Assist in creating a single, distinctive main entry to campus.
- Create a campus within a campus feel for the Innovation Park.
- Develop/Enhance community relationships.

***New Health Sciences and Clinical Practice Building Study***

The Health Sciences and Clinical Practice facility will serve as the foundation to support educational excellence, interprofessional discourse between colleges and departments, and serve as a bridge to the community. The facility will support innovation, leverage state-of-the-art technology, and encourage collaborative research and practice. The facility will be a showcase on campus, enhancing the human experience, building on the University of Wisconsin - Green Bay's focus on the importance of the connection to the environment, campus, and responsiveness to the equitable needs of society.

Project Drivers:

- Support Educational Excellence
- Encourage Interprofessionalism
- Advance knowledge and research through innovative practice
- Accommodate Growth and Flexibility
- Foster Collaboration and Partnerships with community Partners
- Elevate the Human Condition

The master plan has identified multiple locations for potential future buildings and/or additions to existing buildings connected via new entry gateways. These locations were selected based on connectivity to the existing facilities, topography, and utility corridors.

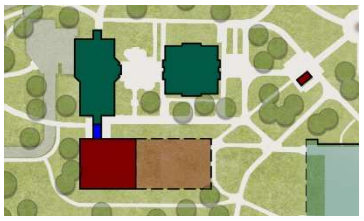


*Figure 5-6: Wood Hall*

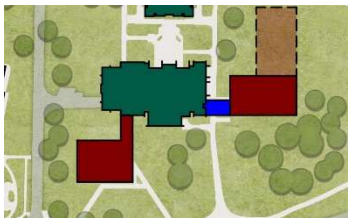


*Figure 5-7: Laboratory Sciences*

# 6 Recommendations

This section describes the campus master plan's project recommendations. The detailed projects directly advance the campus goals and principles listed below.

## 6.1 Goals & Guiding Principles

Several key themes became apparent through conversations with focus groups and site surveys. The master plan proposes small-scale and large-scale improvements to the campus's physical presence and ties the campus experience into the overall mission of UW-Green Bay by addressing the following principles:

1) **Forward Facing Campus**
2) **Welcome Visitors to Campus**
3) **Community Connectivity**
4) **Transportation – Walk, Bike, Park**
5) **Enhance the Interior / Exterior connections while Creating a Sense of Place Throughout Campus**
6) **Enhance / Activate the Quad while Reinforcing the Academic Core**
7) **Embrace, Protect, and Enhance the Arboretum and Natural Setting**
8) **Respect and Enhance the Campus Ecology**
9) **Identifiable Concourse Entries**
10) **Update On-Campus Living Accommodations**
11) **Accommodate Emerging and Growing Academic Programs**

## 6.2 Concept Diagrams

The UW-Green Bay campus has been organized around a central academic core since its inception per the conceptualizations of the original Comprehensive Development Plan. The buildings within that core are aligned in the cardinal directions with circulation passing through the heart: Cofrin Technology & Education Center, the Quad, and the University Union. The heart of campus houses basic services for the student body and serves as a main entry point for visitors to campus.

The open spaces between academic buildings form "learning streets" which connect spaces at the periphery to the academic core and heart of campus via the outdoors. These learning streets extend to Cofrin Arboretum at the boundary of campus, linking natural spaces with campus amenities and the existing physical environment.

Also, per the Comprehensive Development Plan, the campus is divided based on general uses of building and space. Housing, athletics, and maintenance currently take up the western and southern portions of the campus loop. Cofrin Arboretum wraps around the campus and abuts its property lines. The proposals of this master plan will maintain this model by shifting, strengthening, and adding space uses to fill in the campus boundaries. Campus recreation is consolidated on the former Shorewood Golf Course property and extends to the bayfront through the activation of Communiversity Park and Lambeau Cottage. The existing performing arts facilities on the north end of the academic core bleed into a district with dedicated parking and a new amphitheater. The main entrance sequence is streamlined, with its own visitor parking at the terminus. Phoenix Innovation Park, the public/private partnership development envisioned as an extension of campus fills in the southwest quadrant of campus as well as along the main entrance drive.

While each use has its established zone, connections between zones and back to the heart of campus improve wayfinding, establish a sense of place, and create a cohesive whole which will serve the student body and community at-large. This organization creates a web which will inform placement of future buildings, circulation routes/methods, and future growth.

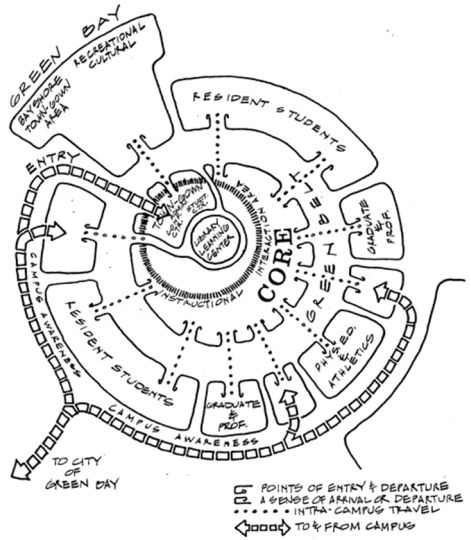



*Figure 6.2-1: Concept Diagram from 1968 Comprehensive Development Plan*

***Figure 6.2-2: Concept – Establish Central Pedestrian Core***

***Figure 6.2-3: Concept – Central Core Connection to Arboretum***

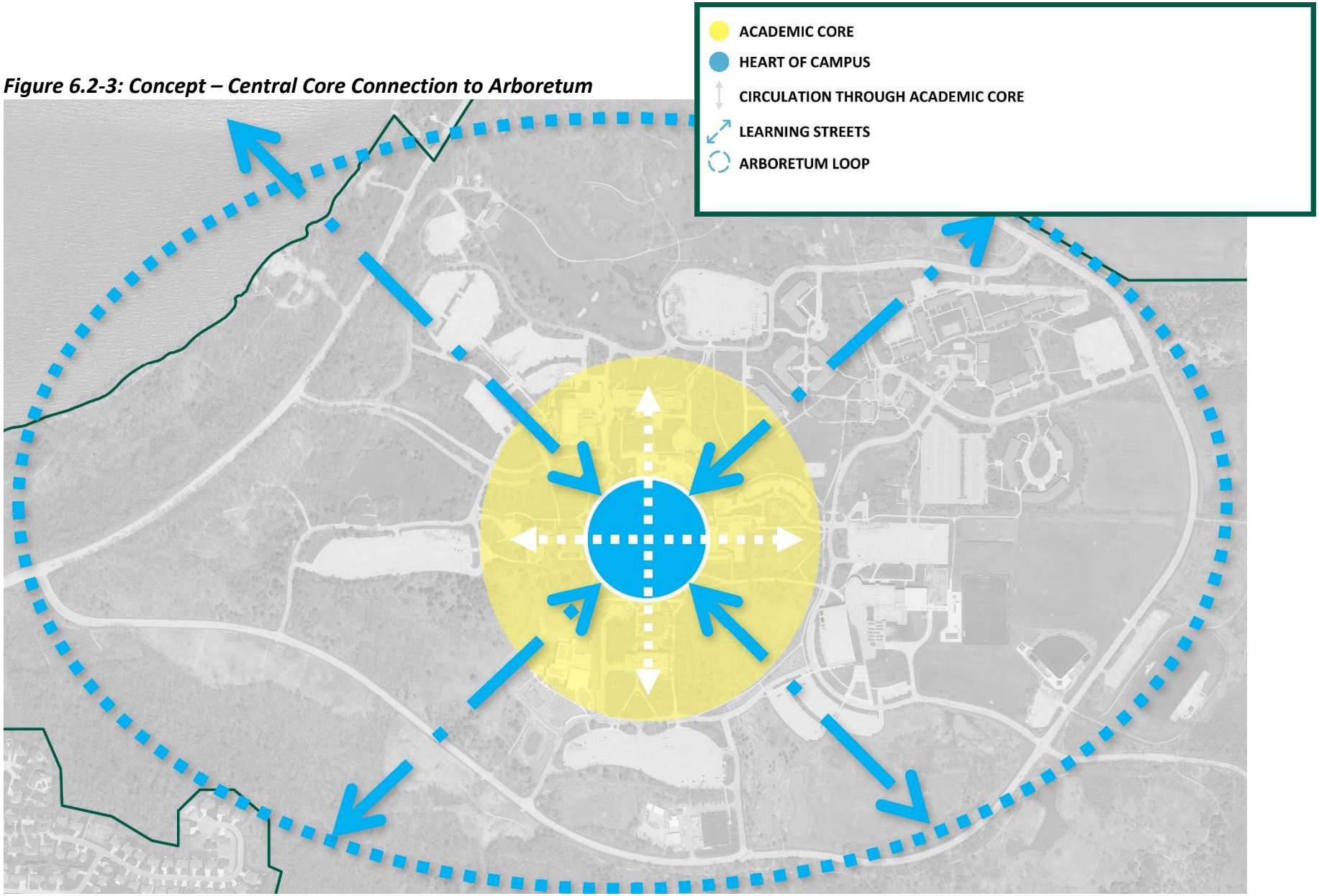
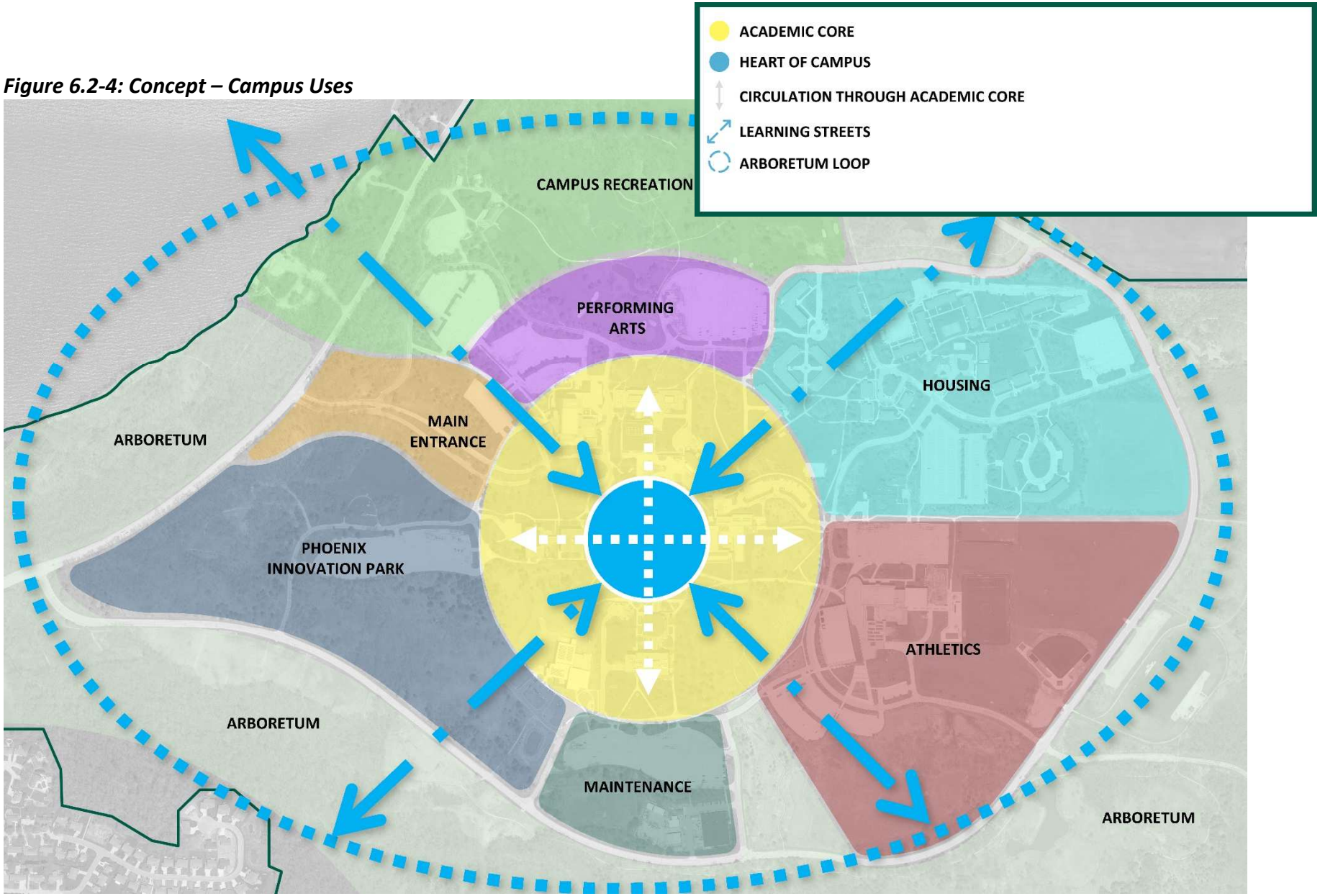


*Figure 6.2-4: Concept – Campus Uses*



## 6.3 Campus Organization

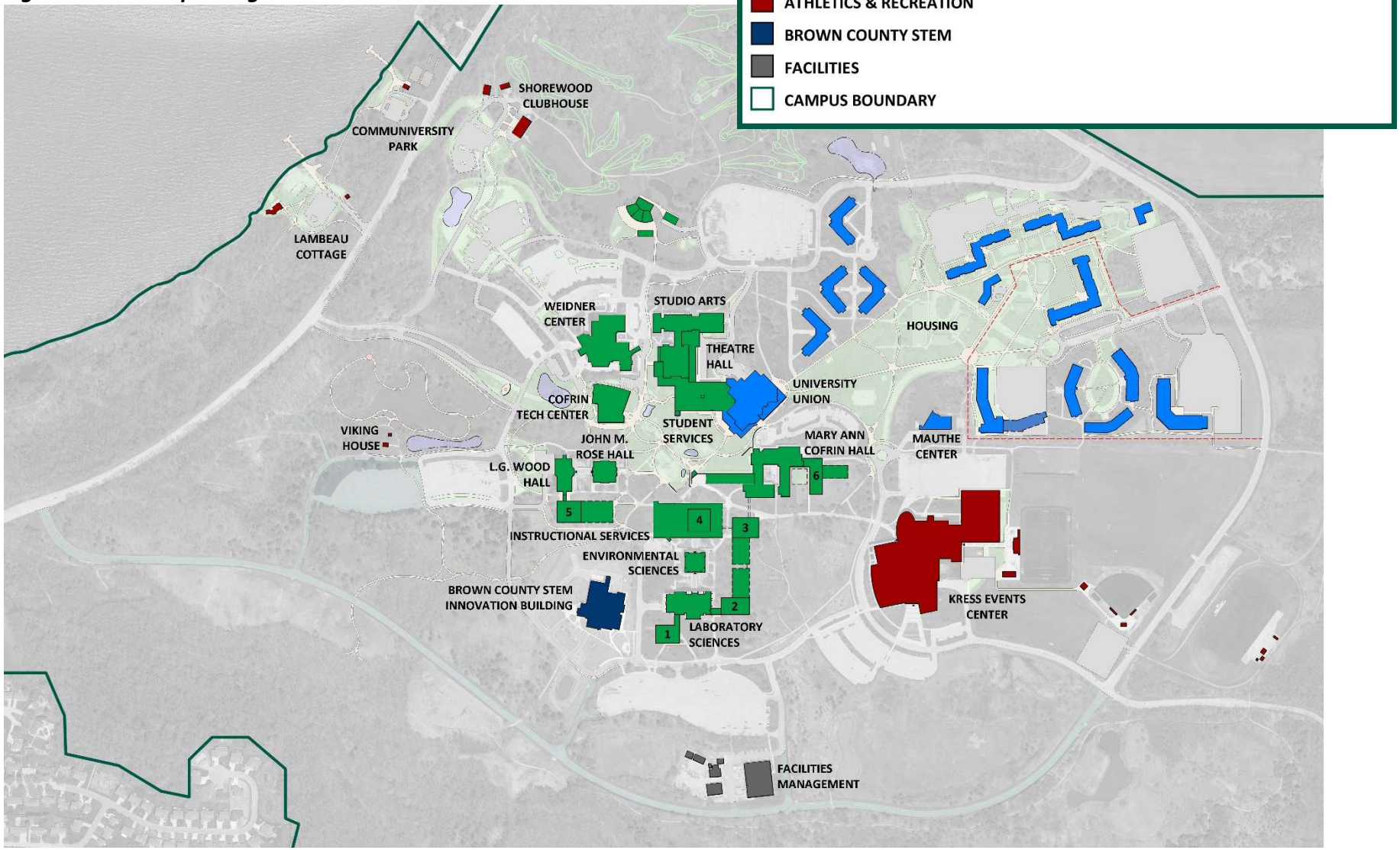
The UW-Green Bay campus has been divided into distinct zones based on building use for its entire existence per the original 1968 Comprehensive Development Plan. This proposal strives to reinforce the existing building and land use through the placement of new construction and by developing clearer pathways and connections between those zones while generally maintaining the same distinct neighborhoods.

Since the original construction of the academic core, Cofrin Library has sat at the heart. However, it is not the only building that serves as the campus's connection to the community; visitors to campus also utilize services and attend events at the University Union, Weidner Center, and Kress Events Center. Both the expanded Union and relocated Cofrin Technology & Education Center are connected through an enlarged outdoor Quad to create a dynamic heart of campus. Building placement, wayfinding, and parking is organized so visitors are brought directly to the center of campus and know exactly where to go.

Academic buildings are maintained along the existing spokes, in line with the original Master Plan. Locations for proposed academic buildings align with the spokes, reinforce the center of campus as the academic core, and create "mini-quads" within the spokes that offer indoor-outdoor circulation within the colleges. The northern spoke maintains a performing arts focus, strengthened by the placement of the amphitheater at the northern end.

The northeast quadrant of campus remains devoted to housing, with the primary entrance into the academic core coming through the University Union. The region due north of the academic core, formerly the golf course, is now reserved for campus recreation; pedestrian connections to Housing, the bayfront, and the Arboretum extend through this zone. Athletics remain the focus of the southeast corner of campus, with facilities and maintenance remaining due south of the academic core. The southwest quadrant then becomes Phoenix Innovation Park, still connected to campus but with its own distinct use and operation.

***Figure 6.3-1: Campus Organization***



***Cofrin Technology & Education Center***

The design implications of the replacement for Cofrin Library will have the greatest impact on the public's perception and interaction with the central core of campus of any project proposed by the master plan. The entry to the proposed Cofrin Technology & Education Center is adjacent to the relocated terminus of Main Entrance Drive. Visitors will be able to drop off directly at the front door. The adjacent visitor parking lot is clearly identifiable and provides sightlines and pathways to Cofrin, Wood Hall, and the Weidner Center. The building footprint is placed to the west of an existing steam tunnel. The concourse is intentionally disconnected from Rose Hall to the proposed site, demonstrating how new building projects or major renovations can work to achieve the goal of creating a more permeable Quad.

The Cofrin Technology & Education Center will have ideal vantage points to look down Main Entrance Drive toward the bay. The new Cofrin, Weidner Center, and the recently re-finished façade of Wood Hall will create a strong visual point of arrival for visitors as they turn the corner on Main Entrance Drive.

**Our Strategic Priorities:**
2: Advance inclusivity by creating a welcoming, accessible, and equitable environment.
5: Increase visibility and leadership in sustainability.
6: Strengthen the culture of continuous improvement.

**Our Goals and Principles:**
1(a): Forward facing campus with a bold gesture while transitioning the physical identity and entry to campus.
2(b): Welcome visitors and strengthen the identity of campus arrival.
6(a): Enhance interior/exterior connections by creating an open and visible quad while reenforcing the academic core.
8(b): Integrate additional stormwater management measures while reinforcing the campus ecology.
8(c): Eliminate the invasive, existing understory entry.

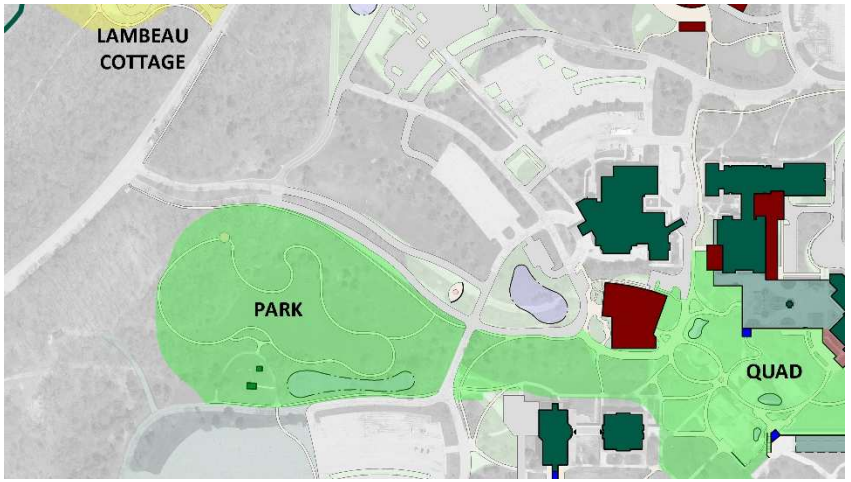


*Figure 6.3-2: Main Entrance Drive detail*

***Quad and Union***

Locating the new Cofrin Technology & Education Center northwest of its existing location provides opportunities to re-imagine the Quad. Much of the existing terrain and topography currently in the Quad will go away along with the existing Cofrin Library, as will the concourses connecting Main Entrance Drive, Cofrin Library, and Student Services. At-grade permeability, visible pathways and building entries, and more usable space within the Quad will create a cohesive central outdoor space that connects all wings of the academic core.

Concourses connecting theme colleges remain (Wood-Rose, Laboratory Sciences-Environmental Sciences-Instructional Services, Theatre-Studio Arts), but connections into and through the Quad are moved outdoors. Breaking the concourse will create opportunities for cross-disciplinary interaction, and clearly marked building entries will be in line with pathways. Outdoor pathways will also provide quicker routes to destinations and section off portions of the Quad for different activities.

The entry to the University Union from Housing is reconfigured to align with Phoenix Park pathways. Direct outdoor connections are created from the Union into the Quad by removing the concourse to May Ann Cofrin Hall, and to the Student Services plaza by expanding the Union on the southwest side.

**Our Strategic Priorities:**

1: Support the whole student from their experience in the classroom to co-curricular activities. Improve student engagement and satisfaction.
2: Advance inclusivity by creating a welcoming, accessible, and equitable environment.
5: Increase visibility and leadership in sustainability.
6: Strengthen the culture of continuous improvement.

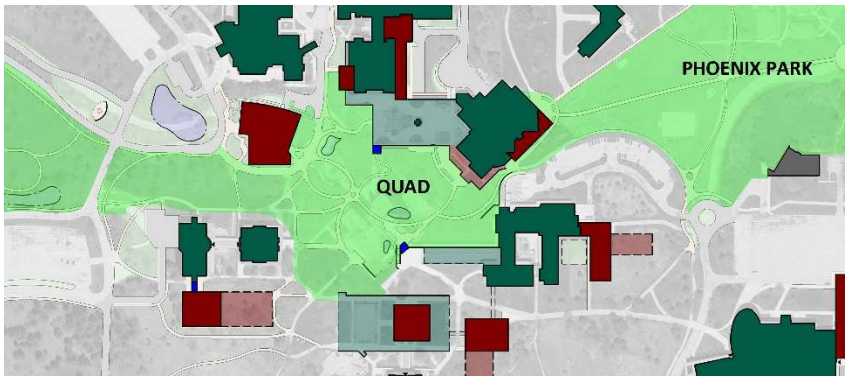



*Figure 6.3-3: Campus Core/Quad detail*

**Our Goals and Principles:**

2(c): Strengthen circulation and wayfinding within campus.
4(a): Provide ample and well-designed physical sidewalks and roads that support connections to the campus core.
5: Enhance the Interior / Exterior connections while Creating a Sense of Place Throughout Campus
6: Enhance / Activate the Quad while Reinforcing the Academic Core.
9: Identifiable Concourse Entries from within the Quad

*Figures 6.3-4 to 6.3-7: Examples of engaging college campus Quad activities. These central outdoor spaces can be hubs for learning, studying, engaging with the campus community, physical activities, and college campus traditions in all seasons and weather conditions.*

***Performing Arts***

Theatre Drive becomes pedestrian-focused when the Quad expands, as the connection to Main Entrance Drive is replaced with a roundabout to serve the Weidner Center and an expansion to Theatre Hall. The two entries are connected via covered walkway. Another expansion on the east side of Theatre Hall provides loading dock, scene shop, and classroom spaces and connects to the reconfigured service drive to the University Union loading dock.

Part of the former golf course is reimagined as an outdoor amphitheater to be used by UW-Green Bay and the community for summer performances and events. Pathways connect to existing Weidner Center parking and to the Quad, with a backstage area accessed from the Studio Arts parking lot. The amphitheater is placed to the south of existing stormwater retention basins which will remain in use.

**Our Strategic Priorities:**

1: Support the whole student with co-curricular activities. Improve student engagement and satisfaction. Take advantage of programming resources of the Weidner Center.
4: Enhance community connections

**Our Goals and Principles:**

2: Welcome visitors to campus.
3: Community Connectivity
4: Reduce pavement and redundant roadways.
5: Enhance the Interior / Exterior connections

***Figure 6.3-8: Quad, Looking West Toward Cofrin Technology & Education Center***

### *Housing*

The Housing master plan was used as the guiding principle behind this portion of campus. Aging small-scale structures are replaced by more traditional residence hall-style buildings. Pedestrian connections from residence halls to the University Union are prioritized over vehicular traffic, with parking lots and roads shifted closer to East Circle Drive. Leon Bond Drive and Walter Way are still connected through parking lots, but roundabouts are placed at the ends of the streets to discourage non-student vehicular traffic through the housing end of campus. There are 2, 079 existing beds. 460 beds will be added in phase 1 of the housing master plan and 703 total long term.

**Our Strategic Priorities:**
1: Improve student engagement and satisfaction. Support the whole student with co-curricular activities.
2: Create a welcoming and equitable environment.

**Our Goals and Principles:**
1(a): Forward facing campus through campus improvement projects.
4(a): Provide ample and well-designed physical sidewalks that support connections to the campus core.
5(a): Celebrate the significance of the open spaces within campus lands.
6(a): Provide additional opportunities for chance interaction by focusing attention on developing high-quality exterior spaces between and around existing and new buildings.
10: Update On-Campus Living Accommodations

### *Athletic Facilities*

A replacement turf gym is proposed in the same location as the existing turf gym. The footprint, which is half the size of a soccer field, grows into the parking lot on the north side of Kress. New booster parking is created to the south of the turf gym. The existing softball field parking lot is to be paved, and a new path between the softball and soccer fields is added.

Space in Kress Events Center is also considered for the sports sciences program and a new weight room. This can be housed in the existing building footprint by repurposing the pool, or in an addition on the southeast side of the building adjacent to the main entry.

**Our Strategic Priorities:**
Support the whole student with co-curricular activities.
Improve student engagement and satisfaction.
Create a welcoming and equitable environment.

**Our Goals and Principles:**
1(a): Forward facing campus through campus improvement projects.
4: Reduce pavement and redundant roadways.
4(a): Provide ample and well-designed physical sidewalks that support connections to the campus core.
5(a): Celebrate the significance of the open spaces within campus lands.
6(a): Provide additional opportunities for chance interaction.

***Phoenix Innovation Park***

The southwest quadrant of campus is to be redeveloped as a series of public/private parcels (the initial parcel is the completed and operational Brown County STEM Innovation Building). Completing the inner loop road from the STEM Building to Wood Hall and removing South Circle Drive intersections establishes Main Entrance Drive as the primary entrance to campus. Each parcel is roughly 3.5 acres for a building and dedicated parking. Parking could be shared across multiple parcels, depending on the developer's intentions. Multiple parcels could also be sold to the same developer—doing so should be done in a way that holistically considers proposed vehicular/pedestrian circulation paths and utility easements. Utilities should be installed ahead of time to create an organizational framework for the park's growth.

Existing open space is preserved and extended beyond the existing Viking House, strengthening the connection between the academic and professional sides of campus. Between Rose Hall and Cofrin Technology & Education Center, serving as a visible destination and connecting the academic and professional spheres of campus activities. The proposed park along Main Entrance Drive will provide a series of restored prairies, removal of invasive understory, preservation of existing large trees, and mowed walking paths. Stormwater management for Phoenix Innovation Park is separate from the rest of campus and is controlled at locations along the periphery of the properties.

Sizing and parceling of Phoenix Innovation Park properties will be driven by the market of prospective developers. Connecting the inner loop would create the eastern boundary of the park, so the logical direction of growth would be from east to west. Roads could be added and some of the more difficult terrain on the west side of the park could be adjusted as lots are sold.

**Our Strategic Priorities:**

2: Provide a robust university community that is inclusive through the creation of a welcoming and equitable environment.
3: Evolve foundational business practices and processes.
4: Enhance Community Connections and University Philanthropy.
5: Increase the amount of environmental partnerships and research.
6: Strengthen the culture of continuous improvement.

**Our Goals and Principles:**

1(a): Forward facing campus through campus improvement projects.
1(b): Transition the physical identity of campus to focus on campus location along the bayfront.
3(a): Plan amenities which bring the community onto campus for business partnerships, events, and enjoyment of the natural setting.
5: Enhance the Interior / Exterior connections while Creating a Sense of Place Throughout Campus

### *Academic Buildings and/or Building Additions*

New academic buildings and/or building additions should be placed at the ends of the "spokes" making up the academic core as program growth dictates. The new building / addition provides a clear entry point at its connection to the existing adjacent building. Proposed new building locations are coordinated with existing underground utilities; opportunities for future expansion of the new buildings are also identified.

If new academic buildings are to be placed on the concourse system, the circulation pathways should be integrated with true "people pockets" for conversation and interaction as opposed to the narrow alcoves which are in the current concourses. These pockets can become formal meeting spaces or informal lounge spaces and should provide views to the outdoors; they can even be part of the new building entry. Entry into the concourse should be clearly defined and accessible from the building entrance.

**Our Strategic Priorities:**
2: Provide a robust university community that is inclusive through the creation of a welcoming and equitable environment.
6: Strengthen the culture of continuous improvement.

**Our Goals and Principles:**
1(a): Create bold gestures with an eye to the future through campus improvement projects.
2(a): Create a working landscape at "spoke" entries to campus that removes the invasive understory through campus improvement projects.
2(b): Strengthen the identity of campus arrival
5: Enhance the Interior / Exterior connections while Creating a Sense of Place Throughout Campus
9: Identifiable Concourse Entries
9(b): Analyze the physical, budgetary and operational challenges associated with a full concourse system.
11(a): Design adaptive and flexible buildings which can be renovated and/or added onto as academic program needs change.

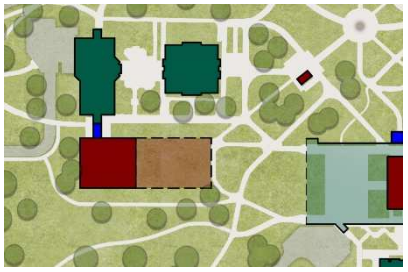


*Figure 6.3-9: Wood Hall*

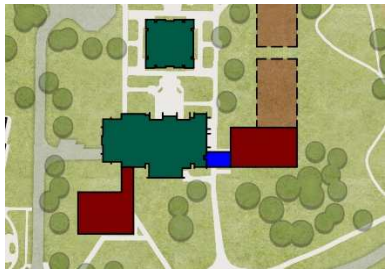


*Figure 6.3-10: Laboratory Sciences*

***Figure 6.3-11: Connector/Building Entry Between Laboratory Sciences and Proposed Academic Building***

## 6.4 Open Spaces

One aspect of UW-Green Bay that sets it apart from most college campuses is its natural setting. The proposals of the master plan seek to remove barriers to accessing the outdoors and utilize as much outdoor space as possible for students, the community, and to serve as a symbol of environmental and ecological resilience.

**Our Strategic Priorities:**
1: Support the whole student from their experience in the classroom to co-curricular activities.
2: Create a welcoming and equitable environment.

**Our Goals and Principles:**
5: Enhance the Interior / Exterior connections while Creating a Sense of Place Throughout Campus
6: Enhance / Activate the Quad while Reinforcing the Academic Core
7: Embrace, Protect, and Enhance the Arboretum and Natural Setting
8: Respect and Enhance the Campus Ecology
10(b): Provide new programmed activities for students

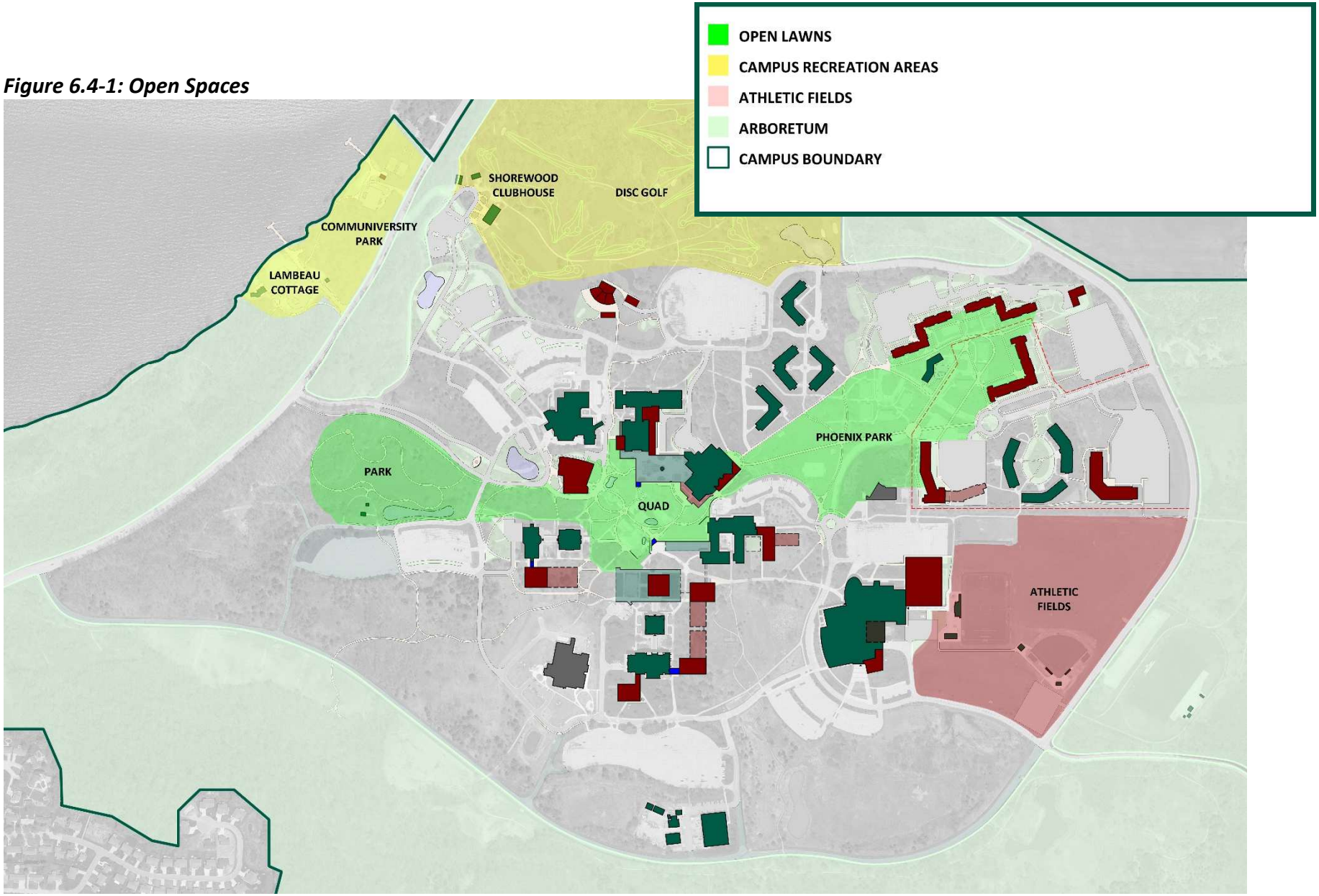
***Open Lawns: Quad, Phoenix Park, Main Entrance Drive Park***

The terrain which currently reins in the Quad is all manmade, built up to cover concourse tunnels or adhere to building level changes. By opening the northern entry from the performing arts wing and shifting learning streets to outdoor pathways, the Quad is fully accessible without having to enter a building. The placement of Cofrin Technology & Education Center and elimination of concourse tunnels allows for direct entry into the Quad from Rose Hall, Mary Ann Cofrin Hall, and Instructional Services. Logical pathways connecting academic buildings across the Quad encourage students, staff, faculty, and visitors to go outside. Zones within the Quad are conducive to patio seating, group gatherings, and year-round events.

The layout of Phoenix Park was taken into account as part of the Housing master plan equally to the placement of new residence halls. Phoenix Park is envisioned as an interactive space for the student body, effectively an outdoor extension of the meeting and lounge space provided in the University Union. Athletic fields are maintained in their existing location in the southeast quadrant of campus. The Viking House remains in its current location, but becomes the anchor for a proposed park along Main Entrance Drive at the connection to Phoenix Innovation Park from the heart of campus. Lower, cleaner landscaping in this park allows for expansive views from Main Entrance Drive and creates view corridors to the bay from Cofrin Technology & Education Center.

Other sculptural landmarks on campus are shifted to prominent locations in these proposed lawns. The “Phoenix Rising” sculpture currently at the Cofrin Library entrance is shifted to a terrace within the Main Entrance Drive roundabout, where it greets visitors as they reach the inner loop road. The carillon bell tower currently outside the University Union entrance is placed at the center of the Quad.

***Figure 6.4-1: Open Spaces***



***Rec Sports Zone in Shorewood Park***

The closing of the Shorewood Golf Course after 90 years of operation created a significant opportunity for this planning effort to re-envision the area as a recreation sports hub and a destination for campus and the community at large. The plan responds to the existing layout of fairways, tees and greens to take advantage of infrastructure and vegetation massing already in place to re-create a diverse recreation sports hub, connected physically and visually to Communiversity Park and student housing. A renovated roadway approach puts the existing clubhouse building at the terminus of the vehicular route to the center of this new rec sports hub, allowing users to locate the destination at the end of the roadway. Renovation of the existing parking lots could provide bus drop-off and short-term parking, visitor drop-off, user and staff parking, and overflow parking; located between the rec sports lot and the Weidner Center lot offers proximate overflow parking for events.

The clubhouse is repurposed as a multi-use building that could serve as the face of the rec sports program but also provide modest concessions, restrooms, warming shelter services for winter skiing, rec sports staff offices, student rec organization spaces, materials storage and sales for access passes if the University chooses to require fees for disc golf course and/or skiing trail usage.

A large, gently sloping lawn would extend from the clubhouse to the east, providing a footprint for hosted or programmed events that could include table/chair sets ups, large event tents, or a series of smaller event tents. This zone could also function as the starting line for cross country running or Nordic skiing race events if the University was interested in hosting either local school district or collegiate events.

Two separate 9-hole disc golf courses are laid out within the compact footprint of the central area of the former 9-hole golf course. Both courses locate beginning and ending holes close to the clubhouse or connected via the existing path north of the stormwater pond. Each hole offers a short and long course option for players of all abilities to be able to play together but within varying levels of rigor and experience. Sequentially connected holes offer a diversity of user experiences while minimizing conflicts between users walking from one hole to the next and those playing through on any given hole. The overall layout organically responds to the existing vegetation and current trail and path networks, integrating them into the hole and overall course layout.

A series of regulation-distance cross country running courses extend from the proposed starting line on the large lawn space east of the repurposed clubhouse and traverse a network of existing paths or new mowable edges along historic fairways to provide a full looping series of distances. The female high school 2.5-mile course and male high school 3.1-mile courses loop through a series of open, semi-open and wooded areas north and east of the clubhouse within the core footprint of the new rec sports zone, finishing along the length of an existing fairway adjacent to the clubhouse, offering spectators the

ability to watch the start and finish from the same location, proximate to parking and the club house. The collegiate female 3.7 and male 6.2-mile courses extend farther to the east along existing campus trails and paths, crossing East Circle Drive, looping to the south and west before connecting to the core running trail network that finishes in the same location as the high school distance courses.

The rec sports zone takes advantage of the varying seasonal recreation opportunities offered by Green Bay's climate and provides winter skiing and snowshoeing opportunities that utilize a number of the same trail and path networks utilized by rec sports participants during the shoulder seasons and summer. A skate skiing course loops from the clubhouse around the large, central stormwater pond and back, providing skate skiers with a flat, wide, looping course that is easy to access by grooming equipment staged at the rec sports clubhouse ancillary buildings. Nordic trails also extend from the clubhouse, offering looping variations of distances within the core of Shorewood Park but extending out to encompass existing Nordic trails that are already being utilized through the arboretum zone to the west and southwest. Moving the visitor arrival, equipment rental and hub of skiing activity from its current location at Kress Center to the renovated Shorewood Recreation Building provides a singular hub for all recreation sports, is located near the main entry to welcome visitors and users from the broader neighborhood and community, and provides a singular location for outdoor recreation sports activities, equipment, offices, and maintenance.

*Figures 6.4-2 through 6.4-5:*
*Examples of campus recreation and bayshore activities*

***Figure 6.4-6: Disc Golf, Skate Skiing, Nordic Trails***

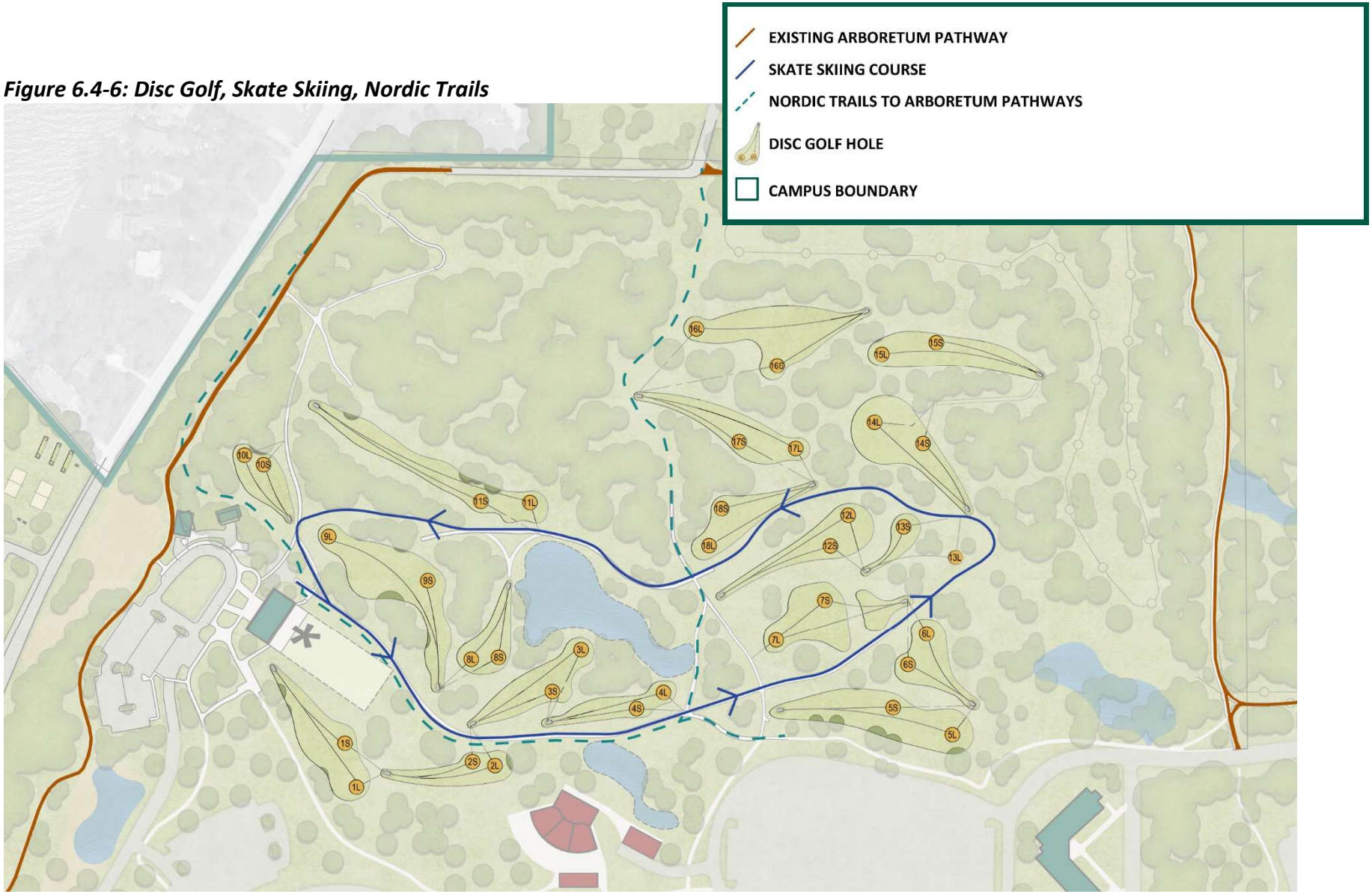
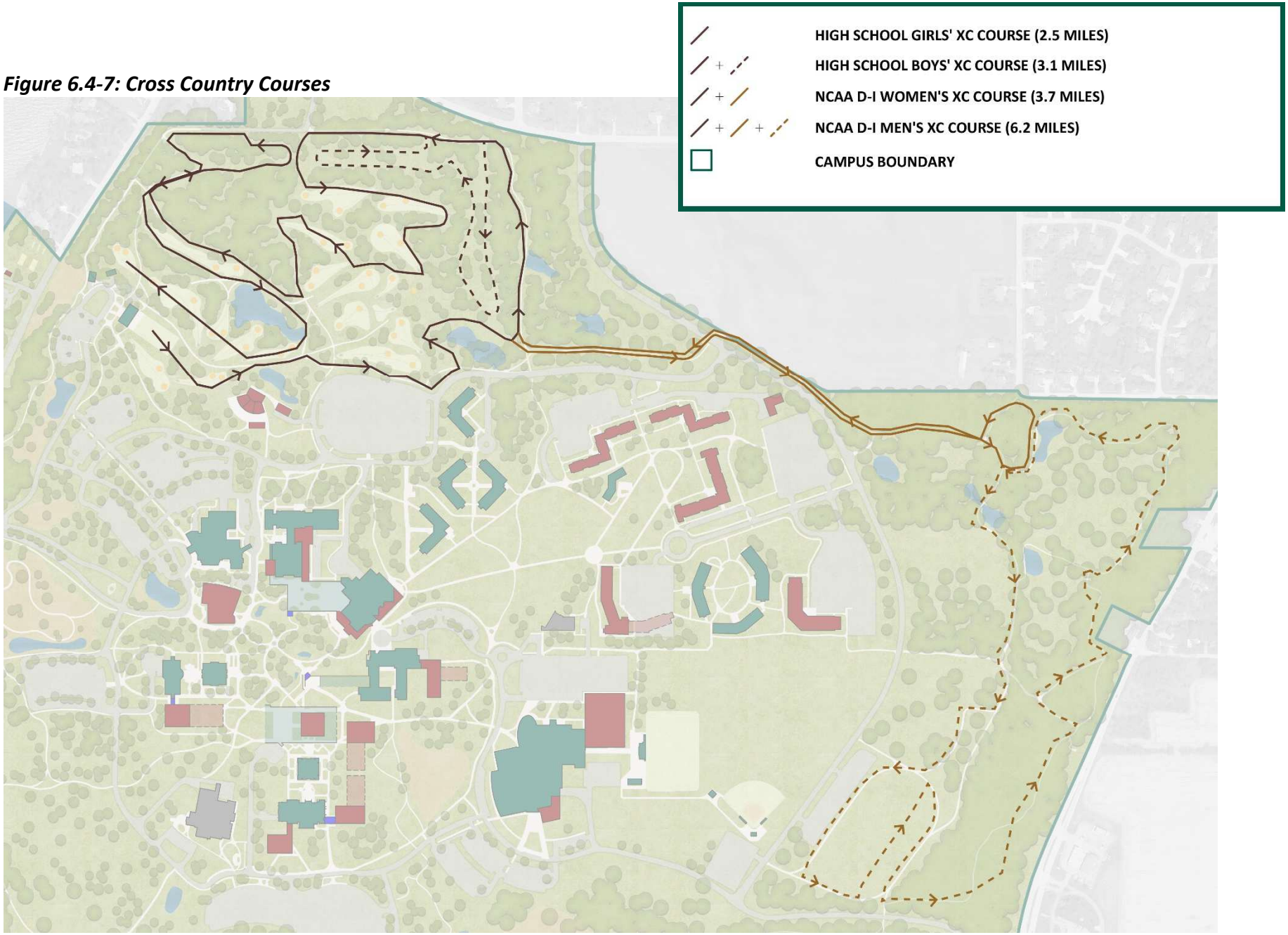


***Figure 6.4-7: Cross Country Courses***



***Bayfront Enhancements: Recreation Sports Satellite Location***

A careful balance of active, recreation-focused areas and passive green infrastructure at Communiversity Park preserves much of the existing open space sacred to this area of campus, maintains and enhances the ability to provided vegetative buffers to minimize the impacts of stormwater on the lakeshore hydrology, and provides parking, access and amenities to encourage wider use among campus and community visitors. New sand volleyball courts, horseshoe pits and picnic tables radiate from a relocated parking lot that moves existing pavement away from the shoreline, reducing the negative environmental consequences of paved parking adjacent a lakeshore edge and providing a visible destination from Nicolet Drive to the parking lot. A new shelter structure, envisioned to be partially enclosed and partially open-air, provides a covered spot for picnics and rec sports gatherings but could also provide restrooms and a satellite location for rec sports to operate modest concessions and rentals for kayaks, canoes, SUPs and other equipment associated with the lakefront location. A modest seasonal pier, vehicular access path and turn-around provides the ability for users to transport, store and/or launch small, unmotorized watercraft from this activated shoreline area.

*Land and Water Conservation Fund act of 1965 (LAWCON)*
Land development – eligible types of projects for development include but are not limited to: boating facilities, such as launching ramps and docks; swimming, bathing and water sports facilities, including beaches, swimming areas and bathhouses but require a comprehensive planning process.

A kayak launch will require a pier/dock/wharf individual permit from the Wisconsin Department of Natural Resources only if any of the following apply:

- The main stem of the pier is wider than 6’.
- The loading platform at the end of the pier is greater than 200 square feet.
- The pier exceeds the number of boat slips allowed. The stretch of shoreline making up Communiversity Park is roughly 700’ which would allow (15) boat slips.

The renovated and re-envisioned Communiversity Park extends to the southwest along the shoreline, transitioning in character from the existing rubble fill that protects the shoreline from ice and wave action to a sandy beach that extends all of the way to the more passive Lambeau Cottage zone. Pathways through the wooded shoreline transition zone link the more active rec sports zone with the passive Lambeau Cottage and surroundings. A large lawn space adjacent Lambeau Cottage is framed by the new sand beach to the north and a paved path to the south and provides a flexible, open lawn space for events hosted at the Cottage or ad hoc user activities. The existing parking lot is relocated to be more proximate to Nicolet Drive and provide an important physical and visual buffer between paved parking and the shoreline. A public boat launch with turn-around space and a seasonal dock support the re-envisioned Lambeau Cottage zone as a university asset, a community destination, the new and intentional access point to Cofrin Arboretum, and one of the few accessible open spaces along the shores of the Bay of Green Bay.

***Figure 6.4-8: Communiversity Park and Lambeau Cottage***

## 6.5 Entry & Arrival

Future building and grounds projects at UW-Green Bay should be implemented with an eye toward improving the entry and arrival experience. Clearly identifiable and readable entry signage, circulation pathways, and destinations will make the campus more forward-facing and welcoming to current users, prospective students, and visitors from the community.

Primary campus entry signage is placed at two intersections: Nicolet Drive/Main Entrance Drive and East Circle Drive/Leon Bond Drive. Visitors to campus are greeted with a clear view of their destination from either entry point, regardless of their purpose for coming. Driving up Main Entrance Drive reveals the Weidner Center (performing arts), Cofrin Technology & Education Center (heart of campus), and Wood Hall (academics); driving up Leon Bond Drive reveals the Kress Events Center (athletics) and curves around to the University Union (meetings, events, and services). Additional campus signage should be clear and easy to read from a distance, simplified by placing all academic buildings along the inner campus loop.

Major entry points are as close to parking as possible and easy to identify from a distance. The entry points at the ends of the academic spokes are envisioned as light, airy structures with informal lounge space and direct connection to the concourse system.

***Figure 6.5-1: Major Entry Points***

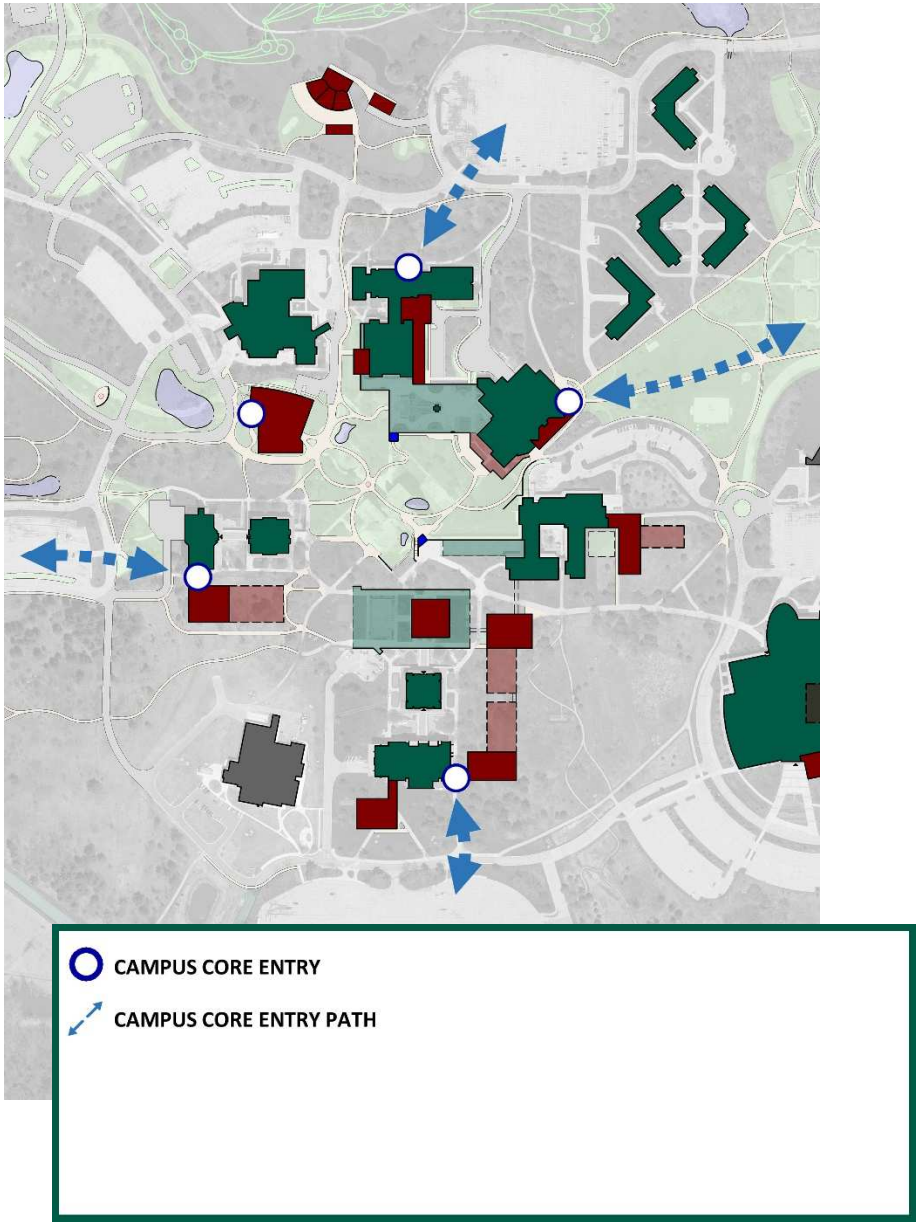
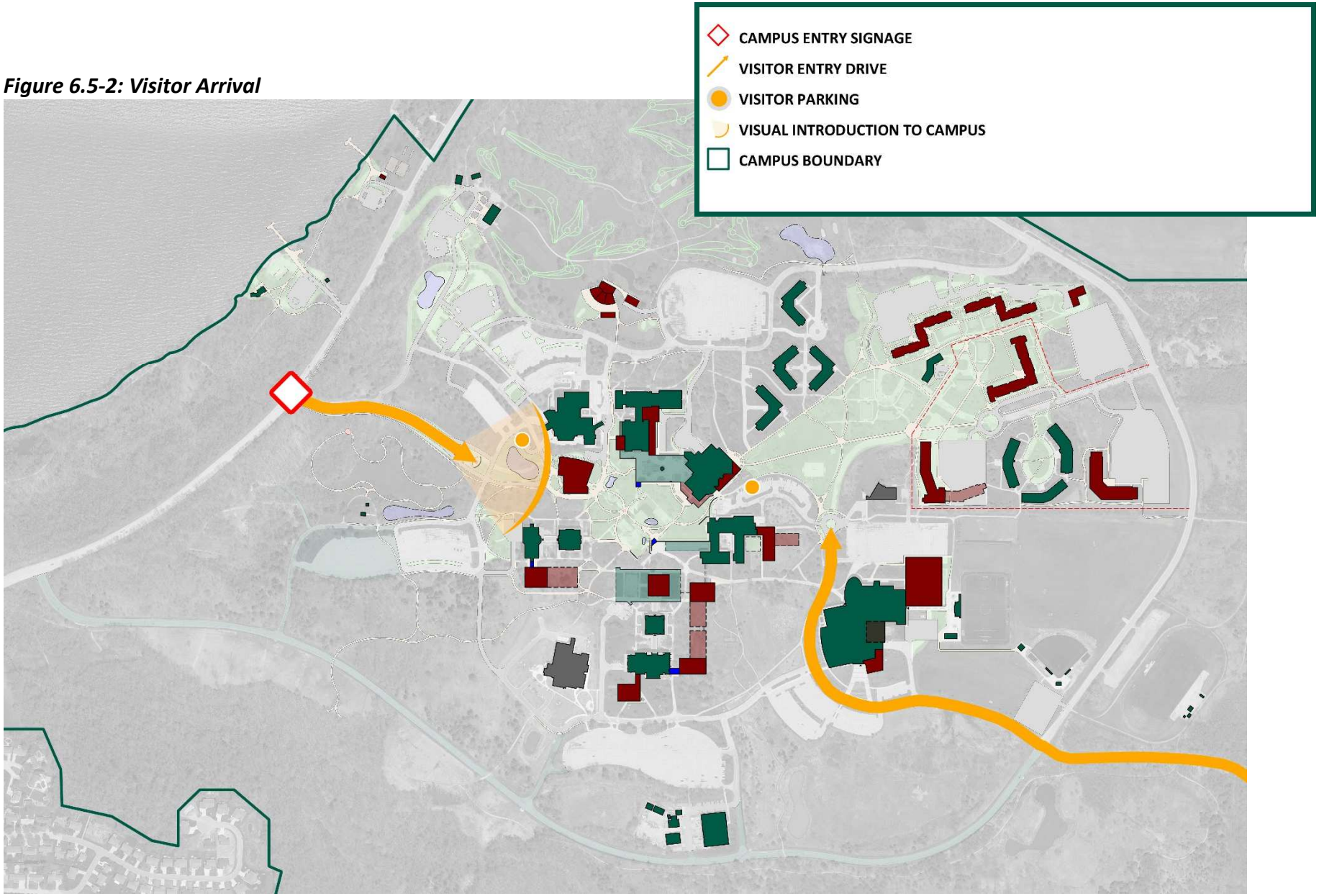


***Figure 6.5-2: Visitor Arrival***



## 6.6 Pedestrian Circulation

Where changes to building locations and open spaces are proposed, improvements to pedestrian circulation are to be made in conjunction. Outdoor circulation is used as a tool to strengthen the "learning streets" concept from the original master plan. Where renovations impact pedestrian circulation, pathways are aligned with major entries and coordinated to provide quick access to the different campus zones.

Pathways should be developed with connections between building and land uses in mind and should have a clear destination at a major entry point. When crossing through open areas, pathways should help to divide outdoor spaces. These areas, coupled with landscaping and placement of other outdoor amenities, create a dynamic experience that brings people outside and engages them with their natural surroundings.

Arboretum pathways are existing, but connections to campus elements should be considered. With South Circle Drive's conversion back into greenspace, vehicular access is shifted to Lambeau Cottage. Connection points to the Arboretum are introduced at the Shorewood Clubhouse and both north and east ends of Housing. Existing Arboretum connections on the south end of the academic core are maintained.

***Figure 6.6-1: Pedestrian Circulation in Academic Core***

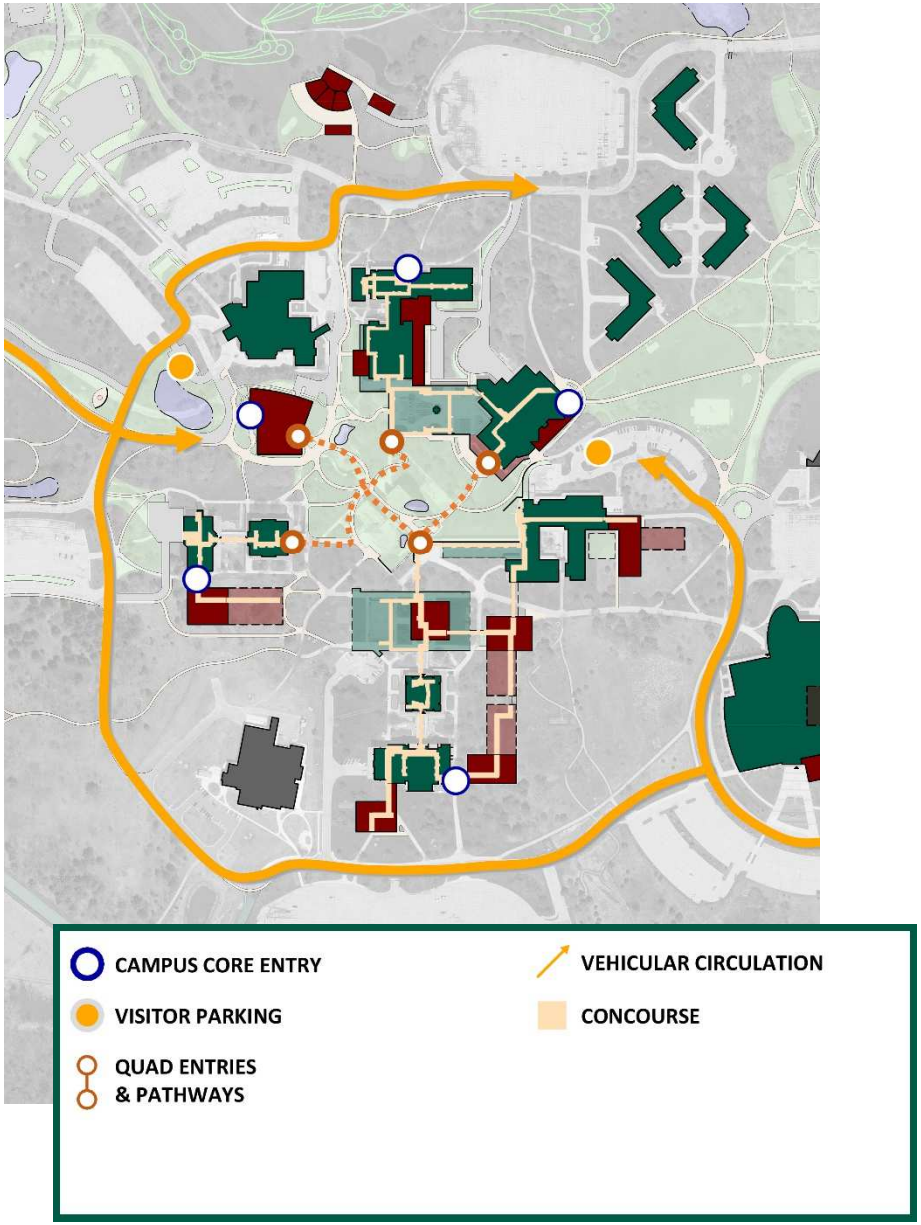
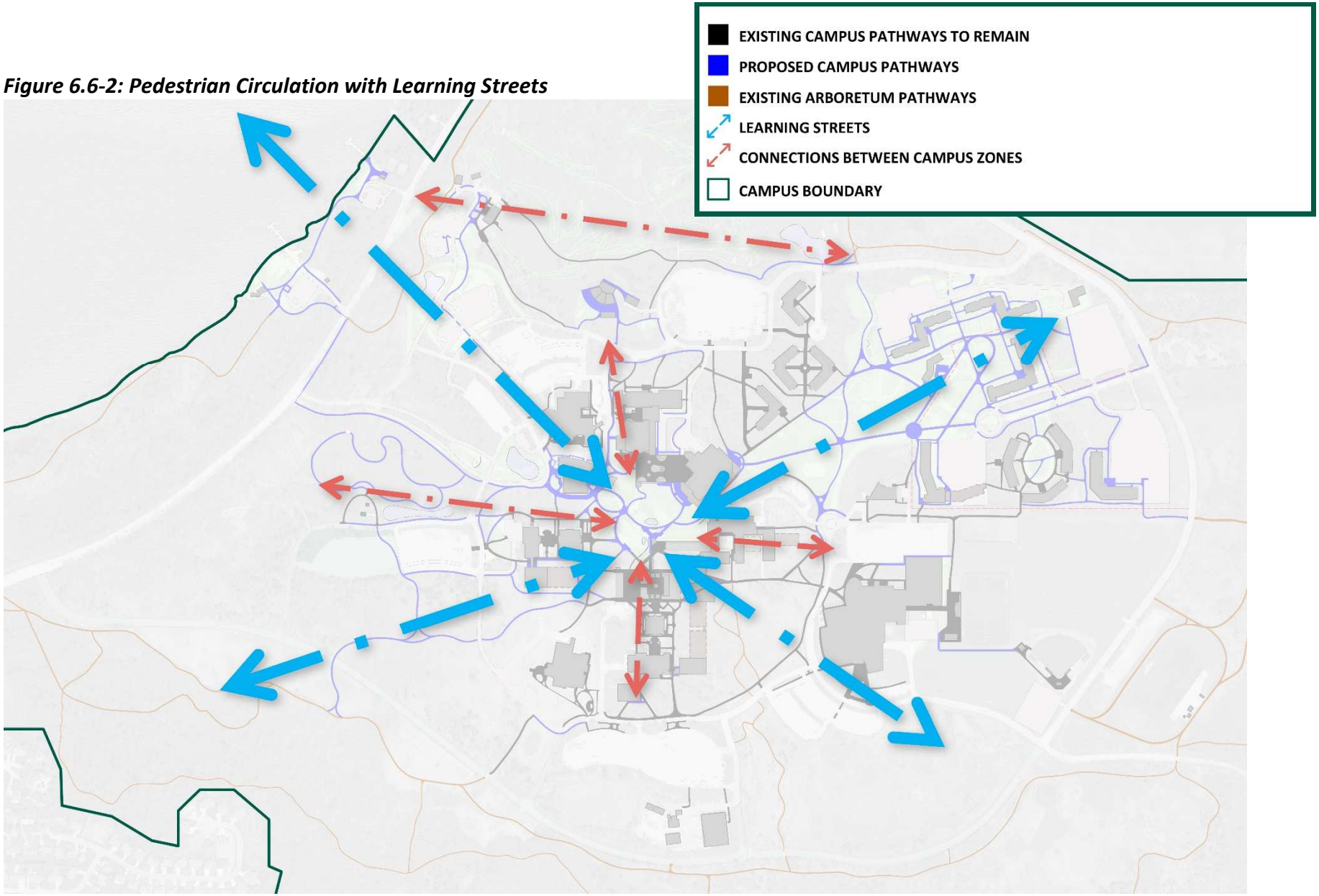


***Figure 6.6-2: Pedestrian Circulation with Learning Streets***



## 6.7 Vehicular Circulation

There are two primary drivers behind the master plan's proposal for vehicular circulation improvements: visitor experience and campus maintenance. Eliminating South Circle Drive along the outer loop creates two clear entry points into campus: Main Entrance Drive from the west and Leon Bond Drive from the east. Both entry points lead drivers to an inner loop which wraps around the academic core with visitor parking situated at either end of the loop. The inner loop is filled in by connecting Technology Way between the Brown County STEM Innovation Building and Wood Hall. North and East Circle Drive then become secondary roads primarily serving the student body (the connection between Walter Way and Leon Bond Drive is removed as part of the Housing Master Plan). North Circle Drive and the service drive leading to the University Union loading dock are also reworked to improve turning radii for delivery drivers.

The master plan proposes reducing the overall amount of pavement over the long term. The largest decrease is due to the removal of South Circle Drive and the west end of the Wood Hall parking lot where Phoenix Innovation Park is created. The proposed improvements to vehicular circulation will both improve wayfinding and reduce the total amount of paved area by roughly 11 acres.

While the current quantity of parking stalls is sufficient, their locations are reconfigured to provide clearly visible pathways to building entries. Visitor parking is placed nearest to the academic core for ease of wayfinding. Parking around the academic core remains intact with the exception of removing the west end of the Wood Hall lot. Housing parking is shifted to the periphery, leaving the center open for pedestrian circulation and Phoenix Park.

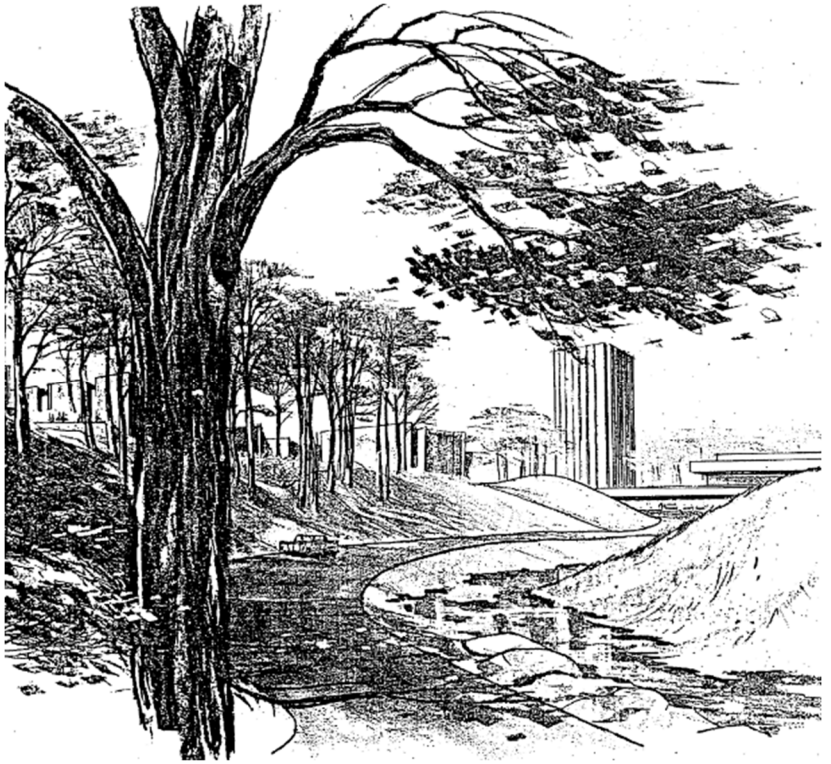


*Figure 6.7-1: Campus Entrance rendering from 1968 Master Plan*

***Figure 6.7-2: Existing, Proposed, and Removed Pavement***

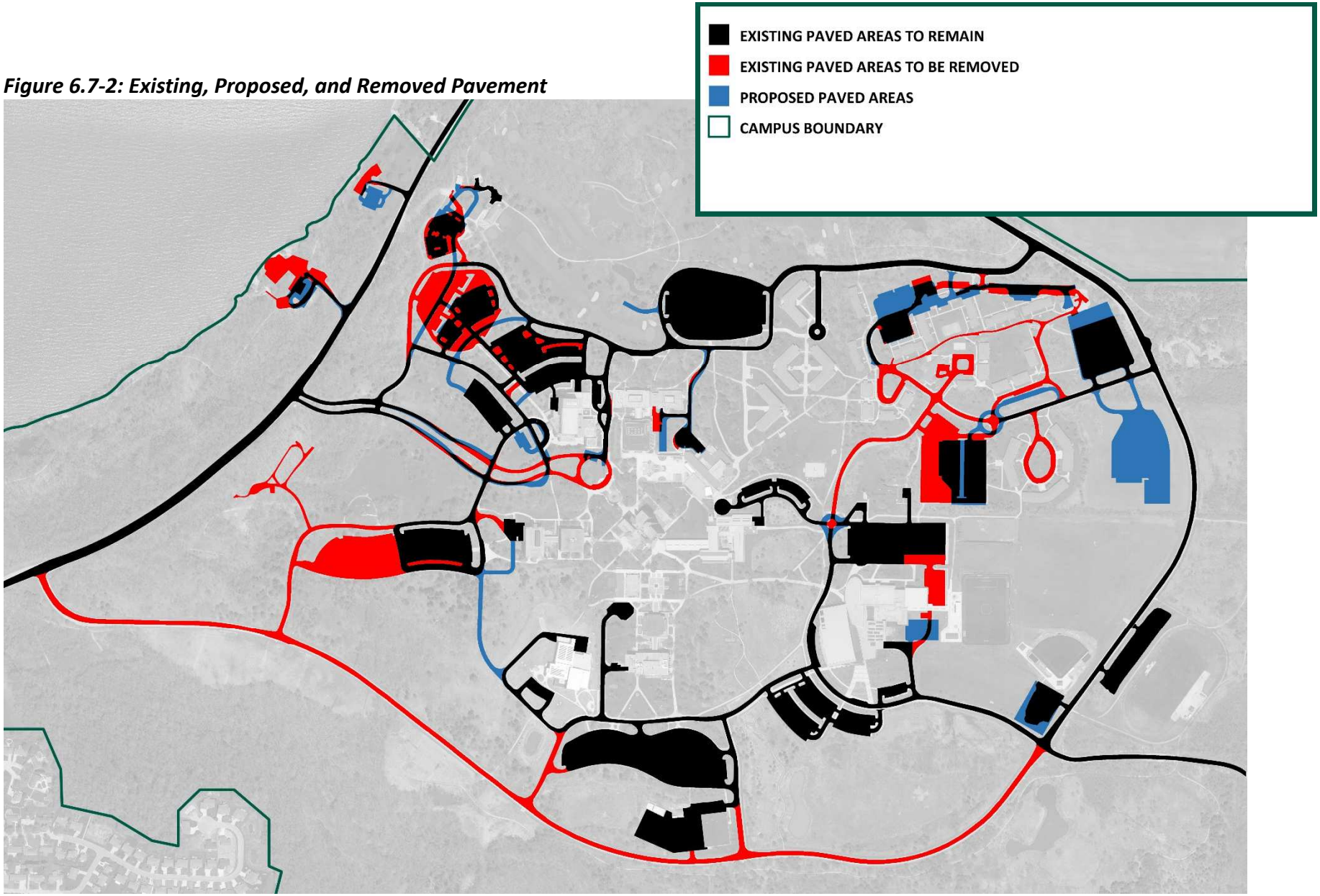


***Figure 6.7-3: Vehicular Circulation***

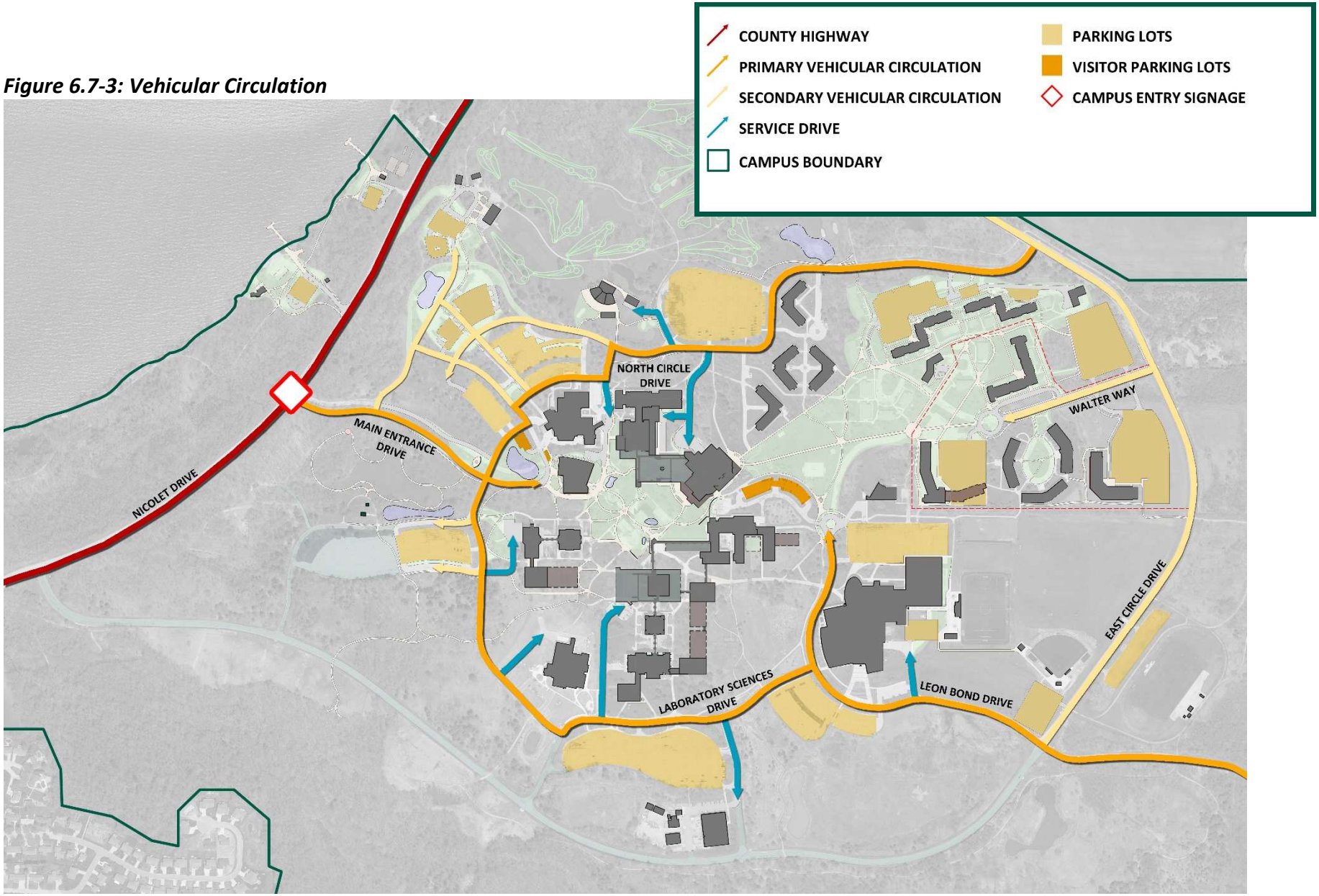


***Figure 6.7-4: Main Entrance Drive, Looking East Toward Cofrin Technology & Education Center***

## 6.8 Utilities

This campus assessment reviews the overall condition, capacity and layout of the utilities and the ability of the utilities to meet the needs of the campus for a minimum of the next 20 years to coincide with the master plan. Strategies and upgrades are based on new proposed buildings, buildings being remodeled, and buildings proposed for demolition as identified in the master plan. Strategies also consider the impact of the building changes to the boilers, chillers, electric services, and other underground utilities.

### 6.8.1 Water, Sanitary, & Storm

Future buildings on the UW-Green Bay campus consist of a building addition to the University Union, Cofrin Technology & Education Center, and residence halls in the housing quadrant. A potential future addition to campus is the Phoenix Innovation Park that will utilize roughly 40 acres for private businesses to open a location on campus. These 40 acres are expected to be split up into 12 lots extending from Main Entrance Road, South to South Circle Drive, then cutting east to STEM Building while staying south of the Wood Hall lot. New water, sanitary, storm utilities will be required for each lot.

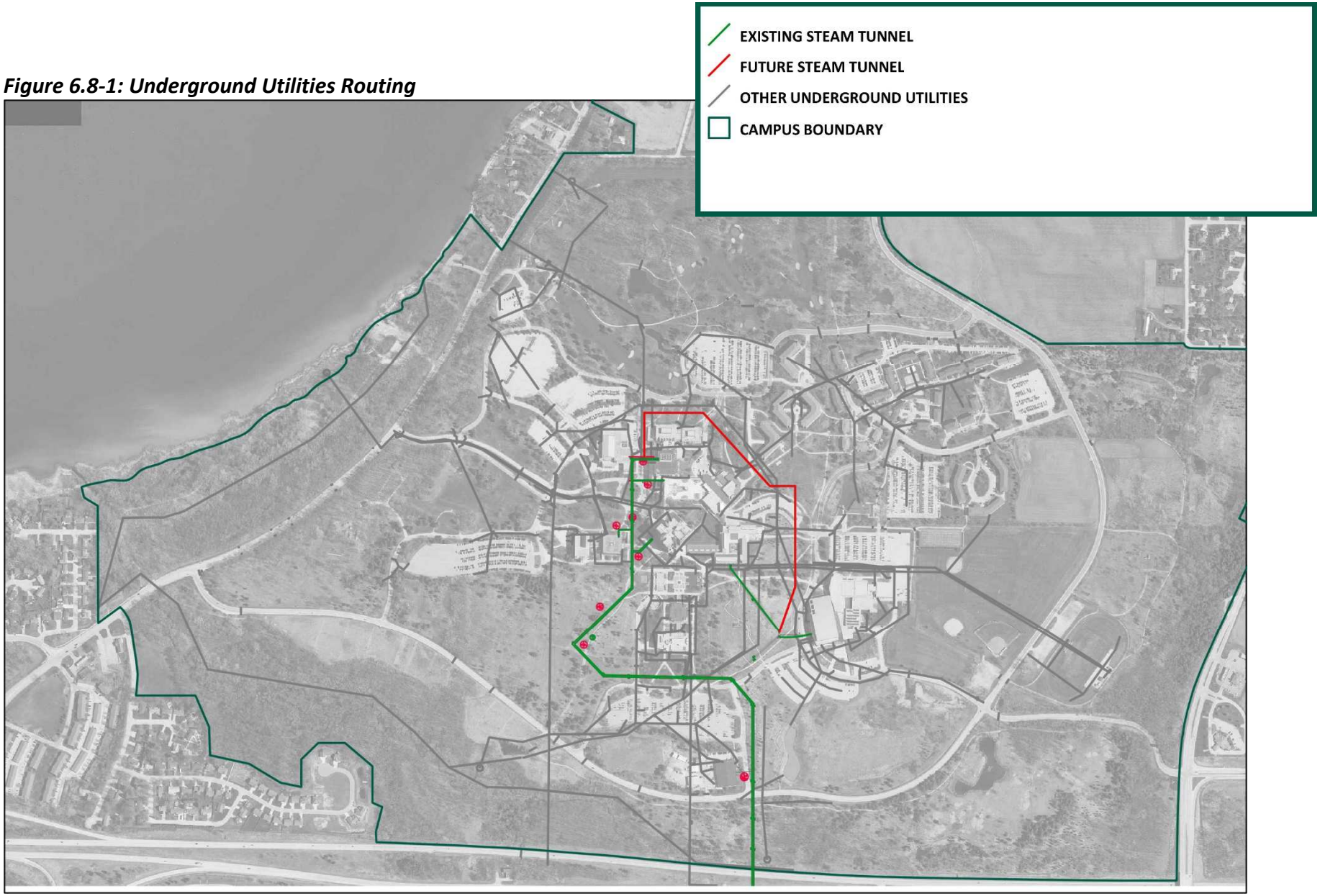
***University Union***

Water utility lines are located northeast of the University Union and service a water hydrant at the northeast corner of the loading dock cul-de-sac. The water line for the hydrant service is located within the future Union addition footprint. This connection is proposed to be shifted northeast, outside of the footprint, with the hydrant service line routed north around the future footprint. The hydrant has been relocated to accommodate adjustments to University Union Court.

Sanitary sewer for the building currently connects to the Union from the Quad (southwest corner of the building). This line drains to the west though campus infrastructure. At this point, there are no known new sanitary connections associated with the building addition that will require additional sanitary sewer on site. Sanitary sewer was not located during the site survey but has been added to the survey based on campus utility records and mapping.

Storm sewer has two main areas of review within the project limits. The first storm sewer area is located in the patio area and along the north side of the Union. A new storm sewer line is proposed from near the east Union entrance, along the east side of the building, then along the north side of the building before connecting into a manhole located along the east side of University Union Court. A separate storm sewer main north of the future water main connection will require storm manhole and main removal and replacement. These storm mains are proposed to remain separate systems to maintain similar drainage patterns to existing conditions.

***Figure 6.8-1: Underground Utilities Routing***



The second storm sewer area is University Union Court. Widening the road will require relocating the inlets along the road. Storm sewer west of University Union Court, as noted in the Proposed Utility Exhibit, will be removed and replaced to accommodate drainage for the new parking lot. The majority of the catch basins in this vicinity have clay pipes that will require removal and replacement between structures to ensure the pipes are structurally sufficient with an increased lifespan.

***Cofrin Technology & Education Center***

Existing water, sanitary and storm services are expected to be sufficient to handle needs for the new building in its proposed location.

***Housing***

The proposed residence hall to the east of Mauthe Center will require new utilities branching off of the campus loop. The location of this residence hall will relocate parking stalls to an expansion of the East Housing Parking Lot, approximately 600 feet east of the Housing Parking Lot. These parking lots each generally drain from southeast to northwest. However, the Residence Hall and Housing Parking Lot drain to Golf Pond #1, where drainage from the East Housing Lot drains to Dragonfly Pond.

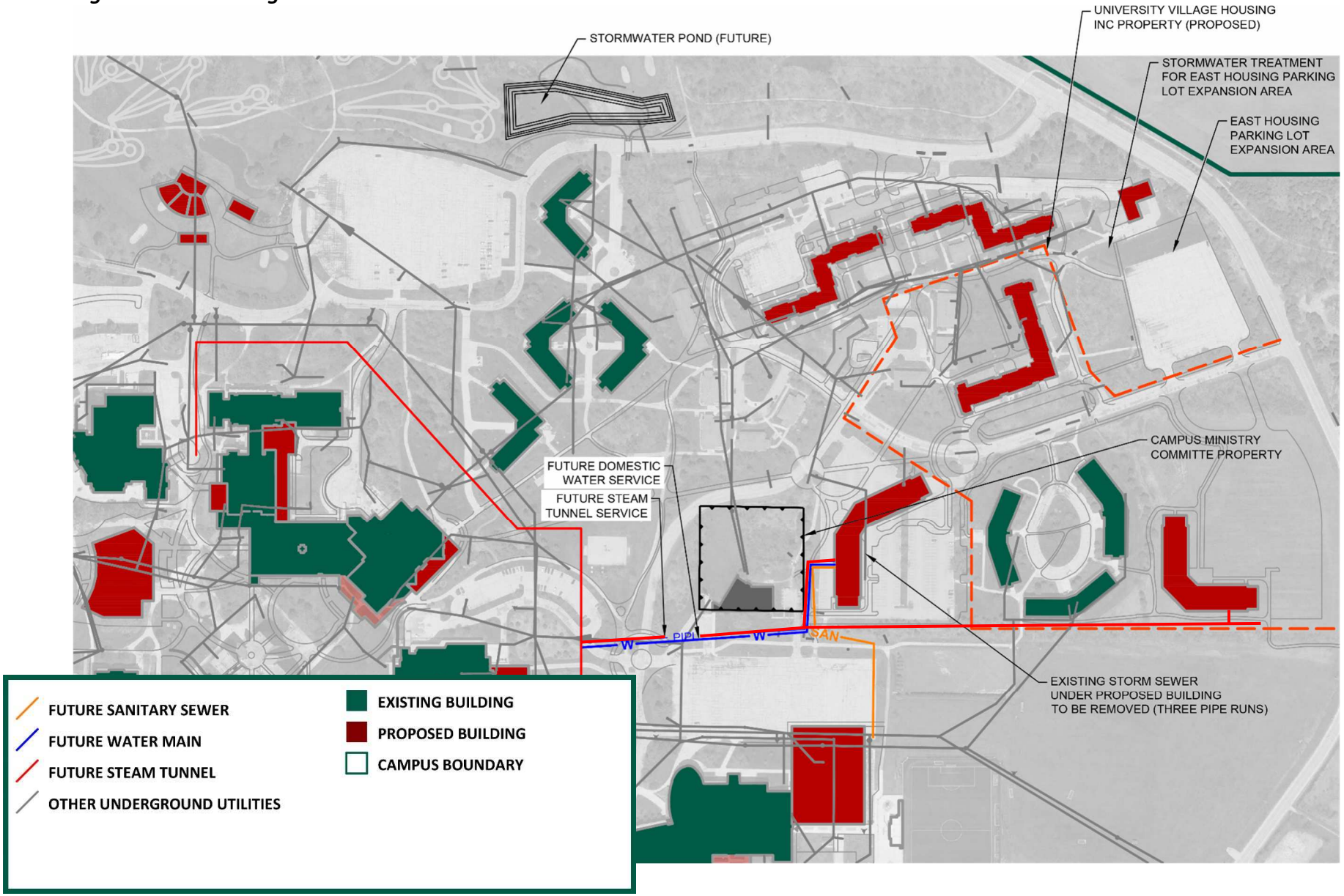
The steam tunnel is proposed to branch off to the east between the Mauthe Center and the Kress Parking Lot. This portion of the steam tunnel will provide hot and chilled water to the new residence hall. A water utility line is proposed to follow the steam tunnel system and to service the residence hall.

Sanitary sewer for the new residence hall is proposed to connect to an existing sewer line northeast of the Kress Events Center. The sanitary line will follow the east side of the Kress Parking Lot, then turn west, then north along the west side of the Housing Parking Lot before connecting into the future Residence Hall.

A retention pond is proposed on the north side of North Circle Drive near Thompson for future residence halls proposed on campus. Under existing conditions, drainage for the Residence Hall and Housing Parking Lot drain through this area before draining northwest to Golf Pond #1. The future pond will follow this existing drainage pattern. Options were reviewed for sizing the pond. Per discussion with UW-Green Bay Facilities staff, it was determined that the most cost-effective option would be to size the pond for future loading based on three additional residence hall buildings / parking lots with similar footprints as the building and parking lots in the Housing master plan. This pond area will require a wetland determination and/or delineation and review for stream navigability.

Until the future residence halls are implemented, a small stormwater treatment device is proposed at the south corner of the Walter Way and Leon Bond intersection. The future expansion of the East Housing Parking Lot also has a stormwater treatment device proposed on the north side of the lot.

***Figure 6.8-2: Housing Utilities***



### 6.8.2 Steam

Over the time of the master plan the gross building square footage (GSF) of heated space on campus is projected to increase by approximately 77% (1,009,893 GSF) to 2,308,075 GSF.

There is currently only one steam route from the plant to feed the campus. The 12" main is adequately sized to handle proposed future steam loading. Based on the planned growth of Campus and need to keep steam services operational at all times its recommended to add an additional leg of 12" steam service and 8" condensate to the north end of campus. This leg of distribution would connect the west distribution arm with the east and a looped system around the main campus area a (see Appendix A - Steam Distribution Plan-New A.2). This leg of distribution allows provides the campus with ability to bring the Residence buildings on to the central distribution system.

### 6.8.3 Chilled Water

Over the time of the master plan the building gross square footage of air-conditioned space is projected to increase by approximately 57% (556,100 GSF) to 1,555,066 GSF.

The current plant equipment is old and nearing the end of useful life, its recommended to remove and replace existing chillers and cooling towers. The chilled water pumping system should be reviewed for implementation of a vari-prime distribution system to enhance energy optimization of the cooling plant.

Based on the campus growth plan it's recommended that a new larger tonnage electrical centrifugal chiller be implemented at the plant with associated equipment following the connection of New Residence Hall #1 to the system. This unit along with the current two machines that operate can provide adequate cooling needs for campus through the next 12 years of planned growth.

Based on the planned growth of Campus and need to keep chilled water services operational at all times its recommended to add an additional leg of 12" chilled water service to the north end of campus this is shown. This leg of distribution would connect the west distribution arm with the east and a looped system around the main campus area as shown Chilled Water Distribution Plan-New B.3. The current plant secondary pump sizing is of adequate size to handle the project growth for the next 12 years. However, once the year 13 plus implementation period where to be added to the system the pumps would not be sized to handle the load and require replacement.

### 6.8.4 Electrical Power

Over the time period of the master plan the gross building square footage served by the Campus electrical system is projected to increase by approximately 36% (,687) to 1,794,487 gross square feet.

The projected future demand for the facilities listed is 8,703 kW, or 42% of total system capacity. Capacity calculation is based upon Estimated Demand Load from similar facilities with centralized utilities.

The intent of a future primary system expansion is to connect the loop of the East and West Ductbank route via a north connector. The new ductbank would route North of Studio Arts and route South, East of the Union, Mary Ann Cofrin and connect at the Kress Center. Refer to the Primary and Signal Ductbank Plans, Appendix A.

### 6.8.5 Telecommunications

Most UW campuses are installing new OS2 optical fiber and migrating away from the use of multimode optical fiber as bandwidth requirement increase across the campus. A plan should be developed going forward to install new redundant Singlemode OS2 optical fiber and gradually move away from the older 62.5 micron and 50 micron multimode systems.

Based on Master plan building changes, it would be suggested to develop a burial signal duct pathways for redundancy vs. depending on steam tunnels and Skywalk pathways. On many of the UW campuses the steam tunnels were originally used for optical fiber backbone pathways and are now being replaced so the optical fiber in those Steam Tunnels is now forced to be replaced as well and installed in a proper signal duct pathway in many cases.

This would also be an opportunity to explore new system infrastructure technologies. As the campus grows, it is suggested to explore “Air Blown Fiber Systems” which allow for rapid infrastructure adds and changes.

**Optical Fiber Pathway**

- Recommend new pathways as an independent signal duct to serve the campus buildings. Possible new signal ductbank system is indicated in Appendix A.
- Recommend new ductbank pathways for new cabling where possible to remove cabling dependency on building existence.
- Recommend to identify and remove existing cables not in use.

**Recommended Steps for Future Planning**

- Develop a fiber optic master plan.
- Identify, map and catalogue pathways and type of existing site fiber optic and copper cables.
- Identify cabling that is obsolete, damaged and not in use with the intent to prepare the camps as it moves forward.
- Review existing and suggested site pathways with the intent to create redundancy in pathways and cabling.
- Upgrade fiber optic cables, specifically replacing 62.5 MultiMode fiber with OS2 SingleMode fiber.

## 6.9 Composite Plan

Full implementation of the proposed improvements will dramatically change the perception and experience of studying, visiting, and working at UW-Green Bay. Improvements to the built environment, connections to nature, and streamlining of pedestrian and vehicular circulation will go a long way to satisfying the guiding principles which were established early in the design process.

***Figure 6.9-1: Composite Plan***

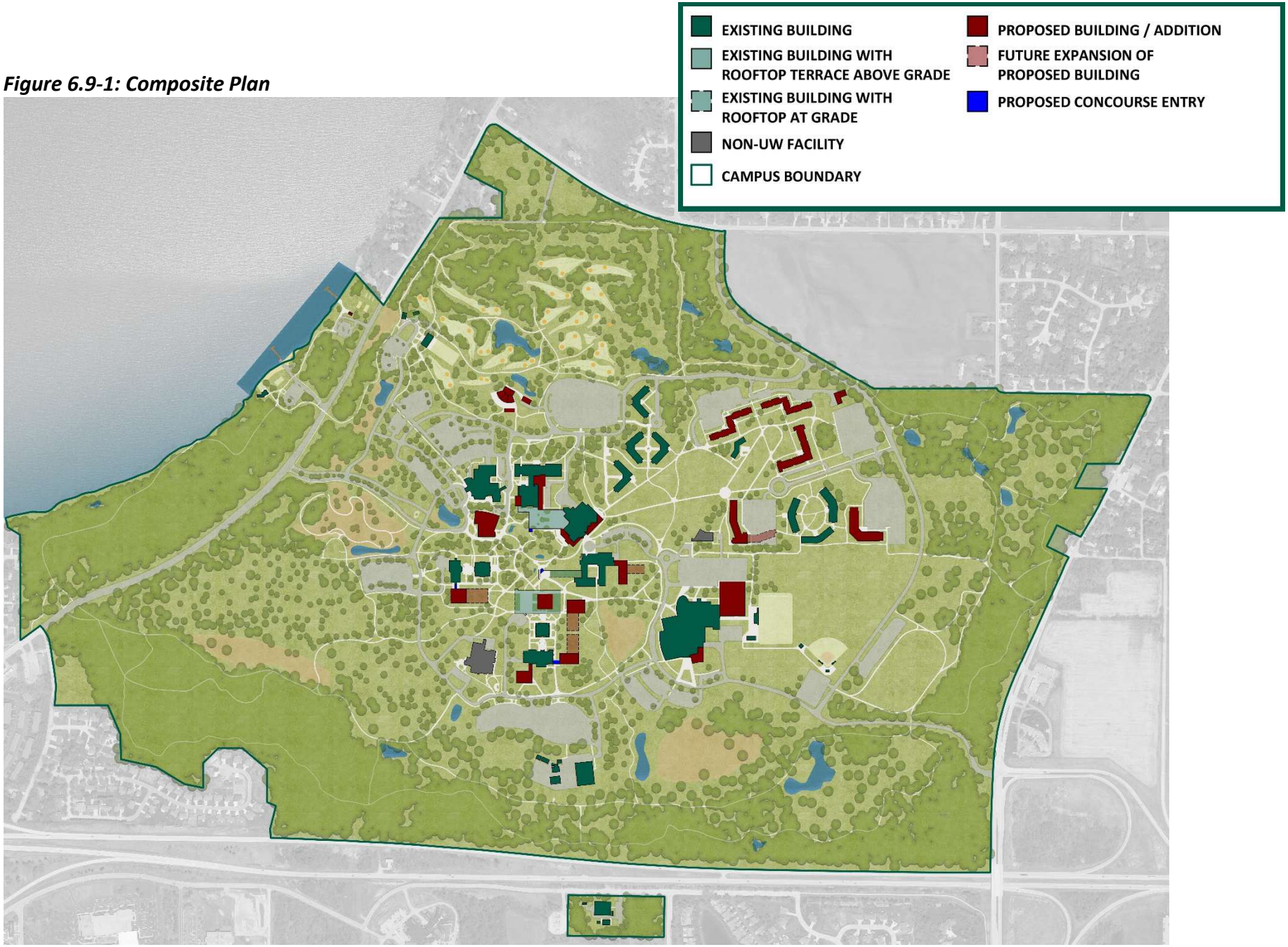
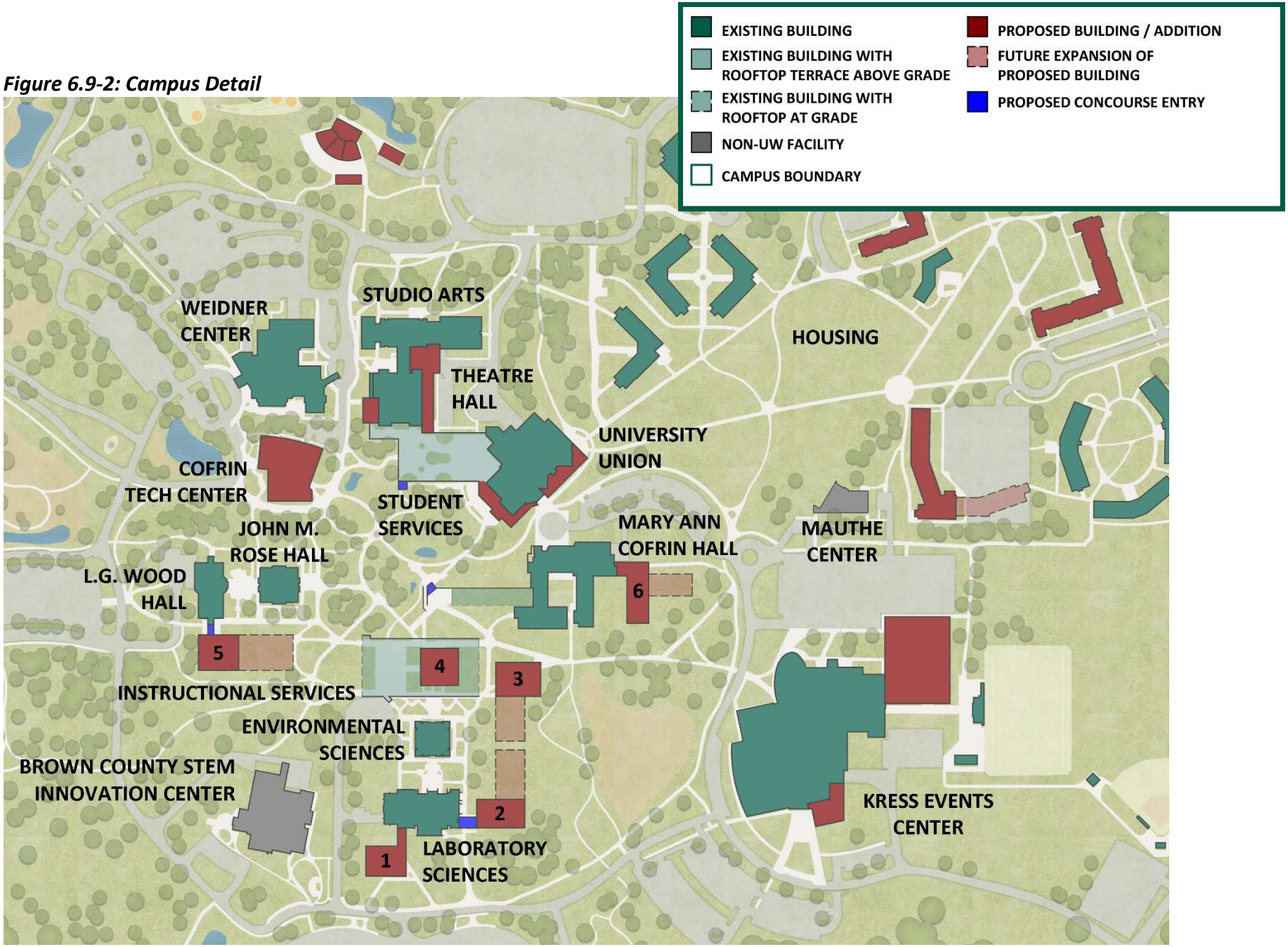


*Figure 6.9-2: Campus Detail*



# 7 Implementation Plan

The proposals of this master plan are far-reaching and will make significant improvements to campus operations. These proposals will need to be implemented over time and through several projects of varying sizes. Fortunately, the Cofrin Technology & Education Center project has been enumerated as DFD project #21E2W and design work has already begun—this provides the greatest opportunity to re-imagine the heart of campus since the initial building boom of the 1970s.

This implementation plan provides a logical sequence of projects that will allow UW-Green Bay to bring the master plan proposals to life in phases. It takes into account what needs to be completed first for other projects to proceed as well as the availability of funding. Still, future capital planning will reflect evolving conditions and priorities over time.

Near-term, mid-term, and long-term master plan proposals are identified on the corresponding plan diagrams by the numbers and letters listed in the descriptions.

## 7.1 Near-Term Master Plan Proposals (0-6 years)

1. Visitor Approach/Experience
    a. Remove entry signage at Nicolet Drive and South Circle Drive and add signage to emphasize campus entry at Main Entrance Drive
    b. Relocate visitor parking at Weidner Center to a more visible location with clear signage indicating direction to Student Services.
    c. Complete inner loop by connecting Wood Hall Drive and Technology Way to simplify wayfinding and because of de-emphasized South circle Drive entry.
    d. Adjust service drive routing to University Union; provide dedicated address to loading dock for ease of wayfinding

2. Heart of Campus
    a. Re-imagined Cofrin Technology & Education Center (DFD project #21E2W), Quad, Main Entrance Drive approach, and Theatre Drive roundabout
    b. Disconnect Cofrin from the concourse system

3. Academic Core
    a. Improve near-term signage and wayfinding to and through the concourse system in conjunction with CTEC construction
    b. Renovate existing classroom and lab space to accommodate changing academic needs

4. Athletics
    a. Repave softball stadium parking lot
    b. Add pathway between soccer and softball stadiums

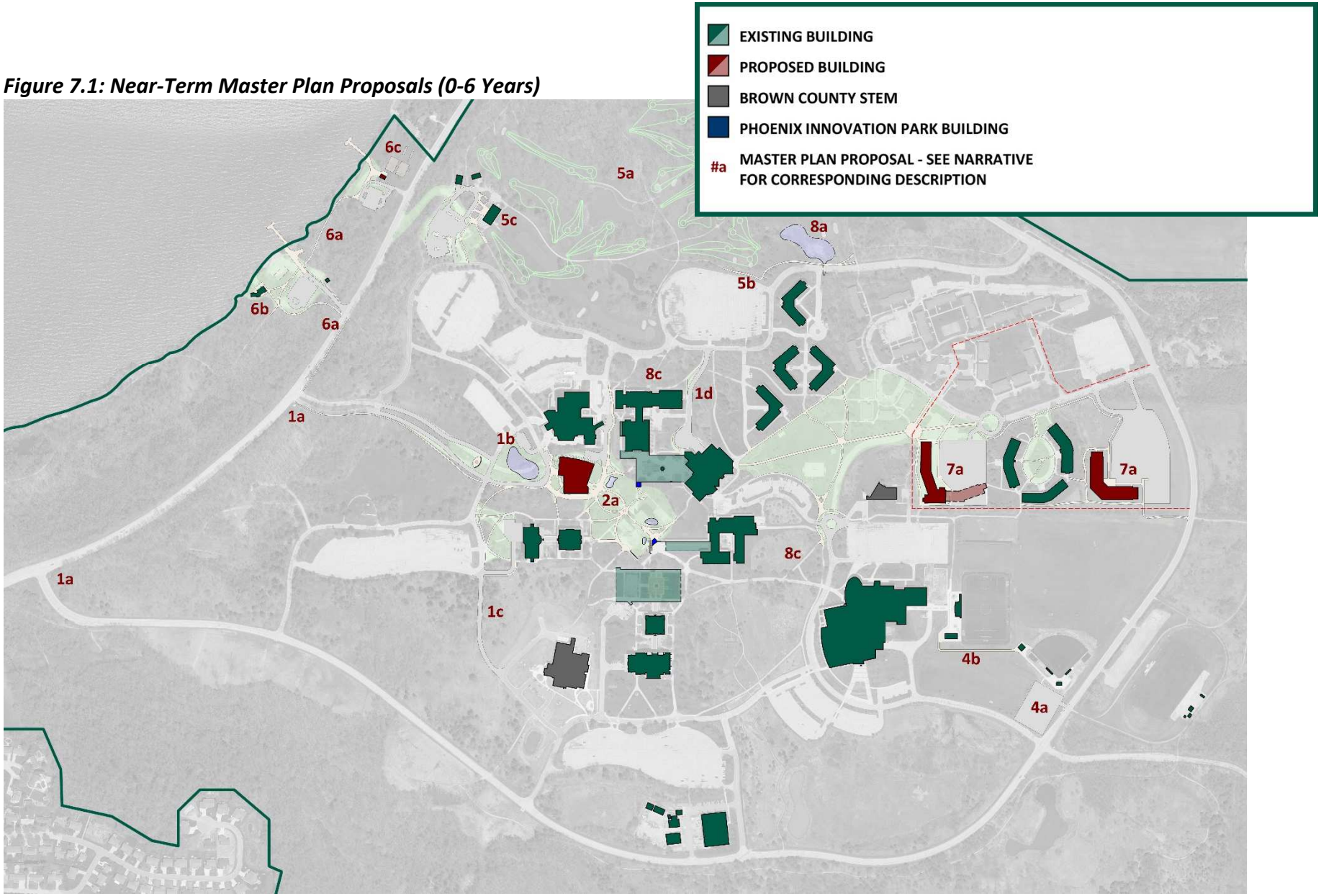
5. Campus Recreation
    a. Convert Shorewood Park into cross country course; move disc golf course to Shorewood Park
    b. Create path through cross country course to connect housing to bayfront
    c. Repurpose Shorewood Clubhouse as campus recreation space for meetings and equipment storage/rentals

6. Arboretum
    a. Create arboretum pathway connecting Shorewood Clubhouse, Lambeau Cottage, and Communiversity Park
    b. Establish Lambeau Cottage as the Arboretum trail head
    c. Provide amenities for students and the community at Communiversity Park

7. Housing
    a. Implement Phase One and Two of Housing Master Plan

8. Utilities
    a. Expand stormwater ponds to meet Total Maximum Daily Load (TMDL%) and Total Phosphorus (TP%) percentages.
    b. Develop fiber optic master plan
    c. Complete steam tunnel loop for serviceability and redundancy.

*Figure 7.1: Near-Term Master Plan Proposals (0-6 Years)*



## 7.2 Mid-Term Master Plan Proposals (7-12 years)

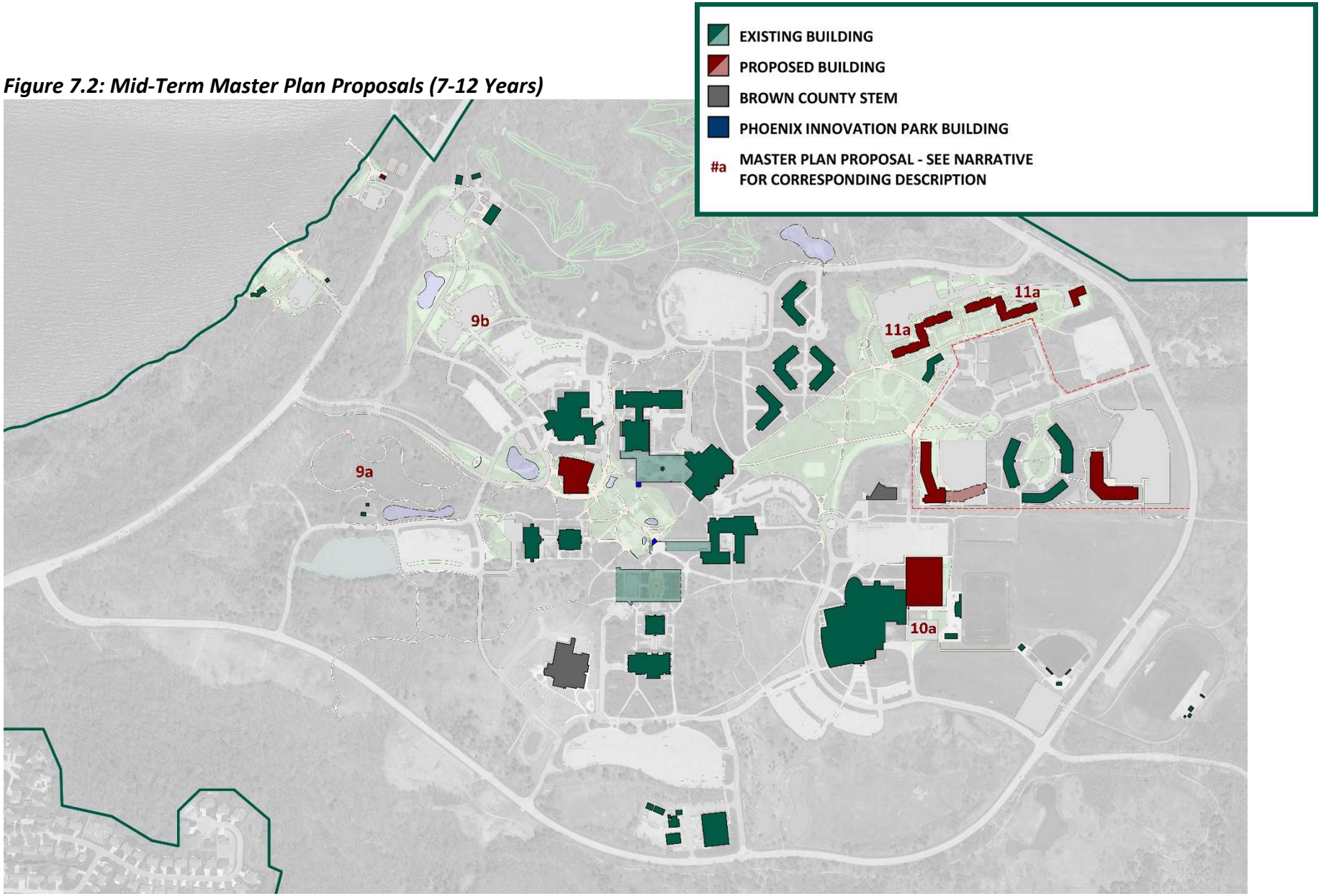
9. Visitor Approach/Experience
    a. Complete Park along Main Entrance Drive
    b. Reroute North Circle Drive and reconfigure overflow parking
    c. Complete traffic study exploring closure of South Circle Drive

10. Athletics
    a. Expand turf gym and relocate booster parking

11. Housing
    a. Implement Phase Three and Four of Housing Master Plan

12. Utilities
    a. Replace MultiMode fiber with SingleMode fiber
    b. Create an independent fiber optic signal duct

*Figure 7.2: Mid-Term Master Plan Proposals (7-12 Years)*



## 7.3 Long-Term Master Plan Proposals (13-18 years)

13. Visitor Approach/Experience
    a. Close South Circle Drive (pending result of traffic study)

14. Heart of Campus
    b. Implement University Union expansion

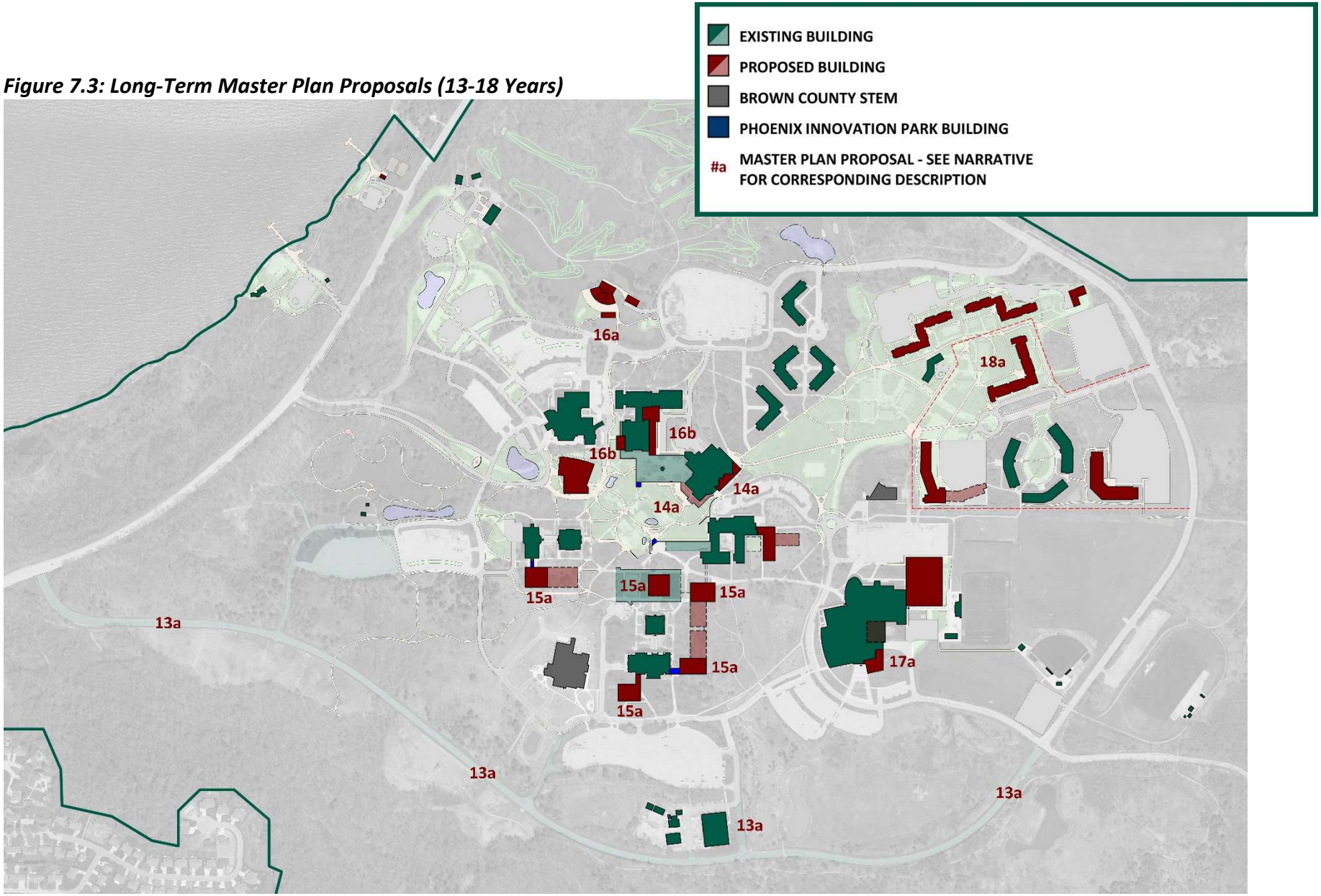
15. Academic Core
    a. Evaluate academic building expansion as necessitated by program growth

16. Performing Arts
    a. Construct amphitheater at Shorewood Park
    b. Implement Theatre Hall expansion

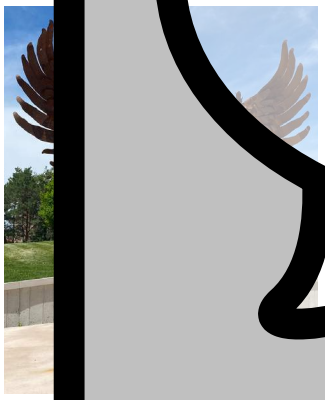
17. Athletics
    a. Expand sport science program space

18. Housing
    a. Implement Phase Five of Housing Master Plan

***Figure 7.3: Long-Term Master Plan Proposals (13-18 Years)***



MILWAUKEE | MADISON | CHICAGO



UNIVERSITY of WISCONSIN
GREEN BAY

# Campus Master Plan Update: Appendix A - G

DFD PROJECT NO. 21C1U

AUGUST 11, 2023

## Table of Contents

**Appendix**

A. Utility System Projections and Diagrams
B. Core Team Meeting Minutes
C. Focus Group Meeting Minutes
D. Campus Space Assessment
E. Space Use Type Plans
F. Functionality and Physical Condition Assessment
G. Instructional Space Utilization Analysis

**UW-GREEN BAY - Campus Steam Load Projections**

Updated: August 2022

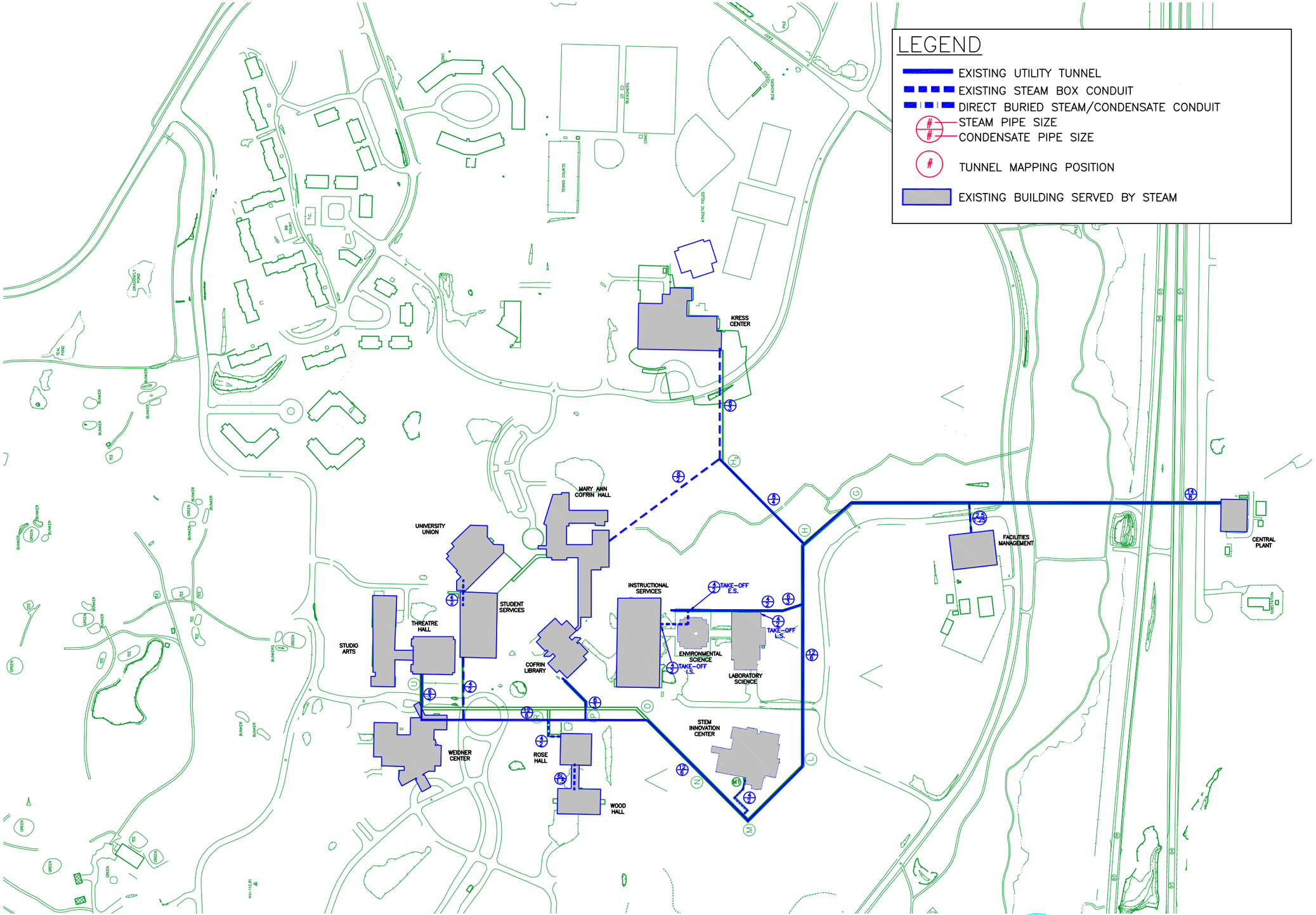
| Building Characteristics | | | | | | Load Based on Occupancy | | | | Heating Plant Charted Data | | | | DiversitySurplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Building Name | Identifier | Occupancy | Space (Existing/ Future) | Building Area (GSF) | % of Building Heated | BTU/GSF (3) | Estimated Building Load (Lb/Hr) | Peak Meter Data Building Load (Lb/Hr) (4) | Diversity Factor | Diversified Building Load Based on Plant Output | Estimated Plant Capacity (Lb/Hr) | Cummulative Plant Load (Diversified) (Lb/Hr) | | |
| **Existing Facilities** | | | | | | | | | | | 109,300 | | | |
| Distribution System | | | | | | | | | | | | | | |
| Steam Trap Losses | | | | | | | | | | | | 1,499 | | |
| Box Conduit Piping Losses | | | | | | | | | | | | 0 | | |
| Manhole Piping Losses (Est. 50% of Box Conduit) | | | | | | | | | | | | 0 | | |
| | | | | | | | | | | | | | | |
| Facilities Management | | Service/Grounds Facility | Existing | 26,063 | 100% | 18 | 470 | - | 0.70 | 329 | 108,830 | 1,828 | | 105,973 |
| Kress Sports Center | KC | Sports Arena | Existing | 246,908 | 100% | 65 | 16,081 | 3,894 | 0.70 | 11,257 | 92,749 | 13,085 | | 94,717 |
| Laboratory Science | LS | Lab (Light) | Existing | 160,692 | 100% | 65 | 10,466 | 975 | 0.85 | 8,896 | 82,283 | 21,981 | | 85,821 |
| Environmental Science | ES | Classroom | Existing | 43,026 | 100% | 60 | 2,587 | 3 | 0.70 | 1,811 | 79,696 | 23,791 | | 84,010 |
| Instructional Science | IS | Office | Existing | 66,386 | 100% | 50 | 3,326 | 2,020 | 0.60 | 1,996 | 76,370 | 25,787 | | 82,014 |
| Stem | STEM | Office | Existing | 63,730 | 100% | 50 | 3,193 | 1,115 | 0.60 | 1,916 | 73,177 | 27,703 | | 80,099 |
| Cofrin Library | CL | Library | Existing | 129,850 | 100% | 35 | 4,554 | 3 | 0.60 | 2,732 | 68,623 | 30,435 | | 77,366 |
| Rose Hall | RH | Classroom | Existing | 40,595 | 100% | 60 | 2,441 | 954 | 0.70 | 1,708 | 66,183 | 32,143 | | 75,658 |
| Wood Hall | WH | Classroom | Existing | 66,631 | 100% | 60 | 4,006 | 993 | 0.70 | 2,804 | 62,177 | 34,948 | | 72,854 |
| Student Services | SS | Office | Existing | 41,466 | 100% | 50 | 2,077 | 587 | 0.60 | 1,246 | 60,099 | 36,194 | | 71,607 |
| Union | UU | University Center | Existing | 104,913 | 100% | 55 | 5,782 | 3,575 | 0.65 | 3,758 | 54,318 | 39,952 | | 67,849 |
| Heating Plant | | Central Plants | Existing | 30,000 | 100% | 15 | 451 | 3 | 0.36 | 164 | 53,867 | 40,116 | | 67,685 |
| Weidner Center | WC | Theater (Performing Arts) | Existing | 131,400 | 100% | 33 | 4,345 | 1,531 | 0.70 | 3,041 | 49,522 | 43,158 | | 64,643 |
| Theatre Hall | TH | Theater (Performing Arts) | Existing | 63,641 | 100% | 33 | 2,104 | 6,782 | 0.70 | 1,473 | 47,418 | 44,631 | | 63,170 |
| Studio Art | SA | Office | Existing | 83,731 | 100% | 50 | 4,195 | | 0.60 | 2,517 | 43,223 | 47,148 | | 60,653 |
| | | | | | | | | | | | | | | |
| **Existing Facilities** | | | | **1,299,032** | | | **66,077** | | | **45,649** | **43,223** | **47,148** | | **60,653** |
| | | | | | | | | | | | | | | |
| **0-6 Year Implementation** | | | | | | | | | | | | | | |
| New Residence Hall 1 | | Residence Hall | Future | 112,943 | 100% | 30 | 3,395 | | 0.65 | 2,207 | 39,828 | 49,355 | | 58,447 |
| New Confrin Hall | | Library | Future | 129,850 | 100% | 35 | 4,554 | | 0.60 | 2,732 | 35,274 | 52,087 | | 55,714 |
| Existing Confrin Hall | | Library | Demolition | (129,850) | 100% | 35 | (4,554) | 3 | 0.60 | (2,732) | 39,828 | 49,355 | | 58,447 |
| New Residence Hall 2 | | Residence Hall | Future | 90,000 | 100% | 30 | 2,705 | | 0.65 | 1,759 | 37,122 | 51,113 | | 56,688 |
| Laboratory Science Addition | | Lab (Light) | Future 1 | 60,000 | 100% | 65 | 3,908 | | 0.85 | 3,322 | 33,214 | 54,435 | | 53,366 |
| Health Science Building | | Classroom | Future 2 | 60,000 | 100% | 60 | 3,607 | | 0.70 | 2,525 | 29,607 | 56,960 | | 50,841 |
| Business Building | | Classroom | Future 3 | 60,000 | 100% | 60 | 3,607 | | 0.70 | 2,525 | 26,000 | 59,485 | | 48,316 |
| Instructional Science Addition | | Office | Future 4 | 60,000 | 100% | 50 | 3,006 | | 0.60 | 1,804 | 22,994 | 61,289 | | 46,513 |
| Wood Addition | | Classroom | Future 5 | 60,000 | 100% | 60 | 3,607 | | 0.70 | 2,525 | 19,387 | 63,814 | | 43,988 |
| Mac Hall Addition | | Classroom | Future 6 | 60,000 | 100% | 60 | 3,607 | | 0.70 | 2,525 | 15,779 | 66,339 | | 41,463 |
| **7-12 Year Implementation** | | | | | | | | | | | | | | |
| New Residence Hall 3 | | Residence Hall | Future | 122,100 | 100% | 30 | 3,670 | | 0.65 | 2,386 | 12,109 | 68,724 | | 39,077 |
| New Residence Hall 4 | | Residence Hall | Future | 132,000 | 100% | 30 | 3,968 | | 0.65 | 2,579 | 8,141 | 71,304 | | 36,498 |
| **13+ Year Implementation** | | | | | | | | | | | | | | |
| New Residence Hall 5 | | Residence Hall | Future | 132,000 | 100% | 30 | 3,968 | | 0.65 | 2,579 | 4,173 | 73,883 | | 33,919 |
| Fieldhouse | | Sports - Training Facility | Future | 60,000 | 100% | 65 | 3,908 | | 0.60 | 2,345 | 265 | 76,227 | | 31,574 |
| **Future Facilities** | | | | **1,009,043** | | | **42,957** | | | **29,079** | | | | |
| | | | | | | | | | | | | | | |
| **Totals** | | | | **2,308,075** | | | **109,035** | | | **74,729** | | **76,227** | | **31,574** |

**Notes:**

1. Loads and diversity factor adjusted to the peak campus load in February 2018. 56,600 #/hr 0.857 998 Btu/Lb
2. Steam trap losses based on FACMAN count of 575 with a 20% failure rate.
3. Based on UW System building type historical data
4. Condensate Meter Data February 2022

| | | | |
|---|---|---|---|
| Boiler #1 | - | #/hr | 1971 (Hasn't run in 40 years) |
| Boiler #2 | 49,300 | #/hr | 1971 |
| Boiler #3 | 29,000 | #/hr | 1971 |
| Vapor Boiler #1 | 15,500 | #/hr | 2006 |
| Vapor Boiler #2 | 15,500 | #/hr | 2006 |
| Total Plant Capacity | 109,300 | #/hr | |

6000 PPH summer night time load
9000 PPH summer day time load
52000 PPH is max winter load recorded




# EXISTING STEAM DISTRIBUTION SYSTEM LAYOUT

1" = 400'

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
EMAIL: R-D@RINGDU.COM
PROJECT NUMBER: 220050

State of Wisconsin
Department of Administration
Division of Facilities Development

UNIVERSITY OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

MASTER PLAN
UNIV. OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

Sheet Title: EXISTING STEAM DISTRIBUTION SYSTEM LAYOUT

Revisions:

| No. | Date: | Description: |
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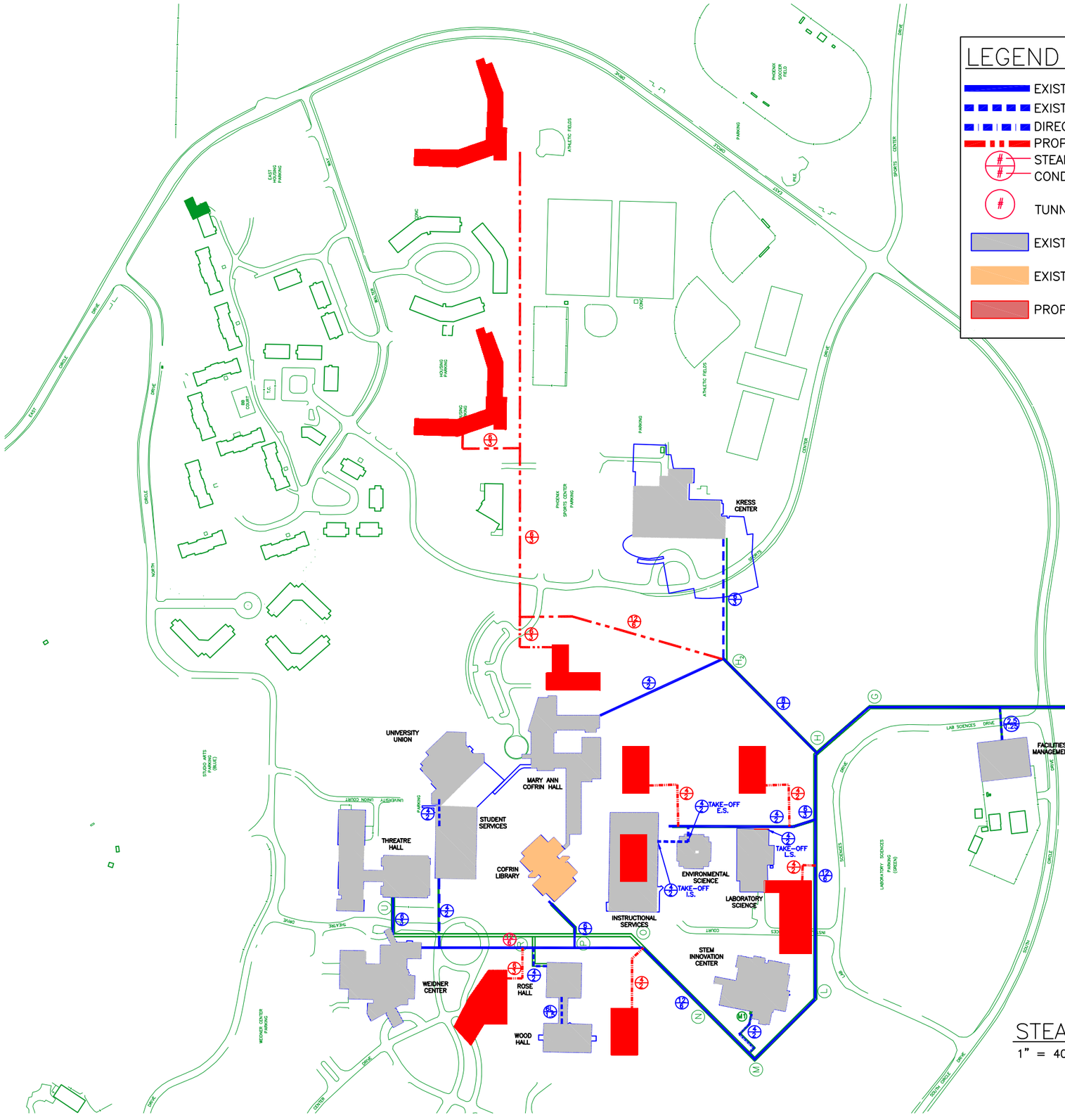


## LEGEND (0 – 6 YEAR IMPLEMENTATION)

- EXISTING UTILITY TUNNEL
- EXISTING STEAM BOX CONDUIT
- DIRECT BURIED STEAM/CONDENSATE CONDUIT
- PROPOSED NEW STEAM BOX CONDUIT
- # STEAM PIPE SIZE
- # CONDENSATE PIPE SIZE
- # TUNNEL MAPPING POSITION
- EXISTING BUILDING
- EXISTING BUILDING SCHEDULED FOR DEMOLITION
- PROPOSED BUILDING – NEW

## STEAM DISTRIBUTION PLAN–NEW

1" = 400'

0' 200' 400'

NORTH

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
EMAIL: R-D@RINGDU.COM
PROJECT NUMBER: 220050

State of Wisconsin
Department of Administration
Division of Facilities Development

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GREEN BAY, WISCONSIN

MASTER PLAN
UNIV. OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

Sheet Title: STEAM DISTRIBUTION PLAN (0 – 6 YEAR)

Revisions:

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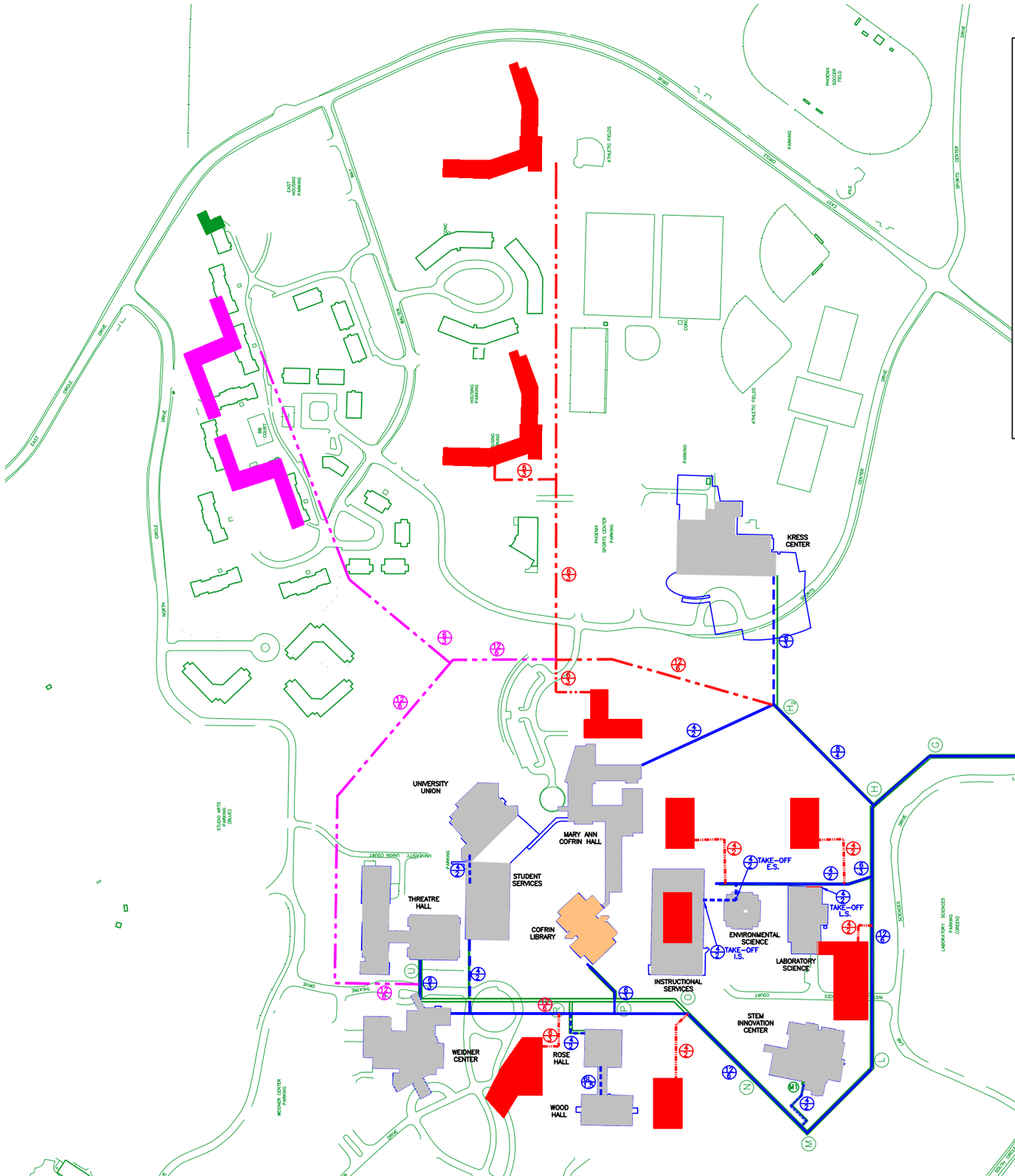


## LEGEND (7 – 12 YEAR IMPLEMENTATION)

- EXISTING UTILITY TUNNEL
- EXISTING STEAM BOX CONDUIT
- DIRECT BURIED STEAM/CONDENSATE CONDUIT
- PROPOSED NEW STEAM DIRECT BURIED CONDUIT (0 – 6 YEAR)
- PROPOSED NEW STEAM DIRECT BURIED CONDUIT (7 – 12 YEAR)
- # STEAM PIPE SIZE
- # CONDENSATE PIPE SIZE
- # TUNNEL MAPPING POSITION
- EXISTING BUILDING
- EXISTING BUILDING SCHEDULED FOR DEMOLITION
- PROPOSED BUILDING – NEW (0 –6 YEAR)
- PROPOSED BUILDING – NEW (7 – 12 YEAR)

## STEAM DISTRIBUTION PLAN–NEW

1" = 400'

0' 200' 400'

NORTH

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
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MASTER PLAN
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GREEN BAY, WISCONSIN

Sheet Title: STEAM DISTRIBUTION PLAN (7 – 12 YEAR)

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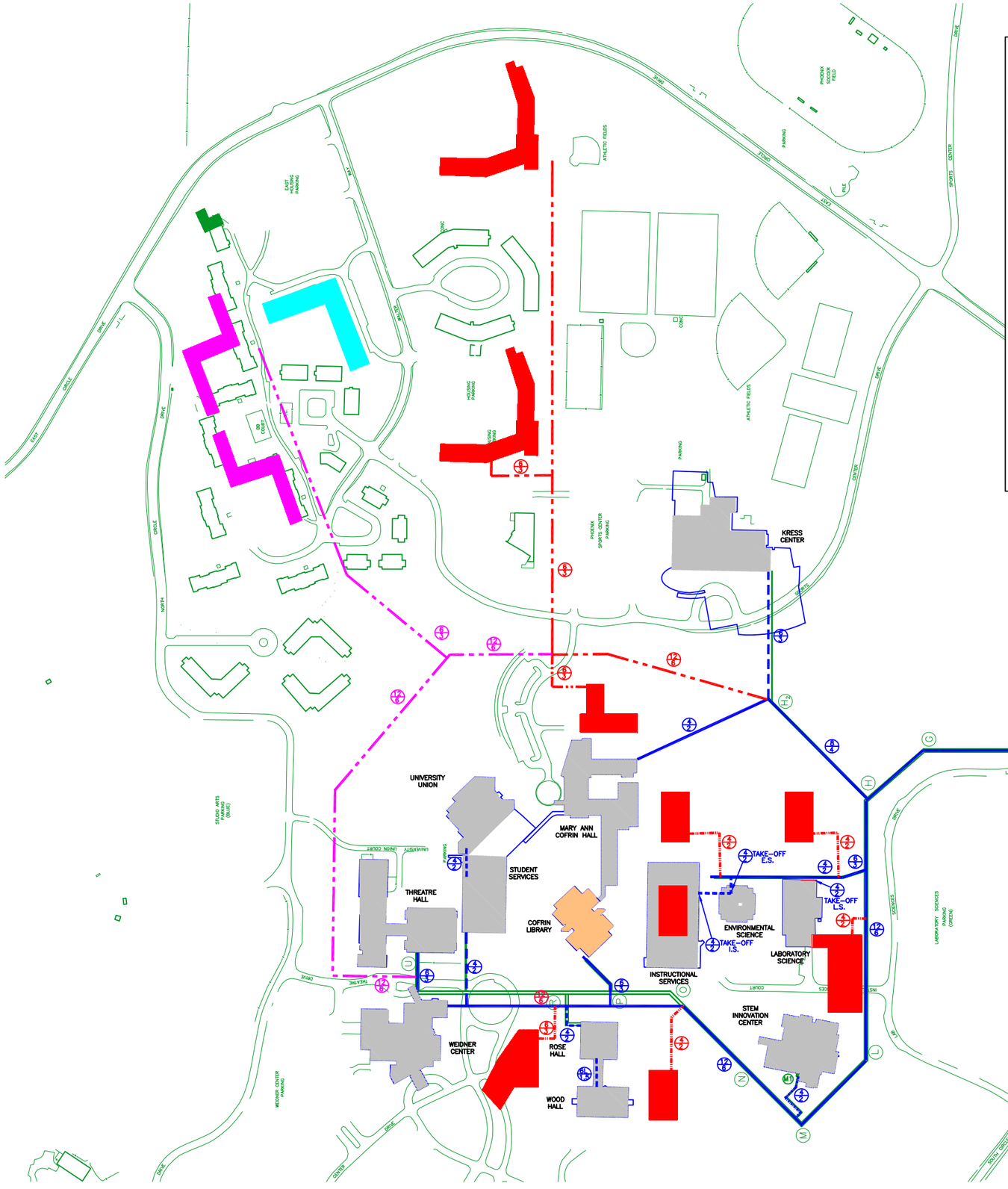


## LEGEND (13+ YEAR IMPLEMENTATION)

- EXISTING UTILITY TUNNEL
- EXISTING STEAM BOX CONDUIT
- DIRECT BURIED STEAM/CONDENSATE CONDUIT
- PROPOSED NEW STEAM DIRECT BURIED CONDUIT (0 – 6 YEAR)
- PROPOSED NEW STEAM DIRECT BURIED CONDUIT (7 – 12 YEAR)
- PROPOSED NEW STEAM DIRECT BURIED CONDUIT (13+ YEAR)
- # STEAM PIPE SIZE
- # CONDENSATE PIPE SIZE
- # TUNNEL MAPPING POSITION
- EXISTING BUILDING
- EXISTING BUILDING SCHEDULED FOR DEMOLITION
- PROPOSED BUILDING – NEW (0 –6 YEAR)
- PROPOSED BUILDING – NEW (7 – 12 YEAR)
- PROPOSED BUILDING – NEW (13+ YEAR)

## STEAM DISTRIBUTION PLAN–NEW

1" = 400'

0' 200' 400'

NORTH

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
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GREEN BAY, WISCONSIN

Sheet Title: STEAM DISTRIBUTION PLAN (13+ YEAR)

Revisions:

| No. | Date: | Description: |
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|---|---|
| Graphic Scale | |
| DFD Number | 20A1M |
| Set Type | STUDY |
| Date Issued | |
| Sheet Number | A.4 |

# University of Wisconsin - Green Bay
# Chilled Water Load Projections

Updated: August 2022

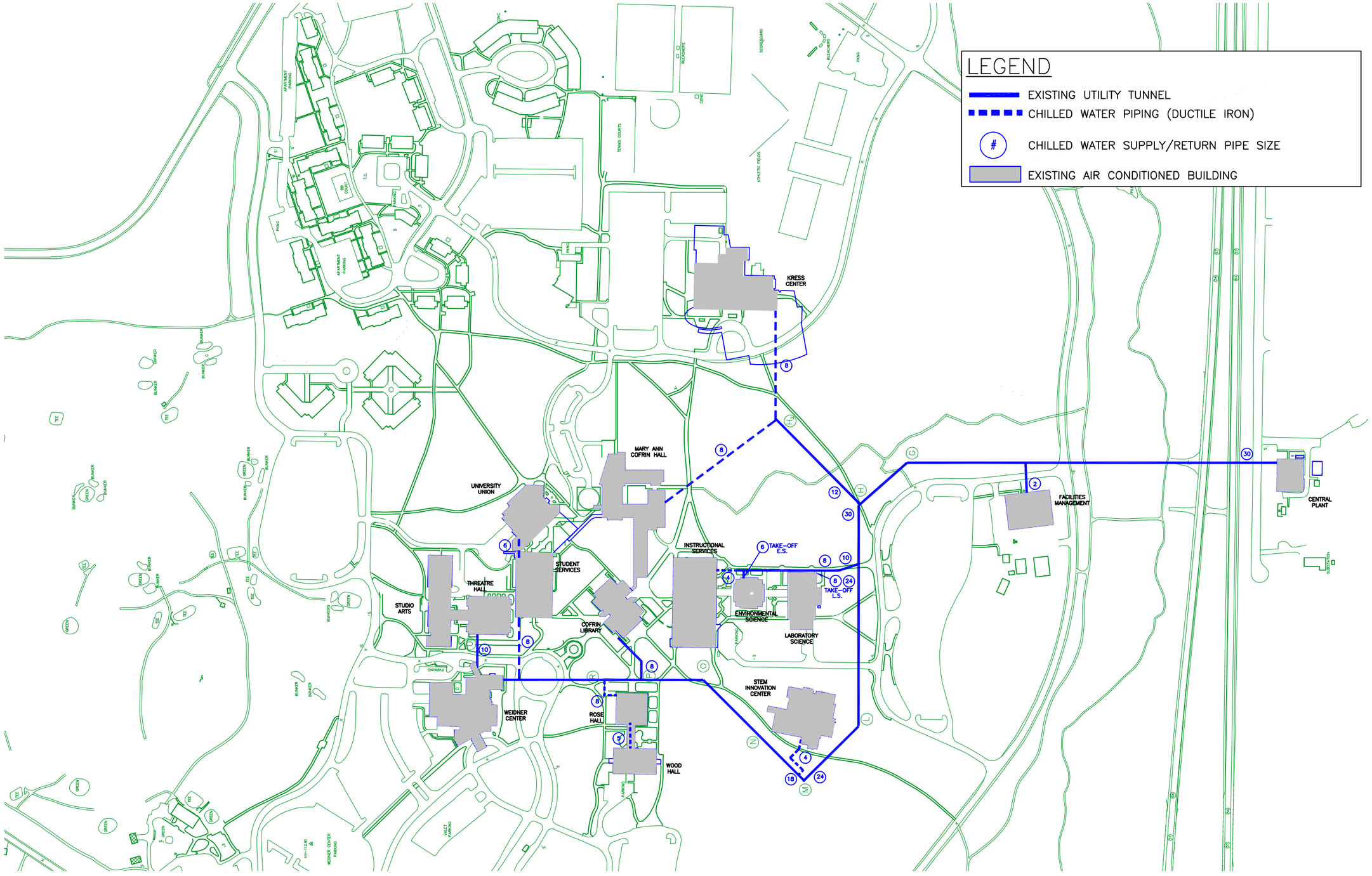
| | | | | | | | | | | | | | | | | | | Deg. Delta T | Div Deg. Delta T | Deg. Delta T | Div Deg. Delta T | Deg. Delta T | Div Deg. Delta T | Deg. Delta T | Deg. Delta T | Deg. Delta T |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | | | | 10 | 10 | 12 | 12 | 14 | 14 | 10 | 12 | 14 |
| Building Characteristics | | | | | | | | Load Based on Occupancy | | Load Based on Actual Data and/or Notes Below | | Chilled Water Plant Requirements (-) | | | | | | Estimated Building Flow | Diversified Flow | Estimated Building Flow | Diversified Flow | Estimated Building Flow | Diversified Flow | Cumulative Plant Flow | Cumulative Plant Flow | Cumulative Plant Flow |
| Building Name | Space (Existing/Future) | Constructed | Identifier | Occupancy | Cooling Building Area (GSF) | Building Area (GSF) | % of Building Cooling | GSF/Ton | Estimated Building Load (Tons) | GSF/Ton | Estimated Building Load (Tons) | Estimated Building Load (Tons) | Diversity Factor | Plant Load (Tons) | Cumulative Plant Load (Tons) | Plant Capacity (Tons) | Surplus (Deficit) | (GPM) | (GPM) | (GPM) | (GPM) | (GPM) | (GPM) | (GPM) | (GPM) | (GPM) |
| **(1) 1200 Ton/(1) 1400 Ton Chillers** | System Gain (1) | | | | | N/A | | N/A | 179 | | | 179 | 1.00 | 179 | 179 | 2,600 | 2,421 | | | | | | | | | |
| Facilities Management | Existing | | | Service/Grounds Facility | 3,000 | 26,063 | | 400 | 8 | | | 8 | 0.68 | 5 | 184 | 2,600 | 2,416 | 18 | 12 | 15 | 10 | 13 | 9 | 442 | 369 | 316 |
| Kress Sports Center (Arena Only) | Existing (3) | | | Sports Arena | | 26,813 | | 200 | 134 | | | 134 | 0.25 | 34 | 218 | 2,600 | 2,382 | 322 | 80 | 268 | 67 | 230 | 57 | 523 | 436 | 373 |
| Laboratory Science | Existing | | LS | Lab (Light) | | 106,692 | | 320 | 333 | | | 333 | 0.90 | 300 | 518 | 2,600 | 2,082 | 800 | 720 | 667 | 600 | 572 | 514 | 1,243 | 1,036 | 888 |
| Environmental Science | Existing | | ES | Classroom | | 43,026 | | 350 | 123 | | | 123 | 0.70 | 86 | 604 | 2,600 | 1,996 | 295 | 207 | 246 | 172 | 211 | 148 | 1,449 | 1,208 | 1,035 |
| Instructional Science | Existing | | IS | Office | | 66,386 | | 425 | 156 | | | 156 | 0.70 | 109 | 713 | 2,600 | 1,887 | 375 | 262 | 312 | 219 | 268 | 187 | 1,712 | 1,426 | 1,223 |
| Stem | Existing | | STEM | Office | | 57,759 | | 425 | 136 | | | 136 | 0.70 | 95 | 808 | 2,600 | 1,792 | 326 | 228 | 272 | 190 | 233 | 163 | 1,940 | 1,617 | 1,386 |
| Mary Ann Confrin Hall | Existing | | | Classroom | | 129,850 | | 350 | 371 | | | 371 | 0.70 | 260 | 1,068 | 2,600 | 1,532 | 890 | 623 | 742 | 519 | 636 | 445 | 2,563 | 2,136 | 1,831 |
| Rose Hall | Existing | | RH | Classroom | | 40,595 | | 350 | 116 | | | 116 | 0.70 | 81 | 1,149 | 2,600 | 1,451 | 278 | 195 | 232 | 162 | 199 | 139 | 2,758 | 2,299 | 1,970 |
| Wood Hall | Existing | | WH | Classroom | | 66,631 | | 350 | 190 | | | 190 | 0.70 | 133 | 1,283 | 2,600 | 1,317 | 457 | 320 | 381 | 267 | 326 | 228 | 3,078 | 2,565 | 2,199 |
| Student Services | Existing | | SS | Office | | 41,466 | | 425 | 98 | | | 98 | 0.70 | 68 | 1,351 | 2,600 | 1,249 | 234 | 164 | 195 | 137 | 167 | 117 | 3,242 | 2,702 | 2,316 |
| Union | Existing | | UU | Classroom | | 104,913 | | 350 | 300 | | | 300 | 0.70 | 210 | 1,561 | 2,600 | 1,039 | 719 | 504 | 600 | 420 | 514 | 360 | 3,746 | 3,121 | 2,675 |
| Weidner Center | Existing | | WC | Theater (Performing Arts) | | 131,400 | | 200 | 657 | | | 657 | 0.25 | 164 | 1,725 | 2,600 | 875 | 1,577 | 394 | 1,314 | 329 | 1,126 | 282 | 4,140 | 3,450 | 2,957 |
| Theatre Hall | Existing | | TH | Theater (Performing Arts) | | 63,641 | | 200 | 318 | | | 318 | 0.25 | 80 | 1,804 | 2,600 | 796 | 764 | 191 | 636 | 159 | 545 | 136 | 4,331 | 3,609 | 3,093 |
| Studio Arts | Existing | | SA | Lab (Light) | | 83,731 | | 320 | 262 | | | 262 | 0.90 | 235 | 2,040 | 2,600 | 560 | 628 | 565 | 523 | 471 | 449 | 404 | 4,896 | 4,080 | 3,497 |
| Cofrin Library | Existing | | CL | Library | | 187,703 | | 450 | 417 | | | 417 | 0.65 | 271 | 2,311 | 2,600 | 289 | 1,001 | 651 | 834 | 542 | 715 | 465 | **5,547** | **4,622** | **3,962** |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Sub-Total** | | | | | | **988,966** | | | **3,381** | | | **3,381** | | **2,040** | | | | **8,685** | **5,116** | **7,237** | **4,264** | **6,203** | **3,655** | | | |
| **0-6 Year Implementation** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Residence Hall 1 | Future | 2024 | | Residence Hall | | 112,943 | | 350 | 323 | | | 323 | 0.50 | 161 | 2,472 | 2,600 | 128 | 774 | 387 | 645 | 323 | 553 | 277 | 5,934 | 4,945 | 4,238 |
| **1800 ton Electric Chiller** | System Gain (2) | | | | | N/A | | N/A | 215 | | | 215 | 1.00 | 215 | 2,688 | 4,400 | 4,312 | | | | | | | | | |
| New Confrin Library | Future | 2026 | | Library | | 112,943 | | 450 | 251 | | | 251 | 0.65 | 163 | 2,851 | 4,400 | 1,549 | 602 | 392 | 502 | 326 | 430 | 280 | 6,842 | 5,702 | 4,887 |
| Cofrin Library | Demolition | | CL | Library | | (187,703) | | 450 | (417) | | | (417) | 0.65 | (271) | 2,580 | 4,400 | 1,820 | (1,001) | (651) | (834) | (542) | (715) | (465) | 6,191 | 5,159 | 4,422 |
| New Residence Hall 2 | Future | | | Residence Hall | | 90,000 | | 350 | 257 | | | 257 | 0.50 | 129 | 2,708 | 4,400 | 1,692 | 617 | 309 | 514 | 257 | 441 | 220 | 6,500 | 5,416 | 4,643 |
| Laboratory Science Addition | Future 1 | | | Lab (Light) | | 60,000 | | 320 | 188 | | | 188 | 0.90 | 169 | 2,877 | 4,400 | 1,523 | 450 | 405 | 375 | 338 | 321 | 289 | 6,905 | 5,754 | 4,932 |
| Health Science Buidling | Future 2 | | | Classroom | | 60,000 | | 350 | 171 | | | 171 | 0.70 | 120 | 2,997 | 4,400 | 1,403 | 411 | 288 | 343 | 240 | 294 | 206 | 7,193 | 5,994 | 5,138 |
| Business Building | Future 3 | | | Classroom | | 60,000 | | 350 | 171 | | | 171 | 0.70 | 120 | 3,117 | 4,400 | 1,283 | 411 | 288 | 343 | 240 | 294 | 206 | 7,481 | 6,234 | 5,343 |
| Instructional Science Addition | Future 4 | | | Office | | 60,000 | | 425 | 141 | | | 141 | 0.70 | 99 | 3,216 | 4,400 | 1,184 | 339 | 237 | 282 | 198 | 242 | 169 | 7,718 | 6,432 | 5,513 |
| Wood Addition | Future 5 | | | Classroom | | 60,000 | | 350 | 171 | | | 171 | 0.70 | 120 | 3,336 | 4,400 | 1,064 | 411 | 288 | 343 | 240 | 294 | 206 | 8,006 | 6,672 | 5,718 |
| Mac Hall Addition | Future 6 | | | Classroom | | 60,000 | | 350 | 171 | | | 171 | 0.70 | 120 | 3,456 | 4,400 | 944 | 411 | 288 | 343 | 240 | 294 | 206 | 8,294 | 6,912 | 5,924 |
| **7-12 Year Implementation** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Residence Hall 3 | Future | | | Residence Hall | | 122,100 | | 350 | 349 | | | 349 | 0.50 | 174 | 3,630 | 4,400 | 770 | 837 | 419 | 698 | 349 | 598 | 299 | 8,712 | 7,260 | 6,223 |
| New Residence Hall 4 | Future | | | Residence Hall | | 132,000 | | 350 | 377 | | | 377 | 0.50 | 189 | 3,819 | 4,400 | 581 | 905 | 453 | 754 | 377 | 647 | 323 | 9,165 | 7,638 | 6,546 |
| **13+ Year Implementation** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Residence Hall 5 | Future | | | Residence Hall | | 132,000 | | 350 | 377 | | | 377 | 0.50 | 189 | 4,007 | 4,400 | 393 | 905 | 453 | 754 | 377 | 647 | 323 | 9,618 | 8,015 | 6,870 |
| **1800 ton Electric Chiller** | System Gain (2) | | | | | N/A | | N/A | 215 | | | 215 | 1.00 | 215 | 4,223 | 5,000 | 5,177 | | | | | | | | | |
| Field House | Future | | | Sports - Training Facility | | 60,000 | | 200 | 300 | | | 300 | 0.84 | 251 | 4,474 | 5,000 | 526 | 720 | 603 | 600 | 503 | 514 | 431 | **10,737** | **8,948** | **7,669** |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Sub-Total** | | | | | | **566,100** | | | **1,961** | | | **1,961** | | **1,258** | | | | **6,795** | **4,158** | **5,662** | **3,465** | **4,854** | **1,357** | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Total** | | | | | | **1,555,066** | | | **5,342** | | | **5,342** | | **3,298** | | | | **15,480** | **9,274** | **12,900** | **7,728** | **11,057** | **5,012** | | | |

**Notes:**

1. Distribution pump gain estimated at (2) 300 HP = 127.2 Tons
2. Chiller #3 removed for new chiller
3. Kress Center total building square footage 168,890, only arena is cooled

Piping system gain estimated at 2% of 2600 Tons = 52 Tons
Piping system gain estimated at 2% of 4400 Tons = 88 Tons
Piping system gain estimated at 2% of 5000 Tons = 88 Tons

| | | | | | |
|---|---|---|---|---|---|
| Chiller #1 | 1400 | 2000 | Tons | 10 deg machince | |
| Chiller #2 | 725 | 1972 | Tons | Does Not Operate | Remove when Chiller #4 installed |
| Chiller #3 | 1200 | 1982 | Tons | | Remove when Chiller #5 installed |
| Chiller #4 | 1800 | | Tons | | |
| Chiller #5 | 1800 | | Tons | | |




# EXISTING CHILLED WATER DISTRIBUTION SYSTEM LAYOUT

1" = 400'

0' 200' 400'

NORTH

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
EMAIL: R-D@RINGDU.COM
PROJECT NUMBER: 220050

State of Wisconsin
Department of Administration
Division of Facilities Development

UNIVERSITY OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

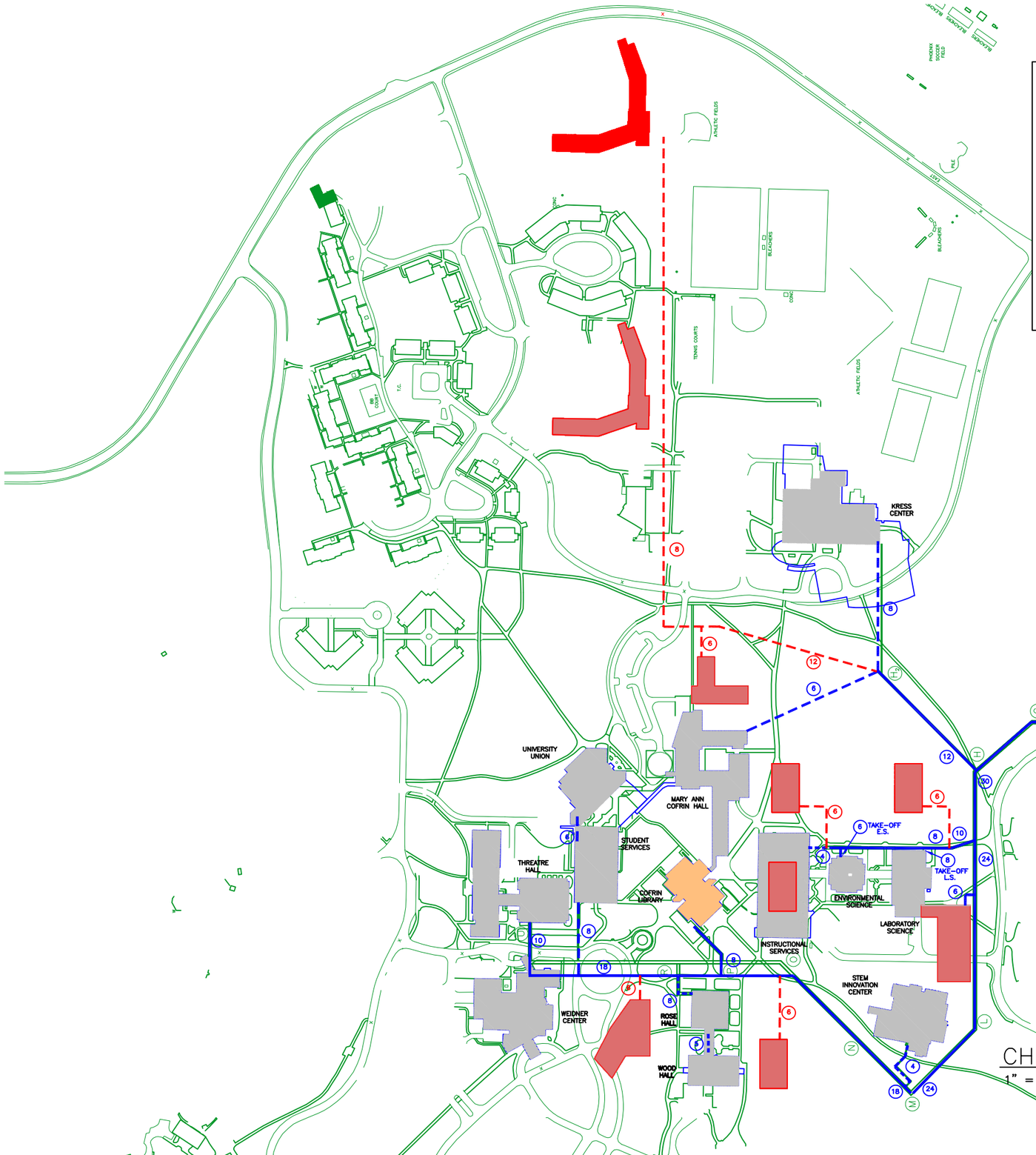
MASTER PLAN
UNIV. OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

Sheet Title: EXISTING CHILLED WATER DISTRIBUTION SYSTEM LAYOUT

Revisions:

| No. | Date: | Description: |
|---|---|---|
| | | |

| | |
|---|---|
| Graphic Scale | |
| DFD Number | 20A1M |
| Set Type | STUDY |
| Date Issued | |
| Sheet Number | B.1 |




## LEGEND (0 – 6 YEAR IMPLEMENTATION)

- EXISTING UTILITY TUNNEL
- CHILLED WATER PIPING (DUCTILE IRON)
- FUTURE CHILLED WATER PIPING (DUCTILE IRON)
- # CHILLED WATER SUPPLY/RETURN PIPE SIZE
- EXISTING AIR CONDITIONED BUILDING
- EXISTING BUILDING SCHEDULED FOR DEMOLITION
- PROPOSED BUILDING – NEW

## CHILLED WATER DISTRIBUTION PLAN – NEW

1" = 400'

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
EMAIL: R-D@RINGDU.COM
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UNIVERSITY OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

MASTER PLAN
UNIV. OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

Sheet Title: CHILLED WATER DISTRIBUTION PLAN (0 – 6 YEAR)

Revisions:

| No. | Date: | Description: |
|---|---|---|
| | | |

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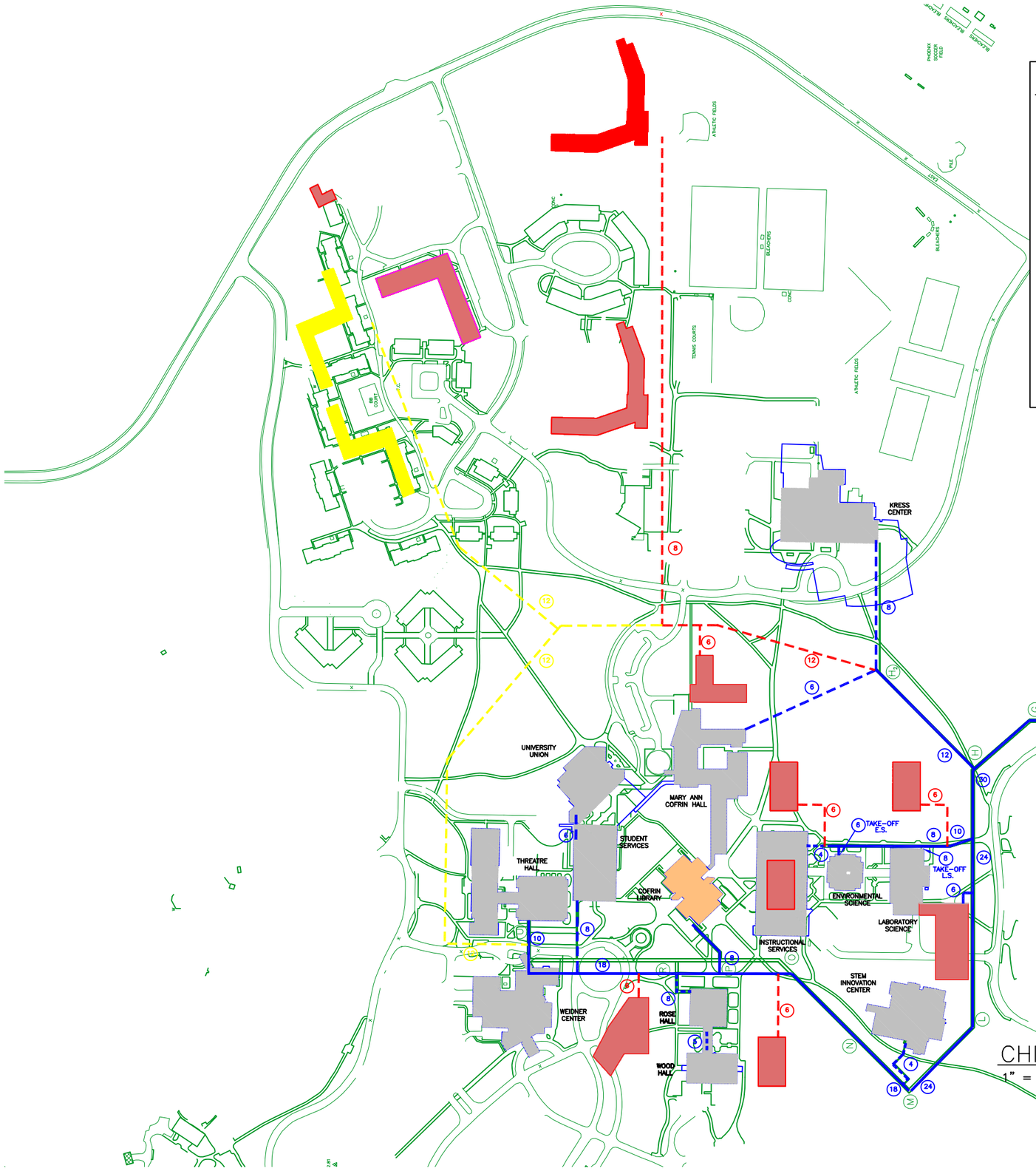
|---|---|
| Graphic Scale | |
| DFD Number | 20A1M |
| Set Type | STUDY |
| Date Issued | |
| Sheet Number | B.2 |




## LEGEND (7 – 12 YEAR IMPLEMENTATION

- EXISTING UTILITY TUNNEL
- CHILLED WATER PIPING (DUCTILE IRON)
- FUTURE CHILLED WATER PIPING (0–6 YEAR) (DUCTILE IRON)
- FUTURE CHILLED WATER PIPING (7–12 YEAR) (DUCTILE IRON)
- (#) CHILLED WATER SUPPLY/RETURN PIPE SIZE
- EXISTING AIR CONDITIONED BUILDING
- EXISTING BUILDING SCHEDULED FOR DEMOLITION
- PROPOSED BUILDING – NEW (0 – 6 YEAR)
- PROPOSED BUILDING – NEW (7 – 12 YEAR)

## CHILLED WATER DISTRIBUTION PLAN – NEW

1" = 400'

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
EMAIL: R-D@RINGDU.COM
PROJECT NUMBER: 220050

State of Wisconsin
Department of Administration
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GREEN BAY, WISCONSIN

MASTER PLAN
UNIV. OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

Sheet Title: CHILLED WATER DISTRIBUTION PLAN (7 – 12 YEAR)

Revisions:

| No. | Date: | Description: |
|---|---|---|
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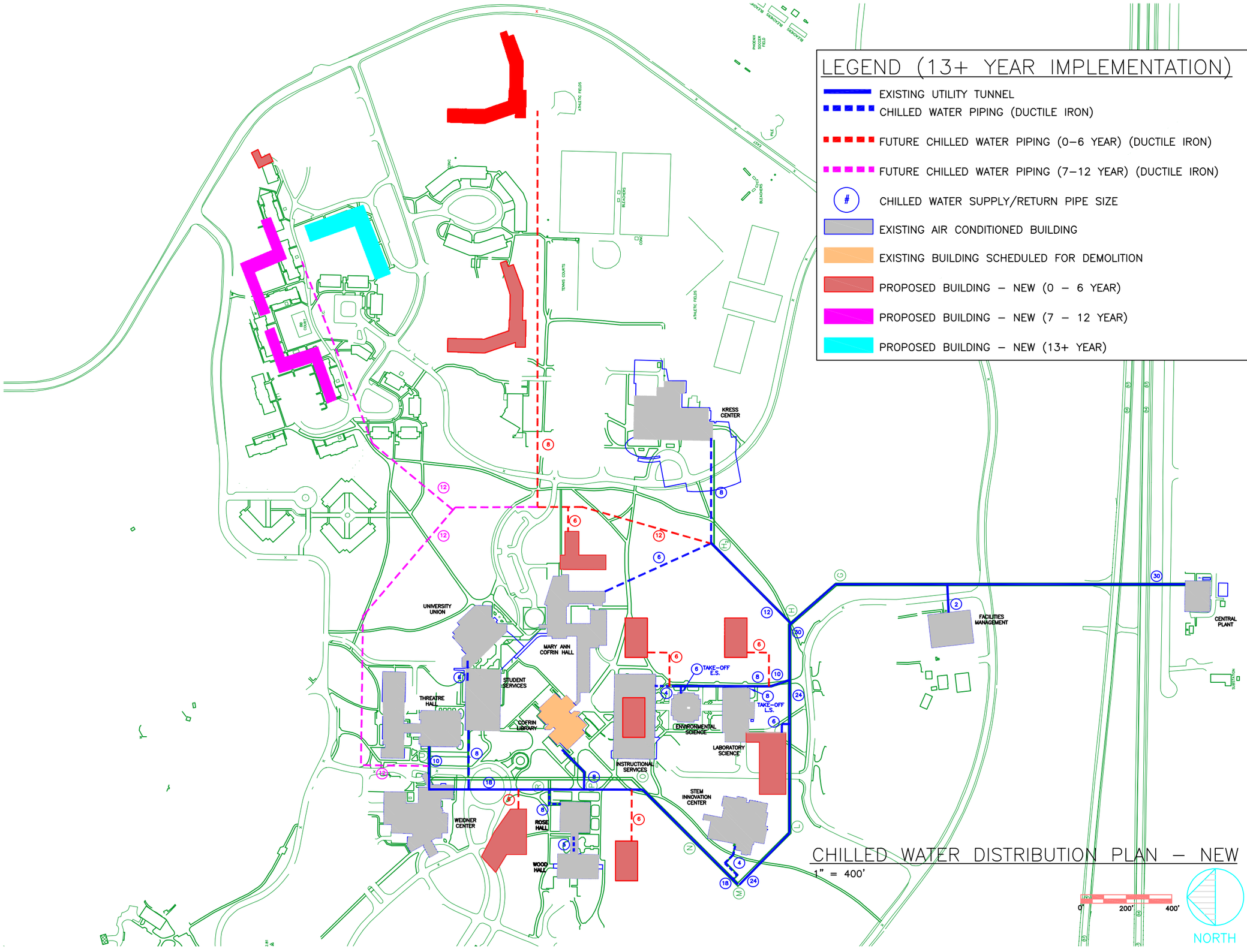
|---|---|
| Graphic Scale | |
| DFD Number | 20A1M |
| Set Type | STUDY |
| Date Issued | |
| Sheet Number | B.3 |




## LEGEND (13+ YEAR IMPLEMENTATION)

- EXISTING UTILITY TUNNEL
- CHILLED WATER PIPING (DUCTILE IRON)
- FUTURE CHILLED WATER PIPING (0–6 YEAR) (DUCTILE IRON)
- FUTURE CHILLED WATER PIPING (7–12 YEAR) (DUCTILE IRON)
- # CHILLED WATER SUPPLY/RETURN PIPE SIZE
- EXISTING AIR CONDITIONED BUILDING
- EXISTING BUILDING SCHEDULED FOR DEMOLITION
- PROPOSED BUILDING – NEW (0 – 6 YEAR)
- PROPOSED BUILDING – NEW (7 – 12 YEAR)
- PROPOSED BUILDING – NEW (13+ YEAR)

## CHILLED WATER DISTRIBUTION PLAN – NEW

1" = 400'

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
EMAIL: R-D@RINGDU.COM
PROJECT NUMBER: 220050

State of Wisconsin
Department of Administration
Division of Facilities Development

UNIVERSITY OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

MASTER PLAN
UNIV. OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

Sheet Title: CHILLED WATER DISTRIBUTION PLAN (13+ YEAR)

Revisions:

| No. | Date: | Description: |
|---|---|---|
| | | |

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|---|---|
| Graphic Scale | |
| DFD Number | 20A1M |
| Set Type | STUDY |
| Date Issued | |
| Sheet Number | B.4 |

AFT Fathom Model
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Base Scenario/0-5

Residence Hall #3
(Not Active)

Residence Hall #4
(Not Active)

Residential Hall #1

Residential Hall #2

Mary Ann Cofrin Hall

Kress Center (Arena Only)

Health Sciences Building

Instructional Sciences

Theater Hall

University Union

STEM

PIPE UNITS
Velocity (V) = feet/sec
COLORS
Velocity
(feet/sec)
15
5

| | |
|---|---|
| Pipe Pressure Drop (Ft) | 43.0 |
| Building Pressure Drop (ft) | 50 |
| Misc Equipment PD (ft) | 15 |
| Pump HD | |

AFT Fathom Model
M:\UW\uw-gb\chilled water\AFT Fathom\Chilled Water.fth
Base Scenario/0-5/7-12

Residence Hall #3
Residence Hall #4
Residential Hall #1
Residential Hall #2
Mary Ann Cofrin Hall
Kress Center (Arena Only)
Health Sciences Building
Instructional Sciences
Theater Hall
University Union
STEM

PIPE UNITS
Velocity (V) = feet/sec
COLORS
Velocity
(feet/sec)

| | |
|---|---|
| on Pipe Pressure Drop (ft) | 50.3 |
| ilding Pressure Drop (ft) | 50 |
| ss Equipment PD (ft) | 15 |
| Pump HD | |

AFT Fathom Model
M:\UW\uw-gb\chilled water\AFT Fathom\Chilled Water.fth
Base Scenario/0-5/7-12/13+

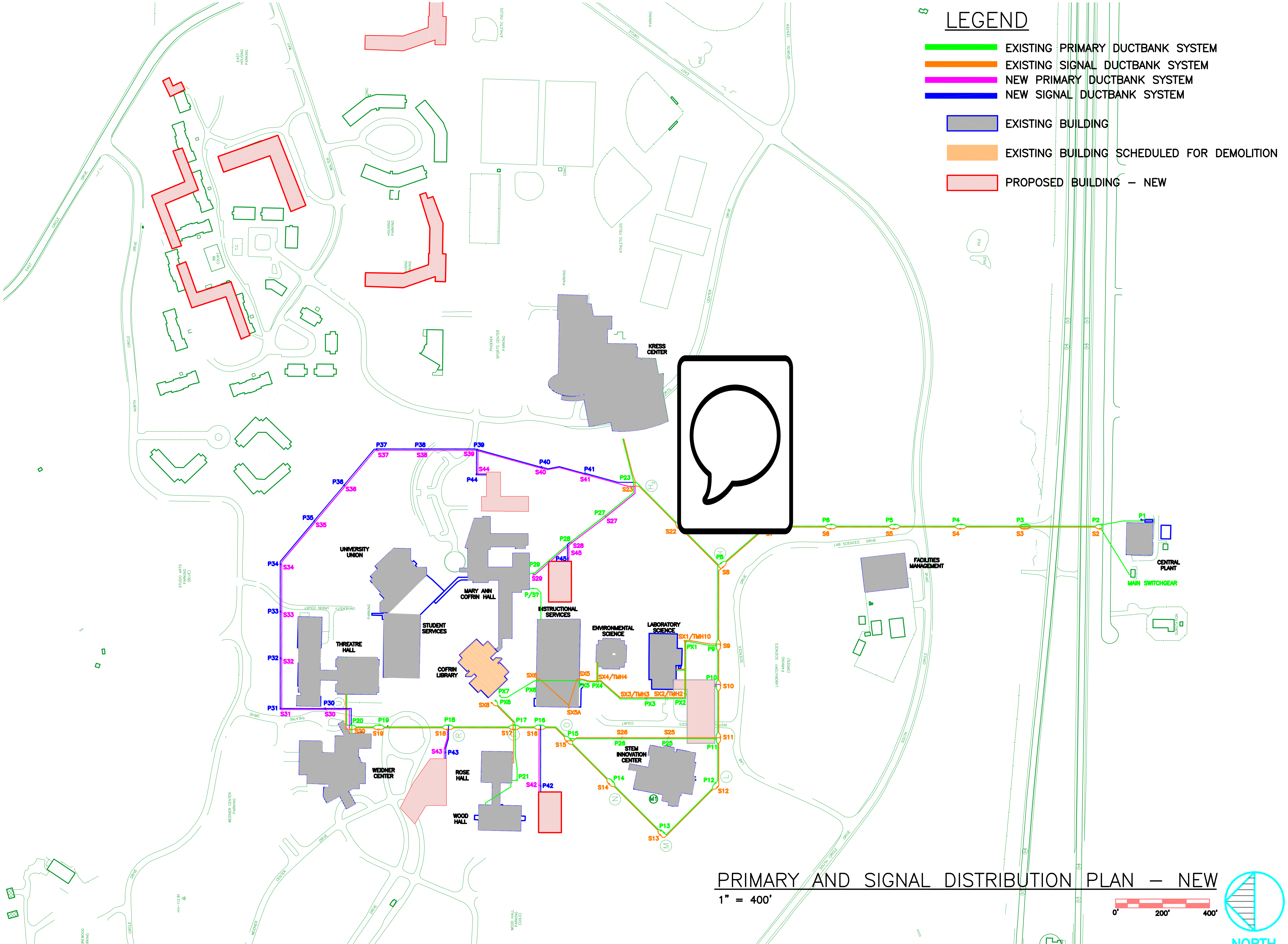
Residence Hall #3
Residence Hall #4
Residence Hall #5
Residential Hall #1
Residential Hall #2
Mary Ann Cofrin Hall
Kress Center with Fieldhouse Addition
Health Sciences Building
Instructional Sciences
Theater Hall
University Union
STEM
Rose Hall

PIPE UNITS
Velocity (V) = feet/sec
COLORS
Velocity
(feet/sec)

| | |
|---|---|
| Pipe Pressure Drop (Ft) | 62.1 |
| ilding Pressure Drop (ft) | 50 |
| e Equipment PD (ft) | 15 |
| Pump HD | |

# UWGB Campus Future Electrical Load Projections

| Building & Year Installed | Building Type | Feeder | Building GSF | Estimated Power Demand Density (W/SF) | Estimated Building Demand Load (kW) | Estimated Building Demand Load (A) | Utility Demand (kW) | Service Equipment Capacity (kW) | Percent Loading | Comments |
|---|---|---|---|---|---|---|---|---|---|---|
| **Campus Service** | - | - | - | - | - | - | 3,937 | 20,700 | **19.0%** | This is the actual average for the last 12 years. Note the Estimated Building Demand Calculations are based upon historical data on campuses with central plants and similar building types. |
| | | | | | | | | | | |
| **Feeder #1** | | | | | | | | | | |
| Laboratory/Life Sciences Bldg | Science | 1 | 106,692 | 2.9 | 309 | 14 | - | - | - | 1500 kVA substation |
| New Addition to Life Sciences (#6) | Science | 1 | 60,000 | 2.9 | 174 | 8 | - | - | - | |
| Enviornmental Sciences Bldg | Science | 1 | 43,026 | 2.9 | 125 | 6 | - | - | - | 750 kVA substation |
| Instructional Sciences | Science | Subfed | 66,386 | 2.9 | 193 | 9 | - | - | - | 208V Feeder from Enviorn Sciences |
| New Addition to Inst. Sciences (#5) | Science | 1 | 60,000 | 2.9 | 174 | 8 | - | - | - | |
| New Heath Science (#2) | Science | 1 | 60,000 | 2.9 | 174 | 8 | - | - | - | |
| New Business (#3) | Educational | 1 | 60,000 | 2.9 | 174 | 8 | - | - | - | |
| **Feeder #1 Total** | | | | | **1,323** | **61** | | **7,011** | **18.9%** | Feeder maximum ampacity of 325A at 90°C in underground ducts. |
| **Feeder #2** | | | | | | | | | | |
| Facilities Management | Facilities | 2 | 26,063 | 1.9 | 50 | 2 | - | - | - | 112.5 kVA substation |
| Kress Sports Center | Athletics | 2 | 195,703 | 1.9 | 372 | 17 | - | - | - | 750 kVA & 1000 kVA substations |
| MAC Hall | Classroom | 2 | 129,850 | 2.7 | 351 | 16 | - | - | - | |
| Sports Lighting | Miscellaneous | 2 | - | - | - | - | - | - | - | 300 kVA pad mount |
| Parking and Street Lighting | Miscellaneous | 2 | - | - | - | - | - | - | - | 75 kVA pad mount |
| Softball Storage | Miscellaneous | 2 | - | - | - | - | - | - | - | Unknown transformer kVA pad mount |
| Soccer Stadium | Miscellaneous | 2 | - | - | - | - | - | - | - | 300 kVA pad mount |
| New Cofrin Technology Center | Library / Technology | 2 | 187,703 | 2.1 | 394 | 18 | - | - | - | 1000 kVA substation |
| New MAC Addition (#4) | Classroom | 2 | 60,000 | 2.7 | 162 | 8 | - | - | - | |
| New Fieldhouse | Athletics | 2 | 60,000 | 1.9 | 114 | 5 | - | - | - | Feeder from Kress or extend 15kV feeders depending upon location. Kress system has capacity. |
| **Feeder 2 Total** | 250 kCM Copper | | | | **1,442** | **67** | | **7,011** | **20.6%** | Feeder maximum ampacity of 325A at 90°C in underground ducts. |
| **Feeder #3** | | | | | | | | | | |
| Chiller Plant | Chiller Plant | 3 | 30,000 | - | 2,000 | - | - | - | - | Two (2) 1000 kVA substations |
| **Feeder 3 Total** | #1/0 Copper | | | | **2,000** | **98** | | **4,315** | **46.4%** | Feeder maximum ampacity of 200A at 90°C in underground ducts. |
| **Feeder #4** | | | | | | | | | | |
| Chiller | Chiller Plant | 4 | - | - | 1,000 | - | - | - | - | 1500 kVA transformer for 4.16kV Chiller |
| **Feeder 4 Total** | #1/0 Copper | | | | **1,000** | **196** | | **4,315** | **23.2%** | Feeder maximum ampacity of 200A at 90°C in underground ducts. |
| **Feeder #5** | | | | | | | | | | |
| Rose Hall | Classroom | 5 | 40,595 | 2.7 | 110 | 5 | - | - | - | 500 kVA substation |
| Wood Hall | Classroom | 5 | 66,631 | 2.7 | 180 | 8 | - | - | - | 400 kVA substation |
| New Addition to Wood Hall (#1) | Classroom | 5 | 60,000 | 2.7 | 162 | 8 | - | - | - | |
| **Feeder 5 Total** | 250 kCM Copper | | | | **452** | **21** | - | **7,011** | **6.4%** | Feeder maximum ampacity of 325A at 90°C in underground ducts. |
| **Feeder #6** | | | | | | | | | | |
| Weidner Center | Performing Arts | 6 | 131,400 | 2.6 | 342 | 16 | - | - | - | 100 kVA substation |
| Theatre Hall | Performing Arts | 6 | 63,641 | 2.6 | 165 | 8 | - | - | - | 1500 kVA substation |
| Student Services | Office | Subfed | 41,466 | 2.2 | 91 | 4 | - | - | - | 480V feeders from Theatre |
| Studio Arts | Classroom | Subfed | 83,731 | 2.7 | 226 | 10 | - | - | - | 480V feeders from Theatre |
| Union | Union | Subfed | 161,600 | 4.1 | 663 | 31 | - | - | - | Two (2) 480V feeders from Theatre |
| **Feeder 6 Total** | 250 kCM Copper | - | - | - | **1,487** | **69** | - | **7,011** | **21.2%** | Feeder maximum ampacity of 325A at 90°C in underground ducts. |
| **Feeder #7** | | | | | | | | | | |
| Chiller | Chiller Plant | 7 | - | - | 1,000 | 46 | - | - | - | 1500 kVA transformer for 4.16kV Chiller |
| **Feeder 7 Total** | #1/0 Copper | | | | **1,000** | **156** | - | **4,315** | **23.2%** | Feeder maximum ampacity of 200A at 90°C in underground ducts. |
| **Feeder #8** | | | | | | | | | | |
| Capacitor Bank | Power Factor Correction | 8 | - | - | - | - | - | - | - | 1200 kVAR Capacitor |
| **Feeder 8 Total** | #1/0 Copper | | | | | | | | | Feeder maximum ampacity of 200A at 90°C in underground ducts. |
| | | | | | | | | | | |
| **Total** | - | - | **1,794,487** | - | **8,703** | - | - | **20,700** | **42.0%** | |




# PRIMARY AND SIGNAL DISTRIBUTION PLAN – NEW

1" = 400'

RING & DUCHATEAU
10101 INNOVATION DR.
MILWAUKEE, WI 53226
PHONE: 414.778.1700
FAX: 414.778.2360
EMAIL: R-D@RINGDU.COM
PROJECT NUMBER: 220050

State of Wisconsin
Department of Administration
Division of Facilities Development

UNIVERSITY OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

MASTER PLAN
UNIVERSITY OF WISCONSIN – GREEN BAY
GREEN BAY, WISCONSIN

Sheet Title: PRIMARY AND SIGNAL DISTRIBUTION PLAN – NEW

Revisions:

| No. | Date: | Description: |
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|---|---|
| Graphic Scale | |
| DFD Number | 20A1M |
| Set Type | STUDY |
| Date Issued | |
| Sheet Number | C.2 |

# MEETING NOTES | Kick-off Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | May 19, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Project Kick-off Meeting |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Michael Alexander – UWGB Chancellor |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Charles Rybak – UWGB Dean Arts, Humanities, and Social Sciences |
| X | Sheryl Van Gruensven – UWGB Vice Chancellor for Business and Finance |
| X | John Katers – UWGB Dean of Science, Engineering and Technology |
| X | Gail Sims-Aubert – UWGB Interim Vice Chancellor for Student Affairs & Campus Climate |
| X | Charles Guthrie – UWGB Director of Athletics |
| X | Heidi Sherman – UWGB Associate Professor / University Committee |
| X | Lynn Niemi – UWGB Director Disability Services |
| X | Matthew Suwalski – Director of University Union |
| X | Tracy Van Erem – UWGB University Executive Staff Assistant |
| X | Susan Gallagher-Lepak – UWGB Dean of Health, Education, and Social Welfare |
| X | Kathleen Burns – Interim Provost and Vice Chancellor for Academic Affairs |
| X | Matthew Dornbush – UWGB Dean of Austin E. Cofrin School of Business |
| X | Benjamin Joniaux – UWGB Chief of Staff / Government Relations |
| X | Jeffrey Krueger – UWGB Director of the Kress Events Center Operation |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty – Engberg Anderson |
| X | Alex Ramsey – Engberg Anderson |
| X | Rebecca de Boer – Saiki Design |
| X | Jared Vincent – Saiki Design |
| X | Craig Schuh – Ayres Associates |
| X | Peter Kolaszewski - Ayres Associates |
| X | Chris Ulm – Ring & Du Chateau |

| | |
|---|---|
| X | Holly Blomquist - Ring & Du Chateau |
| X | Frank Lopez - Ring & Du Chateau |
| X | Patrick Stiemke - Ring & Du Chateau |
| | Robert Novak - Ring & Du Chateau |
| X | Dave Herbet – Ring & Du Chateau |
| X | Josh Nickols - Ring & Du Chateau |

**I.** Introductions

A. Owner team introduced.

1. Paul Pinkston is primary contact at UWGB.
2. Jeff Schulz is secondary contact at UWGB.

B. Consultant team introduced.

1. Jim Brown is primary contact for A/E team.

C. Core team will consist of smaller group (5-6 individuals).

1. Others will be added as needed.

**II.**Project Team

A. DFDM – Robert Hoffmann
B. UWSA – Tom Bittner
C. UWGB – Paul Pinkston and Jeff Schulz
D. Engberg Anderson – Architect
E. Saiki Design – Site Planning, Landscape architecture, Author of 2006 Master Plan
F. Ayres – Civil Engineering, Utilities, and Transportation
G. Ring & Du Chateau – MEP+FP, Technology, Utilities (steam & chilled water)

**III.** General Administration

A. Communication with stakeholders to flow through core team.
B. Information to be discussed at meeting and vie e-mail.
C. Since this is a State project it is open to the public and information accessible via open records requests. Keep communications formal.
D. EA is project recorder.
E. Follow DFDM A/E Policy & Procedure Manual.
F. Final document is intended to be a living document and updateable after A/E completion.

**IV.** Scope

A. Project background

1. There has been a significant number of completed capital projects since the last Master Plan was initiated in 2003 and completed in 2006.
   a. Rose & Wood remodeling - $5M in 2009.
   b. Union expansion and remodeling - $5M in 2005.
   c. Sports expansion and remodeling - $24M in 2004.
   d. Lab Science - expansion and remodeling - $16M in 2000.
   e. Sports - $5M.

2. There are numerous recently advertised, on-going, and completed studies.
    a. Union Study – Advertised for A/E Selection 5/2020.
    b. Housing / Residence Life Study – Completed late 2019.
    c. Health Sciences Study – A/E selected 4/2020 (site already selected).
    d. Cofrin Library Study - Draft study released 3/2020.
    e. Recent enrollment planning document.
    f. Recently updated Academic Plan.
    g. Phoenix Innovation Park – a P3 research park project that will impact campus.
    h. Athletic and Intermural Study (10-years old +/-).
    i. Business school Plan.
    j. Stormwater study.
3. A unifying, updated Master Plan will assist in long term campus planning.

B. Goals
1. Unification of various planning efforts into a single cohesive plan.
2. Engage stakeholders from Campus and City of Green Bay.
3. Provide a roadmap for successful growth.
4. Guide 6-10 years of planning cycles.
5. Assist with Capital Project requests.
6. Project needs to align with published Mission and Vision.

**V.** Planning Issues

A. Campus growth.
1. 2018 campus population of approximately 7,400 students.
2. Anticipated campus population of approximately 8,100 students in 2025.
3. Growth is on graduate population more so than undergraduate population.

B. Bayshore Development.

C. Shorewood Golf Course – property in general.

D. Consideration given to non-contiguous, UWGB properties.
1. Satellite campus are not include in Master Planning.

E. City of Green bay
1. Possibly meet with City planner.
2. Smart Growth 2020 study.
    a. May be working on an update.
    b. Ends south of campus.
3. More urbanization of area around campus.
    a. Retail growth.
    b. V Ave. corridor.

F. Plan for significant administrative time for information gathering.

G. Sustainability Guidelines need to be incorporated.

H. Utilities studied as part of project – capacity and distribution.
1. Capacity of steam has been increased over the years as growth has occurred.
2. Chilled water capacity has not been increased over the years.
3. Electrical appears adequate.
4. Stormwater study is available.

I. Circulation / Transportation – Vehicular, walking, biking.
   1. Previous transit initiatives have not lead to permanent ridership.
   2. Parking expansion envisioned in previous Master Plan has not occurred and is no longer needed.
   3. Phoenix Innovation Park will have an impact.
   4. Wayfinding is an issue. Early difficulty then becomes easier with familiarity.
      a. Not ideal for an access institution.
      b. "where is the front door"
   5. Looking to complete ½ of inner loop road.

**VI.** Engagement
   A. Students – list of student groups.
      1. Look for multiple means for providing input.
      2. Res Life process went well.
      3. Whiteboard sessions
      4. Drop-ins
      5. Social media….
   B. Faculty

**VII.** Alternate
   A. Provide alternate proposal for select utilization data gathering.
   B. Align, correct, and fill gaps in classroom utilization.
   C. Current student occupancies range from 17 – 74 seats.
   D. COVID-19 may force need to adjust.
   E. Not campus wide.

**VIII.** Schedule
   A. Current WisBuild dates:
      1. Preliminary Review – 10/20
      2. Final document - 3/21.
   B. Contract – July/August.
   C. Draft – January 2021.
   D. Final May 2021.
      1. Final Presentation open to campus – in-person and electronically.
      2. Possibly present final document at BOR.

**IX.** Closing

A. Action Items & Homework/Assignments for next meeting

1. A/E/Consultant:
   a. Prepare fee proposal.
   b. Project Directory.
2. DFDM: Share Facilities Master Plan Document with design team.
3. UWSA: None.
4. UWGB:
   a. Provide red-lined 2006 Master Plan document.
   b. Provide various studies and document for review.

B. Next Meeting – Date, Time, Location: TBD

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

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# MEETING NOTES | Master Plan Meeting #1 Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 7, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Master Plan Update Preparation Meeting with Core Team |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Jared Vincent – Saiki Design |
| X | Craig Schuh – Ayres Associates |
| X | Chris Ulm – Ring & Du Chateau |
| X | Frank Lopez - Ring & Du Chateau |
| X | Patrick Stiemke - Ring & Du Chateau |
| X | Robert Novak - Ring & Du Chateau |
| X | Josh Nickols - Ring & Du Chateau |
| X | Mathew Litchfield - |

1. Introductions
    a. Core team in attendance.

2. Kick-off meeting minutes review
    a. No comments

3. Schedule
    a. Overall schedule outline depicting each general planning phase was presented.
    b. Special attention was given to the current Organizational Phase.
        i. First step is to meet with campus leadership.
            1. Pinkston to coordinate meeting date/time with Chancellor's schedule.
        ii. Identify focus groups
        iii. Schedule meetings with each focus group (FG).
        iv. EA to develop and provide content to each FG prior to meetings.

c. Hoffman suggested the team move as fast as possible in order to get in front of the concurrent planning projects (Union study and Health Sciences pre-design).
    i. 400 bed housing pre-design to be completed in November.
    ii. Union study awaiting the contract.
    iii. Health Sciences contract executed and project is just getting underway.

4. Focus Groups
    a. Focus groups from 2006 Master Plan were reviewed for continuity.
    b. Open forum – due to COVID there will be no open forum.
    c. Meeting will be held virtually.
    d. Meet with representatives from each of the 4 colleges.
    e. City of GB possibly working on update to their 2022 plan.
    f. Campus to finalize list of focus groups.

5. General Discussion
    a. Campus to discuss good quality surge space.
    b. Surge space has been filled as campus has grown.
    c. Currently, surge space is non-existent.
    d. Future renovations or building replacements will create need.
    e. Classroom master programming
        i. Counts appear to be good.
        ii. Campus to verify need of specialized classrooms.
        iii. Bittner suggested a need for 90 person capacity classrooms.
    f. UWGB is an access University. Might not have been publicized previously as much.
    g. Satellite campus enrolment is down compared to historical figures.
    h. Main entrance is off Nicole Dr. Secondary entrance is via Leon Bond Dr off Bat Settlement Rd.

6. Core Planning themes
    a. Pastoral campus vs automobile.
        i. Students are bring more automobiles to campus than ever before.
        ii. Public transportation programs have not been successful.
    b. Campus concourse
        i. Seen as asset and an expected amenity.
        ii. Campus hears about the lack of expansion to new STEM facility.
    c. Size
        i. Campus has grown since last Master Plan.
        ii. Future growth expected.

7. Summary of previous master planning goals and key components were reviewed.

8. Planning Principles
    a. Enrollment growth
        i. 5,500 students in 2005
        ii. 7,000 students in 2018
        iii. Campus projection of 8,600 students in 2025 (UWSA projects 7,700).
        iv. The number of parking stalls is not an issue
    b. Area for expansion is available.
    c. Continue sustainable growth.

d. Continue to work towards integration with the City of Green Bay.
    i. Campus to provide recent "core service area" information as to where students come from.

9. Primary Planning Issues
    a. Circulation and wayfinding
        i. Continue inner loop road in selected spots.
        ii. Large capital improvement projects (non-building) are difficult to accomplish given the current funding models.
        iii. Active reduction in linear feet of roadway.
    b. Parking
        i. Expanding parking is not needed at this time.
        ii. Issues with students driving to class from the res life facilities.
    c. Building Opportunities
        i. Continuation of the concourse is important.
        ii. Lantern-like building features not necessary – wayfinding and campus focal points are important.
        iii. Concourse improvements continue.
        iv. Library, union, housing, health sciences – planning projects underway.
        v. Utilities – Chilled water not expanded when buildings have been added.
    d. Context / Community
        i. City transit is not utilized regardless of programs offered.
        ii. Working with City on bike path along Nicole Dr.
        iii. Arboretum is used by community.
        iv. Retail has been slow to develop.
    e. Sustainability
        i. Sustainability office has been created and is one of the focus groups tapped for input.
        ii. Stormwater management. Will need financial assistance from the state to implement.

10. Secondary Planning Issues
    a. Arboretum
        i. Partnered with North East Wisconsin Land Trust (NEWLT) on the purchase of 78 acres 3.5 miles north of campus.
    b. Campus Entry
        i. Incremental improvements have been made when possible.
        ii. Financial constraints prohibit large scale enactment.
    c. Pedestrian Spaces
        i. Created Phoenix park
        ii. Quad is not easily accessed. Undulating Terrain.
    d. Site Specific Studies
        i. Retail
        ii. Housing quad
        iii. Pedestrian walks

11. Campus Strategic Vision included for reference but not discussed.
12. Campus Mission Statement – Select Mission included for reference but not discussed.
13. Campus Mission Statement – Core Mission included for reference but not discussed.
14. Campus Mission Statement – System Mission included for reference but not discussed.

15. Closing
    a. Action Items & Homework/Assignments for next meeting
        i. A/E/Consultant:
            1. Develop Questionnaire for release to focus groups prior to meetings.
            2. Project Directory.
        ii. DFDM: None.
        iii. UWSA: None.
        iv. UWGB:
            1. Schedule meeting with campus leadership prior to focus group meetings.
            2. Schedule focus group meetings.
            3. Provide red-lined 2006 Master Plan document.
            a. Provide various studies and document for review.

B. Next Meeting – Date, Time, Location: TBD

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

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UNIVERSITY OF WISCONSIN – GREEN BAY

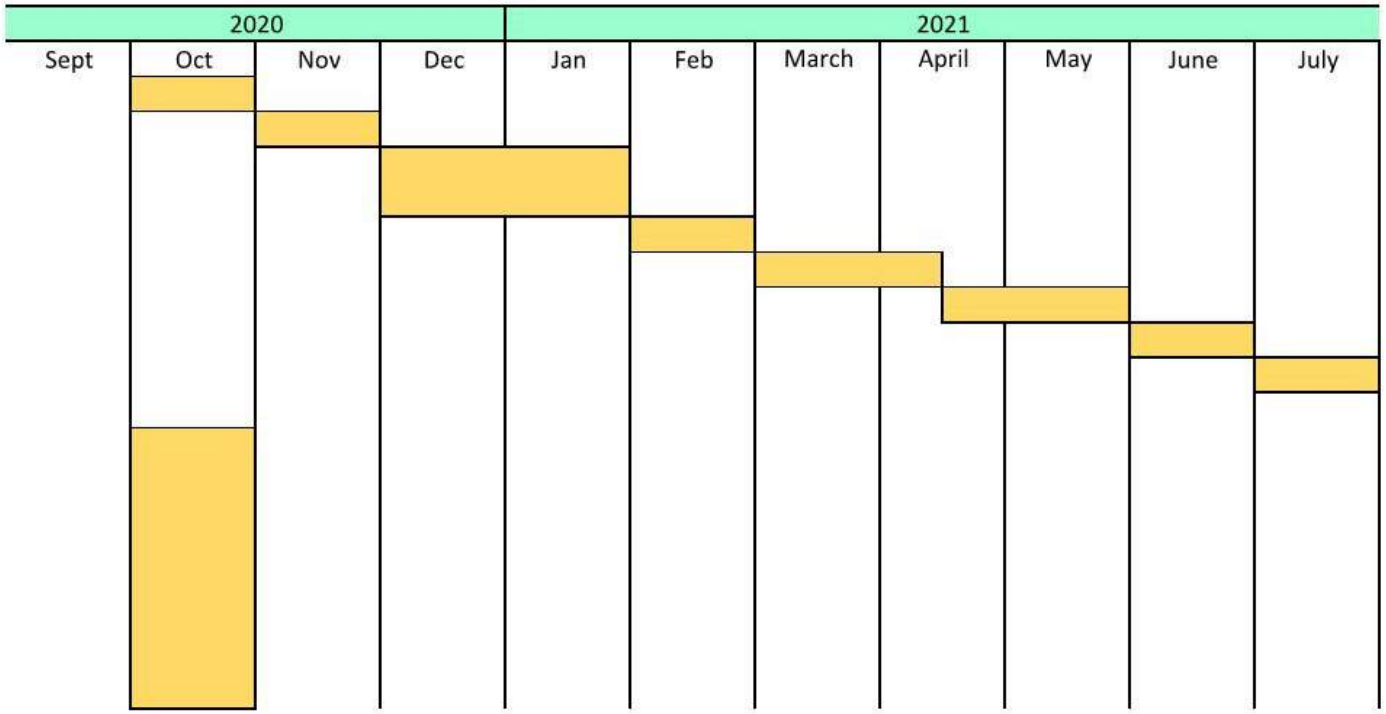
# MASTER PLAN UPDATE

PROJECT No. 20A1M

# Schedule

*Organization Phase
Discovery & Visioning Phase
Data Collection Phase
    Workshops
Synthesis Phase
Options / Scenarios Phase
Recommendation Phase
Implementation & Marketing
Conclusion & Next steps

*Organization Phase - General tasks
    Planning meeting with execs
    Planning strategy meeting
    Sched core team meetings
    Finalize focus groups (FG)
    Develop FG questions
    Sched focus groups
    Distribute FG questions



# Core Planning Themes (from 2006 MP)

The Environmental Ethic.
Approach to campus planning that married academic programs, residential life, and the physical campus environment. While many academic programs maintain an environmental emphasis, it no longer provides the integration across programs and operations that it once did. The environmental ethic finds clearest expression in a commitment to maintaining a green, pastoral campus. However, this commitment competes with the social and physical realties of a dependence on automobiles at UW-Green Bay. Alternative transit options are limited.

The Campus Concourse.
The concourse system is a major campus asset and must be developed. Designed to create spaces to foster interaction, it is convenient for users, particularly because of the climate in which the campus is located, and forms an internal service corridor. However, this asset has its down sides. Future development must expand the concourse, it restricts sight of the outside environment, reducing orientation and wayfinding cues, and hides campus activity even on a beautiful day. Physically and psychologically, it separates unconnected destinations. It defines a central campus exterior space that is difficult to reach, particularly for visitors, and is an underutilized space in the campus core. Added cost for new projects.

Size.
The ultimate size of the institution is an unresolved issue at the time of publication of this Master Plan. The campus clearly possesses the land mass and the infrastructure to support growth. Leaders of the Green Bay community have indicated their strong desire for the university to grow, however the ultimate enrollment, student mix, and timeline for growth have not been resolved by the campus.

# Master Plan Summary (from 2006 MP)

**Goals**

- Establish a plan for future development for use by city officials, students, faculty, and staff.
- Identify potential for campus physical growth within the context of indeterminate population growth.
- Identify campus improvements in a “growth” scenario.
- Enhance pedestrian and vehicular circulation and wayfinding.
- Foster continued interaction between the UW Green Bay campus and the Green Bay community.
- Reach consensus on issues important to the future development of the campus.
- Initiate a participatory, inclusive process to bring together diverse stakeholders.

**Key Components of the Plan**

- Improved circulation system for vehicles and pedestrians.
- Efficient development of the campus core.
- Efficient expansion of on-campus housing.
- Preservation of quality campus open spaces.
- Addition of traditional elements and spaces to support the collegiate experience.
- Use of existing infrastructure resources whenever, wherever possible.
- Increased parking capacity on campus.
- Increased connections between campus and the surrounding community.
- Promotion of sustainability in buildings and utilities.
- Development of land use planning to accommodate future multimodal transportation expansion.

# Campus Planning Principles (from 2006 MP)

**Enrollment Growth is Possible**

Approximately 5,500 students are enrolled on campus (2005).

Assumption was 50-percent growth in enrollment over a ten-year period. Increase from 5,500 students in 2005 to 7,500 students in 2015.

Enrollment in 2015 was approximately 6,500 students.

Enrollment in 2018 was approximately 7,000 students.

UW System projects enrollment in 2025 to be 7,712 students.

UW Green Bay projects enrollment in 2025 to be 8,616 students (based on 3% annual growth from 2018).

- The majority of the enrollment growth will occur among traditional and/or on-campus students
- Enrollment growth will occur incrementally
- UW-Green Bay will continue to allocate parking assignment and revenue as it currently does
- UW-Green Bay will strive to provide on-campus housing options for 40 percent of students

The above assumptions are subject to change as the campus continues to develop and evolve its enrollment plan. The impact of a fully-developed enrollment plan on the master plan should be evaluated.

# Campus Planning Principles (from 2006 MP)

**Campus has Room to Expand**
Campus has sufficient physical capacity for growth of the student population. The institution holds land available for expansion of buildings, both academic and residential, as well as expanded circulation networks and recreation spaces.

**Sustainable Growth is Essential**
Issues of environmental as well as operational sustainability were at the forefront of the planning effort, from siting conceptual building footprints and maximizing solar orientation to recommending an increase in multimodal transportation options.

**Greater Integration with the City will Reduce Isolation**
UW–Green Bay is surrounded almost entirely by low-density residential developments interspersed with commercial or industrial clusters. Its location outside of the City of Green Bay inherently isolates the campus from the urban fabric of the city. Depending on the nature of growth, it would be prudent for the university to consider expanding its facilities in downtown locations or identifying other ways to achieve greater integration with the larger community.

UW-Green Bay identified the “core service area”, or area from which most commuter students originate and compared these locations to Green Bay Metro full bus service routes.

Does campus have an updated “core service area”?

# Primary Planning Issues (from 2006 MP)

**Circulation and Wayfinding** – While there is a strong desire to maintain the park-like quality of the campus, roadway configurations, lack of visual connection to the campus core, and multiple entry points make it difficult to navigate the campus.

Recommendations:

- Create the Inner Loop Road
  - Only from Lab Science Drive to Kress Events Center. Half of the segment from Lab Science to Wood Hall.
- Design and implement a welcoming entry
  - No
- De-emphasize secondary entrance points
  - Nothing in particular
- Create safe, logical intersections
  - No changes in roads
- Establish circulation pattern: drive, park, walk
  - We already have a Circle Drive and perimeter parking.
- Create lantern-like features at all campus core buildings, visible from the Inner Loop Road
  - No

# Primary Planning Issues (from 2006 MP)

**Parking** – While there is an abundance of parking and a desire to keep parking lots out of the campus core, existing parking lots are frequently filled to capacity. It is difficult for campus visitors to find parking close to their destination.

Recommendations:

- Introduce buffer strips to all parking lots
  - No. Creates additional maintenance and repair.
- Incorporate additional strategies to address concerns about the size of parking lots and to control heat island effects and storm-water runoff
  - We did change Wood Hall in 2010. Perimeter greenspace is larger than when it had islands.
- Consider coupling physical and operational measures to regulate parking use and distribution
- Increase parking fees to fund improvements
  - Parking rates increases are on hold due to budget cuts. We have reduced mowing berms to EOW strategies and increased lawn height to 3.5" minimum.
- Use existing lots to expand parking, if necessary
  - None has occurred yet, but is being considered for KEC lot and East Housing Lot.

# Primary Planning Issues (from 2006 MP)

**Building Opportunities** – While the campus has excess physical capacity in terms of land and much of the infrastructure, increased enrollment, program expansion or updated building space may require expansion of academic and residential facilities.

Recommendations:

- Maintain a concourse connection to future academic buildings within the academic core
  - Yes, for future Health Sciences building.
- Create pedestrian-friendly, interactive concourse spaces
  - Some corridors have been improved with graphics and seating.
- Include courtyards, glass hallways, and other daylighting opportunities in the design and construction of new buildings
  - No new buildings yet.
- Include lantern-like entry features within the architecture of all new buildings
  - No
- Provide for potential expansion of residential and academic building space
  - Have concurrent Res Life building study now.

# Primary Planning Issues (from 2006 MP)

**Context/Community** – While the campus seeks to enhance its tradition of connecting to the community, there is also a strong desire to maintain its identity and boundary.

Recommendations:

- Promote use of city transit options
  - We have many programs, but few riders.
- Build multimodal transportation routes to and from campus and within campus boundary
  - Working with City of GB on their bike routes along Nicolet Drive.
- Coordinate with the City of Green Bay, Brown County, and the Wisconsin Department of Transportation
  - See above
- Continue to invite the public to enjoy campus amenities
  - They do and expect it for free.
- Encourage use of the arboretum as a unique educational and recreational space
  - It is and is expected to be without rules
- Promote Weidner Center for Performing Arts and Kress Events Center
  - It is
- Continue tradition of “Connecting Learning to Life”
  - That phrase is outdated
- Create partnerships with the City of Green Bay and private developers to encourage adjacent development that supports campus needs and responds to campus customers
  - City has improved University Avenue, but retail is slow to follow.

# Primary Planning Issues (from 2006 MP)

**Sustainability** – While sustainable campus design and growth is valuable it must continually be evaluated against UW-Green Bay's specific needs and constraints.

Recommendations:

- Establish a Sustainable Development Policy with defined action plans and clear targets for all departments
  - An office has recently been created.
- Create campus-wide sustainability committee
  - Has been active since 2009.
- Create a comprehensive "Best Management Practices" (BMP) guideline for the campus
  - Not complete.
- Orient buildings for solar access
  - Dependent on building and site.
- Enhance and promote multimodal transportation options in and around campus
  - Offered many programs that did not last more than 1 year.
- Incorporate recommendations from separate stormwater management study
  - Completed the MS4 update in 2019. Will need state funding for all improvements.

# Secondary Planning Issues (from 2006 MP)

**Arboretum** – While the Cofrin Memorial Arboretum is an important element of the campus identity and provides a valuable research and recreational function, it forms a physical and perceived barrier between campus and community.

Recommendations:

- Continue to preserve and maintain existing arboretum land holdings
  - We have partnered with NEWLT on another 78A next to Point Au Sable.
- Continue to make the arboretum accessible to non-campus community users
  - Trails offer different substrates.
- Encourage the use of the Cofrin Memorial Arboretum Land and Resource Management Plan, drafted by the Cofrin Center for Biodiversity, in management of the arboretum
  - We have signage at trailheads.

# Secondary Planning Issues (from 2006 MP)

**Campus Entry** – While UW-Green Bay seeks to open its doors to community users, prospective students, and other visitors, the campus lacks an obvious point of arrival and key destination points are visually and/or physically inaccessible.

Recommendations:

- Create a gateway into the academic core and a destination point for visitors
  - Added to LED signs at main entry roads.
- Provide a pedestrian connection to key destination points such as Student Services, University Union, and Cofrin Library
  - Already exists
- Preserve space for potential terrace feature with food service at grade in the campus quad
  - Not implemented.
- Design and implement the quad as a “traditional” campus gathering space
  - Not implemented.
- Link the Weidner Center and Studio Arts to the entry plaza
  - Not implemented.

# Secondary Planning Issues (from 2006 MP)

**Pedestrian Spaces** – While the UW–Green Bay campus wishes to promote safe, inviting spaces for students, faculty, staff , prospective students, and other visitors, it lacks some of the basic physical planning elements familiar to campuses worldwide.

Recommendations:

- Create a campus entry that allows visual access to many major buildings within the academic core and provide visitor parking at the entry feature
  - Not implemented.
- Create a campus quad that becomes a social, active space at the heart of campus
  - Created Phoenix Park (east of University Union and west of Res Life)
- Continue to promote the use of courtyards and windowed hallways adjacent to concourse connections
  - We have plenty of seating for students at these points.

# Secondary Planning Issues (from 2006 MP)

**Site Specific Studies** – While the Master Plan seeks to focus on broad issues of campus growth and development, site specific studies offer more detailed conceptual developments of smaller projects that could improve the experience of the UW–Green Bay user.

Recommendations:

- Develop a small retail area on or immediately adjacent to the northeast corner of campus near undergraduate student housing
  - Business models show lack of sustainable revenue.
- Develop housing quads as pedestrian oriented spaces rather than automobile-dominated drop-off zones
  - Created a Residence Life Master Plan.
- Convert existing housing drop-off zones into pedestrian quads when improvements become necessary
- Provide pedestrian walks wide enough to accommodate emergency and event access
  - All walks are currently wide enough for vehicles, but not all walks are designed to support large emergency or event vehicles.

# Next Steps

**Closing**

- **Anything else?**
- **Action Items & Homework/Assignments for next meeting**
  - **A/E/Consultant:**
  - **DFDM PM:**
  - **Campus Planning Rep:**
  - **Agency/User Group Rep:**
- **Next Meetings – Date, Time, Location:**
  - **Next Meeting – Campus Leadership**
    - **Required Attendees: Core Team**

# Urban-Serving Strategic Vision

The University of Wisconsin-Green Bay is an access-driven, urban-serving comprehensive university that provides a world-class education and promotes economic growth and sustainability as well as health, wellness and social equity in Green Bay and the surrounding areas through a commitment to interdisciplinary learning, scholarship and problem-solving.

To realize this vision, UW-Green Bay must be:

- A university that makes student success its highest priority.
- A large university (10,000 total headcount) approaching 15% out-of-state students with one of the highest proportions of international students in the UW System.
- A diverse university that reflects the community.
- A leading comprehensive, Division I university recognized for connecting community partners in innovative programs of development, education and sustainability.
- An internationally-recognized university that instills the benefits of interdisciplinary thinking and learning.
- A university known for distinctive programs, including traditional and professional graduate programs.
- A university that invests in its people, values innovation and creativity, and strives to create a work environment that supports personal and professional growth.

# Mission Statement | I. The Select Mission

The University of Wisconsin-Green Bay is a multi-campus comprehensive university offering exemplary undergraduate, master's and select doctoral programs and operating with a commitment to excellence in teaching, scholarship and research, and service to the community. The University provides a problem focused educational experience that promotes critical thinking and student success.

The culture and vision of the University reflect a deep commitment to diversity, inclusion, social justice, civic engagement, and educational opportunity at all levels. Our core values embrace community-based partnerships, collaborative faculty scholarship and innovation.

Our commitment to a university that promotes access, career success, cross-discipline collaboration, cultural enrichment, economic development, entrepreneurship, and environmental sustainability is demonstrated through a wide array of programs and certifications offered in four colleges: College of Arts, Humanities and Social Sciences; College of Science, Engineering and Technology (including the Richard Resch School of Engineering); College of Health, Education and Social Welfare; and the Austin E. Cofrin School of Business, leading to a range of degrees, including AAS, BA, BAS, BBA, BM, BS, BSN, BSW, MS, MSW, MSN, and Ed.D.

# Mission Statement | II. The Core Mission

As an Institution in the University Cluster of the University of Wisconsin System, the University of Wisconsin-Green Bay shares the following core mission with other institutions of the Cluster:

1. Offer associate and baccalaureate degree level and selected graduate programs within the context of its approved select mission.
2. Offer an environment that emphasizes teaching excellence and meets the educational and personal needs of students through effective teaching, academic advising, counseling, and through university-sponsored cultural, recreational, and extracurricular programs.
3. Offer a core of liberal studies that support university degrees in the arts, letters, and sciences, as well as for specialized professional/technical degrees at the associate and baccalaureate level.
4. Offer a program of pre-professional curricular offerings consistent with the university's mission.
5. Expect scholarly activity, including research, scholarship and creative endeavor, that supports its programs at the associate and baccalaureate degree level, its selected graduate programs, and its approved mission statement.
6. Promote the integration of the extension function, assist University of Wisconsin-Extension in meeting its responsibility for statewide coordination, and encourage faculty and staff participation in outreach activity.
7. Participate in inter-institutional relationships in order to maximize educational opportunity for the people of the state effectively and efficiently through the sharing of resources.
8. Serve the needs of women, minority, disadvantaged, disabled, and nontraditional students and seek racial and ethnic diversification of the student body and the professional faculty and staff.
9. Support activities designed to promote the economic development of the state.

# Mission Statement | III. The System Mission

The University of Wisconsin-Green Bay shares in the mission of the University of Wisconsin System.

The mission of this System is to develop human resources, to discover and disseminate knowledge, to extend knowledge and its application beyond the boundaries of its campuses, and to serve and stimulate society by developing in students heightened intellectual, cultural, and humane sensitivities; scientific, professional, and technological expertise; and a sense of value and purpose. Inherent in this mission are methods of instruction, research, extended education, and public service designed to educate people and improve the human condition. Basic to every purpose of the System is the search for truth.

# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 19, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Meeting with the Chancellor |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Michael Alexander – UWGB Chancellor |
| X | Sheryl Van Gruensven – CBO / Senior Vice Chancellor for Institutional Strategy |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Purpose
    a. Core Values / Who and what are we today?
    b. Visioning – Global Goals /Where do we want to go.
3. Initial Thoughts
    a. Beautiful campus that is separated from the city – need to embrace the city.
        i. Natural areas – show them off / advertise our assets.
            1. Connect to the water
        ii. Started with Environmental Roots
            1. Embrace the commitment to sustainability and natural areas
            2. History of environmentalism
            3. Need to market it more creatively going forward
    b. Campus was built in the 1960s
        i. Buildings are uninviting
        ii. Few inviting spaces to congregate and collaborate
        iii. Not expectant of collaboration – a series of silos.
            1. Collaboration needs to be supported with more interactive/gathering spaces
        iv. Edges need to be better defined to better indicate natural areas, athletics, academics, and housing, open rec space.

c. Community
    i. Need to figure out more ways for the public and community to utilize the campus
    ii. Need to be more inviting and public needs a reason to come.
        1. Where is the entry?
            a. Enhance entrance
        2. How does the public find us? A building on campus?
            a. Better signage
        3. Phoenix Innovation Park / STEM
            a. Reason for the public to come
            b. Public / Welcoming
            c. Might need parking for the public
        4. Cofrin Research Center
            a. Hub for collaboration and interactive engagement with broader community.
        5. Potential for a Charter School
d. Residence Life
    i. Housing capacity is sufficient for undergrad population.
    ii. Don't necessarily need more housing but better / different types of housing.
        1. More graduate housing needed (10-12% growth/year)
e. Academics / Students
    i. Campus was originally planned as a residential campus, but not the case anymore.
        1. Need hybrid plan going forward to support commuters.
        2. Commuter population likely to continue to grow
    ii. Support commuters/remote students (3/4 of students are commuters)
        1. Shifting class schedules will change when and how students move around campus (evening classes likely to be added)
        2. Shorter semesters?
    iii. Want campus to be more active later in the day – until 10pm.
    iv. Currently have adequate classrooms, but need more interactive learning spaces
        1. How can classrooms be adapted to these other uses
    v. Class schedule likely to shift (pandemic and after….)
    vi. Do not see growth in international students.
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        1. Hybrid aspect includes things like financial trading room
        2. Higher value added on campus experience.
f. Concourse System
    i. The tunnels are a labyrinth, but liked by the students
    ii. Tunnels make campus appear larger than it is
    iii. Tunnels sever exterior connections. Can see it but can't get there.
    iv. Creates a disconnect between students and the outdoors
        1. Need to strengthen outdoor connections (visual and physical access)

4. Existing Campus to Preserve
    a. Weidner Center, Kress - great facilities that age well.
    b. Arboretum surrounding campus makes it unique
        i. Would like to improve access to the water and beach
5. Existing Campus to Change
    a. Transform
        i. The way people are welcomed and lead through campus
            1. Arrival (at may levels)
            2. Wayfinding- 40% of students are first generation, campus is too much of a labyrinth, and the students need a sense of community.
            3. External Doors – access from exterior.
            4. Tunnel/outside options
            5. Roadway improvements (expensive to change, but should be looked at)

        a. Capitalize on parking.
        6. These types of projects are difficult to fund.
    ii. Be realistic but make changes to make campus a comfortable and inviting space for visitors and students.
    iii. Do what can be done to make each piece more functional.
b. Enhance
    i. #1 need - Replace Cofrin Library
        1. Frame it as "the first new building of the new campus, rather than the last of the old….looking at the next 50 years, not the last 50 years"
    ii. Campus is changing and growing- needs a modern/tech appearance that also embraces the natural beauty to continue being unique.
    iii. Campus needs to be modern, embrace technology, not to look like every other campus.
    iv. Space to support nature and campus as an access institution.
    v. Something **BOLD.** Campus needs a signature (or interesting) space/thing/etc on campus.

6. Current Projects
    a. Health Science
    b. Union
    c. Cofrin Library- the start of a new philosophy
    d. Campus Master Plan needs to be a guide for the new mission
        i. More external openings
        ii. Linked to campus
        iii. Supports environment and tech campus
7. J Schultz- Students need a reason to stay on campus after class.
    a. What can we offer commuters?
    b. How can we link to the City of Green Bay?
8. Closing
    a. Come to campus……..stay on campus.

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***
EA File Name: Y:\2020 3139\203162 UWGB Campus Master Plan\1-Project Administration\7-Meetings\20A1M Meeting Minutes.Docx

# MEETING NOTES | Continuation of Data Collection Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | November 24, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Workshop 2 is a continuation of our analysis and information collection |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Chris Ulm – Ring & Du Chateau |
| X | Mathew Litchfield - Ayres |
| X | Craig Schuh - Ayres |
| X | Jared Vincent – Saiki Design |

1. Schedule
    a. Completed the Organization Phase
        i. Planning meetings with the Chancellor and Campus Leadership.
        ii. Completed focus group meetings
        iii. Received and compiled the questionnaire responses.
    b. Campus Leadership requested a follow up meeting upon completion of the focus group meetings.
        i. Campus Leadership participated in individual focus group meetings (occurred after initial meeting).
        ii. Therefore, the next meeting could occur at the end of January.
    c. UWGB is scheduled to meet with the City and County for long-range planning in late January.
    d. The design team would like to meet with the Chancellor to preview the big picture options before presenting the options to the balance of campus.
        i. This meeting to occur the week of 1/18 (the 18th is a holiday).
        ii. Subsequent to the meeting the meeting has been scheduled for 1/21 at 1:00pm.
    e. The design team would like to meet with the team to determine project drivers / principles for addressing by the Master Plan.
        i. Ideally this meeting would occur the week of November 30.
        ii. EA to send a poll for potential dates / times.
        iii. Subsequent to the meeting the meeting has been scheduled for 12/3 at 1:30pm.

f. The design team would like to meet with the team to discuss storm water management.
    i. Ideally this meeting would occur the week of November 30.
    ii. Subsequent to the meeting the meeting has been scheduled for 12/1 at 2:00pm.
g. The project is generally tracking along the proposed schedule.

2. Questionnaire responses
    a. Summary compilation was previously sent for review.
    b. Everyone is encouraged to review the responses.
    c. We received responses from 71 individuals.
        i. An approximate 75/25 mix of faculty / staff and student responses.
        ii. Faculty / staff and student responses were generally aligned.

3. Questionnaire response topics
    a. Perception of campus
        i. Beautiful was overwhelmingly used to describe campus.
        ii. Overall much more positive than negative.
    b. First impression of campus
        i. Park, Nature, and Beauty were terms used most often.
        ii. Overall much more positive than negative.
        iii. Removed from City was identified as a positive and a negative.
        iv. Comments received from an on-campus viewpoint.
            1. What is perception of on-line student?
    c. Landmarks
        i. Cofrin library, Kress, and Weidner are the clear top 3.
            1. Weidner is not always associated with campus.
        ii. No one mentioned STEM
            1. Too new? Too much associated with the County? Assumed not part of campus?
    d. Favorite buildings, spaces, and places
        i. Cofrin library 8th floor and 2nd floor, Arboretum, MAC Winter Garden.
            1. Cofrin 8th floor is just an elevator lobby.
        ii. Anyplace with windows / natural light.
    e. Heart of campus
        i. Union
    f. Problematic buildings, spaces, and places
        i. Tunnels due to leaks
        ii. Parking is a hot topic.
        iii. Most / all buildings got some recognition. A wide variety of items listed.
        iv. Maybe a follow up question should be which spaces don't function well?
        v. Survey skewed by faculty / staff representation.
        vi. Paul Pinkston – few people explore campus. They find their spot and stay. Students and faculty / staff alike.
    g. Campus functions
        i. Well or pretty / very well.
        ii. Well but…..confusing to get around, wayfinding issues.
    h. Change or improve the environment
        i. Wide range of responses.
    i. Areas avoided?
        i. No.
        ii. Areas not used / visited in daily life.
    j. Visual character of campus
        i. Natural and beautiful with some nice looking new buildings.
        ii. Dated and old buildings that need maintaining / renovations.
    k. Improve appearance?
        i. Maintenance, wayfinding, sustainability, front door / entry, simplify / unify.

l. Interface with the City of GB
    i. It doesn't and many like the separation.
    ii. Many people and entities have relationships. Mostly individual relationships.
    iii. Community and campus supports women's basketball at Kress.
    iv. Students don't attend men's basketball at the Resch Center.
    v. Jeff Schulz – UWGB music night at the river wasn't mentioned.
m. Relationship to UW System
    i. Wide ranging array of comments from good to it doesn't.
    ii. A lot of hidden gem type of comments. Unknown campus / school.
    iii. Many comments from faculty / staff regarding funding.
n. Enhance or improve City or System relationships
    i. City interaction is getting better.
    ii. Take campus to downtown.
    iii. Emphasize something.
    iv. Recruit statewide.
o. Campus history
    i. UCO U – broaden support of ecology focus.
    ii. Few traditions
    iii. 3Ts – Trees, Toilets, and Tunnels. – Housing configuration compares nicely to other campuses.
p. Facilities adequate for activities / operations
    i. Overwhelming yes with very few yes, but……
q. If not, how can they be improved?
    i. More lounge space, gathering spaces of varying sizes.
    ii. Power outlets.
    iii. Updated appearance.
    iv. Ways to keep commuters on campus longer during the day. More commuter amenities.
r. Need for expansion if future years
    i. About evenly split between yes and no.
    ii. Yes – housing, parking, union meeting spaces
s. Traffic flow
    i. Not an issue after familiarity but an issue for visitors and those new to campus.
t. Parking
    i. Equal responses – too much and not enough.
    ii. Proximity is probably the issue for those concerned.
    iii. Housing parking could use additional spots.
    iv. Parking structure
        1. Previous talks have not gone very far.
        2. Is there benefit for significant cost?
        3. How many parking spots are needed?
        4. Parking costs are low by comparisons.
u. Approaches to campus
    i. Signage
    ii. Where is the main entrance? Easy to miss when traveling on Nicolet.
    iii. Branding / communication
v. Pedestrian circulation
    i. Connection to STEM
    ii. Love / hate tunnels
    iii. Circle drive / walk and bike path.
    iv. More exterior paths
    v. Snow / ice management.
w. Quality / quantity of open spaces
    i. Both are good.
    ii. More natural areas vs mowed areas.

            iii. More seating options
        x. Visual character
            i. Standardize / consistency.
        y. Environmental issues
            i. Strength of campus
            ii. Be a leader again.
4. Meeting with the Chancellor.
    a. Notes included but not discussed.
5. Campus Administration focus group
    a. Need more exterior spaces with nodes of activity
    b. Wayfinding is a problem – internally and externally.
    c. Visibility
    d. Commuters are a big part of the population and need things to keep them on campus.
    e. Need better / more exterior lighting
    f. Golf course – repurpose?
    g. Better connections to the water
    h. Colleges
        i. Only CAHSS has limited growth – others are growing.
        ii. Health Sciences building
        iii. Business school presence on campus.
        iv. Public art – need more interest from college
6. Enrollment
    a. Determine number of on-line students
    b. Determine number of on-campus students
    c. Determine number of hybrid students
7. Campus boundary
    a. Include Schott property in boundary. Talks with new administration with owners will continue.
8. Utility discussion
    a. Appear in good shape for future growth with a few exceptions.
        i. Fiber
            1. Upgrade from older multi-mode to single-mode project (enumeration) is in the works. Will include fire alarm, too.
        ii. Steam generator equipment needs work or replacement.
        iii. Chiller / cooling tower is in the works
        iv. Electrical needs replacing – current projects (2) being worked on by Clark Dietz.
    b. Site lighting – Potential small project.
9. Other ongoing studies – Need to coordinate MP Update with studies
    a. Residence hall study is available now
        i. Parking is partially addressed.
        ii. Overall parking count is decreased.
        iii. Leaving balance of parking to be addressed via the Master Plan
        iv. Same for storm water management.
        v. Need campus wide review / approach.
    b. Health Sciences
        i. Programming has begun.
        ii. Currently looking at massing.
        iii. Square footage is under discussion – currently too much area.
        iv. Location adjacent to Lab Sciences
            1. Tunnel system considerations will impact location.
    c. Union study not started.
        i. Potential for real “gateway” to campus.

d. Cofrin study complete
    i. Cofrin / Union relationship is important.
    ii. Study needs to be in agreement with Master Plan.

10. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

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UNIVERSITY OF WISCONSIN – GREEN BAY

# MASTER PLAN UPDATE

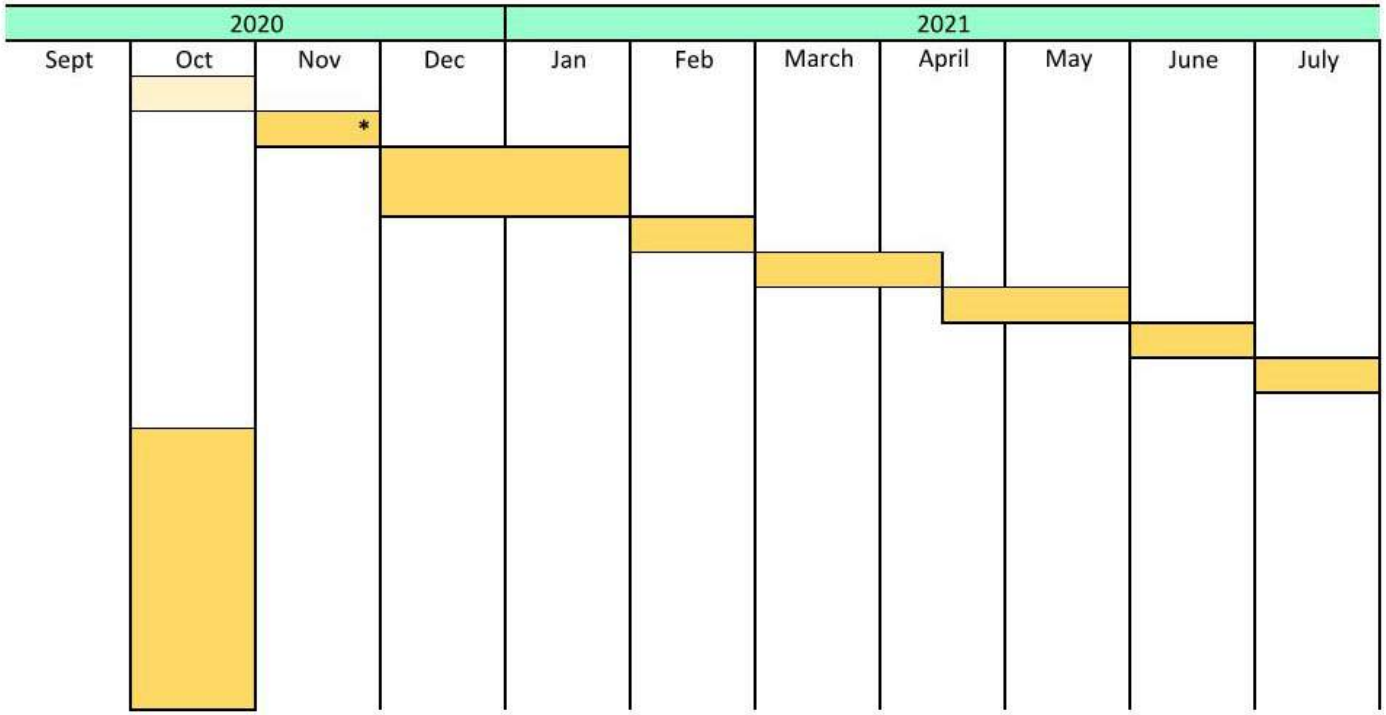
PROJECT No. 20A1M

# Schedule

Organization Phase
*Discovery & Visioning Phase
*Data Collection Phase
Workshops
Synthesis Phase
Options / Scenarios Phase
Recommendation Phase
Implementation & Marketing
Conclusion & Next steps

*Discovery & Visioning Phase
Review academic plans
Core Values, Vision, Goals
Determine Project Drivers

*Data Collection Phase
Collect and Analyze Data
Refine Data with Users



# Questionnaire Responses

What is your overall perception of campus?

- Beautiful
- Nature
- Spacious / spread out
- Isolated
- Confusing / Difficult to navigate
- Old / Outdated

Overall much more positive than negative.
Beautiful was overwhelmingly the most used term.

If you recall, what was your first impression of campus?

- Park-like / Nature
- Beauty
- Big
- Unique – not a typical campus
- Surprised
- Removed from the City

Overall much more positive than negative.
Park, Nature, and beauty were overwhelmingly the most used term.

# Questionnaire Responses

What are the most significant landmarks on campus?

- Cofrin Library
- Kress
- Weidner

---

- Phoenix Statue
- Arboretum
- Union

Clear top 3
A wide variety of places were listed including the golf course, MAC, shoe tree……

Missing is STEM…..

What is your favorite buildings, spaces and places on campus? Why?

- Cofrin 8th floor
- Cofrin 2nd floor
- Arboretum / Trails
- MAC winter Garden
- Union – various spots
- Windows / natural light

A wide variety of spaces
Interior and exterior. Interior overlooking the outdoors.

# Questionnaire Responses

Where is the heart of campus? The gathering place where everyone seems to congregate?

- Union

- Unsure / not really one
- Other (MAC, MESA…..)

Union is clearly perceived as the heart of campus

What buildings, spaces, and places do you see as most problematic? Why?

- Tunnels / leaks
- Parking – proximity / impervious
- All academic buildings are listed but no single reoccurring issue

Many different items listed.
Mostly buildings or interior spaces.

# Questionnaire Responses

From your perspective, how well does campus function?

- Well
- Pretty / Very well

---

- Fine, Moderately, not well at all

Overwhelmingly well or pretty well

Well but…..
Confusing to get around / wayfinding

From your own experience on campus, how would you change or improve the environment?

- Maintain green spaces
- Grass to native plantings
- More student parking
- More gathering spaces
- Integration of exterior and interior
- Better connections / navigation
- Keep updating

Many different suggestions offered.
Mostly buildings or interior spaces.

# Questionnaire Responses

Are there areas of campus you avoid?
Where?
Why?

- No
- Housing

Since the responses are faulty and staff heavy there are areas listed because they are a distance from their regular path.

Several areas listed due to leaks

How would you characterize the visual appearance of campus?

Comments fall into 2 categories:

Natured centered, beautiful, what's new looks nice

AND

Dated and aging buildings, needed facelift, maintenance, mix of old and new buildings.

# Questionnaire Responses

How can the appearance be improved or enhanced?

- Better maintenance of buildings and landscaping
- Wayfinding and signage
- Increase Sustainability
- Natives / pollinators vs. grass
- Front door / Entry

Look at campus holistically
Unify - Simplify

How does the campus interface with the City of Green Bay and the surrounding community?

- It doesn't / It's separated – many like that
- People / departmental relationships with the city
- Community uses the Arboretum, Weidner, and attend women's basketball at Kress
- Commercial development
- Students attend Mem's basketball at Resch?
- Better public transportation.
- Bike lane along Nicolet

It seems that the community comes to campus for the exterior spaces and events.
Campus / students have limited interactions with the city.

# Questionnaire Responses

How does the campus relate to the University of Wisconsin System?

Comments here are all over the place from “good” to “it doesn’t”.
Appears to be a hidden campus, not well known even with students from Green Bay.
Many funding comments.

How can these relationships be enhanced or improved?

- Take campus to downtown
- Communication and transportation
- Interactions with other campuses.
- Need “things” we are best at. Emphasize something.
- Recruit statewide.

Not a lot of responses

# Questionnaire Responses

From your knowledge of the history of the campus, are there consistent ideas that should be respected and continued?

- ECO U
- Nature conservation / Environmental focus.
- Very few traditions
- 3Ts – trees, tunnels and toilets

Overwhelming support of broadened ecology focus

Are the present site facilities adequate for your current activities or operations?

- Yes

Overwhelmingly YES. Very few YES, buts….

# Questionnaire Responses

In not, how can they be improved?

- More lounge spaces.
- More power outlets
- Update appearance
- Technology
- More large gathering spaces / conf spaces.
- More offered for commuters

Not a lot of responses.
A very wide range of comments.

Do you foresee a need to expand facilities to meet your needs for the next five to ten years?

About equal responses to yes and no.

- Housing
- Parking
- Union
- More meeting spaces from small to large

# Questionnaire Responses

Traffic flow and circulation to/from campus as well as within the campus boundaries.

- Traffic flow is good if you know where to go.
- Better / clearer signage.
- Difficult to navigate for visitors.
- Campus events create short term traffic issues.
- End of the day traffic onto Nicolet gets backed-up

Not a problem for campus entities but still a problem for visitors.

Parking development opportunities.

About equal responses

- Not enough parking
- Too much parking

- Accessible parking?
- Parking could be closer to the buildings / entrances
- Housing parking
- Kress parking
- Pervious parking.

# Questionnaire Responses

Approaches to campus, campus image definition.

- More / Better signage
- What / where is the main entrance?

- Better branding / communication
- No concerns / issues

Not a lot of responses.

Pedestrian circulation within campus.

- Connection to STEM
- More directional signage
- Running / biking around circle drive
- Love / hate tunnels.
  - Surface shorter / quicker
  - Tunnels more convenient
- More paths
- Snow / ice management – iced paths

Specific paths are noted as needed but they are isolated comments

# Questionnaire Responses

Quality and quantity of open spaces on campus.

- Quality is good
- Quantity is good

- Grass vs natural
- More outdoor seating

Unify visual character of campus.

- Standardize
- Consistent
- Good except for the buildings
- Signage

Environmental issues (sustainability, green building, storm water management, native plant materials).

- Strength of campus
- Increase sustainability of buildings.
- Native plants
- Reduce flooding – stormwater management
- Develop master sustainability plan

Continue to be sustainable and environmentally friendly. Maybe take the next step.

# Focus Group Meetings - Chancellor

1. Introductions
2. Purpose
    a. Core Values / Who and what are we today?
    b. Visioning – Global Goals /Where do we want to go.
3. Initial Thoughts
    a. Beautiful campus that is separated from the city – need to embrace the city.
        i. Natural areas – show them off / advertise our assets.
            1. Connect to the water
        ii. Started with Environmental Roots
            1. Embrace the commitment to sustainability and natural areas
            2. History of environmentalism
            3. Need to market it more creatively going forward
    b. Campus was built in the 1960s
        i. Buildings are uninviting
        ii. Few inviting spaces to congregate and collaborate
        iii. Not expectant of collaboration – a series of silos.
            1. Collaboration needs to be supported with more interactive/gathering spaces
        iv. Edges need to be better defined to better indicate natural areas, athletics, academics, and housing, open rec space.
    c. Community
        i. Need to figure out more ways for the public and community to utilize the campus
        ii. Need to be more inviting and public needs a reason to come.
            1. Where is the entry?
                a. Enhance entrance
            2. How does the public find us? A building on campus?
                a. Better signage
            3. Phoenix Innovation Park / STEM
                a. Reason for the public to come
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                c. Might need parking for the public
            4. Cofrin Research Center
                a. Hub for collaboration and interactive engagement with broader community.
            5. Potential for a Charter School

# Focus Group Meetings - Chancellor

d. Residence Life
    i. Housing capacity is sufficient for undergrad population.
    ii. Don't necessarily need more housing but better / different types of housing.
        1. More graduate housing needed (10-12% growth/year)

e. Academics / Students
    i. Campus was originally planned as a residential campus, but not the case anymore.
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    a. Transform
        i. The way people are welcomed and lead through campus
            1. Arrival (at may levels)
            2. Wayfinding- 40% of students are first generation, campus is too much of a labyrinth, and the students need a sense of community.
            3. External Doors – access from exterior.
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            5. Roadway improvements (expensive to change, but should be looked at)
                a. Capitalize on parking.
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    a. What can we offer commuters?
    b. How can we link to the City of Green Bay?
8. Closing
    a. Come to campus……..stay on campus.

# Focus Group Meetings – Campus Administration

- The Union doesn't function, the library commons acts more like the campus living room.
- The campus has many underutilized outdoor spaces
  - Need to activate with nodes of activity
  - Plan for winter activities
- Wayfinding
  - Disconnect between the inside and outside
    - Sight lines visible (exterior), but physical connections are missing
  - The concourse system is 'over-used', leading to a lack of knowledge of wayfinding outside
  - Exterior entrances are hidden and not connected well to other area
  - Concourse is not well connected to the outdoors
- Visibility
  - No front porch- new students, faculty, and visitors have a hard time finding the 'front door'.
  - Campus isn't visible from outside (Highways, Nicolet Drive- no views into campus)
- Commuters
  - The average commuter comes 2-4 times/week
  - They park and leave, not much to keep them on campus

# Focus Group Meetings – Campus Administration

- Access
  - Need modern, paved, and lighted connections
    - Parking lots need better lighting
- Current Campus Amenities
  - STEM Center
  - Weidner Center
  - Kress Center
  - Arboretum
    - Desirable feature- but blocks views to campus
    - Used to groom trails, students seem to have lost interest, students will walk or snowshoe.
      - No mechanism to generate revenue to cover cost
  - Golf Course
    - Not well utilized or revenue generating - Barely covers costs
    - Business school - hospitality program
    - Nostalgia even though it doesn't get used
  - Water frontage: need to connect to the water

# Focus Group Meetings – Colleges

- CHESW
  - Growing
  - Health Science building
    - Move will create openings in other existing facilities
  - Non-traditional students
    - Hours, child care, lighted paths
- CAHSS
  - Limited growth
  - General use classrooms
  - TH and SA are end of the spoke facilities
  - TH lacks front door – visibility
  - Lacks opportunities for public art throughout camps.
  - Amplitheatre
  - Better connection to Weidner Center

# Focus Group Meetings – Colleges

- CSET
  - Growing
  - Office and research space is limited, will need more
    - Lab sciences 100% full
    - Microlabs and Physiology running out of space
    - Need additional space for students and staff
  - STEM space
    - 21,000
  - Connections
    - STEM to/from Lab Sciences
    - Health Sciences
    - Use of Service Drive to Instructional Services
  - Parking
    - Students driving between housing and LS lot.

- AECSB
  - Growing
  - Lacks “presence” on campus
  - Presence on Campus
    - Need a building/ space on campus that reflects the business school
  - Campus location
    - On campus needed for general education requirements
  - Downtown location not necessary for success
    - Downtown location wouldn’t support undergrad programs
    - Downtown space could support grad student and public interaction
  - Current Space -Wood Hall classrooms and offices

# Utility Discussion

# Next Steps

**Closing**

- **Anything else?**
- **Action Items & Homework/Assignments for next meeting**
  - **A/E/Consultant:**
  - **DFDM PM:**
  - **Campus Planning Rep:**
  - **Agency/User Group Rep:**
- **Next Meetings – Date, Time, Location:**
  - **Next Meeting – Campus Leadership**
    - **Required Attendees: Core Team**

# MEETING NOTES | UWGB Campus Master Plan Update

Division of Facilities Development Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | September 2, 2021, 11:00 am -12:30 pm |
| LOCATION | Conference Call |
| PURPOSE | Master Plan Update Re-Energize Meeting |

PRESENT

| | |
|---|---|
| | Robert Hoffmann – DFD Project Manager |
| X | Tom Bittner – UW Systems Administration |
| X | Paul Pinkston – UWGB Facilities Director |
| X | Jeff Schulz – UWGB Campus Planning |
| | Joe Huberty – Engberg Anderson |
| X | Jim Brown – Engberg Anderson |
| X | Drew Kemp-Baird – Engberg Anderson |

**I. General**

A. Purpose of the meeting was to review what was presented to the Chancellor in January 2021 and discuss any changes moving forward based on new information we have received.

B. Slides were pulled from the presentation for the Chancellor with some additions. Refer to attached slides.

**II. Core Principles**

A. Add a principle about creating a forward-facing campus.

B. Add a principle about accommodating space utilization needs of emerging and growing academic programs.

1. Plan to re-allocate surplus space based on the findings of the campus space assessment.

**III. UWGB Campus Enrollment**

A. EA to add campus enrollment data for 2020 to the graph and update projections.

1. UWGB Enrollment Dashboard: http://www.uwgb.edu/CMSAssets/ISE/dashboard.asp
2. UWGB Factbook: https://www.uwgb.edu/ise/factbook/
3. UW System enrollment reporting: https://www.wisconsin.edu/accountability/access/
4. Chart from UWGB Chancellor's convocation speech on next page:

**IV. Facility Condition Assessments – Functional and Physical**

A. Slides are updated to show condition assessment findings of most recent survey from the campus space assessment. Note that the campus space assessment only took structure and interiors into account, not envelope or building systems.

1. Building names in black remain unchanged between January and now.
2. Building names in red reflect ratings shown in January, with subsequent names in green reflecting ratings given during the campus space assessment.

**V. Campus Plans**

A. EA to update campus composite image.

B. Visitor Parking

1. Note information kiosk on Main Entrance Drive when proposing wayfinding solutions.

C. Theatre Hall/Weidner Center

1. Keep as an option for consideration.

D. Cofrin Library

1. Remove addition slide.
2. Students will have to walk outside to get across campus while Cofrin Library is under construction (e.g. MAC Hall to Wood Hall or MAC Hall to Lab Sciences). The Cofrin project will provide an opportunity to reroute concourses through the center of campus.
3. Brown County is looking at new locations for the 911 tower that is currently in Cofrin Library.

E. New Academic Building

1. The scale of the proposed building will need to drop based on the findings of the campus space assessment.
   a. Keep the proposed locations.
   b. Create easily identifiable entry points for the concourse system.
   c. Consider how a new building could be added onto in the future.
2. Academic building locations were determined with existing utility routing in mind. Add a layer to the diagram indicating locations of underground utilities.

3. UWGB to send information on proposed underground utility routing to the east of Building #4. Routing does not impact proposed building locations, but should be incorporated into the master plan.
4. Slide calls out "locations" in title but "options" in body – change one for consistency.

F. Kress Turf Gym
1. Turf gym size can be cut in half.
2. Come up with options for where sport sciences/weight room addition should go.
   a. Southeast corner near south entry?
   b. Existing pool gets taken offline and addition goes to the east of it?
   c. Replace existing turf gym with office and weight room and build new standalone turf gym?

G. Inn/Conference Center at existing golf course clubhouse location
1. Remove "Golf Course Clubhouse" from slide title.
2. Keep as an option for consideration.
3. Student Affairs has taken responsibility for the future of the clubhouse.

H. Golf Course Repurposing – Amphitheater
1. Keep as an option for consideration.

I. Golf Course Repurposing – Rec Fields
1. New location for rec fields if turf gym takes existing location.
2. Keep as an option for consideration.

J. Golf Course Repurposing – Married Student Housing
1. Remove this option. No known need for married student housing; if it is needed, it should be closer to campus.

K. Housing – Option from Housing MP
1. EA to add new dormitory layout to the east of the Mauthe Center. Use two colors to denote phasing of project.
2. EA to update UVHI boundary based on recent land exchanges.

L. Housing – Alternate Option
1. Remove from consideration.

M. Phoenix Innovation Park
1. UWGB and UWSA working to find out more about the archeological site.
2. EA to outline the STEM Building as a Phoenix Innovation Park parcel.
   a. Change color of STEM Building on diagram.
   b. Use a different color for the parcel.
   c. Change parcel numbering?

N. Leave out Bay Settlement Drive retail and Schott Property plans.

**VI. Closing**

A. Anything else?

B. Action Items & Homework/Assignments for next meeting
1. EA:
   a. Update core principles.
   b. Add 2020 enrollment data to projection graph.
   c. Revise plans.
   d. Schedule next meeting for week of September 20th.
2. DFD PM:
3. Campus Planning Rep:
   a. Find additional information on archeological site in Phoenix Innovation Park.
4. Agency/User Group Rep:
   a. Find additional information on archeological site in Phoenix Innovation Park.
5.
6. Next Meeting – Week of September 20th, date and time TBD.

C. Next Meeting – Required Attendees: Core team.

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**C. Drew Kemp-Baird**

***Copied Attendees***

EA File Name: Y:\2017 2694\172732 UW MKE Sandburg\1-Project Administration\7-Meetings\West Tower\2020-09-14 Design Meeting #8\16L1U Meeting Minutes.Docx

UNIVERSITY of WISCONSIN
GREEN BAY

UNIVERSITY OF WISCONSIN – GREEN BAY

# MASTER PLAN UPDATE

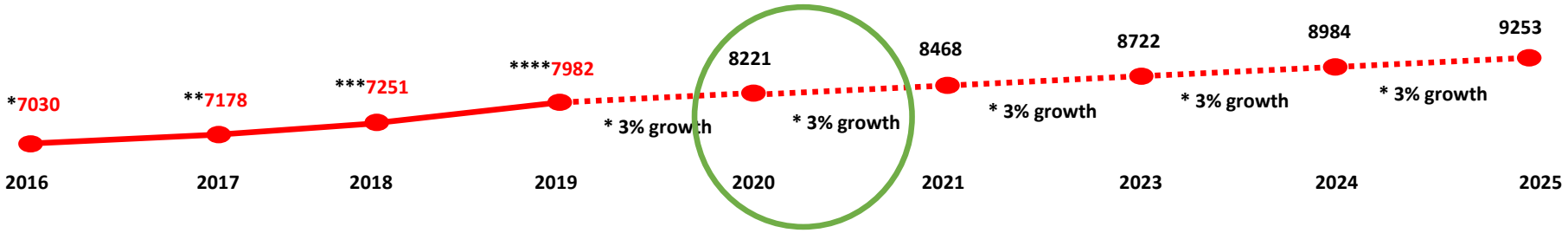
PROJECT No. 20A1M

# Core Principles

- Embrace, Protect and Enhance the Cofrin Memorial Arboretum and Nature Setting
- Respect and Enhance the Campus Ecology
- Welcome visitors to campus
- Identifiable concourse entries
- Enhance the interior / exterior connections while Creating a Sense of Place throughout Campus
- Enhance / Activate the Quad while Reinforcing the Academic Core
- Update On-Campus living accommodations
- Community Connectivity
- Transportation – Walk, Bike, Park

# UWGB Campus Enrollment

| 2016 | | 2017 | | 2018 | | 2019 | |
|---|---|---|---|---|---|---|---|
| Total Enrollment | 7030 | Total Enrollment | 7178 | Total Enrollment | 7251 | Total Enrollment | 7982 |
| FTE | | FTE | 4986 | FTE | 5036 | FTE | 5458 |
| Undergraduate | 6758 | Undergraduate | 6815 | Undergraduate | 6830 | Undergraduate | 7586 |
| Graduate | 272 | Graduate | 363 | Graduate | 421 | Graduate | 396 |
| Full Time | 4082 | Full Time | 4124 | Full Time | 4206 | Full Time | 4443 |
| Part Time | 2948 | Part Time | 3054 | Part Time | 3045 | Part Time | 3539 |




| | |
|---|---|
| * | Enrollment taken from UW-Green Bay Fact Sheet, Fall 2016 |
| ** | Enrollment taken from UW-Green Bay Fact Sheet, Fall 2017 |
| *** | Enrollment taken from UW-Green Bay Fact Sheet, Fall 2018 |
| **** | Enrollment taken from UW-Green Bay Fact Sheet, Fall 2019 |

UW-Green Bay projected annual growth until 2025 – 3%

# Facility Condition Assessments - Function

| Functional Conditional Assessment Ratings | | |
|---|---|---|
| A | Highly Suited / Excellent | No remodeling/refurbish finishes |
| B | Satisfactory | Minimal remodeling |
| C | Conditional | Limited remodeling |
| D | Development required | Significant remodeling |
| F | Unsatisfactory | Beyond cost-effective remodeling |

**Facilities in the A category:**
Kress Events Center
Rose Hall
Wood Hall
Weidner Center*
Mary Ann Cofrin Hall

**Facilities in the B category:**
Environmental Sciences Building
Instructional Services Building
Laboratory Sciences Building
Studio Arts Building
Concourse System
Student Services
Wood Hall
Mary Ann Cofrin Hall

**Facilities in the C category:**
Theatre Hall

**Facilities in the D category:**
David A Cofrin Library

**Facilities in the F category:**
David A Cofrin Library

**Scores in black and green reflect findings from Project #21C1U condition assessment (only reviewed structure and interiors).**

# Facility Condition Assessments - Physical

| Physical Conditional Assessment Ratings | | |
|---|---|---|
| i | Good | No or minimal renovation |
| ii | Satisfactory | Limited renovation |
| iii | Fair | Moderate renovation |
| iv | Poor | Significant renovation |
| v | Unsatisfactory | Major renovation |
| vi | Replace | |

**Facilities in the i category:**

**Facilities in the ii category:**
- Environmental Sciences Building
- Laboratory Sciences Building
- Kress Events Center
- Studio Arts Building
- Student Services
- Wood Hall
- Weidner Center*
- Mary Ann Cofrin Hall

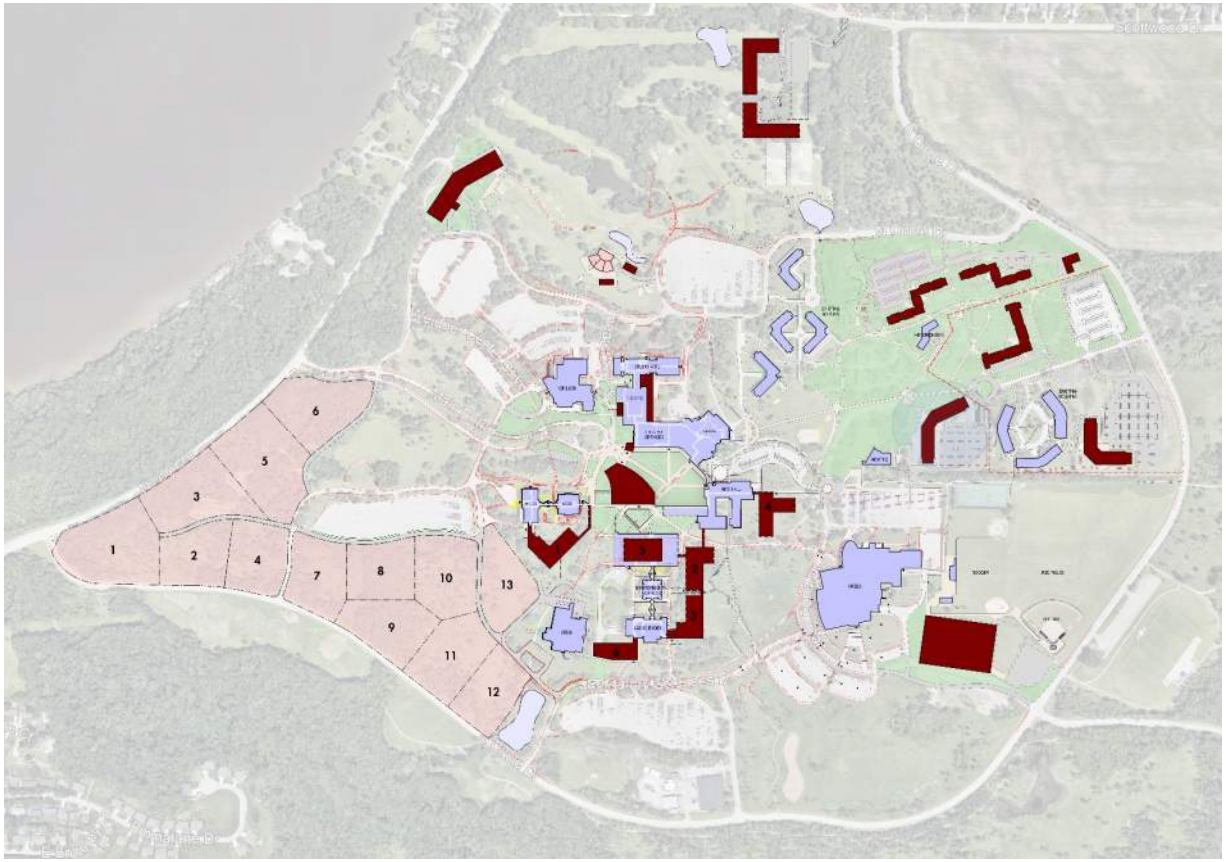
**Facilities in the iii category:**
- Instructional Services Building
- Rose Hall
- Concourse System
- Mary Ann Cofrin Hall
- Theatre Hall

**Facilities in the iv category:**
- Theatre Hall
- David A Cofrin Library

**Facilities in the vi category:**
- David A Cofrin Library

**Scores in black and green reflect findings from Project #21C1U condition assessment (only reviewed structure and interiors).**

# Campus Composite

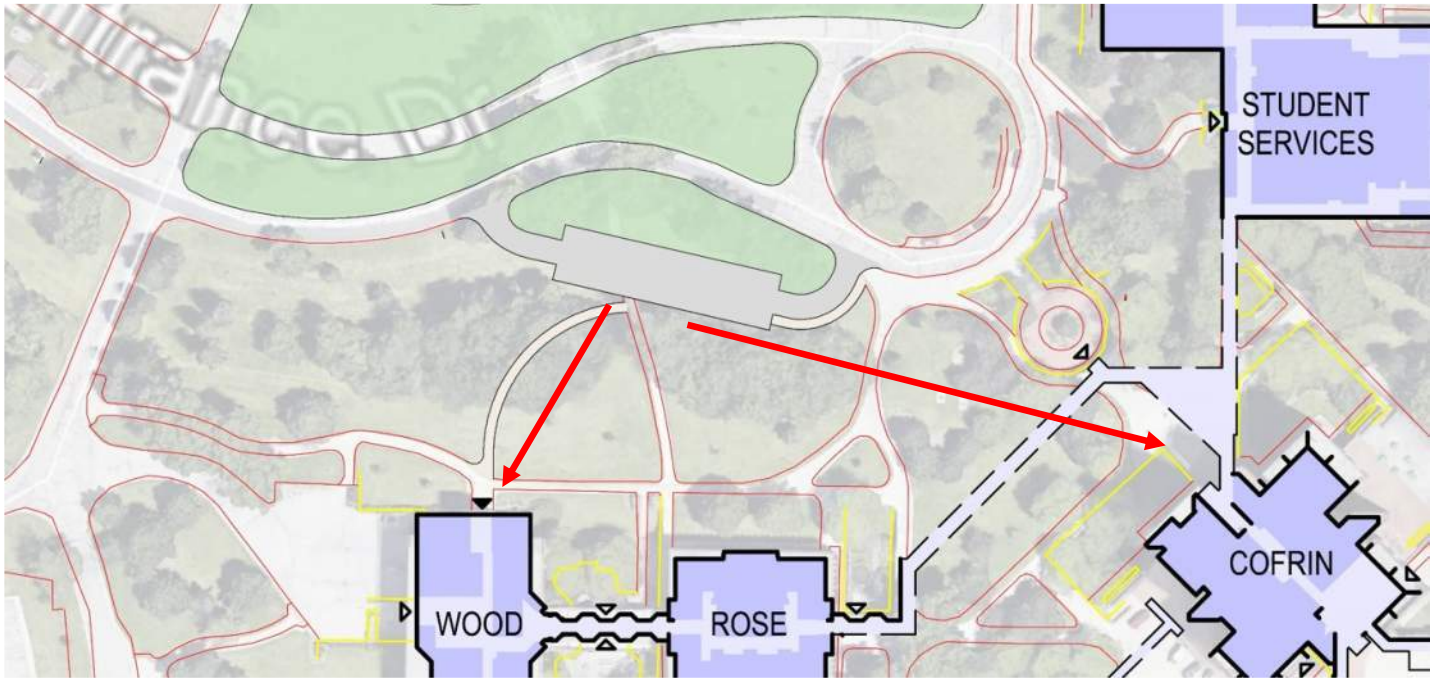


**Pre-Design Studies Currently underway:**

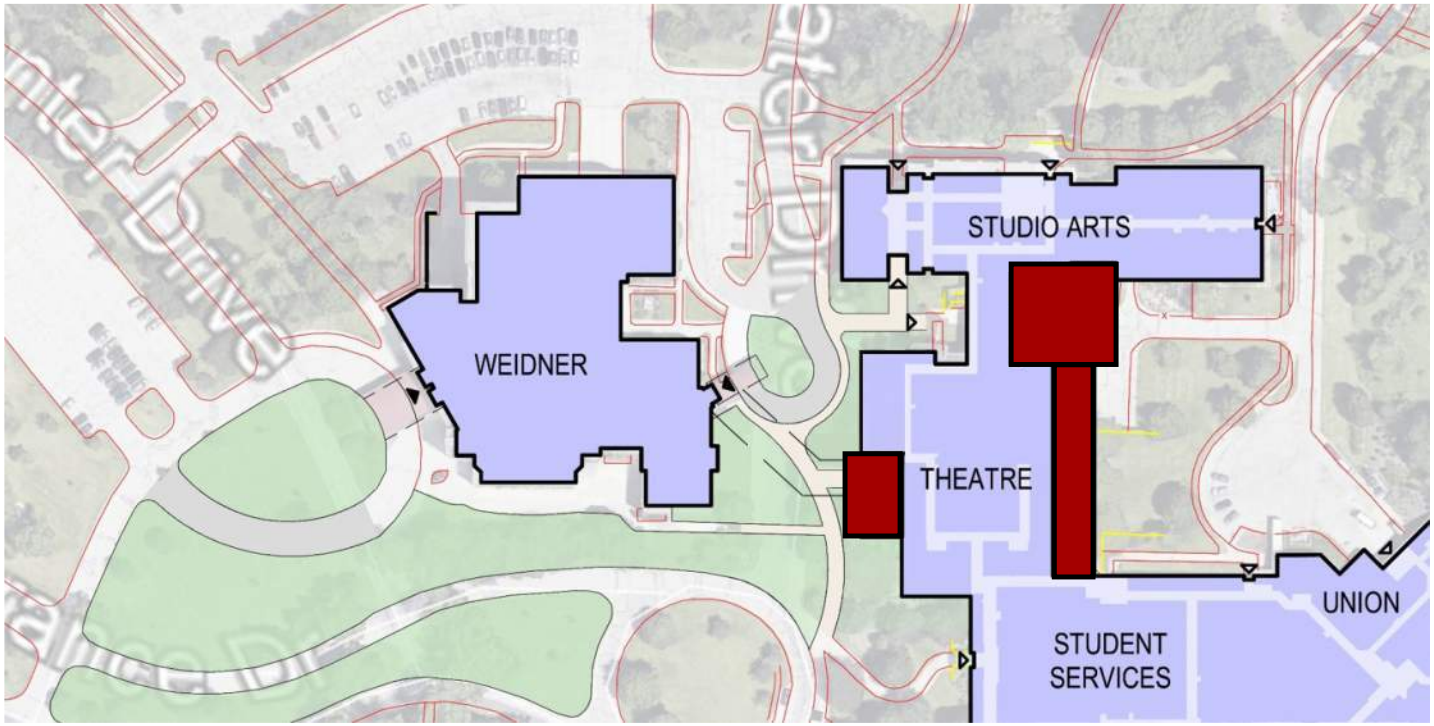
**Cofrin Technology & Education Center**
**(Cofrin Library Replacement)**
**Health Science Programs**
**Housing**
- **Freshman Residence Hall**
- **Sophomore Residence Hall**

**Union Addition & Renovation or Replacement**

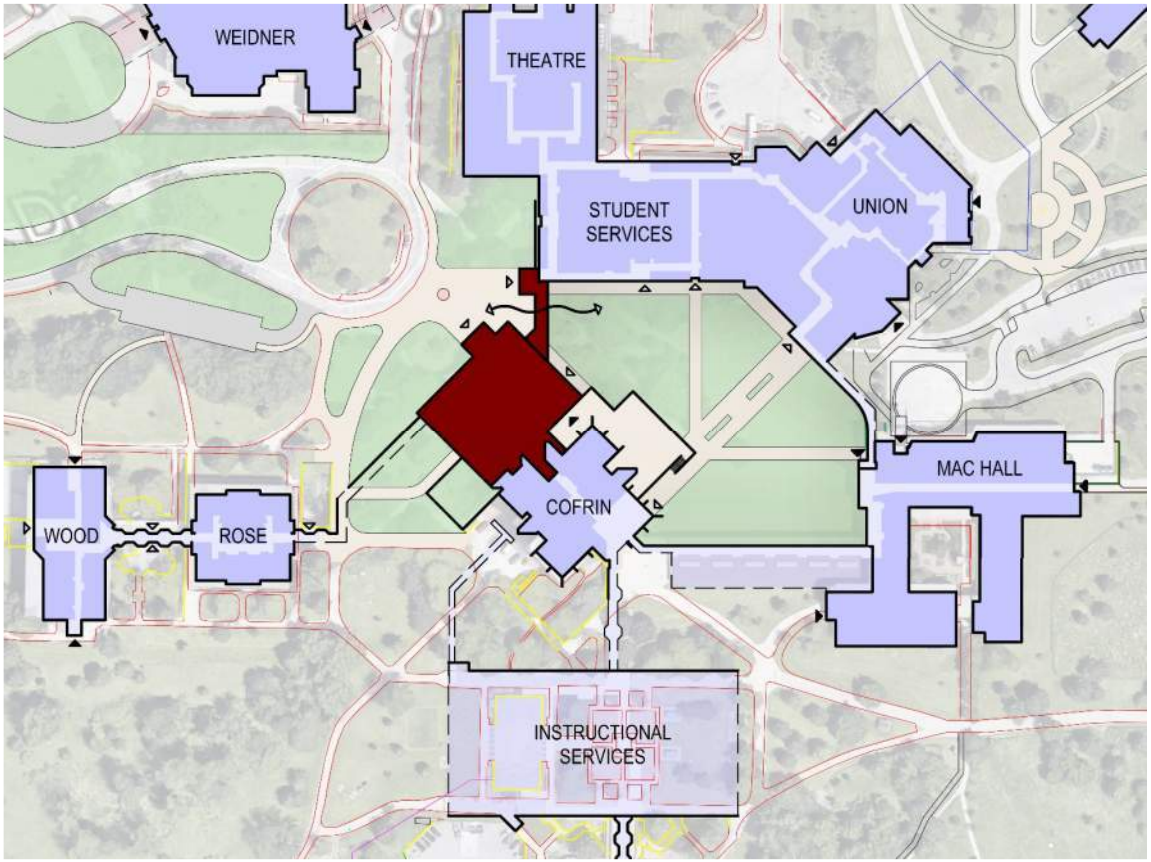
# Visitor Parking



# Theatre Hall/Weidner Center



# Cofrin – Addition



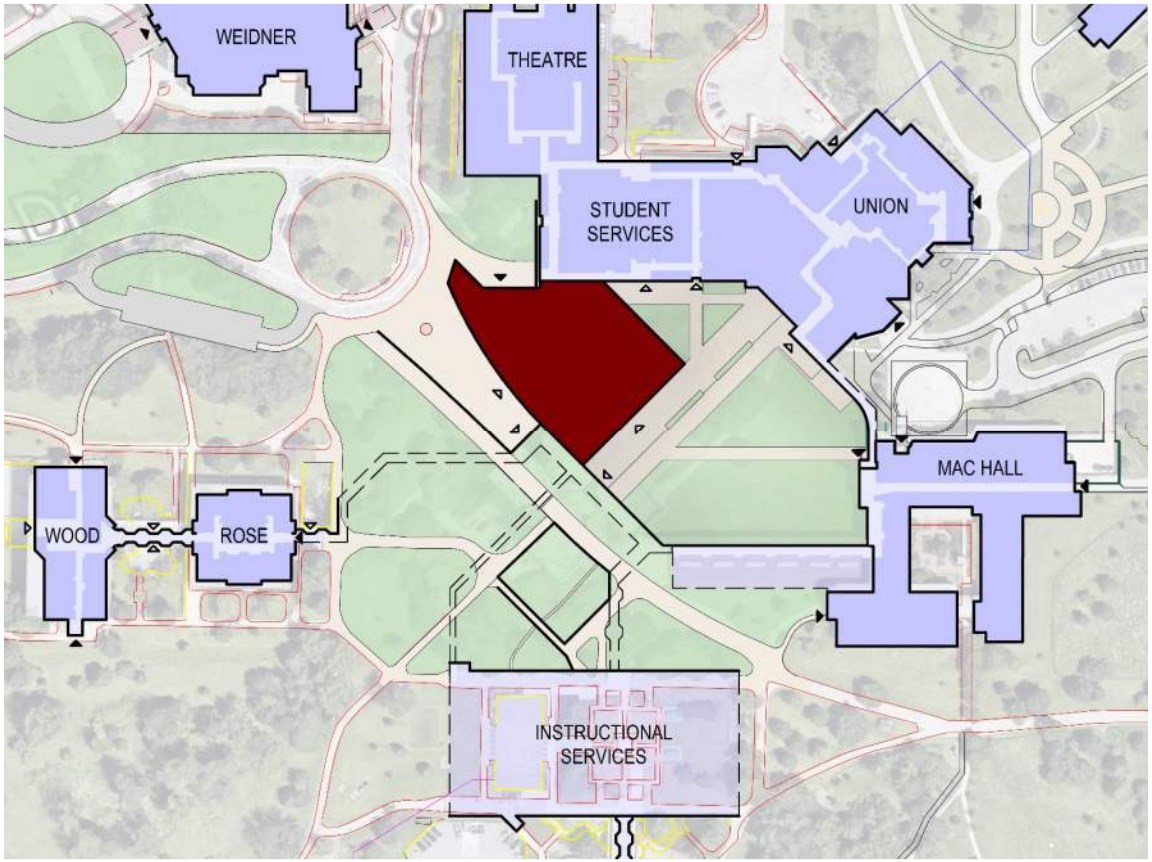
**Addition to the existing facility.**

**Enter Cofrin, Students Services and the Quad at concourse level.**

**Glass connector between Cofrin and student services – allows access into the Quad.**

**Relocate Rising Phoenix sculpture to entry plaza.**

# Cofrin – Replacement Option 1



**Replacement facility.**

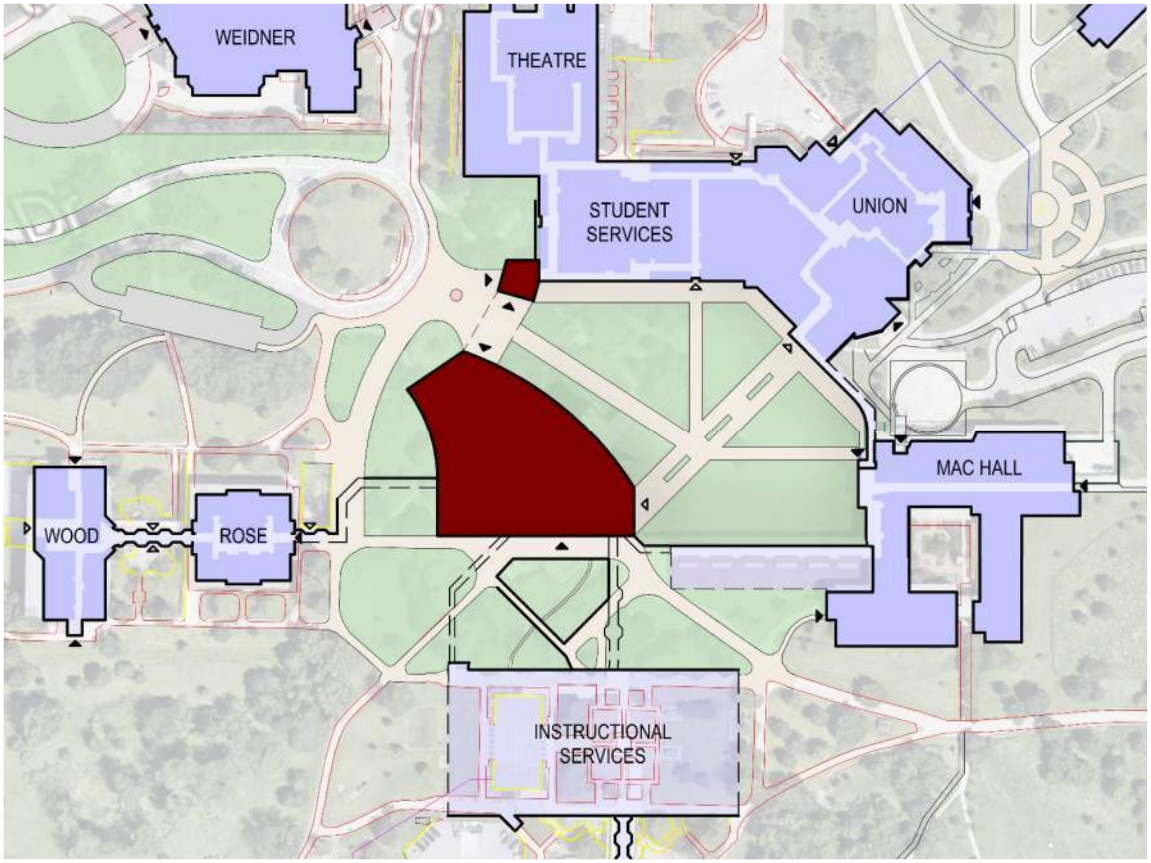
**Enter Cofrin at circle drive elevation.**

**Vertical circulation to Students Services from inside Cofrin.**

**Enter the Quad through Cofrin or via the concourse level. Exterior grade change to access the concourse**

**Relocate Rising Phoenix sculpture to entry plaza.**

# Cofrin – Replacement Option 2



**Replacement facility.**

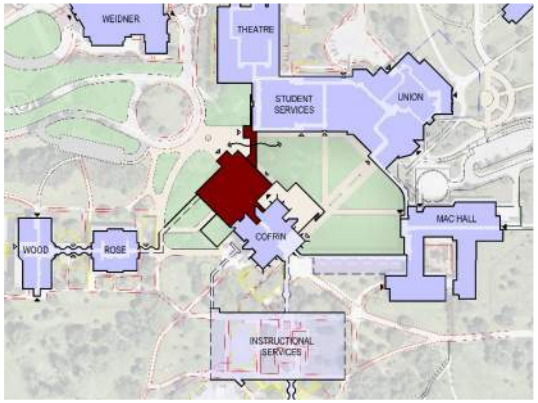
**Enter Cofrin, Students Services and the Quad at circle drive elevation.**

**Vertical circulation within Students Services and within Cofrin.**

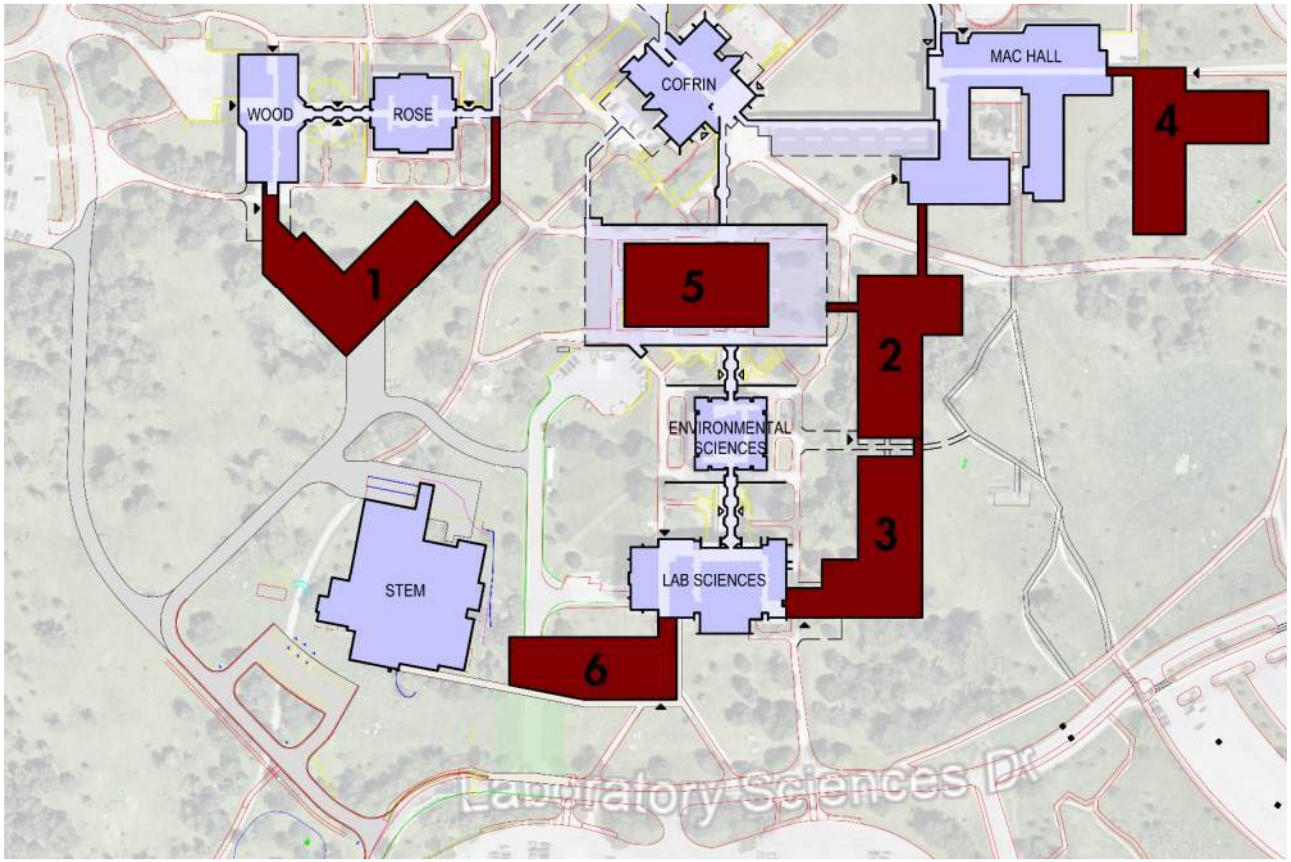
**Direct access to the Quad from Circle Drive**

**Relocate Rising Phoenix sculpture to entry plaza.**

# Cofrin – All Options



# New Academic Building – Locations 1-6



**Options 1 – 4 are seen as new facilities.**

**Option 5 is seen as a vertical expansion of Instructional Services.**

**Option 6 is seen as a Health Sciences addition to Lab Sciences.**

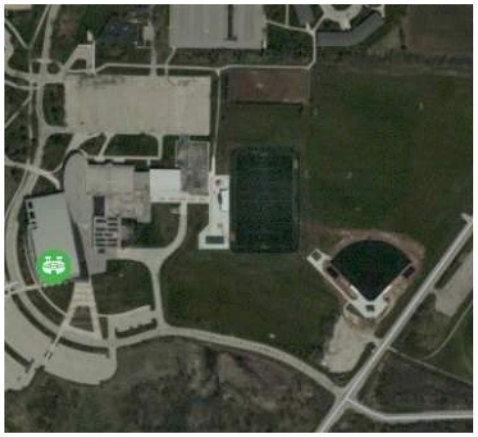
**Options 1 and 3 could be smaller additions to Wood and Lab Sciences**

**Options are not mutually exclusive.**

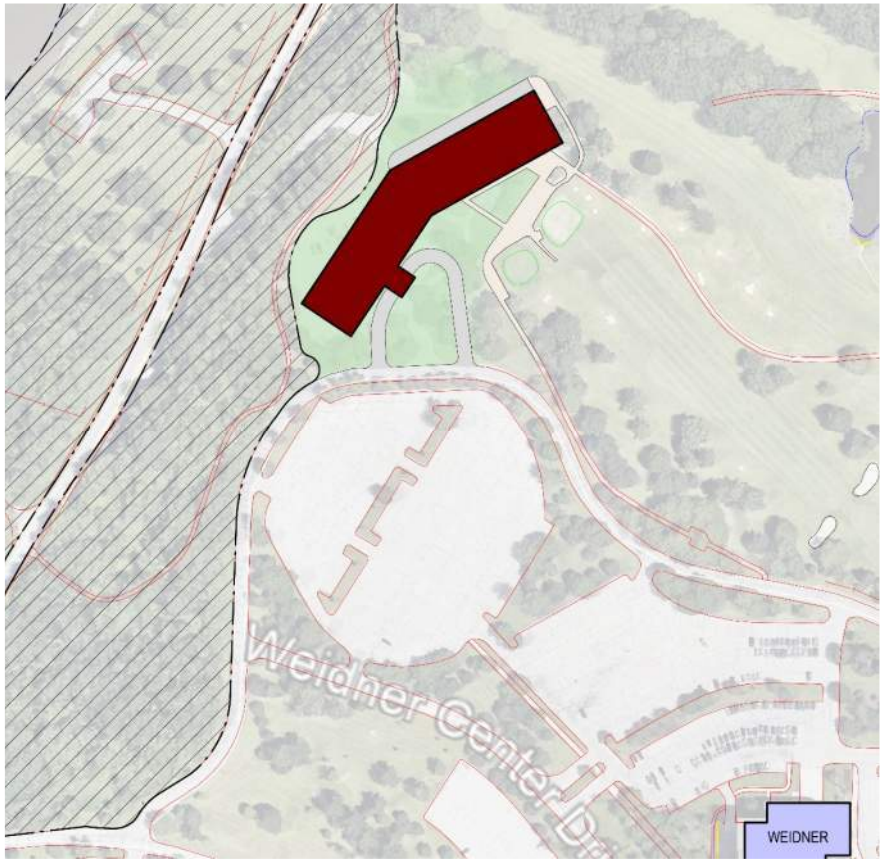
# Kress Turf Gym

Option A

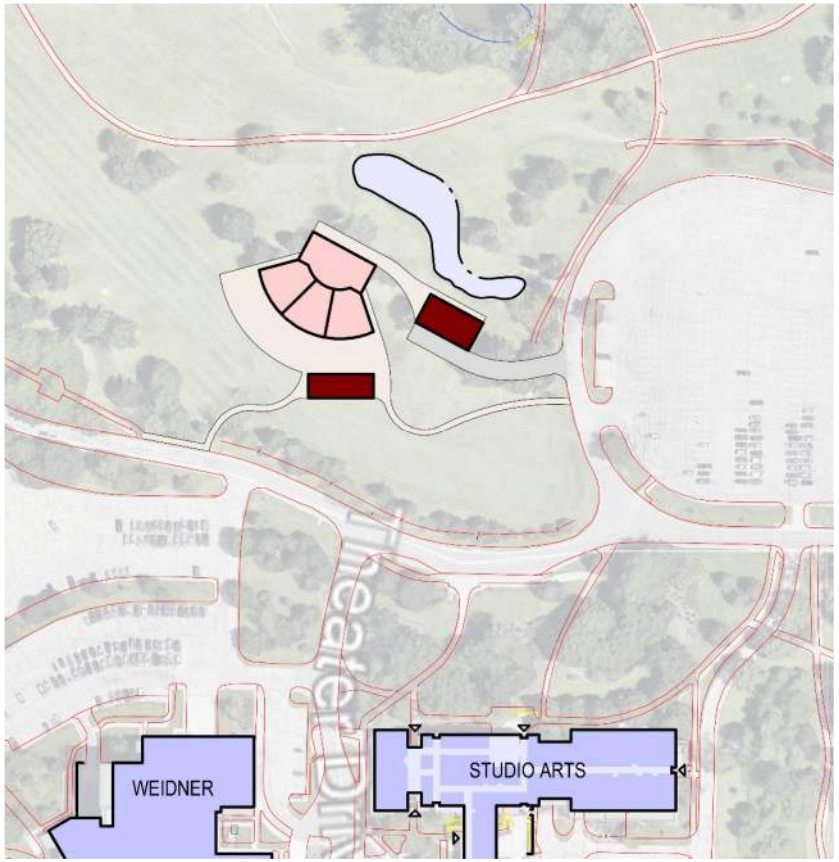
Option B



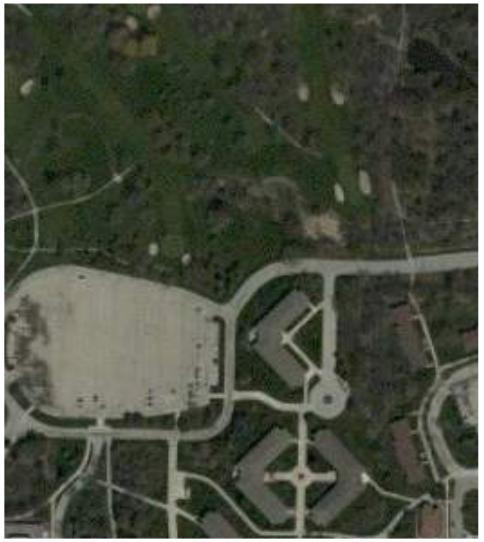
# Golf Course Clubhouse/Inn/Conference Center



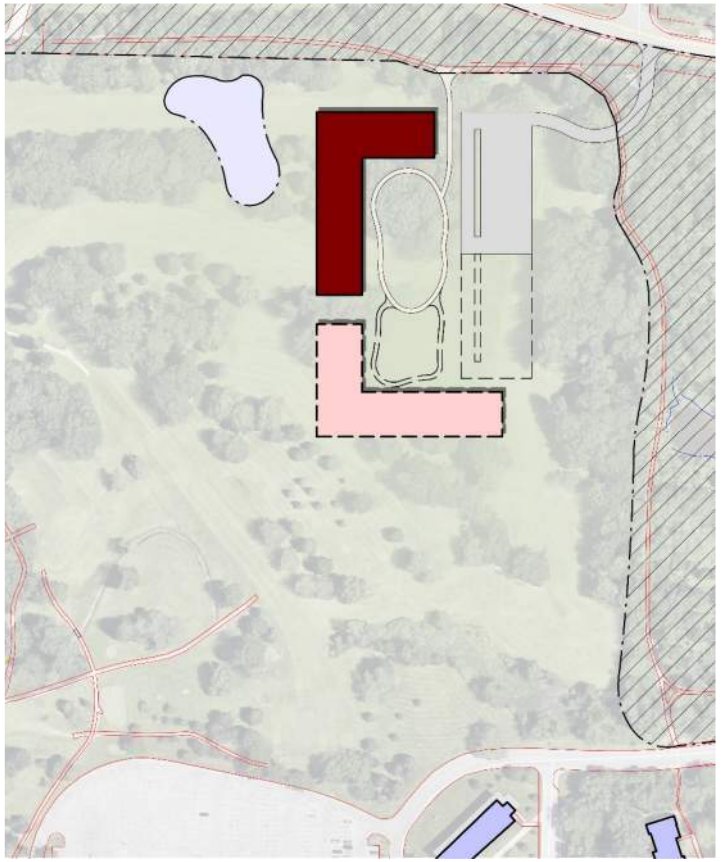
# Golf Course Repurposing – Amphitheater



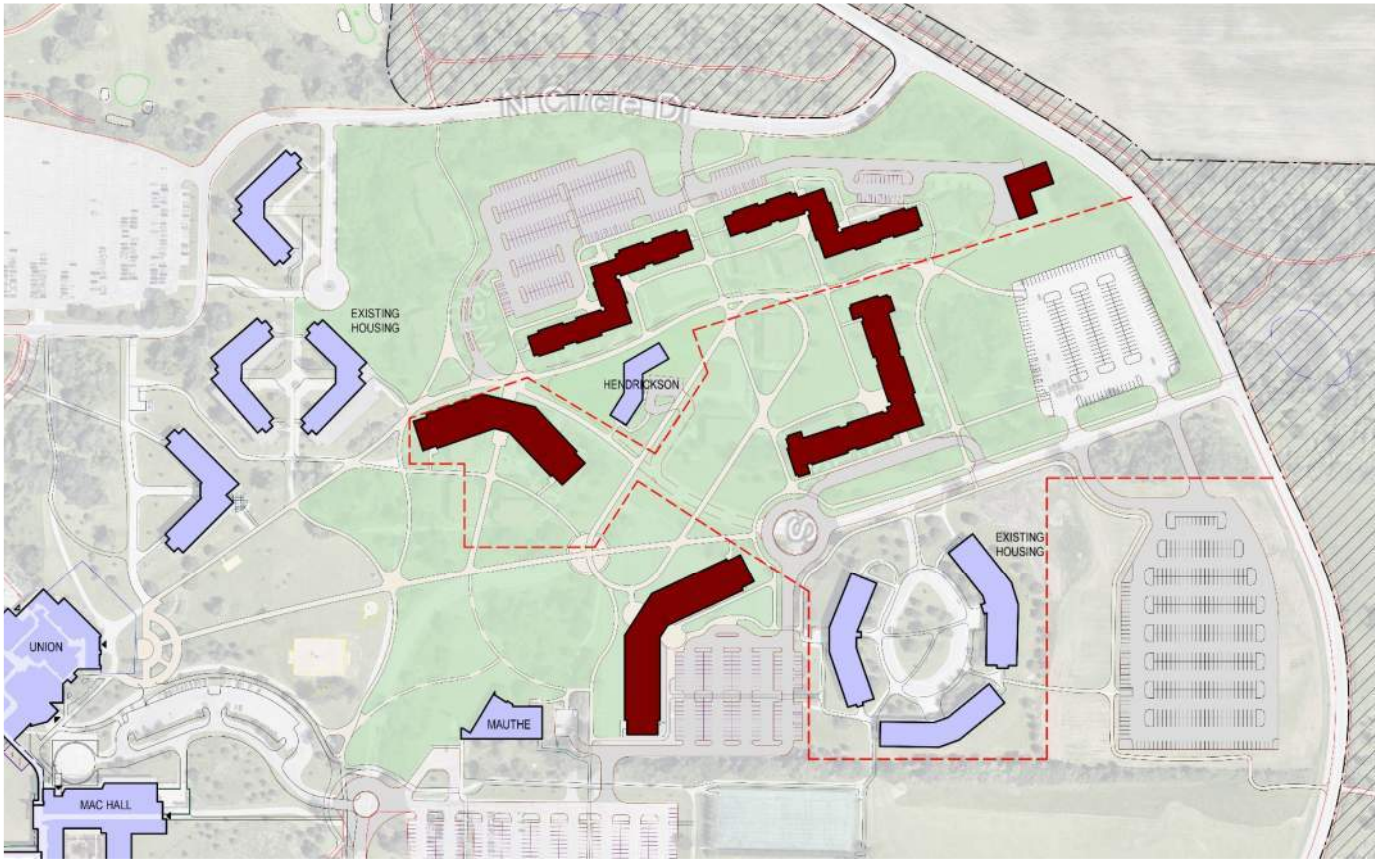
# Golf Course Repurposing – Rec Fields



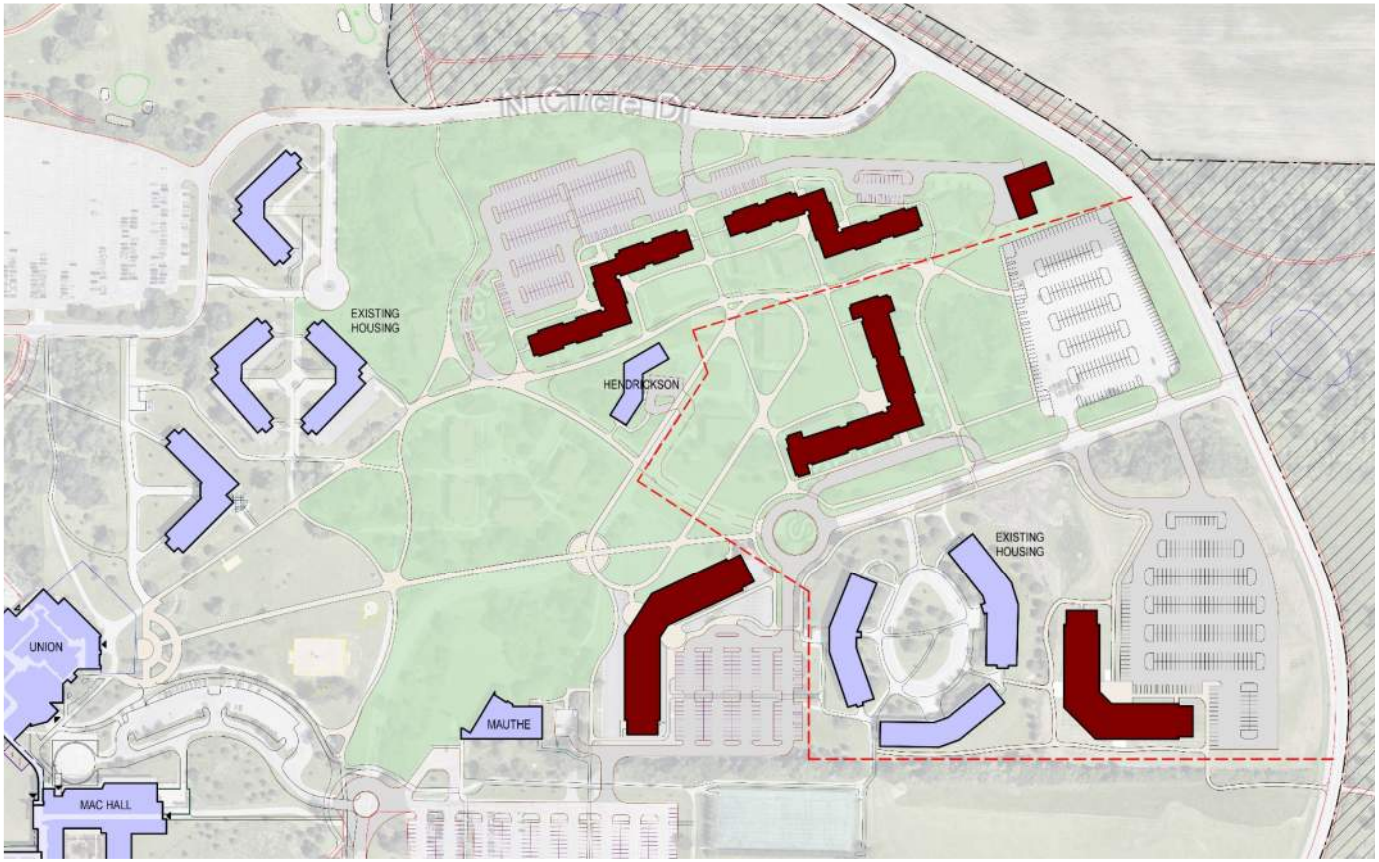
# Golf Course Repurposing – Married Student Housing



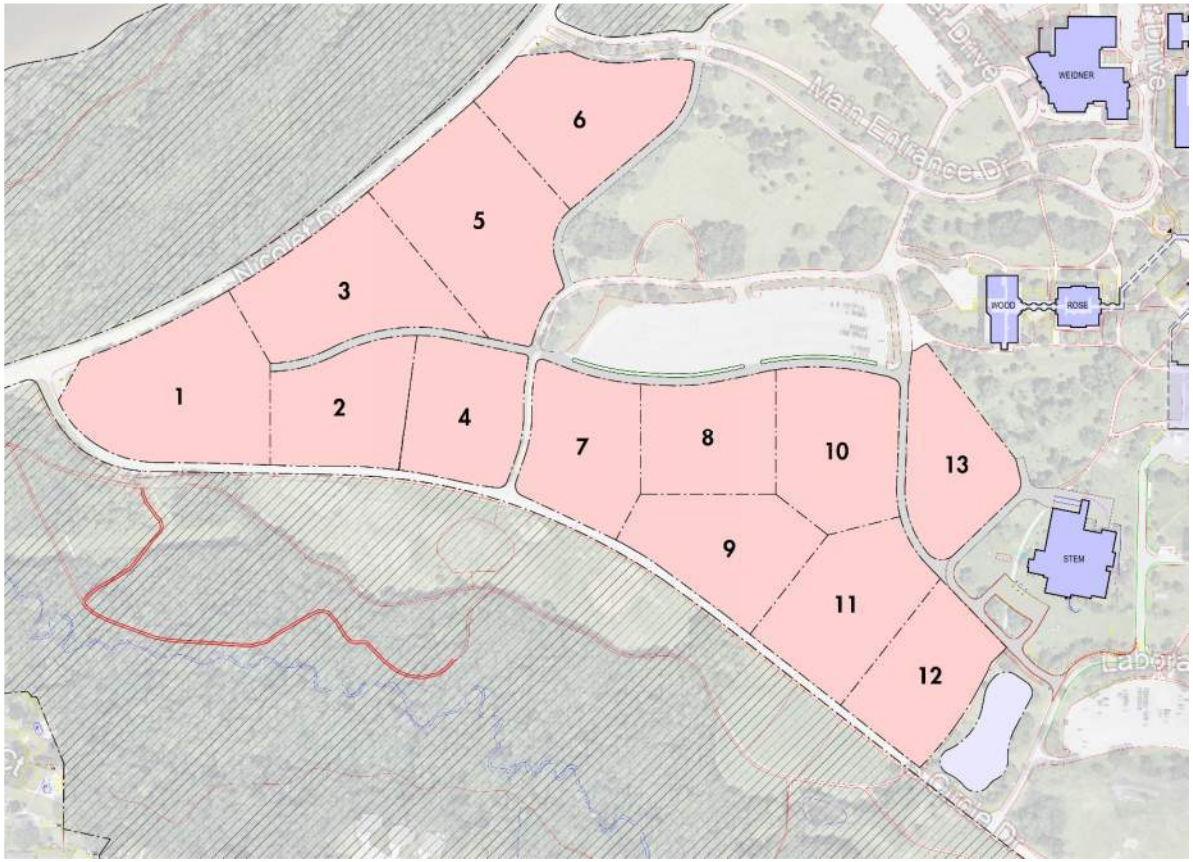
# Housing – Option from Housing MP



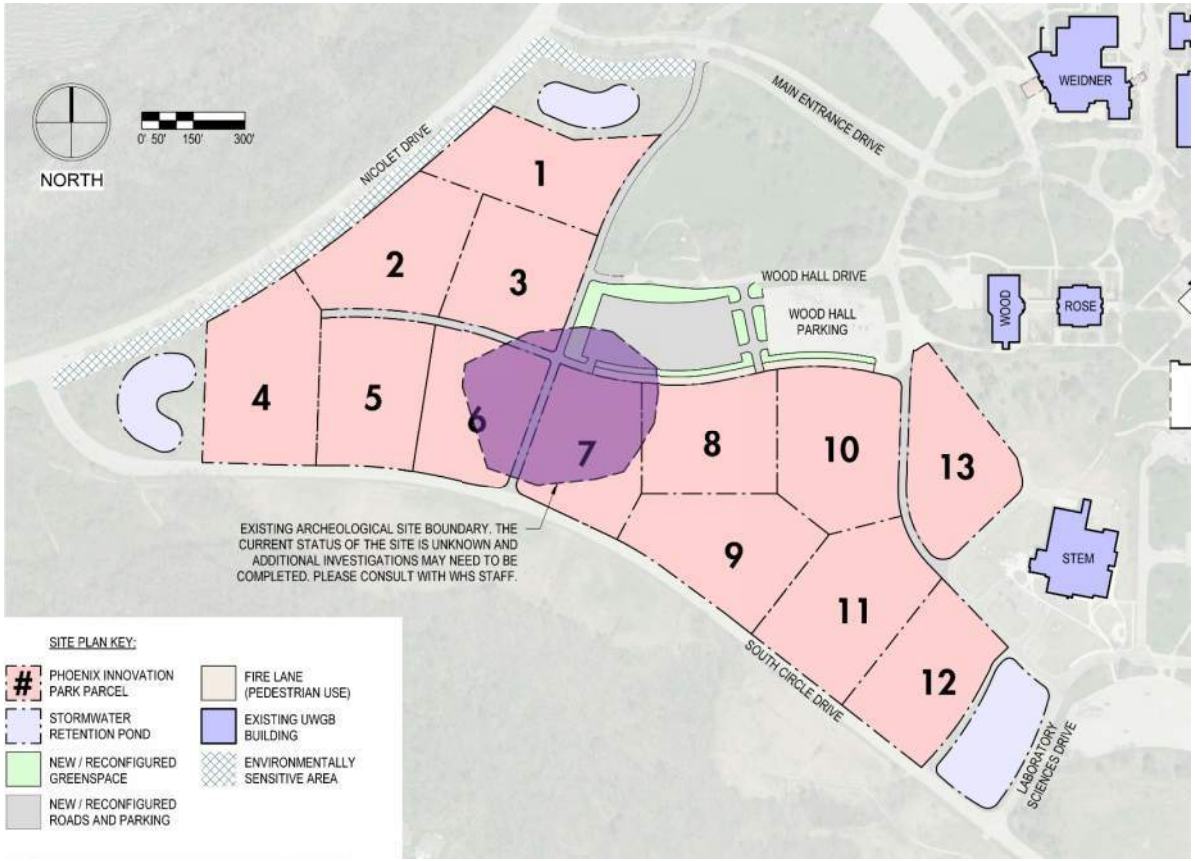
# Housing – Alternate Option



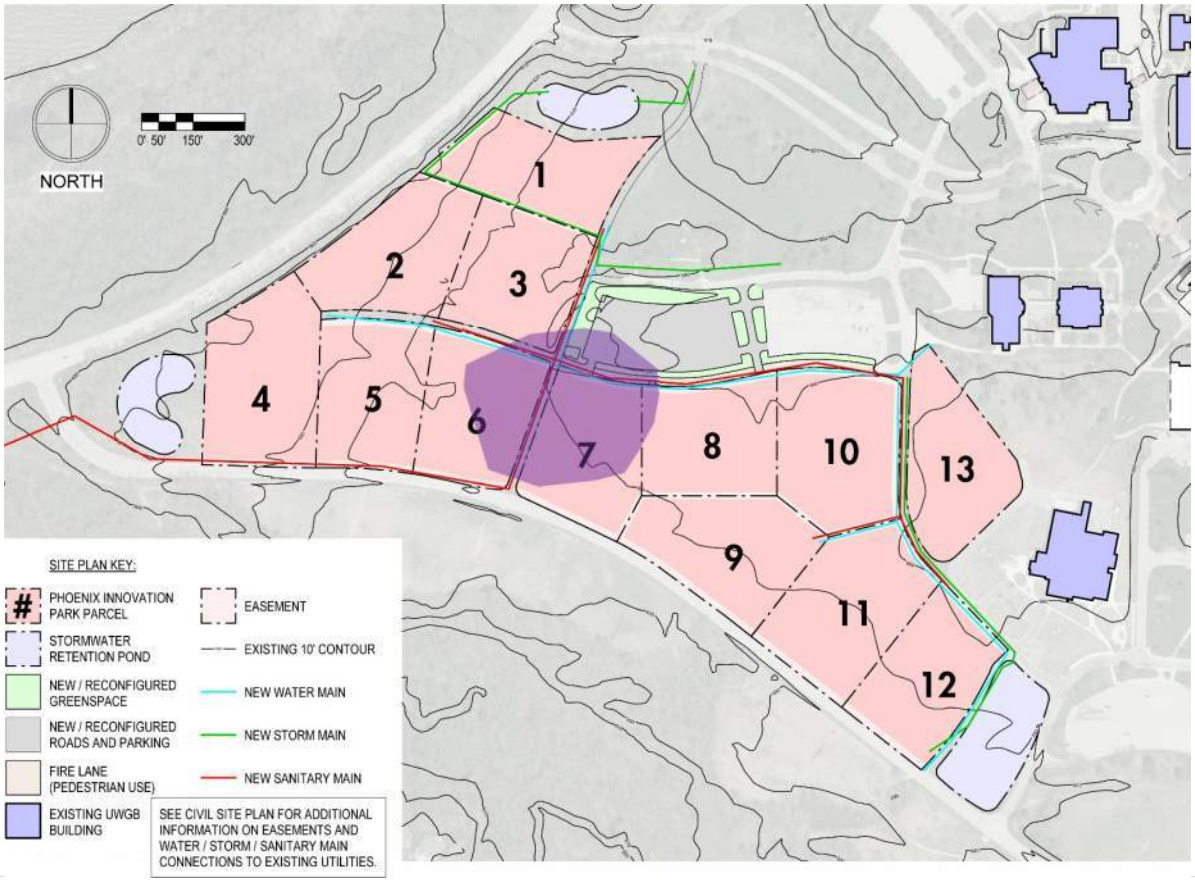
# Phoenix Innovation Park - Original



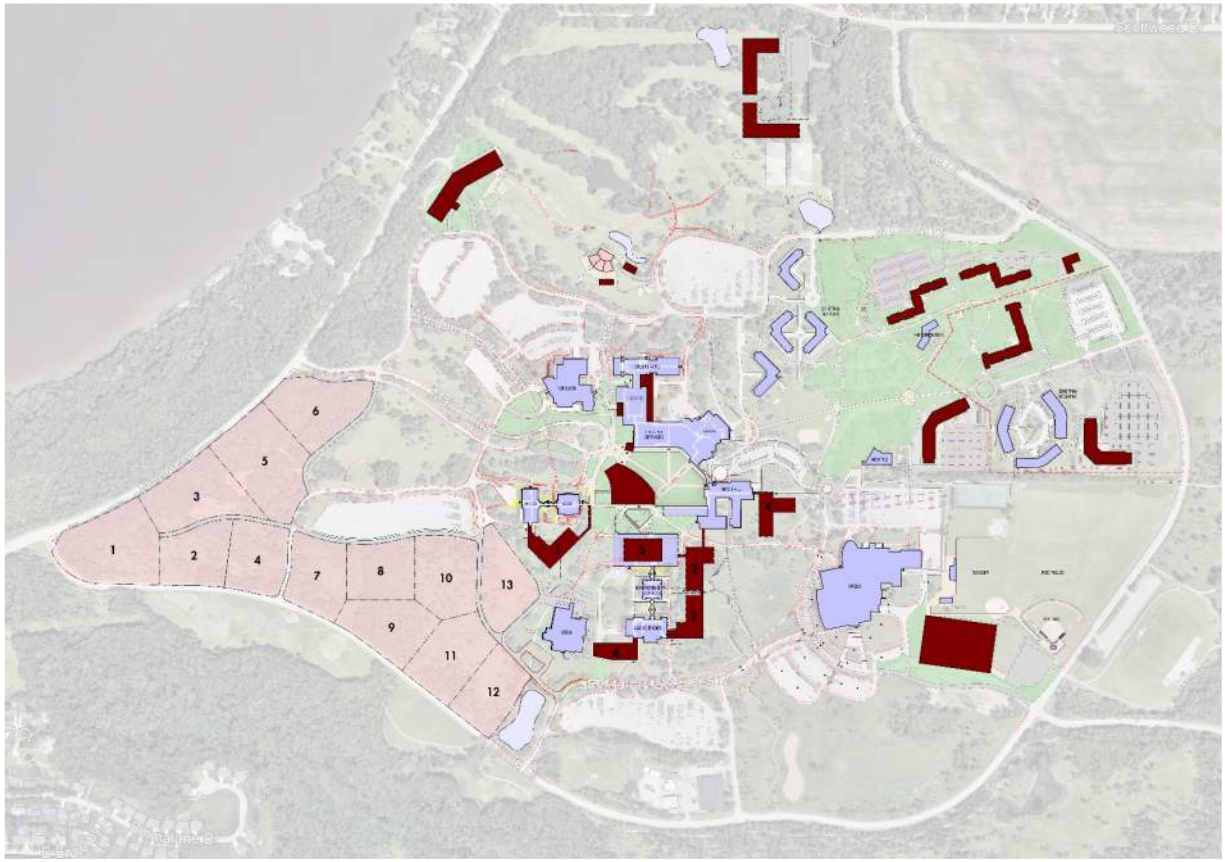
# Phoenix Innovation Park - Updated



# Phoenix Innovation Park - Updated



# Campus Composite



# MEETING NOTES | UWGB Campus Master Plan Update

Division of Facilities Development Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | April 8, 2022, 10:30 am -11:30 am |
| LOCATION | Conference Call |
| PURPOSE | Master Plan Update |

PRESENT

| | |
|---|---|
| X | Robert Hoffmann – DFD Project Manager |
| X | Tom Bittner – UW Systems Administration |
| X | Sheryl Van Gruensven – UWGB Campus Planning |
| X | Jeff Schulz – UWGB Campus Planning |
| X | Joe Huberty – Engberg Anderson |
| X | Jim Brown – Engberg Anderson |
| X | Drew Kemp-Baird – Engberg Anderson |
| X | Jared Vincent – Saiki Design |

**I. Core Principles**

A. The master plan will touch on proposed improvements to accompany each of the core principles. The updates for this meeting focus on:

1. Forward facing campus.
2. Respect and enhance the campus ecology.
3. Welcome visitors to campus.
4. Enhance the interior/exterior connections while creating a sense of place throughout campus.
5. Enhance/activate the quad while reinforcing the academic core.

**II. Existing Conditions**

A. The elevation change across campus presents challenges and opportunities in addition to the existing locations of buildings, streets, parking, and pathways.

1. The concourse/quad elevation is 70’ above the waterfront. Main Entrance Drive follows a natural depression/slope—clearing this out would create views to the bay from the heart of campus. The heart of campus is currently disconnected from the bay, as it is only visible from the top floor of Cofrin.

B. The steam tunnel is currently at capacity. Add a second chiller plant at the north end of campus to complete the steam tunnel loop and add capacity to place future buildings on campus steam.

1. Increasing the capacity at the existing chiller plant location would require replacing the steam tunnel that runs under the highway.

**III. Planning Diagrams**

A. Establish a central pedestrian core with Cofrin, the Quad, and the Union at the heart. Circulation through academic buildings connect the academic core to the heart of campus.

B. Learning streets bisect the circulation through the academic buildings and were conceived to move people into and out of the heart of campus. These learning streets connect the heart of campus to housing, the arboretum, and the bayfront.
   1. This concept was part of the original campus development plan.

C. Housing was originally planned at the terminus of each of the learning streets. Campus did not develop this way as student housing is solely located in the northeast quadrant of campus. Development of the Union, Mary Ann Cofrin, and the associated concourses has eliminated the direct connection of housing to the heart of campus. A secondary path through the golf course will connect housing with the bayfront and other recreational amenities.

D. Vehicular access to campus is via the front entry off Nicolet and the secondary entry via Leon Bond from Bay Settlement. The completed inner loop encircles the academic core. Visitor parking is allowed within the pedestrian core for ease of wayfinding, while commuter / student parking is near concourse entry points.
   1. Entries to academic buildings should be clear and welcoming. The composite plan will show potential academic buildings connecting to existing buildings at these entry locations.
   2. Closing South Circle Drive at Nicolet will make campus entry clearer. Campus entry is thus limited to Main Entrance Drive off Nicolet and Leon Bond Drive off Bay Settlement Rd.

E. Phoenix Innovation Park fills in the southwest quadrant, with vehicular and pedestrian connections to the central core access.

**IV. Central Core Planning Diagrams**

A. The current layout of the central core is confusing and uninviting, primarily due to the artificial topography created to cover concourse tunnels.
   1. Entry points to Cofrin and Student Services are difficult to find.
   2. Accessibility issues for anyone trying to reach the bus stop on Main Entrance Drive.
   3. The Quad is only accessible by going through buildings. This greatly hampers programming and interaction within the Quad, as students are not encouraged to go outside.

B. The new Cofrin Technology Center should be sited to provide a clear, welcoming, and forward-facing introduction to campus and correct the challenges presented by the existing topography and concourse routing.

C. Option 1 places Cofrin in roughly the same location as the existing building.

D. Option 2 moves Cofrin to the opposite side of the steam tunnel, increasing the Quad footprint while maintaining the existing circle at the end of Main Entrance Drive.

E. Option 3 reconfigures Main Entrance Drive along with relocating Cofrin. The concourse connecting MAC/IS with Rose/Wood also includes meeting and collaboration space for students that overlooks the Quad.

F. All options:
   1. Break the concourse from Student Services to Cofrin to allow direct outdoor entry into the Quad.
   2. Provide clear and useful pathways through the Quad via flat terrain so students are encouraged to go outside.
   3. Place vertical circulation at concourse entry points that allow for Quad access from plaza levels without going through an academic building.
   4. Add visitor parking along Main Entrance Drive with connections to Cofrin and Wood.

G. Comments:
   1. Option 3 was the preferred option.
   2. This option creates a newer face of campus, given that Wood has a new façade.
   3. Pathways between Student Services and Cofrin are outdoors (they could be a covered walk). UWGB does not take issue with breaking the existing concourse connection between these buildings.

H. An enlarged, accessible, and flat Quad presents myriad opportunities for student use, engagement, and interaction of all kinds and during all seasons.

**V. Golf Course Reimagined**

A. The golf course will be repurposed as a cross country course. The course should be routed with a path from student housing to the lakefront in mind as well as other potential uses for the golf course site (stormwater from housing and an amphitheater).

**VI. Clubhouse Reimagined**

A. Repurpose the existing clubhouse and storage sheds for student use and rec sports rental/storage.
   1. UWGB is beginning to repurpose the clubhouse as student space.
   2. Previous master plan schemes considered an inn/conference center on this site, but the student amenities would be more appropriate given the connection from housing to the bayfront.

B. Provide an event lawn with an overlook of the bay.

**VII. Engaging the Bayfront**

A. Develop Communiversity Park with a series of outdoor amenities for students to enjoy.
   1. Volleyball + Bag toss.
   2. Outdoor grilling.
   3. Fire pit.
   4. Event lawn.
   5. Kayak rental.

B. Connect Communiversity Park to Lambeau Cottage and the arboretum path along the waterfront.

C. Turn the Lambeau Cottage site into the primary trail head and parking for the arboretum. Parking for the arboretum is currently along the stretch of South Circle Drive that will be removed.

**VIII. Phoenix Innovation Park**

A. Phoenix Innovation Park can still be accessed from Main Entrance Drive, even with the removal of South Circle Drive.
   1. Phoenix Innovation Park site has changed per the sketch from Sheryl. Consider how the campus entry experience will be impacted by placing private business buildings along the entrance into campus. Campus entry is at the end of the business park.
   2. Campus provided site selection diagram provided for information.

**IX. Classroom Utilization Study**

A. EA sent out a final draft of the classroom utilization study. UWSA sent comments.

B. UWGB to work on meeting with the Provost, Deans, Department chairs of each school to discuss classroom condition and utilization.
   1. Meet with each college separately.
   2. EA offered to meet one-on-one with the deans during the last round of information gathering, but instead sent a questionnaire at UWGB's request.

**X. Closing**

A. Anything else?

B. Action Items & Homework/Assignments for next meeting
   1. EA:
      a. Update campus composite for the master plan document.
   2. DFD PM:
   3. UW System Rep:
   4. Agency/User Group Rep:
      a. Coordinate meetings with colleges on classroom utilization.
   5. Next Meeting – Late April, date and time TBD.

C. Next Meeting – Required Attendees: Core team.

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**C. Drew Kemp-Baird**

***Copied Attendees***

EA File Name: Y:\Madison Projects\2020 3139\203162 UWGB Campus Master Plan\1-Project Administration\7-Meetings\8 Core Meeting 040822\20A1M Meeting Minutes.Docx

UNIVERSITY OF WISCONSIN – GREEN BAY

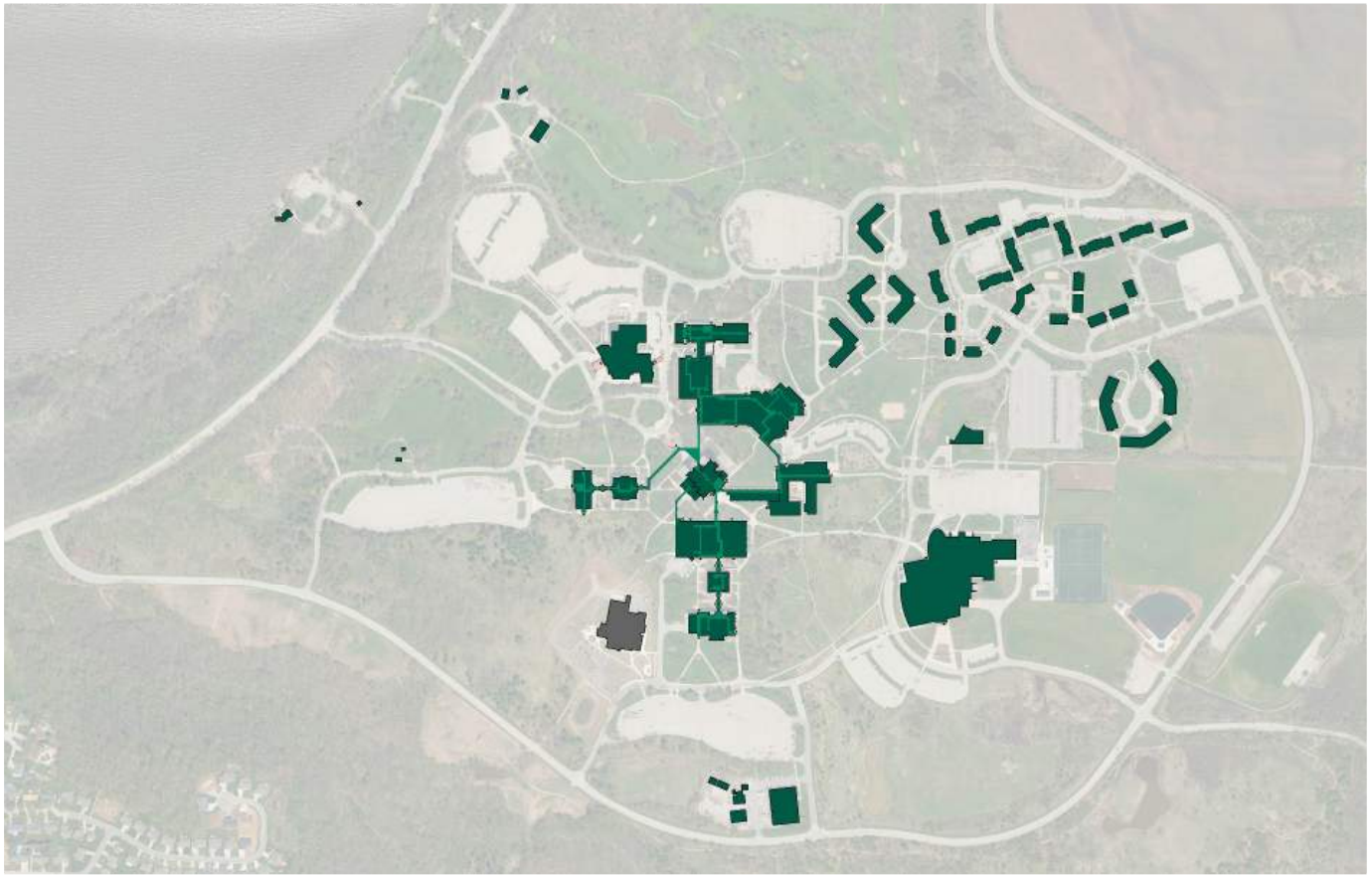
# MASTER PLAN UPDATE

PROJECT No. 20A1M

# Core Principles

- **Forward Facing Campus**
- **Embrace, Protect and Enhance the Arboretum and Natural Setting**
- **Respect and Enhance the Campus Ecology**
- **Welcome visitors to campus**
- **Identifiable concourse entries**
- **Enhance the interior / exterior connections while Creating a Sense of Place throughout Campus**
- **Enhance / Activate the Quad while Reinforcing the Academic Core**
- **Update On-Campus living accommodations**
- **Community Connectivity**
- **Transportation – Walk, Bike, Park**
- **Accommodate Emerging and Growing Academic Programs**

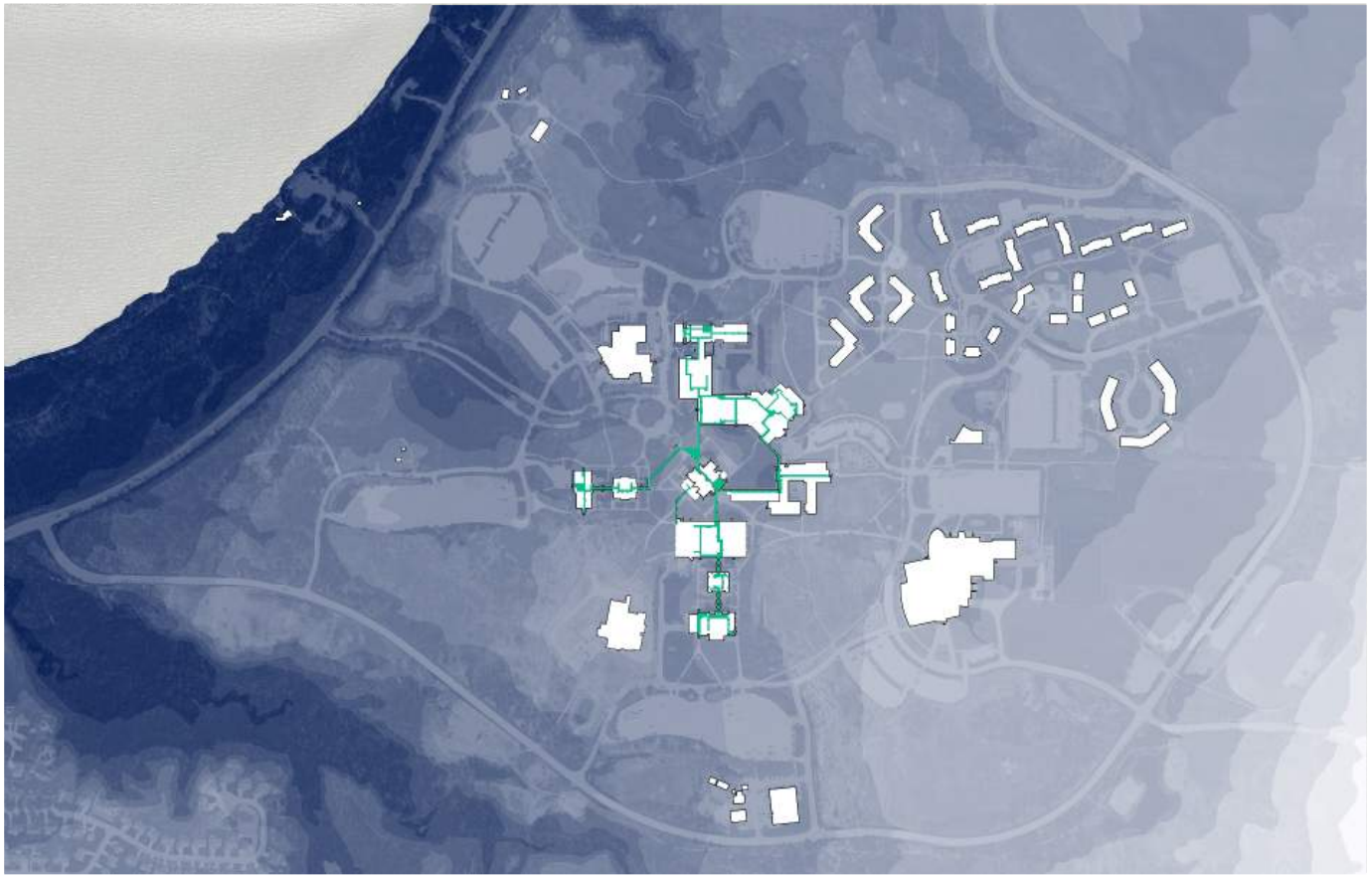
# Existing Conditions



**Existing Buildings:**

- Building Footprint
- Concourse
- STEM Building

# Existing Contours

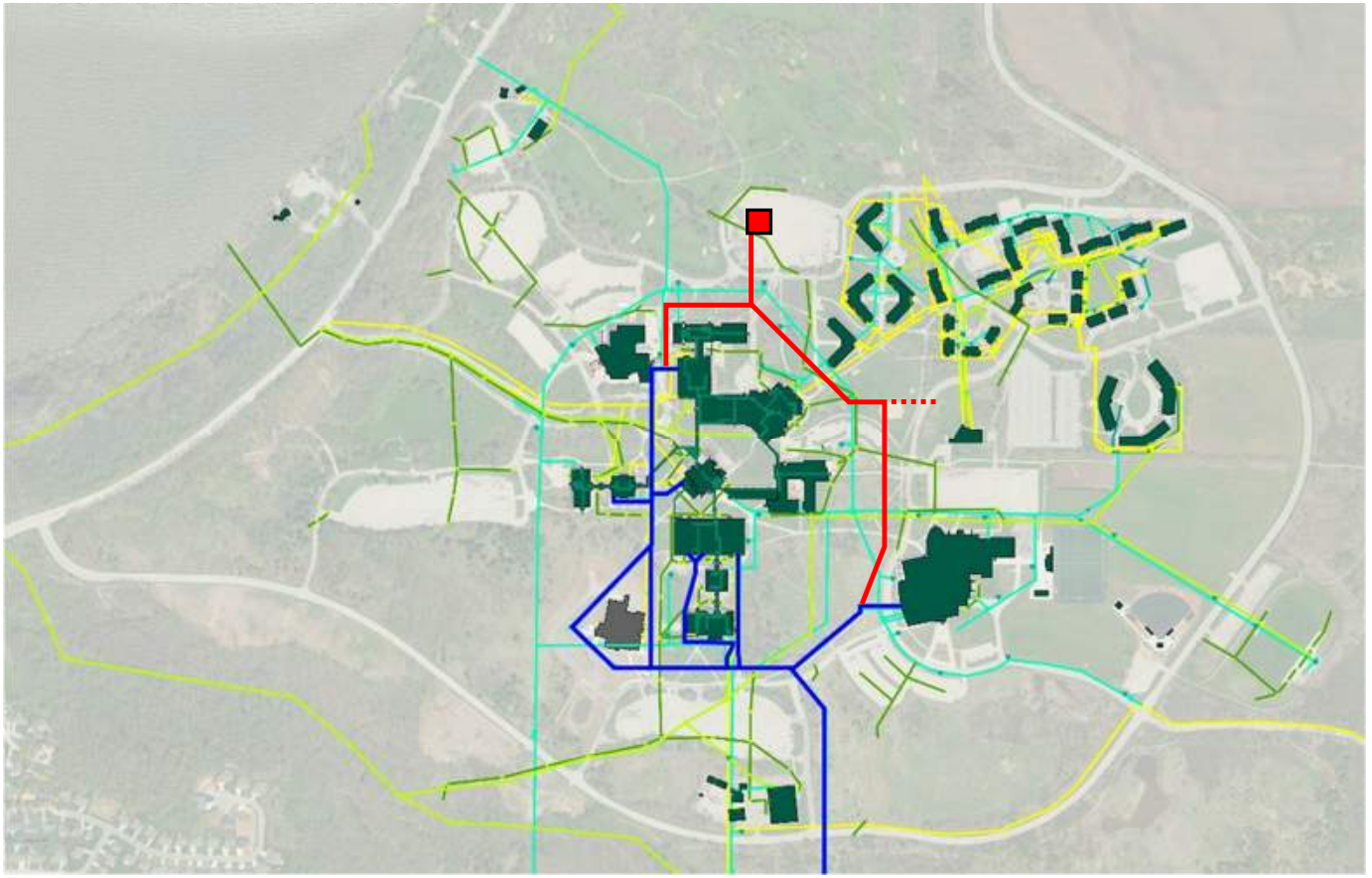


(660’) **+90’** **Housing**

(640’) **+70’** **Concourse + Quad**

(570’) **+0’** **Waterfront**

# Underground Utilities



**Existing Utilities:**

- Steam Tunnel
- Water
- Gas
- Sanitary
- Storm

**New Utilities:**

- Steam Tunnel
- Chiller Plant

# Establish Central Pedestrian Core

**Key:**

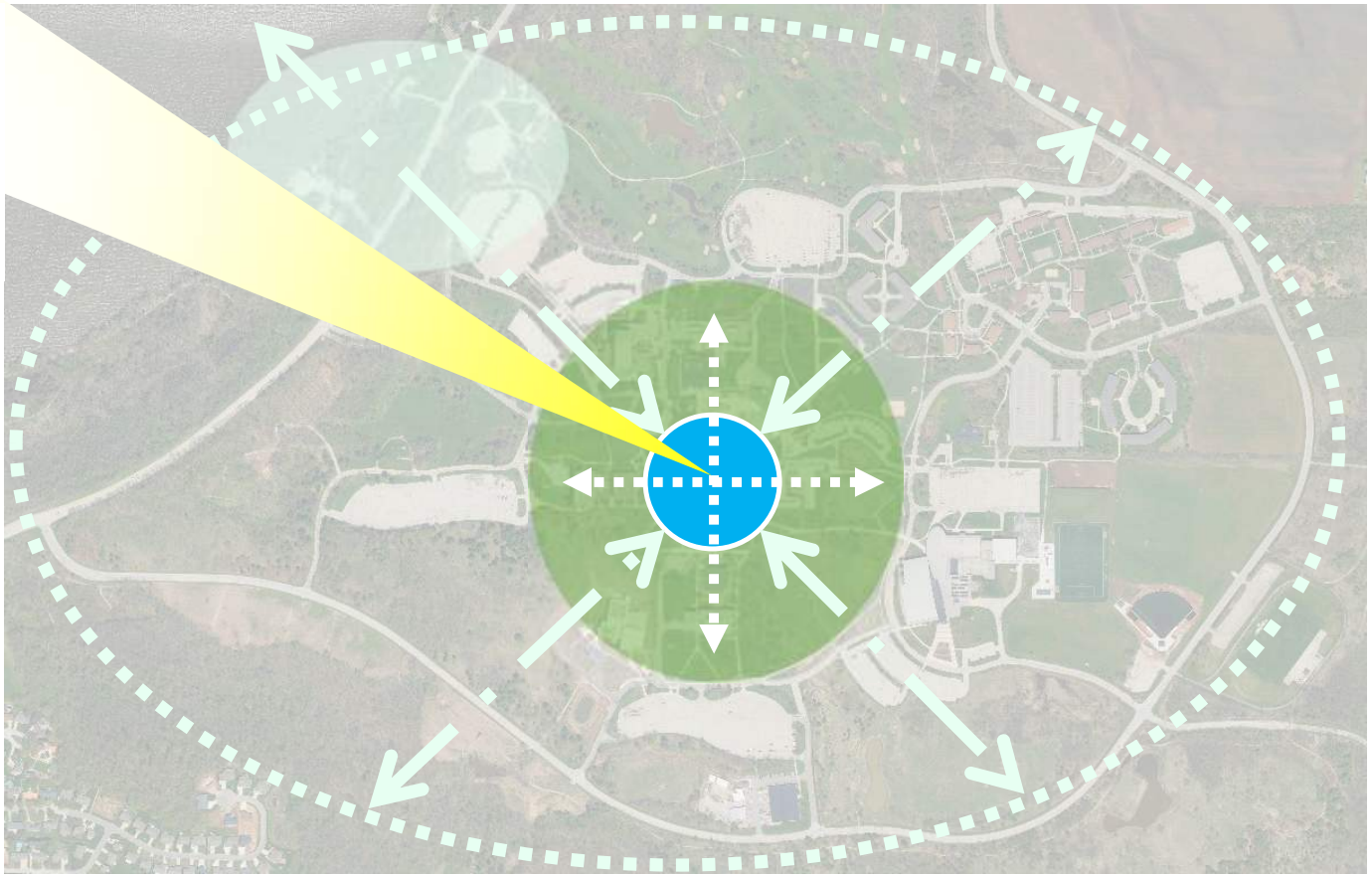
Academic Core

Heart of Campus

Cofrin, Quad, Union

Circulation through Academic Buildings

# Central Core Connection to Arboretum



**Key:**

Learning Streets

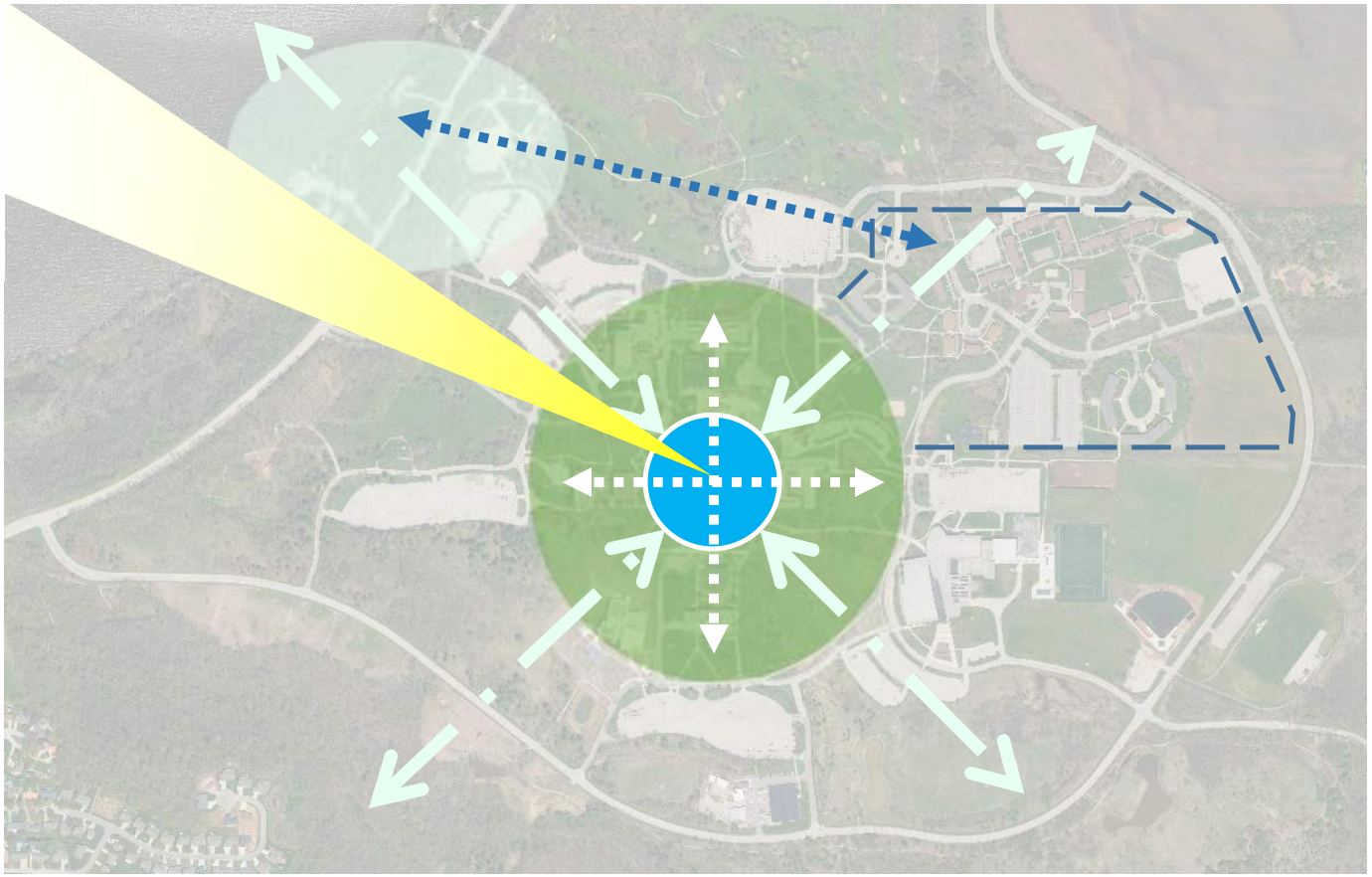
Bayfront Engagement

Lambeau Cottage
Communiversity Park
Golf Clubhouse Repurposing

Arboretum Loop

View Corridor to Bay

# Housing Connection to Bay

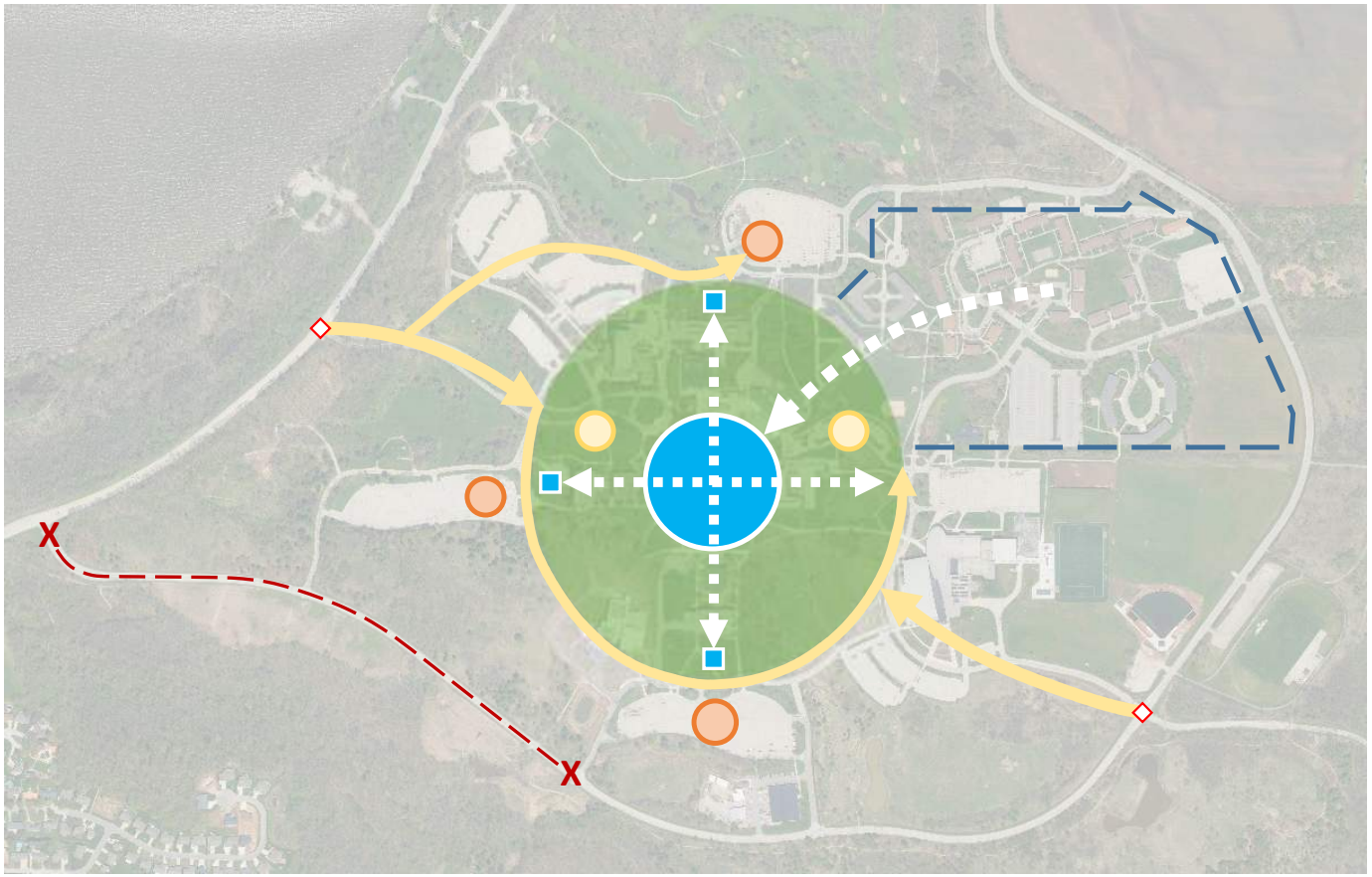


**Key:**

Student Housing

Pedestrian Circulation

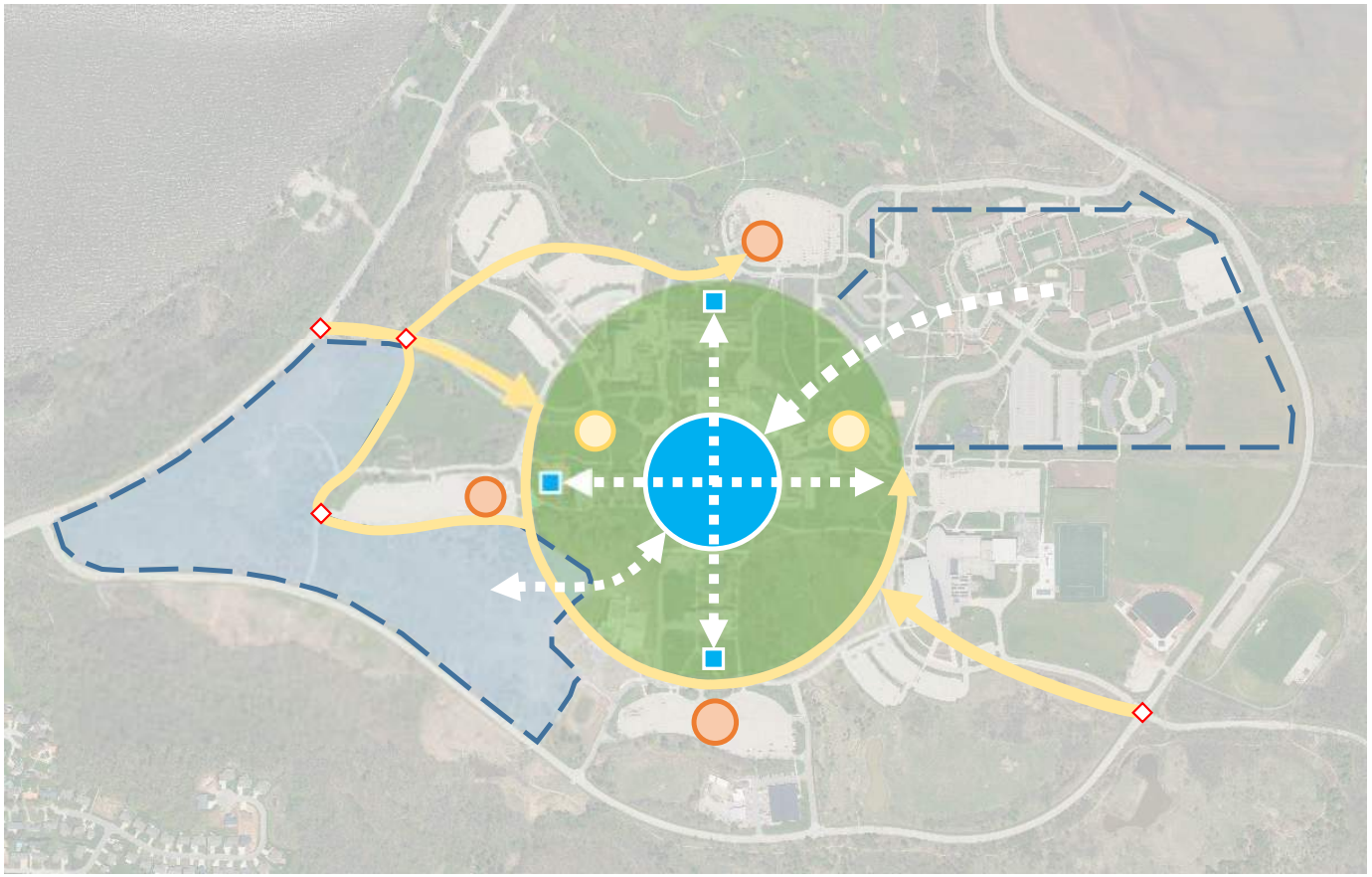
# Access to Central Core




**Key:**

- Student Housing
- Pedestrian Circulation
- Concourse Entry
- Vehicular Circulation
- Student Parking
- Visitor Parking
- Entry Signage

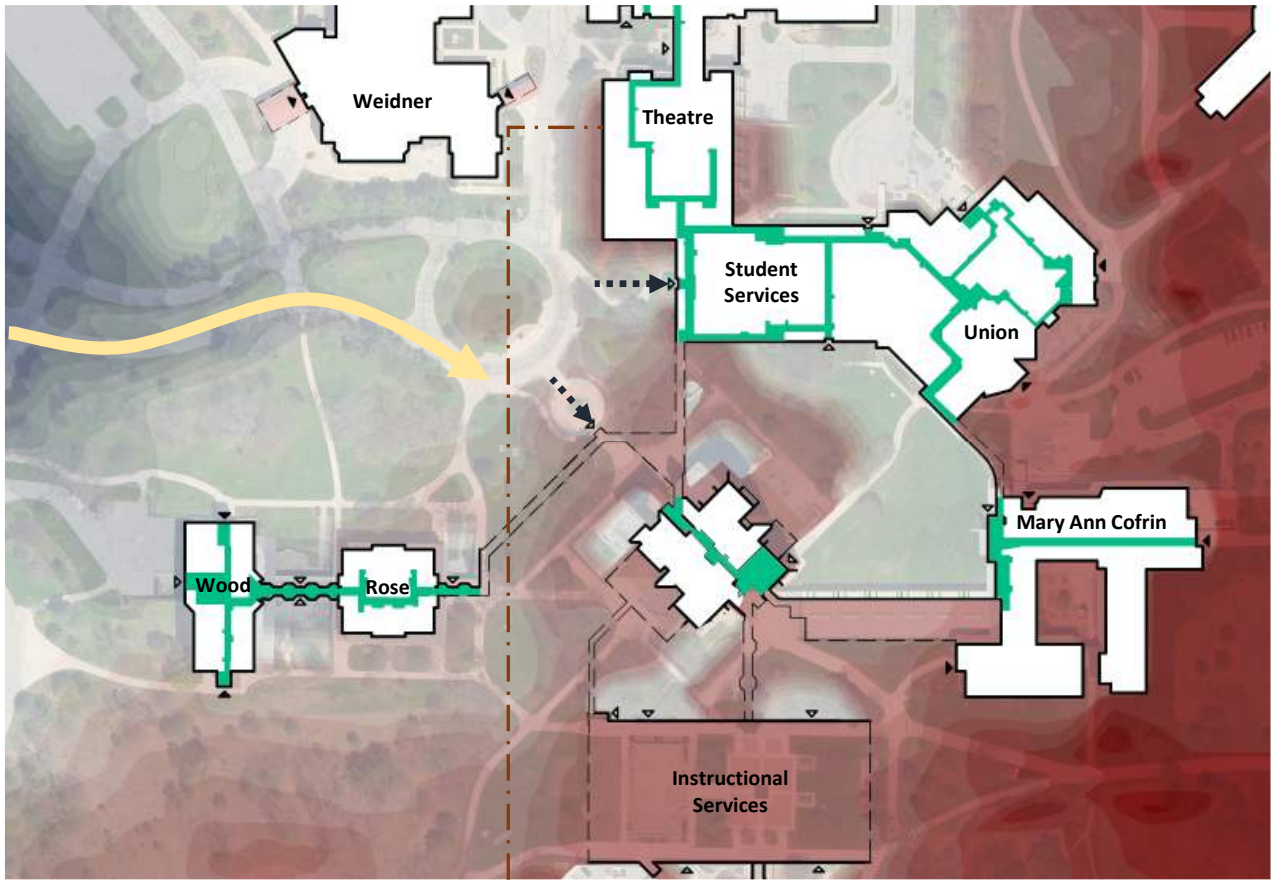
# Phoenix Innovation Park



**Key:**

- Phoenix Innovation Park Boundary
- Pedestrian Circulation
- Vehicular Circulation
- Entry Signage

# Central Core: Existing




**Entry points are difficult to see while approaching the center of campus.**

**Outdoor spaces at equal elevations are disconnected.**

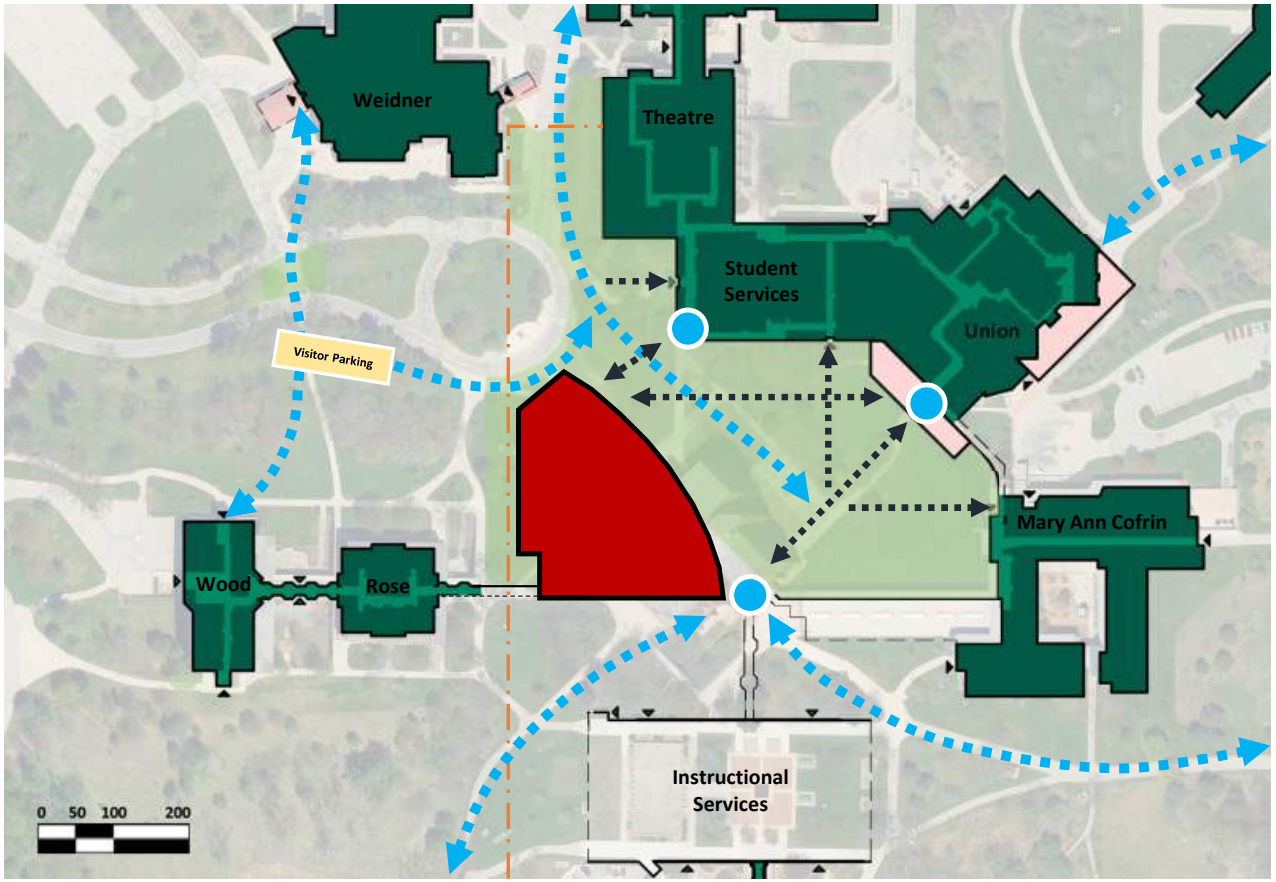
**No direct access to Quad without going indoors or over hills. Presents accessibility issues.**

+660’ **Housing**

+640’ **Concourse + Quad**

**To Waterfront**

# Cofrin Replacement: Option 1




**Enter Cofrin, Student Services, and the Quad at same elevation.**

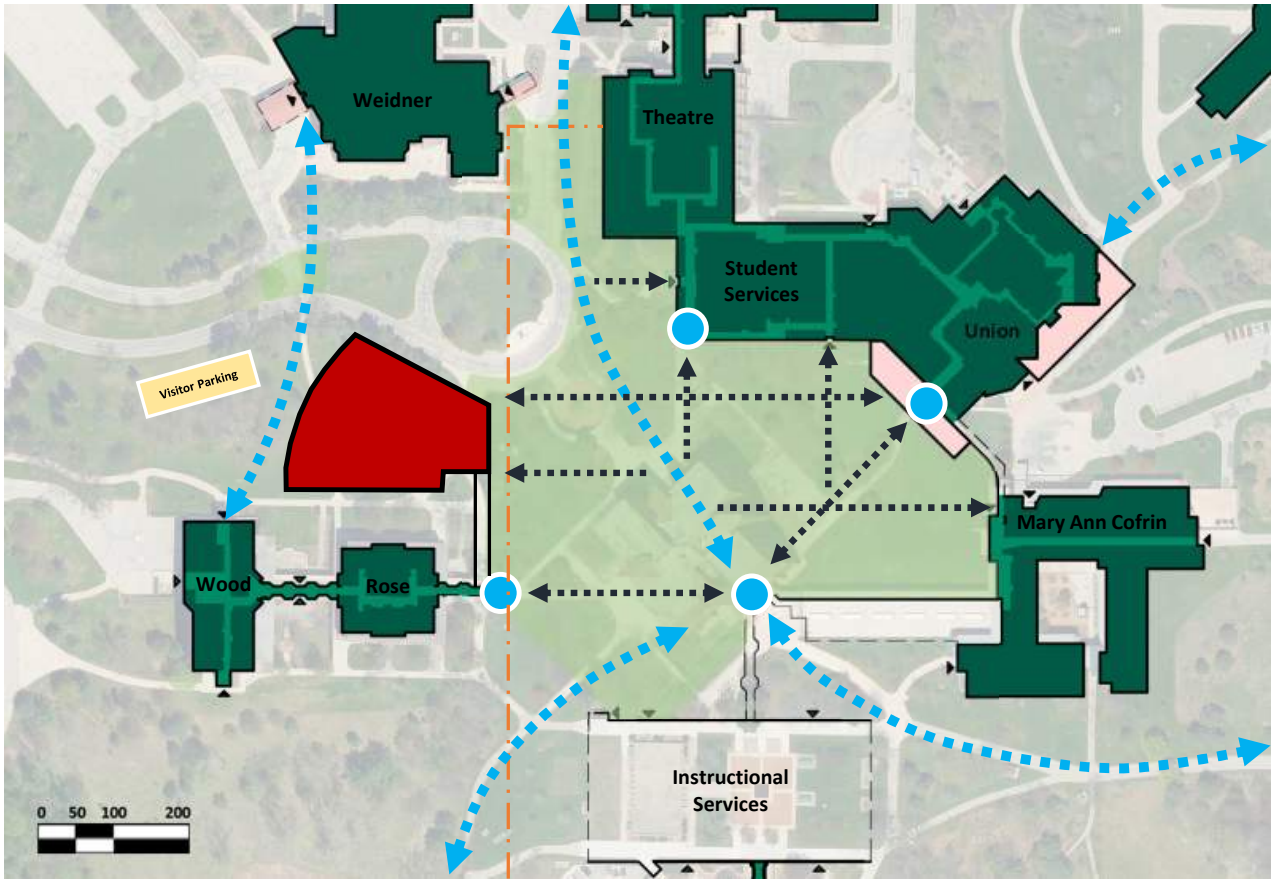
**Direct access to the Quad from Circle drive.**

**Rebuild existing concourse connections between Cofrin and Rose, IS, and MAC Hall.**

**Provide clear vertical circulation into Quad from learning streets.**

**Create roundabout at Weidner/Theatre Hall entry.**

# Cofrin Replacement: Option 2



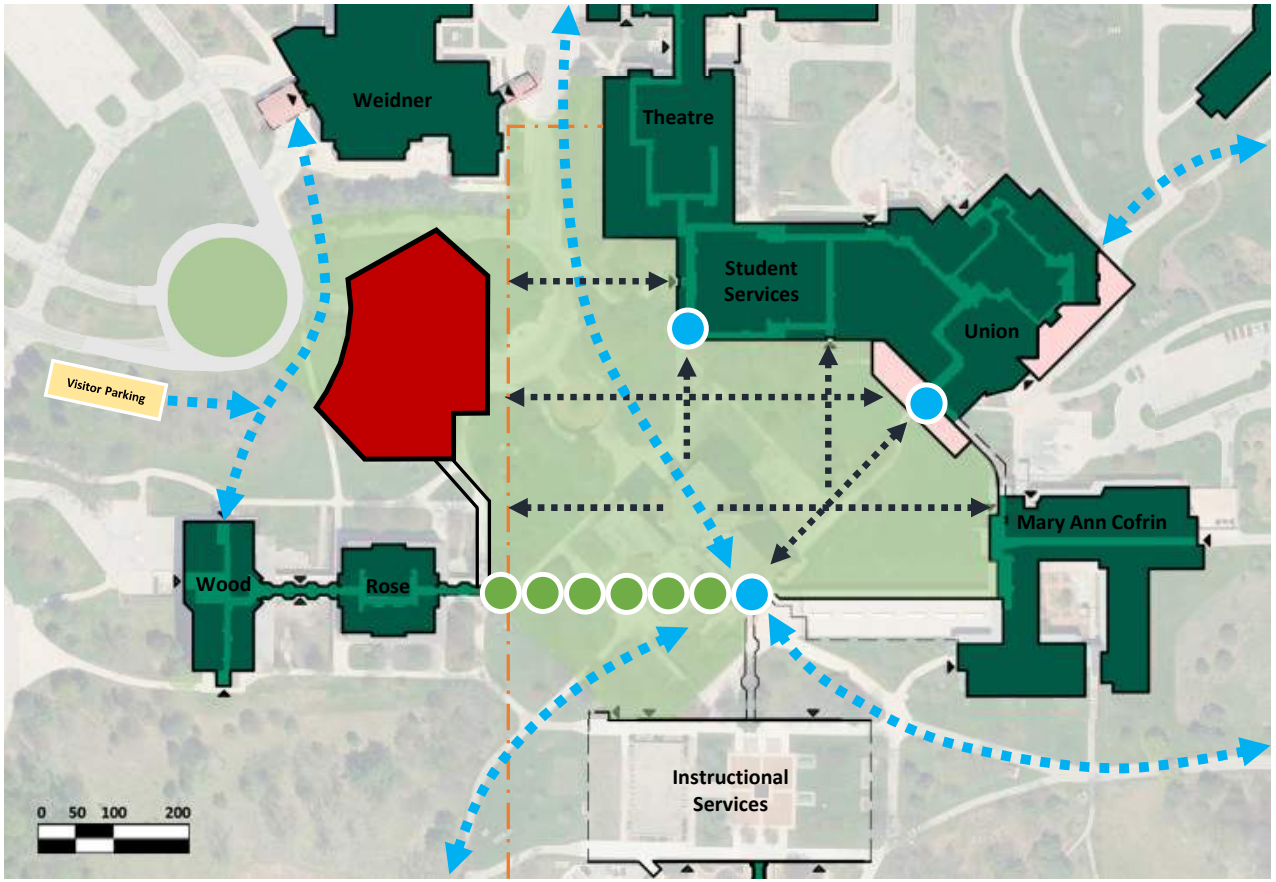

**Relocate Cofrin to the opposite side of the steam tunnel.**

**Orient Cofrin for views from drive and of the Bay.**

**Expand the Quad and eliminate isolated areas.**

**Maintain existing Main Entrance Drive routing.**

# Cofrin Replacement: Option 3




**Relocate Cofrin to the opposite side of the steam tunnel.**

**Align Cofrin with Wood and Weidner; shift entry circle.**

**Orient Cofrin for views from drive and of the Bay.**

**Expand the Quad and eliminate isolated areas.**

**Integrate student meeting spaces with concourse between MAC/IS and Rose.**

# Reimagining the Quad

**Iconography**

**Pathways**

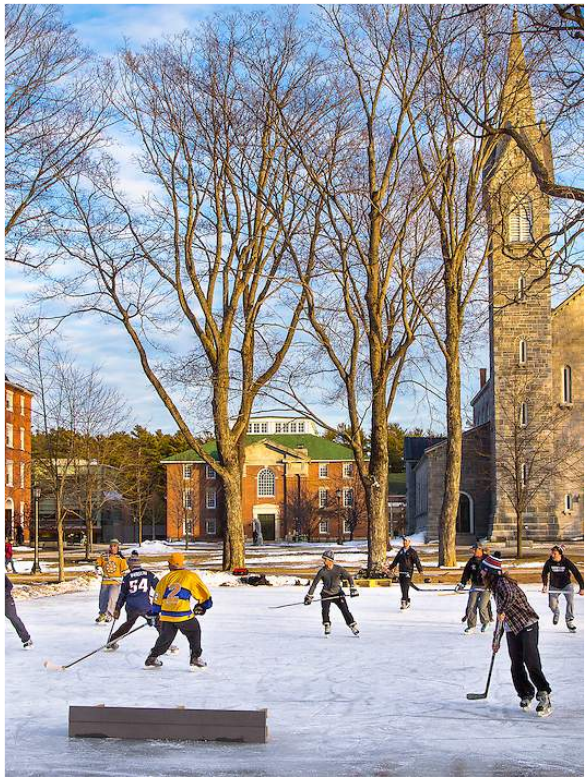
**Memories**

# Reimagining the Quad

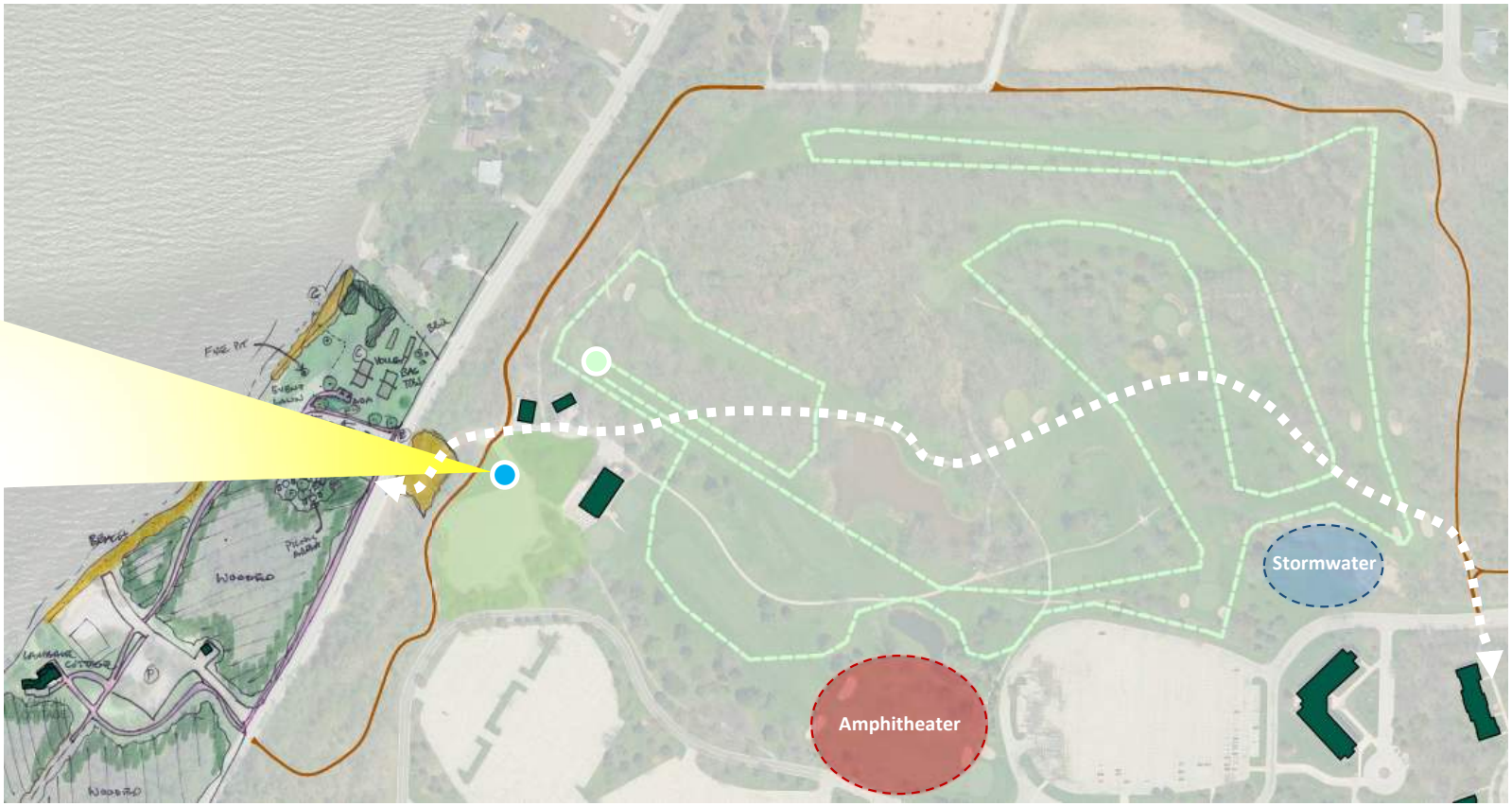
**Meeting**

**Studying**

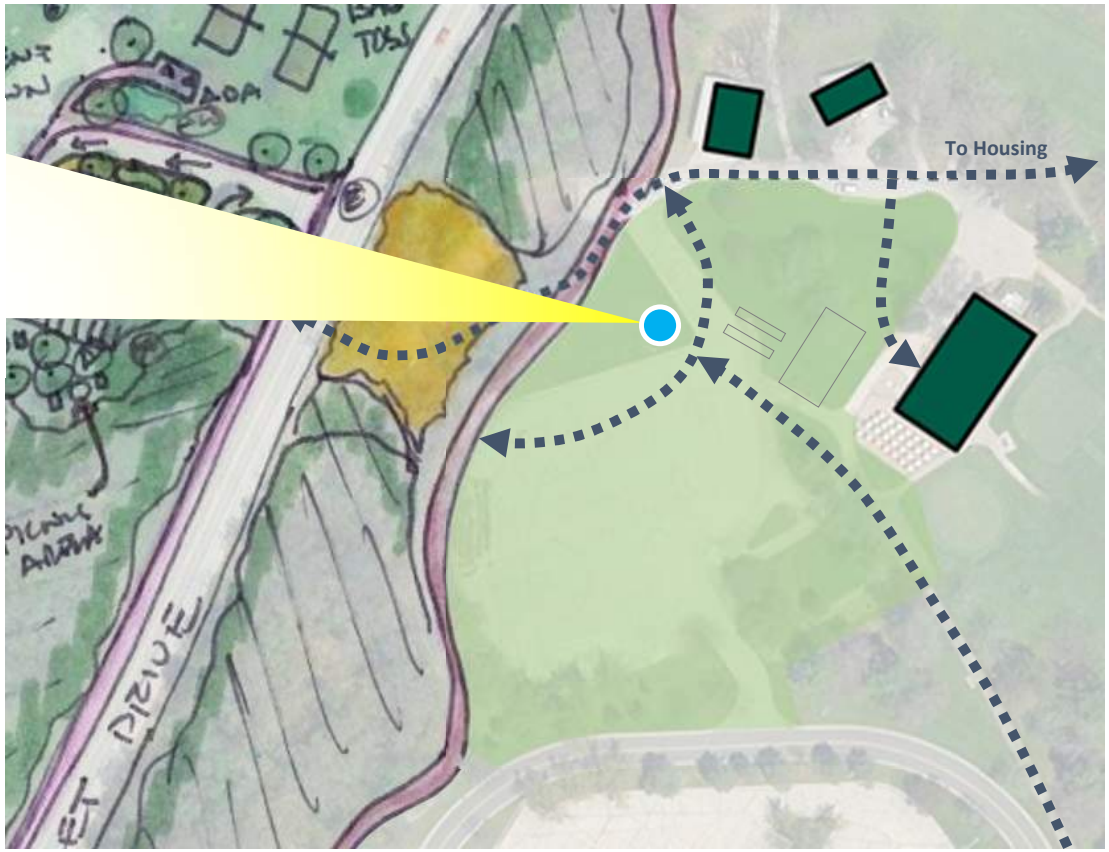
**Recreation**



# Reimagining the Golf Course



# Reimagining the Clubhouse




**Repurpose existing clubhouse**

**Rec sports rental/storage**

**Connection to Housing**

**Event lawn with overlook**

# Bayfront: Communiversity Park

**Volleyball + Bag Toss**

# Bayfront: Communiversity Park

**Outdoor Grilling**

# Bayfront: Communiversity Park

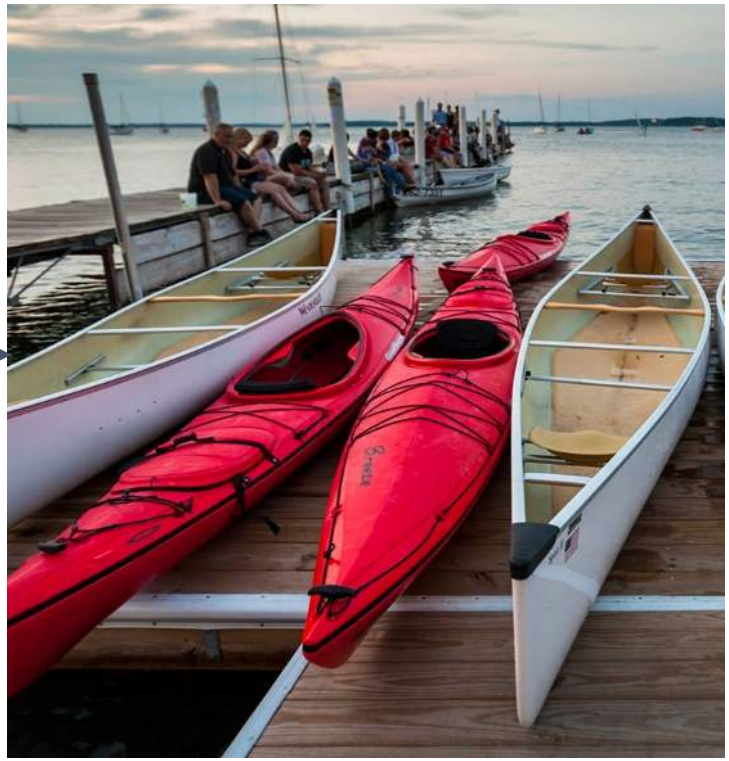
**Fire Pit**

# Bayfront: Communiversity Park

**Event Lawn**

# Bayfront: Communiversity Park

**Kayak Launch**



# Bayfront: Lambeau Cottage

**Bayfront Arboretum Path**

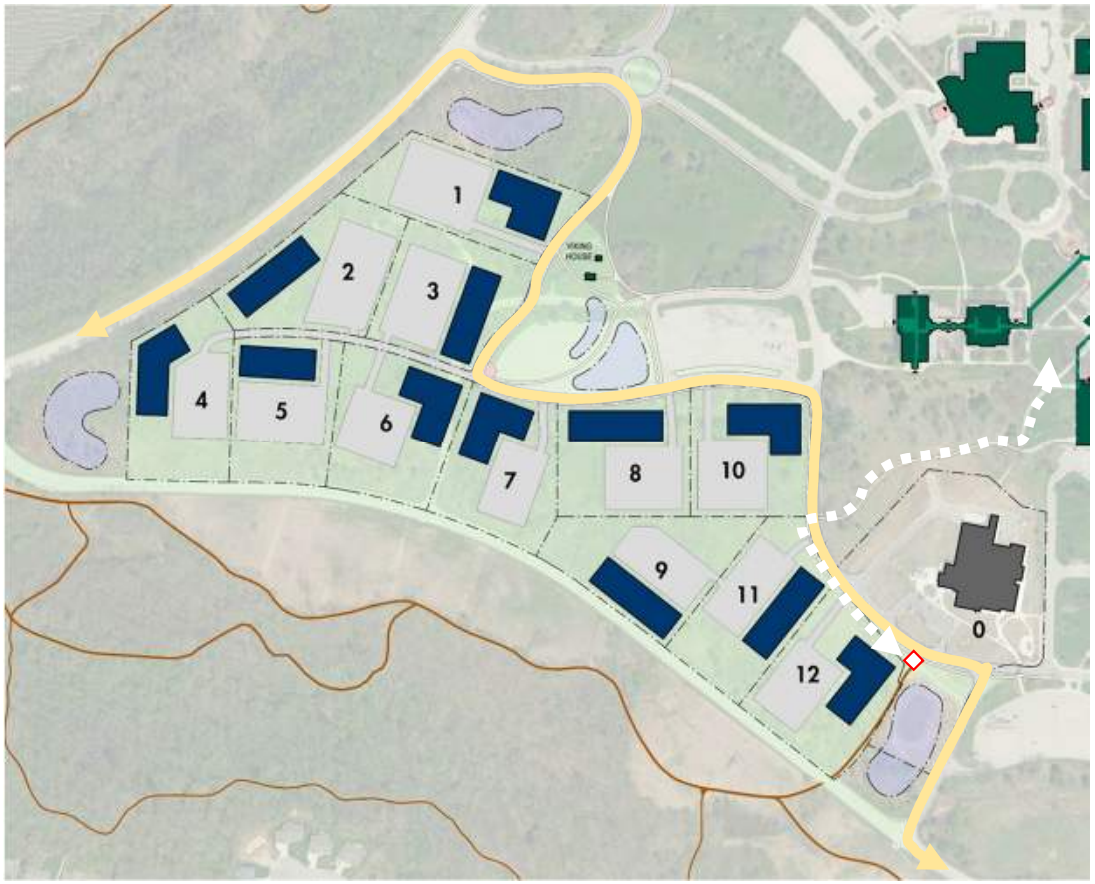
# Bayfront: Lambeau Cottage

**Arboretum Parking + Trail Head**

# Bayfront: Lambeau Cottage

**Lambeau Cottage**

# Phoenix Innovation Park




**Vehicular access from Main Entrance Drive and Lab Sciences parking.**

**Learning street to Arboretum.**

**Building density around greenspace.**

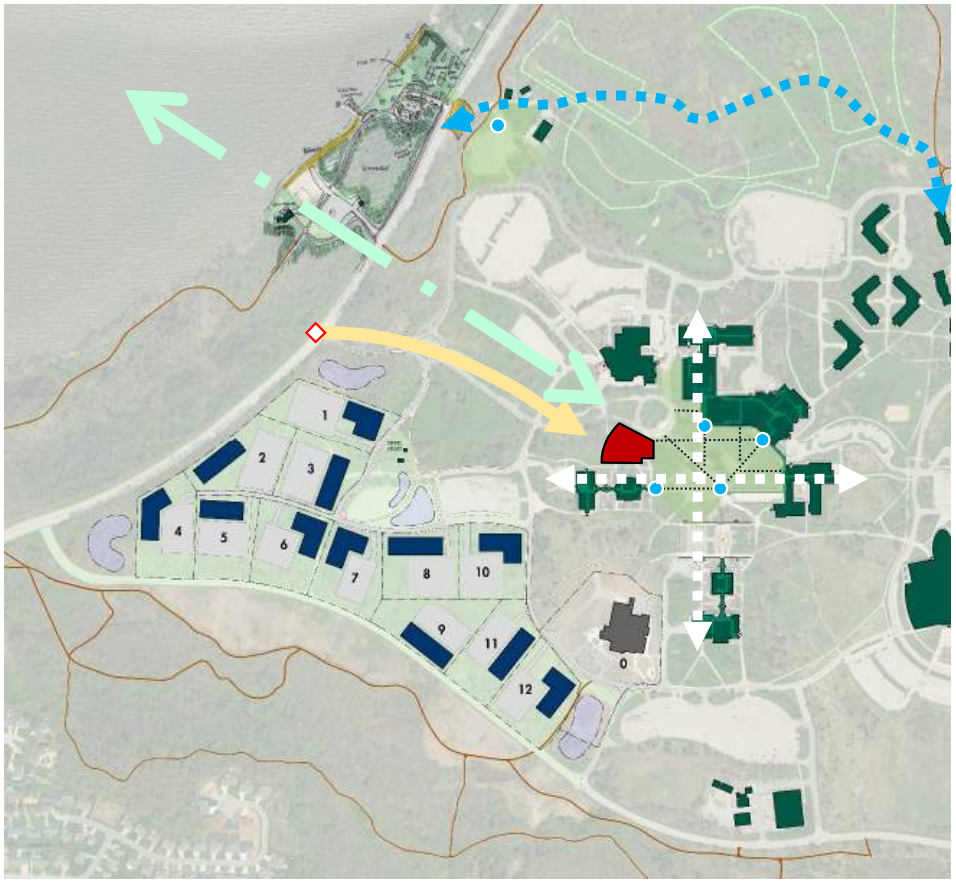
**Key:**

Pedestrian Circulation

Vehicular Circulation

Arboretum Trail Head

# Revisit Core Principles



- Forward Facing Campus
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UNIVERSITY OF WISCONSIN – GREEN BAY

# MASTER PLAN UPDATE

PROJECT No. 20A1M

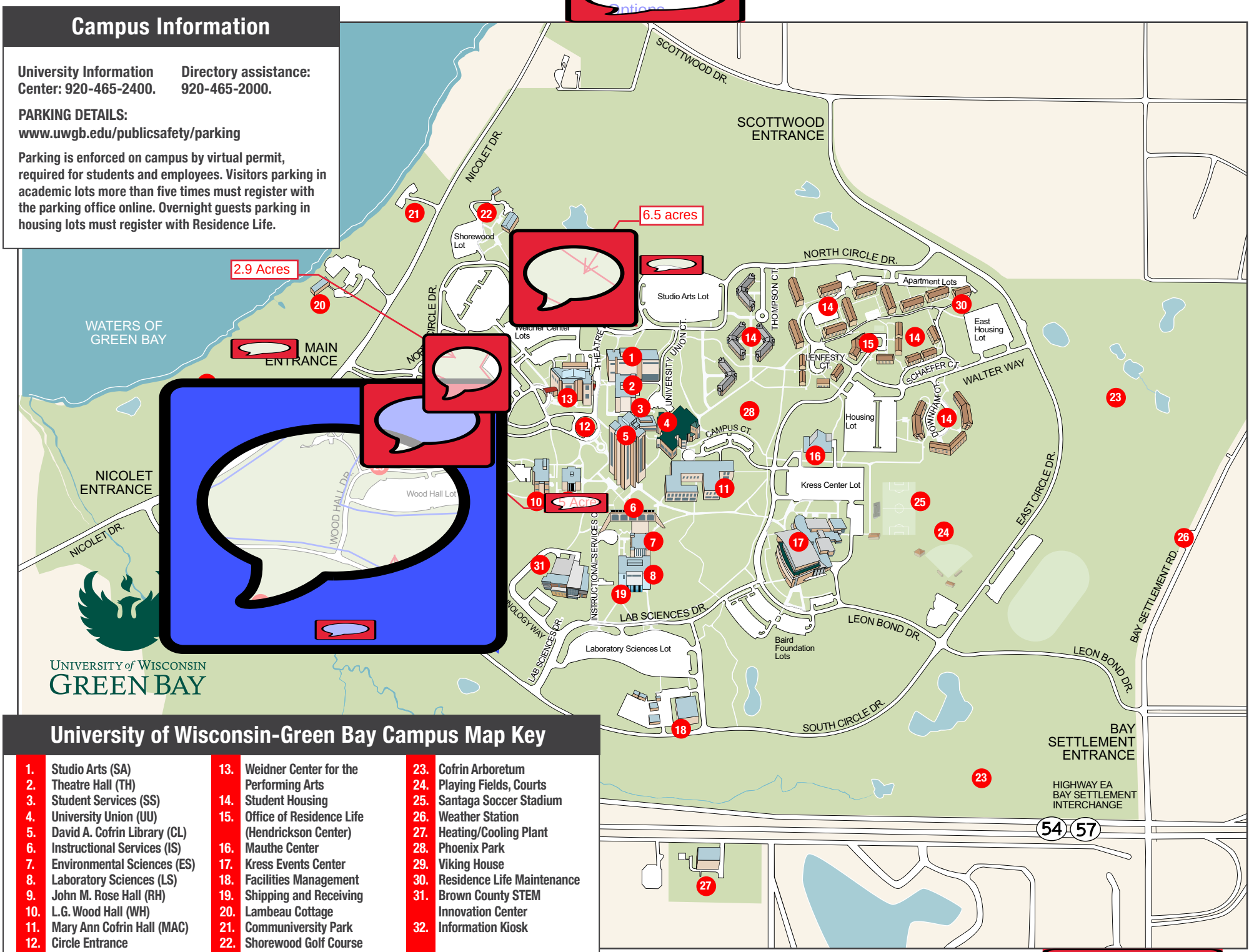
## Campus Information

**University Information Center: 920-465-2400.**

**Directory assistance: 920-465-2000.**

**PARKING DETAILS:**
**www.uwgb.edu/publicsafety/parking**

**Parking is enforced on campus by virtual permit, required for students and employees. Visitors parking in academic lots more than five times must register with the parking office online. Overnight guests parking in housing lots must register with Residence Life.**




## University of Wisconsin-Green Bay Campus Map Key

1. Studio Arts (SA)
2. Theatre Hall (TH)
3. Student Services (SS)
4. University Union (UU)
5. David A. Cofrin Library (CL)
6. Instructional Services (IS)
7. Environmental Sciences (ES)
8. Laboratory Sciences (LS)
9. John M. Rose Hall (RH)
10. L.G. Wood Hall (WH)
11. Mary Ann Cofrin Hall (MAC)
12. Circle Entrance
13. Weidner Center for the Performing Arts
14. Student Housing
15. Office of Residence Life (Hendrickson Center)
16. Mauthe Center
17. Kress Events Center
18. Facilities Management
19. Shipping and Receiving
20. Lambeau Cottage
21. Communiversity Park
22. Shorewood Golf Course
23. Cofrin Arboretum
24. Playing Fields, Courts
25. Santaga Soccer Stadium
26. Weather Station
27. Heating/Cooling Plant
28. Phoenix Park
29. Viking House
30. Residence Life Maintenance
31. Brown County STEM Innovation Center
32. Information Kiosk

# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 22, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Athletics |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Charles Guthrie – UWGB Director of Athletics |
| X | Cory Schroeder – UWGB Womens Volleyball - Assistant Coach |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. General
    a. Reviewed the 2009 Athletics Master Plan
        i. Completed projects have not followed 2009 Athletics Master Plan.
    b. Proximity to Kress from Housing is better than most campuses.
    c. Connection to Campus
        i. Kress Center (Rec Sports) reports to The VC of Students Affairs
        ii. Athletics reports to the Chancellor.
3. Kress Center
    a. Athletics
        i. Women's Basketball is at the Kress Center
            1. 3,800 fans – capacity.
            2. GB community supports and attends.
        ii. Men's Basketball is at the Resch Center
            1. Currently at Kress due to COVID, will not stay there after Covid
                a. Goal in using Resch is to increase local attendance.
                b. 2018 – 2,475 2019 – 2,107 (5th in conf and 200th in nation).
            2. $8k/ event rental fee.
            3. Making changes to the program to increase fan base

iii. Tennis is not coming back.
iv. Football is unlikely.

b. Student Activities
   i. UWGB students seem to keep to themselves more than at other campuses.
   ii. Kress is a good hang-out for athletes.
   iii. Kress east/west fitness is a good ha ng-out spot but not the rest of the facility.
   iv. Pool and Locker Rooms
      1. Pool gets used but locker room use has changed over time
      2. Considered to be a quality pool by visitors – oldie but goodie.
      3. Small project (under $300k) planned to paint floor/make updates
   v. Outdoor Fields
      1. Don't need another outdoor field

c. Parking and Access
   i. Student Parking
      1. Walkable from academics and housing areas
         a. Students typically enter through north doors
      2. Commuters might park there, but Res Life students walk
      3. Athletes and coaches park in the Baird Lot
         a. Access doors on south side of Kress Center
   ii. Event Parking
      1. 17-18 events/ year,
      2. Baird is primary/ Kress Lots and Labs Lot used for big events/ overflow
         a. Some park further out and walk to avoid congestion at end of event
      3. Softball Fields have no paved parking areas (cars park on the field)
      4. Students don't typically attend Kress events
      5. Issues
         a. Need expanded capacity
         b. Need automated gates to control access. Close off Kress Lot prior to games to keep open for game visitors. Currently using cones.
         c. Older fan base needs close parking, most games are in winter season
         d. Look at alternate emergency access/egress and more routes to reduce bottlenecks and improve response time.

d. Improvements
   i. Expanded Facilities, better organized
      1. Kress Center designed for 4,500 students, now 9,000 weekly, on campus enrollment.
      2. Kress Center too small for some events, need space for up to 5,500 people.
         a. 3,800 seat capacity – too small to host tournaments.
      3. Kress Center needs an athlete only weight room
      4. An indoor facility is missing – needs a full size indoor turf gym
         a. Could be for campus and other community use.
         b. Year around use is critical since most students are there in winter
         c. Currently students and athletes compete for use of existing turf facility.
         d. Softball rents indoor space near Chicago to play games in winter
   ii. Soccer stadium wasn't built to support student needs. Athletics would like to provide input for future improvements to better support students.
   iii. Indoor (preferred) Soccer with Track and Field Facility
      1. Thoughts to bring back track and field.
         a. Easy T&F scholarships don't require 'star' athletes.
         b. Would help drive student enrollment and diversity. Many students can partake.
      2. Field House for winter use- T. Bittner has a 3-6 year plan nearly ready to go.
   iv. Location for new facilities
      1. Utilities installed for AS Soccer Stadium
      2. Could go south of Kress Center or between soccer/softball fields

3. Exchange turf gym with weight room/locker rooms
    a. $5.7M project on short-term list for funding (5-7 years)

v. Gathering Space
1. Only gathering type space is by ticket window
2. Need a space for students to hang-out after work-out/ before class
3. Need an intramural meeting space

vi. Pool and Locker Rooms
1. Locker rooms are wasted space, energy, and resources
    a. Could be reconfigured to work better for current students
    b. Use some of the space for a gathering space

e. Funding
i. Student tuition fees pay for facility (not likely to expand)
ii. Soccer Stadium facility supported by donors
iii. Donors
1. Athletics hasn't approached donors in 5+ years, so now is a great time
2. Donors are being prep'd for an indoor facility ask
3. Indoor Facilities are lacking in the area, so could be rented out for income

4. Campus
a. Visibility
i. Kress is a known place and easy to get to.
ii. Digital signage along the highway helps visibility
b. Feel
i. Conservative/ clean look
ii. No fuss/ fan-fare

5. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

EA File Name: Y:\2020 3139\203162 UWGB Campus Master Plan\1-Project Administration\7-Meetings\20A1M Meeting Minutes.Docx

# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 30, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Austin E Cofrin School of Business |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Mathew Dornbush – UWGB Dean of Business |
| X | Kathleen Jurecki – UWGB Assistant Dean |
| X | Tara Carr – UWGB Small Business Development Center Director; Associate Lecturer |
| X | Amulya Gurtu – UWGB Associate Professor |
| X | Ryan Kauth – UWGB Lecturer |
| X | Mussie Teclezion - UWGB Associate Professor |
| X | Vallari Chandna - UWGB Associate Professor |
| X | Rasoul Rezvanian – UWGB Associate Dean |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. General Comments
    a. Growth
        i. Started as a department within Professional Studies, then got an endowment (2010), then became a college in 2016
        ii. 5%/year enrollment growth for 5 years
        iii. Adding new Masters programs
        iv. Currently 1,500 students, but still don't have a 'presence' on campus (visual/physical)
            1. Building = presence.
        v. Big online program
            1. Full-time, part-time, and hybrid approaches to the program
            2. Non-traditional students, 4-year MBA's

3. Continuing education

vi. Accreditation
    1. Entering into a 5-year accreditation process this year

vii. Recruitment
    1. Not many first year students (want to get away from home first, but then come back)
    2. Dilemma: Need higher quality facility and learning, but keep tuition low
        a. Need donors to help make the college more robust
    3. Large percentage of business school students work.

viii. CEO's and business owners visit the school
    1. Businesses understand the progression that is happening
    2. Need to show improvement/ program growth to align with regional needs
    3. Need to be an innovator in creating leaders for the future

b. Location on Campus
    i. Location
        1. Isolation is both great and hard for students
            a. Students want the rural campus, but the option for a full college experience
            b. Students limited to what is available on campus
        2. On campus space is needed for fulfilling general ed requirements
            a. Downtown location wouldn't support undergrad programs
            b. Downtown space could support grad student and public interaction
        3. Business School/Innovation Park/ Engineering is the right location, need to support links for better student exposure and interaction.
    ii. Current Space
        1. Wood Hall has classrooms and offices
        2. MAC Hall used for accounting /small business rooms with boards/interview rooms
        3. Gathering spaces?
            a. Students tend to hang out in Wood Hall
    iii. Access
        1. First floor café' entrance
        2. Students channel to the edges
        3. Main entrance closed for 6 months due to steep grades
    iv. Parking
        1. Current parking capacity is adequate

c. City/ County/ Campus Connection
    i. Downtown location not necessary for success, more important to have public come to campus
    ii. Specialized/Grad classes/studies would be most fitting downtown
    iii. If Wood Hall were modernized, downtown wouldn't be needed
    iv. Higher impact/ higher cost graduate programs could be a fit for downtown location

d. Issues/ Conflicts/ Challenges
    i. 2011 renovation for Business School is nice, but office spaces are cold
    ii. Small Business
        1. Community members come to the center
        2. Parking is inconspicuous and dark
        3. Classrooms and offices need to have private offices for meetings
    iii. Presence on Campus
        1. Need a building/ space on campus that reflects the business school
        2. Only basic office space now- doesn't speak to importance of school
        3. Its ok to share spaces now, but as the college grows and other programs grow there will be too much demand for shared space.
    iv. Physical Space Needs
        1. No Dean's suite
            a. Needed for faculty interaction independent of the Dean
            b. Support staff for Dean taking up space for other faculty

2. Faculty needs- Each program needs specific space to support studies
    a. Entrepreneur space
    b. Cohort space
    c. Pitch-rooms (preferred to be visible to public/ high traffic areas- typically urban setters at other universities)
    d. Financial Suite
    e. Private offices for small business
    f. Boardroom/ conference/ presentations area
    g. Visitor space/ Food Café'
    h. Hospitality
        i. Weidner Center/ Athletics/ Golf Course connection
            1. Ski-shop, conf/hotel. Restaurant
        ii. Waterwork (Weddings, alumni center, conference/hotel, event planning)
    i. Interview rooms (one-way glass/ recording equipment/tables)
    j. Business Lab
    k. Debate
    l. Economics moving to Business School
        i. Need grad student, new faculty and staff space

v. Connections
1. Program areas need permeability for community to find and access the school.
    a. Need interdisciplinary interactions
        i. Art/Theatre
        ii. Science
        iii. Engineering
2. Need enhanced tech to connect online and in person students so that all are informed in the same way.
3. Need to have an obvious presence in the community to grow and provide jobs in the region
4. Need a link between engineering and business school for innovation/interaction
    a. Socialization is critical to business development
    b. Students need a variety of experiences
    c. Social media- need places for selfies, group pictures- something iconic
5. Concourse updates are nice and students use gathering spaces, but the gathering spaces are not big enough for collaboration that is needed

vi. Parking/Entrance
1. Entrance doesn't work well because it is not obvious.
    a. Outward facing school – clear front door.
2. Students enter through concourse/ west side lower entrance from parking
3. Small business needs capacity for about 300 clients/ year (600 this year)
    a. Current parking is too far from entrance for older clients (typical client)

vii. New Space/Building vs Renovation
1. Need something to draw students and top faculty to grow college for program growth and increased enrollment
2. Need to better understand/study space utilization and function to understand what areas could be better utilized/ renovated to better serve students and faculty
3. Need to prove case for either renovation or new (UWSA- no net new sq. ft policy)

viii. Adjacent Development
1. Land prices and utility extensions (hard rock) resists growth
2. Need an anchor to spark others to invest

3. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 28, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Brown County |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Benjamin Joniaux – UWGB Chief of Staff |
| X | Jeff Flynt – Brown County |
| X | Troy Steckenbach - Brown County |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |
| X | Craig Schuh – Ayres Associates |

1. Introductions
2. Brown Co/ Campus Relationship
    a. Impressions of UWGB
        i. Positive impression of the campus
        ii. Location issue - perceived to be far away from downtown
    b. Perceptions and Connections
        i. County is interested in creating connections to campus, but need to get more development on or near campus to lessen the 'too far' perception.
    c. City of Green Bay
        i. 3rd largest city in the state of Wisconsin (in the 4th largest county).
        ii. Key Places/ Economic Engine
            1. Titletown district (lots of development)
            2. Expo Hall w/ adjacent retail
            3. 3.5 miles from downtown to campus, but it's at the edge of town with nothing beyond.
        iii. Housing
            1. Hoping to get some hi-density housing adjacent to Bay Beach

2. Talks of future autonomous vehicles routing people between downtown and campus (need more business interest)
3. 7,400 housing units in the next 10 years.
4. Location for new housing: Downtown or Near Campus (County Farm?)
    a. Adjacent vacant land could be for UWGB
    b. Walking / bike paths from Community Treatment to Innovation Park over or under 57 has been considered, but a ways out.
    c. 'County Farm' land (south of the highway 57)
        i. New courthouse will likely go here to be nearer to jail, medical examiner.
        ii. Future expansion to Veterans Services
        iii. Future County Campus to include health services and admin, ~1000 employees
            1. Probably 20 years out.
    d. Downtown parcels available, adjacent to Northern Building, Central Library, and Neville Museum (needs a partner)
    e. Some of Brown Co. Mental Health land might be sold off to be developed as single family.

d. Partnerships
    i. Ideas
        1. Could a county building be located on Campus?
            a. STEM is a success.
        2. Need workforce development (engineering is strong)
        3. Support the development of the Innovation Park to create a better pipeline of students to regional jobs
            a. Industry to support university.
        4. Enhance multi-modal transportation and infrastructure to improve connection to downtown and development.
        5. Central library space not fully utilized
            a. Art Gallery, Computer Sciences, Housing?
    ii. Marking Partnerships work
        1. The interest is there, but need funding for both build out and operations
e. Transportation
    i. Nicolet entrances need improvement to be safer and provide better wayfinding
        1. Roundabout has been discussed but traffic counts don't justify
    ii. This stretch of Nicolet is City of Green Bay jurisdiction
f. Enrollment
    i. 10,000 Students is the goal, current projections are 9,000, reaching goal within 2-3 years.
    ii. County Stats:
        1. County needs info about online vs physical campus graduations
        2. 70% of students stay in region (MATC is ~97%)
        3. County wants UWGB graduates to fill/ create jobs in the NE Wisconsin region
            a. Majority of UWGB students are from the 16 county region
g. Retail
    i. UWGB should talk with local developers to get a pulse on where development is planned.
        1. Recommend connecting with Jeff Nelner, Todd DeVillers, Paul Kalsmarksy, and Bob Toonen.

3. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | November 12, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – College of Arts, Humanities, and Social Sciences (CAHSS) |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Charles Rybak – UWGB Dean of Arts, Humanities & Social Sciences |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| | Jared Vincent – Saiki Design |

1. Introductions
2. CAHSS
    a. Location: Theatre Hall, Studio Arts, Dean offices are in Theatre Hall, Phycology Dept is in Health Sciences
        i. No centralized location.
    b. Programs: Largest selection of Majors and Minors.
        i. Approximately 10% of students are in Psycology
    c. Growth
        i. Stable
        ii. Growth in other 3 colleges
        iii. Social Sciences have typically underperformed in terms of size.
        iv. Growth will come from expanded undergraduate programs.
3. Art and Music camps in summer are great opportunity to introduce campus to prospective students.
    a. Solo & Ensemble, too
4. Physical Space
    a. Theatre Hall
        i. Lacks a front door.
        ii. Gallery
            1. Hard to find – buried in the building.
            2. Not on a traveled path.
        iii. Theatre lobby is a student hang-out space.

iv. Small computer lab
v. Dressing rooms are too small and cramped.
vi. University Theatre
1. 400 seats (Weidner has Fort Howard 200 seats and Main Hall 2,000 seats)
a. Good size for teaching.
2. Industrial feeling – could be improved.

b. Studio Arts
i. Like the sizes of the spaces.
ii. Lounge is a student hang-out space.
iii. Small Gallery
1. Hard to find – buried in the building.
2. Not on a traveled path.

5. Classrooms
a. Classes are held in Weidner due to COVID.
b. Larger spaces allow proper distancing.
c. Like the better connection to Weidner.

6. Connections
a. Better connection to central campus.
i. Foot traffic is low due to place on end of spoke.
ii. Some students enter SA to get into concourse system due to parking.

b. Exhibits
i. Art exhibits are only in TH and SA.
1. Desirable to exhibit throughout campus.
ii. Phoenix sculpture is a favorite place.
iii. Identify additional exterior exhibit locations
1. Student Services roof deck.
iv. Murals are well received.
1. Additional locations.

7. Opportunities
a. Amphitheatre on campus utilizing the topography.
i. Wildlife sanctuary

b. Outdoor artwork
c. Downtown gallery
i. No gallery in downtown – fill void
ii. Funding
iii. Pop-up gallery (empty storefronts….)

8. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 19, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Campus Administration |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Gail Sims-Aubert – UWGB Assoc VC of Student Affairs |
| X | Janet Bonkowski – UWGB Executive Director Marketing and University Communication |
| X | Kathleen Burns – UWGB Interim Provost and Vice Chancellor |
| X | Susan Grant Robinson – UWGB Cabinet Liaison Internal Affairs |
| X | Charles Guthrie – UWGB Director of Athletics |
| X | Benjamin Joniaux – UWGB Chief of Staff |
| X | Cory King – UWGB Vice Chancellor University Inclusivity and Student [redacted] |
| X | Paula Marcec – UWGB University Executive Staff Assistant |
| X | Sheryl Van Gruensven – UWGB CBO / Senior Vice chancellor for Institutional Strategy |
| X | Anthony Werner – UWGB Vice Chancellor University Advancement |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Initial Thoughts
    a. Janet Bonkowski
        i. Can the campus plan be a way to address how campuses are changing due to COVID?
        ii. The Union doesn't function, the library commons acts more like the campus living room.
        iii. Campus needs to be a tech campus centered in natural surroundings
    b. Benjamin Jonaux
        i. This plan needs to address the next 30 years to keep UWGB relevant
        ii. Tech Campus / On-line presence

c. Gail Sims-Aubert
    i. Need equitable, well-provisioned social and gathering spaces
    ii. Current spaces are too small, not designed for this function
    iii. Students will find any space to get together but aren't supportive of group size or needs.
d. Jeff Schultz
    i. The campus has many underutilized outdoor spaces
        1. Need to activate with nodes of activity
        2. Plan for winter activities

3. Big Picture Direction for Master Plan
    a. Wayfinding
        i. Disconnect between the inside and outside
            1. Sight lines visible (exterior), but physical connections are missing
        ii. The concourse system is 'over-used', leading to a lack of knowledge of wayfinding outside
        iii. Exterior entrances are hidden and not connected well to other area
        iv. Concourse is not well connected to the outdoors
            1. New students are oriented to buildings through the concourse system
            2. Takes about 2-3 weeks for students to acclimate to campus, but each semester adds complexity with new destinations and routes to figure out.
            3. COVID policy asks students to walk outside and avoid the concourse system
                a. Students are being forced to learn the outside routes but are getting lost.
    b. Visibility
        i. No front porch- new students, faculty, and visitors have a hard time finding the 'front door'.
        ii. Campus isn't visible from outside (Highways, Nicolet Drive- no views into campus)
        iii. Shortens active time outdoors (dining, events, passive rec)
        iv. Stairs are not shoveled in winter for safety (no shoveling or salting)
    c. A solid plan (need to pull everything together going forward, good time to approach donors/county)
4. Residence Life
    a. 75% of freshman live in the dorms
    b. 69% retention rate
        i. Second year students living off-campus typically with friends, not a lot of local students.
        ii. Not much rental housing near campus.
        iii. Some athletes live off campus together
    c. Commuters
        i. The average commuter comes 2-4 times/week
        ii. They park and leave, not much to keep them on campus
    d. Existing Housing
        i. 9 Shared Bedroom Buildings
            1. No common areas, some space in basement but not accessible
            2. Laundry located in basement
        ii. 2 Private Room Buildings
            1. No lounges or common spaces (note- drinking age was 18 when built)
            2. Some dining space in basement, but limited.
            3. UVHI did not invest in non-revenue generating space
        iii. Students don't tend to go between buildings
            1. Card access limited to your own building
            2. Students from one res hall might not want to go to another (inside or out)
            3. A 'Club House' space might be a good central/shared space for res life students to gather and build a sense of community.
    e. Access
        i. Need modern, paved, and lighted connections
            1. Parking lots need better lighting

5. Concourse System
    a. Age: built with buildings in ’69,’73, ’74.
    b. Improvements: Added updated furnishings to “people pockets”, well used
    c. Egress: Controlled entry with other building doors (closes at 11pm), no card access
6. Social/Gathering Space
    a. Weather limitations- biggest issue. Have spaces, but don’t utilize.
        i. Short warm stretch in fall and spring, students don’t want to go out when it’s cold
        ii. Not much outdoor programming in the cold weather months
7. Current Campus Amenities
    a. STEM Center
    b. Weidner Center
    c. Kress Center
    d. Arboretum
        i. Desirable feature- but blocks views to campus
        ii. Used to groom trails, students seem to have lost interest, students will walk or snowshoe.
            1. No mechanism to generate revenue to cover cost
    e. Golf Course
        i. Down to 9 holes from 18. Not well utilized or revenue generating. (Barely covers costs)
        ii. Business School thought about developing hospitality program
        iii. There since inception, so there is some nostalgia even though it doesn’t get used
        iv. Can campus be a convention center or hospitality center for the east side?
    f. Water frontage: need to connect to the water
8. Wrap Up:
    a. Get this core group together one more time after focus group discussions to review, get everyone’s opinion, especially those that did not speak today.
        i. Need more dialogue after hearing others to work through ideas together
    b. Paul Pinkston will be setting up a meeting with the City of Green Bay and Brown County
    c. The group should review the latest UWGB Brand discussions
        i. Need to go beyond mission and goals, need to express the UWGB personality
9. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 29, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – College of Health, Education, and Social Work (CHESW) |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Scott Ashmann – UWGB Associate Dean |
| X | Brenda Beck – UWGB Assistant Dean |
| X | Susan Gallagher-Lepak – UWGB Dean of Health, Education & Social Welfare |
| X | Joan Groessl – UWGB Associate Professor |
| X | Pao Lor – UWGB Professor |
| X | Christine Vandenhouten - UWGB Professor |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| | Jared Vincent – Saiki Design |

1. Introductions
2. CHESW
    a. Location: West side of campus, Wood Hall and Rose Hall
    b. Programs: Education, Nursing and Health, and Social Work
    c. Growth (undergraduate)
        i. Education has seen an 84% growth since 2015 (314 vs 578).
        ii. Social Work has seen a 64% growth since 2016 (116 vs 190).
        iii. Nursing and Health has seen modest growth of 2% since 2015 (545 vs 556)
            1. Bachelor of Science in Nursing (BSN) is a new Major in 2019 and will be admitting approximately 150 students per semester.
    d. Growth (graduate)
        i. Seen a 25% growth since 2015 (268 vs 462).
3. Physical Space
    a. BSN will create need for additional space.
    b. Health Sciences predesign study is currently underway

c. Determine space needs for new program.
d. Creates openings in Wood and Rose as spaces/functions are transferred to the Health Sciences building.

4. Challenges
    a. Programs utilize classrooms in MAC
        i. MAC is difficult to find.
    b. Returning adults face several challenges
        i. Campus / facility entry is from the west.
        ii. Walking from Wood Parking lot to Rose Hall can be difficult during winter.
        iii. Child care
    c. Directions to other parts of campus.
    d. Signage in general
    e. Lighting at night / evening.
    f. Limited class hours.
        i. Add hours for student flexibility
        ii. Grad classes at night?
    g. Clinical skills learning center prior to new health sciences project completion.
5. Closing

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Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 29, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – City of Green Bay |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Benjamin Joniaux – UWGB Chief of Staff |
| X | Cheryl Renier-Wigg – City of Green Bay |
| X | David Buck – City of Green Bay |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Background
    a. Lacking connection: Campus is 'rural' and needs a connection to the City
        i. Perception is it's far away. Reality is only 3.5 miles to downtown.
        ii. 2019 City Bike Plan update includes Nicolet bike lane- but it's a low priority
        iii. Bus routes- not enough ridership
    b. 2022 Smart Growth City Plan Update
        i. Phase I: Data collection: On hold until public input can be safely and equitably collected
        ii. Steering committee hopes to begin in spring of 2021.
            1. Campus is/will be included on committee. Student involvement, too.
        iii. Phase II: Break down into 8-12 'neighborhood' districts, each 4-5000 households to address the 9 elements of planning
            1. Transportation, schools, sustainability, health, walkability... Walkability score now very important
        iv. City typically adopts Campus Master Plan into the City Plan
            1. CUP can be flexible on zoning and building height requirements on campus
            2. UWGB should reach out to City to get contacts for adjacent neighborhood liaison
                a. Redsmith and Nicolet, and Mahon Creek

b. UWGB has been incorporated into the Mahon Creek Neigh. Assoc.

v. Shott property on NE corner of campus is shown as 'educational use' on maps.

1. Currently privately owned, owner not interested in selling

c. Adjacent Development

i. Development interest adjacent to campus is often industrial/ low density

ii. Development is costly due to high land prices and rocky soil increasing utility costs

1. Need catalyst project to get things going.
2. Open to TIF to fund infrastructure but need a reason.

iii. University Heights Business Park

1. Development driven by costs.
2. Unsuccessful due to location, utilities, and land prices
3. Not enough traffic/interest…..In flux, TIF removed

iv. Development around campus will likely be a mix of densities (hard to get people there)

d. City connection to Campus

i. Weidner Center (educational k-12 events, Grandparent University Summer Camps)

ii. Arboretum- used by community

iii. Natural areas along Bay (Bay Beach/ Wildlife Sanctuary)

iv. Nicolet Drive

1. Traffic counts not high enough to warrant a round-a-bout, but campus wants one for pedestrian safety crossing Nicolet, events (Weidner/Kress) traffic, and wayfinding.

3. City Campus Connection

a. Ideas

i. Satellite Classrooms or Housing to get a Downtown Campus connection

1. City Policy is open to mixed use development
2. City is short on all types of housing

ii. City/Campus Housing

1. Need to update campus master plan to address housing needs
2. Current Housing Master Plan updated in 2019 with higher density options
    a. Replace outdated 70's housing hoping for first project within the next 2 years
    b. First project will be either 400 bed first year (state built) housing or 250 bed second year (private built)
        i. Update all campus housing in next 20 years.
    c. Focusing on removing roadways and enhancing pedestrian connections
    d. 69% housing retention rate
        i. Campus housing doesn't have enough beds for retained and incoming students. Need to choose between offering the 'Freshman Experience' and supporting second year students.
        ii. First year housing needs to support socialization to increase enrollment, retention, and student experience.
3. Enrollment projected to be 10,000 by 2025
    a. Steady growth for last 4-5 years
    b. UWGB is an access institution
4. Housing north of campus
    a. Single family – commuter housing
    b. Large lots, auto heavy, not dense development

iii. Getting City ON Campus?

1. Draw community onto the campus, make it a destination
2. Phoenix Innovation Park
    a. 40 acre business/health campus funded through Brown County
    b. STEM building first piece.
3. Nodes of development adjacent to campus with mixed use to support campus
    a. Students want late night eats/delivery

        b. 300 of 2000 First Year students required to be on meal plan, 700 employees on campus could support, but not year around (out for summer/ winter break)
    iv. Getting Campus in the City?
        1. Need to figure out funding to support rent and operations
        2. Administrative rules/regulations limit sharing IT systems off campus
        3. Talked about a UW art gallery many times, but couldn't fund it
b. Communications/Initiatives
    i. So far only calls when needed
    ii. No committee set up between City and Campus
    iii. Slow process
4. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 27, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Cofrin Center for Biodiversity Committee |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Jeff Benzow – UWGB Associate Professor |
| X | Michael Draney – UWGB [redacted] |
| X | Robert Howe - UWGB Professor |
| X | Karen Stahlheber – UWGB Assistant Professor |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Cofrin Center for Biodiversity Committee
    a. An appointed committee
    b. Members
        i. Karen Stahlheber: Professor of Biology, Chair
        ii. Mike Draney: Chair- Natural and Applied Science (entomology/teaching/research)
        iii. Robert (Bob) Howe: Professor of Natural and Applied Sciences, Director of Cofrin Center for Biodiversity (Animal and Forest Ecology)
        iv. Jeff Benzow: Graphic/Film Faculty
3. Cofrin Arboretum
    a. Management Areas
        i. Limit focus to the defined arboretum outside of Circle Drive
        ii. Partly responsible for Lenfesty Court natural area
        iii. 'Gateway to Arboretum' trail from MAC to S Circle Drive.
        iv. Area by Kress Center with native vegetation
        v. Pointe au Sable reserve (added in 2006)
        vi. Historic stacked stone wall along Leon Bond (near Bay Settlement)

1. Could use signage indicating its historic nature in order to prevent "salvaging" of found rocks.

b. Future/ Planned Acquisitions
    i. Would like to acquire Schott property on NE to fill in the gap. Arboretum is very thin along this boundary.
        1. Present relations are not great between UW and property owners, not likely to sell.
        2. Ideal location for coffee shop development
    ii. Golf Course
        1. Quality stands of pre-colonial mature oaks are there, but are not regenerating due to course management (leaf storage/pesticides/mowing)
        2. Could be developed as an oak savanna and outdoor classroom, but athletics does not want students on golf course
        3. Course is closed during the winter months and no use is permitted.
c. Trails
    i. Signage indicating appropriate use as not everyone understands what type of activities are allowed on the different path materials.
        1. Bark Trails- Walking Only (sensitive or wet areas)
        2. Compacted Gravel- Pedestrian and bicycles allowed
    ii. Winter- Mostly used for hiking and x-country skiing
        1. Used to groom but tracks weren't respected by hikers / no funding to support limited use
d. Funding
    i. Cofrin Center for Biodiversity uses interest from an endowment
        1. About $20,000/year budget
    ii. Annual philanthropic fund/gifts for maintenance and work
    iii. Facilities and grounds funds (charge back)
    iv. Grants: EPA/Water Quality funding could be available for shoreline restoration
e. Concerns
    i. Access and Wayfinding
    ii. Parking
        1. Limited parking, mostly along the road.
            a. An enlarged parking area would be nice.
        2. Google/mapping needs to lead people to the right parking/trailheads
    iii. Trail heads and signage
        1. Need more information about the research/classroom component of arboretum in additional to the rules.
        2. Current signage is not welcoming (Kiosks focus on what is prohibited)
    iv. Trail Management
        1. Public users don't always follow the rules (bring dogs, bike on wrong trails, camp)
        2. Public users find and return monitoring/research equipment.
            a. Public doesn't understand the teaching component.
        3. Vandalism
    v. Mahon Creek (Nicest area to walk, high diversity)
        1. Flooding becoming more common, water crosses trail
    vi. Edges/ Adjacent Landowners
        1. Neighbors encroach on the edges as an extension of their yard
        2. Connect yards to trails
        3. People take stones from wall along Leon Bond- no signage about its history
f. Usage
    i. Heavily used by UW students and Faculty as well as the community.
    ii. It is an educational resource and there is used as outdoor classroom.
    iii. Community doesn't necessarily understand the teaching component of the Arboretum.
        1. Unhappy when it was closed to the public during COVID.
        2. Dogs are not allowed – Community may not understand why.

4. Maintenance and Management
    a. Maintenance
        i. Limited staff and resources.
        ii. Looking to add staff and/or reach out to community groups to assist with management
        iii. Friends group.
    b. Needs/ Improvements
        i. Disconnect between public recreational use and academic uses
        ii. Need for boardwalks in wet areas, especially flooded areas by Mahon Creek
5. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 30, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Cofrin Center for Biodiversity |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Robert Howe – UWGB Professor |
| X | Bobbie Webster – UWGB Natural areas Ecologist |
| X | Amy Wolf – UWGB Professor |
| X | Keir Wefferling – UWGB Assistant Professor & Herbarium Curator |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Cofrin Arboretum
    a. Impressions/ Perceptions
        i. Vital to UWGB
            1. Not just specific classes
        ii. Many people attracted to the green space
        iii. Students see it as campus wide, classes, outdoor labs use arboretum and green space throughout campus
        iv. Community members and some students don't know about the research/education and purpose/mission aspects of the arboretum
        v. Community views and uses it as a public park
    b. Community Use
        i. Huge community resource that sees extensive use
        ii. Parking areas are full on weekends
        iii. Some people bring dogs even though they are prohibited
        iv. Round River Alliance helps with invasive removal
        v. Communiversity parking lot is usually full at sunset

c. Increasing/Enhancing Use?
    i. Campus wants to keep the arboretum natural for education and research, not developed for use
    ii. Want to allow community to use it, but not actively work to increase its public use
    iii. Could use more invasive species removal
    iv. Current restoration projects
        1. Great Lakes Beach- undeveloped lakeshore is rare, seeking funding to restore
        2. Arboretum Gateway from MAC Hall
            a. A visible connection from academic campus to Arboretum
            b. Contains pollinator habitat (5 acre area)
            c. US Fish and Wildlife Grant funded project
            d. Used for access to MAC and Kress parking areas
            e. Students enjoy the flowers
            f. Ecology and field botany use it for classes and labs
            g. Not known to many as a 'gateway'
        3. Bayshore Woods Lakeshore Woodland
            a. Wetland restoration
            b. Restoring habitat/ invasive removal
        4. Hardwood Swamp habitat restoration pending funding
        5. Oak Savannah/ Woodlands (Gold Course)
            a. Represents natural environment prior to development
            b. In good condition but needs maintenance
d. Need Improvements
    i. Signage and parking clarification to improve and better guide proper use
    ii. People park on the road shoulders along S. Circle
        1. Housing Gateway
    iii. Path connecting housing to Arboretum via golf course (n of N. Circle)
    iv. Old parking area at Lambeau Cottage\
    v. Natural Areas Coordinator
        1. Needed to help coordinate friends groups and volunteers to help manage
    vi. Disc Golf Course
        1. Heavily used, all mowed
        2. Adjacent wooded areas need invasive removal/ habitat restoration
        3. Need a plan to address the invasives in this area as it supplies seed to invade other areas (spread by birds and other wildlife)
    vii. Golf Course
        1. Needs a long-term maintenance plan to maintain the majestic oaks(and Hickory)
        2. Maintenance is currently done by Kress Center maintenance
            a. Leaves placed along edges covers groundcovers and prevents regeneration
            b. Mowing creates a disconnect from the arboretum
            c. Herbicides get into the ponds
            d. Management does not allow students to use golf course for experiments or restoration efforts (liability?)
    viii. Getting a safe connection to the Redsmith neighborhood would be beneficial
        1. Schott property would be nice to expand arboretum at its thinnest point
    ix. Nicolet crossing needs signage/flashing lights to make it safer
        1. People need to wait for traffic (people don't stop for pedestrians)
    x. Succession/ loss of grassland areas across campus is reducing bird habitat (populations are declining)
e. Conflicts/ Issues
    i. Previous administration wanted a more open campus / visibility into campus from adjacent drives.
        1. Students revolted and opposed the proposal
        2. Mahon Woods Neighbors dump yard waste and use the edges of the arboretum, causing erosion

3. Need more direct communication with neighbors.

ii. Flooding has increased over the years
   1. Water is increasing from upstream, getting worse each year
   2. Water is rising to cross paths, creating accessibility issues

iii. Understaffed
   1. Looking to add another position to help with management
   2. Bobbie has 4 areas to manage on campus, currently struggle to keep up so cannot take on anymore areas

iv. Campus Visibility
   1. Campus wants to be more visible from 54/57 and Nicolet, but that would require removal of trees in the arboretum. Arboretum was enhanced to block sounds and sights of vehicles.
      a. Chancellor wanted campus to be more visible, but students rejected it.

v. Bayshore Development?
   1. Some want the area to be better developed to support more uses
      a. Arboretum committee wants to preserve the natural areas for habitat and lab uses (rare and important environs)
      b. Discussions need to occur so there is an understanding by all of what is there, what is important/critical to preserve, and what can be 'enhanced' for use by all.
      c. Kayak launch and place for pictures/picnics is desired, but water levels are variable and tend to flood the shoreline.

3. Richter Museum
   a. In basement of MAC
   b. Hidden Gem
      i. Not well known amongst students
      ii. Don't need to relocate just better communication so everyone knows about it.
   c. Unknown resource
   d. Small group tours
      i. Scouts
4. Closing

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Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | November 3, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Council of Trustees |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Banjamin Joniaux – UWGB Chief of Staff |
| X | Christopher Howald |
| X | Craig Dickman |
| X | Paul Northway |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| | Jared Vincent – Saiki Design |

1. Introductions
2. Focus
    a. UWGB – Business community connection
    b. Dean Dornbush wants greater connection to business community
3. Paul Northway
    a. Engineering school is an example of success
    b. There is value in the on-campus experience.
    c. Standalone business school needs to be impressive.
        i. Could be new or a renovation
        ii. Could / should it be downtown? Visibility
            1. On campus?
        iii. Image of campus matters.
    d. What can be done to bring the City to campus.
4. Christopher Howald
    a. Notre Dame example of downtown Chicago exposure
        i. Bought building but used only 1 floor and leased balance of space.
            1. Included classroom(s), breakout space, lounge, development offices.

            a. A few key classes.
        ii. Potential naming rights, – help monetize school.
        iii. Additional income stream (rents)
        iv. Easy to get out of if it doesn't work
            1. Hard asset to sell
        v. Connection to target demographics.
            1. Brings campus to people
        vi. Synergies with local businesses.
        vii. May not apply to UWGB.
        viii. Tested model
            1. Downtown Philadelphia and San Francisco
5. Consensus
    a. Downtown Location
        i. Different views - What is best experience for each
            1. Entry level experience
                a. Students don't like transit and are housed on campus.
            2. Upper class experience
            3. Post grad experience
    b. What is the best utilization of funds?
        i. Invest in a downtown building you don't own?
        ii. Limit or increase availability to donor money
        iii. Limited access to State money.
    c. How long can you wait?
    d. Wood Hall
        i. Utilize after new health science building completed.
    e. Downtown WPS space
        i. Cost cutting move by WPS
        ii. COVID related space utilization or paradigm shift to remote working?
            1. Future model will be hybrid (in-person and remote) as not everything will/can go remote.
    f. Which downtown? Titletown?
        i. Titletown in "competition" with downtown?
        ii. Downtown is more diverse than titletown.
6. On-line education
    a. Well suited for some people / classes.
    b. Not as rich as on-campus learning
    c. Not well suited for some learners.
7. Phoenix Innovation Park
    a. Titletown is competition.
        i. Landlocked in short order.
    b. Good long term opportunity
        i. Horizon beyond 5 years.
    c. Parallel paths.
8. Why does UW Oshkosh have a billboard in downtown GB?
9. closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied*** ***Attendees***

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 27, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – College of Science Engineering & Technology (CSET) |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | John Katers – UWGB Dean of Science Engineering & Technology |
| X | Amy Ibuaka – UWGB Dean Assistant |
| X | Amanda Nelson – UWGB Associate Dean |
| X | Michael Zorn – UWGB Associate Dean |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. CSET
    a. Location: South side of campus, Environmental Sciences
    b. Programs: Biology (natural and human), chemistry, science (water, computer), physics, engineering (electrical, environmental, mechanical)
    c. Growth
        i. Electrical engineering/tech/physics starting Spring 2022, Bio-medical in the near future
        ii. Adding masters program in Cyber Security
        iii. Mechanical engineering is growing enrollment from 0-150 in 2 years.
        iv. Microbiology /nursing/health, and athletic training are growing
    d. Physical Space
        i. ES and IS were constructed in 1971.
            1. LS renovation in 2003
            2. ES has had previous HVAC renovation and 3rd floor renovation in 2015.
        ii. Class lab requirements mean students need to be physically present on campus
            1. Exception is Psychology (largest major, could be 100% online)
        iii. Office and research space is limited, will need more ASAP

1. Lab sciences 100% full
2. Microlabs and Physiology running out of space
3. Need additional space for students and staff
    a. Likely to continue to grow
    b. Cross major requirements mean as one major grows, others will need to increase capacity, and vis a versa

iv. Rent STEM space, majority of 2nd floor, from Brown County
1. 63,000 Square feet – 21,000 rented by UWGB.
2. 4 shared classroom – 50%
3. 8 offices located here

v. Quad Space Labs

vi. New Space
1. Planned $5.7M renovation of Instructional Services (former WPT space)
2. Would like to connect electrical and mechanical engineering
3. Have room to expand
4. Need for water science lab.

e. Access
i. Res Life: Indoor through concourse system
ii. Commuters: Lab Science Parking Lot, enter through Lab Sciences or STEM building
iii. Students will walk outside in good weather, but use concourse system in inclement weather
iv. Campus leadership enter through service drive to concourse system

3. Campus Connections
a. Impressions
i. First year students find campus confusing
ii. STEM building is the easiest to find

b. Parking
i. Students have been driving between housing and LS lot.
1. Plates scanned in Housing are later scanned in Lab Sciences Lot
2. Usually students who need to leave for work after class

ii. Conflicts/ Concerns
1. Campus leadership, UW Police (all squads), and service vehicles for dumpsters and secondary loading areas use Service Drive to Instructional Services.
    a. Able to access concourse, but otherwise this space is underutilized
2. Cars drive too fast on inner loop road
3. Proposed Phoenix Park Innovation Center will need to be organized
    a. Utility corridor access and siting building will be difficult
    b. How will people get to health sciences (car or foot)
        i. Currently in Student Services
    c. Will be important to consider if Health Care is moved.
    d. Might have a health clinic that will need accessible visitor parking

4. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 29, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Enrollment Services |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Kristina Berg – UWGB Campus Visit Experience Coordinator |
| X | Michael Casbourne – UWGB Director Trio & Precollege Programs |
| X | Jennifer Jones – UWGB Assistant Vice Chancellor for Enrollment Services |
| X | Morgan Theobald – UWGB Enrollment Services Front Desk |
| X | Jennifer Van Beek – UWGB Office Manager |
| X | Daniel Vande Yacht – UWGB Registrar |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| | Jared Vincent – Saiki Design |

1. Introductions
2. Enrollment Services
    a. Located in Student Services
        i. Difficult to find.
            1. Residential students know where ES is / can find it.
            2. Commuter students do not know where ES is and can not find it.
            3. Public has a difficult time finding ES, too.
        ii. Difficult to give directions.
            1. People always think they are going away from campus.
        iii. Lacks identity / not user friendly.
        iv. Campus entry?
        v. Ease of finding is a huge hurdle.
        vi. GPS helps to varying degrees.

b. Parking
    i. Closest parking is a handful of stalls by Circle Entrance (5-7 stalls).
        1. 15 minute parking is a problem.
        2. A lot of times it's full causing frustration.
    ii. Weidner Center "real" parking.
        1. Path to Student Services isn't clear causing a lack of confidence in directions
        2. Quite a distance. Can not see entrance from parking.
        3. Phoenix painted on walkway.
    iii. Dean of Students parking lot
        1. Accessible but path is then very convoluted.
    iv. 15 minute parking adjacent to the union loading doc
    v. Drop off / pick up of people or information is difficult.
    vi. Reconsider daytime use of the Weidner lot
    vii. Lots are not numbered or easily identifiable.
c. Paths
    i. Varies by season
        1. Winter – via SA and tunnels system.
            a. Students get inside as soon as possible.
        2. Summer – Via the front door.
d. Public reaction to campus
    i. Not a draw in spite of beauty, facilities, programs
        1. Middle of nowhere
        2. Undefined edges
        3. Blah
    ii. Unique offerings
        1. Waterfront
        2. Golf course
        3. Weidner Center.

3. Access / Identity
    a. Pride center, Campus Cupboard, IT
        i. All located / hidden in other spaces.
    b. Building ID on signage.
    c. Instructional Services (SS, too) isn't accessible from the surface.
4. Potential solutions
    a. Welcome center
        i. Include Admissions, Alumni
        ii. In union
        iii. Golf course
        iv. Lambeau cottage
    b. Welcome booth
    c. UREC in Lambeau cottage or golf course
    d. Think bold.
5. Potential Students
    a. Access is issue – Already intimidated by "college".
        i. 40% of students are 1st generation college students.
        ii. Working students
        iii. Too many hurdles
6. Tours / first impressions
    a. Tours have to be organized around water buckets (leaks) and garbage in tunnels.
    b. Should be organized to be visitor friendly – not staff friendly.
    c. Student Services bathrooms (visitor use)
        i. Small, ugly, broken
    d. Need a sense of pride in spaces / campus.

e. 3Ts (Trees, Toilet, Tunnels)
f. Competition
    i. Many times students tour UWGB and St Norbert on the dame day.
    ii. Other System campuses – Oshkosh, UWEC, LaCrosse, Milwaukee
g. Student activity
    i. Active areas of campus – Kress, Union, Housing, Phoenix Park.
    ii. Quiet side is Student Services, Weidner Center.
        1. Feels like ghost town
h. Weidner not on tour
    i. Usually locked.
i. Highlight assets
    i. Exterior
        1. Shoe tree (although a 5 second tour stop), Trails, Phoenix sculpture
    ii. Interior
        1. Union, Bookstore, Kress, Library 8th floor
    iii.
j. Need a game changer!

7. Closing

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Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 27, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – [redacted] |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Ethan Harvey – UWGB Outdoor Adventure Recreation Coordinator |
| X | Tim Helein – UWGB Kress Facility Manager |
| X | Jeff Krueger - UWGB Kress Director of Operations |
| X | Alexandra Wandersee – UWGB Fitness Coordinator |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Intramurals
    a. Participation by students
        i. 110,000-120,000 student swipes at front desk/year
    b. Total participation by campus
        i. 140,000 swipes at front desk/year including students, faculty, staff and memberships
    c. Hosted Events
        i. Lambeau Leap
        ii. Graduation
    d. Lots of interior and exterior space
        i. Fitness center is a shared space.
        ii. Weight room is a shared space.
            1. Ideally athletics would have their own weight room
        iii. Climbing area takes up a lot of space in the fitness center.
    e. Activities
        i. Outdoor
            1. Old soccer stadium

2. New soccer stadium took place of 2 softball fields
3. Volleyball, bag toss, and firepit at Phoenix Park
4. Badminton
5. Golf Course
    a. Declining interest
    b. Old equipment and infrastructure (culverts, irrigation, club house)
    c. Only 9 holes, most people want 18
        i. Built in 1920's, campus built over 9 holes
    d. No amenities - driving range
    e. Worn greens/ grasses don't take well
    f. Losing leadership/ revenue
6. Tennis courts- mostly used by staff and faculty
    a. Recently removed
7. Turf areas- passive rec
8. Frisbee Golf
9. Basketball at Phoenix Park
10. Winter
    a. Snow shoeing
    b. X country skiing
    c. Trail hiking
    d. Ice Skating- not enough interest to manage a rink
    e. Outdoor center has men's and women's rentals (Nordic skis/ snowshoes)

ii. Indoor
1. Share Kress Center with athletics
    a. Sharing gym requires maintenance crew to divide space, costs money
2. 4-5k/ week use the facility
    a. Strength/ conditioning
    b. Climbing
    c. Aquatic Center (pool)
        i. Locker rooms are dated and in need of renovation
    d. Basketball
    e. Table Tennis
    f. Kickball
    g. Turf gym

f. Connection to Campus
i. Access to Campus
1. Ok to be somewhat separated
2. Not connected to the concourse system
ii. Kress Access
1. Typically north and south entrances are open
    a. Covid: only North entrance open, all other doors swipe card only

g. Conflicts/ Concerns
i. Cross use with athletics
1. Need a separate weight room and health center
2. Storage space needed for events, athletics, and equipment
ii. Women's locker room doesn't function well
1. Short shower head heights
2. No private stalls
iii. Bleachers in East West rooms are not to code
1. Cannot alter w/o updating
iv. Potential for hazardous materials requiring abatement for renovations
v. Turf gym is too small for indoor sports (12,000 SF), not wide enough for soccer
1. Expansion is not ideal – can not rotate and expand.

2. No AC
3. 28-feet clear dimension

vi. Sports medicine between locker rooms is underutilized

h. Wants
   i. Racket ball courts
   ii. Group fitness studio
   iii. Wellness center (w/ Prevea Health / nutrition center)
   iv. Storage

i. Office Space
   i. Have room for maybe one lead student employee or professional employee
   ii. Connected to control desk.

3. Closing

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Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 27, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Information Technology |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Benjamin Ahearn – UWGB Network Specialist |
| X | Travis Albrecht – UWGB IT Security Officer / Network Administration |
| X | Paula Ganyard UWGB Assistant Vice Chancellor for Information Technology & Library |
| X | Patrick Goggins – UWGB Exchange Email Administrator |
| X | Fred Kennerberd – UWGB Lead Network [redacted] |
| X | Ronald Kottnitx – UWGB Client services Manager |
| X | Monika Pynaker – UWGB Manager Network services |
| X | Robert Lux - DFDM IT Technical Specialist |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| | Jared Vincent – Saiki Design |
| X | Matthes Litchfield – Ayres Associates |
| X | Craig Schuh – Ayres Associates |

1. Introductions
2. Overview
    a. It is very centralized on campus.
        i. No separate IT departments for various colleges or university entities.
    b. Internet provider for Housing
    c. Network connects back to IT
    d. It is located in the lower levels of Instructional services and MAC hall
        i. Plaza deck replacement project remedied the leak issues IT was experiencing.
        ii. No work in IS data center – water experienced in one closet.
        iii. IS is underground (flooding concern) but higher in elevation than MAC and Cofrin library

1. French drain is located under IS.

3. Data center
    a. Larger than it needs to be (smaller servers).
    b. Redundancy is almost 100% - continuing to work towards full redundancy.
    c. DR site in Sheboygan.
    d. Expecting added data load on system.
    e. Expecting continued migration to wireless rather than wired connections.
        i. Wired connections are not going away – will remain.
    f. Need fire suppression system in data centers
        i. Instructional Services is not sprinklered
        ii. MAC has sprinklers
4. Network cabeling
    a. Parts of network are still cat 5 wiring.
    b. Most are cat 6 or 6a.
    c. Facing questions of cat 6 or 7 in future projects.
    d. Installing fiber to everything except facilities management.
        i. Single-mode
        ii. 2/3 is complete.
        iii. Single-mode installation will solve a lot of issues.
    e. Fiber backbone is from 1984 – old multi-mode fiber.
        i. Fire alarm is on the old multi-mode system.
            1. 2023/25 budget includes $6.16M to replace fire alarm system.
5. Technology
    a. Student provided technology vs campus provided technology
        i. UWGB will collect data from peer institutions.
    b. General access labs & specialty labs provide access to on-line and other resources.
        i. Labs with equipment see heavier use – software – licensing needs.
    c. Labs are heavily used for instruction.
        i. Not moving towards providing laptops.
        ii. Not expecting students to provide hardware to support high-end software.
    d. Lecture capture software (recent effort)
        i. Expand number of students “attending” session.
        ii. Larger post COVID trend distant / remote vs on-campus learning.
        iii. Likely to be a hybrid – unsure of balance.
            1. Faculty preferences are a big factor in driving balance.
            2. How to balance quality of live vs digital experience.
        iv. Cost of access.
        v. Audio will be big issue – students communicating between themselves.
    e. Bandwidth is good.
        i. Need more in building cabeling to more terminal devices.
            1. Harder to support on wireless (audio, video, streaming)
6. Learning spaces
    a. Most classrooms have some sort of technology.
    b. Labs generally have technology but it averages on minimal.
        i. Usually wireless and nominal wired locations.
    c. Active learning classroom in Wood Hall (room 442).
    d. STEM building is shared operation with Brown County.
7. Fiber
    a. Comes into Cofrin and Instructional Services and then spreads from there.
    b. Each data center is connected to each fiber optic path.
    c. Some older fiber is run inside conduit.
    d. Newer fiber is in tunnels
    e. Always a case-by-case decision.

    f. Verify if “gifted” fiber is on campus.
        i. UW River Falls running into lifespan issues from lesser quality fiber.
8. Campus support of IT
    a. Eliminate all cat 3 cabeling.
    b. Remove abandoned copper cabeling.
    c. Open conduit and paths for new lines.
    d. Keep conduit dry.
    e. Eliminate fax machines.
        i. Decreasing support for POTS lines
            1. Biggest issues will be the elevator phones.
9. Redundancy vs diversity of paths
    a. Redundancy of service into campus.
    b. Diversity of service throughout campus.
10. Other services coming into campus (library is fiber hub – MERIT and WISNET)
    a. Hospital services
    b. ATT, Onsight, WPR
    c. Brown Co
11. Planning
    a. Take advantage of infrastructure improvements.
    b. 8 strand single-mode from res life.
    c. Pull multiple strands vs what is currently called for to address future flexibility.
        i. Terminate what is currently needed.
    d. Looking to complete campus ring via res hall and fire alarm projects.
    e. Ample connectivity to Athletics.
    f. Bury fiber in HPDE pipe.
12. Other
    a. Broadcast
    b. Power associated with security – power and data for cameras and security.
        i. Power is key
        ii. Install subpanel for parking areas.
    c. Exterior wireless coverage
        i. Line of sight and distance issue.
13. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 20, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Police / Parking |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Tony Decker – UWGB PD Administrative Sergeant |
| X | David Jones – UWGB director of Public Safety |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Initial Thoughts/ Impressions
    a. Buildings are dated/older
    b. No major landmarks or wow features (would be helpful for navigating people)
    c. First Priority
        i. Something modern (new building/space) and a main entrance that actually functions and directs visitors to the right place.
    d. Campus staff seem happy, good benefits and place to work. Some participate in golf league, but many want more than 9 holes.
3. Parking and Access
    a. Circulation/ Roadways
        i. No front porch or 'doorstep' - Usually use Cofrin Library as a landmark.
        ii. Confusing entries- Bay Settlement vs Nicolet entrances.
        iii. Navigating newcomers and emergency vehicles through campus is challenging
        iv. Too many turns, lack of views
    b. Traffic Flow
        i. Commuters (Shufflers) typically park near Commons/Garden Café' to enter concourse
        ii. Res Life students enter through Union or drive to lots closer to class
            1. Students don't want to go outside in inclement weather (majority of semester)

c. Parking
    i. Enough stalls throughout campus, but proximity to exterior doors is too far for many students
        1. Students resist parking in areas that 'appear' far away
    ii. MAC and Kress Lots are very busy during the day
    iii. Students will move car throughout the day (some need to leave for work)
    iv. The north east entrance on Housing Lot is a sloped curve, concern about potential vehicle conflicts/ lack of visibility
    v. Capacity
        1. Overall parking count hasn't changed for a long time,
            a. Enough parking campus wide- some areas are busier than others because of proximity to doors/concourse
        2. Planned Parking Additions:
            a. Might add parking for arboretum (spur on/of E Circle)
            b. Might need visitor parking at Health Sciences/ Phoenix Innovation

d. Fees
    i. Campus wide parking- only two lots are restricted to visitors (Union/ Kress Events South Lot)
    ii. Fees are relatively affordable:
        1. Last adjustment 2018 Semester $75/ Annual $152
        2. Artificially low rates are attractive to students (and now expected)
    iii. Rate increases typically happen every years, but not recently (COVID), by about $6
        1. Fees are not adequate to cover costs of parking.
        2. Have tried larger rate increases, but students rejected
        3. Parking areas are aging and are very basic, so hard to charge more without improvement
        4. Once offered cheaper parking in outer lot, but only student exchanged permit for standard after a few days because it wasn't convenient.

e. Conflicts
    i. Path crossing on Walter Way at Lenfesty Court (#1) is most problematic- located on a curve and not perpendicular to curb.
    ii. University Campus Court and Leon Bond (#2) is very busy- people park at Kress and walk to MAC/Union.
    iii. New STEM building pedestrians don't use crosswalks and walkways. Take shortest route.
    iv. Leon Bond gets icy in winter. Police close the road in bad conditions.
    v. No bike lanes.

4. Campus Security
    a. Problem Areas
        i. Very little crime on campus, Light vandalism in the arboretum (chapel).
    b. Building Access
        i. Timing controlled entries to all buildings, no card access or door specific options
            1. No way to separately lock concourse from buildings
            2. Chancellor wants faculty to work during standard campus hours (safety and security)
                a. Some faculty wanted to work late into the night/early morning when not many other people are around to monitor/help if needed.
    c. Campus Police
        i. Location in Instructional Services is remote, hard to find/get to, and not well marked.
            1. Visiting police/public cannot find the office
            2. Not enough visitor parking
            3. Structural Services Court is a dead end
                a. All squad cars are parked here, so if the road is blocked the squads can't get out in an emergency.
            4. Would prefer to be located closer to Residence Life
                a. The Facilities Building would be a preferred location for proximity to Res Life and road access to more of campus/
                b. Bay Settlement Road is primary access for Fire response (Fire Station #5).

5. New unused space being remodeled to join two small spaces in single large space.
    a. Space is adequate for now, not ideal

ii. Monitoring/Policing
1. Due to lack of physical exterior connections and distance, most officers drive around campus (all gear is in the squad or might need to get to other side of campus quickly)

iii. Emergency Response
1. Fire/ Rescue has a hard time navigating campus roads – it's confusing.
    a. Dispatch send directions, but drivers follow outdated maps
2. Navigating to the correct exterior door and getting to the interior areas is hard to explain
    a. Door labeling is misleading, responders can't get from one space to another
    b. Coming from Station #5.

iv. Events
1. Kress events create bottlenecks on Leon Bond, overflow goes to Lab Sciences
2. High volume of traffic on S. Circle Rd (Kress address is Nicolet Rd)
3. Interior campus roads can't handle high volumes/inefficient- need to use outer loop for high volume needs.
4. Crosswalks seem adequate for moving pedestrians.

5. Environmental Issues
    a. Ash and Pine being selectively removed
    b. Burns of natural areas create visibility issues on adjacent roadways in high winds. Needs to be better coordinated.
6. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 28, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Provost |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Liz Brinks – UWGB University Services |
| X | Kathleen Burns – UWGB Interim Provost & Vice Chancellor |
| X | Clifton Ganyard - UWGB Associate Provost |
| X | Kristin Kearns – UWGB Grants & Research Program Manager |
| X | Holly Keener – UWGB University Executive Staff Assistant |
| X | Ya-Ching Kuo – UWGB Graduate Assistant |
| X | Liz Langer – UWGB Graduate Student Status Examiner |
| X | Steven Meyer – UWGB Associate Professor |
| X | Mary Kate Ontaneda – UWGB Program Associate |
| X | Jill Siegmund – UWGB Financial Specialist |
| X | Samantha Surowiec – UWGB Data Reporting Specialist |
| X | Roger Wareham – UWGB Director of the Office of Grants and Research |
| X | Pang Yang – UWGB Student Service Coordinator |
| X | Pieter deHart – UWGB Associate Vice Chancellor for Graduate Studies |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Provost Office
    a. Mission:
        i. Focusing on messaging and improving outreach to more local potential students

ii. Support the whole student (childcare, families, working students, etc), less and less traditional students
iii. Service unit for faculty, staff, and students

b. Location
i. The office should be located where faculty feels comfortable to visit. Needs a welcoming place to gather that is not with the main administration.
ii. Grad studies are planned to move to a more visible location (away from the Provost Office), but hasn't happened
1. Grad studies are currently located on in Cofrin on the 8th floor.
iii. Grants and Research is a service.
1. Separate from faculty but should be close to the faculty.
iv. Cofrin Library Pre-Design Study should have proposed locations.

3. Campus and Academics
a. Growth
i. Growth projected with strengthening and added programs
ii. Past and current chancellors push for growth, but demographics are changing, and tech is creating more on-line growth (some of these students will never be on the physical campus).
iii. Growth will increase the number of people on campus, too
1. Physical space will be required for faculty, staff, and technology
2. Online capacity will need to grow

b. Outreach
i. Some Undergrad Programs reach out early to Graduate Programs
ii. Typically, only current graduate physically on campus visit the office
1. Virtual presence does not lead to contact.
iii. Physical presence on campus lacking
1. Nothing visibly significant, not in a high traffic area
2. Not advertised so many undergrads are not aware of grad programs.

c. Eco-U
i. No longer perceived as part of the campus
ii. Environment hasn't been at the forefront for some time
iii. Leadership needs to push for better marketing, holding new project standards, etc
iv. Parking vs the environment.

4. Challenges/ Conflicts
a. Accessibility
i. Union to Housing is difficult by wheelchair.
ii. Many classrooms have inadequate doorways
iii. None of the Provost spaces are accessible.
1. Offices lack turning room and accessible furnishings (desk heights)
iv. Gender neutral bathrooms are lacking
v. No lactation rooms
vi. MAC has great accessibility.

b. Current Needs
i. Support center for all students as a resource – access institution.
1. Graduate outreach (need a better graduate identity on campus)
2. Create a better grants and research presence
3. Child care can be an issue for grad students (as well as faulty and staff).
ii. Experience
1. Need to build experiences and socialization outside of classrooms
2. Support robust experiences, rethink how campus supports everyone
3. Interactive spaces are important on this campus
a. Needs to be obvious and intentional to get use
b. Currently no gathering space in grad studies or offices
c. Need a place for commuters who don't go to common areas

iii. Housing
    1. Need options for families/ grad students on campus or just off campus
        a. Supporting amenities like walkable routes, playgrounds, etc
        b. Includes non-traditional students.
    2. Planned 400 bed first year housing (State) and 250 sophomore housing (UVHI) will create some surge space to create a new type of housing
        a. Married RC's, family housing has different requirements than student

5. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 22, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Residence Life |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Gail Sims-Aubert – UWGB Assoc VC of Student Affairs |
| X | Julianne Crayton – UWGB Assistant Director for Operations |
| X | Virginia Englebert – UWGB Information Process Consultant |
| X | Daniel Karoliussen - UWGB |
| X | Nicole Kurth – UWGB Area Coordinator |
| X | Megan Loenard – UWGB Area Coordinator |
| X | Amy Mauk – UWGB Assignments Coordinator |
| X | MJ Miller – UWGB Area Coordinator |
| X | Jeffrey Willems – UWGB Area Coordinator |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Res Life Housing
    a. Goals
        i. Create a vibrant experience / community for housing residents
            1. Current spaces for engagement are lacking or not built for this function
                a. Need larger spaces for gathering / engagement.
            2. Current smaller buildings have some value (easy to get to / know your neighbors) but lack critical density.
                a. Higher density would help with community
    b. On-Campus Housing
        i. First Year- Shared Room (Traditional style)

1. Shared bedrooms, private bathrooms, meal plan.
2. About 900 incoming first year students/year.
    a. Approx. 75% live in UW housing (700 students)
3. 64-69% retention rate
    a. Higher rate compared to other campuses. Reflects campus being on island
    b. Need to balance resident retention rate with available space for new incoming first year students
    c. First year students can live anywhere, but the apt options are usually filled by upper classman
    d. Res Life prefers first year students live in first year housing to get introduced to campus and have a roommate. Small rooms encourage students to get out of rooms and meet other people.
4. 12-month contracts are offered so students can stay on campus, don't need to move.
    a. People like the amenities that campus offers.

ii. Second Year (Shared Room Apt) and Third Year (Private Room Apt)
1. Apartments have kitchens and don't require a meal plan.
2. Students reach a point where they have a group of friends that want an off-campus experience and rent a place together.
3. Not many UWGB students are from Green Bay, so many living off-campus are not living with family.

c. Off-Campus Housing
i. Residential neighborhoods adjacent to campus don't offer much student housing. (low density single family)
ii. Some nearby apartments are geared towards students but aren't that desirable.

d. Benefits of On-Campus Res Life
i. 1000 student employees on campus.
ii. Convenient to work, live, and study all on campus

e. Indoor Socializing/ Spaces
i. Students use lounges, basketball court, and tables for socializing.
ii. Existing housing lounges are small and in the basement, not accessible or functional.
1. Students are not as amenity territorial as other campuses.

iii. Library and Union are preferred hang-out spaces until they close (11pm)
1. Union is seen as housing's living room and academic entry point for on-campus students.
    a. Union lacks larger gathering spots.
2. Union gaming/ping-pong are popular
3. Students would like to stay later, but security can't close off other areas. Securing buildings is all or nothing.
4. Some campus buildings are open later than the union.

iv. Weather is an issue.
1. No tunnels between campus buildings and housing.
2. Cold/inclement weather limits the number of students that go outside

v. Access
1. Key Card access to individual buildings only, so students can't easily go between buildings.

f. Outdoor Spaces
i. People love the natural open space
ii. Students are not out using outdoor spaces much (weather)
iii. Arboretum trails get used regularly
iv. Frisbee and Spike ball are popular
v. Passive rec (football)
vi. Hammocking is popular (use few trees), could use more trees or posts

g. Favorite Places/Activities
i. Kress Center is popular.
1. Need better connection between housing and Kress.

ii. Intramurals are popular (no records of how many participating students live in housing)
    1. Soccer and basketball (Homecoming- not as popular as a typical football homecoming)
    2. GB Nights (Friday night event)
iii. Athletic contest attendance is not very strong.
iv. Arboretum
v. Union

h. Traditions/ Events
    i. Traditions are short lived (4-5 years). Students don't always pass on an event to new students. If a year is missed, the event can get dropped. Some events become a problem over time from too much drinking/ vandalism (Bayfest).
    ii. Campus is relatively young, no historic or long lasting traditions
    iii. Campus wide or community events are most popular
        1. Shoe Tree (first tree fell in storm, second tree by Mauthe Center)
        2. Color-Run (student volunteer to throw colors, not many run)
        3. Women's basketball
        4. Tis the Season/ Jingle Run
        5. Bayfest (no longer happening)- paired with Parent/Alumni weekend (more people)
        6. End of Year Celebration
        7. Art street.

i. Food and Dining
    i. Half of Union food is delivered to housing
    ii. Not many options near campus - kids would like an option for late night eats after Union closes.
    iii. Many local businesses deliver to campus.

j. Laundry
    i. Laundry is in the basement level of each building

k. Rates
    i. First Year: Cheapest rate but also need to maintain a meal plan
    ii. Second-Fourth Year: Options depend on how many rooms/beds there are (Private/Shared)
    iii. Lots of environments = lots of rates but not much differences between high and low.

l. Connections/ Navigation
    i. Currently use turf paths/shortest route. Students don't follow walks unless in bad weather.
    ii. On-road walkways are only on one side, so students can't safely go both directions
    iii. Newest housing buildings are closer to Union, improving connection to academic campus
    iv. Wayfinding
        1. Commuters know the exterior walk routes/ entries better.
        2. Most housing students enter concourse through Union
        3. Colored lines on the floor of buildings used to indicate nearest parking lot (identified by colors), but not used anymore.

m. Leadership
    i. RA/RC's oversee a group of buildings
    ii. Front desk / mail is located in the Residence Life building

3. Impressions
    a. Some come because it is away from the City center, like the quiet and scenery.
        i. Many students find it an easy transition from small communities
        ii. Like to see the night sky, but would like more low-level lighting for safety
    b. Campus is very confusing to navigate at first
        i. Latest signage updates have improved wayfinding
    c. Conflicts
        i. Low traffic so students walk everywhere, don't follow pathways
        ii. Some drive to Wood Hall from housing (work after class)
        iii. Many students don't feel safe on winding roads (bad weather/conditions/ dark)
        iv. Traffic from Kress Events create a back log- people drive alternate routes to avoid jams.
        v. Parking

1. Last two housing projects did not include additional parking for north housing, so 2/3 of Studio Arts lot gets used for housing parking (approx. 300 stalls).
2. Students want better, closer parking
3. Parking will be addressed with new res hall.

4. Improvements
    a. Lounge/Gathering Space
        i. A space in each building large enough for student groups can gather.
    b. Central gathering space
        i. A space for all students to gather should be centrally located for all students to gather
        ii. Lounges in a residence building would seem open to those who don't live in the building
            1. UWGB is set up to have students live in different housing options year to year, so there is no strong tie to one building.
        iii. A space/café that could serve as a gathering space and small conference center would be most beneficially for hosting speakers for summer camps. Year around use.
        iv. Funding?
            1. Hard to spend money on non-revenue generating space
    c. Outdoor Spaces
        i. Desire for outdoor spaces are high, but weather limits the amount of time it's usable.
        ii. Could be used for studying and socializing as well as passive recreation.
        iii. Students want a campus/ res life experience similar to other schools, even if it can't be used all the time. Students at least want to see it and know it's there.
        iv. New space needs to be tied to student center or dorm for programming/ centrally accessed
5. Sustainability
    a. Former students know GB as Eco-U (early 2000's), not so well known now
        i. There were housing events, strategies, and initiates for recycling, turning off lights, etc.
        ii. Campus assumed to be green because of natural setting, but no longer a leader in green.
    b. Sustainability is now mainstream and not cutting edge (cool) and expected by new students
    c. New Ideas
        i. Can composting be better incorporated?
        ii. Mauthe Center has compost bins, but aren't easily accessible or used
    d. It is not advertised but routine activities are much more sustainable.
        i. Campus initiated fewer mowings and has saved significant fuel
        ii. Some leadership wants a cleaner, business campus look/ others support the natural look
6. Wrap-up
    a. UWGB is known to be a unique campus
    b. Going forward, UWGB will need to compete with other universities by adding similar amenities
        i. Important to maintain identity but incorporate the desired amenities
        ii. The competition: UW-Oshkosh, UW- Steven's Point
7. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 28, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Student Affairs |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Stacie Christian – Director of Inclusivity Excel & Pride Center |
| X | Amy Henniges – UWGB Counseling & Health Director |
| X | Cory King – UWGB Vice Chancellor University Inclusivity & Student Affairs |
| X | Jeffrey Krueger– UWGB Director of Operations Kress Center |
| X | Mai Lo Lee – UWGB Diversity Director |
| X | Lynn Niemi – UWGB Director Disability Services |
| X | Mark Olkowski – UWGB Dean of Students |
| X | Gail Sims-Aubert  UWGB Assistant Vice Chancellor for Student Affairs |
| X | Matthew Suwalski – UWGB Director of the University Union |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty  - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Campus
    a. Department Location
        i. Currently in the Union
        ii. Student affairs needs to be closer to other departments
            1. Central desk
            2. Accessible routes
            3. Pride center
    b. Needs/ Challenges
        i. Physical lighting and accessibility- building lighting and mapping is hard to read by the visually impaired

ii. General pedestrian lighting
    1. Union to Housing
    2. Studio Arts to Blue Lot (lights flicker)
    3. Wood Hall is dark, trees block light
iii. Accessibility: Pedestrian
    1. MAC Hall and Kress walk connection is slippery in winter
    2. Long walking routes do not have adequate intermediate seating areas, those with mobility issues need to rest – disability rest stops.
    3. Trending to be less students in wheel-chairs on campus
        a. Doorways are not wide enough or have tight corners to navigate
        b. Fire access doorways are hard to open (union and MAC)
    4. Currently 350 students with disabilities (primarily mental conditions), approximately half of these students live on campus
    5. Concourse is helpful for those with disabilities for getting around
    6. First year students are advised about which pavements are walks and which are roads. New students mistakenly drive on fire access lanes or service drives
    7. Walkway to Student Affairs is sloped, not accessible
iv. Accessibility: Vehicular
    1. School buses have difficulty navigating/turning around in front of the Union (by MAC)
        a. This is a fire lane, but 1-2 buses use it as a turn around after dropping off
    2. Wildlife crossing roads
    3. Roadways can be icy
    4. Public Transit
        a. Many Pride students use the bus for work, appointments, and errands (don't have a license)
        b. The bus routes aren't easily accessible (only one on Main Drive) and students have to go up or down stairs/slopes to get there (routes can be icy)
            i. Students would prefer the stop to be at the Union/MAC entrance
            ii. New library will fix many of the accessibility issues
        c. Bus route times don't match the mall/retail hours
        d. Campus should look at how many bus passes are issued/ semester and rides taken/ semester
        e. Bus usage is light – not a lot of riders. This has impacted routes and frequency.
v. Testing Centers
    1. Online classes don't have a proctoring center on campus
    2. Students need to find their own place.
vi. Site Amenities
    1. No signage to announce entries/ Union
    2. Shade
        a. instructional Services plaza is bright, not sure what to do with it
            i. Planning to add flag poles/ pride display here
            ii. Formerly used for graduation
            iii. Very little programming
    3. The Quad
        a. Hilly terrain
        b. Students enjoy soft space with hammocks and grass
        c. Used for camps and yoga
        d. Tried to use for events, but faculty adjacent complained about PA noise
        e. Hard to access from any other place (access through other buildings)
    4. Phoenix Park
        a. Used primarily by Residential students due to proximity.
        b. Used for small gatherings
        c. Passive recreation (volleyball, Frisbee, football)

5. Frisbee Golf
    a. Not clearly mapped/ marked
    b. Used by both community and students
    c. Students ask Student Affairs for map
6. Arboretum
    a. Love it.
    b. Viking House, chapel, and ponds are popular but hard to get to
    c. Not easily accessible for those with disabilities
    d. Community use.
7. Union
    a. Students spend time out of class at the union, even non-traditional students with families
    b. Union is resident entry into the concourse system.
    c. Union is seen as the heart of campus.
    d. Campus cupboard moved.
        i. Many liked it in the union.

c. Student Diversity
    i. Muslim students do not have space to pray (needs to be separated by gender and need water)
    ii. Bathrooms are not addressing all student needs
        1. Gender inclusive/ non-binary bathrooms are needed- supports use by all religions
        2. European style with water in every stall would be good

d. Student Input
    i. Students are doing it from their phones, don't save it to a computer, so filling it out and send it back is not likely.
    ii. Too many steps to getting it back (save, fill out, email)
        1. Will let students know they don't have to fill out, can just send an email with info

3. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M

Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 28, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Sustainability |
| PRESENT | |

| | |
|---|---|
| | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Rittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Patricia Albers – UWGB Senior [redacted] |
| X | Erik Alesen – UWGB Associate Director of Facilities Management |
| X | Eric Amenson – UWGB Electronics Technician |
| X | John Arendt – UWGB Director of Embi |
| X | Vellori Chandra – UWGB Associate Professor |
| X | Julianne Crayton – UWGB Assistant Director Residence Life Operations |
| X | Susan Grant Robinson – UWGB Cabinet Liaison – Internal Affairs |
| X | David Helpap – UWGB Associate [redacted] |
| X | Holly Keener – UWGB University Executive Staff Assistant |
| X | Carly Kibbe – UWGB Assistant Professor |
| X | Michael Shaw – UWGB Marketing Content Writer |
| X | Matthew Suwalski – UWGB Director of the University Union |
| X | David Voelker – UWGB Professor |
| X | Christopher Williams – UWGB Assistant Professor |
| X | Georgeanne Wilson Deenges – UWGB Professor |
| | |
| X | Jim Brown – Engberg Anderson |
| X | Joe Huberty – Engberg Anderson |
| X | Jared Vincent – Saiki Design |
| X | Craig Schuh – Ayres Associates |
| X | Mathew Litchfield – Ayres Associates |

1. Introductions
2. The Committee
    a. Mission: Advisory group to the Chancellor, supported by the cabinet
    b. Focus: STARS Sustainability Report comparing UWGB to other universities in the US
        i. Currently ranking Silver
            1. This is a low rating
    c. People: Faculty, Staff, and Others with on/off student representation
        i. At a minimum will have a student intern
    d. Initiatives
        i. Union composter recently installed
            1. Student fee funded.
        ii. Funding available from the Chancellor, no projects identified yet
        iii. Virtual 'Green' Tour of campus
        iv. Native Planting
        v. Photovoltaics on MAC Hall
        vi. Considering 'Sustainable Tenants' that should be incorporated into all new projects
            1. Native plantings and no mow groundcovers etc
    e. Metrics
        i. Starting to develop metrics (STAR report is measurable)
        ii. Physical environment + Living, Eating, and Curriculum
        iii. Surveying of students
            1. Increase knowledge
            2. Net increase after graduation
3. Campus
    a. Perceptions
        i. The natural aesthetic of the campus makes it seem 'sustainable already.'
        ii. Campus is designed to look out at nature, but no easily accessible, shaded, or sheltered places.
            1. Complaints about the 'Quad' not being accessible. Feels like a zoo exhibit
            2. New Cofrin building is 5 stories and moved to the north to allow better access
        iii. Previous Chancellor expected mowing areas expanded to appear more groomed.
            1. This look didn't really fit the campus
            2. Lost many native plantings
        iv. Neil DiBoll is a well-known ecologist/prairie plantsman and a UWGB alumnus
    b. Classes?
        i. Incorporated into Curriculum
            1. Students are required to complete a minimum number of gen. ed courses.
        ii. Lots of options for courses
    c. Green Features
        i. MAC Hall- Gateway to the Arboretum pathway to connect MAC to Arboretum
        ii. The quad
            1. Look into the quad as an exhibit.
        iii. Arboretum- Roadways limit it to the edges of the campus, should permeate into campus more.
            1. Signage mostly warnings about what is not allowed, no environmental info or what is offered. Signage needs to be more cohesive (a unified signage package)
    d. Conflicts
        i. Bike-ability
            1. Outer loop is not safe to walk or bike on, other routes are long
            2. Need a connection to Nicolet Drive
4. Master Plan
    a. Need to address the human component of campus and adapt to change
5. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied*** ***Attendees***
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# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 20, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Union |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Adam Novotny – UWGB Program Coordinator |
| X | Tammy Olp – UWGB Assist Dir Business Operation |
| X | Grant Winslow – UWGB Assoc Dir Business Operation |
| X | Matthew Suwalski – UWGB Director of the University Union |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Alexandra Ramsey – Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Initial Impressions of Campus
    a. Park-like campus, plenty of space to build without tearing buildings down first. Best is System.
    b. Architecture is older and a mix of styles- not cohesive
    c. Concourse is appreciated by students
    d. Arboretum and remoteness offer something other campuses don't
    e. Wayfinding is very difficult for new students and visitors
        i. Need better function within the natural beauty.
        ii. Campus feels spacious and bigger than it seems.
        iii. Don't know where the front door is, too many side entrances.
3. Events
    a. Combined events with City of Green Bay
        i. Color Run (up to 7k participants), students volunteer to help. Participants in awe of campus.
        ii. Arboretum use
        iii. Kress Center events
        iv. Weidner Center

4. Connection to City of Green Bay (has changed for the better in last 20 years.
    a. Town and Gown issue- not much to bring alumni back/ too far from anything else
    b. Many students are from out of the area, so they don't come back.
    c. No physical connection to City of Green Bay.
        i. Need a bike path on Nicolet to complete connection (just widen it).
        ii. Bike lane and sidewalk on Bay Settlement is secondary connection
        iii. Utility company wanted to run gas line upgrade through campus (shorter route), but didn't want to compromise on putting in a bike path. (Cost, winter maintenance.
    d. City changed Nicolet to 4 lane because of Weidner Center traffic
    e. City growth is happening closer to downtown, not towards campus
        i. Highways are a barrier. No commercial development.
5. Campus Landmarks
    a. Monuments/ Photo ops: Shoe Tree, Mural at Main Entry, Phoenix Sculpture
    b. Buildings: Union, Kress Center, Weidner Center
6. Traditions
    a. Not a lot of traditions (shoe tree?)
    b. Most students have worked in the Union, so it's a place to come back to.
7. Favorite Places
    a. Coffee House
        i. Very vibrant / busy – cross roads. Easy to get to.
        ii. Space to meet, in a good location, and connected to other buildings.
        iii. Faculty and staff (10%) and students (90%) – commuters go to library.
        iv. Easy access from Res Life
        v. Lots of windows compared to other areas on campus
    b. Arboretum
        i. Trails are popular for students, staff, and public
        ii. Good for looking back at campus
    c. Quad is underutilized space
        i. Hard to get to
        ii. Difficult to get equipment in and out of quad.
    d. Garden Café'
        i. Main entrance for many commuter students
    e. Food Service
        i. Only place on campus to get food (other than Garden Café).
    f. Phoenix Park
        i. Volleyball and fire pit get used
        ii. Good to add other amenities: Ping Pong, Band Area, Table and Chairs
            1. Union staff and techs can support events to an extent.
            2. Equipment, tables and chairs
    g. Weather
        i. Pandemic pushes people out of the concourse and interior spaces
        ii. Need more seating areas
8. Problem Areas
    a. Exterior entry by Wood Hall/ Rose Hall lacks signage so it is confusing to find
    b. Concourse is nice but it looks dated and creates a disconnect with the exterior
        i. Enclosed space, not spacious, hard to update
        ii. Ambassadors give tours through concourse, so students first impression is by concourse only.
    c. Ballroom
        i. Not ideally located and poorly shaped (too large for small events, people think nothing is happening).
        ii. Could be better utilized and visible (no windows to let people know what is going on inside.
    d. Views to the outside
        i. Concourse and Union don't have enough visual connection to the outside.

        ii. Disconnect from Campus, hard for wayfinding
    e. Areas to Avoid
        i. No areas to avoid, but the Instructional Services plaza is underutilized. A skate park.
9. Navigation
    a. The union is conveniently located near other buildings
    b. Vendors, bands, etc get lost trying to find the loading area
        i. Physical address leads people to Main Entrance but loading docks are on the opposite side of building. GPS coordinates help.
    c. Take for granted how close everything is. A 5 min walk.
    d. Over time students get oriented but first impression is it's big and windy.
    e. Need a common vernacular to guide people around. "Where do they start."
10. Improvements
    a. Windows are needed strengthen inside and outside connections
    b. Campus Quad is not accessible- needs to be better utilized
        i. Add outside dining (small and large spaces)
        ii. Note: Relocating library building for access and views to Quad and campus- Cofrin Library currently in Pre-Design Study.
    c. WiFi access points
        i. COVID response added 12 hotspots outside of buildings
        ii. Athletics Fields, Housing, and Union
11. Facilities
    a. Links to the exterior
        i. Res Life uses the Union as the main entry to concourse system/ Commuters use Rosewood Café.
            1. Once inside the Union/Concourse, students don't want to go back outside.
            2. Commuters come from other buildings and come to Union for food/socialization.
        ii. Need an overall approach to connect the Union to other buildings and the grounds
        iii. Students will use chairs and hammocks outside
        iv. Patio/outdoor dining space gets occasional use now, would likely get more use if better programmed/supported. Needs to be convenient from interior spaces/food options.
        v. Roof garden above Student Services needs better access.
        vi. Quad access/emergency access is too limited right now to use.
    b. Traffic Flow/ Circulation
        i. Loading dock location and layout needs to be addressed.
        ii. Difficult to direct commercial deliveries to loading dock.
        iii. Students prefer the concourse system to exterior walkways
12. Sustainability
    a. Composting
        i. New composter installed recently in loading dock
        ii. For commercial food production waste only (needs to be specifically managed)
    b. Could use more thought.
13. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

# MEETING NOTES | Focus Group Meeting Minutes

Division of Facilities Development and Management Project No. 20A1M
Engberg Anderson Project No. 203162

| | |
|---|---|
| DATE & TIME | October 21, 2020 |
| LOCATION | Electronic Teams Meeting |
| PURPOSE | Focus Group Meeting – Weidner Center |
| PRESENT | |

| | |
|---|---|
| X | Robert Hoffmann – DFDM Project Manager |
| X | Thomas Bittner – UW System Administration |
| X | Paul Pinkston – UWGB Director Facilities Management and Planning |
| X | Jeffery Schulz – UWGB Campus Facilities Planner |
| X | Kelli Strickland – UWGB Executive & Artistic Director Weidner Center |
| X | Brock Neverman – UWGB General Manager |
| | |
| X | Jim Brown – Engberg Anderson |
| | Joe Huberty - Engberg Anderson |
| X | Jared Vincent – Saiki Design |

1. Introductions
2. Weidner Center
    a. The Center
        i. Performance center for everything from recitals to big broadway shows. (school buses to 20 semis)
        ii. 180-200k visitors per year, 15-20% are school groups (expected to increase)
    b. Mission
        i. Old: Delight, Educate, Inspire
        ii. New: Interact with creative work on campus and expand to the community
            1. Creative work, cultural work, and student engagement
        iii. Connect education to the arts
            1. Amplify local artists
            2. Collaborate with faculty and regional artists
    c. Connection to Campus
        i. Not considered/perceived as part of campus by many due.
        ii. Not linked by the concourse system (although 60' from union, students resist going outside)
        iii. Lack of interior connections creates issues for students getting there and moving equipment
            1. Instruments are transported under canopies or by truck

d. Engagement
    i. Students didn't use to be a part of the operations or care of the center
    ii. Students are now more engaged for programs and student attendance has increased 10x.
e. Parking/Access
    i. Visitor parking/entrance is easy access from Nicolet off Main Entrance Drive
    ii. Commercial deliveries/semi's need adequate space for turning
    iii. Need more queuing space for bus drop-offs
    iv. Multiple parking lots. All get filled for large events
        1. One is for valet parking
        2. Some patrons leave early to avoid congestion getting off campus
        3. Traffic gets very congested especially if overlapped with Kress Events
    v. Lots are full during the week with commuter students and faculty parking
    vi. Note: lots are scheduled to be resurfaced and striped in the next 2-3 years
f. COVID: currently used as surge space for classrooms
g. Young visitors to campus (potential UWGB students).
    i. Solo & Ensemble is the first visit to campus for many young people.
    ii. Summer music camps, too.

3. Overall Campus
    a. First Impressions
        i. Love the natural beauty but still get lost.
        ii. Buildings are all unique, bigger buildings are helpful for navigating outside
    b. Favorite Places
        i. Grand Foyer in Weidner.
        ii. Shady areas by Theatre Hall
        iii. Arboretum
        iv. Kress Center
        v. MAC Hall- used by faculty as a meeting place- nicest areas inside building/modern
    c. Heart of Campus?
        i. Library
        ii. Union- main level
    d. Doorstep?
        i. Theatre/Music Hall and Weidner Center are most visible at Main Entrance Drive
            1. Even those these are all located together, nothing visibly says "you've arrived to the arts center of campus".
    e. Relationship to City of Green Bay
        i. Community is aware of the Weidner Center, but it is considered "out there" on the far east side
        ii. Millennials and Gen-X students are more interested in having a 'downtown' venue/experience with options for dining/ after events vs. a single destination.
        iii. Does not compete but compliments the Meyer Theatre in GB.
    f. Transit
        i. City bus used to take Theatre Drive, now only takes Main Entrance Drive in/out
        ii. Theatre Drive used as an emergency access route
    g. Sustainability
        i. Hard to see- energy efficiency updates/lights/
        ii. Could use more HVAC controls
        iii. Could use more thought for ways to contribute to sustainability
4. Looking Ahead
    a. Growth
        i. Historically 100 student tickets sold (2016/2017), now over 1,000 tickets (2019) and projecting up to 2,000.

b. Needs
    i. Physical and visual connection to campus
        1. Stronger physical connection to the performance lobby spaces of the building.
            a. Routing students/faculty though the lobby and into a tunnel/overhead connection to Union would be a great exposure for the Center.
        2. Connection to Theatre/Music/ Studio Arts would be great to encourage student connection to Center, especially in inclement weather
        3. Consider impacts to Theatre Drive- need an option for backside drop-off, Buses, deliveries, and future bus routes
    ii. Smaller venue for a bigger variety of events/ solo-ensemble groups, etc (not the recital hall)
        1. Would like an outdoor space to take advantage of good weather
        2. Space for up to 500 people (seated) with audio/lighting equipment
        3. Best if connected to Weidner Center for accessing and managing

5. Closing

These meeting minutes constitute the author's understanding of the issues discussed and the decisions reached. Please contact the undersigned with any additions, deletions or changes.

Prepared by

**Jim Brown, AIA**
Principal

***Copied Attendees***

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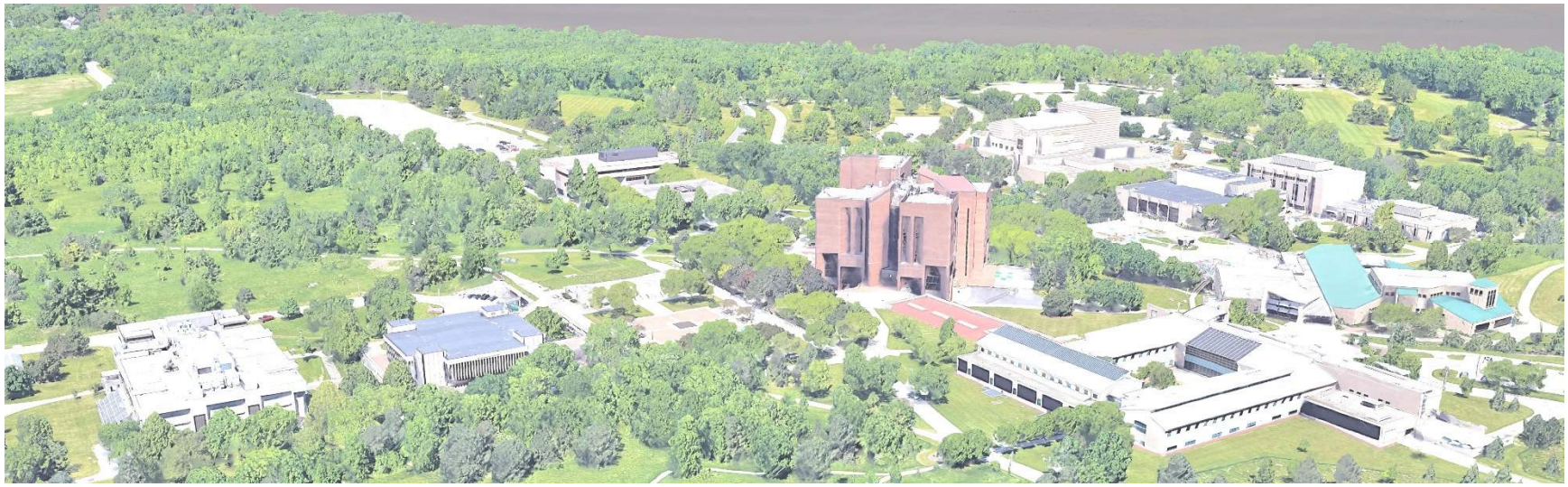
Engberg Anderson ARCHITECTS

UNIVERSITY of WISCONSIN GREEN BAY

# UW-GREEN BAY CAMPUS SPACE ASSESSMENT



**DFD Project No. 21C1U**

**Engberg Anderson Project No. 203162**

**July 28, 2022**

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## Acknowledgements

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Institution **UW-Green Bay** Date **7-28-22**

Institution **UW-Green Bay** Date **7-28-22**

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**Introduction**

The Campus Space Assessment is the outcome of an intensive ten-month process. In May of 2021, the State of Wisconsin Department of Administration – The Division of Facilities Development (**DFD**) engaged a team led by Engberg Anderson, Inc. (**EA**) to facilitate the Campus Space Assessment.

Along with DFD and the University of Wisconsin System Administration (**UWSA**), the University of Wisconsin – Green Bay (**UWGB**) aided the EA consultant team which included Comprehensive Facilities Planning, Inc. (**CFP**). CFP's primary focus included the Space Inventory and Allocation analysis while EA's primary focus included the Framework and Floor Assessment, Functional/Space Use Assessment, and Physical Condition Assessment analysis.

**Purpose**

The purpose of this assessment is to evaluate the general access classrooms and instructional laboratories to provide a comprehensive space needs, use, and suitability analysis for current and anticipated future needs. The analysis, conclusions, determinations, and recommendation from this effort will be used as the basis for a campuswide space use plan and help inform future campus planning and capitol project initiatives.

**Process**

The methodology used in the assessment was a data-driven process that initially utilized two databases: the space inventory maintained by UWGB's Facilities Planning and Management and the schedule of class files maintained by UWGB's Office of the Registrar. This information was merged into an aggregate relational database to generate the summaries and tabular data used in the final Instructional Space Utilization Analysis report.

The space inventory for the instructional spaces was provided by the University and included key data elements, such as building and room numbers, assignable square feet, room use or type, room capacity, and room assignment.

The consultant team verified the space inventory data and conducted condition assessments via field observations of the facilities in July 2021. The inventory database was updated accordingly. Additionally, questionnaires were provided to campus to reach a larger audience and gather condition assessment information that might not be readily apparent to the consultant team during the field inspection process.

Questionaries were provided to the following:
Kathleen Burns – Provost and Vice Chancellor for Academic Affairs
Charles Rybak – Dean College of Arts, Humanities, and Social Sciences
John Katers – Dean College of Science and Technology
Matthew Dornbush – Dean Austin E. Cofrin School of Business
Susan Gallagher-Lepak - Dean College of Health, Education and Social Welfare

**Campus Enrollment**

| Year | Headcount (% increase) | FTE (% increase) |
|---|---|---|
| 2021 (fall) | 8,773 (8.2) | 5,648 (4.2) |
| 2020 (fall) | 8,057 (0.9) | 5,412 (-1.0) |
| 2019 (fall) | 7,982 (8.0) | 5,468 (6.1) |
| 2018 (fall) | 7,344 (2.0) | 5,135 (2.9) |
| 2017 (fall) | 7,198 (2.0) | 4,986 (1.0) |
| 2016 (fall) | 7, 054 (3.6) | 4,935 (2.0) |
| 2015 (fall) | 6,798 (-2.3) | 4,834 (-3.2) |
| 2014 (fall) | 6,954 (3.8) | 4,991 (-1.2) |
| 2013 (fall) | 6,687 (-2.2) | 5,051 (-4.4) |
| 2012 (fall) | 6,836 | 5,272 |
| | | |
| 2012 - 2021 | (22.1% increase) | (6.7% increase) |

Institution **UW-Green Bay** Date **7-28-22**

**Facilities**

The Campus Space Assessment includes the following facilities:

| | | |
|---|---|---|
| 2022 | ENVIRONMENTAL SCIENCES | 43,026 GSF |
| 2023 | INSTRUCTIONAL SERVICES | 66,386 GSF |
| 2024 | LABORATORY SCIENCES | 106,692 GSF |
| 2025 | DAVID A. COFRIN LIBRARY | 187,703 GSF |
| 2027 | THEATRE HALL | 63,641 GSF |
| 2028 | KRESS EVENTS CENTER | 186,908 GSF |
| 2029 | STUDENT SERVICES | 41,466 GSF |
| 2030 | STUDIO ARTS | 83,731 GSF |
| 2031 | UNIVERSITY UNION | 104,913 GSF |
| 2035 | JOHN M. ROSE HALL | 40,595 GSF |
| 2036 | L. G. WOOD HALL | 66,631 GSF |
| 2045 | CONCOURSE SYSTEM | 17,050 GSF |
| 2050 | WEIDNER CENTER | 131,400 GSF |
| 2052 | MARY ANN COFRIN HALL | 129,850 GSF |

**Utilization Metrics**

Weekly Room Hours (**WRH**) is the number of minutes a class meets each week, including class change time, converted to hours. The sum for all sections in a classroom is the WRH utilization for that room. UW System includes evenings and weekends, and the UW System guideline considers all scheduled hours when determining availability.

- UW System standards for instructional labs is 32 periods per week of scheduled use (32 WRH).
- UW System standards for classroom use is 40 periods per week of scheduled use (40WRH).

Station Occupancy Percent (**SO%**) is the percentage of the number of seats or stations occupied when the room is in use divided by the teaching capacity of the classroom or laboratory as based on daytime instruction. UW System guidelines suggest that on average 67% (Station Occupancy) of classroom and lab seats should be filled.

**Condition Assessment Metrics**

Field observations were noted and documented for the following space uses which are divided into four broad categories for the purpose of grading the facility interiors: Classrooms, Labs, and Offices; Circulation / Concourse; Restrooms; and Back of House.

**Inventory Template**

Utilizing the beginnings of a UWSA area inventory template, the team began constructing / developing the database to be utilized for the space utilization analysis.

**Summary of Findings - Classrooms**

Supply (as of fall 2021)

- 54 classrooms, 2,841 seats, and 63,195 square feet with scheduled use.
- Average square foot allocation per seat 22.2 which is slightly below the 24 square foot guideline.

Utilization

- Fall 2019 - Classroom utilization rate of 25.5 WRH.
- Spring 2020 - Classroom utilization rate of 23.8 WRH.
- Fall 2021 - Classroom utilization rate of 22.2 WRH.

The decline is partly attributed to COVID and movement to virtual classes.

Station Occupancy

- Fall 2019 - Classroom station occupancy of 63.2 SO%.
- Fall 2021 - Classroom station occupancy of 58.2 SO%.
- Fall 2021 - Classroom station occupancy of 48.7 SO%.

The flowing Classroom Table identifies the 54 classrooms and provides information on the physical aspects of the rooms, as well as room furnishings, technology, and the functional and physical conditions.

Institution **UW-Green Bay** Date **7-28-22**

| BLDG. # | BLDG. | Room | Seats | Size | Ceiling Ht | TA | MT | FT | C | FS | TS | TECH | FUNCT | PHYS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2022 | Environmental Sciences | 114 | 142 | 53x68 | Varies | X | | | | X | X | 3+ | B | 2 |
| 2022 | Environmental Sciences | 301 | 42 | 25x42 | 9 | | X | | X | | | 2 | B | 2 |
| 2022 | Environmental Sciences | 304 | 36 | 28x31 | 9 | | X | | X | | | 2 | B | 2 |
| 2022 | Environmental Sciences | 316 | 30 | 24x28 | 9 | | X | | X | | | 2 | B | 2 |
| 2022 | Environmental Sciences | 320 | 30 | 24x28 | 9 | | X | | X | | | 2 | B | 2 |
| 2022 | Environmental Sciences | 326 | 40 | 28x31 | 9 | | X | | X | | | 2 | B | 2 |
| 2023 | Instructional Services | 1020 | 30 | 19x36 | 9 | | X | | X | | | Distance | C | 2 |
| 2035 | John M Rose Hall | 250 | 267 | 49x55 | Varies | X | | | | X | X | 3+ | B | 2 |
| 2036 | LG Wood Hall | 114 | 42 | 29x41 | 10 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 117 | 80 | 39x54 | 10 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 118 | 42 | 29x41 | 10 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 201 | 44 | 33x39 | 10 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 205 | 50 | 36x42 | 9 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 213 | 48 | 33x40 | 10 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 215 | 48 | 33x39 | 10 | | X | | X | | | Distance | B | 2 |
| 2036 | LG Wood Hall | 216 | 48 | 33x38 | 10 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 301 | 24 | 27x33 | 10 | | X | | X | | | 3 | B | 2 |
| 2036 | LG Wood Hall | 302 | 30 | 24x30 | 9 | | X | | X | | | 2 | B | 2 |
| 2036 | LG Wood Hall | 303 | 50 | 33x36 | 10 | | X | | X | | | 3 and 6 | B | 2 |
| 2036 | LG Wood Hall | 317 | 42 | 34x36 | 9 | | X | | X | | | 3 | B | 2 |
| 2036 | LG Wood Hall | 324 | 28 | 24x24 | 10 | | X | | X | | | 3 | B | 2 |
| 2036 | LG Wood Hall | 327 | 45 | 34x36 | 9 | | X | | X | | | 3 | B | 2 |
| 2036 | LG Wood Hall | 328 | 30 | 24x36 | 10 | | X | | X | | | 3 | B | 2 |
| 2036 | LG Wood Hall | 440 | 36 | 33x35 | 9 | | X | | X | | | Active | B | 2 |

| CODE | CODE MEANING | TECH CODE | DESCRIPTION |
|---|---|---|---|
| **TA** | Table Arm Chairs | **1** | Basic classroom |
| **MT** | Moveable Table | **2** | Level 1 classroom + instructional technology, such as VCR, TV, sound system, DVD player, CD player, etc. |
| **FT** | Fixed Table | **3** | Level 2 classrooms + video/data projector and a teaching station with nearby access to controls for all |
| **C** | Chairs | | A/V equipment, room lighting and room sound system. Wired network connectivity at each fixed station. |
| **FS** | Fixed Seating | **3+** | Level 3 classrooms + a teaching station with an electronic touch screen for control of A/V and room functions. |
| **TS** | Tiered Seating | | Can also include digital recording capabilities to record lectures for selective viewing at a later time. |
| **TECH** | Technology | **5/Active** | Active learning classrooms furnished and equipped with multiple computerized learning pods and a portable |
| **FUNCT** | Functional Rating | | computerized teaching station enabling instructor to connect to any/all of the connected learning pods. |
| **PHYS** | Physical Rating | **6/Distance** | Classrooms equipped with a two-way video system to support distance education. |

Institution **UW-Green Bay** Date **7-28-22**

| BLDG. # | BLDG. | Room | Seats | Size | Ceiling Ht | TA | MT | FT | C | FS | TS | TECH | FUNCT | PHYS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2052 | Mary Ann Cofrin Hall | 103 | 75 | 39x41 | 15 | | X | X | X | | X | 3 and 6 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 105 | 75 | 39x41 | 15 | | X | X | X | | X | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 107 | 75 | 39x41 | 15 | | X | X | X | | X | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 109 | 75 | 39x41 | 15 | | X | X | X | | X | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 111 | 67 | 39x41 | 15 | | X | X | X | | X | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 113 | 72 | 39x41 | 15 | | X | X | X | | X | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 137 | 24 | 26x50 | 11 | | | X | | X | X | Distance | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 204 | 74 | 40x41 | 21 | | X | | X | | X | 3 and 6 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 206 | 74 | 40x41 | 21 | | X | | X | | X | 3 and 6 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 208 | 122 | 52x52 | 17 | | | X | X | | X | 3 and 6 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 210 | 128 | 52x52 | 17 | | | X | X | | X | 3 and 6 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 217 | 40 | 28x32 | 10 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 219 | 40 | 27x32 | 10 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 221 | 40 | 27x32 | 9 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 223 | 40 | 27x32 | 10 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 224 | 24 | 22x24 | 9 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 225 | 40 | 27x32 | 10 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 229 | 30 | 30x37 | 10 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 234 | 24 | 23x24 | 9 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 236 | 24 | 21x24 | 9 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 237 | 50 | 40x41 | 9 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 302 | 18 | 20x22 | | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall | C303 | 22 | 20x24 | 9 | | X | | X | | | 3 | B | 2 |
| 2027 | Theatre Hall | 310 | 32 | 25x25 | 8 | | X | | X | | | 3+ | B | 2 |
| 2027 | Theatre Hall | 312 | 40 | 25x25 | 9 | | X | | X | | | 3 | B | 2 |
| 2027 | Theatre Hall | 316 | 34 | 29X30 | 8 | | X | | X | | | 3 | B | 2 |
| 2027 | Theatre Hall | 378 | 18 | 18x25 | 9 | | X | | X | | | 2 | B | 2 |
| 2030 | Studio Arts | 350 | 70 | 29x45 | 9 | | X | | X | | | 3 | B | 2 |
| 2030 | Studio Arts | 351 | 28 | 21x29 | 9 | X | | | | | | 3 | B | 2 |
| 2030 | Studio Arts | 353 | 31 | 19x23 | 9 | X | | | | | | 2 | B | 2 |

| CODE | CODE MEANING | TECH CODE | DESCRIPTION |
|---|---|---|---|
| **TA** | Table Arm Chairs | **1** | Basic classroom |
| **MT** | Moveable Table | **2** | Level 1 classroom + instructional technology, such as VCR, TV, sound system, DVD player, CD player, etc. |
| **FT** | Fixed Table | **3** | Level 2 classrooms + video/data projector and a teaching station with nearby access to controls for all |
| **C** | Chairs | | A/V equipment, room lighting and room sound system. Wired network connectivity at each fixed station. |
| **FS** | Fixed Seating | **3+** | Level 3 classrooms + a teaching station with an electronic touch screen for control of A/V and room functions. |
| **TS** | Tiered Seating | | Can also include digital recording capabilities to record lectures for selective viewing at a later time. |
| **TECH** | Technology | **5/Active** | Active learning classrooms furnished and equipped with multiple computerized learning pods and a portable |
| **FUNCT** | Functional Rating | | computerized teaching station enabling instructor to connect to any/all of the connected learning pods. |
| **PHYS** | Physical Rating | **6/Distance** | Classrooms equipped with a two-way video system to support distance education. |

**Classroom Table notes:**

Wood Hall room 114 has been removed as an assignable classroom and converted to the Willie D. Davis Finance and Investment Lab.

Wood Hall room 118 has been removed as an assignable classroom and converted to the Charles Schwab Foundation Center for Personal Financial Planning.

Wood Hall room 202 has been removed as an assignable classroom and converted to the Wisconsin Small business Development Center (SBDC).

Wood Hall room 302 has been removed as an assignable classroom and converted to a Nursing Lab – Home Care Lab.

Wood Hall room 327 will be removed as an assignable classroom and converted to a Nursing Lab.

Wood Hall room 328 will be removed as an assignable classroom and converted to a Nursing Lab – Assessment Lab.

Wood Hall room 440 will be removed from an assignable classroom and converted to offices.

**Classroom Utilization Analysis**

Classroom utilization by building

| Building | Rooms | Avg. WRH |
|---|---|---|
| ENVIRON | 6 | 23.7 |
| MAC | 22 | 22.9 |
| ROSE | 1 | 9.3 |
| STEM | 4 | 14.5 |
| STUDIO | 3 | 14.5 |
| THEATRE | 4 | 15.7 |
| WOOD | 14 | 27.0 |
| **Total-Fall 2021** | **54** | **22.2** |
| **Total-Fall 2019** | **55** | **25.1** |

The classrooms in the Environmental Sciences, Mary Cofrin Hall, and Wood Hall had the highest utilization rates (ranging from 22.9 – 27.0 WRH). Wood has the highest evening utilization.

Seven classrooms were identified as having less than 10 hours of use during the daytime hours including Rose Hall's 250-seat lecture hall. The four largest classrooms on campus; Environmental Science 114 (142 seats), Rose 250 (267 seats), Mary Ann Cofrin 208 (122 seats), and Mary Ann Cofrin 210 (128 seats) had some of the lowest utilization on campus at 13.3, 9.3, 10.5, and 15.0 WRH, respectively.

Instructional Services Room 1020 and Mary Ann Cofrin Hall Room 237 registered no usage in Fall 2021.

Classroom utilization based on room technology

There appears to be no correlation between classroom utilization and classroom technology. Classrooms 301, 304, 316, 320, and 320 in Environmental Sciences had utilization rates ranging from 22.5 – 30.8 WRH in the fall of 2021 while those rooms were only equipped as basic classrooms that contained instructional technology, such as VCR, TV, sound system, DVD player, CD player, etc. (technology code 2). Conversely, classrooms 114, 117, 118, 201, 205, 213, 215, and 216 in Wood Hall had utilization rates ranging from 16.1 – 40.5 WRH in the fall of 2021 while those rooms were equipped with teaching stations with electronic touch screens for control of A/V and room functions (technology code 3+).

Classroom utilization based on room conditions – functional and physical

Since all classrooms are rated as satisfactory from a functional and a physical condition assessment the existing conditions are not differentiators in classroom utilization.

**Calculated Classroom needs**

Using national daytime use guidelines (26.8 WRH), calculates a need for 40 (39.2) classrooms, 1,563 seats, and 37,517 ASF to support the instructional classroom activity.

The Fall 2019 calculation (pre-covid) suggested a need for 47 classrooms.

Using UW System guidelines (40 WRH), calculates a need for 37 classrooms to support the instructional classroom activity.

**Classroom Needs by Size Range**

The number of classrooms needed by size is calculated for both the actual enrollment and limit. The calculation summarizes the hours scheduled by the actual class enrollments and limits (i.e., not the size room the room where the class was scheduled) and divides by the expected Avg. WRH goal of 40.0 for the UW System calculation to derive how many classrooms are needed in each of the size ranges. The Best Fit columns show how many rooms are needed with some flexibility built into the model.

| Size Range (Seats) | 2021 Rooms | Future Rooms | UW System Calculation | |
|---|---|---|---|---|
| | | | Best Fit Rooms | Difference Future-Best |
| 1-20 | 2 | 2 | 7 | (5) |
| 21-40 | 24 | 24 | 16 | 8 |
| 41-55 | 14 | 14 | 7 | 7 |
| 56-70 | 2 | 2 | 3 | (1) |
| 71-90 | 8 | 8 | 1 | 7 |
| 91-110 | 0 | 0 | 1 | (1) |
| 111-150 | 3 | 3 | 1 | 2 |
| 151-200 | 0 | 0 | 0 | 0 |
| >200 | 1 | 1 | 1 | 0 |
| **Totals** | **54** | **54** | **37** | **17** |

*Classroom Needs by Size Range - Classrooms*

The distribution of current classroom sizes fits well with the calculated Best Fit rooms. Excess supply is concentrated in the 21- 40 seat range and the 71-90 seat range. Seven of the 71-90 seat classrooms are in Mary Cofrin Hall and are primarily used by classes with 45 or less students.

**Based on Station Occupancy rates, Classroom Utilization rates, and the number and size of classrooms, the current total supply of classrooms can feasibly support an 80% enrollment growth potential.**

Growth Potential: Enrollment Growth Potential is an estimate of potential enrollment growth percent a classroom could handle if it was scheduled at the upper limit of the ideal utilization guidelines of 40 hours per week of scheduled use with 67% of the teaching stations use compared to its current use. For example, a classroom that was used 26 hours per week with 67% of the teaching stations occupied could handle about 65% more enrollments if it were scheduled 40 hours per week and 67% of the teaching stations were filled on average.

**Summary of Findings - Laboratories**

Supply (as of fall 2021)

- 62 labs, 1,473 teaching stations (seats), and 75,462 square feet with scheduled use.
    - Total square footage including support spaces and the like total 108,870 square feet.

The Laboratory Station Modules (average square foot allocation per seat) plus Service Factor (support spaces) vary by discipline and type of equipment required for each teaching station. Laboratory Service Factors can range from 0% to 40% of the total teaching laboratory space.

Utilization

- Fall 2019 - Lab utilization rate of 12.6 WRH.
- Spring 2020 - Lab utilization rate of 11.7 WRH.
- Fall 2021 - Lab utilization rate of 11.8 WRH.

The decline in classrooms that is partly contributed to COVID is not reflected in the lab utilization as labs required hands-on experience much more so that classrooms and therefore the lab utilization is more consistent.

Station Occupancy

- Fall 2019 - Lab station occupancy of 61.0 SO%.
- Fall 2021 - Lab station occupancy of 52.0 SO%.
- Fall 2021 - Lab station occupancy of 56.0 SO%.

The flowing Lab Table identifies the 62 labs and provides information on the physical aspects of the rooms, as well as room furnishings, technology, and the functional and physical conditions.

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| BLDG. # | BLDG. | Room | Seats | Size | Ceiling Ht | TA | MT | FT | C | FS | TS | TECH | FUNCT | PHYS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2030 | Studio Arts - choir/ensemble | B101 | 100 | 36x38 | 14 | | X | | X | | | 3 | B | 2 |
| 2030 | Studio Arts - band room | B103 | 140 | 40x69 | 15 | | X | | X | | | 3 | B | 2 |
| 2030 | Studio Arts - printmaking | C105 | 16 | 30x40 | 9 | | X | | X | | | -- | C | 3 |
| 2030 | Studio Arts - 3D/sculpture/wood | C108 | 15 | 36x43 | 18 | | X | | X | | | -- | C | 3 |
| 2030 | Studio Arts - woodworking/tools | C110 | 10 | 34x35 | 15 | | | | | | | -- | C | 3 |
| 2030 | Studio Arts - ceramics studio | C111 | 38 | 45x71 | 18 | | X | | X | | | 1 | C | 3 |
| 2030 | Studio Arts - jewelry/metals | C112 | 20 | 30x34 | 12 | | X | | X | | | 1 | C | 3 |
| 2030 | Studio Arts - printmaking studio | C114 | 12 | 19x43 | 15 | | X | | X | | | 1 | C | 3 |
| 2030 | Studio Arts - music lab | 214 | 30 | 22x38 | 9 | | X | | X | | | 3 | B | 2 |
| 2030 | Studio Arts - keyboard | 260 | 11 | 21x37 | 9 | | X | | X | | | 1 | B | 2 |
| 2030 | Studio Arts - photography | 311 | 20 | 21x29 | 9 | | X | | X | | | 2 | B | 2 |
| 2030 | Studio Arts - graphic design/comp | 314 | 18 | 30x37 | 9 | | X | | X | | | 5 | B | 2 |
| 2030 | Studio Arts - dark room | 321 | 5 | | | | X | | X | | | -- | B | 2 |
| 2030 | Studio Arts - digital dark room | 323 | 12 | | | | X | | X | | | -- | B | 2 |
| 2030 | Studio Arts - photo/2D design | 411 | 16 | 34x39 | 10 | | X | | X | | | 3 | B | 2 |
| 2030 | Studio Arts - painting studio | 412 | 16 | 40x39 | 10 | | X | | X | | | -- | B | 2 |
| 2030 | Studio Arts - drawing studio | 413 | 16 | 34x40 | 9 | | X | | X | | | 1 | B | 2 |
| 2030 | Studio Arts - painting studio | 414 | 16 | 30x40 | 10 | | X | | X | | | -- | B | 2 |
| 2030 | Studio Arts - fiber/textiles studio | 416 | 20 | 30x40 | 9 | | | X | X | | | 1 | B | 2 |
| 2030 | Studio Arts - intermed. drawing | 426 | 16 | 32x35 | 10 | | X | | X | | | -- | B | 2 |
| 2027 | Theatre Hall - acting studio | 110 | 24 | 32x38 | 19 | | | | | | | | B | 2 |
| 2027 | Theatre Hall - costume shop | 111 | 12 | | | | | | | | | | B | 2 |
| 2027 | Theatre Hall - tap studio | 132 | 30 | | | | | | | | | | B | 2 |
| 2027 | Theatre Hall - acting studio | 210 | 16 | 16x27 | | | | | | | | | B | 2 |
| 2027 | Theatre Hall - tap studio | 212 | 20 | 31x40 | | | | | | | | 2 | B | 2 |
| 2025 | David A. Cofrin Library | 102 | 25 | 26x39 | 9 | | X | | X | | | 3 | * | * |
| 2036 | LG Wood Hall - nursing lab | 317 | 12 | 34x36 | 9 | | X | | X | | | 3 | B | 2 |
| 2036 | LG Wood Hall - nursing lab | 324 | 10 | 24x24 | 10 | | X | | X | | | 3 | B | 2 |

| CODE | CODE MEANING | TECH CODE | DESCRIPTION |
|---|---|---|---|
| **TA** | Table Arm Chairs | **1** | Basic classroom |
| **MT** | Moveable Table | **2** | Level 1 classroom + instructional technology, such as VCR, TV, sound system, DVD player, CD player, etc. |
| **FT** | Fixed Table | **3** | Level 2 classrooms + video/data projector and a teaching station with nearby access to controls for all |
| **C** | Chairs | | A/V equipment, room lighting and room sound system. Wired network connectivity at each fixed station. |
| **FS** | Fixed Seating | **3+** | Level 3 classrooms + a teaching station with an electronic touch screen for control of A/V and room functions. |
| **TS** | Tiered Seating | | Can also include digital recording capabilities to record lectures for selective viewing at a later time. |
| **TECH** | Technology | **5/Active** | Active learning classrooms furnished and equipped with multiple computerized learning pods and a portable |
| **FUNCT** | Functional Rating | | computerized teaching station enabling instructor to connect to any/all of the connected learning pods. |
| **PHYS** | Physical Rating | **6/Distance** | Classrooms equipped with a two-way video system to support distance education. |

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| BLDG. # | BLDG. | Room | Seats | Size | Ceiling Ht | TA | MT | FT | C | FS | TS | TECH | FUNCT | PHYS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2052 | Mary Ann Cofrin Hall - nursing | 117 | 18 | 20x23 | 9 | | X | | X | | | 3 | C | 3 |
| 2052 | Mary Ann Cofrin Hall - observation | 131 | 10 | | | | | | | | | | B | 2 |
| 2052 | Mary Ann Cofrin Hall | 133 | 10 | | | | X | | X | | | Distance | B | 2 |
| 2052 | Mary Ann Cofrin Hall - SS research | 120 | 30 | 26x34 | 11 | | X | | X | | | 3 | C | 2 |
| 2052 | Mary Ann Cofrin Hall - comp lab | 122 | 25 | 33x34 | 11 | | X | | X | | | 3 | B | 2 |
| 2052 | Mary Ann Cofrin Hall - cartography | 231 | 12 | 34x40 | 10 | | | X | X | | | 3 | B | 2 |
| 2023 | Instructional Services | 1034 | 32 | 29x35 | 9 | | X | | X | | | 3 | C | 2 |
| 2023 | Instructional Services | 1067 | Future Engineering Use - Under Construction | | | | | | | | | | | |
| 2023 | Instructional Services - PC lab | 1129A | 45 | 30x51 | 9 | | X | | X | | | 3 | B | 2 |
| 2023 | Instructional Services - PC lab | 1129B | 31 | 31x35 | 8 | | X | | X | | | 3 | B | 2 |
| 2023 | Instructional Services - PC lab | 1129E | 25 | 30x36 | 9 | | X | | X | | | 3 | B | 2 |
| 2023 | Instructional Services - MAC lab | 1129J | 25 | 31x34 | 9 | | X | | X | | | 3 | B | 2 |
| 2024 | Laboratory Sciences | 102 | 25 | 23x41 | 9 | | | X | | X | | 3 | B | 2 |
| 2024 | Laboratory Sciences | 116 | 24 | 34x39 | 9 | | X | | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 118 | 24 | 34x40 | 9 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 206 | 24 | 36x40 | 9 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 208 | 24 | 36x38 | 9 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 210 | 24 | 34x37 | 8 | | | X | X | | | 1 | B | 3 |
| 2024 | Laboratory Sciences | 212 | 24 | 25x25 | 9 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 214 | 24 | 34x39 | 8 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 306 | 24 | 34x41 | 8 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 307 | 16 | 30x41 | 8 | | | X | X | | | 1 | B | 3 |
| 2024 | Laboratory Sciences | 310 | 24 | 34x41 | 8 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 316 | 24 | 31x38 | 9 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 319 | 24 | 36x38 | 9 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 406 | 24 | 40x | 13 | | | X | X | | | 1 | B | 2 |
| 2024 | Laboratory Sciences | 419 | 24 | 34x40 | 9 | | | X | X | | | 1 | B | 2 |

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|---|---|---|---|
| **TA** | Table Arm Chairs | **1** | Basic classroom |
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| **FT** | Fixed Table | **3** | Level 2 classrooms + video/data projector and a teaching station with nearby access to controls for all |
| **C** | Chairs | | A/V equipment, room lighting and room sound system. Wired network connectivity at each fixed station. |
| **FS** | Fixed Seating | **3+** | Level 3 classrooms + a teaching station with an electronic touch screen for control of A/V and room functions. |
| **TS** | Tiered Seating | | Can also include digital recording capabilities to record lectures for selective viewing at a later time. |
| **TECH** | Technology | **5/Active** | Active learning classrooms furnished and equipped with multiple computerized learning pods and a portable |
| **FUNCT** | Functional Rating | | computerized teaching station enabling instructor to connect to any/all of the connected learning pods. |
| **PHYS** | Physical Rating | **6/Distance** | Classrooms equipped with a two-way video system to support distance education. |

**Lab Table notes:**
Mary Ann Cofrin rooms 131 and 133 are used in conjunction with one another as 133 is the student practice area and room 131 is the adjacent observation room.
Mary Ann Cofrin room 117 is being phased out as a nursing lab. The only other use in the fall of 2021 was 2 hours for Psychology 787.
Wood Hall room 302 has been removed from an assignable classroom and converted to a Nursing Lab – Home Care Lab.
Wood Hall room 328 will be removed from an assignable classroom and converted toa Nursing Lab – Assessment Lab.
Wood Hall room 440 will be removed from an assignable classroom and converted to offices.
Wood Hall 317 will expand into the adjacent 327 to enlarge the existing Nursing Lab currently housed in 317.
Lab Science 307 has low ceilings for an athletic training lab.
Studio Arts rooms 411, 412, 413, 414, 416, and 426 are planned for renovation in the coming years.

**Lab Utilization Analysis by College**
**College of Arts, Humanities and Social Sciences (CAHSS)**
The 16 labs utilized by the Art and Visual Design programs saw fairly consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters at WHR-All hours of between 9.5 and 12.3 indicating potential growth of at least 74%.
The 4 labs utilized by the Music programs saw fairly consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters at WHR-All hours of between 15.4 and 17.7 indicating potential growth of at least 76%.
The 5 labs utilized by the Performing Arts programs saw fairly consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters at WHR-All hours of between 7.1 and 10.1 indicating potential growth of at least 76%.

The overall enrollment by program area within the College of Arts, Humanities and Social Sciences (CAHSS) has experienced a decline in the last decade at the same time the university has seen an increase in overall enrollment.

**College of Health, Education and Social Welfare (CHESW)**
The 3 labs utilized by the Nursing and Health Studies programs saw steady utilization growth rates across the fall 2019, spring 2020, and fall 2021 semesters at WHR-All hours of between 0.0 (spring of 2020 – COVID impacted), 2.0 in the fall of 2019 and 12.5 in the fall of 2021. The fall of 2021 utilization indicates potential growth of 65%.

The 2 labs utilized by the Social Work programs saw fairly consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters at WHR-All hours of between 5.0 and 5.5 indicating potential growth of at least 79%.

The enrollment within the College of Health, Education and Social Welfare (CHESW) has experienced an increase in overall enrollment by program area in the last decade at the same time the university has seen an increase in overall enrollment. The growth of CHESW is in line with the rate of growth for the overall campus. Education and Nursing has shown the highest growth during this time and with the new nursing degree programs are expected to continue that trend.

**Cofrin School of Business**
The Cofrin School of Business does not utilize labs like the other colleges but does so indirectly as business school students use the writing labs and computer labs.

The enrollment within the Cofrin School of Business has experienced a significant increase in overall enrollment by program area in the last

decade at the same time the university has seen an increase in overall enrollment. In fact, the business school is growing faster.

**College of Science, Engineering and Technology (CSET)**

The 6 biology labs utilized by the Natural and Applied Science programs saw fairly consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters with an average WHR-All hours of between 9.0 and 15.0 indicating an average potential growth of at least 54%. The lower growth rate is due to good station occupancy during these periods of between 67% and 84%. The spring of 2020 utilization was impacted by COVID as utilization was at the lowest during this time.

The 2 geology labs saw consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters with an average WHR-All hours of between 10.0 and 11.2 indicating potential growth of at least 80%. It does not look like spring 2020 utilization was impacted by COVID as utilization during this period remained consistent with the other two periods.

The kinetic lab (Lab Science 419) saw consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters at WHR-All hours of between 9.0 and 12.2 indicating potential growth of at least 74%. It does not look like spring 2020 utilization was impacted by COVID as utilization during this period was higher than the other two periods.

The 3 chemistry labs saw somewhat consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters with an average WHR-All hours of between 12.0 and 20.0 indicating an average potential growth of at least 39%. The lower growth rate is due to good station occupancy during these periods of between 84% and 87%. It does not look like spring 2020 utilization was impacted by COVID as utilization during this period was higher than the other two periods.

The 3 human biology labs saw somewhat consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters with an average WHR-All hours of between 12.2 and 15.5 indicating an average potential growth of at least 69%. It does not look like spring 2020 utilization was impacted by COVID as utilization during this period was higher than the other two periods.

The 2 engineering labs (not within the STEM Building) saw somewhat consistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters with an average WHR-All hours of between 5.3 and 6.0 indicating an average potential growth of at least 69%. It does not look like spring 2020 utilization was impacted by COVID as utilization during this period was higher than the other two periods. The engineering dry lab in IS 1067 was taken off-line as part of the engineering lab renovation project that was recently completed.

The 2 computer science labs saw inconsistent utilization rates across the fall 2019, spring 2020, and fall 2021 semesters with WHR-All hours ranging from 0.0 to 31.4 indicating a potential growth of between 100% and -6%. The NSA lab in MAC 120 was lightly used at only 3 hours per week while the microcomputer lab in MAC 122 had good utilization in fall of 2019 and spring of 2020 at 31,4 and 30,3 WHR-All hours but fell to only 4.5 HRS-All hours in fall of 2021.

The enrollment within the College of Science, Engineering and Technology (CSET) has experienced an increase in overall enrollment by program area in the last decade at the same time the university has seen an increase in overall enrollment. CSET is growing at a faster rate than the campus as a whole. Programs, such as, computer and information sciences and new programs, such as engineering are the catalyst for much of the growth.

**Detail Utilization of Lab Sciences by Room and Course (Fall of 2021)**

The following table identifies the rooms within Lab Sciences, the courses taught in those rooms, the number of student stations, the number of sections each course is taught in the room, the total number of students taking each course, and the station occupancy percentage.

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| BLDG. # | BLDG. | Room | Courses Taught | # of Students | # of Stations | Lab Sections | WRH - All | SO% - All |
|---|---|---|---|---|---|---|---|---|
| 2024 | Laboratory Sciences | 102 | 105 - ET | 15 | 31 | 1 | 7 | 48% |
| | | 102 | 322 - Chemistry | 9 | 31 | 1 | 3 | 29% |
| | | 102 | 505 - Environmental Science | 12 | 31 | 1 | 3 | 39% |
| 2024 | Laboratory Sciences | 116 | 202 - Geo Science | 31 | 24 | 2 | 6 | 65% |
| | | 116 | 350 - Geo Science | 7 | 24 | 1 | 2 | 29% |
| | | 116 | 402 - Geo Science | 12 | 24 | 2 | 5 | 25% |
| 2024 | Laboratory Sciences | 118 | 320 - Environmental Sciences | 19 | 24 | 1 | 3 | 79% |
| | | 118 | 203 - ET | 4 | 24 | 1 | 3 | 17% |
| | | 118 | 696 - Geo Science | 6 | 24 | 1 | 3 | 25% |
| 2024 | Laboratory Sciences | 206 | 213 - Chemistry | 84 | 24 | 4 | 12 | 88% |
| 2024 | Laboratory Sciences | 208 | 214 - Chemistry | 68 | 24 | 4 | 12 | 71% |
| | | 208 | 206 - ET | 47 | 24 | 2 | 6 | 98% |
| 2024 | Laboratory Sciences | 210 | 204 - Biology | 45 | 24 | 2 | 6 | 94% |
| 2024 | Laboratory Sciences | 212 | 202 - Biology | 182 | 24 | 9 | 27 | 84% |
| 2024 | Laboratory Sciences | 214 | 302 - Biology | 24 | 24 | 1 | 3 | 100% |
| | | 214 | 311 - Biology | 20 | 24 | 1 | 3 | 83% |
| | | 214 | 467 - Environmental Science | 18 | 24 | 2 | 6 | 38% |
| | | 214 | 469 - Environmental Science | 20 | 24 | 1 | 3 | 83% |
| | | 214 | 512 - Biology | 19 | 24 | 1 | 3 | 79% |
| | | 214 | 603 - Environmental Science | 40 | 24 | 2 | 6 | 83% |
| 2024 | Laboratory Sciences | 306 | 304 - Biology | 17 | 24 | 1 | 3 | 71% |
| | | 306 | 331 - Chemistry | 33 | 24 | 2 | 6 | 69% |
| | | 306 | 327 - Nutritional Science | 22 | 24 | 1 | 3 | 92% |
| 2024 | Laboratory Sciences | 307 | 551 - Athletic Training | 2 | 16 | 1 | 3 | 13% |
| | | 307 | 630 - Athletic Training | 2 | 16 | 1 | 2 | 13% |
| | | 307 | 705 - Athletic Training | 2 | 16 | 1 | 4 | 13% |
| | | 307 | 706 - Athletic Training | 2 | 16 | 1 | 4 | 13% |
| | | 307 | 710 - Athletic Training | 2 | 16 | 1 | 9 | 13% |
| | | 307 | 760 - Athletic Training | 2 | 16 | 1 | 2 | 13% |
| | | 307 | 762 - Athletic Training | 3 | 16 | 1 | 2 | 19% |
| | | 307 | 763 - Athletic Training | 3 | 16 | 1 | 2 | 19% |
| 2024 | Laboratory Sciences | 310 | 324 - Biology | 8 | 24 | 4 | 12 | 91% |
| | | 310 | 402 - Biology | 25 | 24 | 1 | 3 | 104% |
| 2024 | Laboratory Sciences | 316 | 241 - Human Biology | 71 | 24 | 3 | 9 | 99% |
| | | 316 | 340 - Biology | 20 | 24 | 1 | 3 | 83% |
| | | 316 | 351 - Human Biology | 27 | 24 | 2 | 6 | 56% |
| 2024 | Laboratory Sciences | 319 | 361 - Human Biology | 20 | 24 | 1 | 3 | 83% |
| 2024 | Laboratory Sciences | 406 | 304 - Chemistry | 24 | 24 | 1 | 3 | 100% |
| | | 406 | 305 - Chemistry | 20 | 24 | 1 | 3 | 83% |
| 2024 | Laboratory Sciences | 419 | 322 - Chemistry | 9 | 24 | 1 | 3 | 38% |
| | | 419 | 413 - Chemistry | 9 | 24 | 1 | 3 | 38% |
| | | 419 | 505 - Environmental Science | 12 | 24 | 1 | 3 | 50% |

**Utilization Summary of Lab Sciences by Room and Course (Fall of 2021)**

| Room | WRH-All | SO% | Growth Potential |
|---|---|---|---|
| 102 | 13 | 40 | 80 |
| 116 | 13 | 43 | 76 |
| 118 | 9 | 40 | 85 |
| 206 | 12 | 88 | 56 |
| 208 | 18 | 80 | 40 |
| 210 | 6 | 94 | 77 |
| 212 | 27 | 88 | 1 |
| 214 | 24 | 75 | 30 |
| 306 | 12 | 93 | 45 |
| 307 | 28 | 13 | 85 |
| 310 | 15 | 42 | 78 |
| 316 | 18 | 82 | 39 |
| 319 | 3 | 95 | 88 |
| 406 | 6 | 92 | 77 |
| 419 | 9 | 42 | 84 |

**Lab Utilization Background**

Lab utilization was discussed with each of the Deans to dive deeper into the details of each lab and determine if there is something that is impeding greater use or occupancy.

The UW System standards of 32 periods per week of scheduled lab use (WRH) with a station fill rate of 67-75% (SO%) are the minimum goals.

The UW System standards of 32 periods per week of scheduled lab use (WRH) is based on potential lab use of 60 hours per week (12 hours per day and 5 days per week). The 28 hours per week above the minimum allows time for, research, open lab, setup/takedown, and community engagement.

Campus has expressed concern that meeting the minimum of 32 hours per week is unobtainable due to several extenuating factors. These factors include:

**Scheduling**

In general, labs are scheduled between 8AM and 5PM on Tuesdays and Thursdays and 12PM to 5PM on Mondays and Fridays.

- Fridays are reserved for meetings between faculty, teaching assistants, and lab managers and can last upwards of 2 hours per lab. Fridays are also the days utilized by the lab managers to setup the following week's lab which allows instructor and teaching assistant review.
- Monday and Wednesday afternoon labs correspond to the course lectures held Monday and Wednesday mornings.

**Lab Setup / Takedown**

Lab setup and takedown can vary greatly between labs. In general, lab setup begins each semester with less intensity and increase in materials used as students gain knowledge and the ability to perform more complex lab processes.

- Most lower-level labs take an hour or two to take down and cleanup and about 45 minutes to an hour to setup.
- Aa 3-hour setup, while not the norm, does occur.
- It is not uncommon to have multiple setups and teardowns in a day. For example, Intro Micro is taught T/Th at 9:30 in LS-310 followed by Environ Micro at 11:00 in the same lab. A separate Intro Micro section setup is needed in the same room at 3:30.

**Staffing**

There are currently 2, full-time lab managers. They work roughly 8:00AM to 4:30 PM – Monday through Friday.

Both managers hire students to assist with the prep, setup, and teardowns of the labs.

**Safety**

Generally, no one should be performing laboratory procedures alone. Adequate staffing dictates at least one faculty member or TA with the lab manager as backup is required for each lab.

Labs should be spaced to allow students to finish a lab and allow the managers the time to teardown and setup the next lab before student begin arriving for the next lab. Without adequate time, students (wearing proper PPE) from the previous lab might be finishing while the managers are cleaning and prepping and students (not wearing proper PPE) begin assembling for the next lab.

**Lab Access / Open Labs**

Open lab hours are not scheduled.

- LS-210 and LS-212 (biology 204 and 202, respectively), Students are only allowed in these rooms during regularly scheduled lab times and these rooms are not equipped with student card-swipe access. Recently, these rooms have been used for discussion periods – three 2-hour periods each week.
- LS-306 and LS-316 are equipped with student card-swipe access as students are required to work outside scheduled lab times.
- LS-316 is used for practical exams for Anatomy & Physiology, Comparative Anatomy, and Kinesiology.
- Chemistry labs are locked 100% of the time.
- LS-310 is used to incorporate advanced micro lecture time in this lab.

**Faculty Research**

Lab uses for faculty research is highly variable and based on grants with much of this work occurring over the summer. Teaching labs are only used for faculty research during the summer when certain labs are not in use.

- Rooms 305 and 305a are used for faculty research.
    - Faculty is provided 1/2 of a bench for their research.
- Rooms 418 and 421 are used for faculty research.
    - Faculty is provided 1/2 of a bench for their research.
- Engineering does not have dedicated research space.

**Non-instructional Lab Usage**

There are several reasons for non-instructional lab usage.

- Invited presentation with the community.
- Building tours.
- Learning in Retirement
- Summer programs include:
    - Upward Bound
    - Regional center for Mathematics and Science.
    - Grandparents University

**Increased Utilization Suggestions (campus)**

3 examples with positives and negatives**.**

Reduce the number of course offerings and increase the number of sections each semester. For example, only offer chemistry 213 and chemistry 304 during the fall semester and then offer chemistry 214 and chemistry 305 during the spring semester.

Positives:

- Greater lab utilization.
- Setup and teardown are limited to each week, allowing for labs to continue all week long, only checking on supplies.

Negatives:

- Students could not sign up for labs on the off semester, (no chemistry 213 lab in Spring).
- Labs could get dirty by the end of the week.
- Station Occupancy would be lower if existing capacity remains.

Adapt course schedules to accommodate labs on Monday and Wednesday mornings by adding a lecture for those labs at times other than MWF mornings. For example, offer chemistry 213 lecture on MWF mornings and MWF afternoons.

Positives:

- Students enrolled in the afternoon lecture would be able to take the lab on Monday and Wednesday mornings right before the chemistry 213 lab on Monday and Wednesday afternoon. This would result in better utilization without the need for an additional setup and teardown.

Negatives:

- Could introduce other unforeseen scheduling problems.
- Station Occupancy would be lower if existing capacity remains.

Expand lab time offerings to include night classes. For example, offer chemistry 213 and chemistry 214 as night courses.

Positives:

- Greater utilization as labs were not previously used at this time.

Negatives:

- Additional staffing would be needed.

**Lab Utilization Summary by Semester**

**Fall 2019 Summary**

- 52 labs were scheduled - 12.6 WRH with 61% Station Occupancy.
- Only 3 labs were scheduled more than 30 hours:
    - Mary Ann Cofrin Hall – 122 / Computer Science / Microcomputer Lab
        - 31.4 hours use with 86% Station Occupancy
        - No growth capacity
    - Studio Arts Building – 314 / Art and Visual Design / Graphic Design
        - 32 hours use with 58% Station Occupancy
        - 22% growth capacity
    - Studio Arts Building – B103 / Music / Band Room
        - 30.3 hours use with 15% Station Occupancy
        - 82% growth capacity
- No other labs were scheduled more than 25 hours.
- 33 labs were scheduled less than 10 hours or had no scheduled use.

**Spring 2020 Summary**

- 54 labs were scheduled – 11.7 WRH with 52% Station Occupancy.
- Only 1 lab was scheduled more than 30 hours:
    - Mary Ann Cofrin Hall – 122 / Computer Science / Microcomputer Lab
        - 30.3 hours use with 83% Station Occupancy
        - No growth capacity
- No other labs were scheduled more than 25 hours.
- 35 labs were scheduled less than 10 hours or had no scheduled use.

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**Fall 2021 Summary**

- 58 labs were scheduled – 11.8 WRH with 56% Station Occupancy.
- Only 5 labs were scheduled more than 30 hours:
    - Studio Arts Building – 314 / Art and Visual Design / Graphic Design
        - 32 hours use with 67% Station Occupancy
        - 11% growth capacity
    - Studio Arts Building – 411 / Art and Visual Design / 2D Design Studio
        - 30.3 hours use with 69% Station Occupancy
        - 13% growth capacity
    - Studio Arts Building – 411 / Art and Visual Design / 3D/Sculpture/Woodworking
        - 26.7 hours use with 31% Station Occupancy
        - 66% growth capacity
    - Studio Arts Building – B103 / Music / Band Room
        - 25.6 hours use with 9% Station Occupancy
        - 91% growth capacity
    - Laboratory Sciences Building – 212 / Natural and Applied Science/ General Biology
        - 27 hours use with 88% Station Occupancy
        - 1% growth capacity
- 30 labs were scheduled less than 10 hours or had no scheduled use.

Graphic Design (STUDIO 314) is near capacity, but some future enrollment growth could be handled by increasing section sizes.

**Based on Station Occupancy rates and Lab Utilization rates, the current total supply of labs can feasibly support a 71% enrollment growth potential.**

Growth Potential: Enrollment Growth Potential is an estimate of potential enrollment growth percent a lab could handle if it was scheduled at the upper limit of the ideal utilization guidelines of 32 hours per week of scheduled use with 67% of the teaching stations use compared to its current use. For example, a lab that was used 21 hours per week with 67% of the teaching stations occupied could handle about 65% more enrollments if it were scheduled 32 hours per week and 67% of the teaching stations were filled on average.

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**Utilization Metrics**

**Condition Methodology**

For evaluating the physical condition of the building, the team analyzed spaces and divided them into four broad categories for the purposes of grading the interiors? Classrooms, Labs, and Offices; Circulation / Concourse; Restrooms; and Back of House.

Within each category, the physical condition of individual items was rated on a scale from one to seven as follows and in accordance with the Condition Rating Matrix at right:

- Items graded 1 or 2 are in generally good condition and can remain in use with some or no maintenance or renovation. They are color-coded green.

- Items graded 3 or 4 are in the fair or poor condition and can only remain in prolonged use or occupation with moderate to significant renovation. They are color coded yellow.

- Items graded 5, 6 or 7 have reached, or are reaching, the end of their useful life. Remediation of items in this condition requires major renovation or repair to complete removal or current replacement. They are color-coded orange.

**Condition Rating Matrix**

| CODE | RATING | ACTION REQUIRED | RATING DESCRIPTION |
|---|---|---|---|
| **1** | Good | None | Suitable for continued use with normal operational maintenance. |
| **2** | Satisfactory | Minimal Renovation | Requires minor repair or restoration to present acceptable conditions. |
| **3** | Fair | Moderate Renovation | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| **4** | Poor | Major Renovation | Significant deterioration or obsolescence. Requires major restoration, updating, or replacement of components. |
| **5** | Unsatisfactory | Major Renovation | Requires major restoration with possible need to overhaul building subsystems. |
| **6** | Inappropriate | Replacement | Extensive deterioration or obsolescence. Requires complete replacement of systems and components. |
| **7** | Abandonment | Demolition Removal | Not needed; not suitable for proposed use; should not be replaces. Demolition or removal is required. |

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**Function Methodology**

The coding of space suitability is intended to capture how well the design and conditions of the space support the function currently housed within. This assessment also captures how well the space is suited to support the proposed function of the space.

Within each category, the physical condition of individual items was rated on a scale from one to seven as follows and in accordance with the Functional Rating Matrix at right:

- Spaces coded as A or B are generally well suited to the functions they house. These spaces are color-coded green.
- Spaces coded as C or D require renovation to adequately support the desired function. These spaces are color-coded yellow.
- Spaces coded as F or I are unsatisfactory for the assigned function and cannot reasonably be renovated to accommodate the use. These spaces are color-coded orange.

**Functional Rating Matrix**

| CODE | RATING | ACTION REQUIRED | RATING DESCRIPTION |
|---|---|---|---|
| **A** | Good | None | Highly suited to the intended use of the space. The architectural features support the function. |
| **B** | Satisfactory | Minimal Remodeling | Suitable for continued use. Provides adequate support for intended use of the space. Minor modifications can improve the suitability. |
| **C** | Fair | Moderate Remodeling | Limited suitability for continued use. Provides less than adequate support for function. Requires moderate remodeling to adequately support continued use. |
| **D** | Poor | Major Remodeling | Not suitable for continued use. Space significantly inhibits function. Could be made suitable with major remodeling. |
| **E** | Unsatisfactory | Beyond Cost-effective Renovation | Unsatisfactory for assigned use. Renovating space to fit the use would not be cost-effective. |
| **F** | Inappropriate | Replacement | Not suitable for present use. Cannot be made suitable by remodeling. |

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**Summary of Findings per Building – Physical Conditions**

| Code | Facility | Physical Condition |
|---|---|---|
| 2022 | ENVIRONMENTAL SCIENCES | 2 |
| 2023 | INSTRUCTIONAL SERVICES<br>Notes:<br>Construction underway at time of site visit renovating approximately 30% of the floor plan. | 3 |
| 2024 | LABORATORY SCIENCES<br>Notes:<br>LS-102 too small to accommodate several labs.<br>Some HVAC, electrical, and hood issues were noted.<br>LS-210 has excessive HVAC noise.<br>A roof leak was noted. | 2 |
| 2025 | DAVID A. COFRIN LIBRARY<br>* Facility slated for demolition. | 4* |
| 2027 | THEATRE HALL<br>Notes:<br>Lawton Gallery is too small.<br>Lacks spaces to showcase art. | 3 |
| 2028 | KRESS EVENTS CENTER | 2 |
| 2029 | STUDENT SERVICES | 2 |
| 2030 | STUDIO ARTS<br>Notes:<br>Sound issues between rooms.<br>Humidity control. | 2 |
| 2031 | UNIVERSITY UNION<br>Notes:<br>* Score taken from DFD #19L1J Condition Assessment completed by Engberg Anderson on 5/28/21.<br>Plumbing, Fire Suppression, and Communications scored on average 4. | 3* |
| 2035 | JOHN M. ROSE HALL | 3 |
| 2036 | L. G. WOOD HALL | 2 |
| 2045 | CONCOURSE SYSTEM | 3 |
| 2050 | WEIDNER CENTER<br>Notes:<br>* Score pertains to performance and support spaces. All of which scored 2. | 2* |
| 2052 | MARY ANN COFRIN HALL | 2 |

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**Summary of Findings per Building – Functional Conditions**

| Code | Facility | Functional Condition |
|---|---|---|
| 2022 | ENVIRONMENTAL SCIENCES | B |
| 2023 | INSTRUCTIONAL SERVICES<br>Notes:<br>Construction underway at time of site visit renovating approximately 30% of the floor plan.<br>Classroom 1020 used during COVID for storage and therefore downgraded from a functional standpoint. Assume room will return to pre-COVID functionality. | B |
| 2024 | LABORATORY SCIENCES<br>Notes:<br>Some hood issues were noted. | B |
| 2025 | DAVID A. COFRIN LIBRARY<br>* Facility slated for demolition. | D* |
| 2027 | THEATRE HALL<br>Notes:<br>Lawton Gallery is too small.<br>Lacks spaces to showcase art. | C |
| 2028 | KRESS EVENTS CENTER | A |
| 2029 | STUDENT SERVICES | B |
| 2030 | STUDIO ARTS<br>Notes:<br>Room sizes are good.<br>Use larger rooms for smaller groups due to type of functions (music and acoustics). | B |
| 2031 | UNIVERSITY UNION<br>Notes:<br>* Score taken from DFD #19L1J Condition Assessment completed by Engberg Anderson on 5/28/21. | C/D* |
| 2035 | JOHN M. ROSE HALL | A |
| 2036 | L. G. WOOD HALL | B |
| 2045 | CONCOURSE SYSTEM | B |
| 2050 | WEIDNER CENTER<br>Notes:<br>* Score pertains to performance and support spaces. All of which scored A. | A* |
| 2052 | MARY ANN COFRIN HALL<br>Notes:<br>Room 117 was converted from another use and does not function very well. | B |

**The current physical and functional condition assessments did not reveal any imminent need to renovate or replace any academic buildings due to unsatisfactory physical or functional defects. Some facilities and spaces are showing signs of deterioration due to their age or changing needs over time, presenting opportunities to reconfigure existing spaces to better suit the needs of campus.**

**COVID-19 impact on campus**

Classroom utilization saw a significant decline from Fall 2019 to Fall 2021 which is attributed to a movement from in-person (face-to-face) learning to virtual (on-line) learning due to COVID-19. The decrease in sections offered in the fall of 2021 (279) as compared to the fall of 2019 (332) have decreased mainly due to the impact of COCID-19.

Given the hands-on and applied nature of academic lab programs, the majority of these courses will return to in-person learning as soon as possible.

However, the trend of virtual learning will continue post-COVID-19. The percentage of virtual vs. in-person offerings will vary by major with some colleges offering identical majors via both delivery systems. It is not uncommon for an on-campus student to take an on-line course – even pre-COVID-19.

**Rose Hall classroom 250**

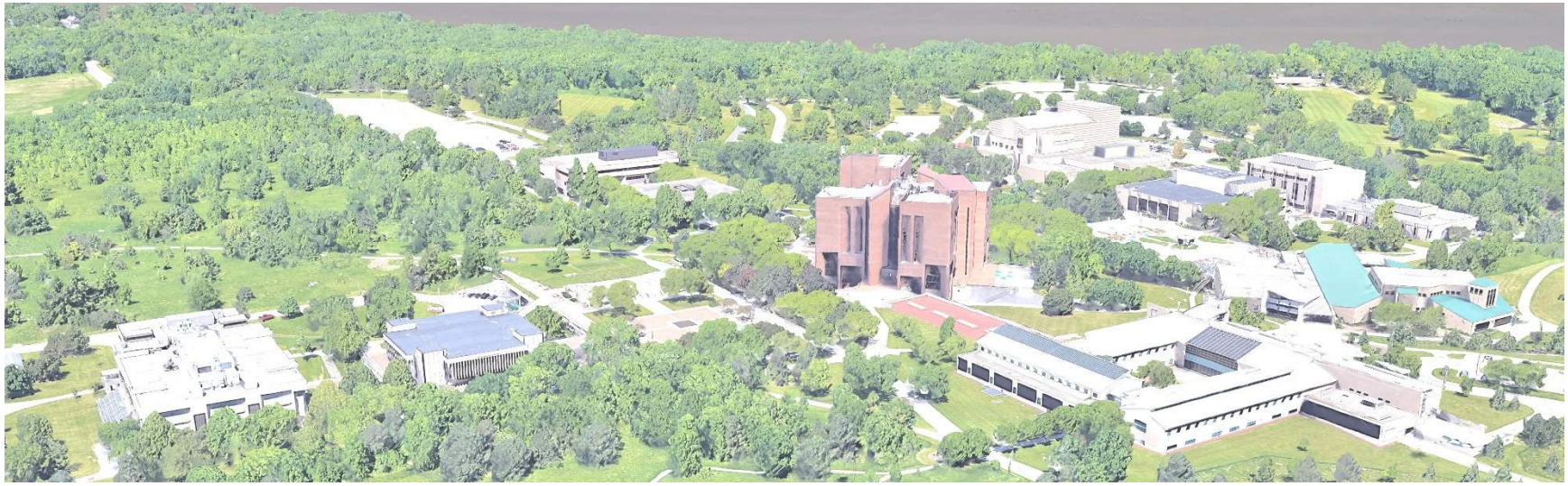
With a seating capacity of 267, Rose 250 is the largest classroom on campus. Psychology currently utilizes Rose 250 to teach 2 sections of introductory classes which are capped at 120 students. Moving these sections to more appropriately sized classrooms might allow Rose 250 and associated support spaces (approx. 4,500 SF over 2 floors) to be converted / renovated for other uses.

Engberg Anderson ARCHITECTS

University of Wisconsin Green Bay

# UW-GREEN BAY CAMPUS SPACE ASSESSMENT

# Space Use Type Plans



**DFD Project No. 21C1U**

**Engberg Anderson Project No. 203162**

**July 22, 2022**

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Institution **UW-Green Bay** Date **7-22-22**

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2023 Instructional Services Building
2024 Laboratory Sciences Building
2027 Theatre Hall
2030 Studio Arts Building
2035 John M. Rose Hall
2036 L. G. Wood Hall
2052 Mary Ann Cofrin Hall

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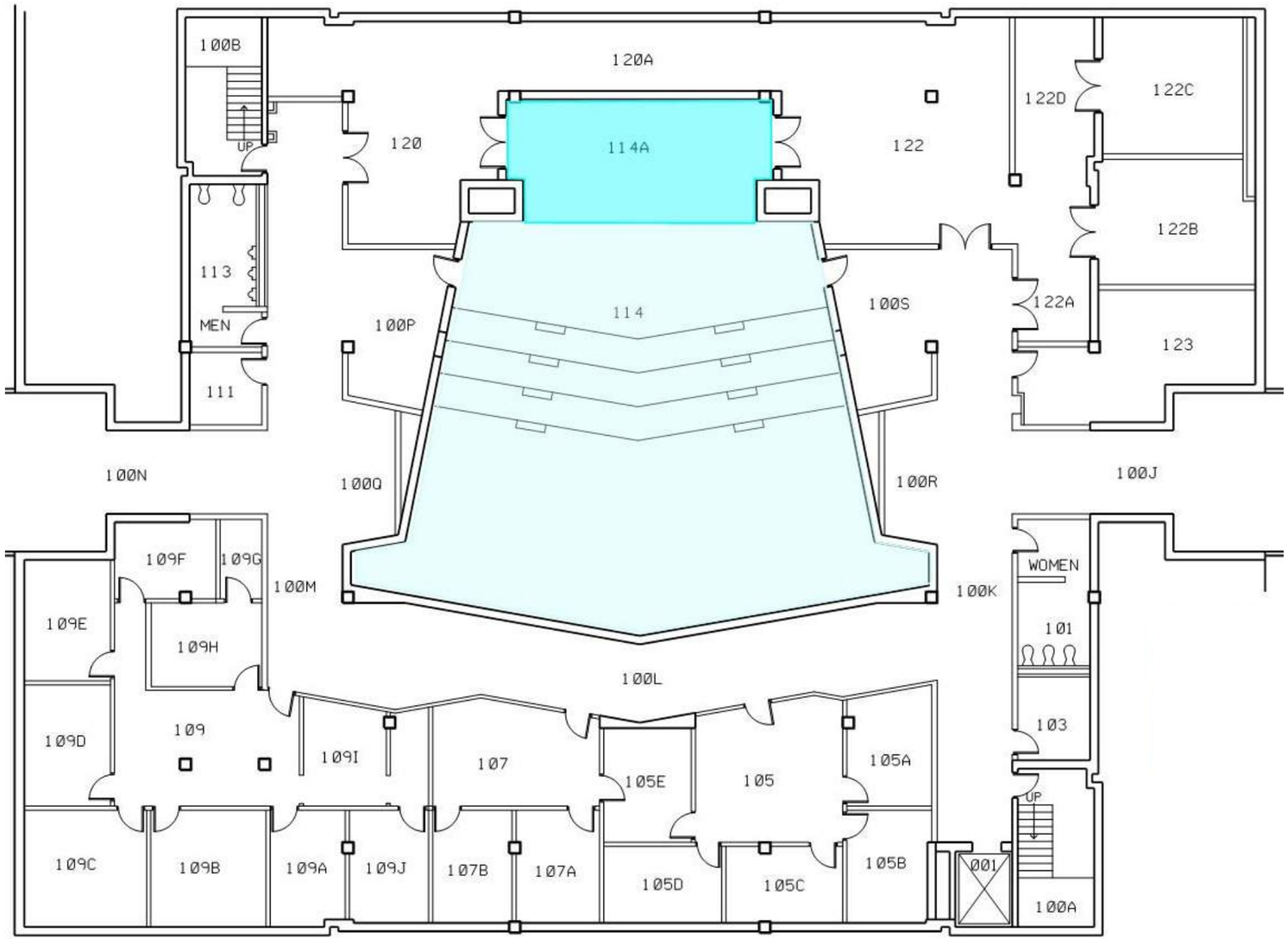
**2022 Environmental Sciences Building**

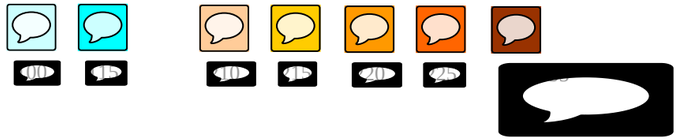
**Primary Use Type**

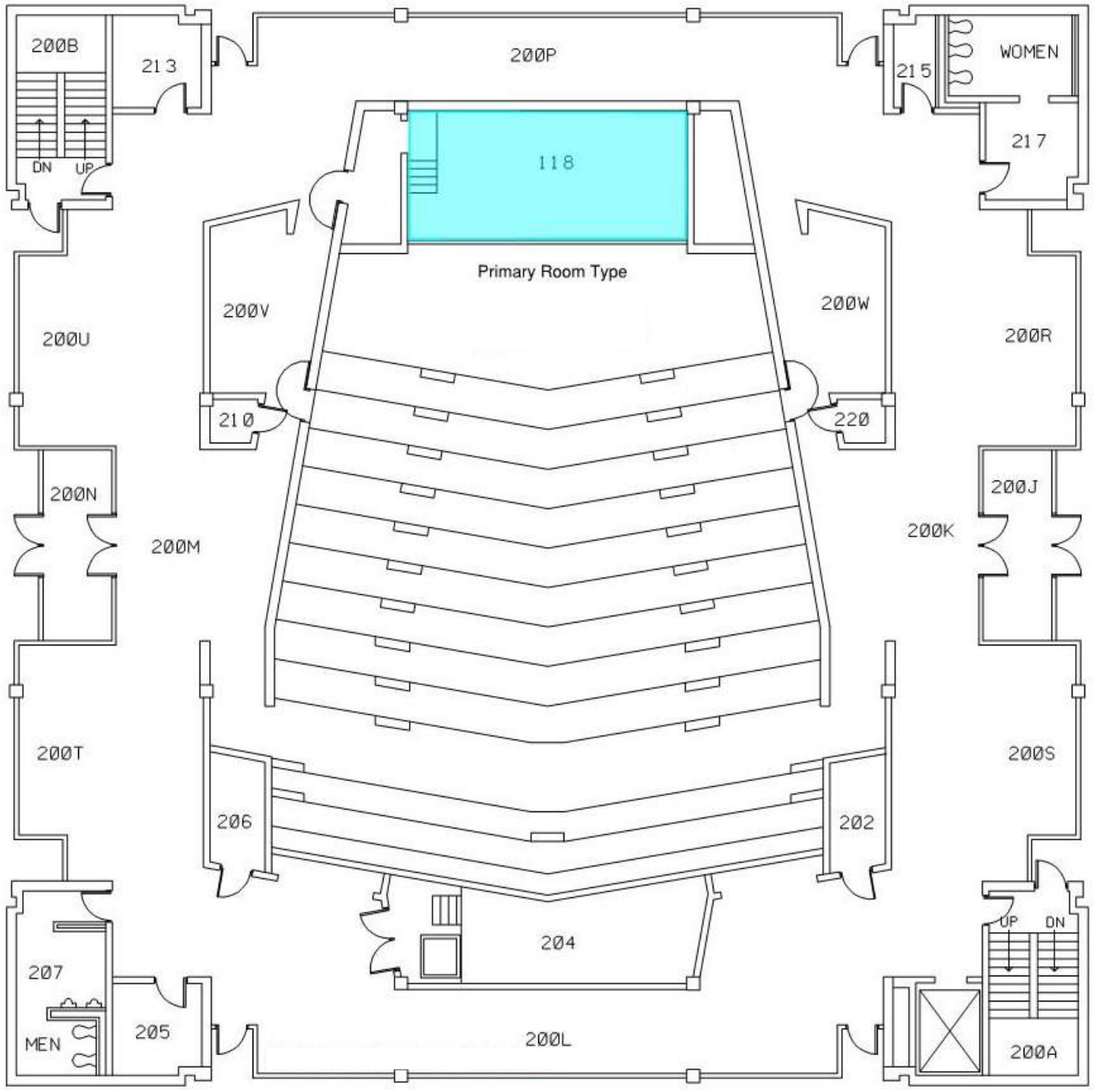



**First Floor**

**2022 Environmental Sciences Building**

**Primary Use Type**

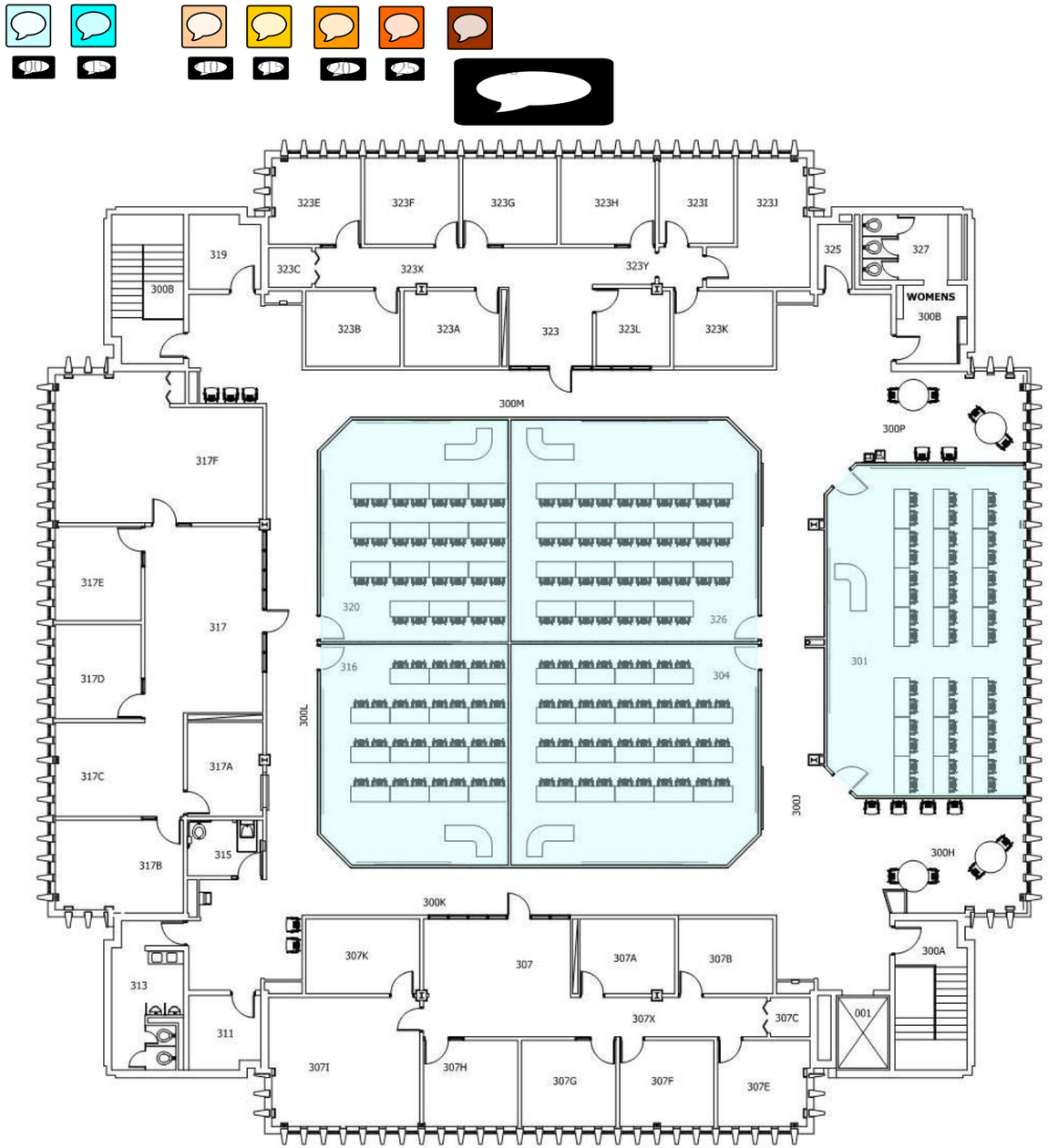





**Second Floor**

## 2022 Environmental Sciences Building

**Primary Use Type**

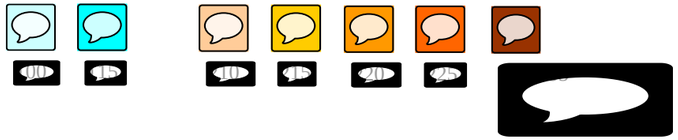


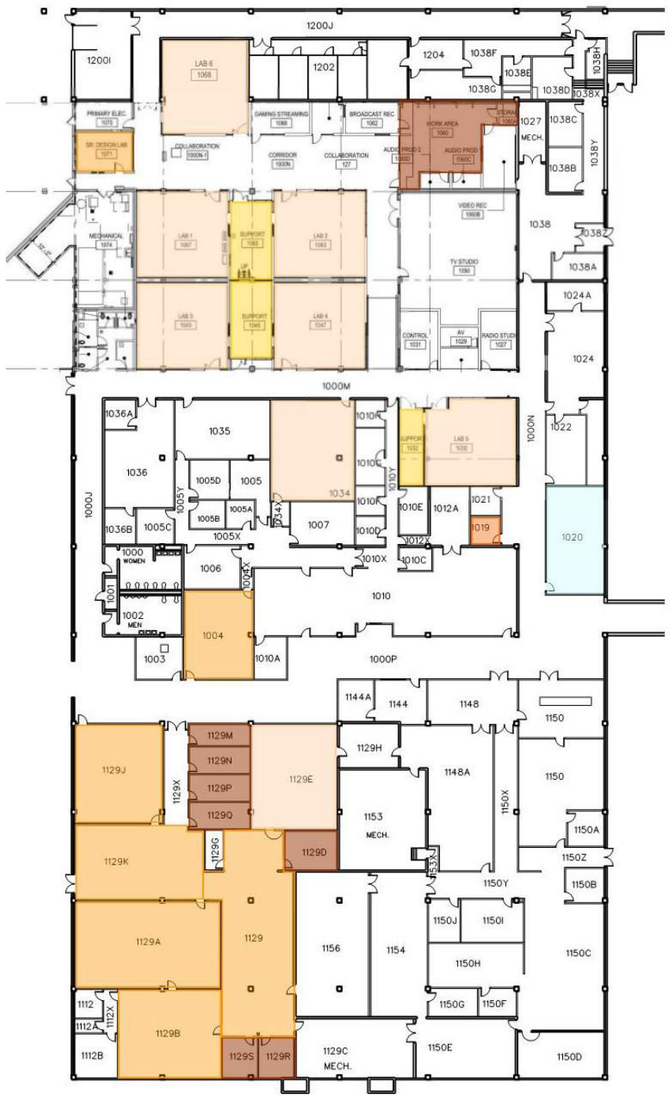

**Third Floor**

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2022 | Environmental Sciences | 114 | LEC-AUD | 110 | 3208 | 142 | Registrar |
| 2022 | Environmental Sciences | 114A | LEC-AUD Stage | 115 | 483 | 0 | Registrar |
| 2022 | Environmental Sciences | 118 | Projector Room | 115 | 364 | 0 | Registrar |
| 2022 | Environmental Sciences | 301 | Classroom | 110 | 1046 | 42 | Registrar |
| 2022 | Environmental Sciences | 304 | Classroom | 110 | 881 | 36 | Registrar |
| 2022 | Environmental Sciences | 316 | Classroom | 110 | 665 | 30 | Registrar |
| 2022 | Environmental Sciences | 320 | Classroom | 110 | 665 | 30 | Registrar |
| 2022 | Environmental Sciences | 326 | Classroom | 110 | 874 | 40 | Registrar |

## 2023 Instructional Services Building

**Primary Use Type**



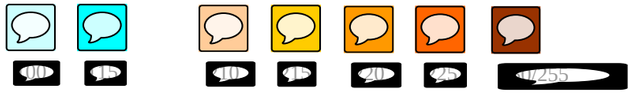


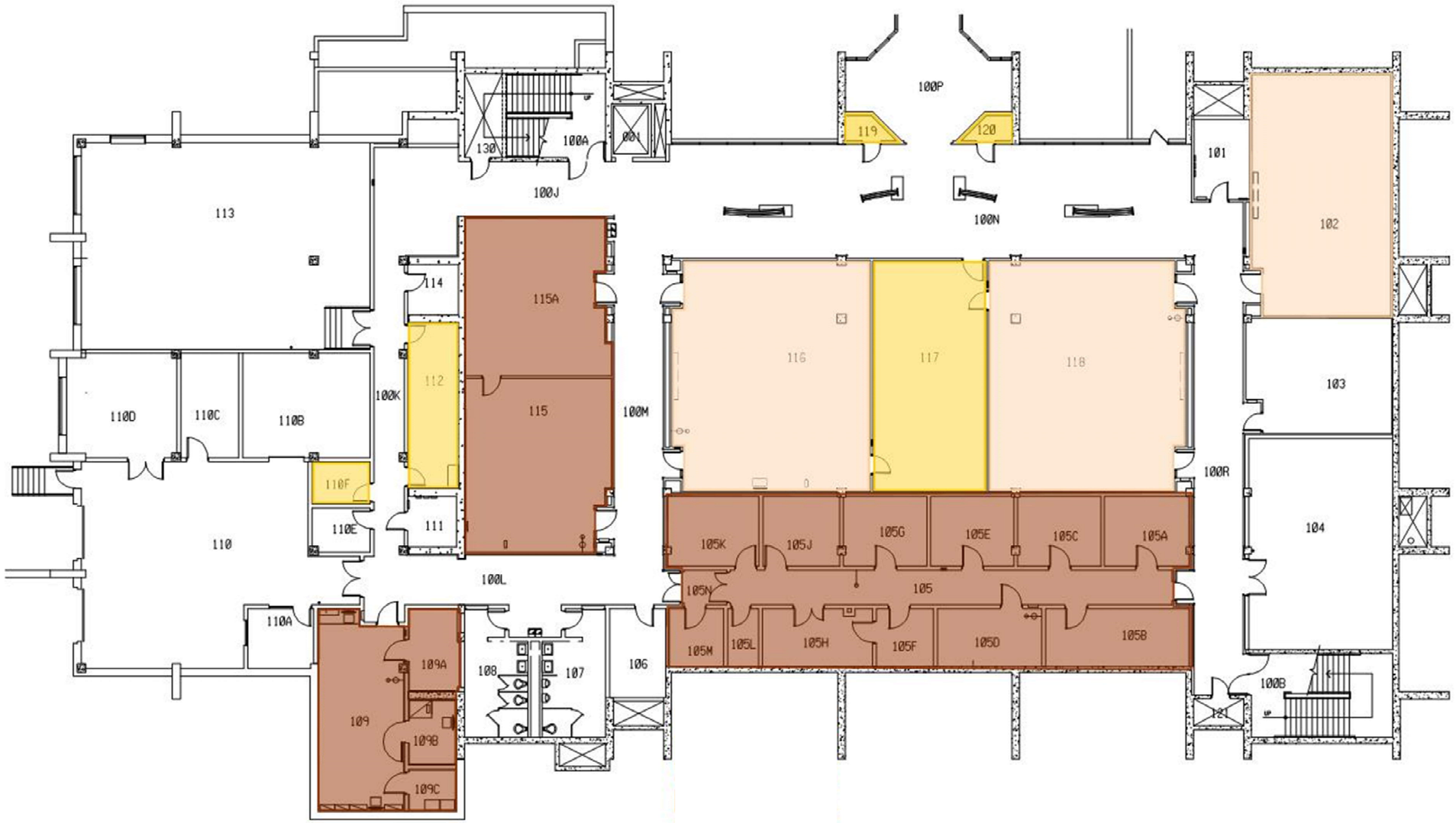

**First Floor**

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2023 | Instructional Services | 1004 | Media Class | 220 | 717 | 11 | Registrar |
| 2023 | Instructional Services | 1019 | Storage | 225 | 100 | 0 | Art and Visual Design |
| 2023 | Instructional Services | 1020 | Classroom | 110 | 708 | 30 | Registrar |
| 2023 | Instructional Services | 1030 | Physics Lab | 210 | 835 | * | Natural and Applied Sciences |
| 2023 | Instructional Services | 1032 | Preparation | 215 | 202 | * | Engineering |
| 2023 | Instructional Services | 1034 | Dist. Ed. Class. | 210 | 965 | 32 | Cofrin School of Business |
| 2023 | Instructional Services | 1043 | Lab 3 | 210 | 905 | * | Engineering |
| 2023 | Instructional Services | 1045 | Lab 3& 4 Support | 215 | 379 | * | Engineering |
| 2023 | Instructional Services | 1047 | Lab 4 | 210 | 898 | * | Engineering |
| 2023 | Instructional Services | 1060 | Group Practice | 250 | 646 | * | Communications |
| 2023 | Instructional Services | 1063 | Lab 2 | 210 | 893 | * | Engineering |
| 2023 | Instructional Services | 1065 | Lab 1&2 Support | 215 | 376 | * | Engineering |
| 2023 | Instructional Services | 1067 | Lab 1 | 210 | 902 | * | Engineering |
| 2023 | Instructional Services | 1068 | Physics Lab | 210 | 897 | * | Natural and Applied Sciences |
| 2023 | Instructional Services | 1071 | Sr. Design Lab | 220 | 259 | * | Engineering |
| 2023 | Instructional Services | 1129 | Individual Practice | 220 | 1957 | 35 | Computing and IT |
| 2023 | Instructional Services | 1129A | MAC Lab | 220 | 1451 | 45 | Computing and IT |
| 2023 | Instructional Services | 1129B | Lab / 486's | 220 | 1036 | 31 | Computing and IT |
| 2023 | Instructional Services | 1129D | Computer Lab | 250 | 234 | 6 | Computing and IT |
| 2023 | Instructional Services | 1129E | Lab / 386's | 210 | 1040 | 25 | Registrar |
| 2023 | Instructional Services | 1129J | Computer Lab | 220 | 1007 | 25 | Registrar |
| 2023 | Instructional Services | 1129K | Computer Lab | 220 | 777 | 30 | Computing and IT |
| 2023 | Instructional Services | 1129M | Group Lab | 250 | 150 | 6 | Computing and IT |
| 2023 | Instructional Services | 1129N | Group Lab | 250 | 185 | 6 | Computing and IT |
| 2023 | Instructional Services | 1129P | Group Lab | 250 | 180 | 6 | Computing and IT |
| 2023 | Instructional Services | 1129Q | Group Lab | 250 | 180 | 6 | Computing and IT |
| 2023 | Instructional Services | 1129S | Group Lab | 250 | 168 | 6 | Computing and IT |
| 2023 | Instructional Services | 1129R | Group Lab | 250 | 168 | 6 | Computing and IT |

**2024 Laboratory Sciences Building**

**Primary Use Type**

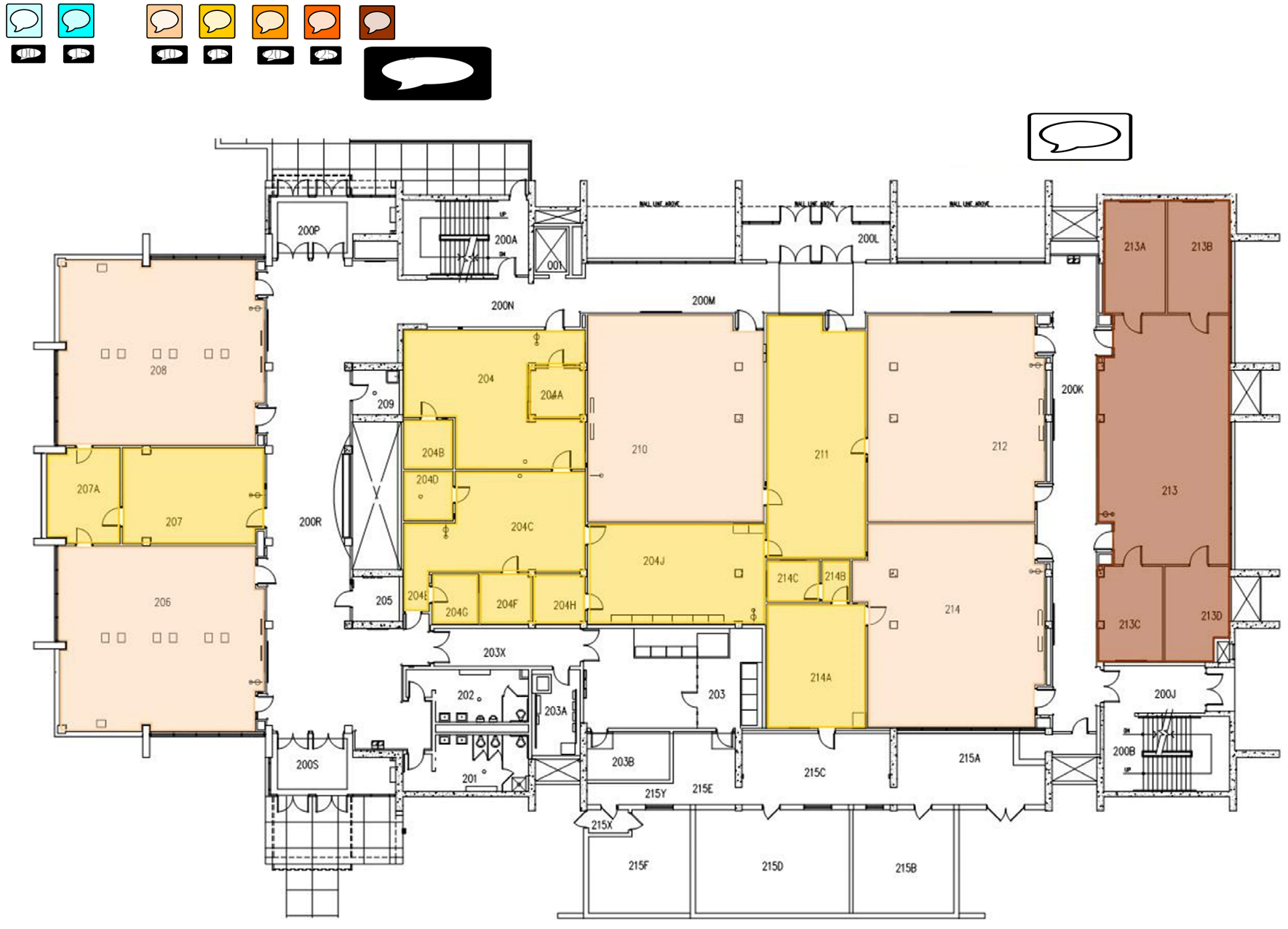



**First Floor**

## 2024 Laboratory Sciences Building

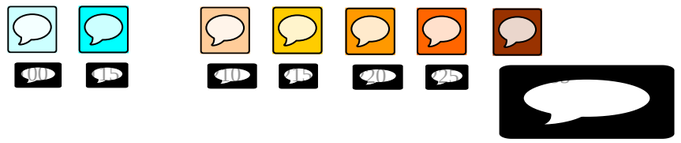
**Primary Use Type**

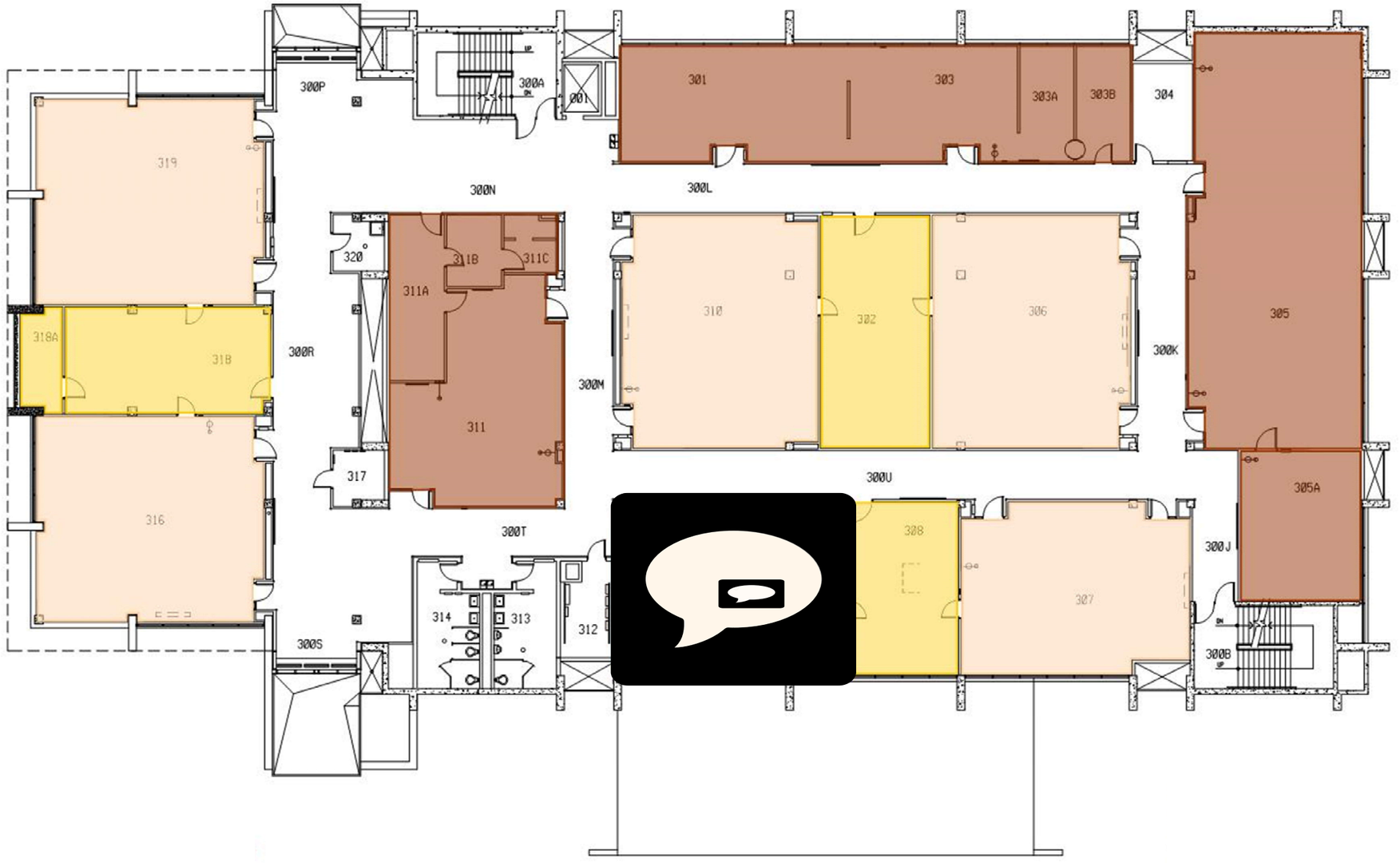



**Second Floor**

**2024 Laboratory Sciences Building**

**Primary Use Type**

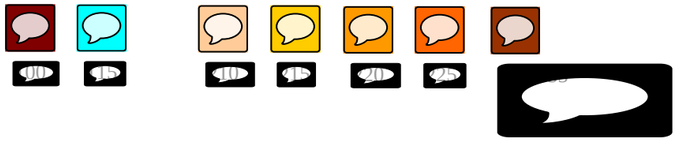


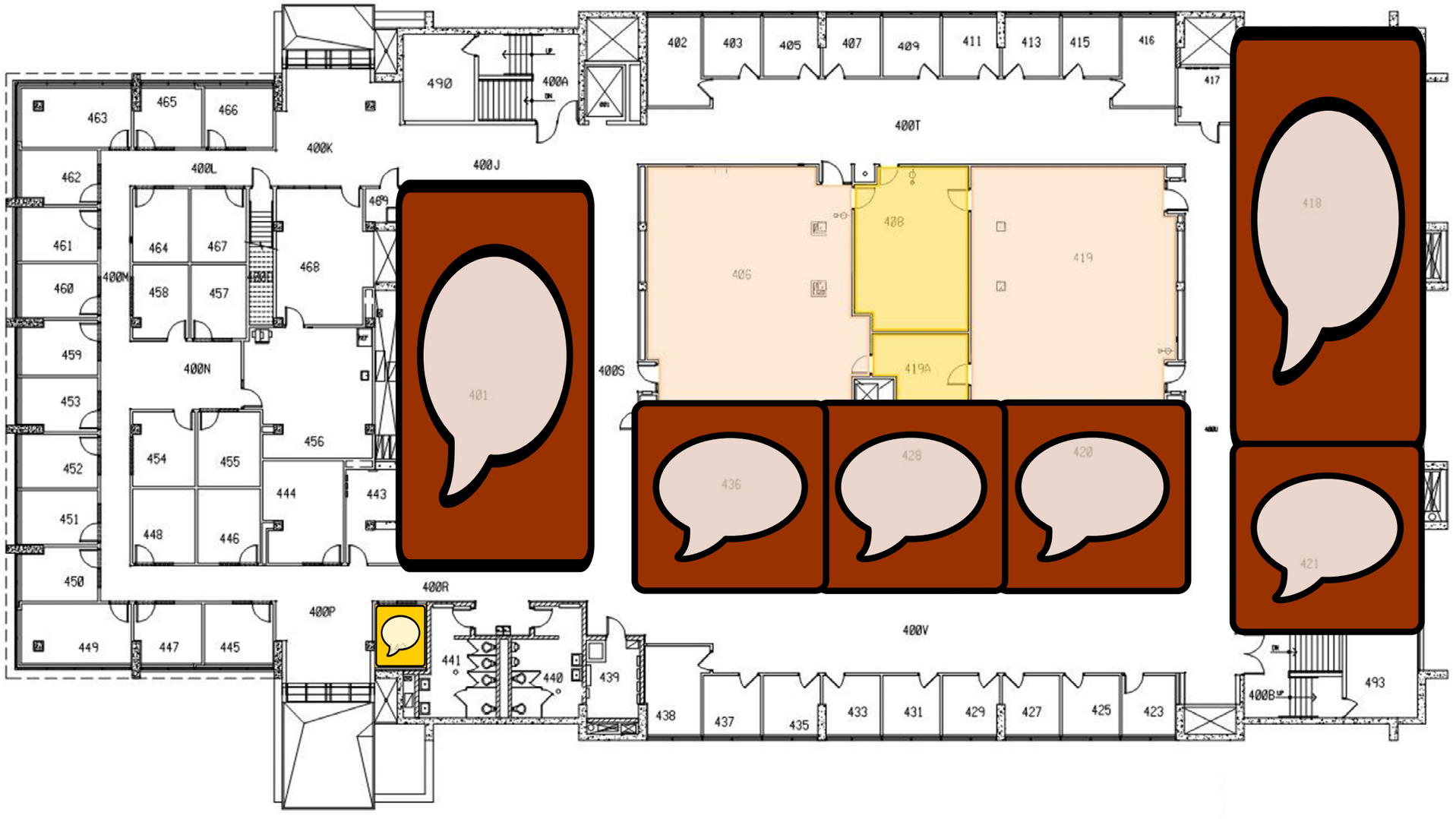



**Third Floor**

**2024 Laboratory Sciences Building**

**Primary Use Type**






**Fourth Floor**

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2024 | Laboratory Sciences | 102 | Computer Lab | 210 | 984 | 31 | Registrar |
| 2024 | Laboratory Sciences | 105 | Animal Qtr | 255 | 456 | 0 | Dean, Science and Technology |
| 2024 | Laboratory Sciences | 105A | Rearing | 250 | 175 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105B | Observation | 250 | 248 | 2 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105C | Holding | 250 | 168 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105D | Procedure | 250 | 180 | 1 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105E | Holding | 255 | 171 | 0 | Dean, Science and Technology |
| 2024 | Laboratory Sciences | 105F | Clean | 250 | 98 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105G | Holding | 250 | 172 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105H | Cage & Rack | 255 | 187 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105J | Rearing | 255 | 158 | 0 | Dean, Science and Technology |
| 2024 | Laboratory Sciences | 105K | Food | 250 | 188 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 105M | Waste | 250 | 93 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 109 | Biology Lab | 250 | 498 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 109A | Fisheries Research | 255 | 118 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 109B | Fisheries Research | 255 | 88 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 109C | Isotope | 255 | 57 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 110F | Gas Storage | 215 | 73 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 112 | Storage | 215 | 248 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 115 | Earth Research | 250 | 731 | 5 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 115A | Earth Research | 250 | 646 | 5 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 116 | Earth Lab | 210 | 1330 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 117 | Soils Prep | 215 | 776 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 118 | Soils Lab | 210 | 1321 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 119 | Storage | 215 | 30 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 120 | Storage | 215 | 30 | 0 | Natural and Applied Sciences |

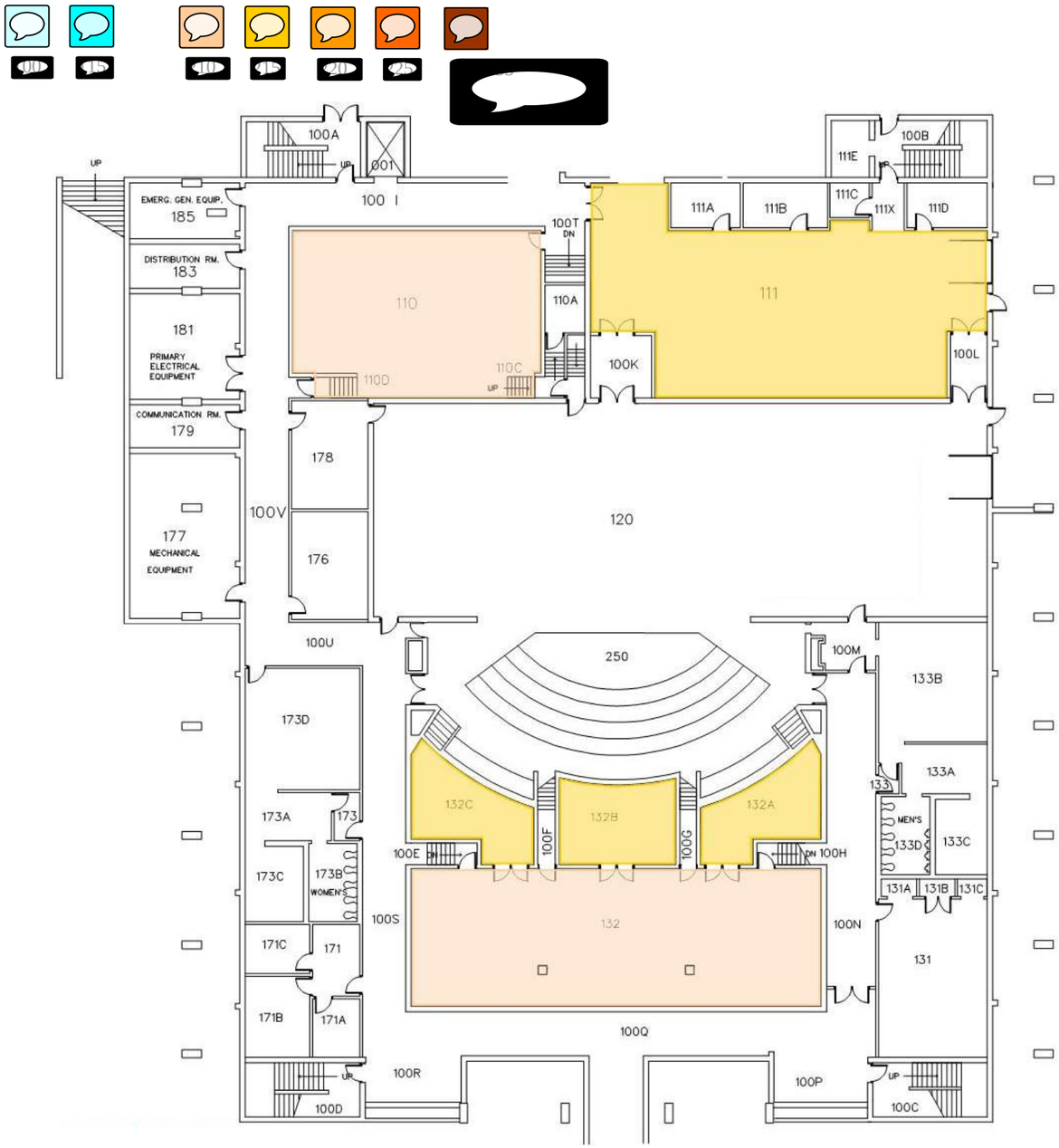
| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2024 | Laboratory Sciences | 204 | Chem Prep | 215 | 722 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204A | Office | 215 | 96 | 1 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204B | Balance | 215 | 91 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204C | Preparation | 215 | 583 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204D | Autoclave | 215 | 91 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204F | Office | 215 | 92 | 1 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204G | Plate Pouring | 215 | 87 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204H | Volatile Storage | 215 | 95 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 204J | Chem Storage | 215 | 665 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 206 | Chemistry | 210 | 1390 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 207A | Lab Prep | 215 | 256 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 207 | Lab Prep | 215 | 508 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 208 | Chemistry | 210 | 1390 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 210 | Biology Lab | 210 | 1345 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 211 | Biology Prep | 215 | 879 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 212 | Biology Lab | 210 | 1339 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 213 | Ecology Research | 250 | 1169 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 213A | Ecology Res. Supp. | 255 | 254 | 4 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 213B | Ecology Res. Supp. | 255 | 258 | 4 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 213C | Ecology Res. Supp. | 255 | 225 | 2 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 213D | Ecology Res. Supp. | 250 | 213 | 4 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 214 | Ecology Lab | 210 | 1343 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 214A | Ecology Prep | 215 | 453 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 214B | Ante | 215 | 43 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 214C | Culture | 215 | 82 | 0 | Natural and Applied Sciences |

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2024 | Laboratory Sciences | 301 | Biology Research | 250 | 776 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 302 | Biology Prep | 215 | 779 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 303 | Biology Research | 250 | 576 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 303A | Balance | 255 | 190 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 303B | Instrument | 255 | 189 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 305 | Biology Research | 250 | 2121 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 305A | Autoclave | 250 | 548 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 306 | Biology Lab | 210 | 1365 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 307 | Athletic Training | 210 | 1129 | 16 | Human Biology |
| 2024 | Laboratory Sciences | 308 | Athletic TR. Prep | 215 | 569 | 0 | Human Biology |
| 2024 | Laboratory Sciences | 309 | Cadaver Lab | 220 | 1147 | 16 | Human Biology |
| 2024 | Laboratory Sciences | 310 | Biology Lab | 210 | 1352 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 311 | Physiology | 250 | 951 | 24 | Human Biology |
| 2024 | Laboratory Sciences | 311A |  | 255 | 277 | 0 | Human Biology |
| 2024 | Laboratory Sciences | 311B |  | 255 | 119 | 0 | Human Biology |
| 2024 | Laboratory Sciences | 311C | Restroom / Shower | 255 | 85 | 0 | Human Biology |
| 2024 | Laboratory Sciences | 316 | A&P Lab | 210 | 1390 | 24 | Human Biology |
| 2024 | Laboratory Sciences | 318 | Preparation | 215 | 676 | 0 | Human Biology |
| 2024 | Laboratory Sciences | 318A | Preparation | 215 | 121 | 0 | Human Biology |
| 2024 | Laboratory Sciences | 319 | Lab | 210 | 1390 | 24 | Human Biology |

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2024 | Laboratory Sciences | 401 | Research | 250 | 1832 | 2 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 406 | Chemistry Lab | 210 | 1366 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 408 | Chemistry | 215 | 506 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 418 | Environ. Sys. Res. | 250 | 2000 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 419 | Kinetics Lab | 210 | 1339 | 24 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 419A | Kinetics Prep | 215 | 175 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 420 | Chemistry Research | 250 | 863 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 421 | Nutrition | 250 | 812 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 421A | Nutrition Prep | 255 | 20 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 421B | Nutrition Prep | 255 | 20 | 0 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 428 | Chemistry Research | 250 | 850 | 1 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 436 | Chemistry Research | 250 | 767 | 2 | Natural and Applied Sciences |
| 2024 | Laboratory Sciences | 442 | Equipment | 215 | 93 | 0 | Natural and Applied Sciences |

**2027 Theatre Hall**

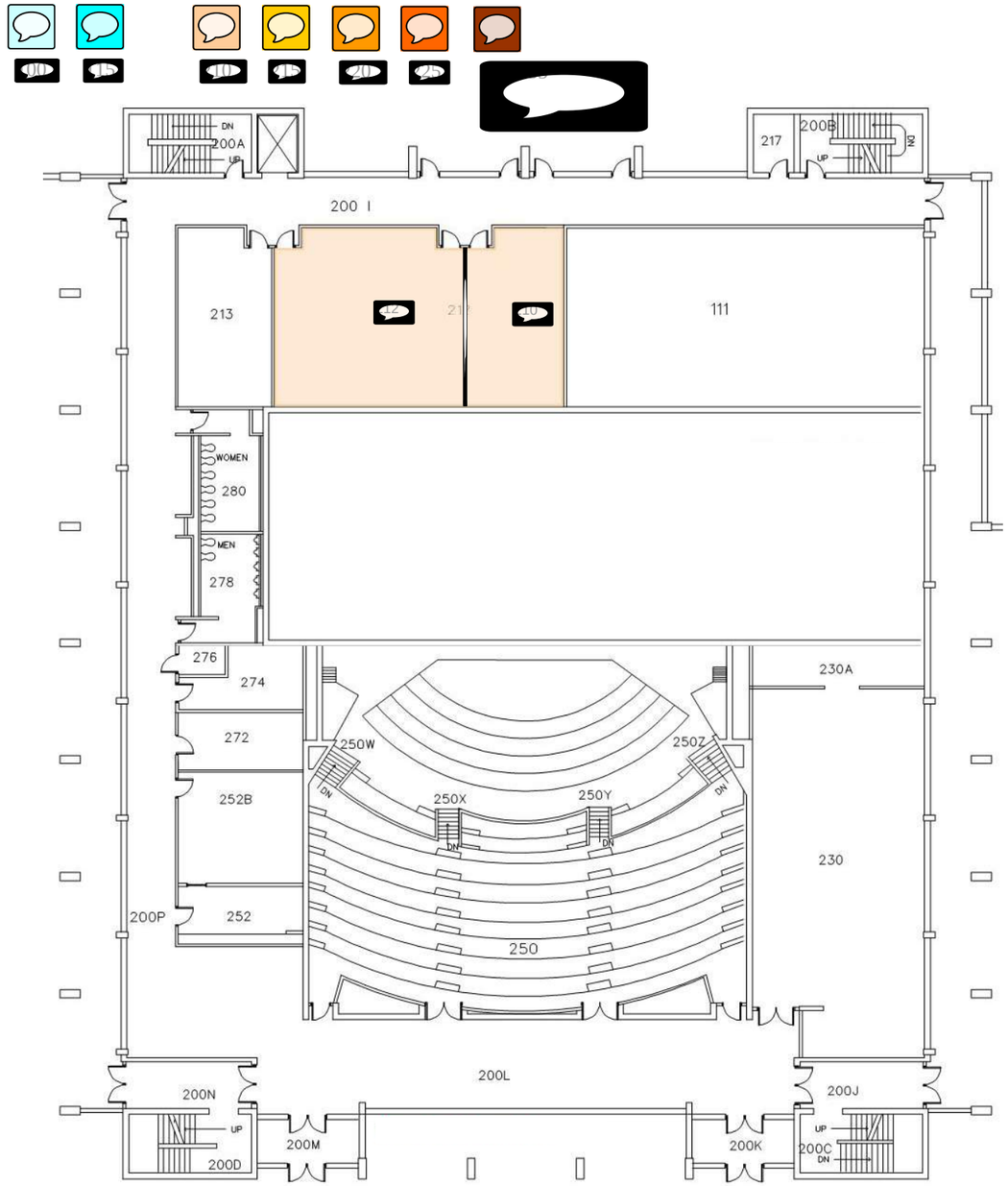
**Primary Use Type**




**First Floor**

**2027 Theatre Hall**

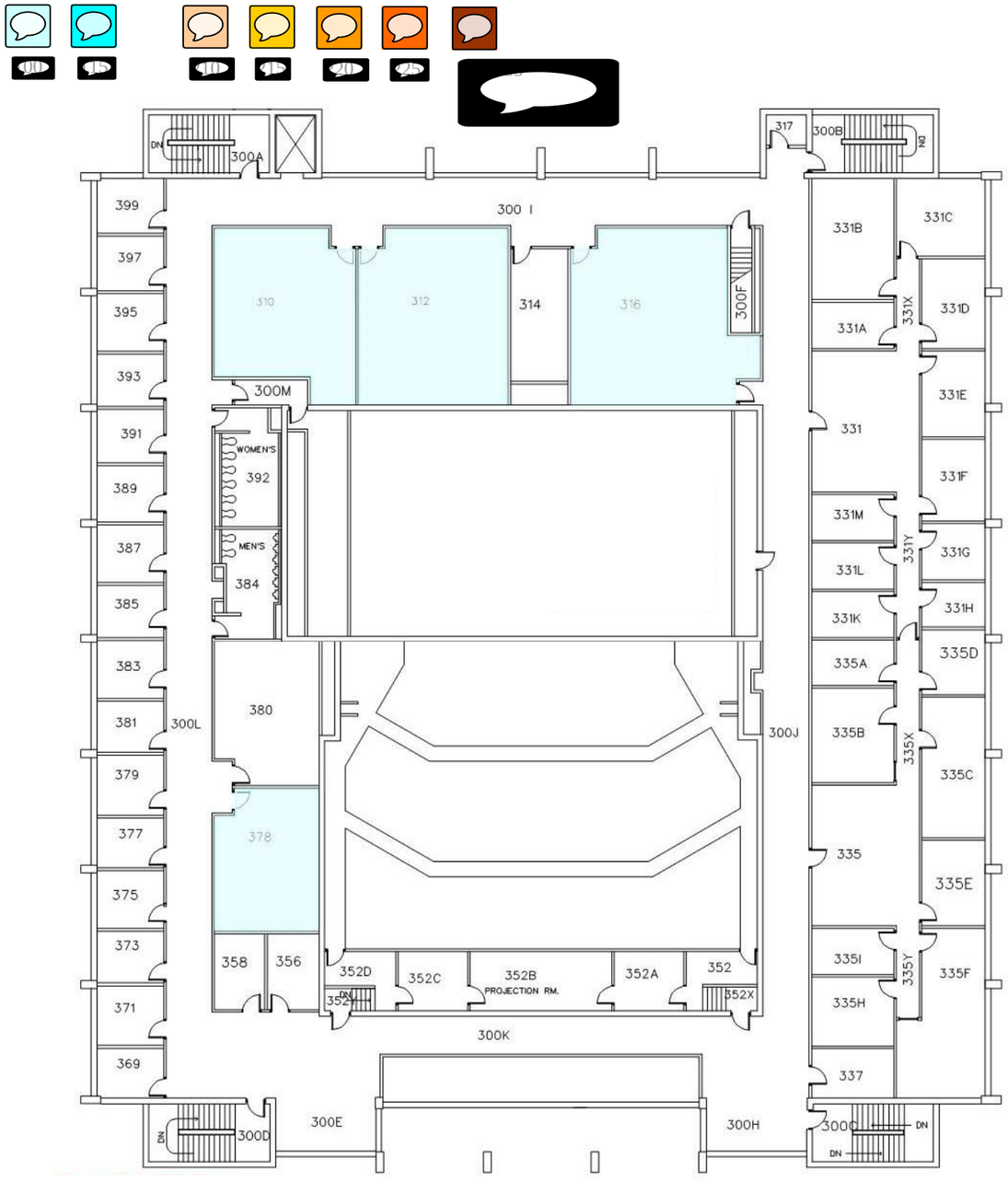
**Primary Use Type**




**Second Floor**

**2027 Theatre Hall**

**Primary Use Type**




**Third Floor**

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2027 | Theater Hall | 110 | Acting Studio | 210 | 1339 | 40 | Performing Arts - Theatre |
| 2027 | Theater Hall | 111 | Scene Shop | 215 | 2042 | 0 | Performing Arts - Theatre |
| 2027 | Theater Hall | 132 | Tap Studio | 210 | 1875 | 50 | Performing Arts - Theatre |
| 2027 | Theater Hall | 132A | Storage | 215 | 278 | 0 | Performing Arts - Theatre |
| 2027 | Theater Hall | 132B | Storage | 215 | 318 | 0 | Performing Arts - Theatre |
| 2027 | Theater Hall | 132C | Storage | 215 | 278 | 0 | Performing Arts - Theatre |
| 2027 | Theater Hall | 210 | Acting Studio | 210 | 463 | 20 | Performing Arts - Theatre |
| 2027 | Theater Hall | 212 | Acting Studio | 210 | 1469 | 60 | Performing Arts - Theatre |
| 2027 | Theater Hall | 310 | Classroom | 110 | 700 | 32 | Registrar |
| 2027 | Theater Hall | 312 | Classroom | 110 | 770 | 40 | Registrar |
| 2027 | Theater Hall | 316 | Classroom | 110 | 946 | 34 | Registrar |
| 2027 | Theater Hall | 378 | Classroom | 110 | 430 | 18 | Registrar |

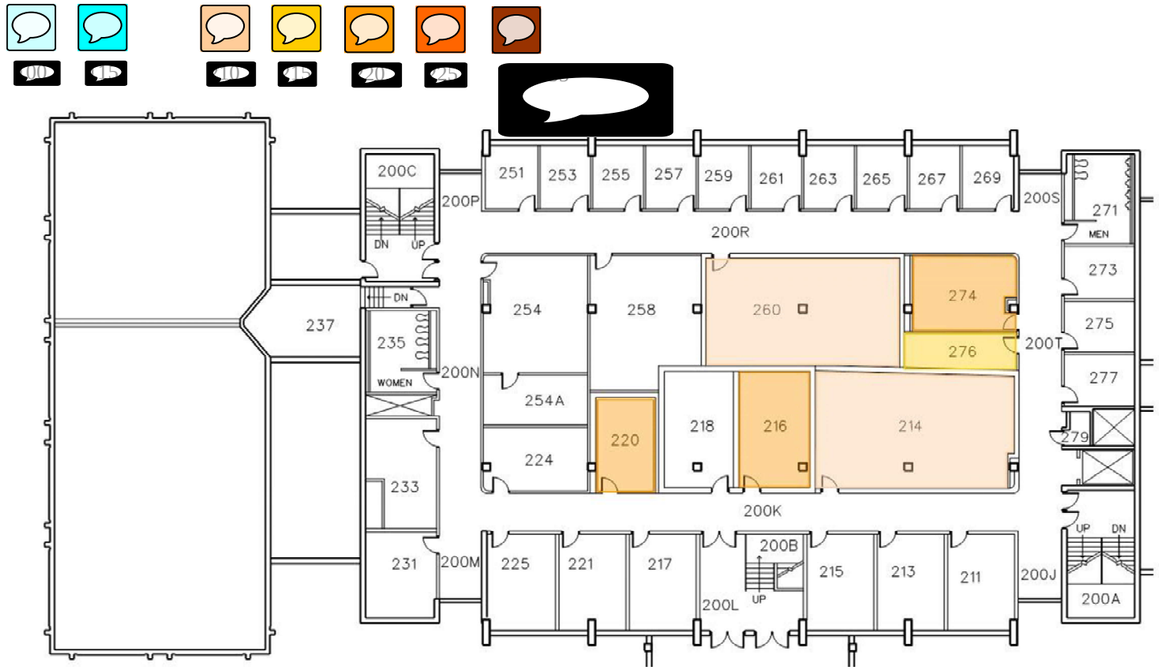
**2030 Studio Arts**

**Primary Use Type**

**First Floor**

**2030 Studio Arts**

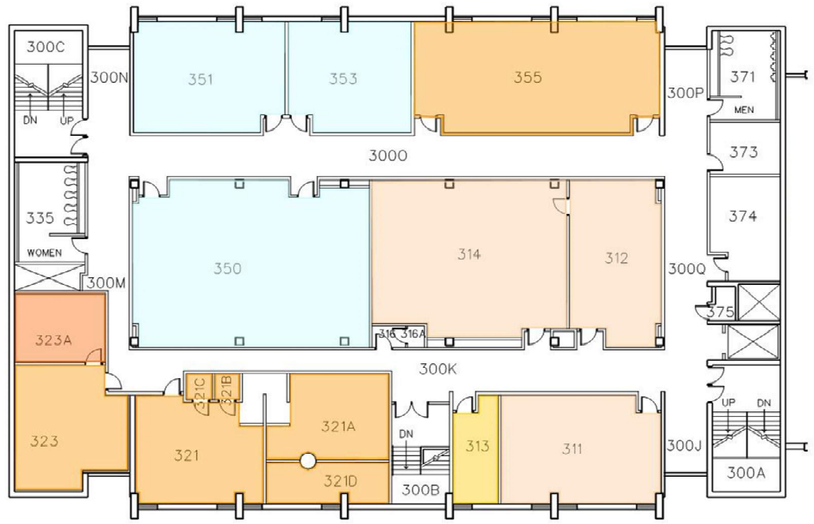
**Primary Use Type**




**Second Floor**

## 2030 Studio Arts

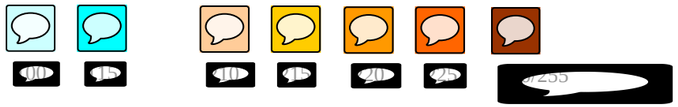
**Primary Use Type**




### Third Floor

## 2030 Studio Arts

**Primary Use Type**



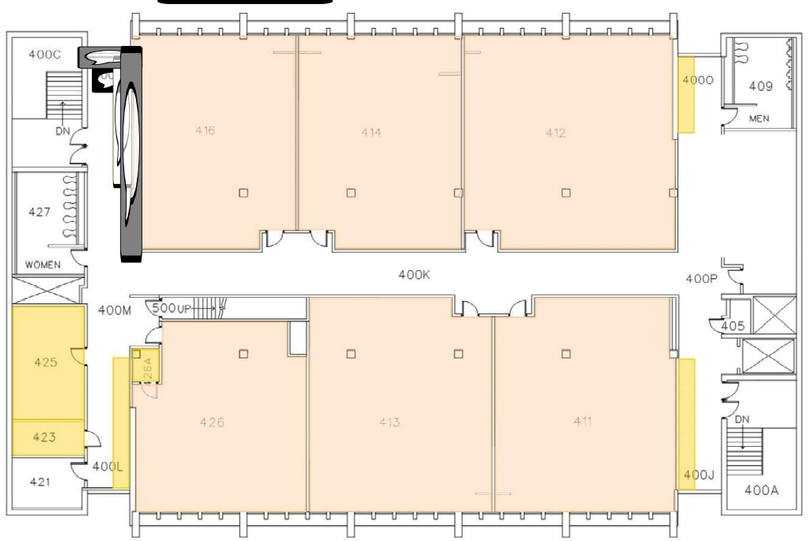













**Fourth Floor**

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2030 | Studio Arts | B101 | Choir/Ensemble | 210 | 1480 | 100 | Music |
| 2030 | Studio Arts | B103 | Band room | 210 | 2440 | 140 | Music |
| 2030 | Studio Arts | 108 | Practice Room | 220 | 83 | 0 | Music |
| 2030 | Studio Arts | 110 | Practice Room | 220 | 84 | 1 | Music |
| 2030 | Studio Arts | 112A | Practice Room | 220 | 111 | 1 | Music |
| 2030 | Studio Arts | 112B | Practice Room | 220 | 120 | 1 | Music |
| 2030 | Studio Arts | 112C | Practice Room | 220 | 120 | 1 | Music |
| 2030 | Studio Arts | 112D | Practice Room | 220 | 87 | 1 | Music |
| 2030 | Studio Arts | 116A | Practice Room | 220 | 130 | 1 | Music |
| 2030 | Studio Arts | 116B | Practice Room | 220 | 168 | 1 | Music |
| 2030 | Studio Arts | 120 | Percussion Studio | 220 | 395 | 4 | Music |
| 2030 | Studio Arts | 131 | Storage | 215 | 420 | 0 | Music |
| 2030 | Studio Arts | 134 | Storage | 215 | 333 | 0 | Music |
| 2030 | Studio Arts | 136 | Instru. Lockers | 215 | 406 | 0 | Music |
| 2030 | Studio Arts | 154 | Percussion St | 225 | 263 | 0 | Music |
| 2030 | Studio Arts | 156 | Practice Room | 220 | 92 | 1 | Music |
| 2030 | Studio Arts | 158 | Practice Room | 220 | 93 | 1 | Music |

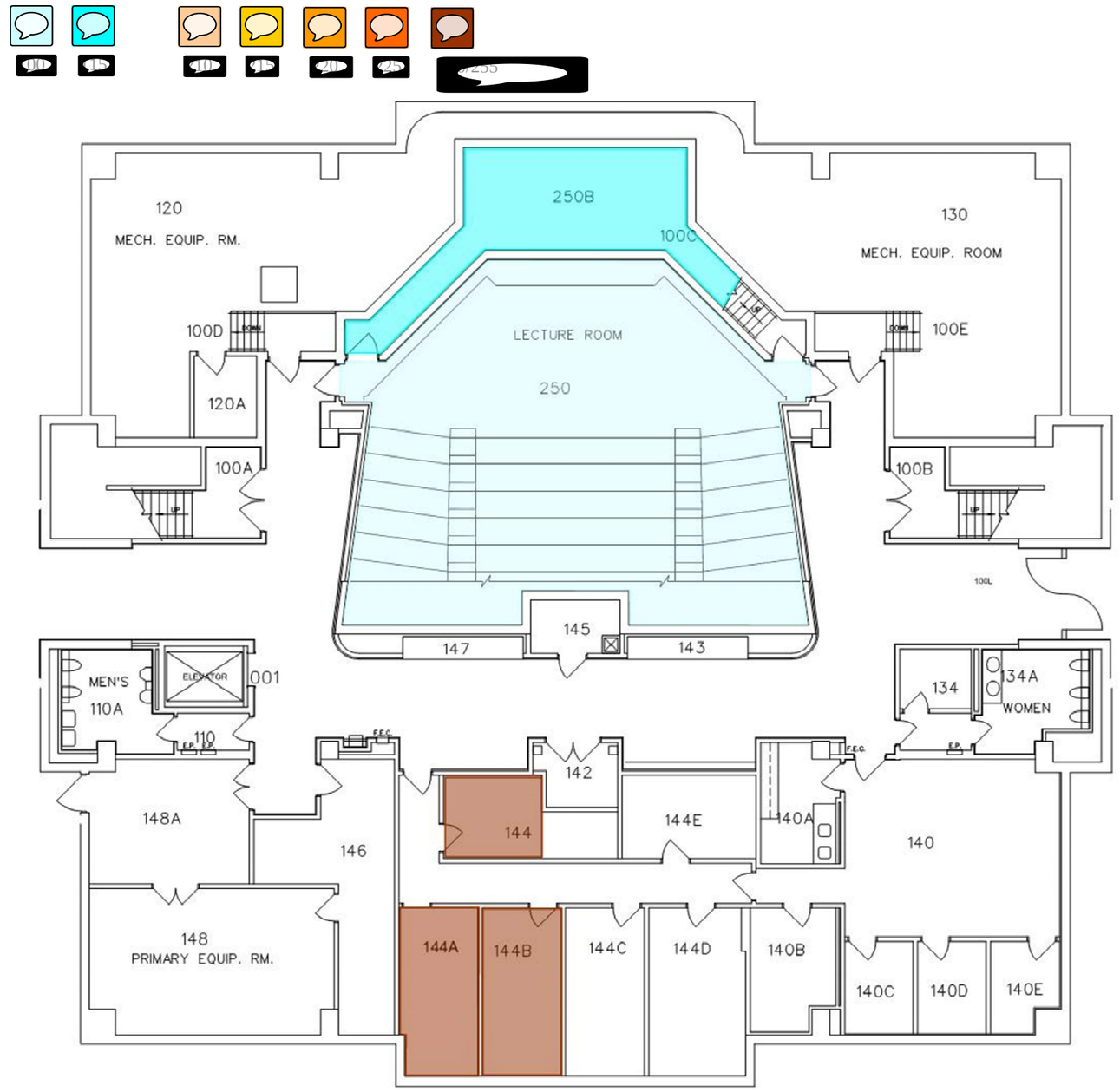
| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2030 | Studio Arts | C105 | Art Studio | 210 | 1220 | 16 | Art and Visual Design |
| 2030 | Studio Arts | C107 | Storage | 215 | 640 | 1 | Art and Visual Design |
| 2030 | Studio Arts | C107A | Storage | 215 | 186 | 1 | Art and Visual Design |
| 2030 | Studio Arts | C108 | 3D/Sculp/Wood | 210 | 1534 | 15 | Art and Visual Design |
| 2030 | Studio Arts | C108A | Storage | 215 | 120 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C108B | Storage | 215 | 200 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C110 | Woodworking | 210 | 1336 | 10 | Art and Visual Design |
| 2030 | Studio Arts | C110A | Storage | 215 | 110 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C110B | Storage | 215 | 83 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C111 | Ceramics Studio | 210 | 3824 | 38 | Art and Visual Design |
| 2030 | Studio Arts | C111A | Ceramics Studio | 215 | 230 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C111B | Ceramics Studio | 215 | 114 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C111C | Ceramics Studio | 215 | 114 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C111D | Ceramics / Kiln | 210 | 818 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C112 | Jewelry/Metals | 210 | 1170 | 20 | Art and Visual Design |
| 2030 | Studio Arts | C112A | Storage | 215 | 120 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C114 | Printmaking Studio | 210 | 818 | 12 | Art and Visual Design |
| 2030 | Studio Arts | C114A | Storage | 215 | 120 | 0 | Art and Visual Design |
| 2030 | Studio Arts | C114B | Storage | 215 | 280 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 214 | Music Lab | 210 | 814 | 30 | Music |
| 2030 | Studio Arts | 216 | Practice Room | 220 | 294 | 1 | Music |
| 2030 | Studio Arts | 220 | Practice Room | 220 | 186 | 2 | Music |
| 2030 | Studio Arts | 260 | Keyboard Room | 210 | 751 | 11 | Music |
| 2030 | Studio Arts | 274 | Lighting | 220 | 278 | 2 | Art and Visual Design |
| 2030 | Studio Arts | 276 | Storage | 215 | 142 | 0 | Art and Visual Design |

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2030 | Studio Arts | 311 | Photography | 210 | 596 | 20 | Art and Visual Design |
| 2030 | Studio Arts | 312 | Graphic Design | 210 | 509 | 18 | Art and Visual Design |
| 2030 | Studio Arts | 313 | Storage | 215 | 189 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 314 | Graphic Design | 210 | 1106 | 18 | Art and Visual Design |
| 2030 | Studio Arts | 321 | Dark Room | 220 | 502 | 5 | Art and Visual Design |
| 2030 | Studio Arts | 321A | Film Process | 220 | 378 | 7 | Art and Visual Design |
| 2030 | Studio Arts | 321B | Storage | 220 | 27 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 321C | Storage | 220 | 27 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 321D | Dark Room | 220 | 186 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 323 | Comp Photo | 220 | 458 | 12 | Art and Visual Design |
| 2030 | Studio Arts | 323A | Storage | 225 | 227 | 1 | Art and Visual Design |
| 2030 | Studio Arts | 350 | Classroom | 110 | 1335 | 70 | Registrar |
| 2030 | Studio Arts | 351 | Classroom | 110 | 565 | 28 | Registrar |
| 2030 | Studio Arts | 353 | Classroom | 110 | 455 | 31 | Registrar |
| 2030 | Studio Arts | 355 | Language Resour. | 220 | 883 | 25 | Modern Languages |

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2030 | Studio Arts | 400J | Lockers | 215 | 104 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 400L | Lockers | 215 | 64 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 400O | Lockers | 215 | 64 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 411 | 2D Photo Studio | 210 | 1300 | 16 | Art and Visual Design |
| 2030 | Studio Arts | 412 | Water Color St. | 210 | 1506 | 16 | Art and Visual Design |
| 2030 | Studio Arts | 413 | Drawing Studio | 210 | 1285 | 16 | Art and Visual Design |
| 2030 | Studio Arts | 414 | Painting Studio | 210 | 1164 | 16 | Art and Visual Design |
| 2030 | Studio Arts | 416 | Fiber/Textiles St. | 210 | 1164 | 20 | Art and Visual Design |
| 2030 | Studio Arts | 423 | Storage | 215 | 88 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 425 | Storage | 215 | 284 | 0 | Art and Visual Design |
| 2030 | Studio Arts | 426 | Intermediate  Dr. | 210 | 1035 | 16 | Art and Visual Design |
| 2030 | Studio Arts | 426A | Dressing Rm. | 215 | 30 | 0 | Art and Visual Design |

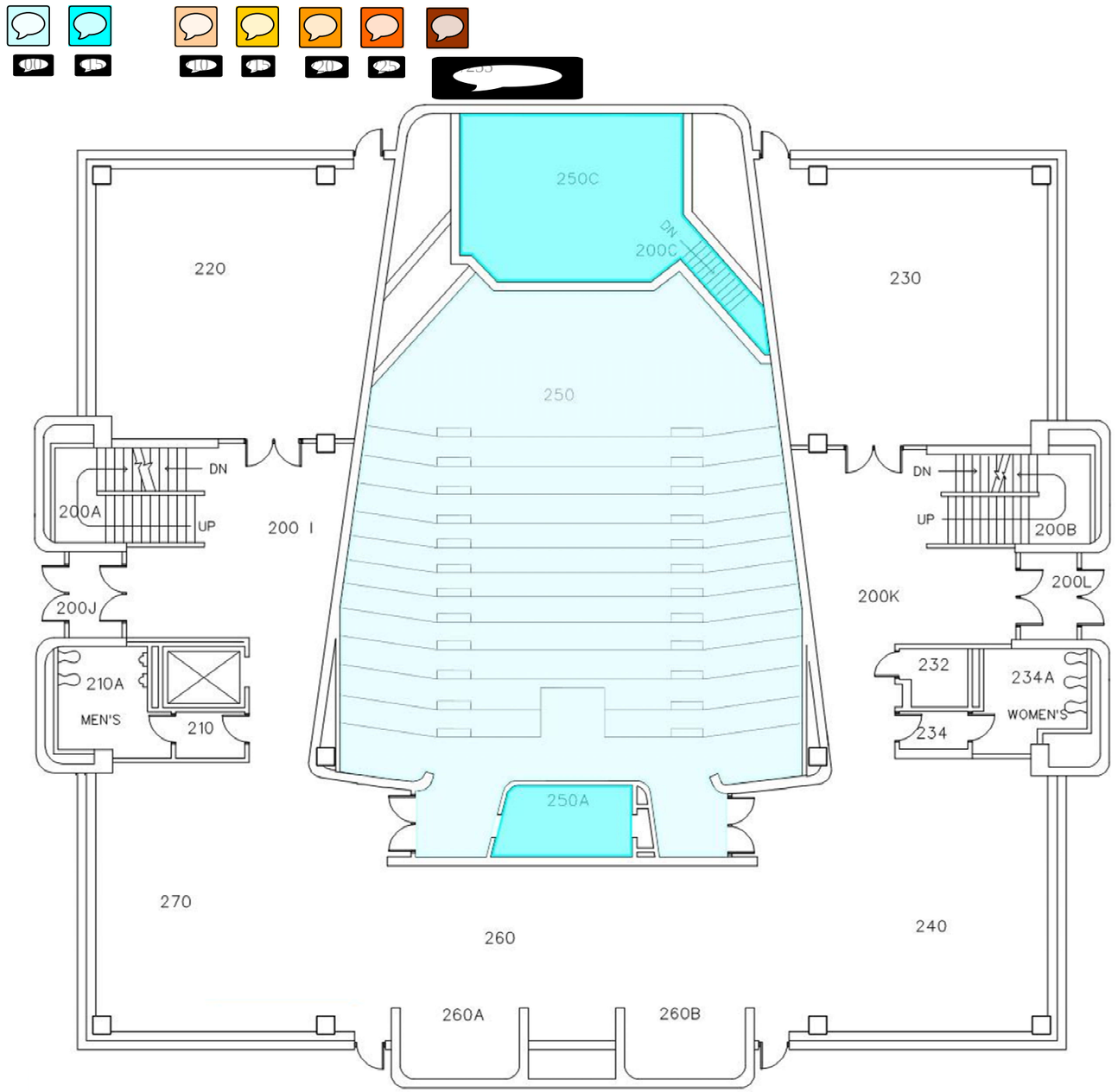
## 2035 Rose Hall

**Primary Use Type**

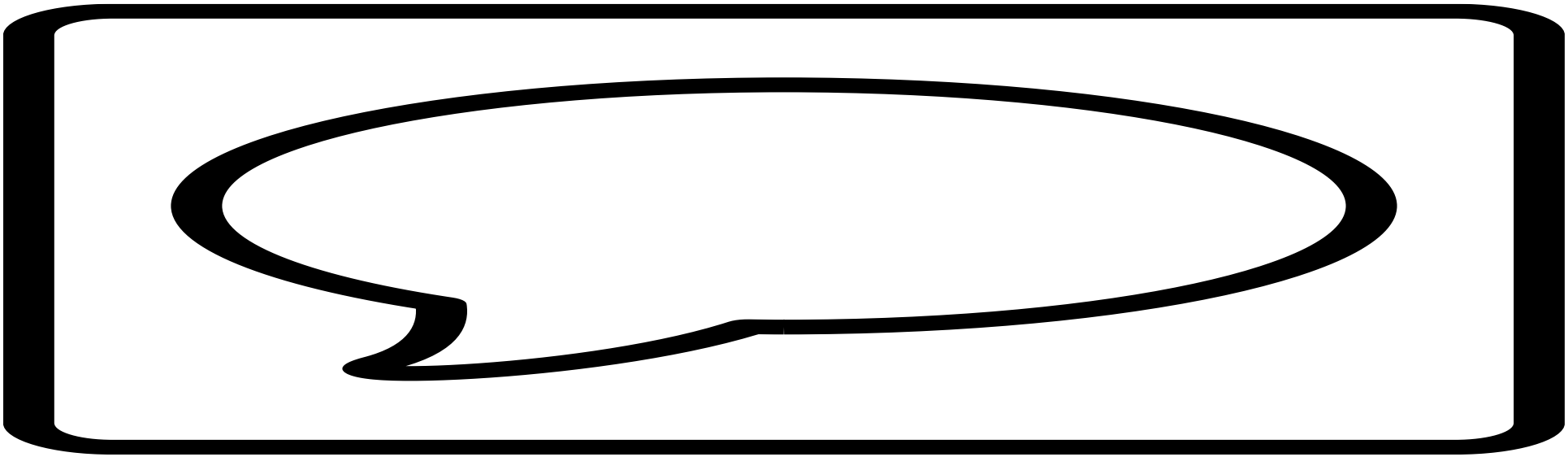



**First Floor**

**Primary Use Type**



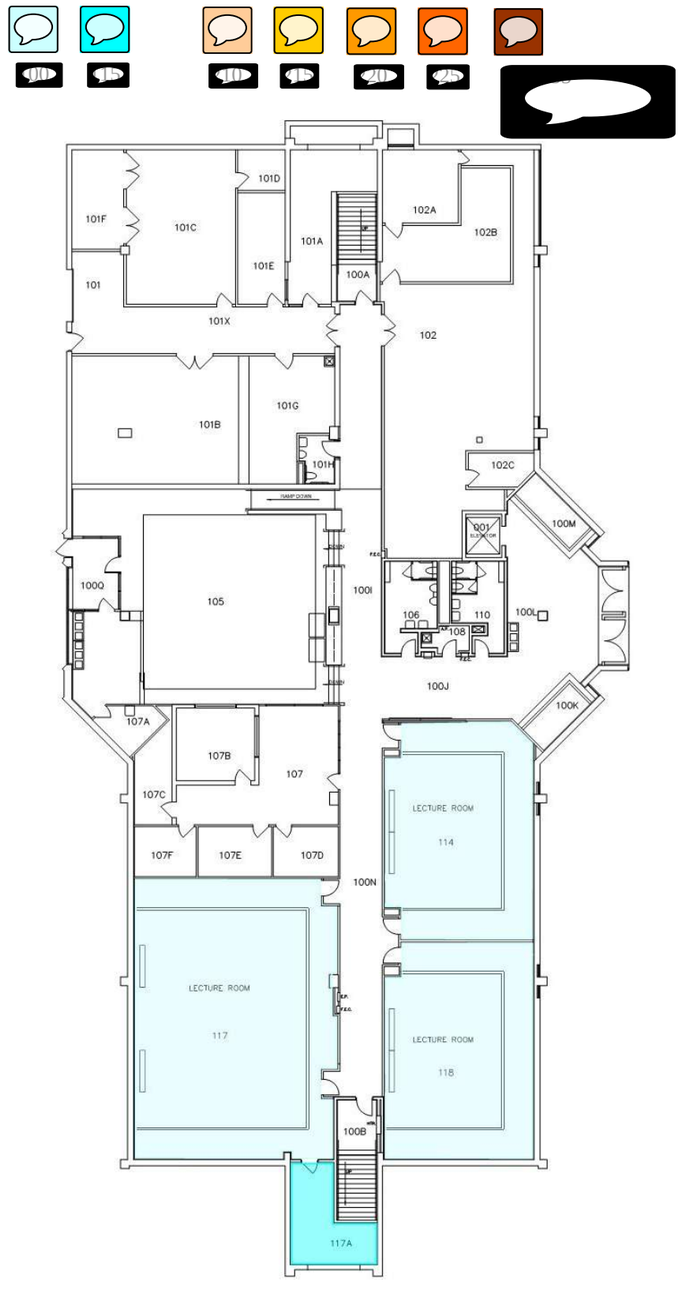

**Second Floor**



| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2035 | John M Rose Hall | 144 | Waiting Room | 250 | 100 | 0 | Psychology |
| 2035 | John M Rose Hall | 144A | Break Room | 255 | 168 | 0 | Psychology |
| 2035 | John M Rose Hall | 144B | Research Room | 250 | 171 | 0 | Psychology |
| 2035 | John M Rose Hall | 250 | Lecture Hall | 110 | 1911 | 267 | Registrar |
| 2035 | John M Rose Hall | 250A | Storage | 115 | 128 | 0 | Registrar |
| 2035 | John M Rose Hall | 250B | Storage | 115 | 411 | 0 | Registrar |
| 2035 | John M Rose Hall | 250C | Projection Room | 115 | 442 | 0 | Registrar |

## 2036 Wood Hall

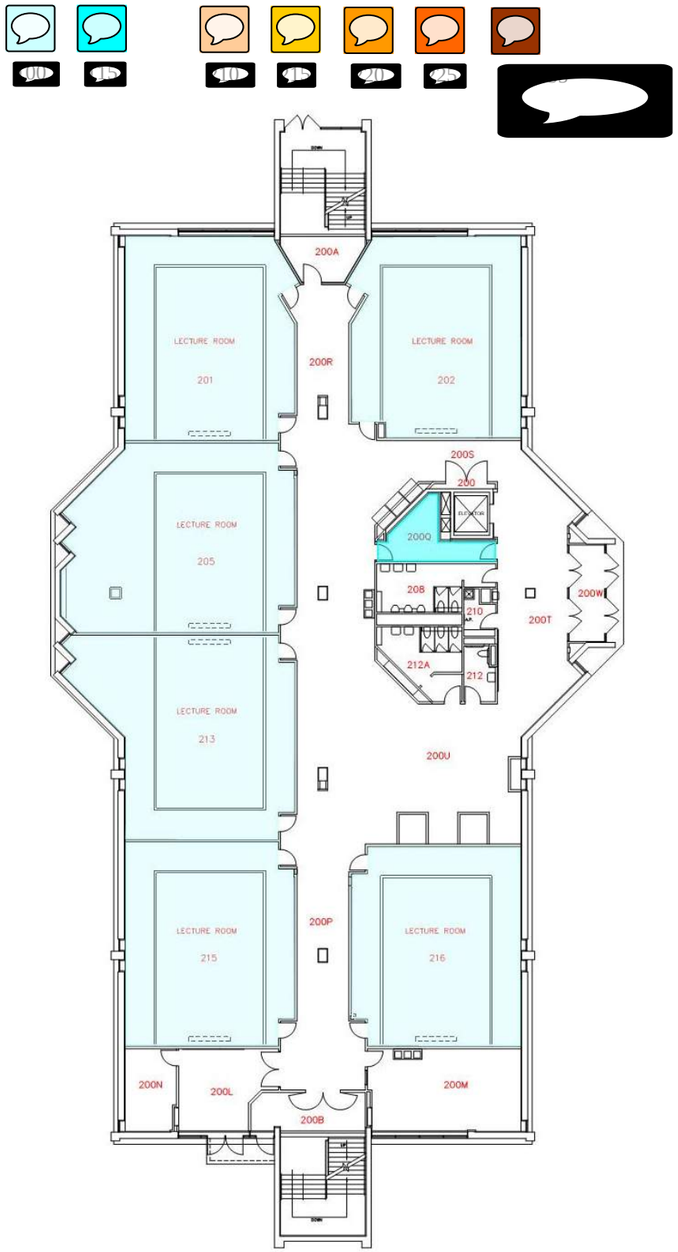
**Primary Use Type**




**First Floor**

## 2036 Wood Hall

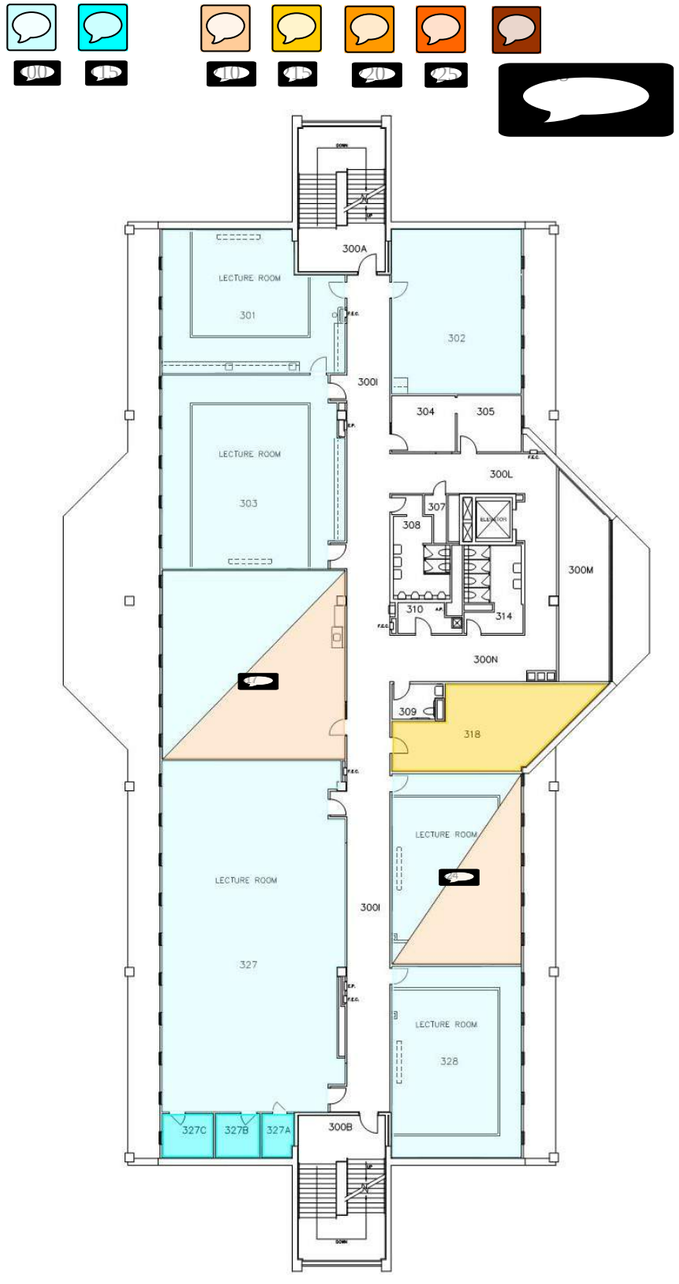
**Primary Use Type**




**Second Floor**

## 2036 Wood Hall

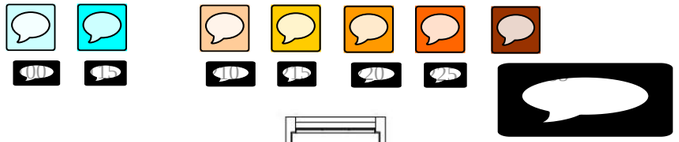
**Primary Use Type**

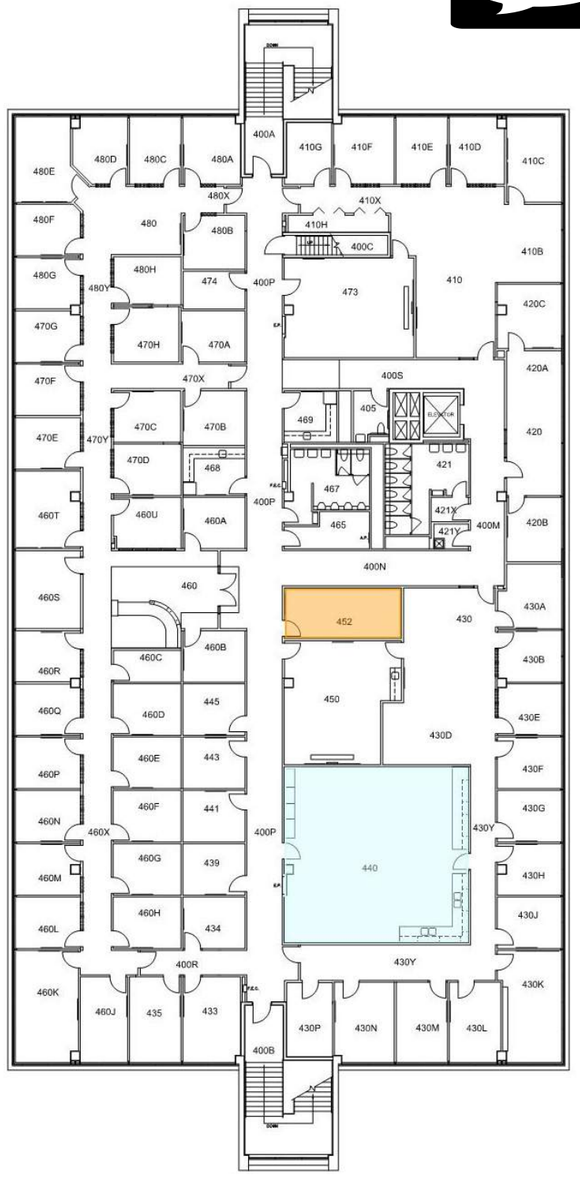



**Third Floor**

## 2036 Wood Hall

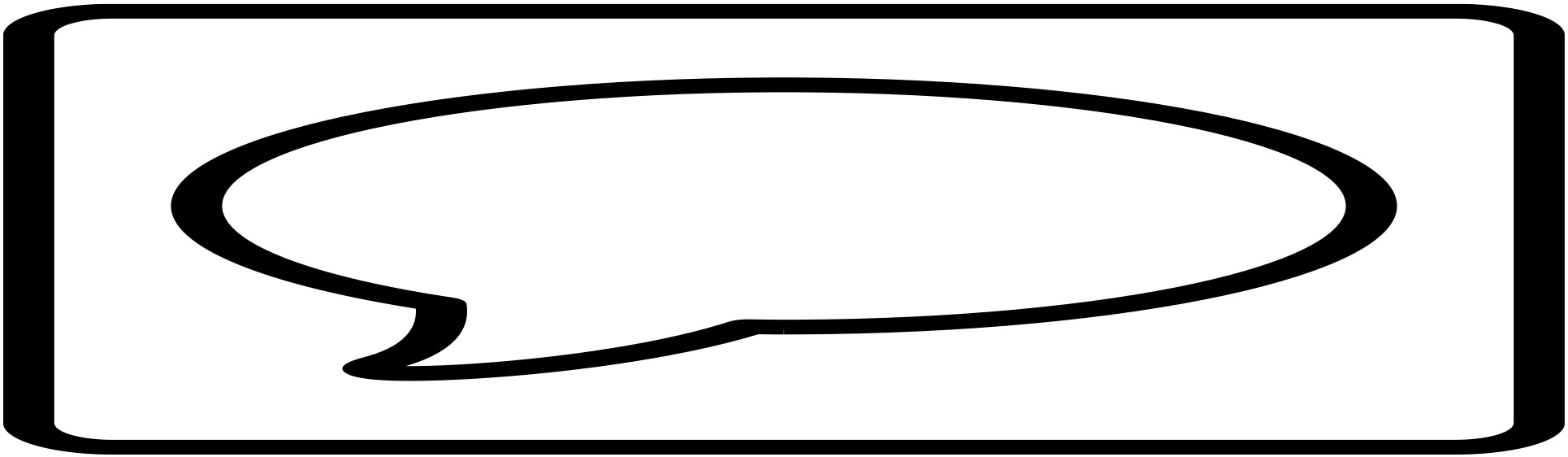
**Primary Use Type**





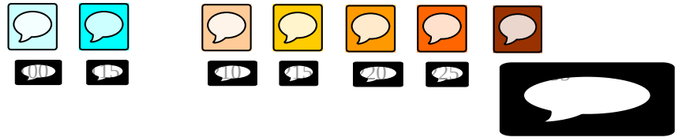

**Fourth Floor**

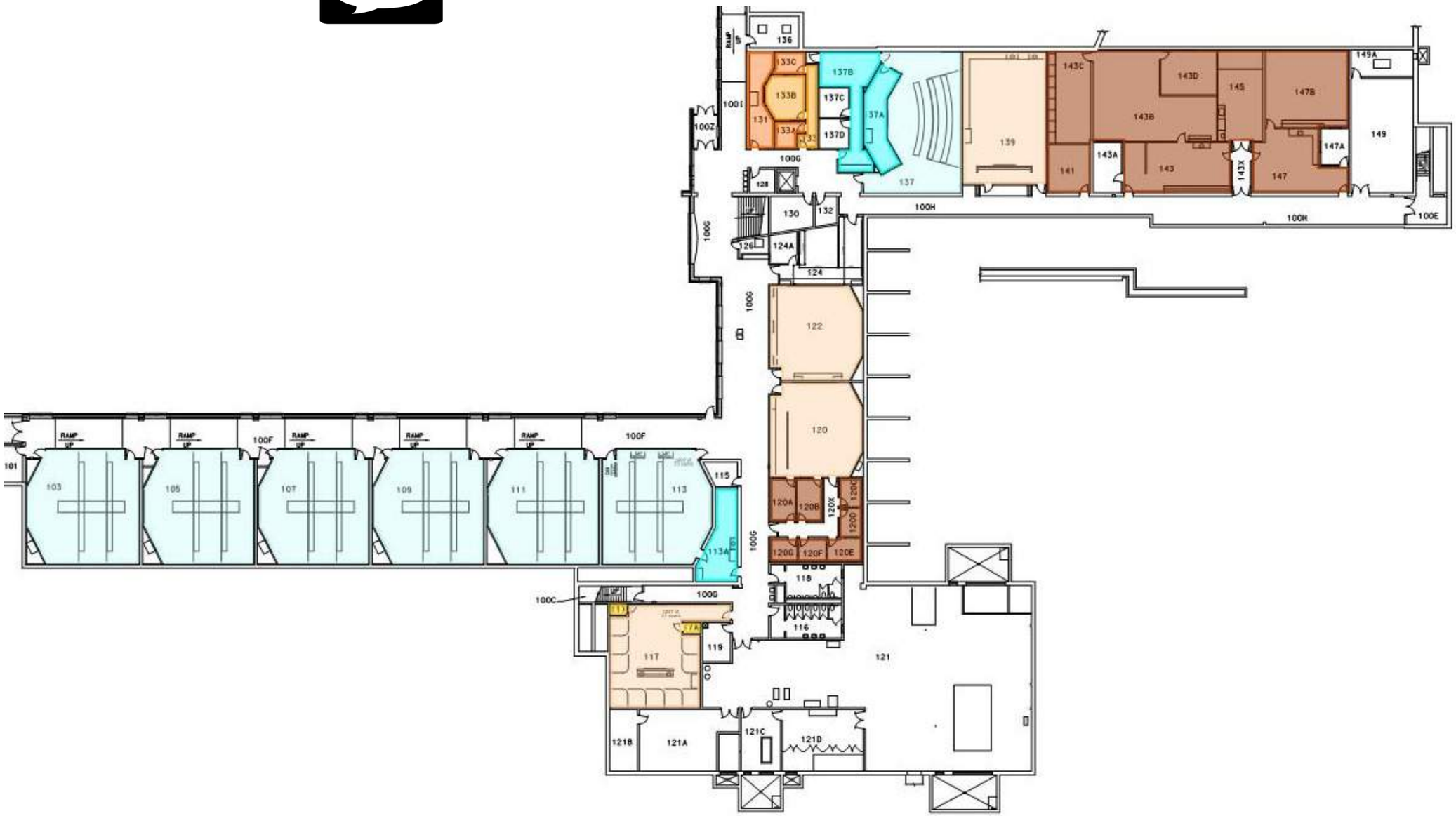
| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2036 | LG Wood Hall | 114 | Classroom | 110 | 1137 | 42 | Registrar |
| 2036 | LG Wood Hall | 117 | Classroom | 110 | 2110 | 80 | Registrar |
| 2036 | LG Wood Hall | 117A | Storage | 115 | 230 | 0 | Registrar |
| 2036 | LG Wood Hall | 118 | Classroom | 110 | 1161 | 42 | Registrar |
| 2036 | LG Wood Hall | 200Q | Storage | 115 | 155 | 0 | Registrar |
| 2036 | LG Wood Hall | 201 | Classroom | 110 | 1247 | 44 | Registrar |
| 2036 | LG Wood Hall | 205 | Classroom | 110 | 1491 | 50 | Registrar |
| 2036 | LG Wood Hall | 213 | Classroom | 110 | 1410 | 48 | Registrar |
| 2036 | LG Wood Hall | 215 | Classroom | 110 | 1254 | 48 | Registrar |
| 2036 | LG Wood Hall | 216 | Classroom | 110 | 1223 | 48 | Registrar |
| 2036 | LG Wood Hall | 301 | Classroom | 110 | 846 | 24 | Registrar |
| 2036 | LG Wood Hall | 302 | Phuture Phoenix | 110 | 731 | 30 | Registrar |
| 2036 | LG Wood Hall | 303 | Classroom | 110 | 1212 | 50 | Registrar |
| 2036 | LG Wood Hall | 317 | Nursing | 210 | 1200 | 12 | Nursing and Health Studies |
| 2036 | LG Wood Hall | 318 | Storage | 215 | 468 | 0 | Nursing and Health Studies |
| 2036 | LG Wood Hall | 324 | Nursing | 210 | 871 | 10 | Nursing and Health Studies |
| 2036 | LG Wood Hall | 327 | Classroom | 110 | 2218 | 45 | Registrar |
| 2036 | LG Wood Hall | 327A | Storage | 115 | 49 | 0 | Registrar |
| 2036 | LG Wood Hall | 327B | Storage | 115 | 70 | 0 | Registrar |
| 2036 | LG Wood Hall | 327C | Storage | 115 | 80 | 0 | Registrar |
| 2036 | LG Wood Hall | 328 | Classroom | 110 | 878 | 30 | Registrar |
| 2036 | LG Wood Hall | 440 | Classroom | 110 | 1135 | 36 | Registrar |
| 2036 | LG Wood Hall | 452 | EDUC TPA Lab | 220 | 209 | 3 | Dean of Health, Education and Social Welfare |



## 2052 Mary Ann Cofrin Hall

**Primary Use Type**

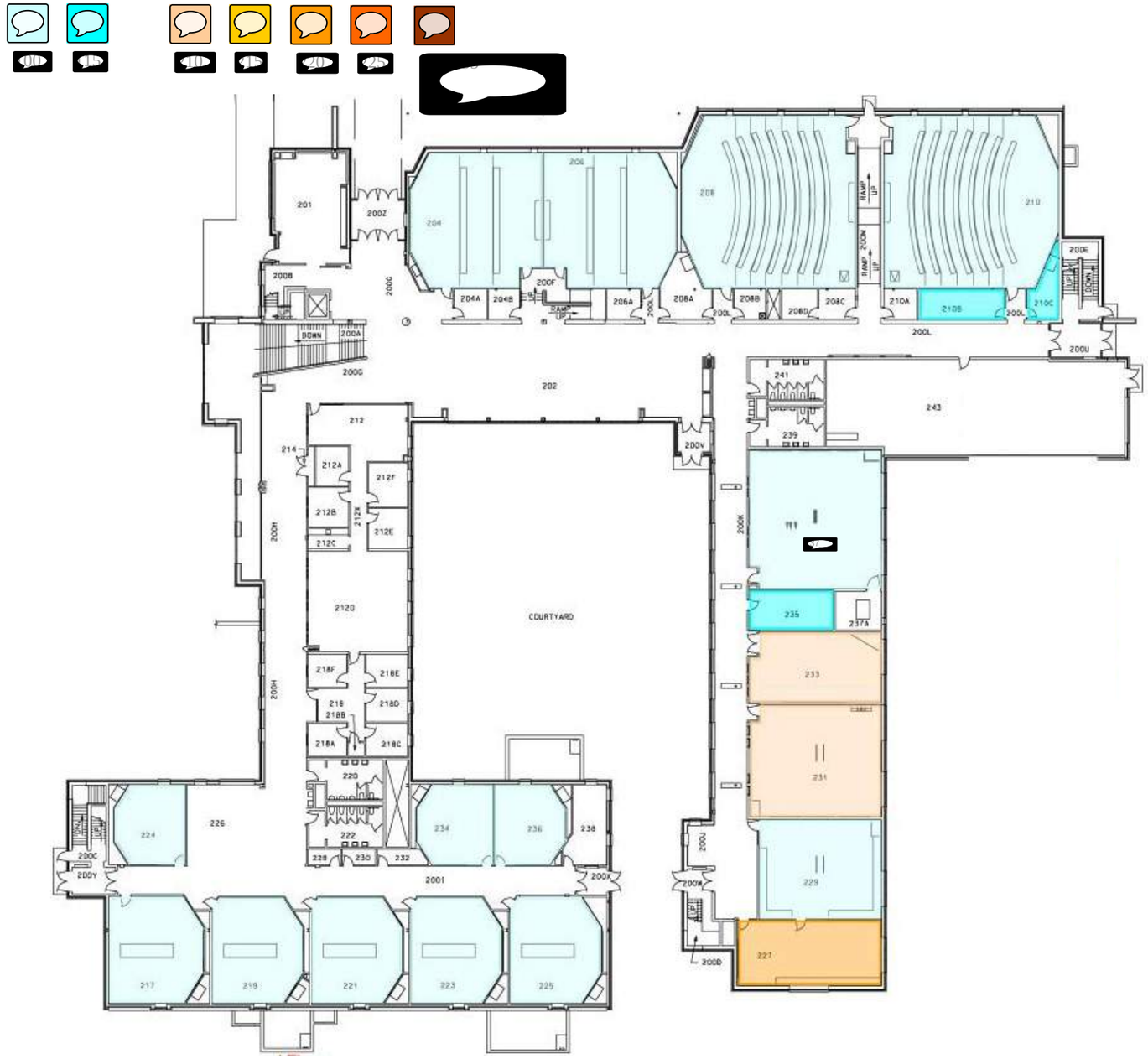





**First Floor**

## 2052 Mary Ann Cofrin Hall

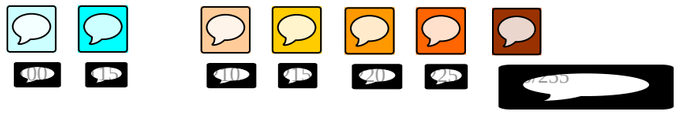
**Primary Use Type**

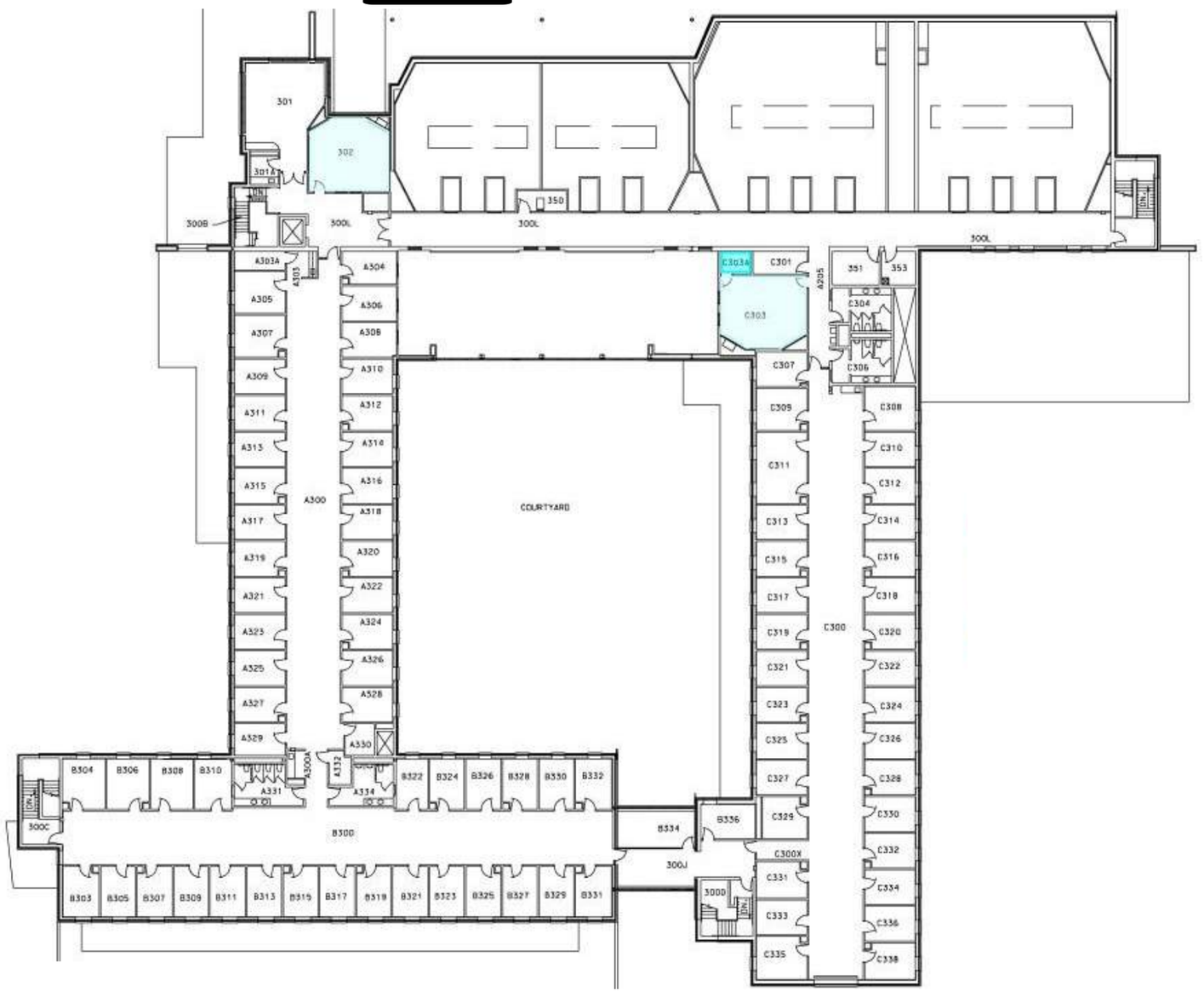



**Second Floor**

## 2052 Mary Ann Cofrin Hall

**Primary Use Type**






**Third Floor**

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2052 | Mary Ann Cofrin Hall | 103 | Classroom | 110 | 1608 | 75 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 105 | Classroom | 110 | 1608 | 75 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 107 | Classroom | 110 | 1608 | 75 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 109 | Classroom | 110 | 1608 | 75 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 111 | Classroom | 110 | 1608 | 67 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 113 | Classroom | 110 | 1608 | 72 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 113A | Preparation | 115 | 394 | 0 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 117 | Nursing Lab | 210 | 1267 | 10 | Nursing and Health Studies |
| 2052 | Mary Ann Cofrin Hall | 117A | Storage | 215 | 24 | 0 | Nursing and Health Studies |
| 2052 | Mary Ann Cofrin Hall | 117B | Storage | 215 | 24 | 0 | Nursing and Health Studies |
| 2052 | Mary Ann Cofrin Hall | 120 | NSA Lab | 210 | 1065 | 30 | Computer Sciences |
| 2052 | Mary Ann Cofrin Hall | 120A | Project Prep | 250 | 142 | 8 | Psychology |
| 2052 | Mary Ann Cofrin Hall | 120B | Project Room | 250 | 144 | 8 | Psychology |
| 2052 | Mary Ann Cofrin Hall | 120C | | 250 | 87 | 2 | Psychology |
| 2052 | Mary Ann Cofrin Hall | 120D | | 250 | 87 | 2 | Psychology |
| 2052 | Mary Ann Cofrin Hall | 120E | | 250 | 108 | 0 | Psychology |
| 2052 | Mary Ann Cofrin Hall | 120F | | 250 | 84 | 1 | Psychology |
| 2052 | Mary Ann Cofrin Hall | 120G | | 250 | 84 | 1 | Psychology |

| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2052 | Mary Ann Cofrin Hall | 122 | Computer Lab | 210 | 1120 | 25 | Computer Sciences |
| 2052 | Mary Ann Cofrin Hall | 131 | Observation | 225 | 212 | 0 | Social Work |
| 2052 | Mary Ann Cofrin Hall | 133 | Dist. Ed. | 220 | 614 | 10 | Social Work |
| 2052 | Mary Ann Cofrin Hall | 133A | Lab | 225 | 104 | 0 | Social Work |
| 2052 | Mary Ann Cofrin Hall | 133B | Lab | 220 | 237 | 0 | Social Work |
| 2052 | Mary Ann Cofrin Hall | 133C | Lab | 225 | 113 | 0 | Social Work |
| 2052 | Mary Ann Cofrin Hall | 137A | A/V | 115 | 313 | 0 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 137B | Dist. Production | 115 | 496 | 0 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 137 | Dist. Learn. Class. | 110 | 1315 | 24 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 139 | Field Biology | 210 | 1406 | 24 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 141 | WSO | 250 | 276 | 1 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 143 | Richter Work | 250 | 735 | 8 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 143B | Richter Collections | 255 | 1088 | 0 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 143C | Richter Collections | 255 | 525 | 0 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 143D | Richter Collections | 255 | 310 | 0 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 145 | Richter Prep | 255 | 497 | 4 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 147 | Herb Work | 255 | 618 | 4 | Natural and Applied Sciences |
| 2052 | Mary Ann Cofrin Hall | 147B | Herb collection | 255 | 833 | 0 | Natural and Applied Sciences |

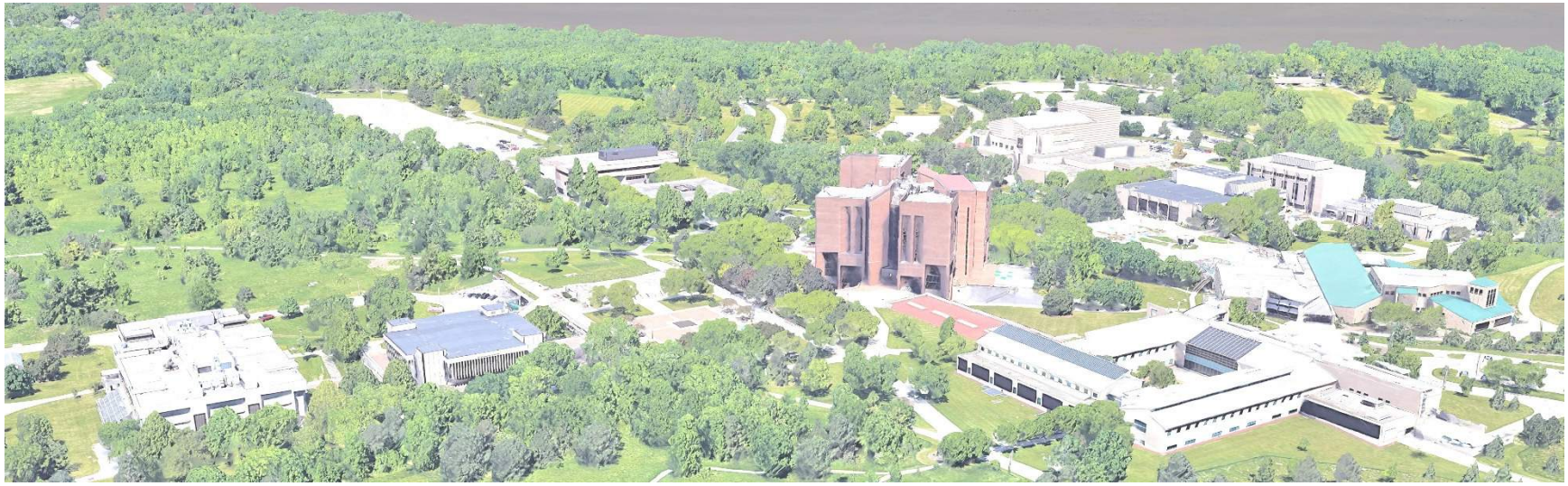
| BLDG. # | BLDG. | Room | Room Name | FICM Room Type | ASF | Capacity | Assignment |
|---|---|---|---|---|---|---|---|
| 2052 | Mary Ann Cofrin Hall | 204 | Classroom | 110 | 1623 | 74 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 206 | Classroom | 110 | 1623 | 74 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 208 | Lecture | 110 | 2220 | 122 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 210 | Lecture | 110 | 2740 | 128 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 210B | Storage | 115 | 248 | 0 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 210C | Storage | 115 | 167 | 0 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 217 | Classroom | 110 | 910 | 40 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 219 | Classroom | 110 | 879 | 40 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 221 | Classroom | 110 | 866 | 40 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 223 | Classroom | 110 | 880 | 40 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 224 | Classroom | 110 | 518 | 24 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 225 | Classroom | 110 | 834 | 40 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 227 | Vets Lounge | 220 | 331 | 11 | Provost |
| 2052 | Mary Ann Cofrin Hall | 229 | GIS Classroom | 110 | 1110 | 30 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 231 | Cart. Classroom | 210 | 1347 | 12 | Engineering |
| 2052 | Mary Ann Cofrin Hall | 233 | Environ. Des. Lab | 210 | 827 | 18 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 234 | Classroom | 110 | 550 | 24 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 235 | Map Storage | 115 | 306 | 0 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 236 | Classroom | 110 | 515 | 24 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 237 | Geo. Classroom | 110 | 1652 | 50 | Registrar |
| 2052 | Mary Ann Cofrin Hall | 302 | Classroom | 110 | 440 | 18 | Registrar |
| 2052 | Mary Ann Cofrin Hall | C303 | Classroom | 110 | 428 | 22 | Registrar |
| 2052 | Mary Ann Cofrin Hall | C303A | Storage | 115 | 53 | 0 | Registrar |

Engberg Anderson ARCHITECTS

UNIVERSITY of WISCONSIN GREEN BAY

# UW-GREEN BAY CAMPUS SPACE ASSESSMENT

# Functionality and Physical Condition



**DFD Project No. 21C1U**

**Engberg Anderson Project No. 203162**

**July 22, 2022**

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## Executive Summary

**OVERVIEW**

The purpose of this assessment is to evaluate the physical condition and functionality of academic buildings on the UW-Green Bay campus. This document, in conjunction with the Instructional Space Utilization Analysis, will be a tool in determining the appropriateness of remodeling, replacing, or adding to the existing stock of classrooms and labs on campus.

**Methodology**

Field observations were noted by Engberg Anderson Architects (EA) and Comprehensive Facilities Planning (CFP) in July 2021. Space uses are divided into four broad categories for the purpose of grading interiors: Classrooms, Labs, and Offices; Circulation / Concourse; Restrooms; and Back of House. Evaluation metrics and condition ratings are taken from DFD guidelines and the Postsecondary Education Facilities Inventory and Classification Manual (FICM) 2006 Edition.

Given the nature of this project scope as a space assessment, mechanical, electrical, plumbing, and fire protection systems were not reviewed as part of this study. Detailed analysis of these building systems should be done on a case-by-case basis as future renovations and building projects are coordinated.

**Supporting Documents**

Instructional Space Utilization Analysis, prepared by CFP as part of the UW-Green Bay Campus Space Assessment (DFD Project #21C1U).

Campus Master Plan Update, prepared by EA (DFD Project #20A1M).

Cofrin Research Center Renovation & Use Study, prepared by EA (DFD Project #18D2W).

**BUILDING CONDITION SUMMARY**

**Structure**

EA, with the guidance of Oneida Total Integrated Enterprises (OTIE), reviewed the original structural drawings of all the academic buildings to determine bay spacing, floor-to-floor height, floor loading capacity, and roof loading capacity.

**Classrooms, Labs, and Offices**

The majority of classrooms, labs, offices, and other rooms containing assignable square footage across all academic buildings were found to be in good or satisfactory physical and functional condition. Some spaces are in fair or poor physical/functional condition; no spaces were found to be unsatisfactory or inappropriate for their current use. Refer to the color-coded floor plans and individual building breakdowns for additional information.

The following classrooms and labs were found to be in need of moderate renovation or remodeling (i.e. a “3” in physical condition and/or a “C” in functionality):

| Building | Room # | Physical | Functional |
|---|---|---|---|
| Instructional Services | 1020 * | 2 | C |

* Classroom 1020 used during COVID for storage and therefore downgraded from a functional standpoint. Assume room will return to pre-COVID functionality and an A or B functionality rating.

| | | | |
|---|---|---|---|
| Studio Arts | C105 | 3 | C |
| Studio Arts | C108 | 3 | C |
| Studio Arts | C110 | 3 | C |
| Studio Arts | C111 | 3 | C |
| Studio Arts | C112 | 3 | C |
| Studio Arts | C114 | 3 | C |

| | | | |
|---|---|---|---|
| Lab sciences | 102 | 2 | C |
| Too small to accommodate some of the labs. | | | |
| Lab sciences | 210 | 3 | B |
| HVAC noise issues. | | | |
| Lab sciences | 212 | 3 | B |
| HVAC temperature control issues. | | | |
| Lab sciences | 214 | 3 | B |
| HVAC noise issues. | | | |
| Inadequate electrical outlets. | | | |
| Lab sciences | 307 and 309 | 3 | B |
| Ceiling height issues. | | | |
| Lab sciences | 310 | 2 | C |
| Too small to accommodate some of the labs. | | | |
| Mary Ann Cofrin | 117 | 3 | C |
| Mary Ann Cofrin | 120 | 2 | C |
| Too small to accommodate use. | | | |

**Circulation / Concourse**

While circulation spaces within buildings generally reflect the overall condition of the building they are in, the presence of the concourse adds a plethora of circulation space across campus. Some connectors provide opportunities for natural light and seating areas, while others are dark and completely underground, as with the tunnel extending from Rose Hall to the circle entry outside Cofrin Library. Improvements and upgrades to these connectors should be considered when an adjacent building is in line for renovation or replacement.

**Restrooms**

Restrooms in some older buildings are showing signs of wear; replacing the finishes and fixtures in these buildings should be done in conjunction with any building system replacement. See individual building breakdowns for photos and additional information. Accessible single-use restrooms were observed in every academic building.

**Back of House**

Back-of-house spaces were generally found to be in satisfactory condition.

**Summary of Findings by Building**

Overall physical and functional conditions are taken as an average of all components which were reviewed. Refer to individual building breakdowns for additional information.

| Code | Building | Physical | Functional |
|---|---|---|---|
| 2022 | Environmental Sciences | 2 | B |
| 2023 | Instructional Services | 3 | B |
| 2024 | Laboratory Sciences | 2 | B |
| 2025 | David A. Cofrin Library | 4* | D* |
| 2027 | Theatre Hall | 3 | C |
| 2028 | Kress Events Center | 2 | A |
| 2029 | Student Services | 2 | B |
| 2030 | Studio Arts | 2 | B |
| 2031 | University Union | 3** | C/D** |
| 2035 | John M. Rose Hall | 3 | A |
| 2036 | L. G. Wood Hall | 2 | B |
| 2045 | Concourse System | 3 | B |
| 2050 | Weidner Center | 2*** | A*** |
| 2052 | Mary Ann Cofrin Hall | 2 | B |

*-Scores pulled from the Cofrin Research Center Facility Condition Assessment completed as part of DFD project #18D2W. As a result of that project's findings, Cofrin Library is now slated for demolition and replacement.

**-Scores pulled from the University Union Pre-design Report completed as part of DFD project #19L1J.

***-Scores pertain to performance and support spaces only.

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**CONCLUSION**

Field observation did not reveal any imminent need to renovate or replace UW-Green Bay academic buildings due to unsatisfactory physical or functional condition. Some buildings and spaces are showing signs of deterioration due to their age or changing needs over time, presenting opportunities to reconfigure existing space to better suit the campus' needs.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2022 Environmental Sciences Building**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

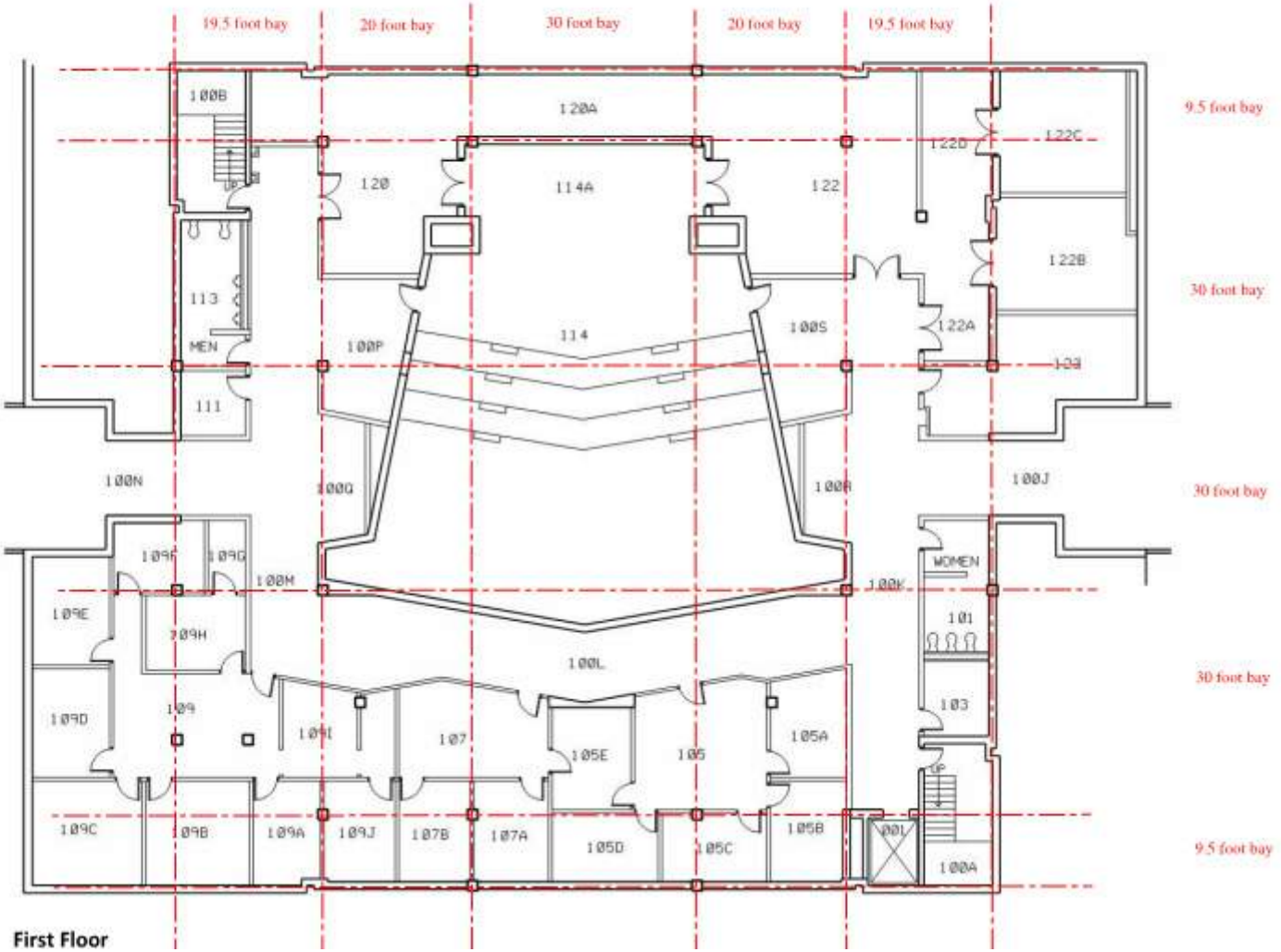
| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Classrooms - 50, Corridors/Lobby/Stairs - 80,<br>Plaza/Surge Roof – 100, Roof – 30, Wind - 20.<br>Floor-to-floor: 13’-4” from first to second floor, 15’-0” for floors above.<br>Structural Bay spacing ranges from 19’-6” to 30’-0”. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Classrooms, Labs, and Offices | 1 | | |
| | Circulation / Concourse | 2 | | |
| | Restrooms | 2 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2022 Environmental Sciences Building**

## Structural Bay Spacing

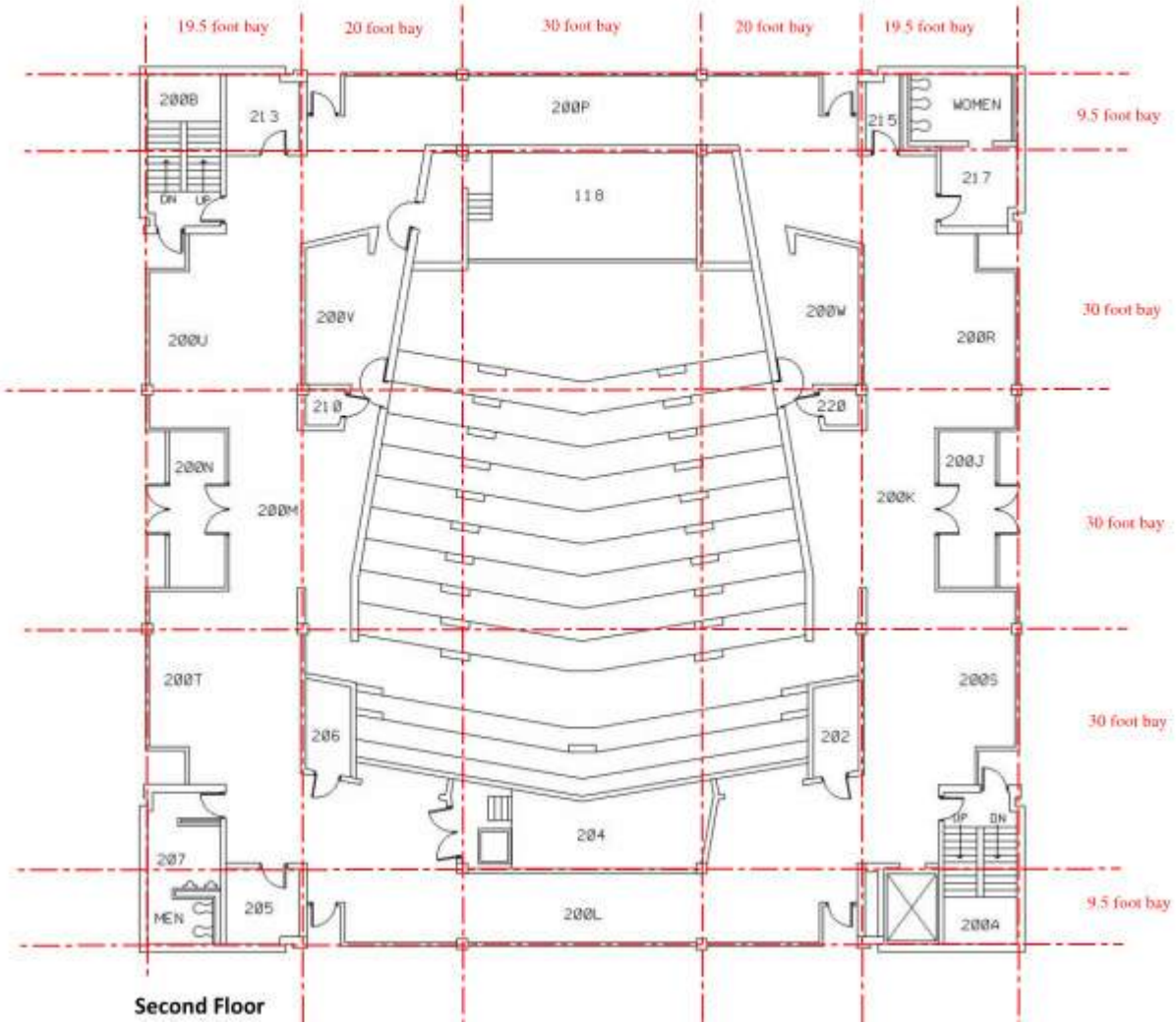
**2022 Environmental Sciences Building**



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2022 Environmental Sciences Building**

## Structural Bay Spacing

**2022 Environmental Sciences Building**

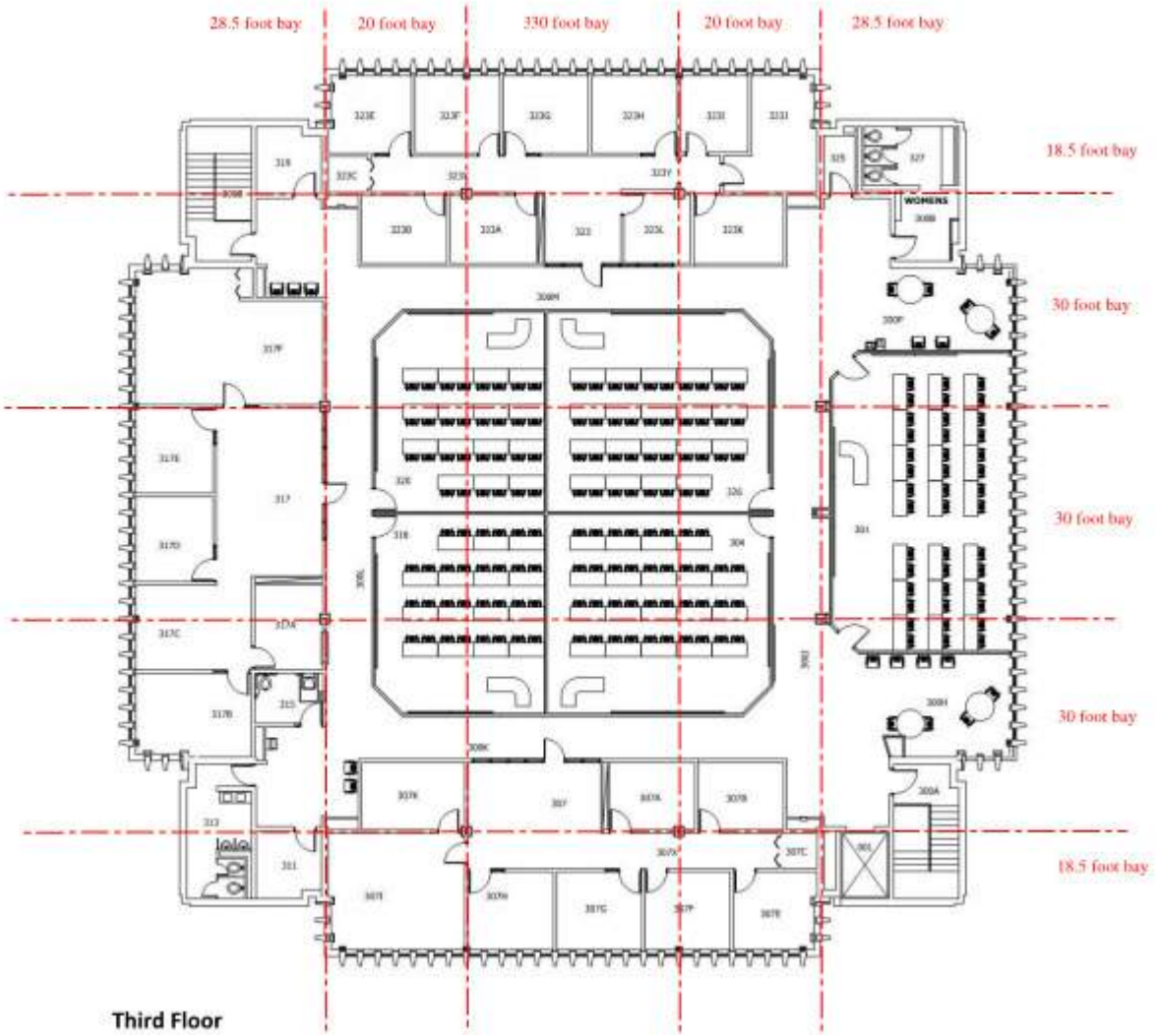


Institution **UW-Green Bay** Date **7-22-22**

Building Name **2022 Environmental Sciences Building**

## Structural Bay Spacing

**2022 Environmental Sciences Building**




Third Floor

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2022 Environmental Sciences Building**

## Functional Condition Summary

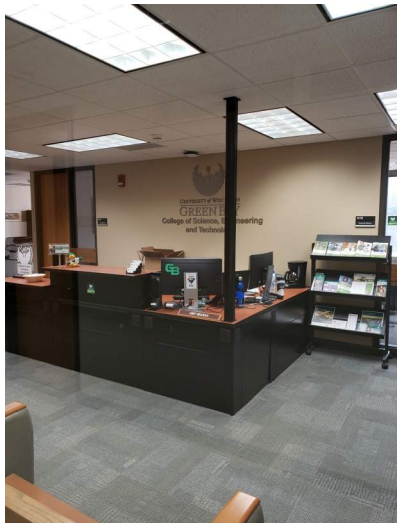
The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **C** | **16-30%** | Doors are UL labeled, but push-pull hardware is not fire-rated. |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | A | | Closets 307C and 323C have been removed. |
| Circulation / Concourse | B | | |
| Restrooms | B | | Single-use restrooms are gender-neutral and accessible. |
| Back of House | B | | |
| **AVERAGE** | **B** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2022 Environmental Sciences Building**

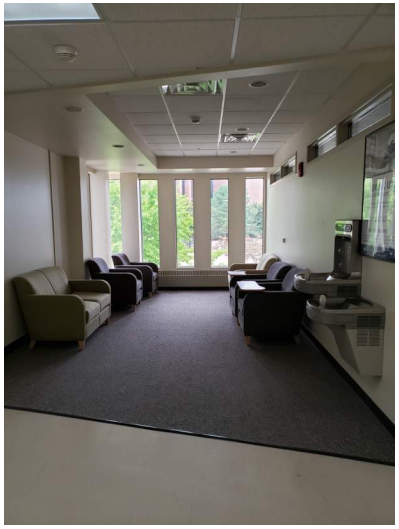
Room 301, looking west.



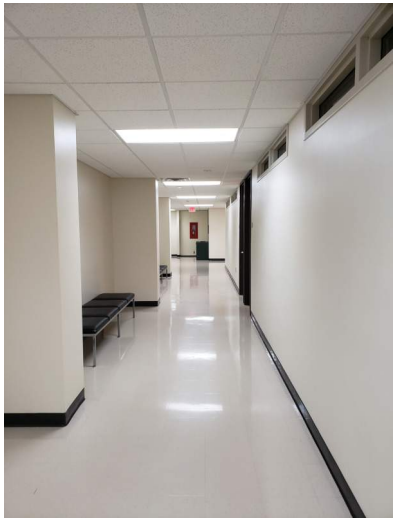
Room 317, looking southeast.

Room 105, looking east.

Room 200K, looking east.



Room 300P, looking north.



Room 300J, looking east.

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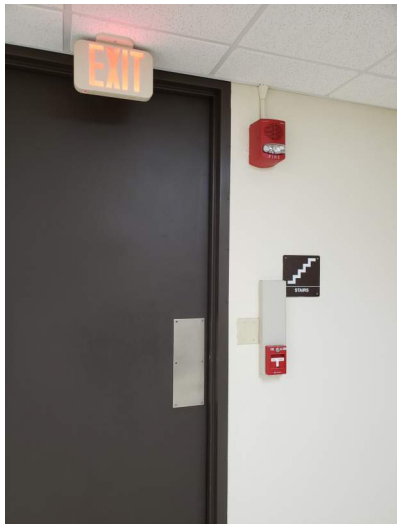
Building Name **2022 Environmental Sciences Building**

Room 113, looking west.

Room 315, looking west.




Room 300A, typical stair door hardware.

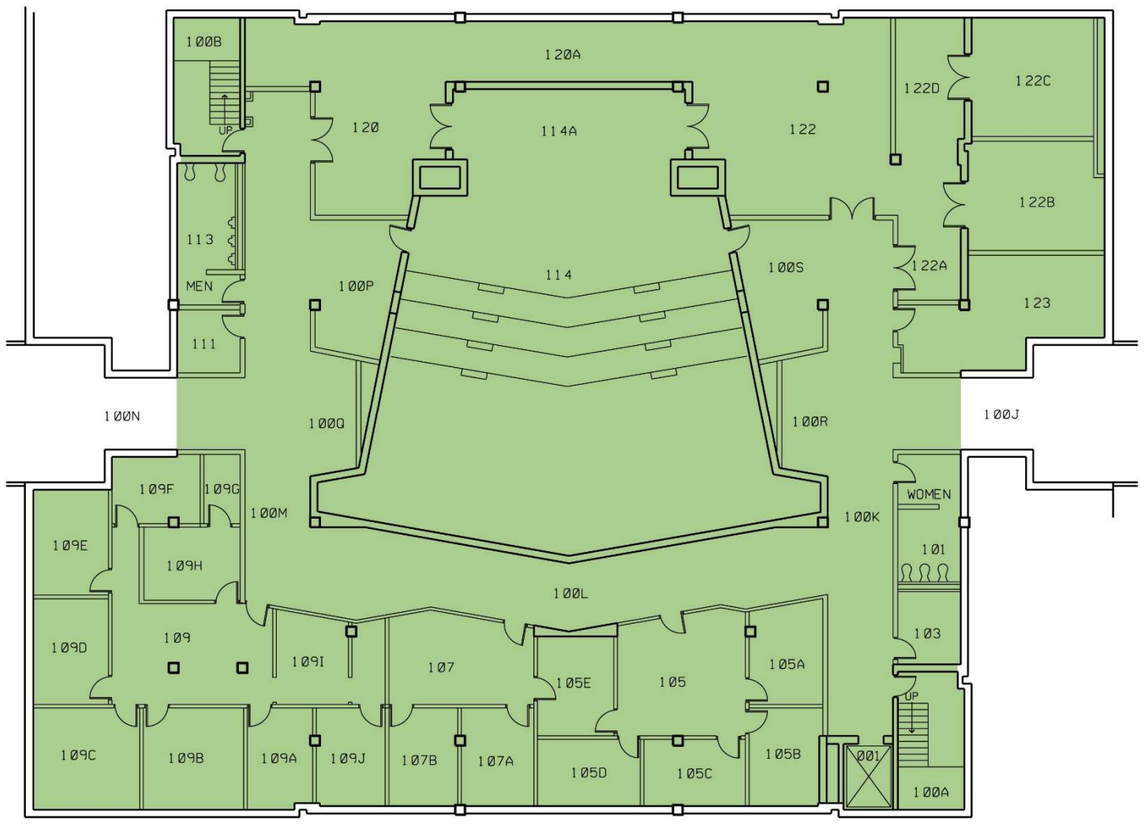
Room 100A, typical stair construction.

## 2022 Environmental Sciences Building
## First Floor

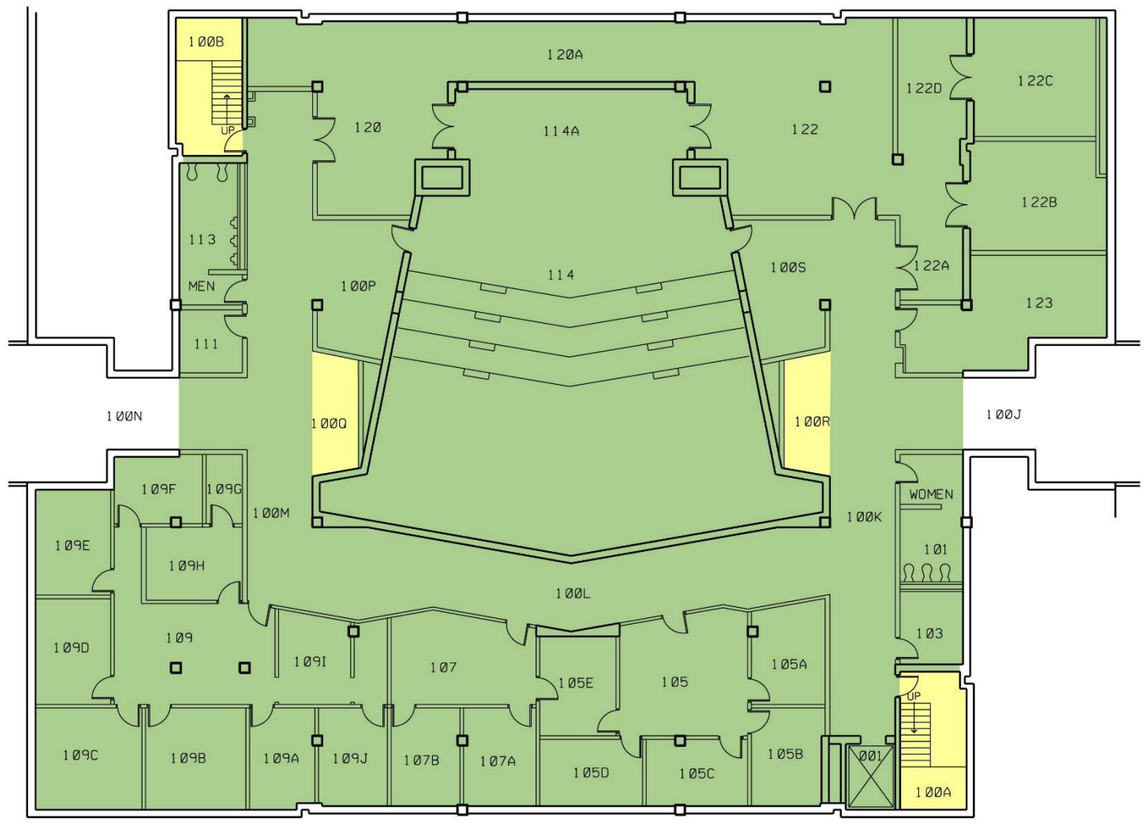
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

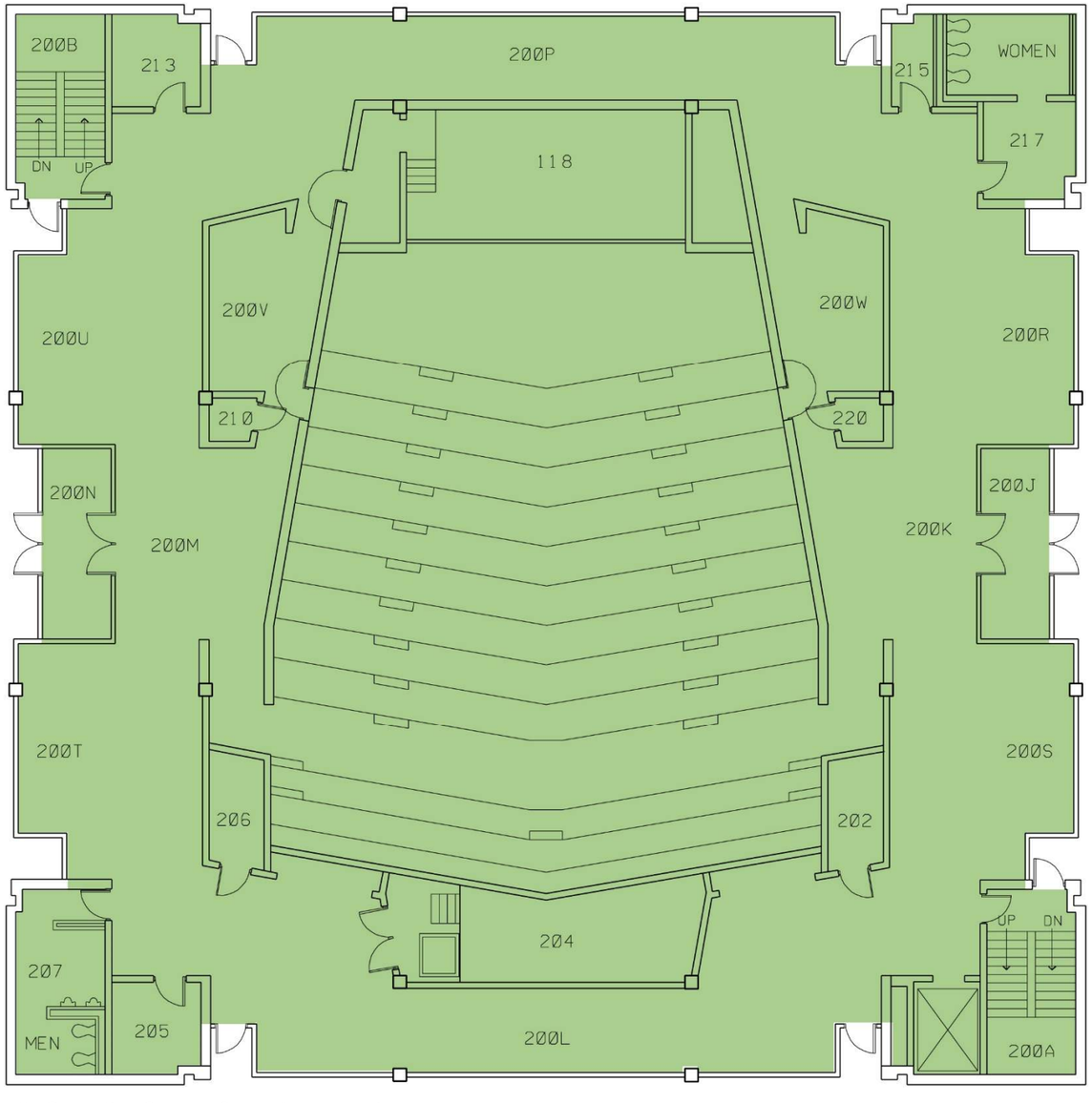


## 2022 Environmental Sciences Building
## Second Floor

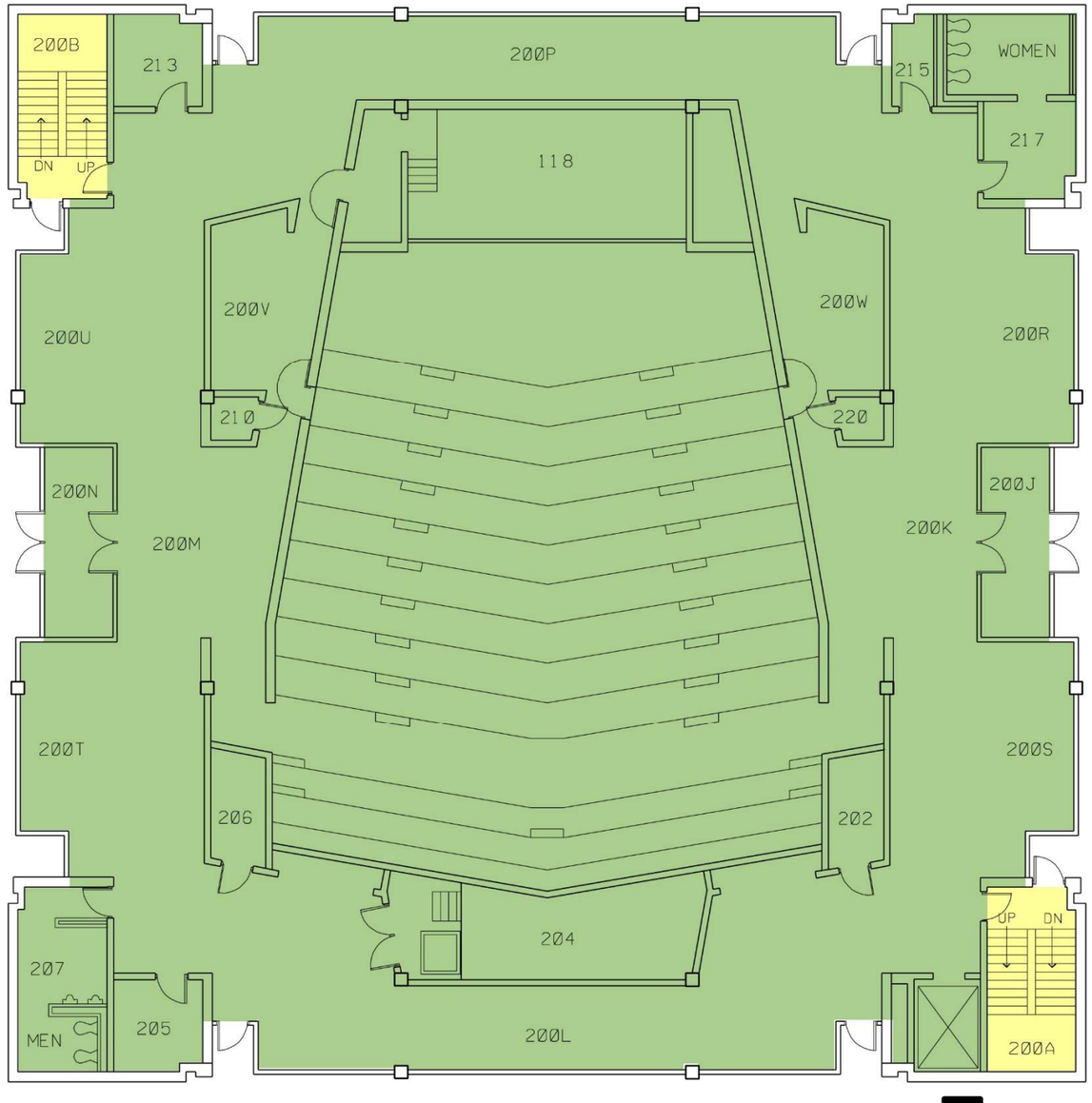
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

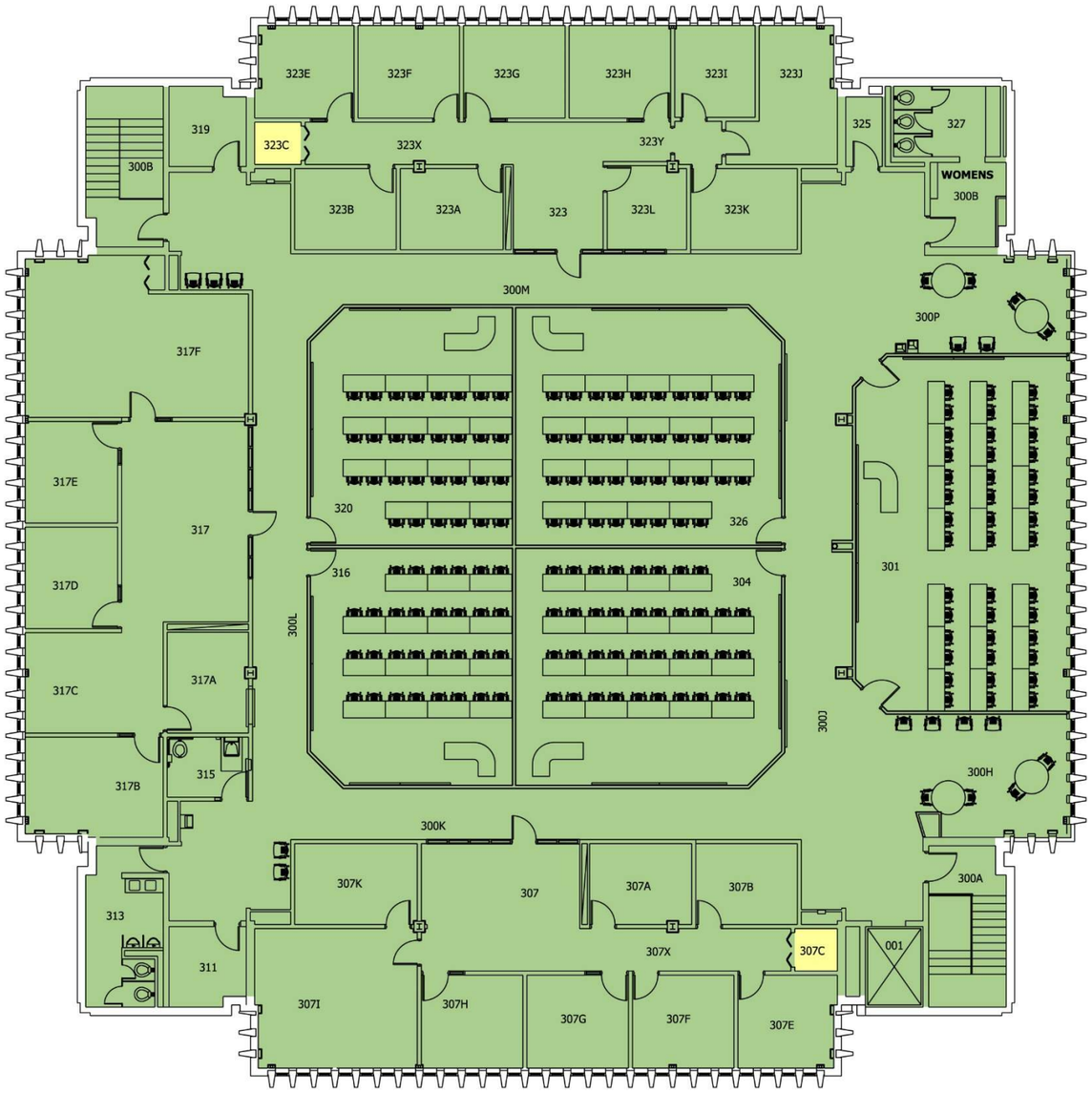


## 2022 Environmental Sciences Building
## Third Floor

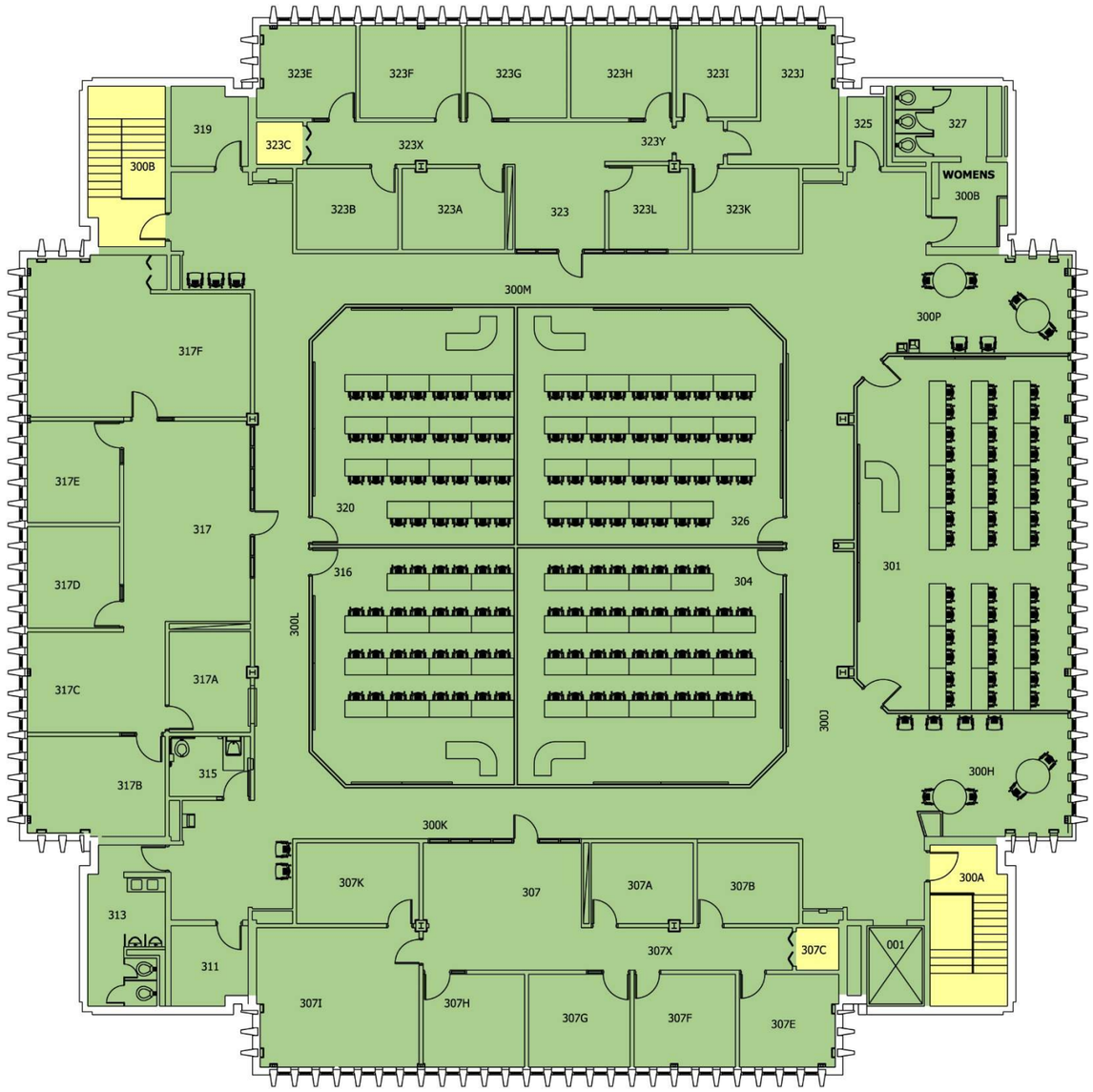
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22 -22**
Building Name **2023 Instructional Services Building**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **16-30%** | Loading (PSF): Floor is Slab-on-grade, Plaza/Surge Roof – 100, Wind – 20.<br>Floor-to-floor: 13'-4" from floor to top of roof structure.<br>Structural Bay spacing: 30 x 30 grid throughout. |
| **C** | **INTERIORS** | **3** | **16-30%** | |
| | Classrooms, Labs, and Offices | 2 | | Renovation underway to create new classrooms and labs. |
| | Circulation / Concourse | 3 | | |
| | Restrooms | 3 | | |
| | Back of House | 3 | | |
| | **AVERAGE** | **3** | **16-30%** | |

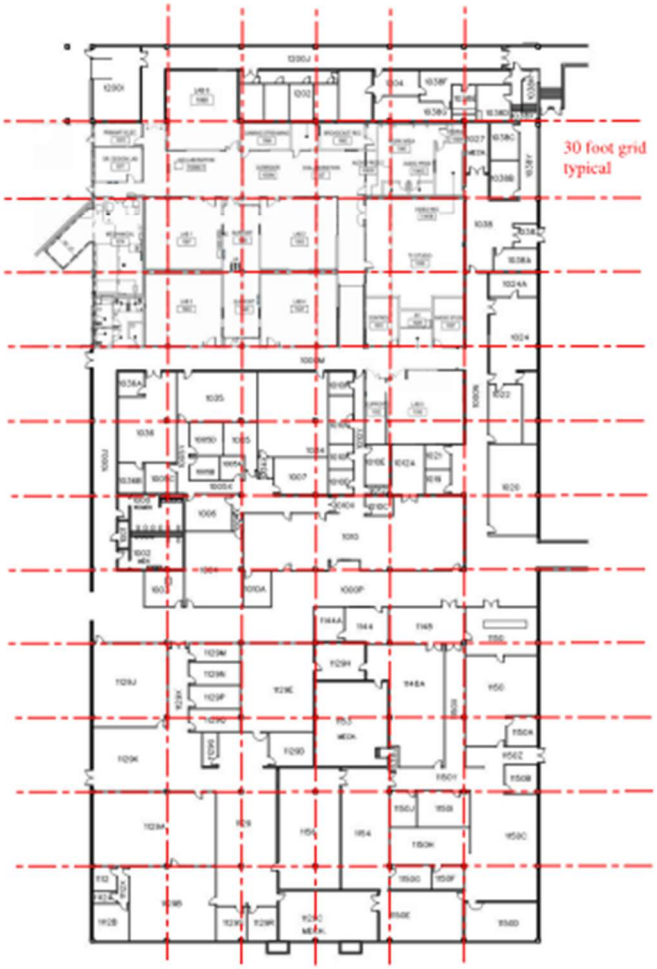
Institution **UW-Green Bay** Date **7-22 -22**

Building Name **2023 Instructional Services Building**

## Structural Bay Spacing

**2023 Instructional Services Building**

**Primary Use Type**




**First Floor**

Institution **UW-Green Bay** Date **7-22 -22**
Building Name **2023 Instructional Services Building**

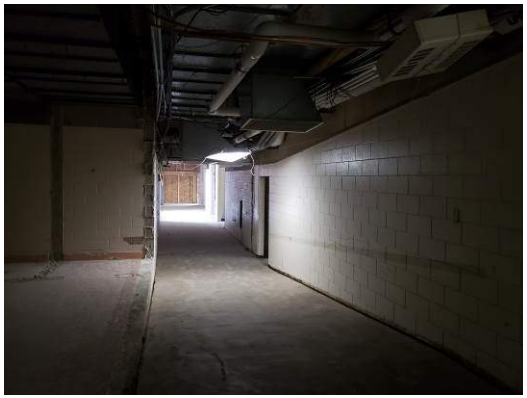
## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **N/A** | **N/A** | |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | B | | |
| Circulation / Concourse | B | | |
| Restrooms | B | | |
| Back of House | C | | |
| **AVERAGE** | **B** | **5-15%** | |

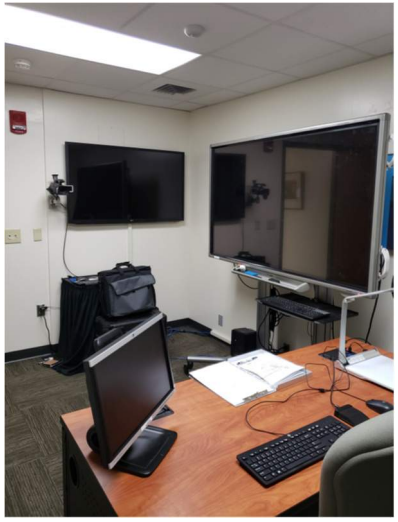
Institution **UW-Green Bay** Date **7-22 -22**
Building Name **2023 Instructional Services Building**



Room 1000K, looking west (area under construction).

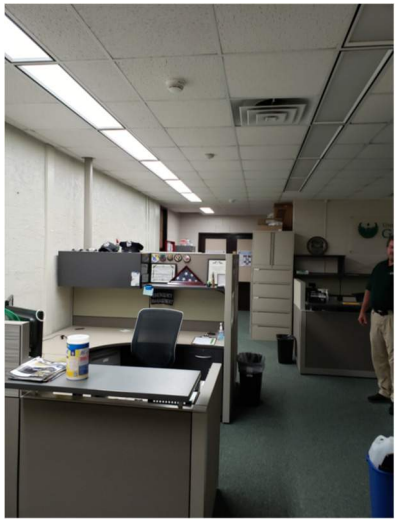
Room 1002, looking north.

Room 1010, looking south.



Room 1010A, looking northwest.

Room 1024B, looking west.

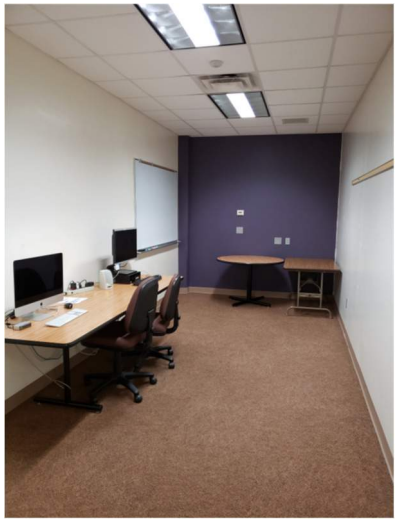


Room 1038, looking west.

Institution **UW-Green Bay** Date **7-22 -22**
Building Name **2023 Instructional Services Building**

Room 1036, looking west.

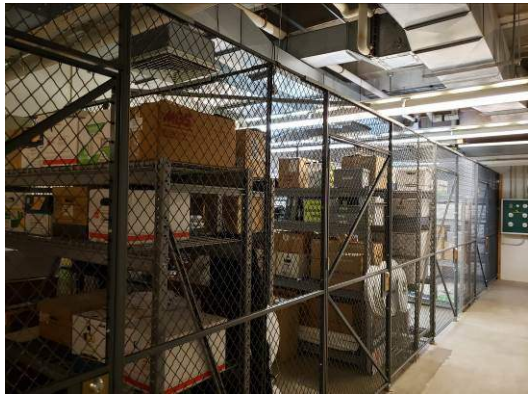
Room 1129A, looking southeast.



Room 1129M, looking north.

Room 1150, looking west.

Room 1150E, looking south.



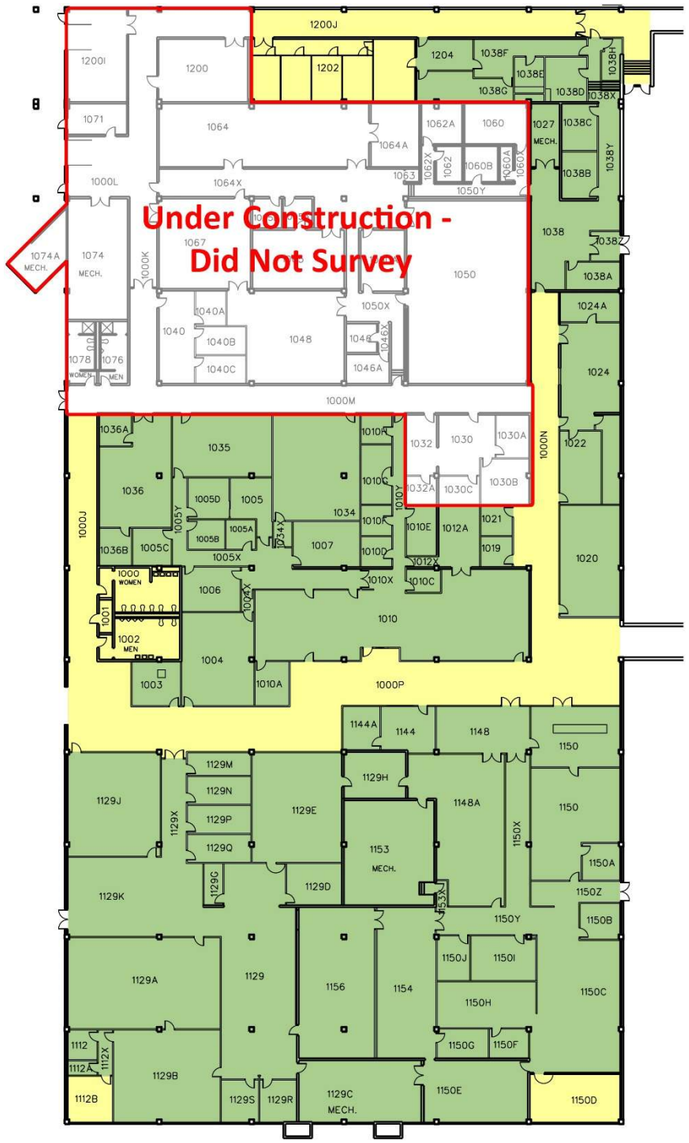
Room 1202, looking south.

## 2023 Instructional Services Building
## First Floor

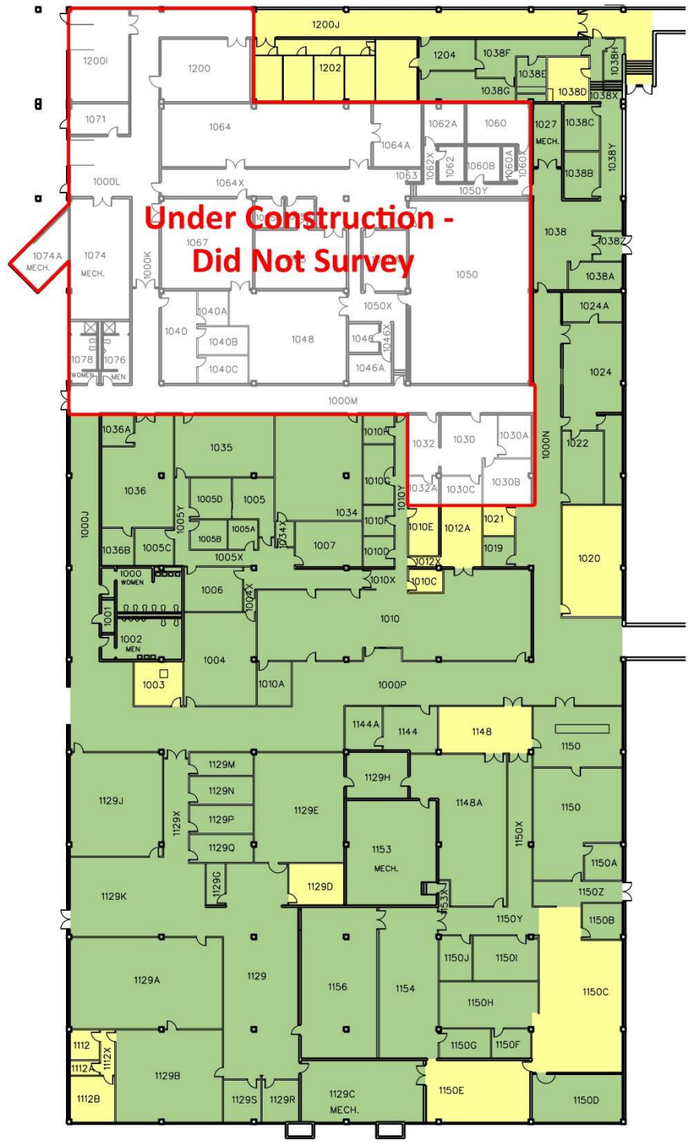
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2024 Laboratory Sciences Building**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

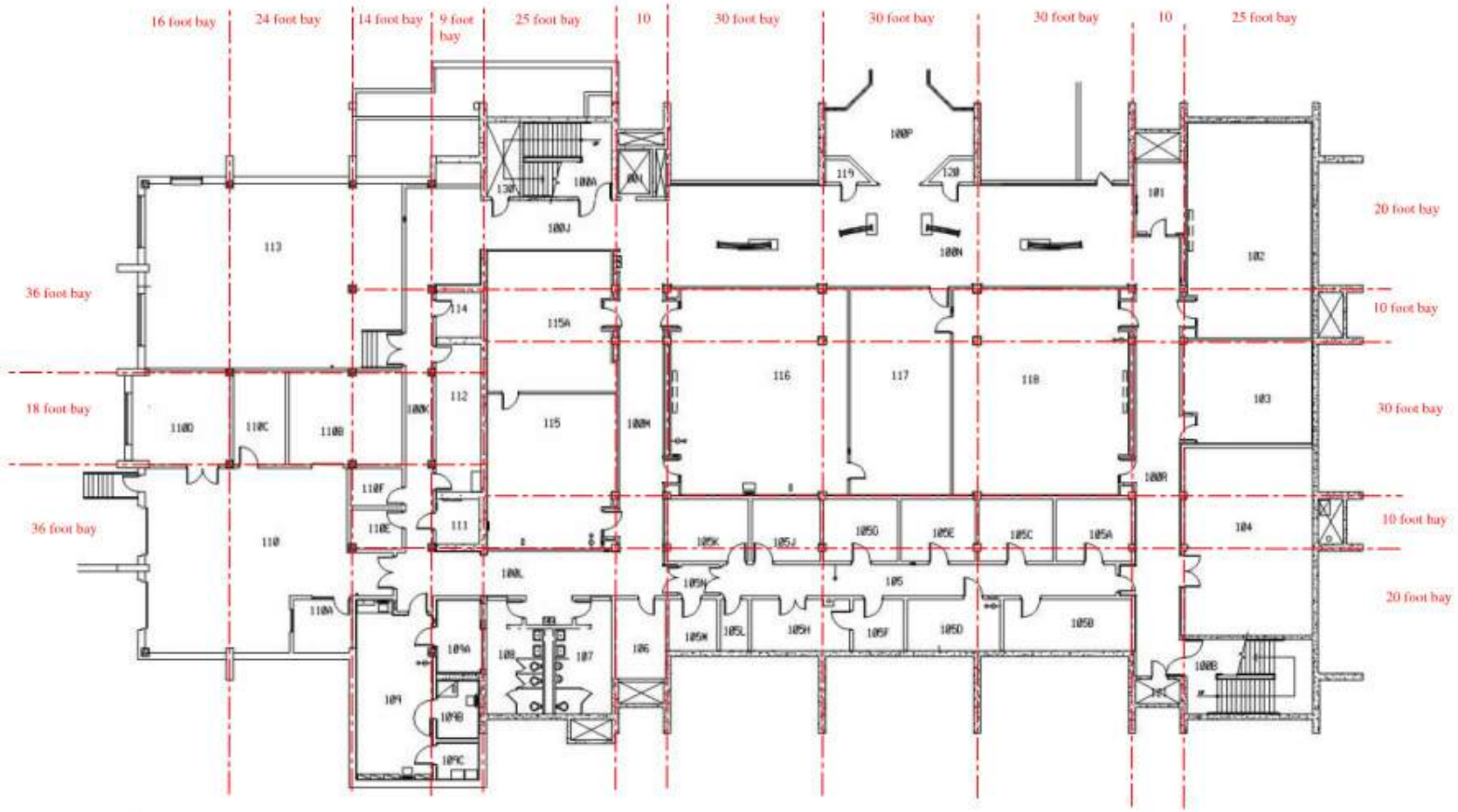
| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Classrooms - 50, Corridors/Lobby/Stairs - 80,<br>Roof – 30, Wind - 20.<br>Floor-to-floor: 13’-4” from first to second floor, 12’-8” from second to third and third to fourth floor, 13’-5 ½” from fourth floor to roof.<br>Structural bay spacing ranges from 10’-0” to 30’-0”. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Classrooms, Labs, and Offices | 1 | | |
| | Circulation / Concourse | 2 | | |
| | Restrooms | 2 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2024 Laboratory Sciences Building**

## Physical Condition Summary

**2024 Laboratory Sciences Building**

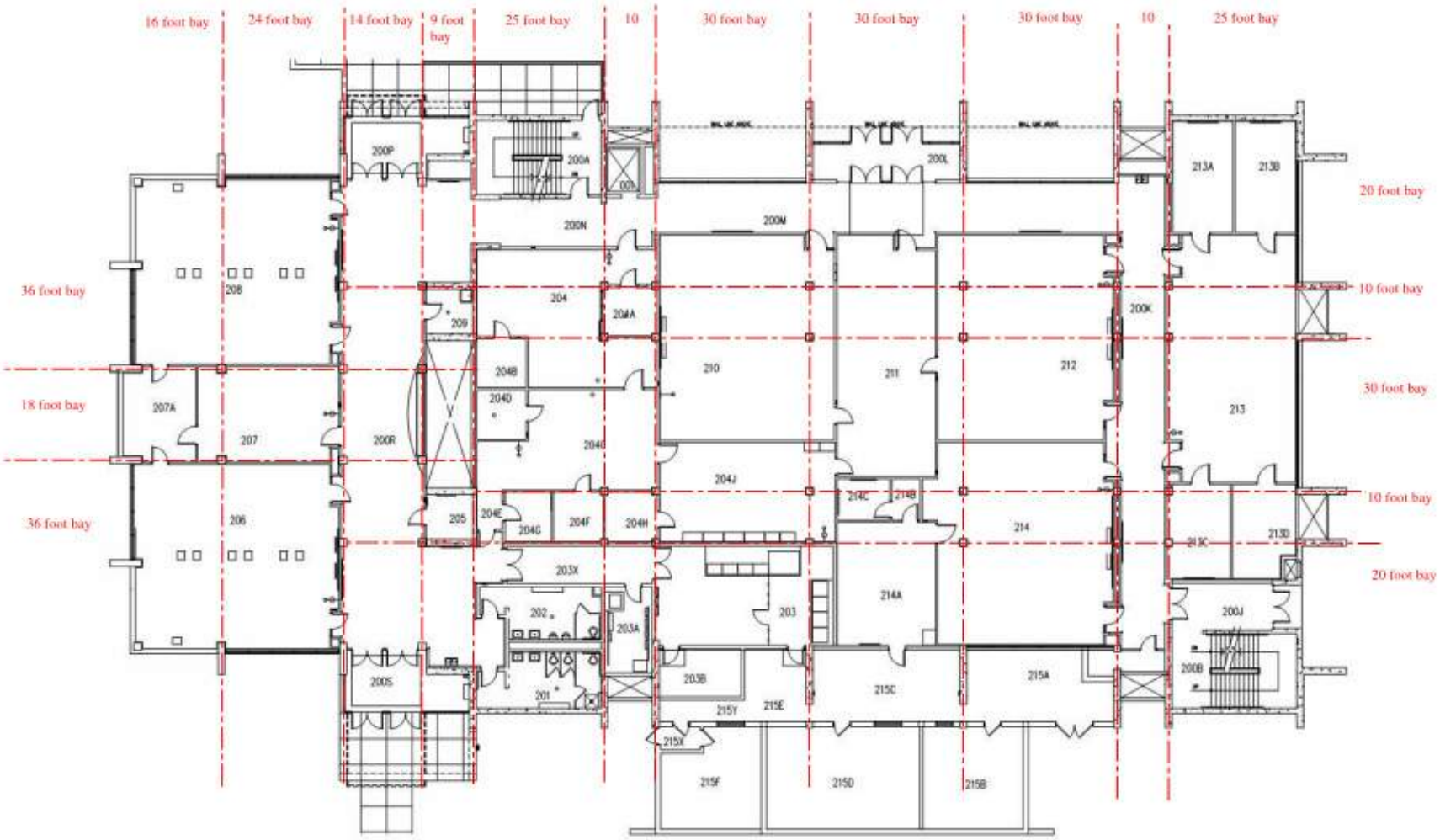



**First Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2024 Laboratory Sciences Building**

## Physical Condition Summary

**2024 Laboratory Sciences Building**

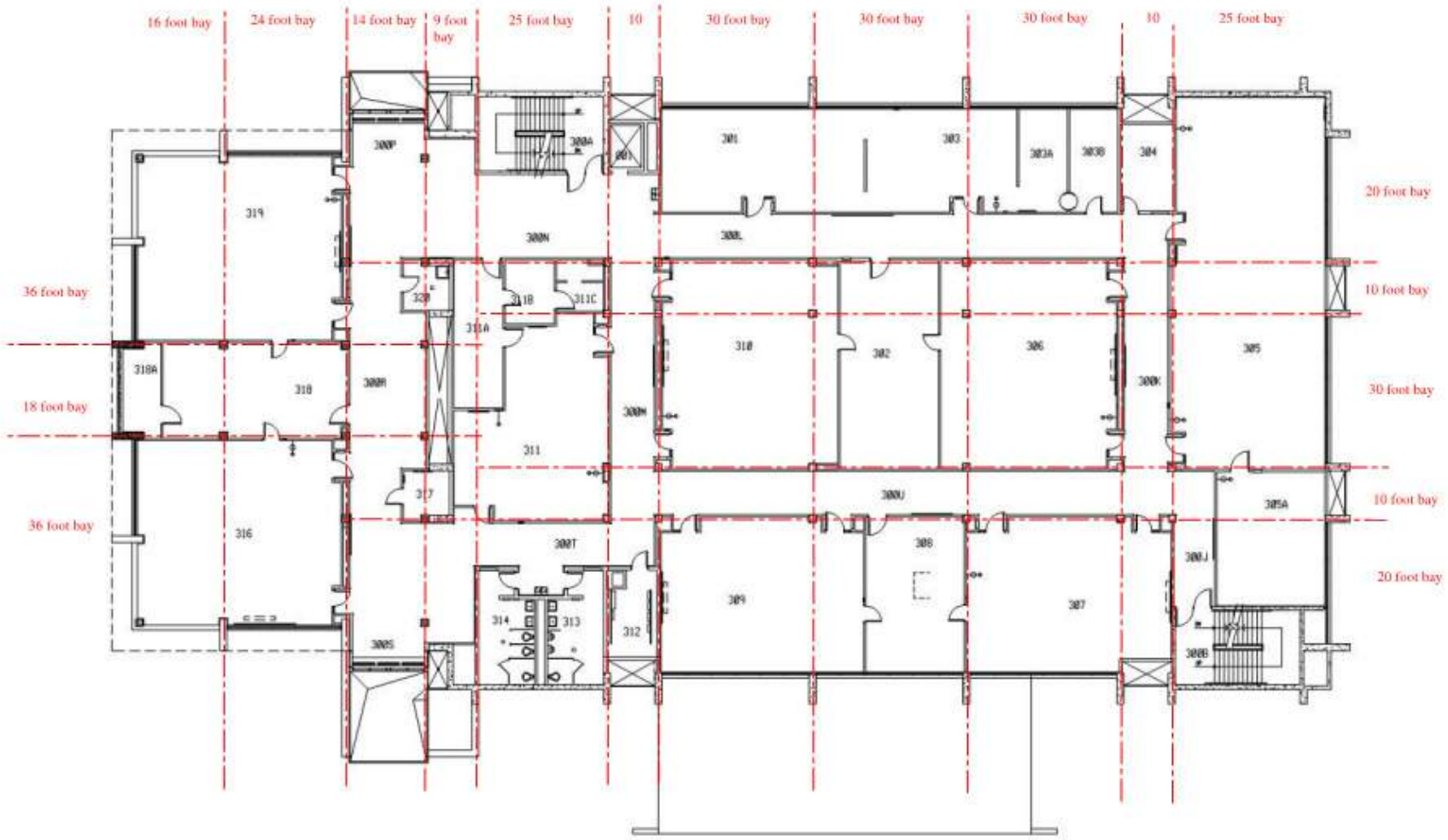



**Second Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2024 Laboratory Sciences Building**

## Physical Condition Summary

**2024 Laboratory Sciences Building**



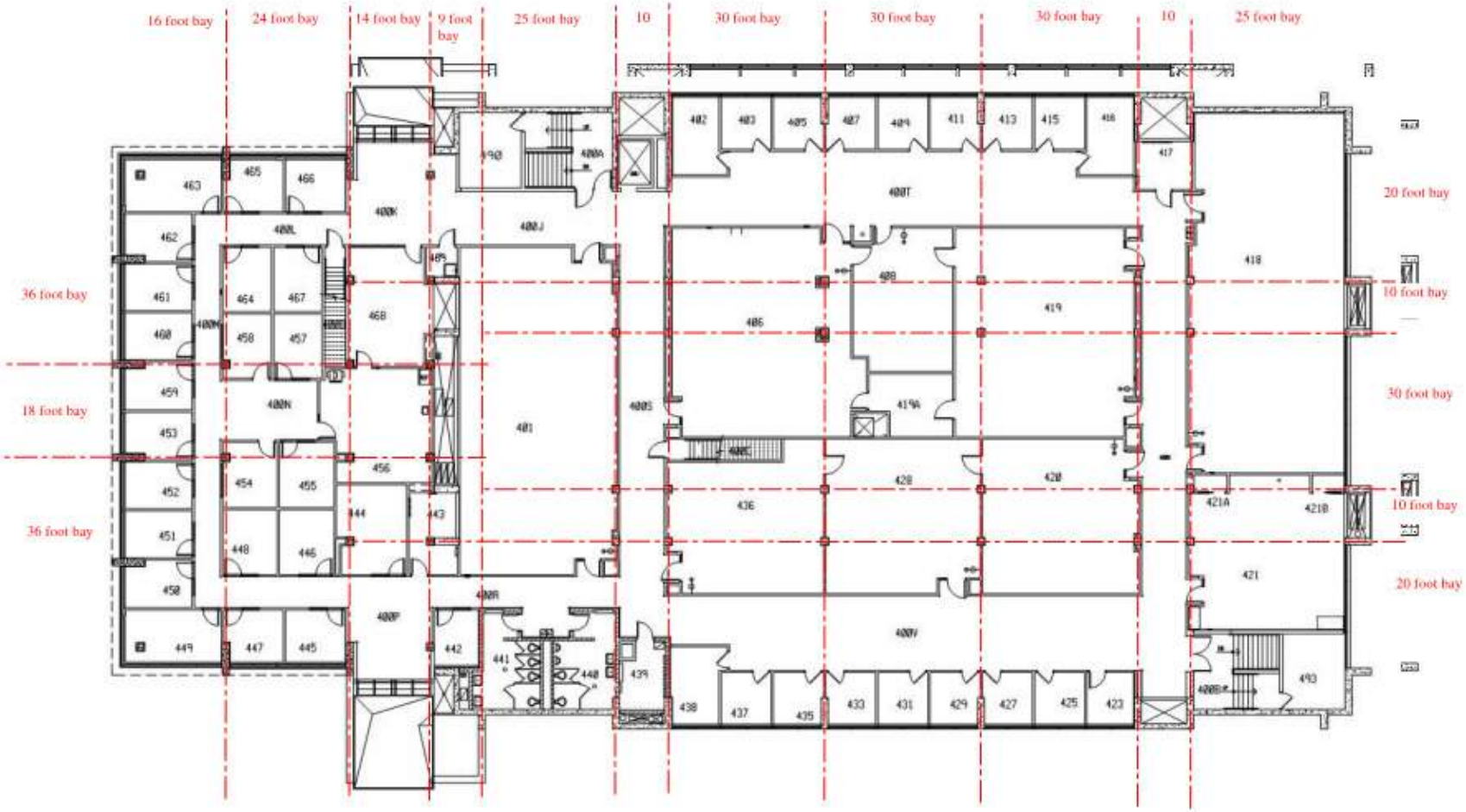

**Third Floor**

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2024 Laboratory Sciences Building**

## Physical Condition Summary

**2024 Laboratory Sciences Building**




**Fourth Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2024 Laboratory Sciences Building**

## Functional Condition Summary

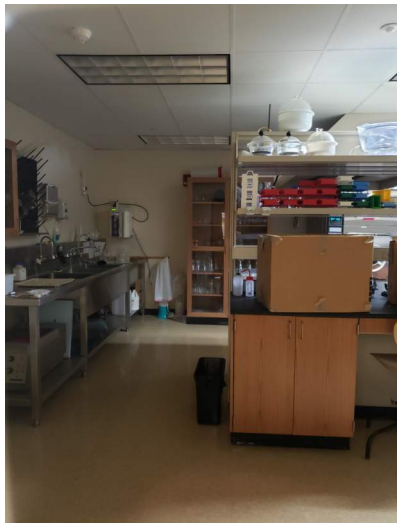
The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

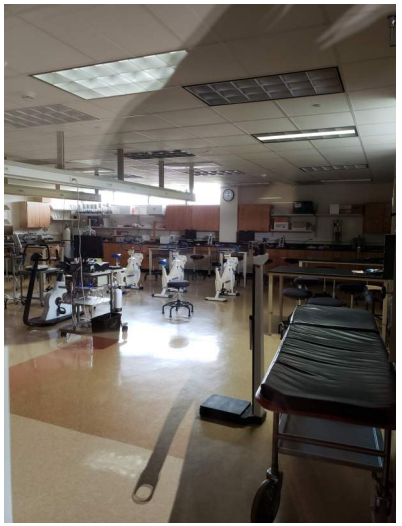
| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **B** | **5-15%** | |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | B | | |
| Circulation / Concourse | B | | |
| Restrooms | B | | |
| Back of House | B | | |
| **AVERAGE** | **B** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2024 Laboratory Sciences Building**

Room 118, looking west.



Room 307, looking south.



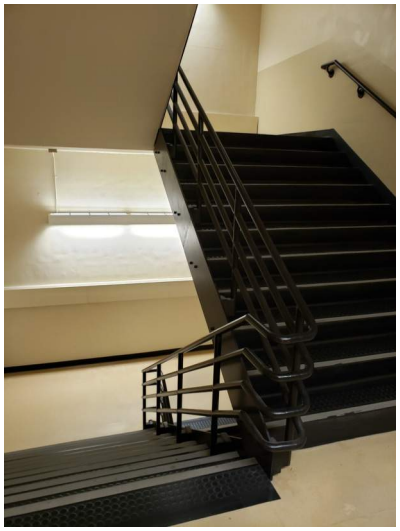
Room 319, looking west.

Room 200R, looking north.

Room 200R, looking west.

Room 300P, looking north.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2024 Laboratory Sciences Building**



Room 300A, typical stair assembly.

Room 313, typical restroom.

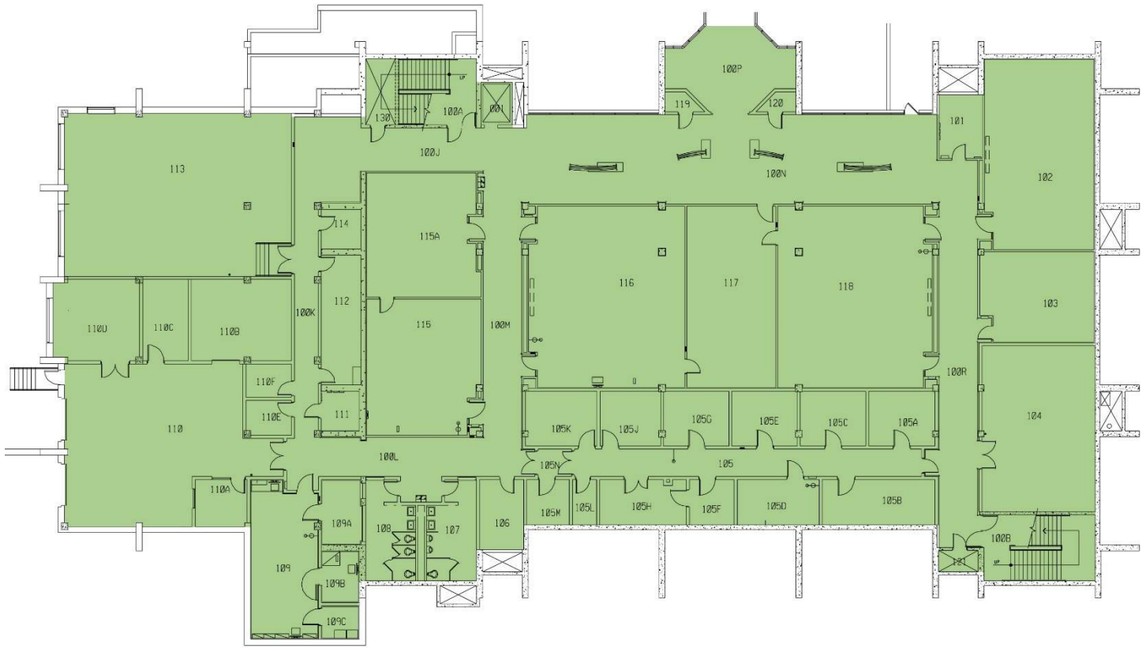
Room 203, looking east.

## 2024 Laboratory Sciences Building
## First Floor

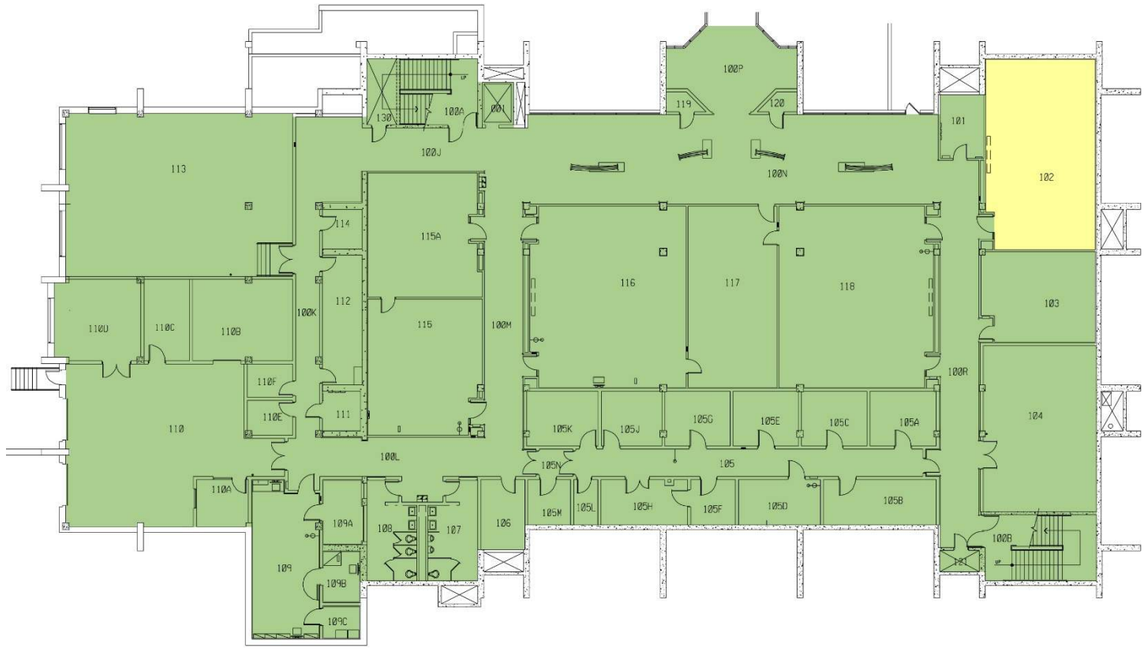
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

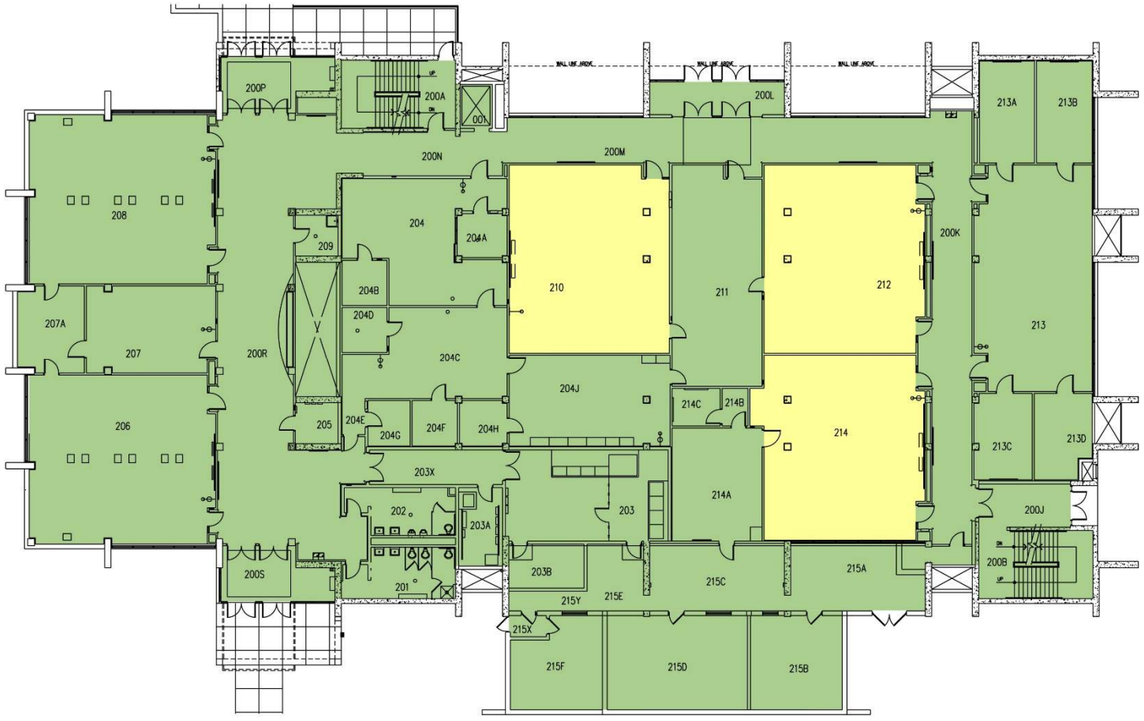


## 2024 Laboratory Sciences Building
## Second Floor

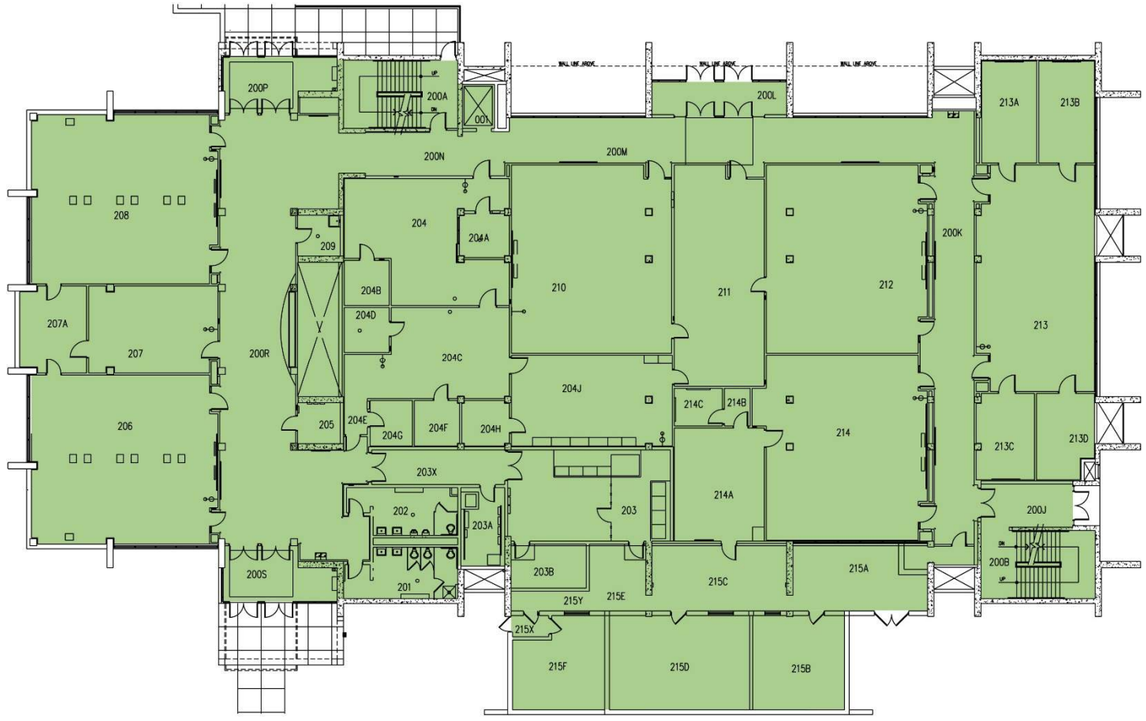
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



## 2024 Laboratory Sciences Building
## Third Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition

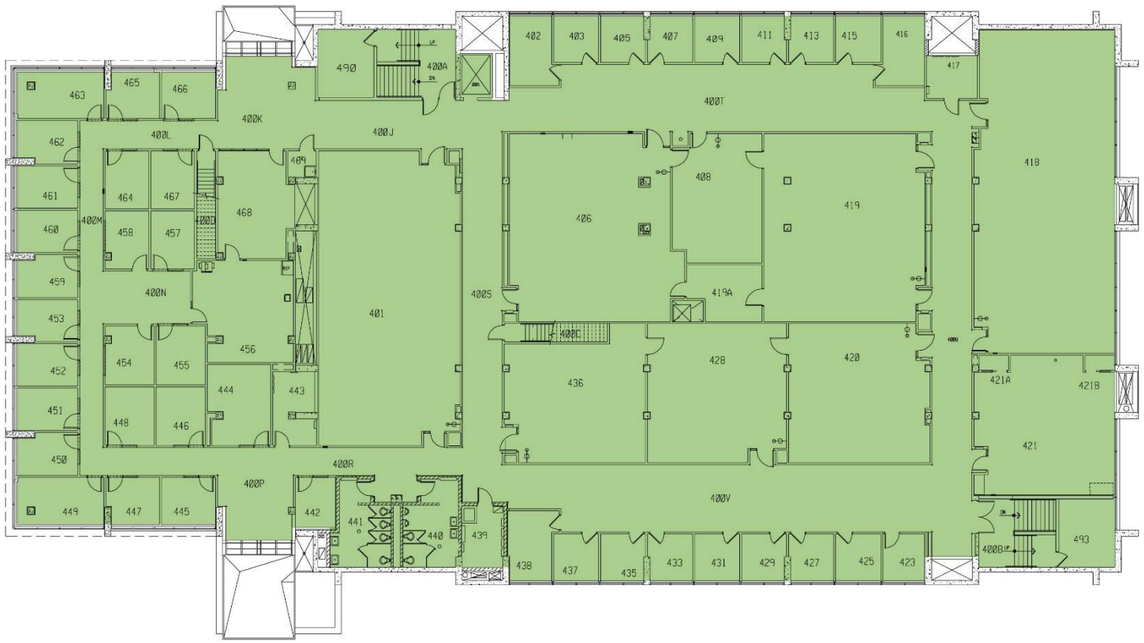
### Functional Condition

## 2024 Laboratory Sciences Building
## Fourth Floor

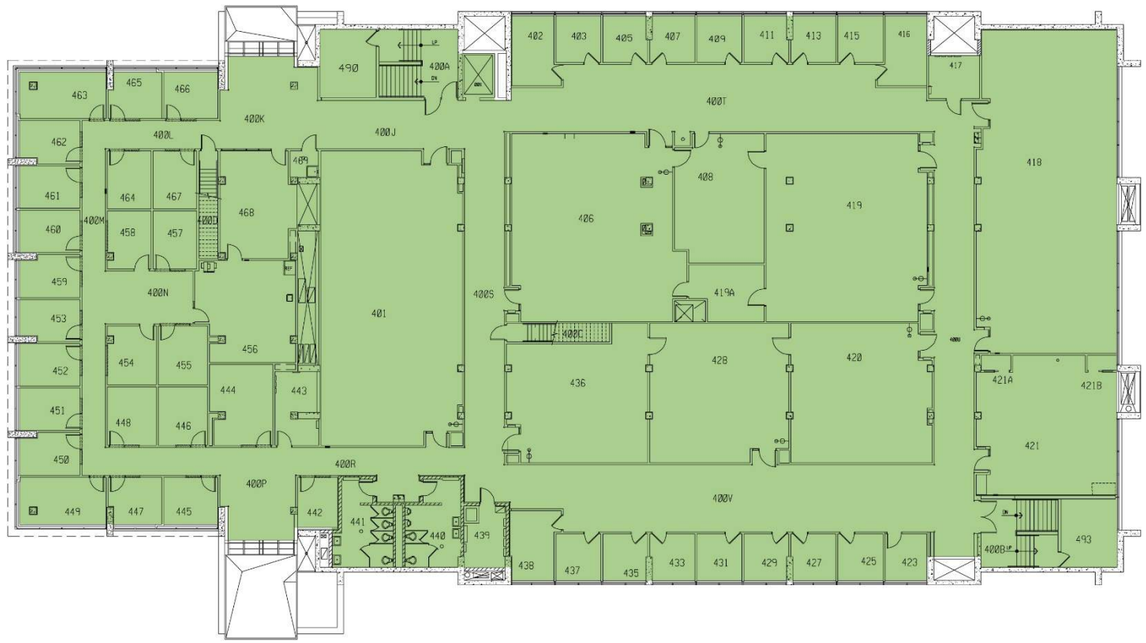
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2025 David A. Cofrin Library**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE*** | **2** | **5-15%** | Loading (PSF): Floors - 100, Roof – 30, Wind - 20.<br>Floor-to-floor: 15’-4” for first to second and second to third floor, 13’-3” for upper floors, 16’-0” from eighth floor to penthouse.<br>Structural Bay spacing ranges from 18’-0” to 27’-0”.<br>* Structural Bay Spacing diagrams are not included due to pending demolition. |
| **C** | **INTERIORS** | **3** | **16-30%** | |
| | Classrooms, Labs, and Offices | 2 | | |
| | Circulation / Concourse | 3 | | |
| | Restrooms | 3 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **4*** | **31-45%** | |

*-Average physical condition score is pulled from the Cofrin Research Center Facility Condition Assessment, completed as part of DFD project #18D2W. This assessment included envelope, mechanical, electrical, plumbing, and fire protection system surveys, which were all found to be in unsatisfactory condition. **As a result of that project’s findings, the building is now slated for demolition and replacement.**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2025 David A. Cofrin Library**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **D** | **31-45%** | |
| **INTERIORS** | **D** | **31-45%** | |
| Classrooms, Labs, and Offices | D | | |
| Circulation / Concourse | D | | |
| Restrooms | D | | |
| Back of House | D | | |
| **AVERAGE** | **D*** | **31-45%** | |

*-Average functional condition score is pulled from the Cofrin Research Center Facility Condition Assessment, completed as part of DFD project #18D2W. This assessment included envelope, mechanical, electrical, plumbing, and fire protection system surveys, which were all found to be in unsatisfactory condition. **As a result of that project's findings, the building is now slated for demolition and replacement.**

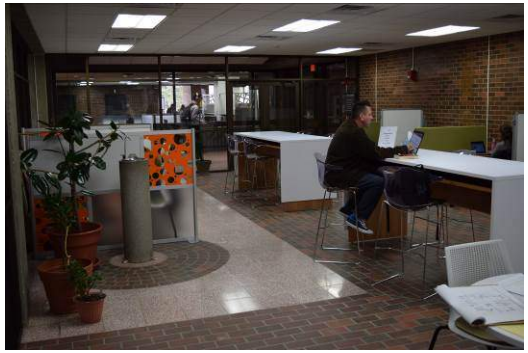
Institution **UW-Green Bay** Date **7-22-22**
Building Name **2025 David A. Cofrin Library**

Room 115, looking west toward room 121.

Room 109B, looking northeast.

Room 109Q, looking northwest.

Room 200J, looking northeast.



Room 207, looking northeast.

Room 304, looking north.

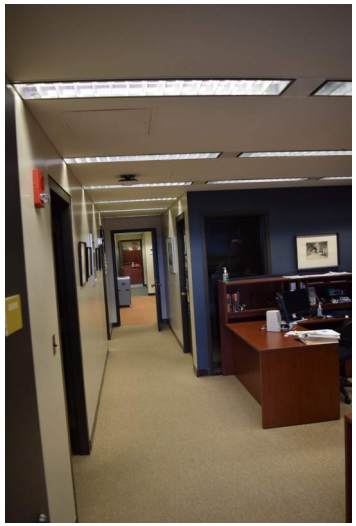
Institution **UW-Green Bay** Date **7-22-22**
Building Name **2025 David A. Cofrin Library**

Room 305, looking east.

Room 404F, looking northeast.

Room 503, looking southeast.

Room 830, looking northwest.



Room 825, looking northwest.

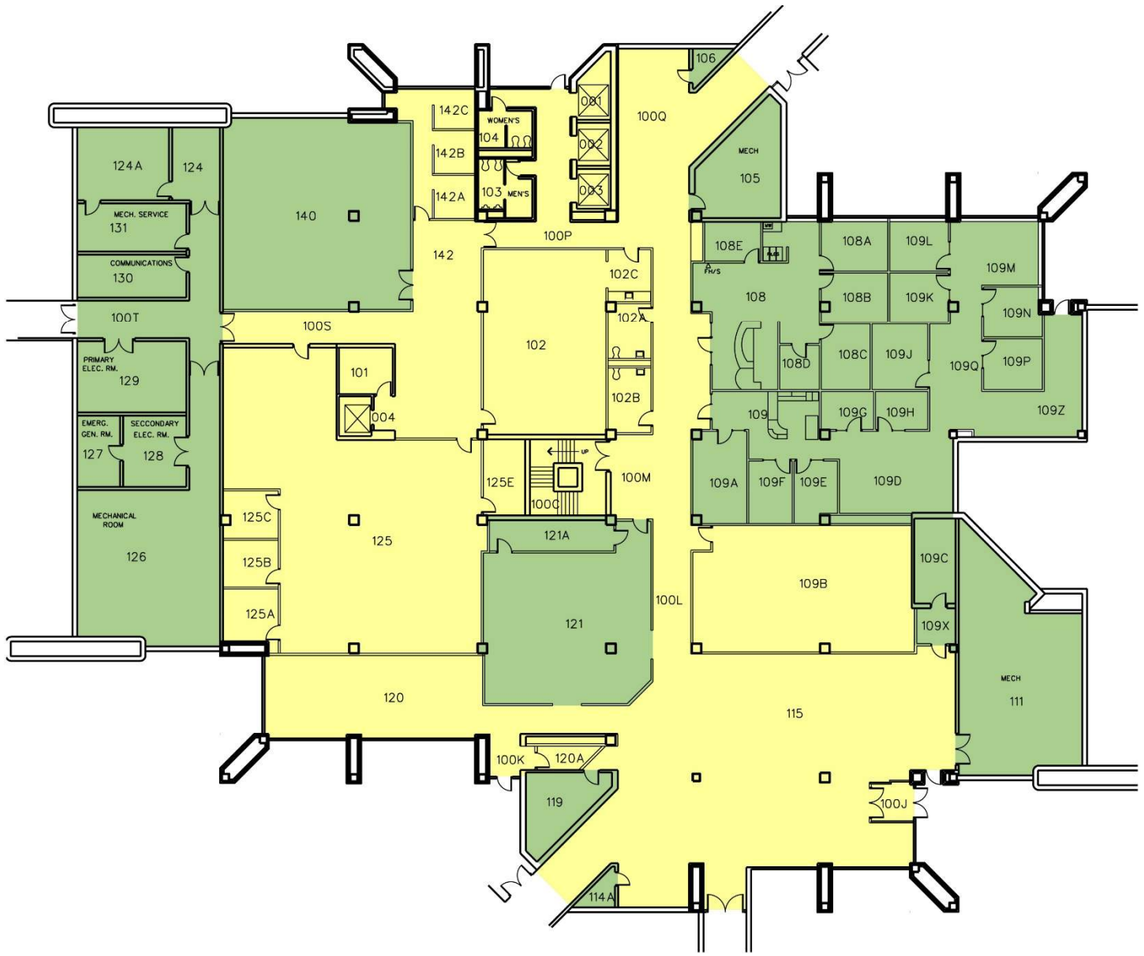
Room 103, typical restroom.

## 2025 David A. Cofrin Library
## First Floor

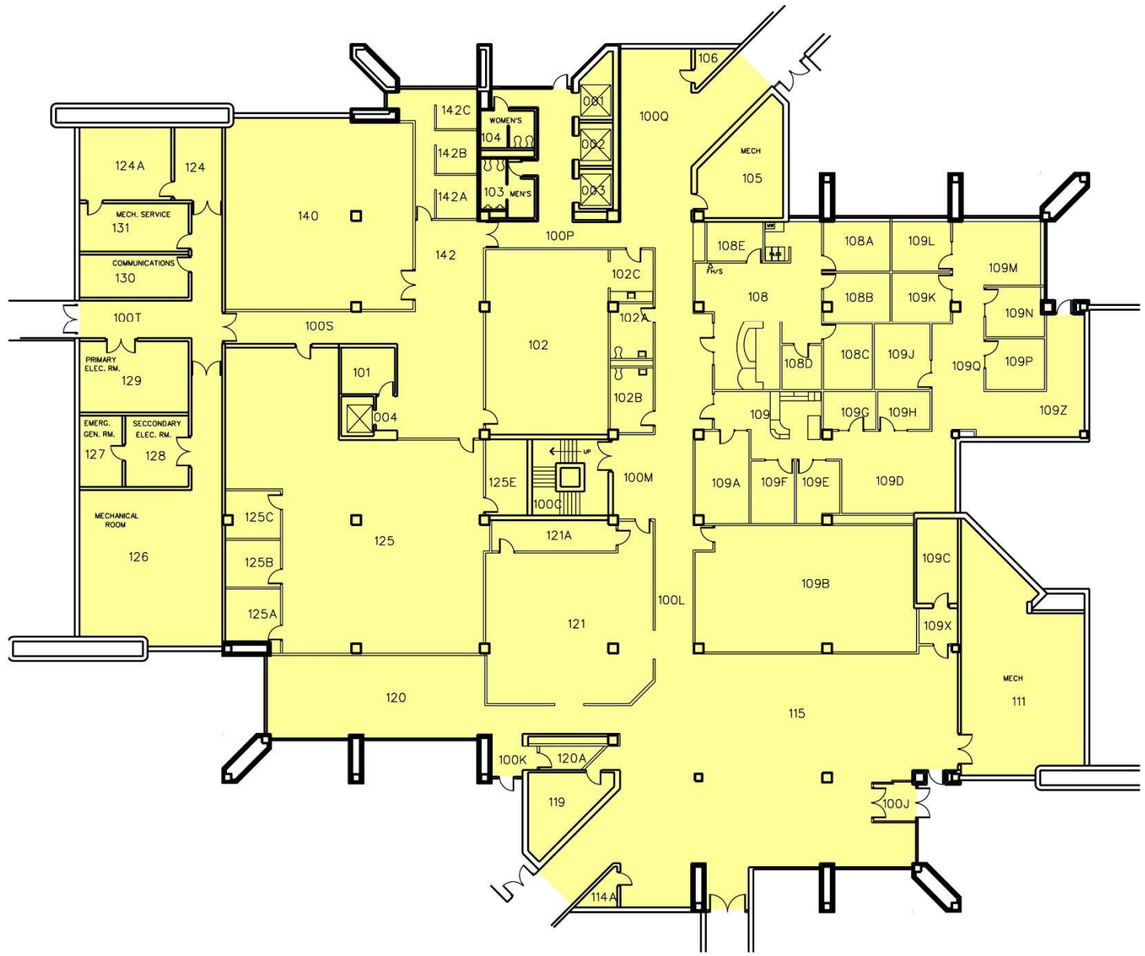
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

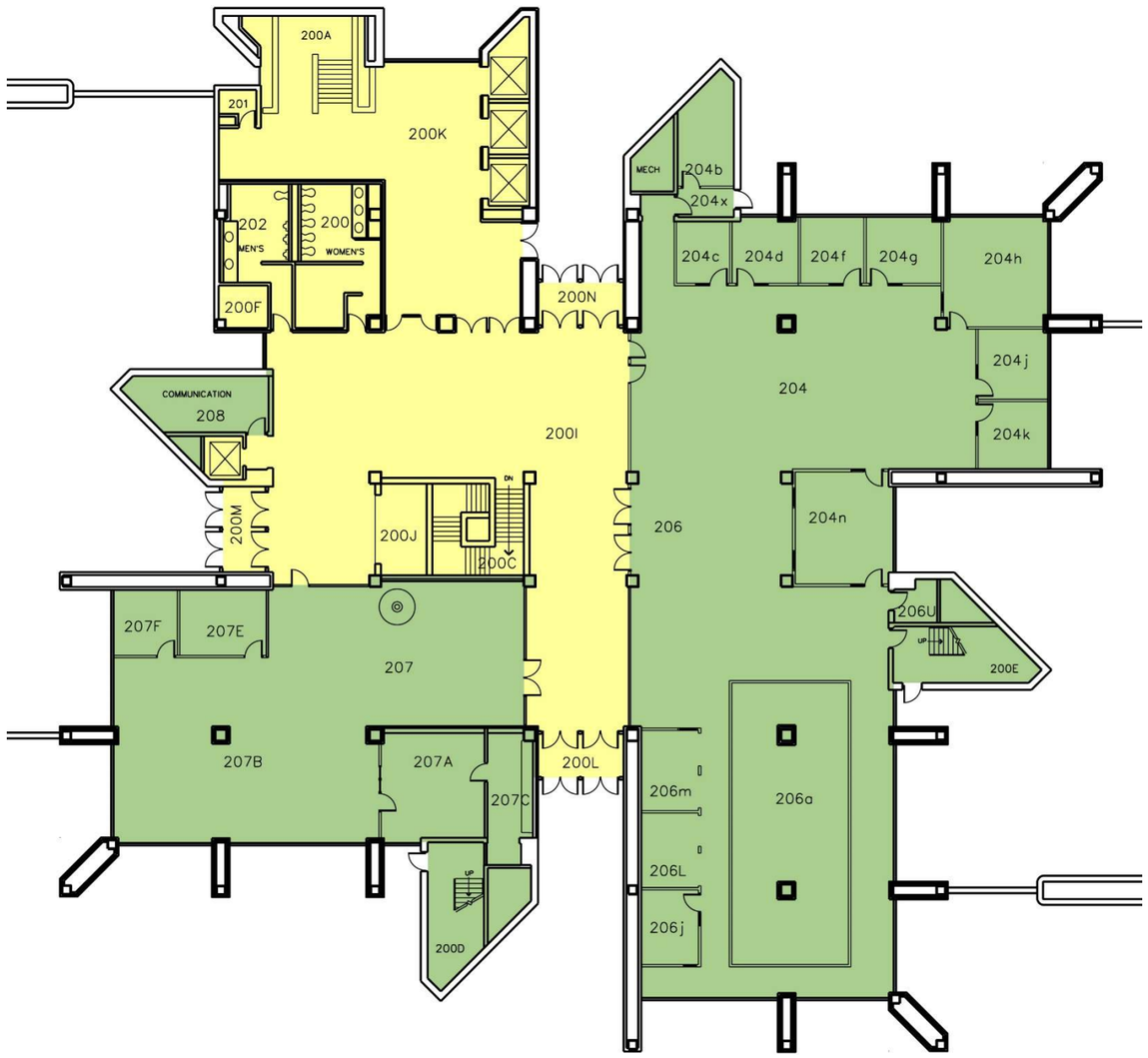


## 2025 David A. Cofrin Library
## Second Floor

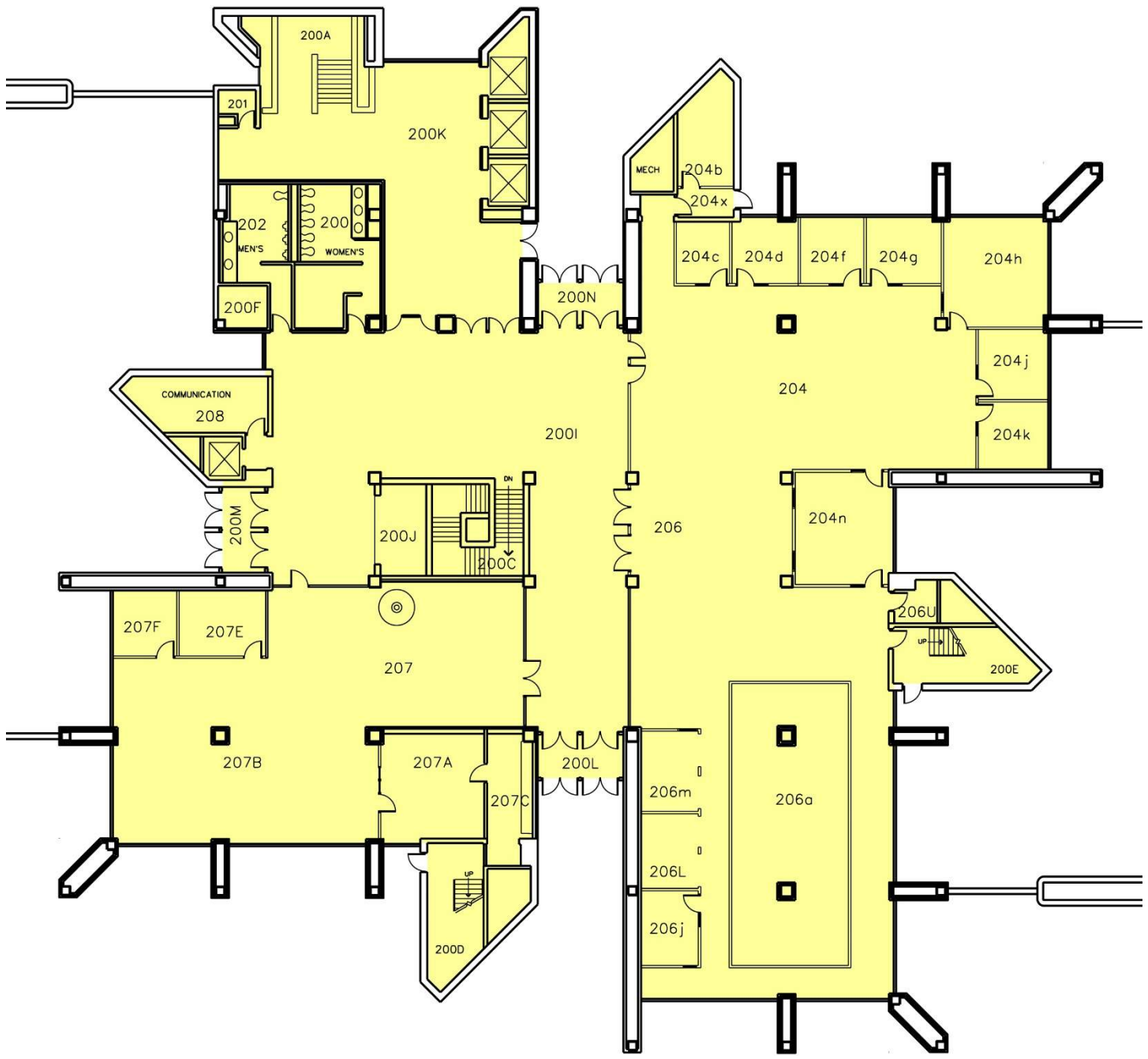
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

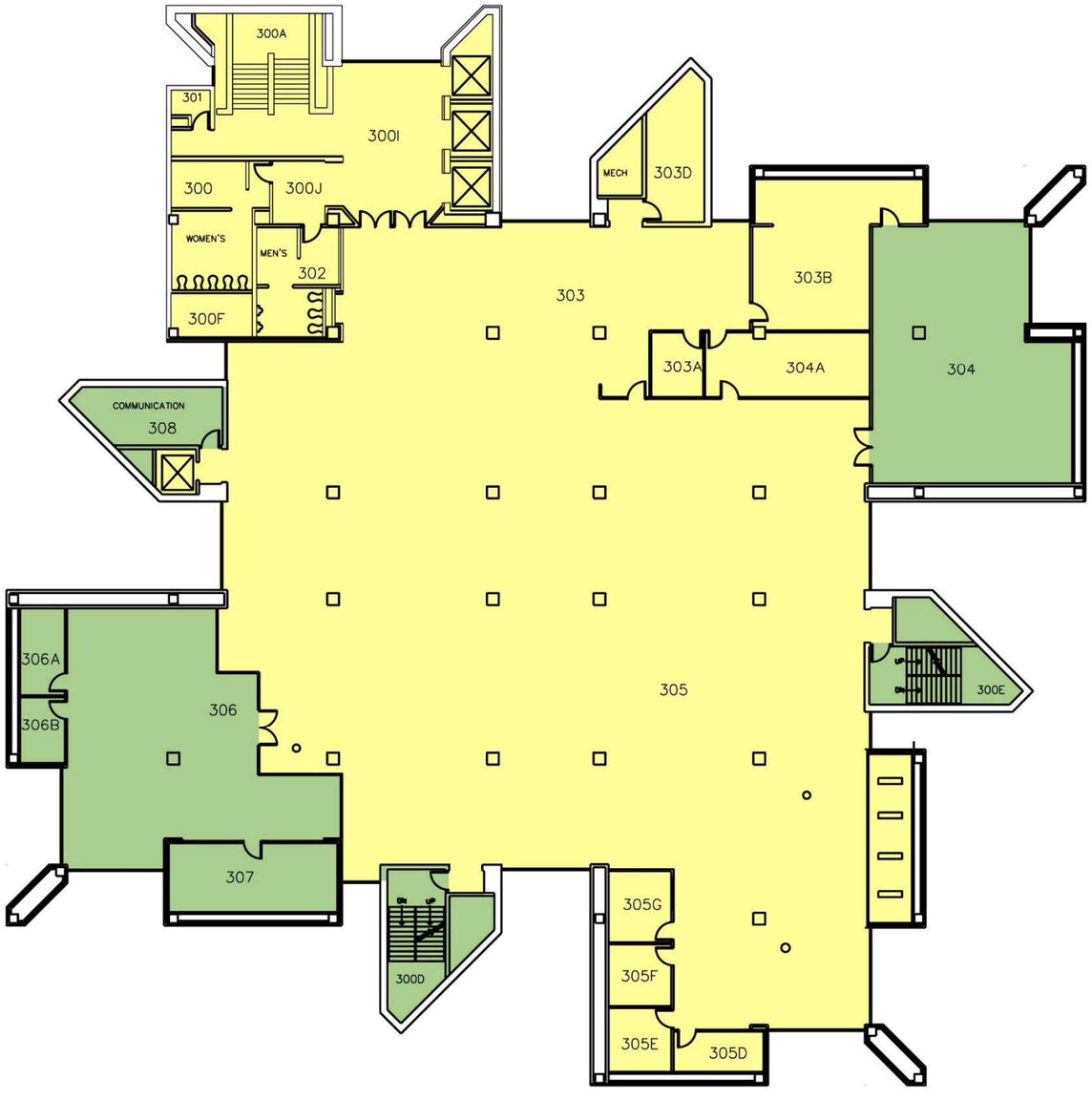


**2025 David A. Cofrin Library**
**Third Floor**

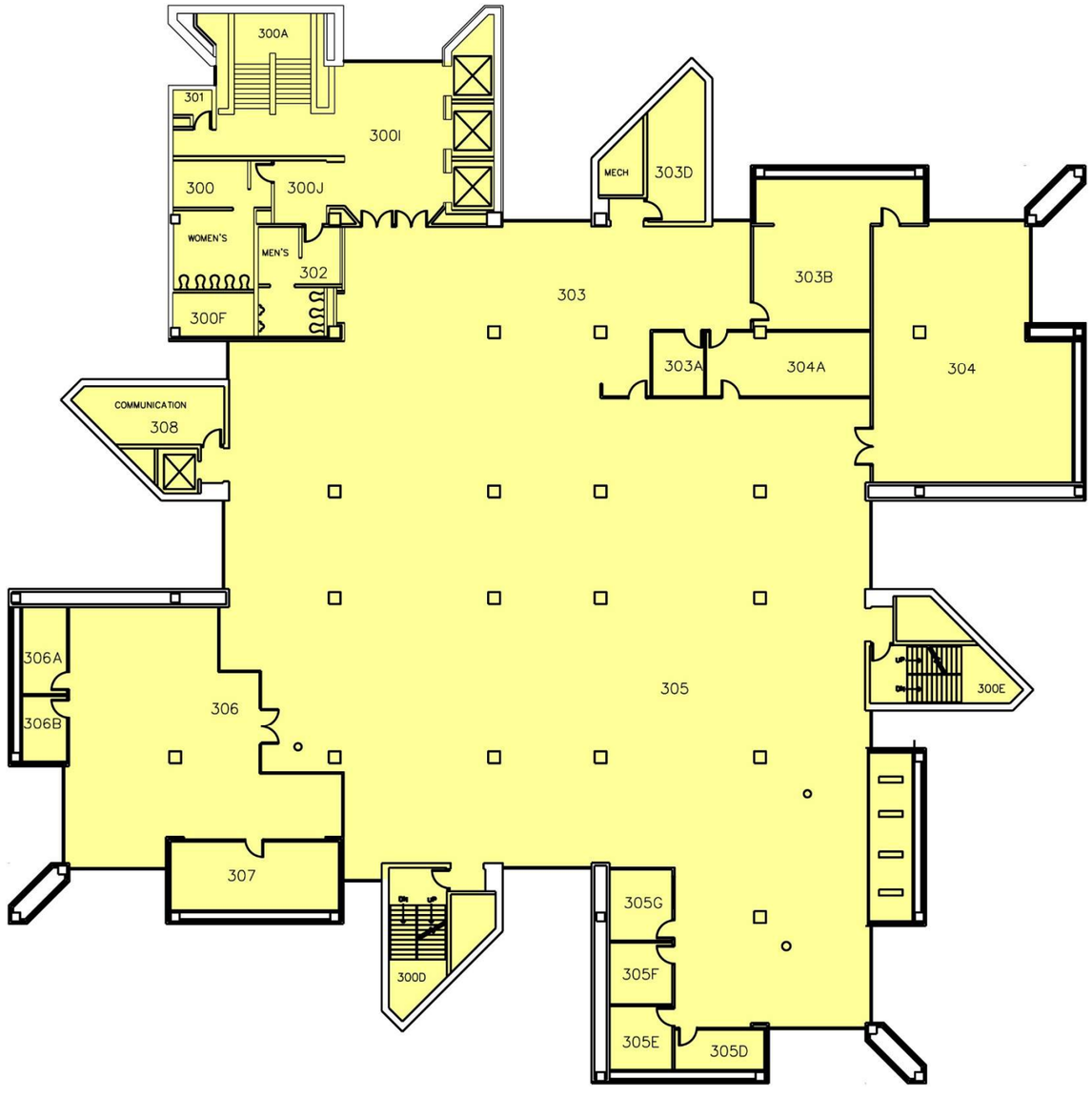
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

## Physical Condition




## Functional Condition

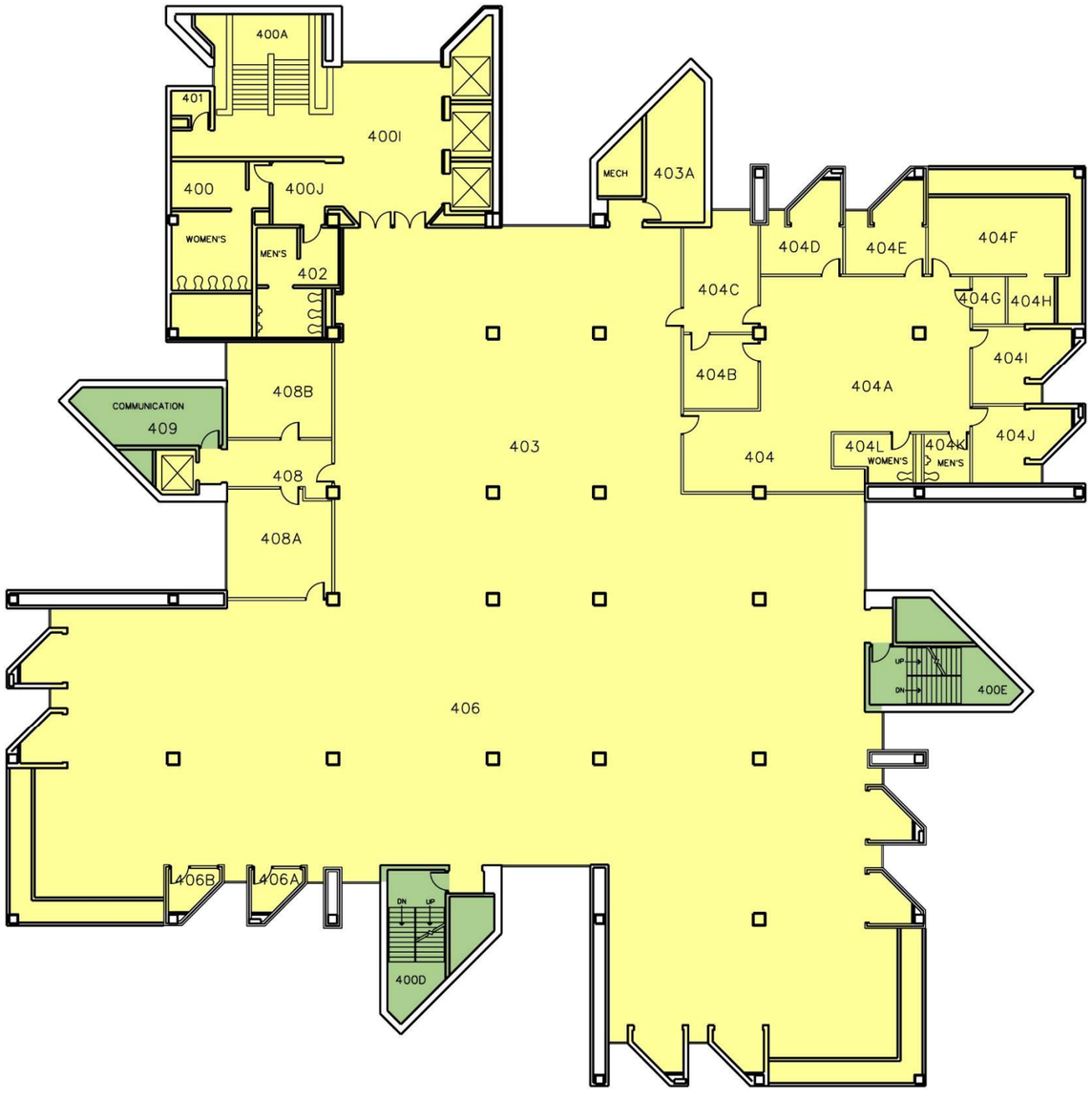


## 2025 David A. Cofrin Library
## Fourth Floor

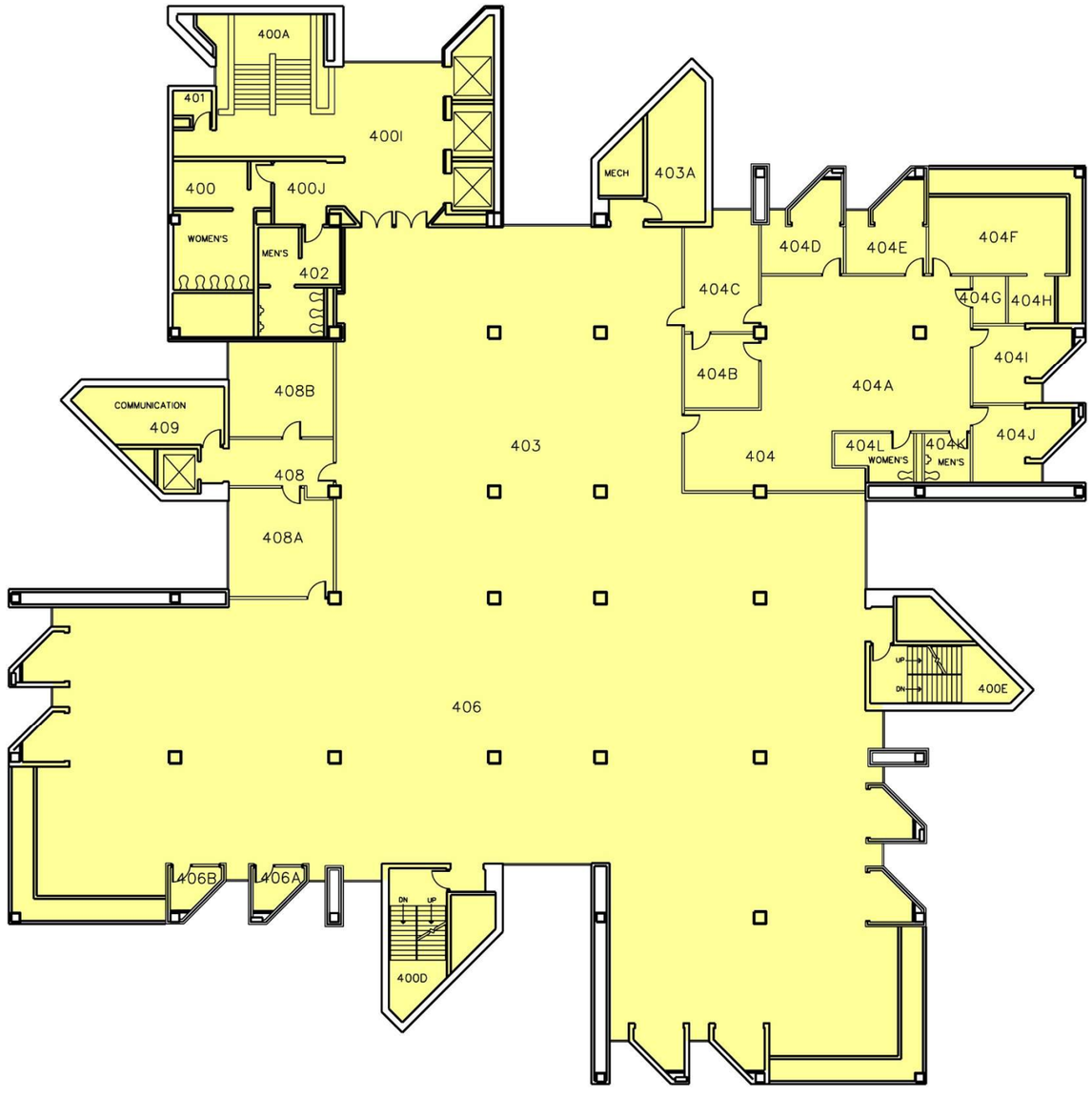
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

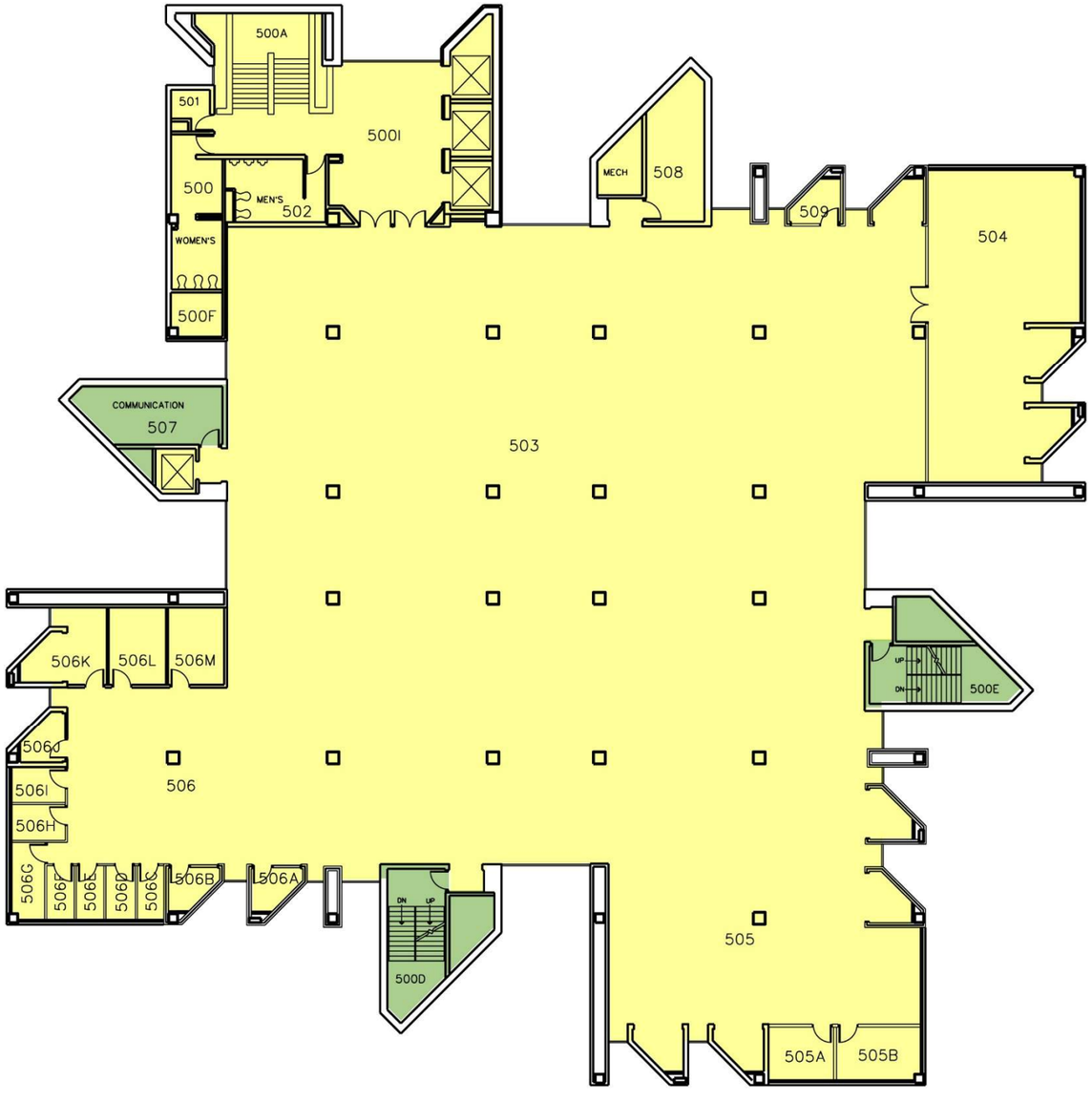


## 2025 David A. Cofrin Library
## Fifth Floor

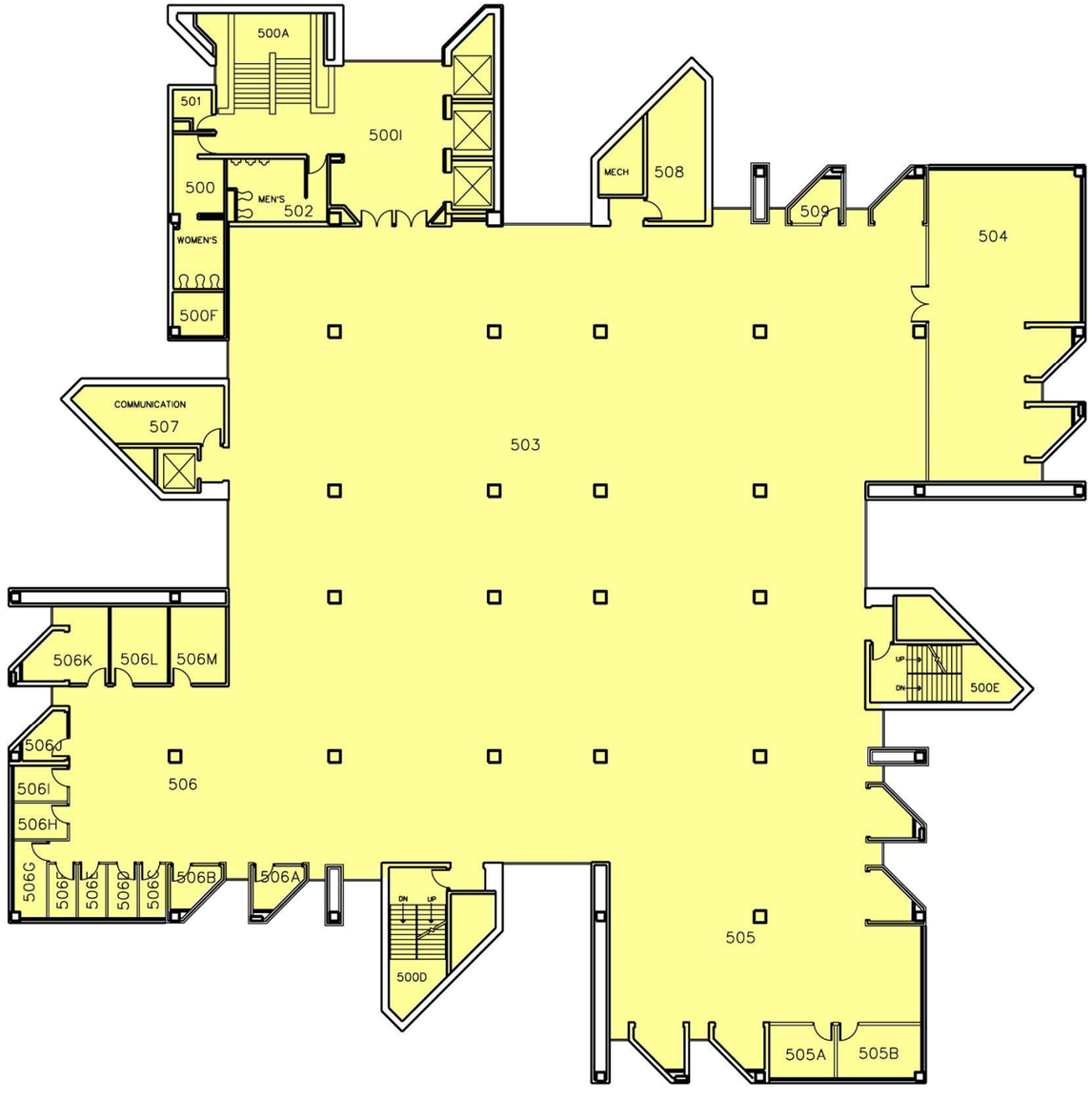
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

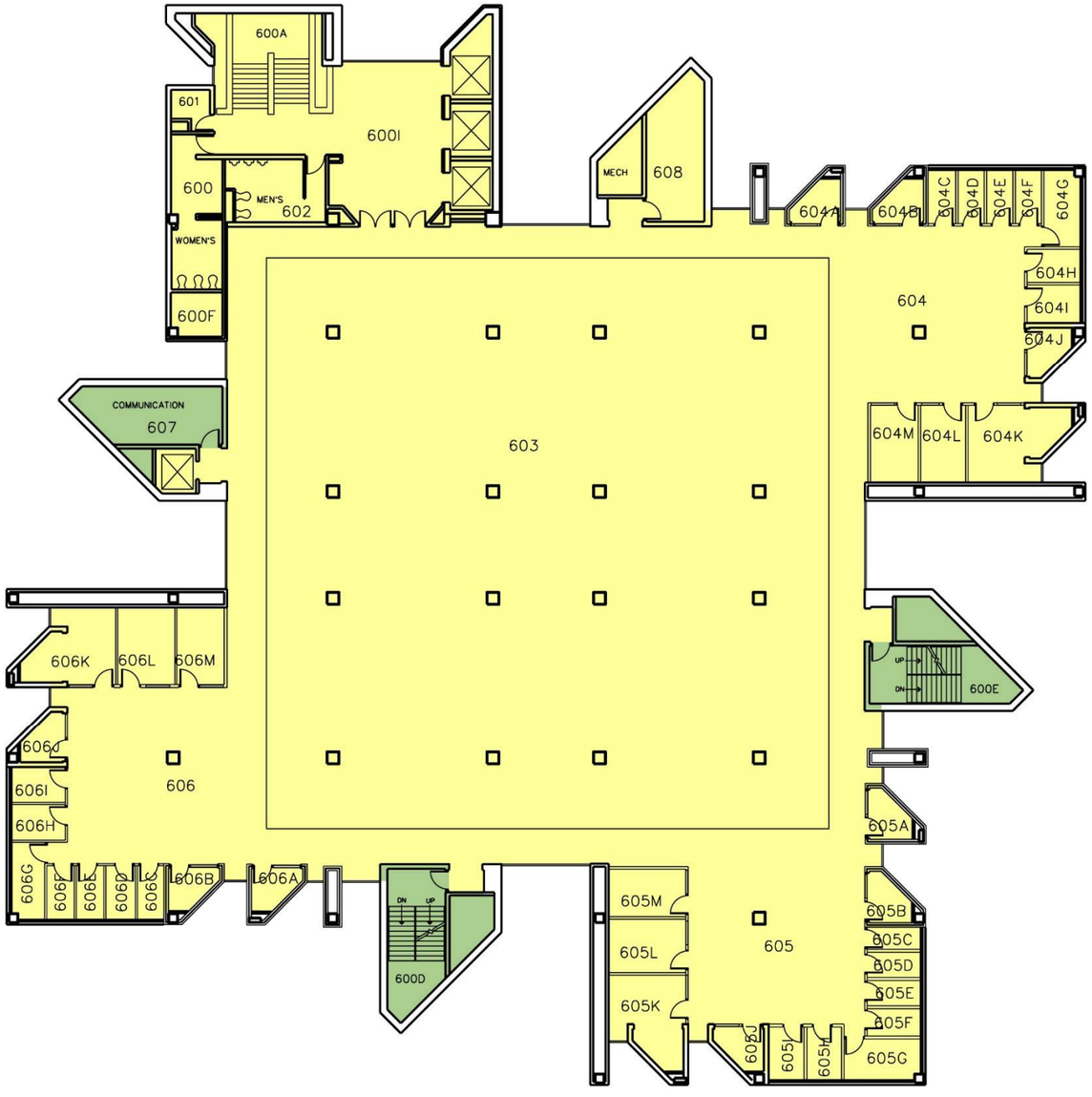


**2025 David A. Cofrin Library**
**Sixth Floor**

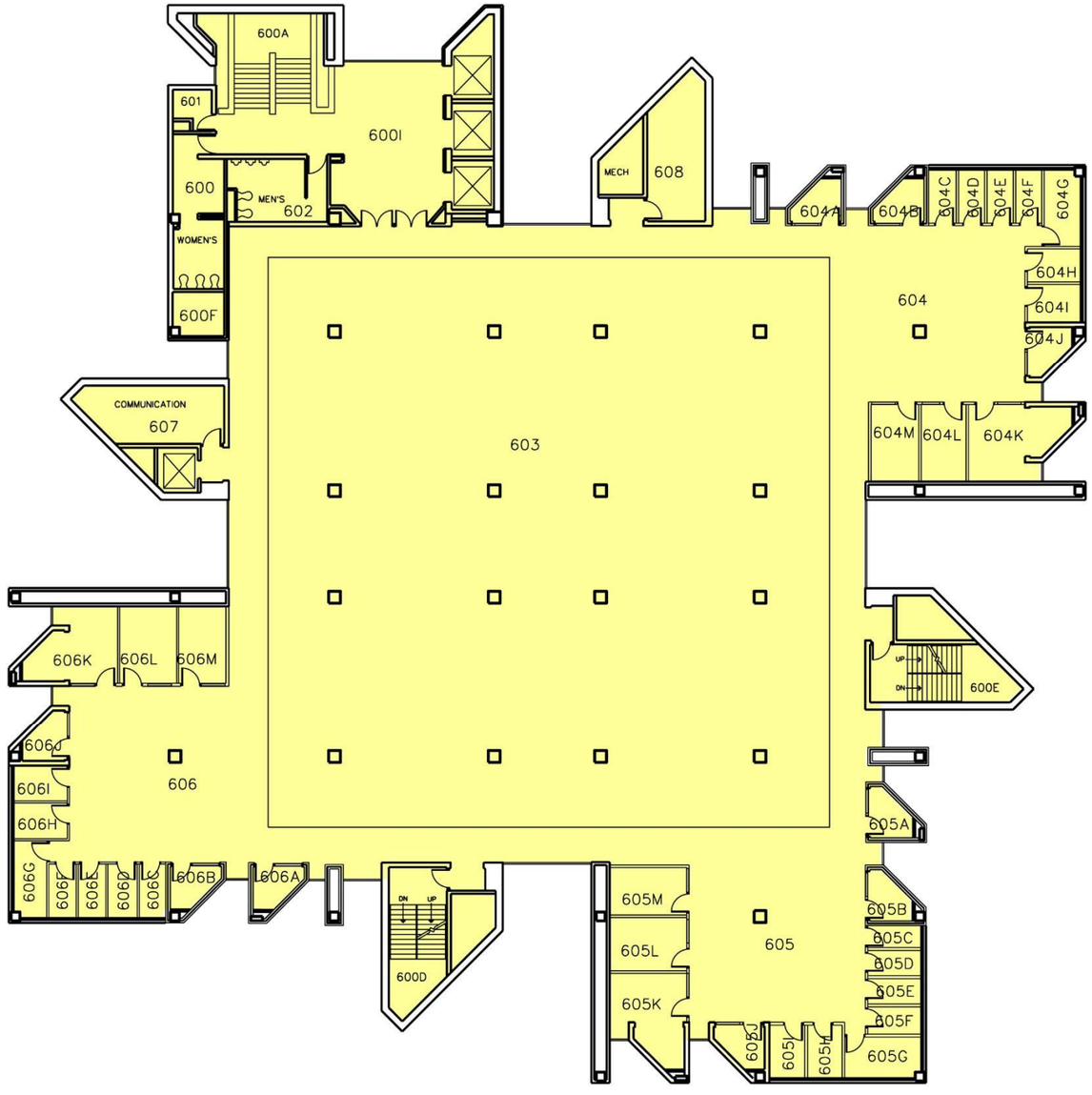
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

## Physical Condition




## Functional Condition

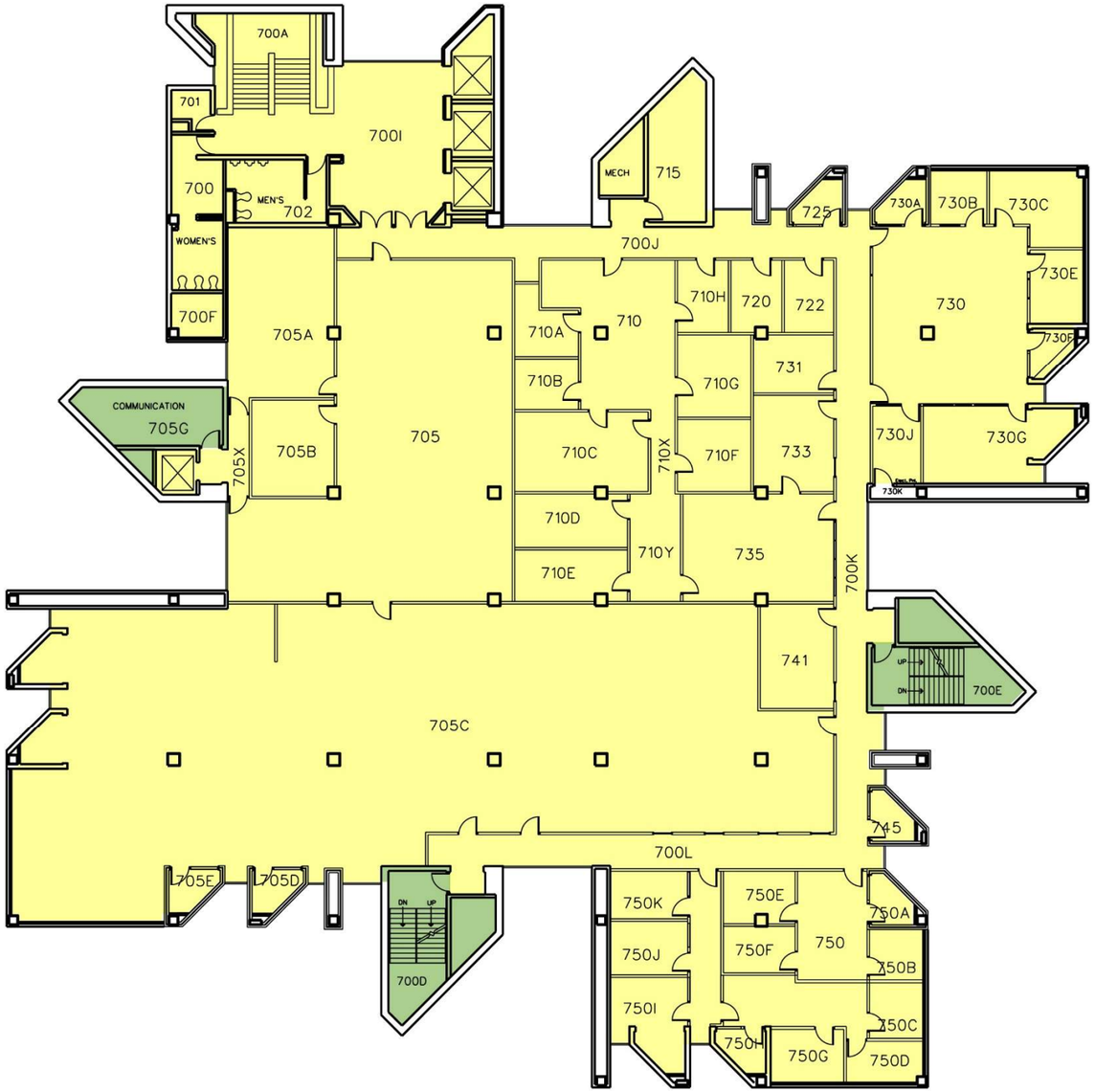


## 2025 David A. Cofrin Library
## Seventh Floor

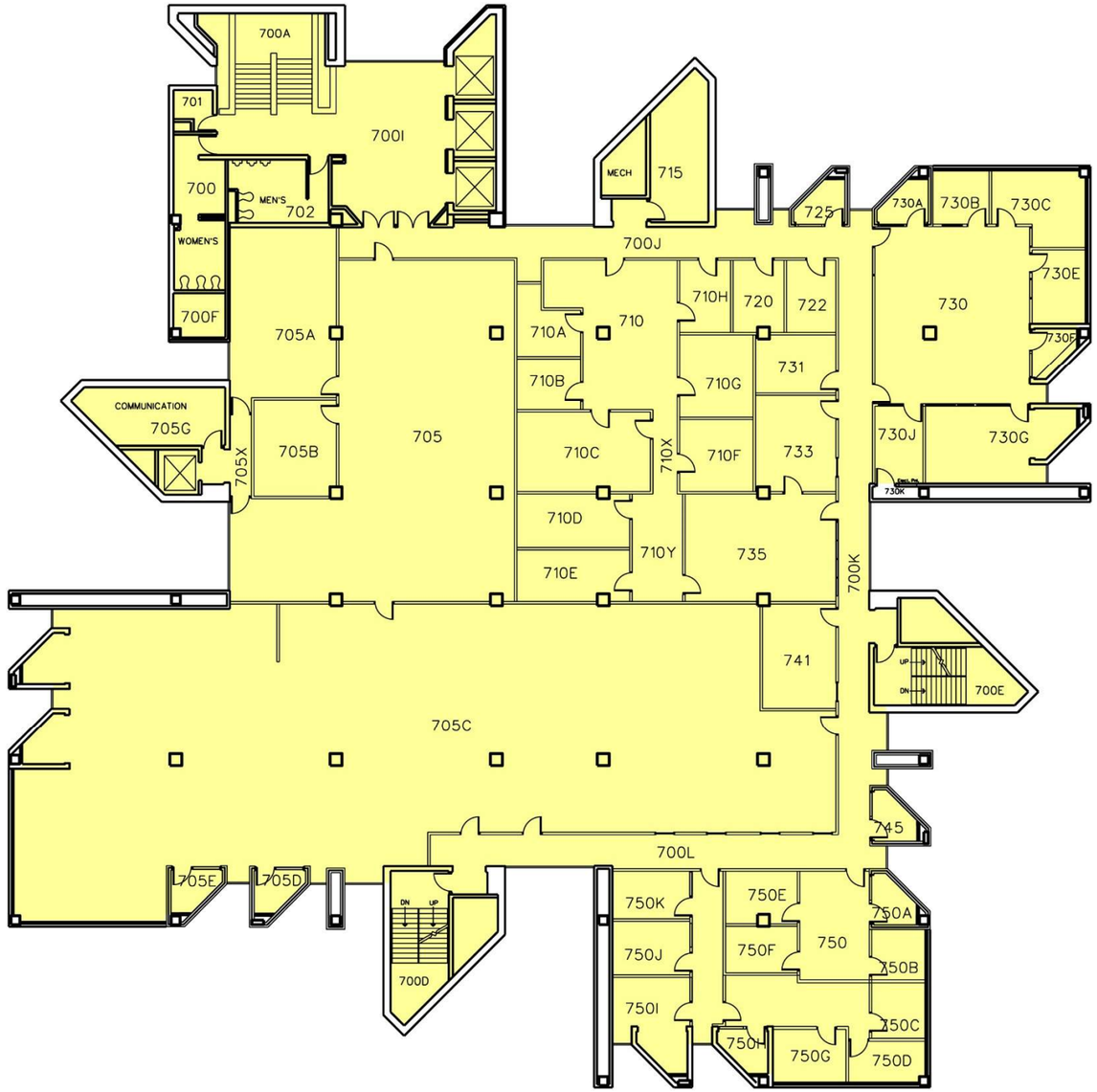
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

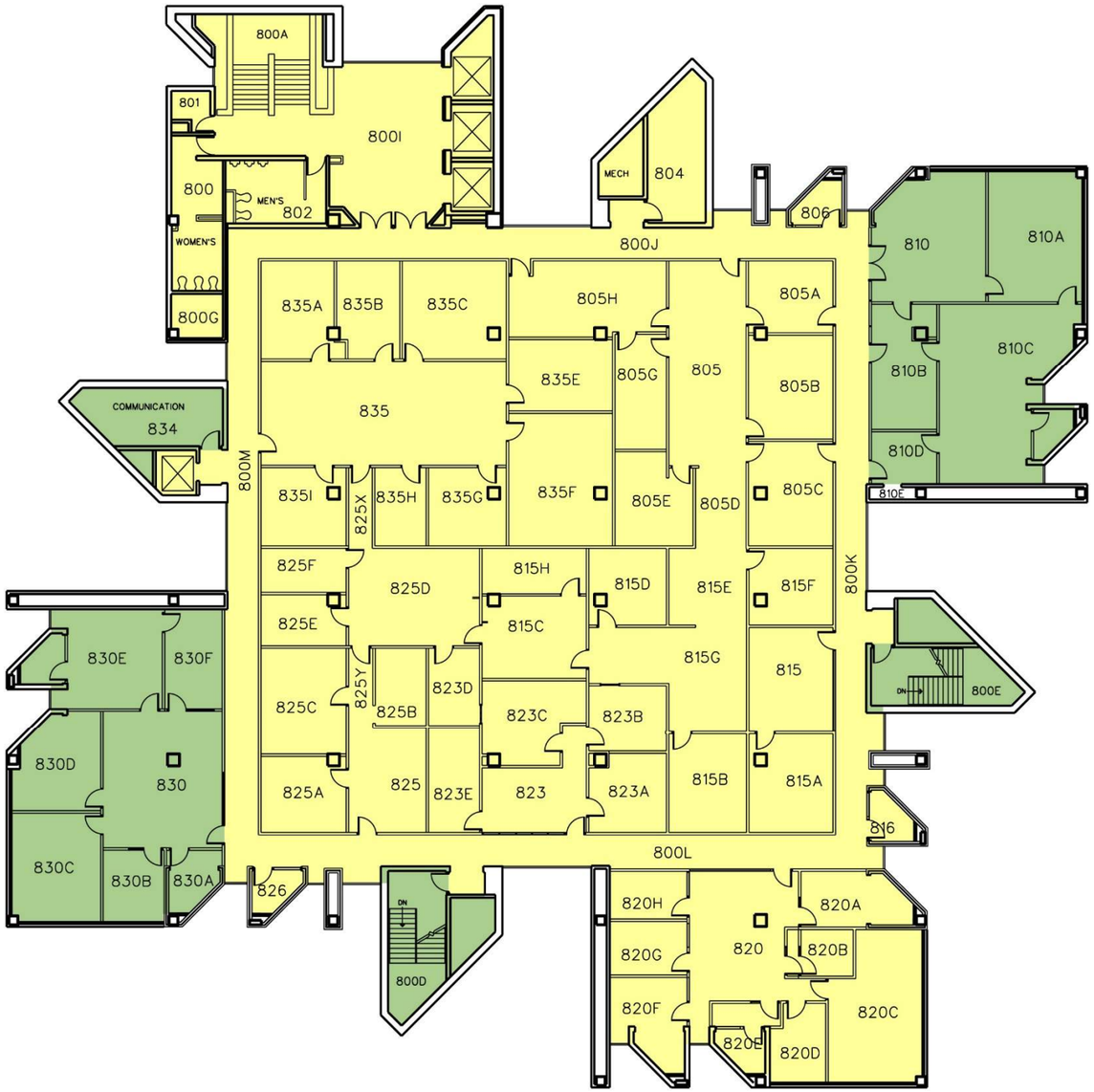


## 2025 David A. Cofrin Library
## Eighth Floor

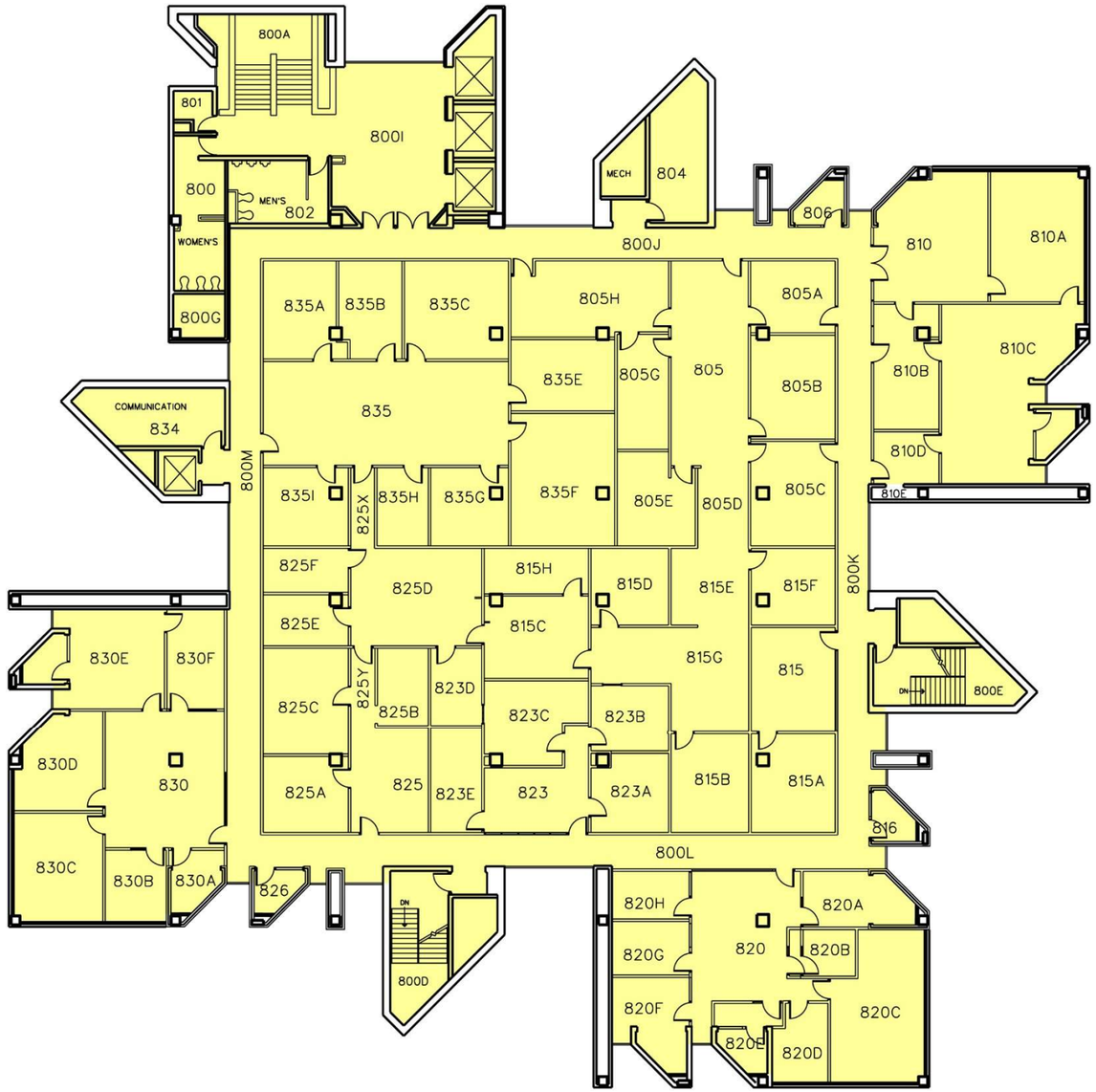
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2027 Theatre Hall**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

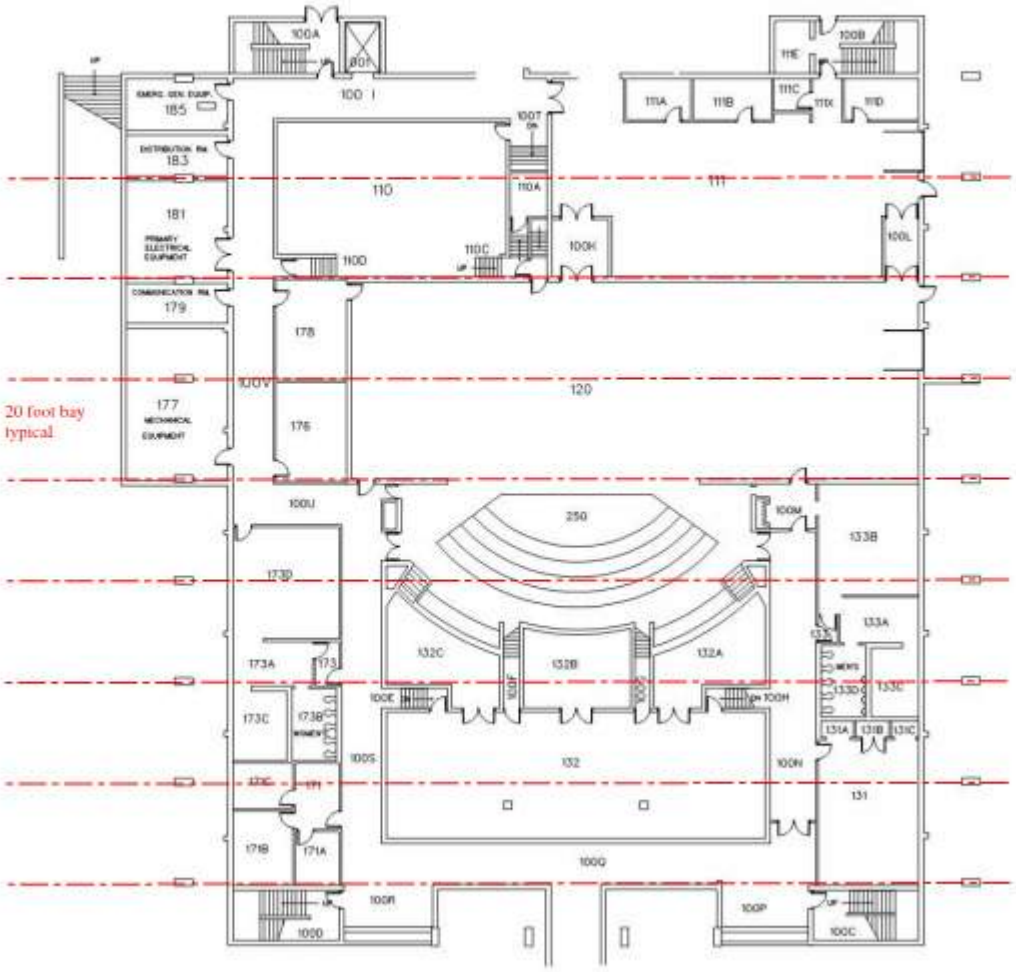
| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Classrooms – 50 + partitions, Offices – 60 + partitions, Seats/Corridors – 80, Stage/mechanical – 150, Roof – 30, Wind - 20.<br>Floor-to-floor: 15’-0” from first to second floor, 12’-8” from second to third floor, 13’-2” third floor to roof.<br>Structural Bay spacing 20’-0” x clear span of entire facility. |
| **C** | **INTERIORS** | **3** | **16-30%** | |
| | Classrooms, Labs, and Offices | 2 | | |
| | Circulation / Concourse | 3 | | |
| | Restrooms | 3 | | |
| | Back of House | 3 | | |
| | **AVERAGE** | **3** | **16-30%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2027 Theatre Hall**

## Structural Bay Spacing

**2027 Theatre Hall**

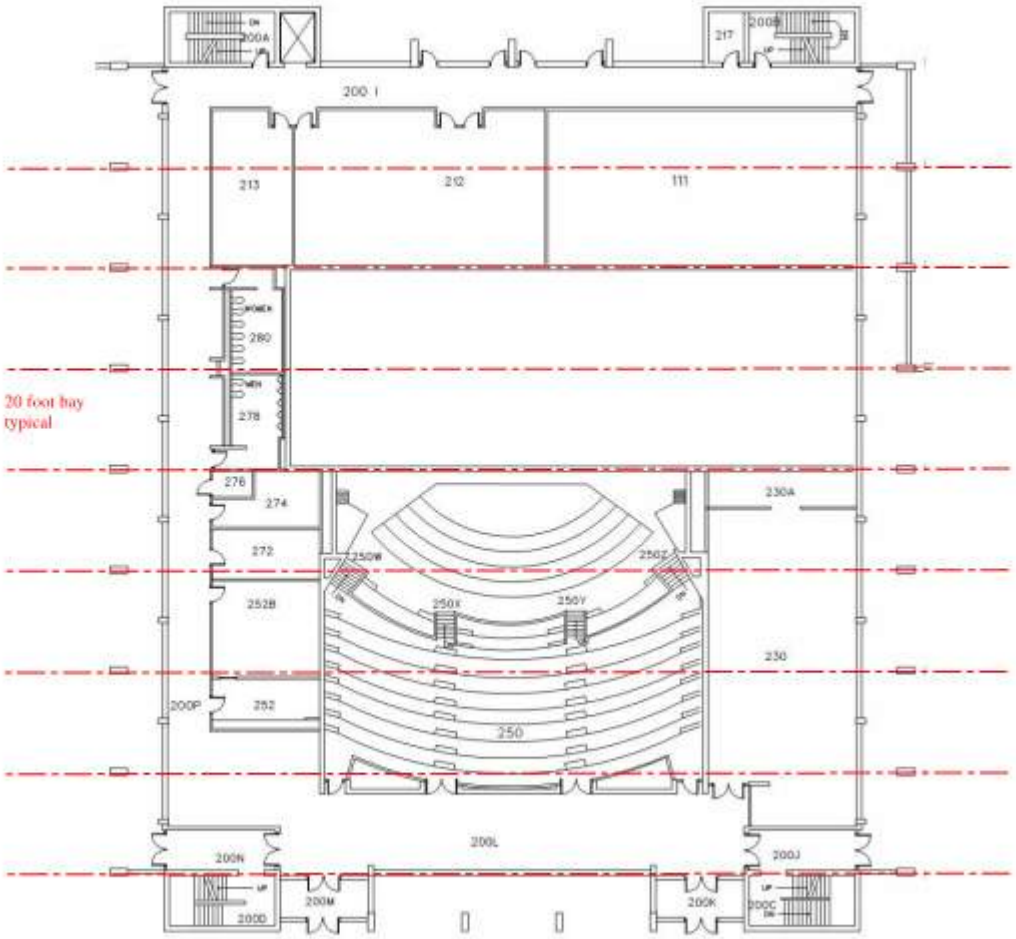



**First Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2027 Theatre Hall**

## Structural Bay Spacing

**2027 Theatre Hall**

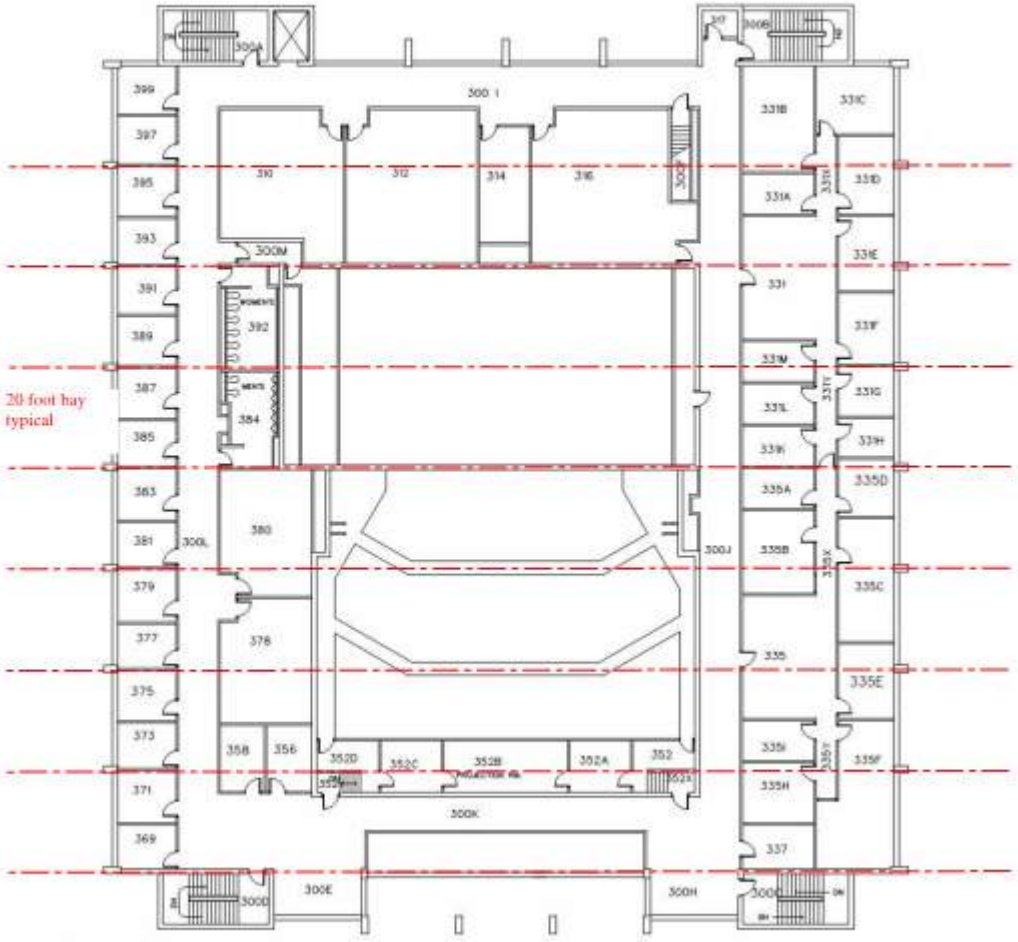



**Second Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2027 Theatre Hall**

## Structural Bay Spacing

**2027 Theatre Hall**




**Third Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2027 Theatre Hall**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **C** | **16-30%** | |
| **INTERIORS** | **C** | **16-30%** | |
| Classrooms, Labs, and Offices | B | | |
| Circulation / Concourse | C | | |
| Restrooms | C | | |
| Back of House | C | | |
| **AVERAGE** | **C** | **16-30%** | |

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2027 Theatre Hall**

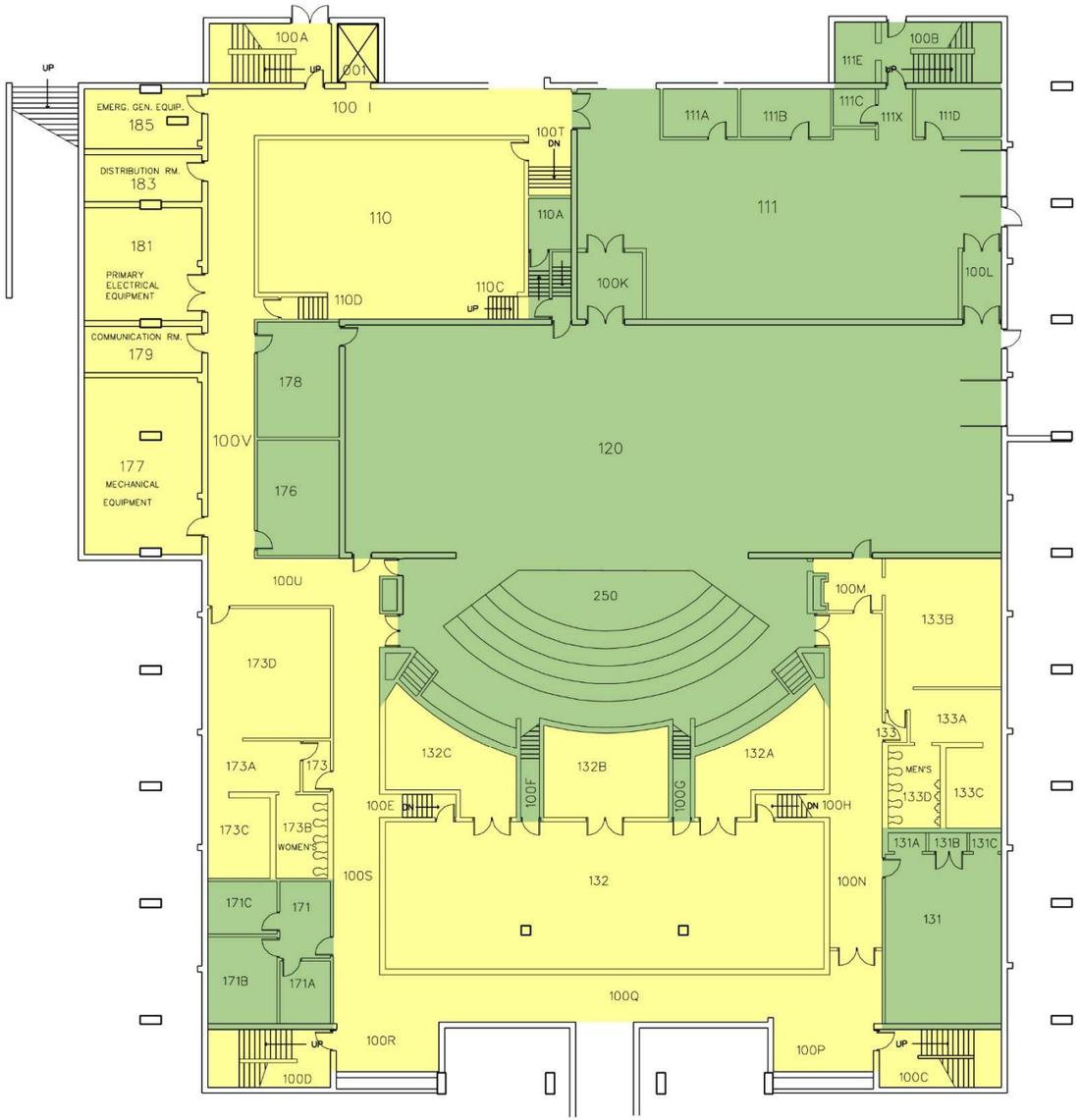
Room 100S, looking north.

## 2027 Theatre Hall
## First Floor

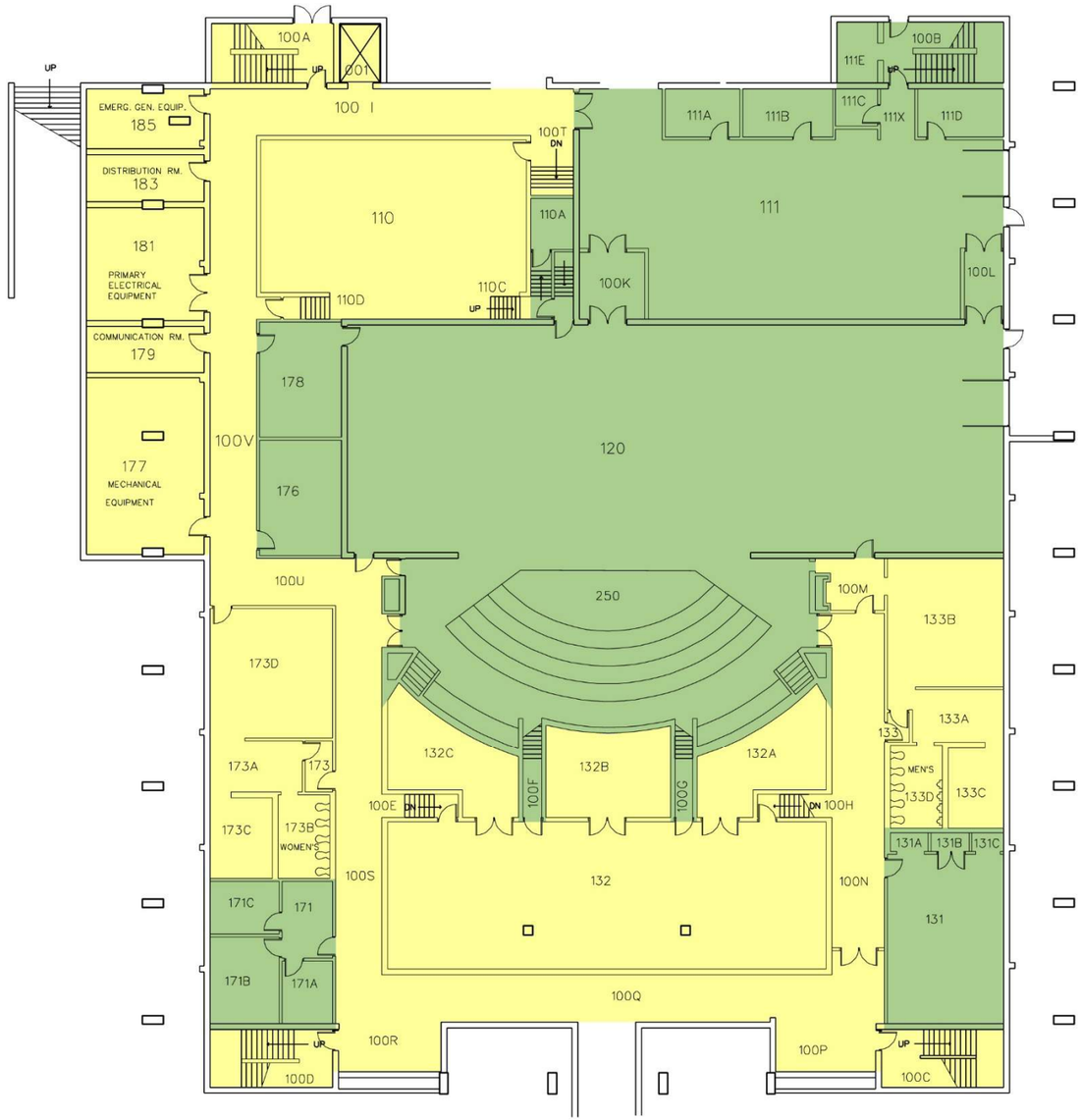
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

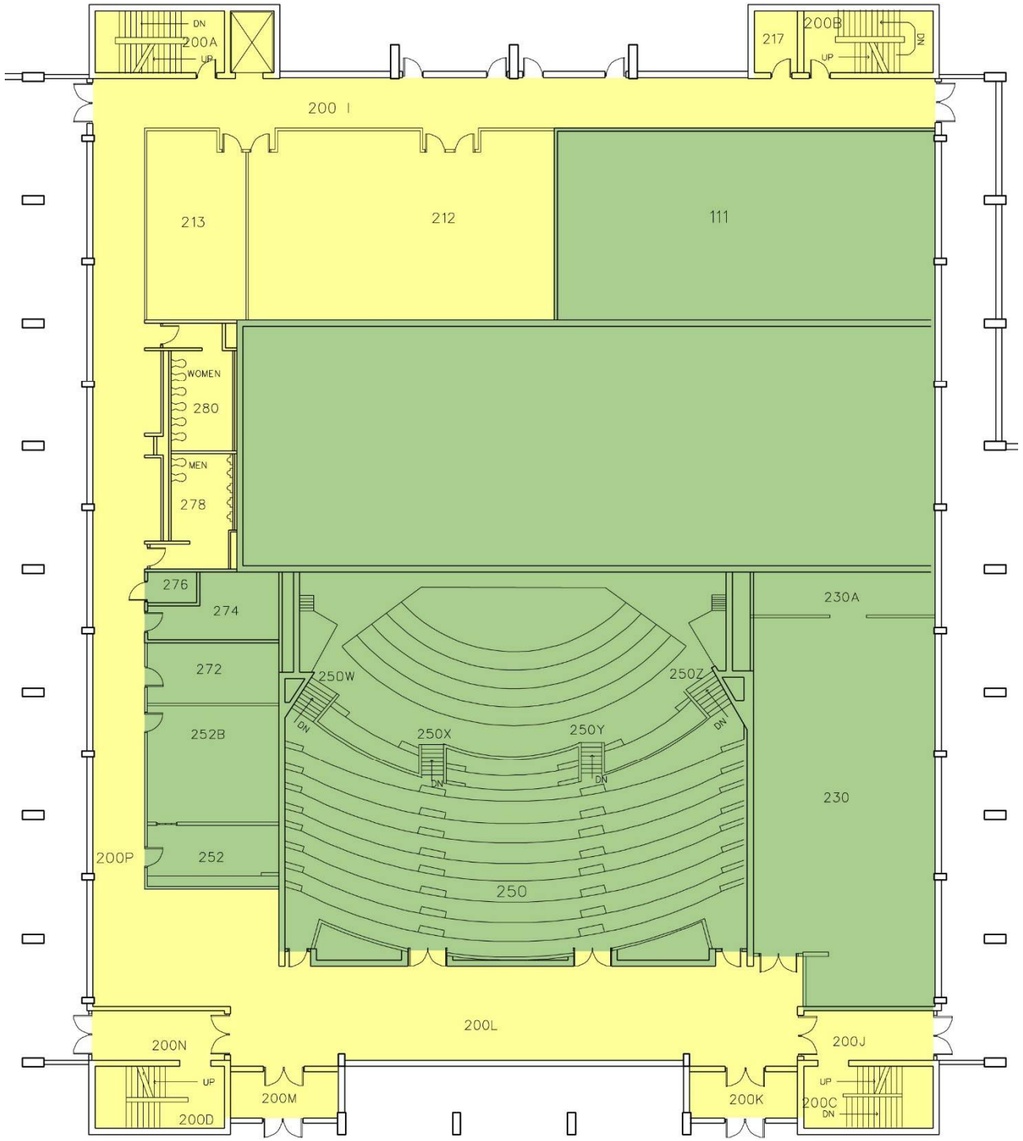


## 2027 Theatre Hall
## Second Floor

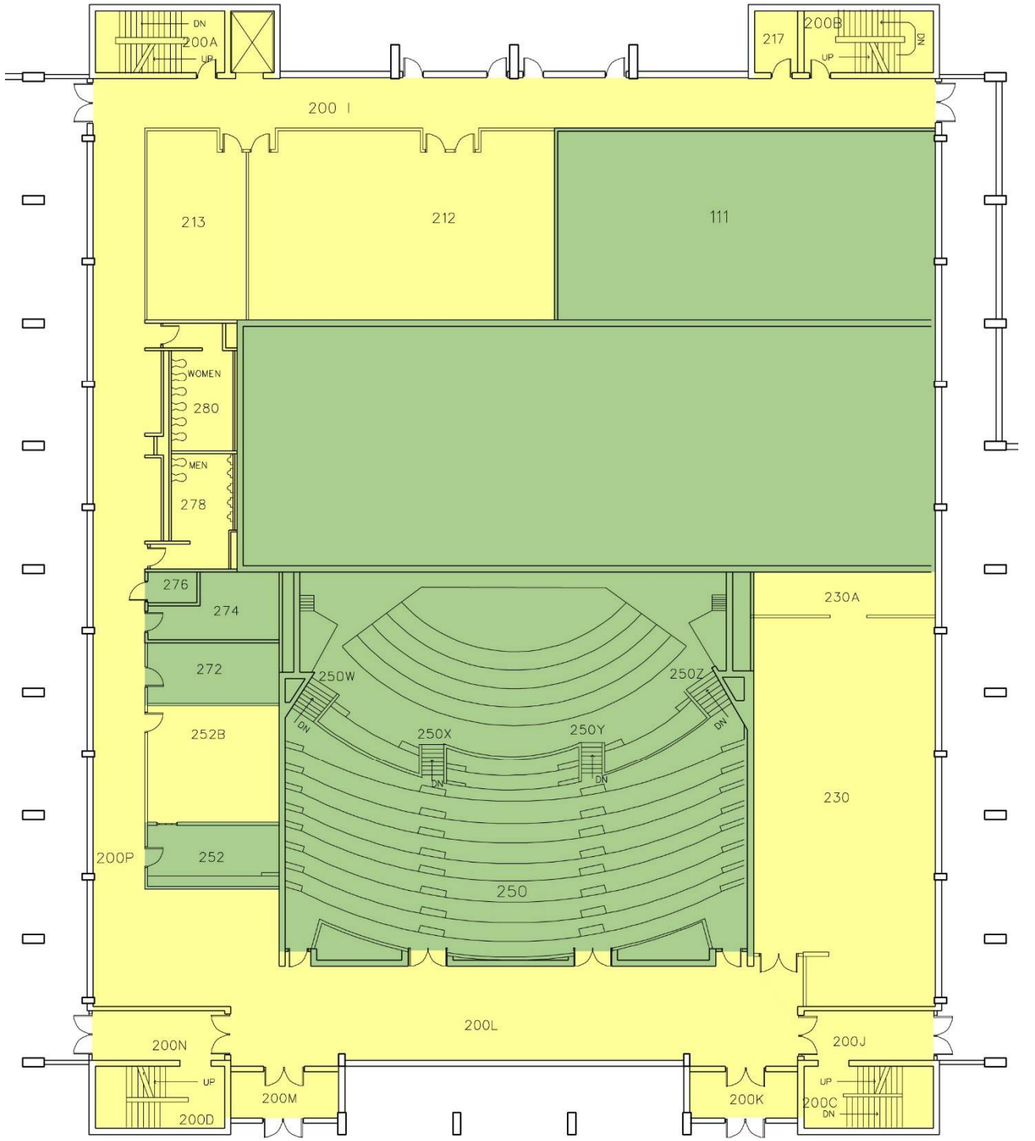
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

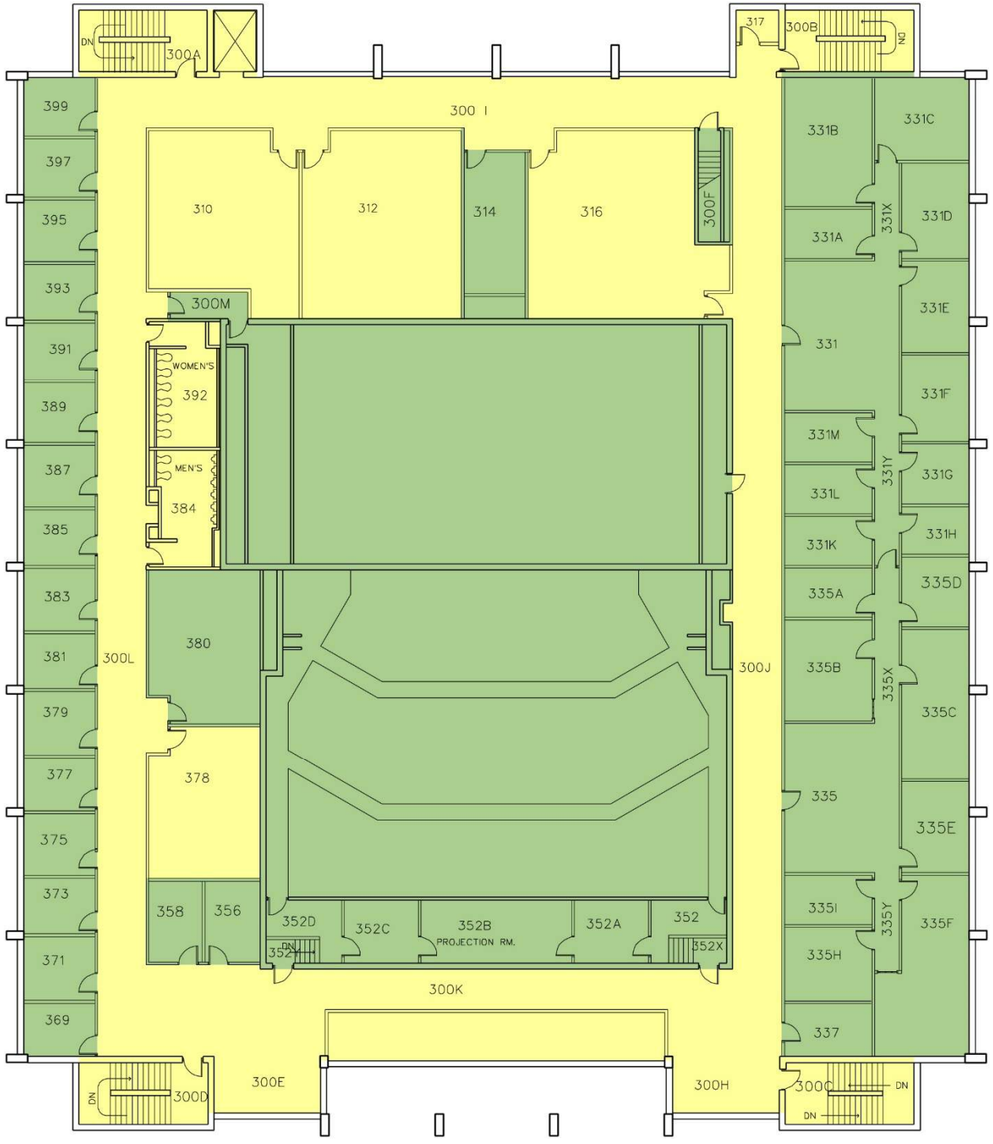


## 2027 Theatre Hall
## Third Floor

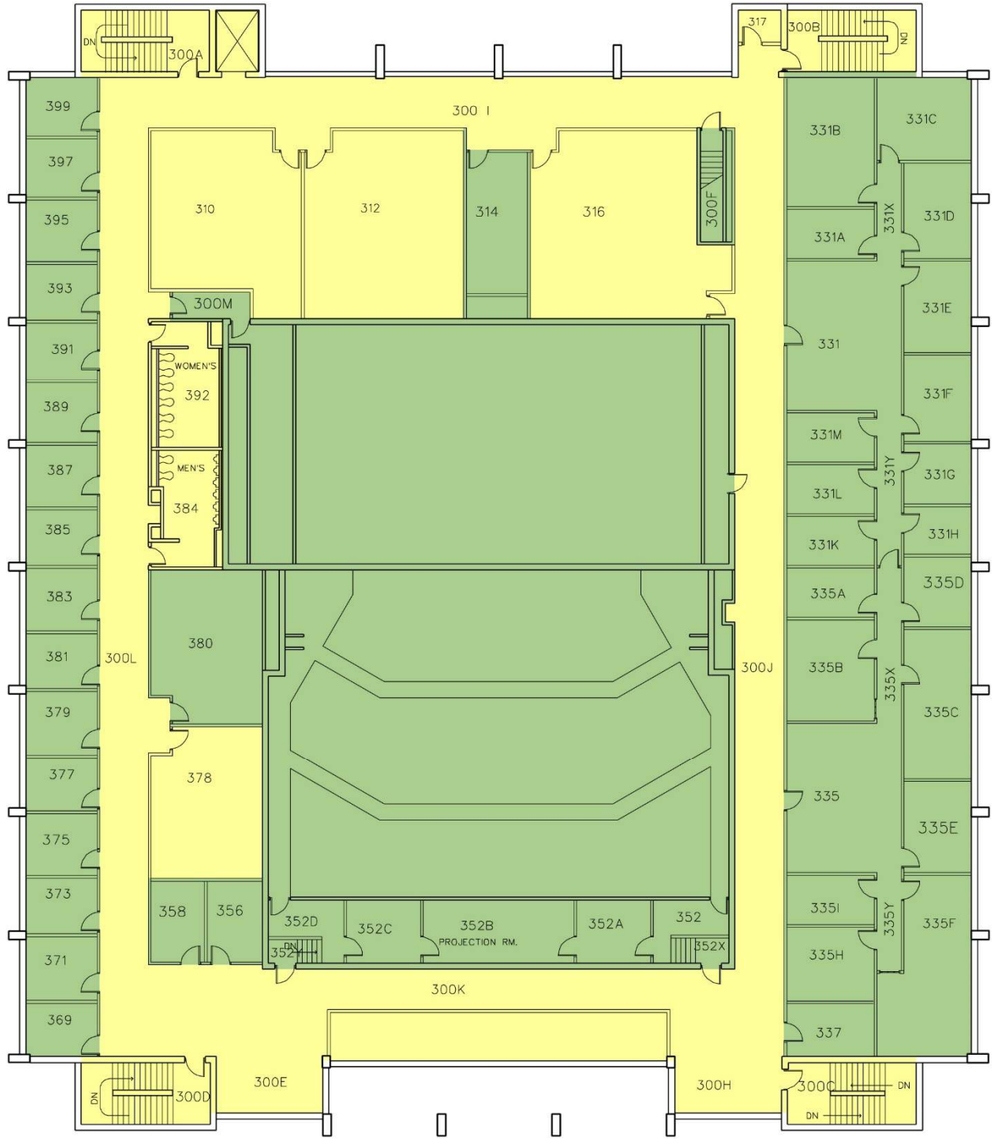
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2028 Kress Events Center**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE*** | **2** | **5-15%** | Loading (PSF): Majority of facility is Slab-on-grade. Corridors/Stairs - 100, Roof – 30, Wind - 20.<br>Floor-to-floor: 13’-4” from basement to main level. Floor to roof varies as ceiling heights range from 9’-0” in typical offices to 28’-0” in gyms.<br>Structural Bay spacing varies.<br>* Structural Bay Spacing diagrams are not included due to complexity of grid spacing, building addition configuration, and variety of athletic spaces. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Classrooms, Labs, and Offices | 2 | | Locker rooms and offices in original building showing the most wear. |
| | Circulation / Concourse | 2 | | |
| | Restrooms | 2 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2028 Kress Events Center**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

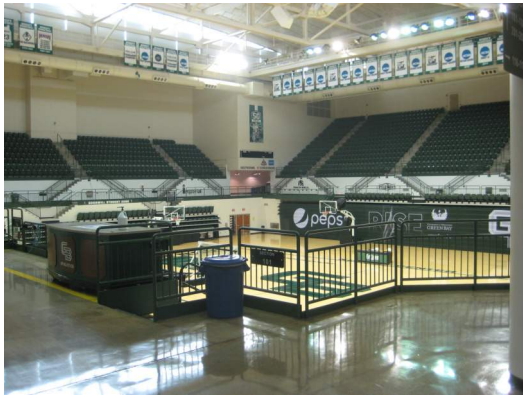
| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **A** | **0-15%** | |
| **VERTICAL CIRCULATION** | **A** | **0-15%** | |
| **INTERIORS** | **A** | **0-15%** | Turf gym is undersized and not configured for expansion. |
| Classrooms, Labs, and Offices | A | | |
| Circulation / Concourse | A | | |
| Restrooms | A | | |
| Back of House | A | | |
| **AVERAGE** | **A** | **0-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2028 Kress Events Center**

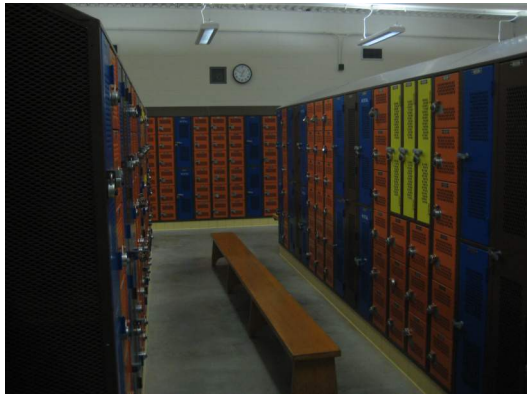
Room 161, looking southeast.

Room 133, looking west.

Room 100B, looking toward room 126.




Room 105A, looking west.



Room 150, looking south.

Room 101, looking west.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2028 Kress Events Center**

Room 150E, looking south.

Room 100F, looking east.

Room 157C, looking west.

Room 157A, looking west.

Room 150G, looking west.

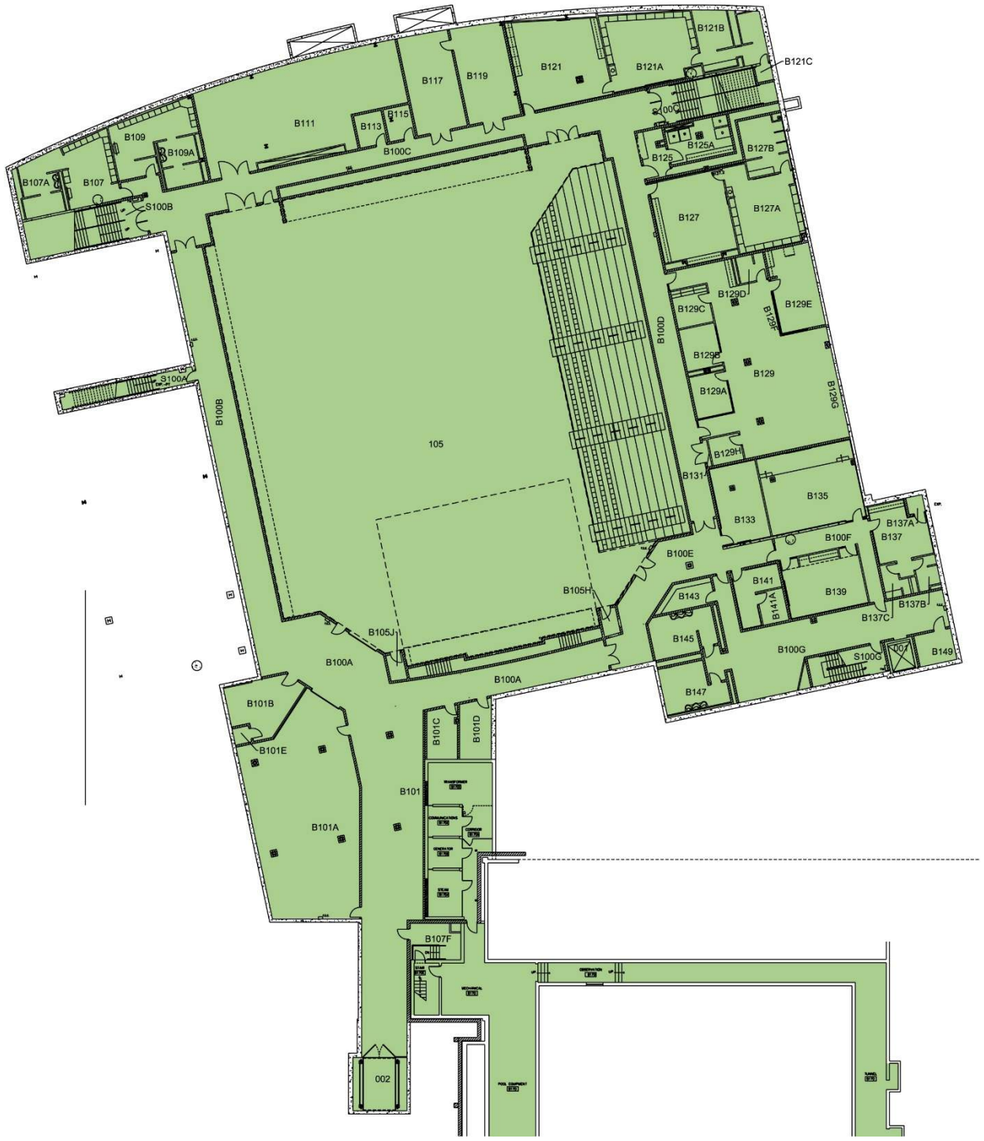
Room 113, looking northwest.

## 2028 Kress Events Center
## Basement Floor

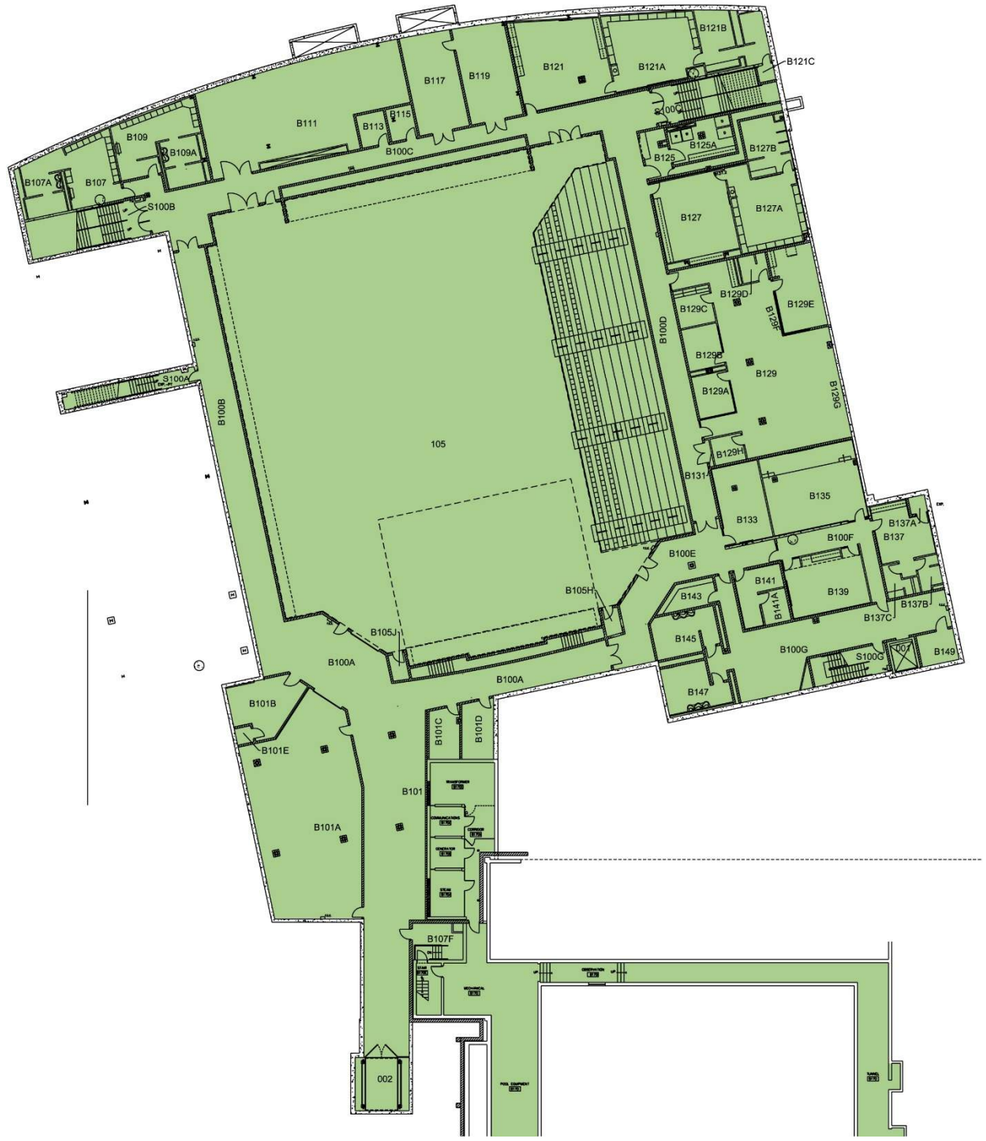
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

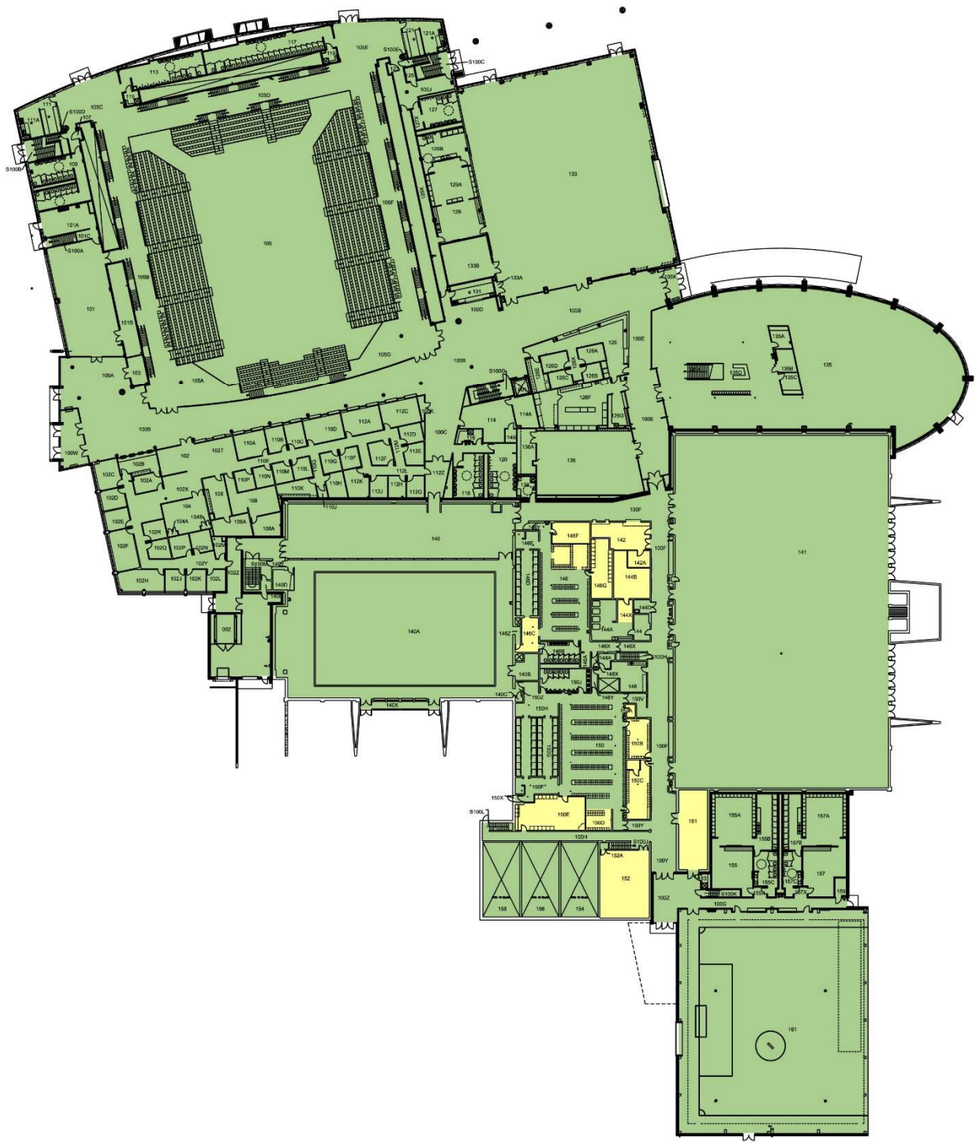


## 2028 Kress Events Center
## First Floor

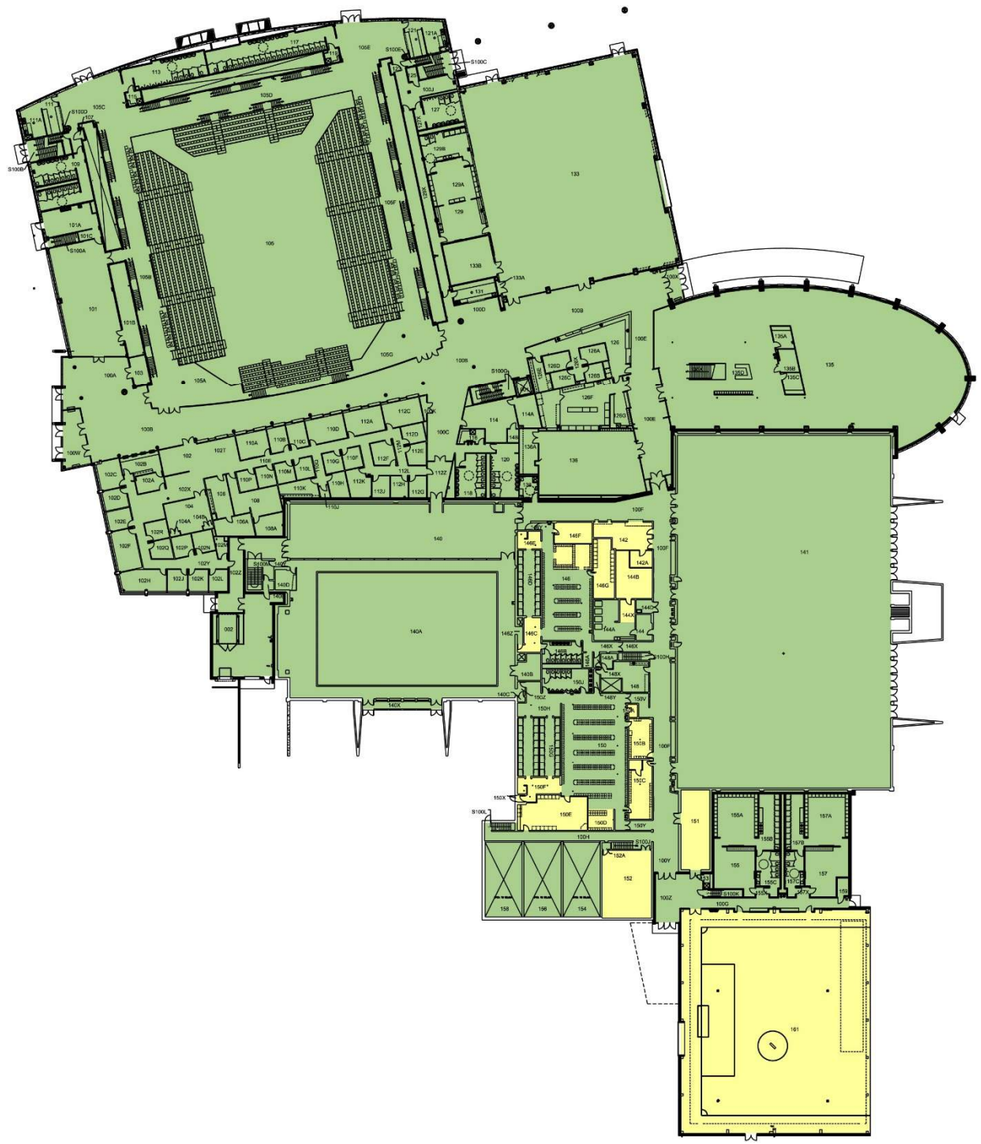
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition



### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2029 Student Services Building**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

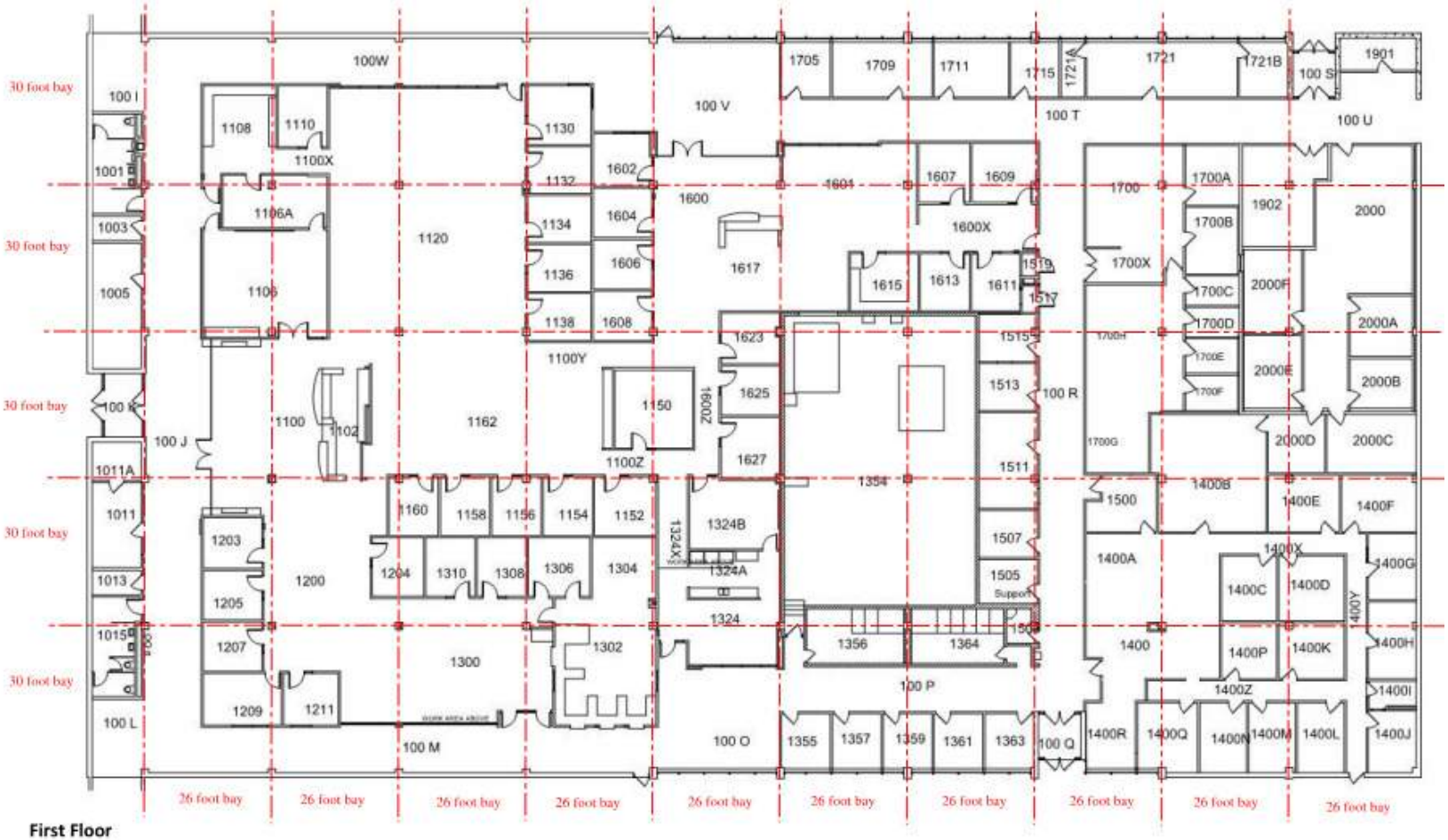
| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Floor is slab-on-grade, Corridors/Stairs - 80,<br>Plaza Roof – 100, Wind - 20.<br>Floor-to-floor: 12’-11” from first to roof.<br>Structural Bay spacing is uniform throughout at 26’-0” x 30’-0”. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Classrooms, Labs, and Offices | 1 | | |
| | Circulation / Concourse | 2 | | |
| | Restrooms | 3 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2029 Student Services Building**

## Structural Bay Spacing

**2029 Student Services**



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2029 Student Services Building**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **N/A** | **N/A** | |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | B | | Some suites are overcrowded, while others are too large for their use. |
| Circulation / Concourse | B | | |
| Restrooms | B | | |
| Back of House | B | | |
| **AVERAGE** | **B** | **5-15%** | |

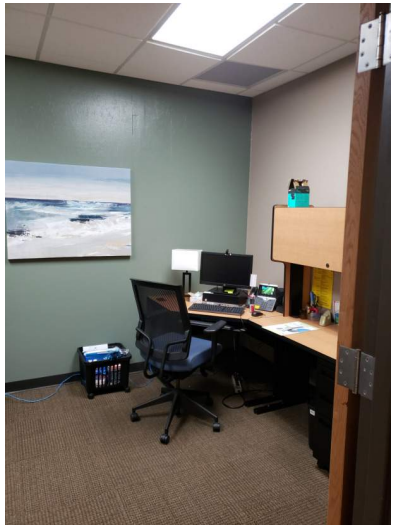
Institution **UW-Green Bay** Date **7-22-22**
Building Name **2029 Student Services Building**

Room 1100, looking northwest.

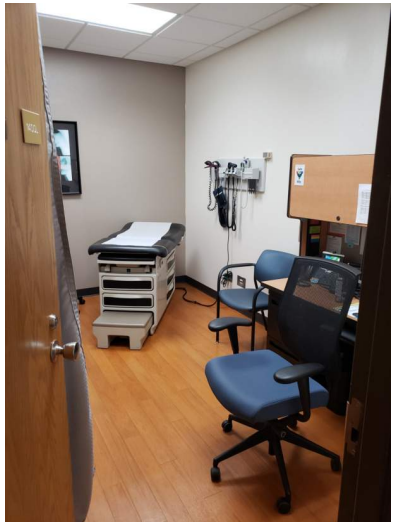
Room 1108, looking northeast.

Room 1120, looking west.

Room 1200, looking south.



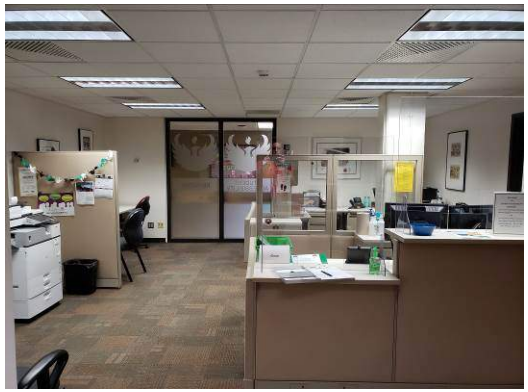
Room 1400G, looking south.



Room 1400L, looking southwest.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2029 Student Services Building**

Room 1617, looking southeast



Room 1700, looking north.

Room 1709, looking west.

Room 2000, looking south.

Room 1001, typical restroom.

Room 1354, typical mechanical room.

## 2029 Student Services Building
## First Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition

### Functional Condition

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2030 Studio Arts Building**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

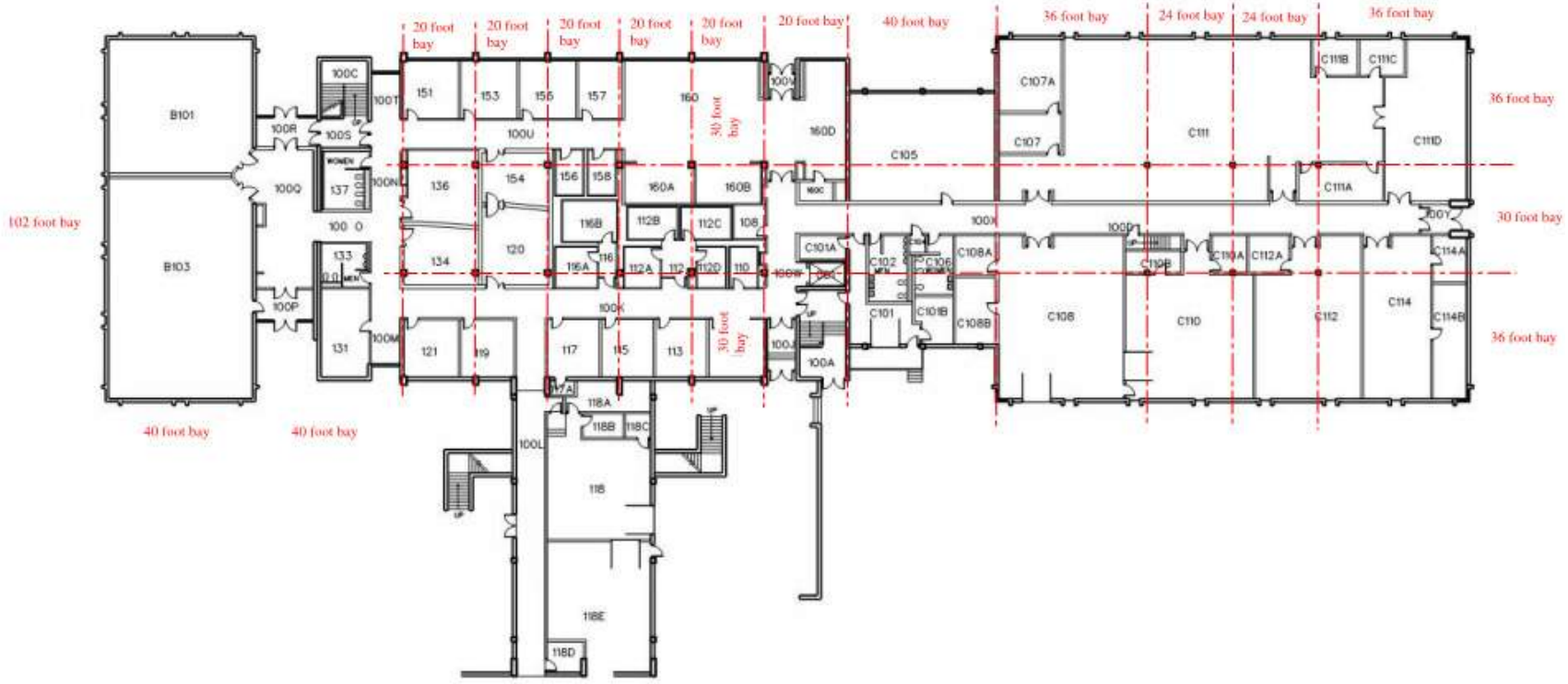
| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Floors - 55, Roof – 30, Wind - 20.<br>Floor-to-floor: 13’-6” from first to second floor, 12’-8” for all floors above and 13’-8” from fourth floor to the roof structure. Rooms B101 and B103 – 18’-0” floor to roof structure.<br>Structural Bay spacing ranges from 20’ to 24’ east-west direction and 30’ to 36’ north-south direction. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Classrooms, Labs, and Offices | 2 | | Sound issues between classrooms, labs, and offices. |
| | Circulation / Concourse | 2 | | |
| | Restrooms | 2 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2030 Studio Arts Building**

## Structural Bay Spacing

**2030 Studio Arts**

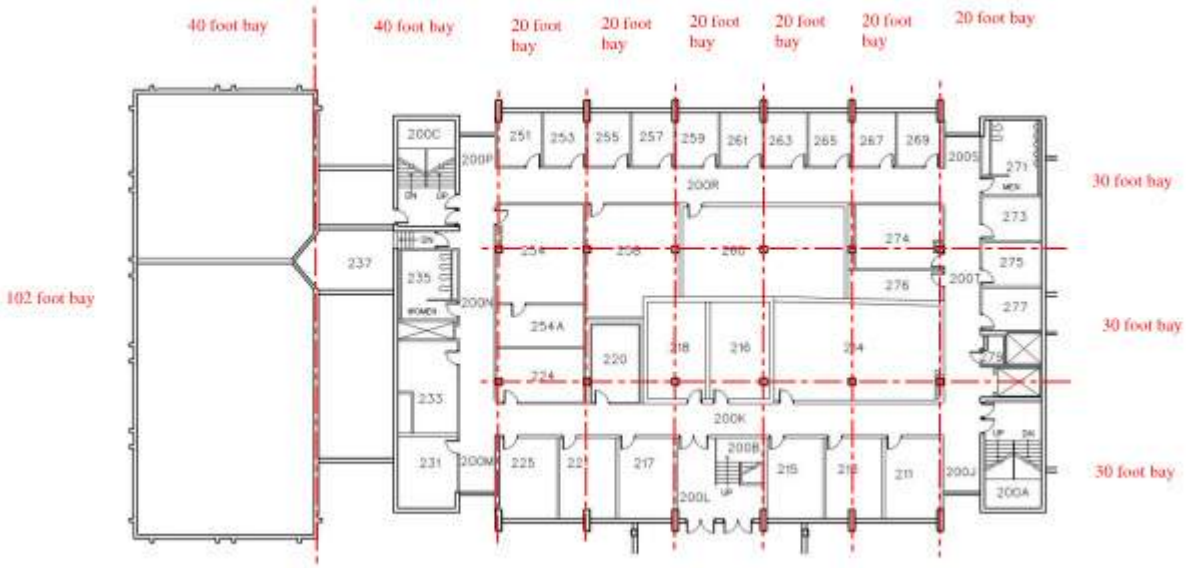


Institution **UW-Green Bay** Date **7-22-22**

Building Name **2030 Studio Arts Building**

## Structural Bay Spacing

**2030 Studio Arts**



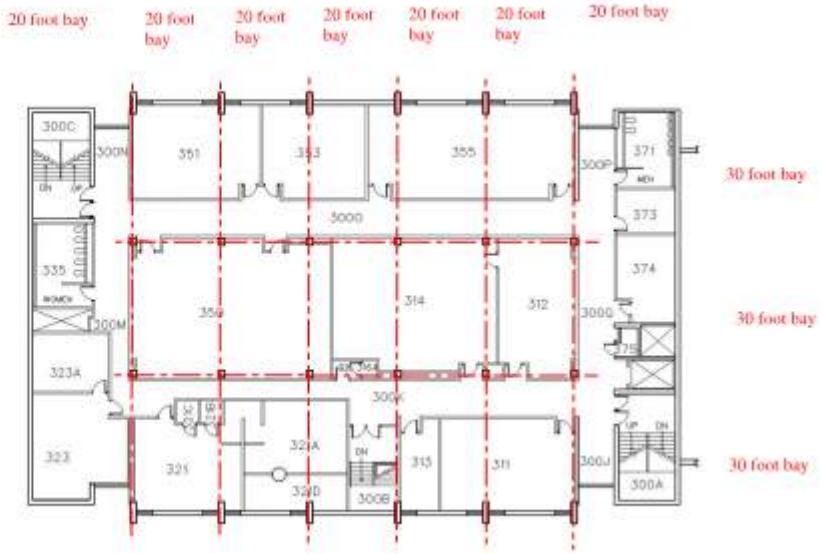

**Second Floor**

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2030 Studio Arts Building**

## Structural Bay Spacing

**2030 Studio Arts**



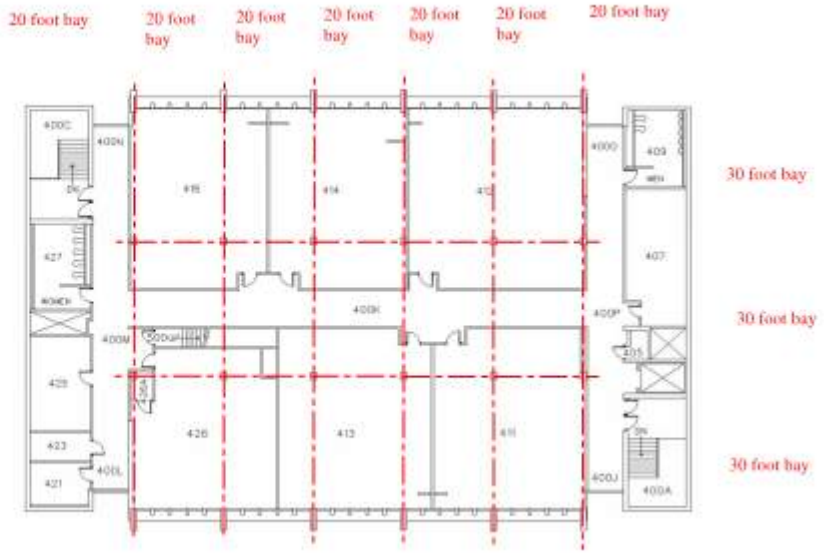

**Third Floor**

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2030 Studio Arts Building**

## Structural Bay Spacing

**2030 Studio Arts**




**Fourth Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2030 Studio Arts Building**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **B** | **5-15%** | |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | B | | |
| Circulation / Concourse | B | | |
| Restrooms | B | | |
| Back of House | B | | |
| **AVERAGE** | **B** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2030 Studio Arts Building**

Room 416, looking north.

Room C114, looking south.

Room 400M, looking north.

Room 400K, looking west.

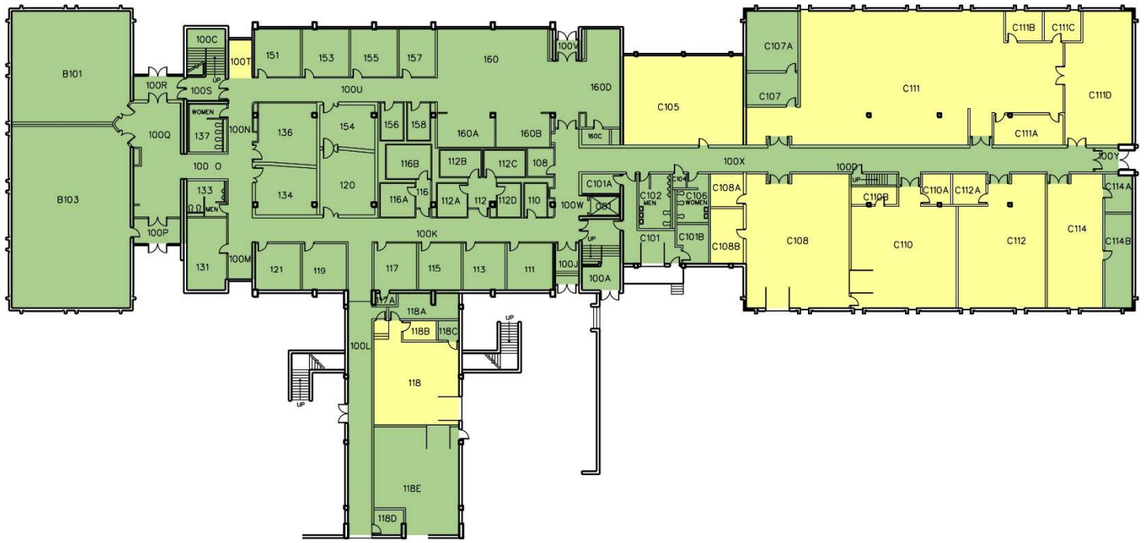
Room 409, typical restroom.

## 2030 Studio Arts Building
## First Floor

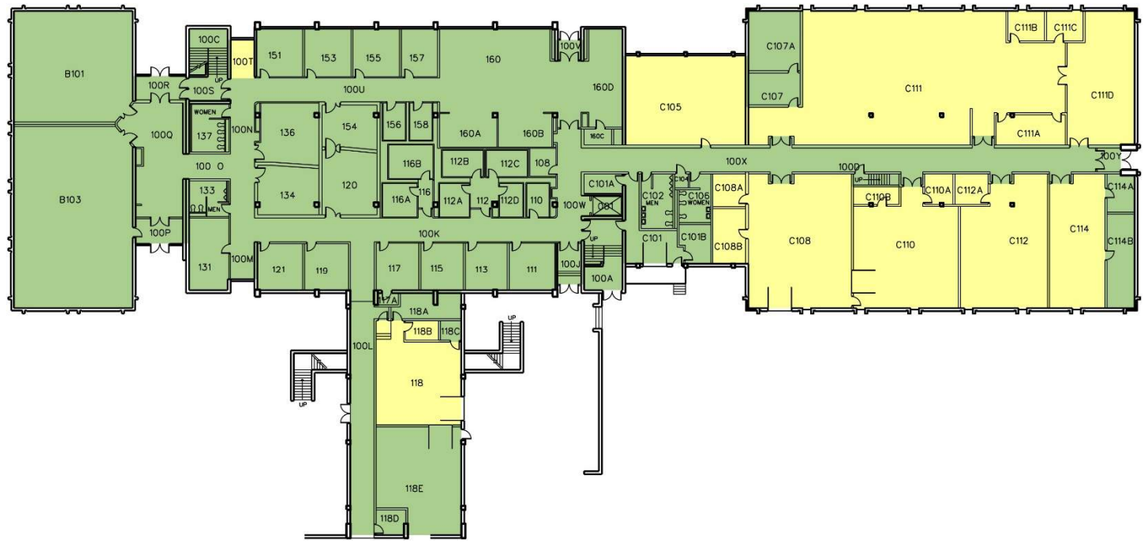
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

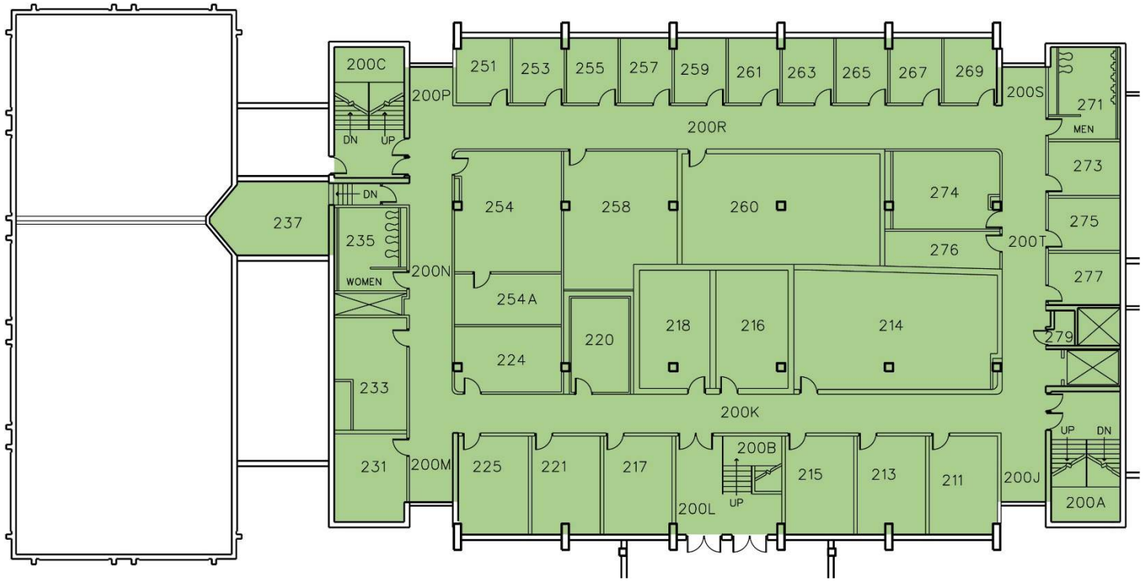


## 2030 Studio Arts Building
## Second Floor

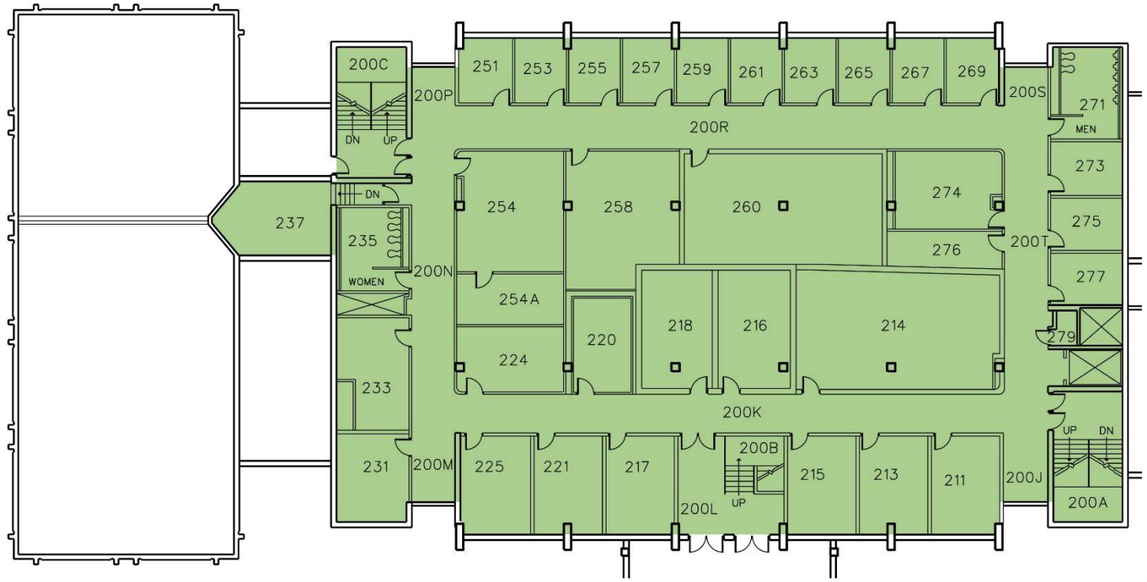
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

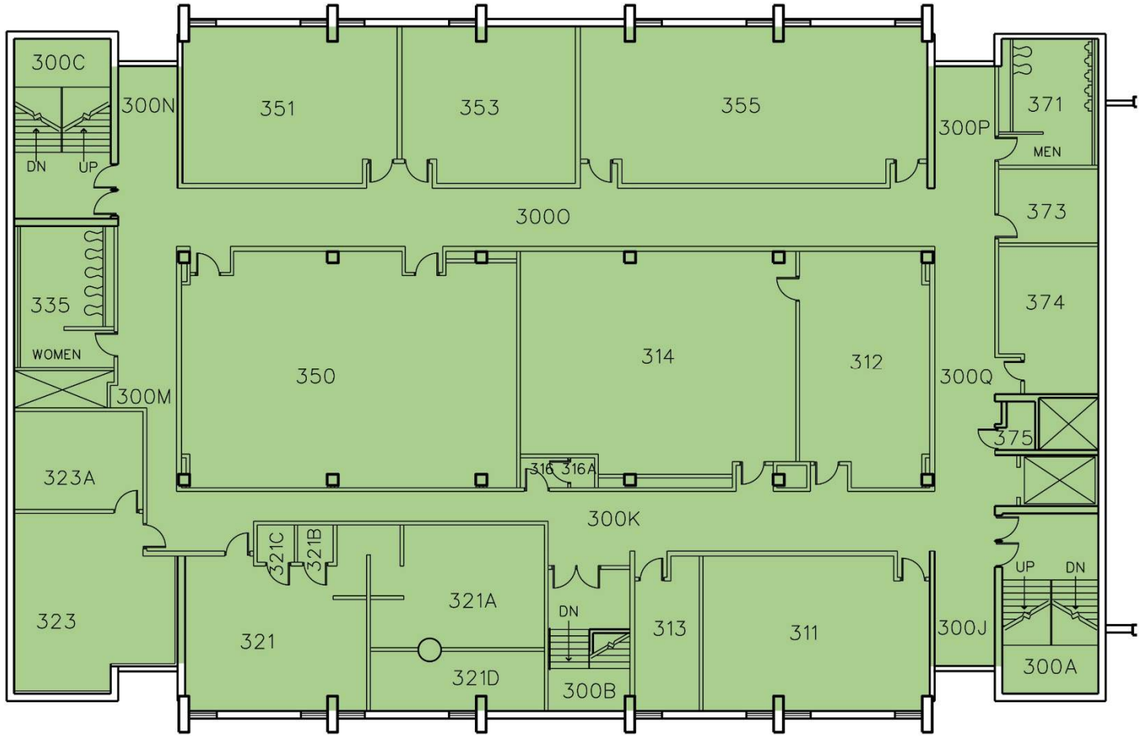


## 2030 Studio Arts Building
## Third Floor

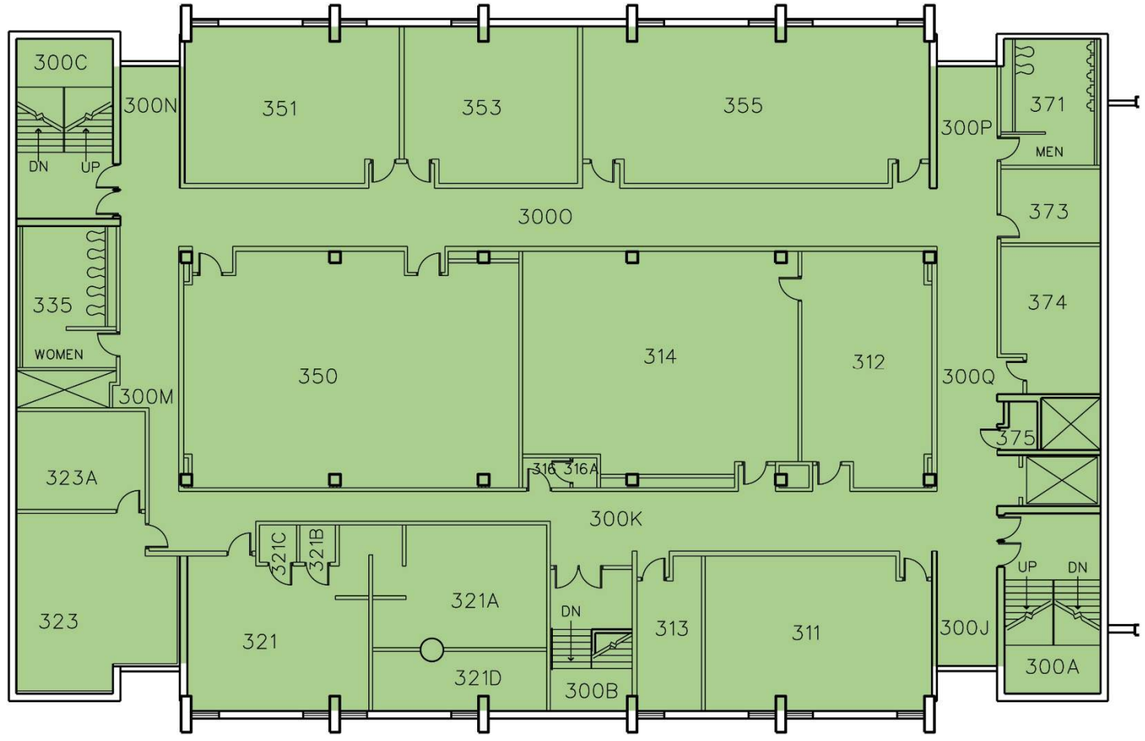
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

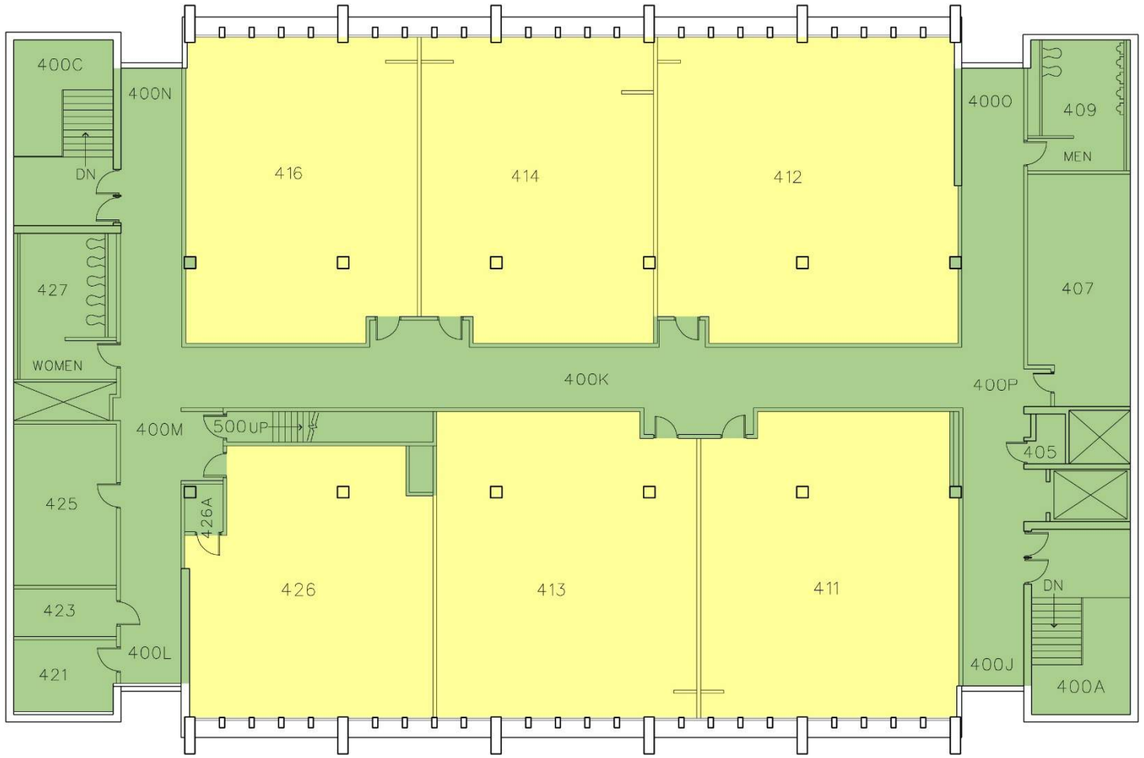


## 2030 Studio Arts Building
## Fourth Floor

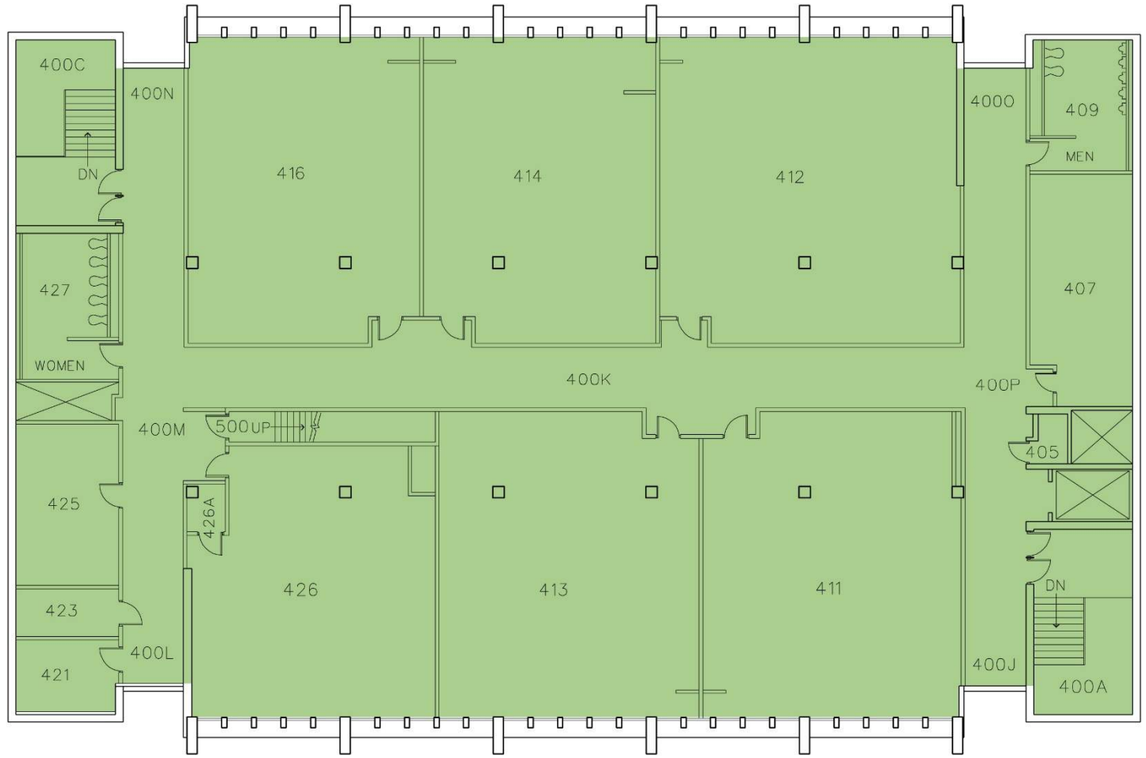
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

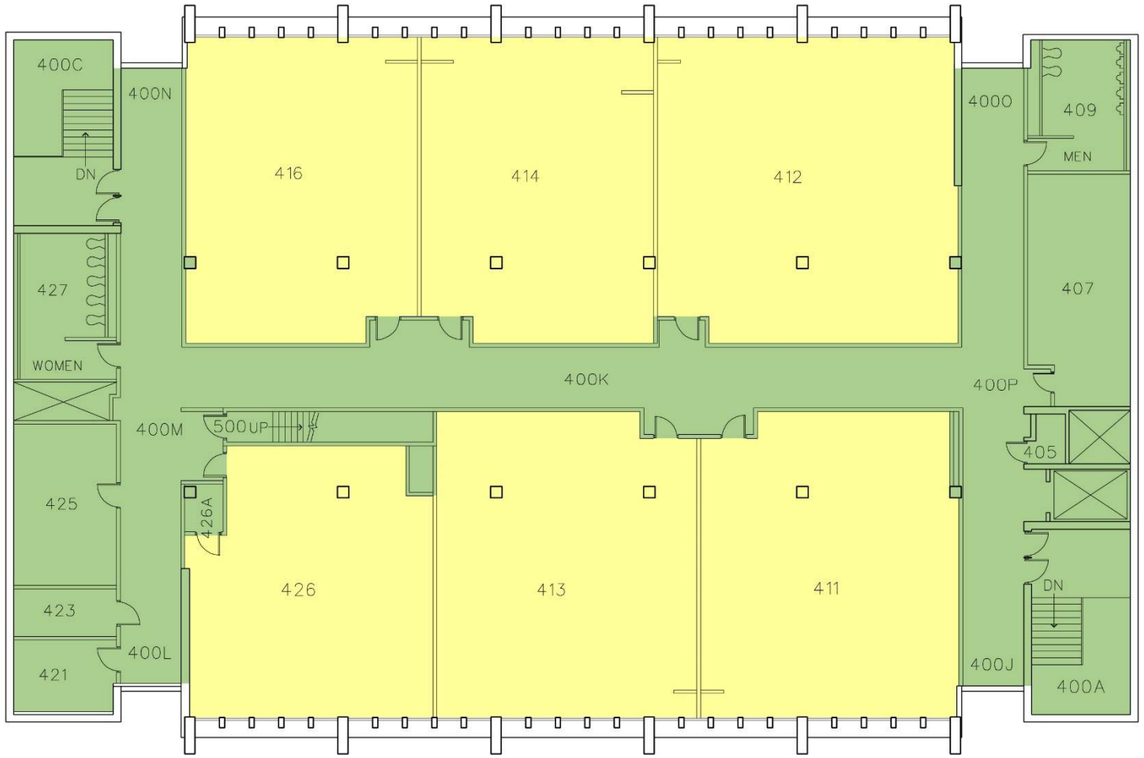


## 2030 Studio Arts Building
## Fourth Floor

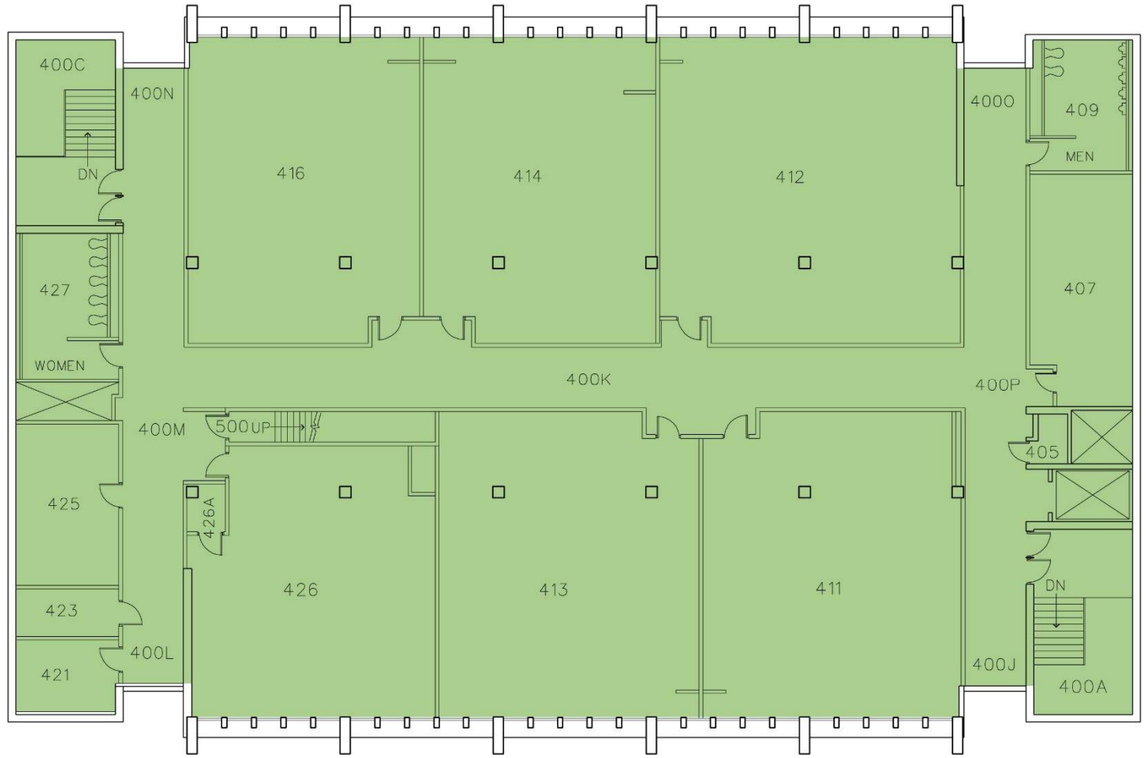
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

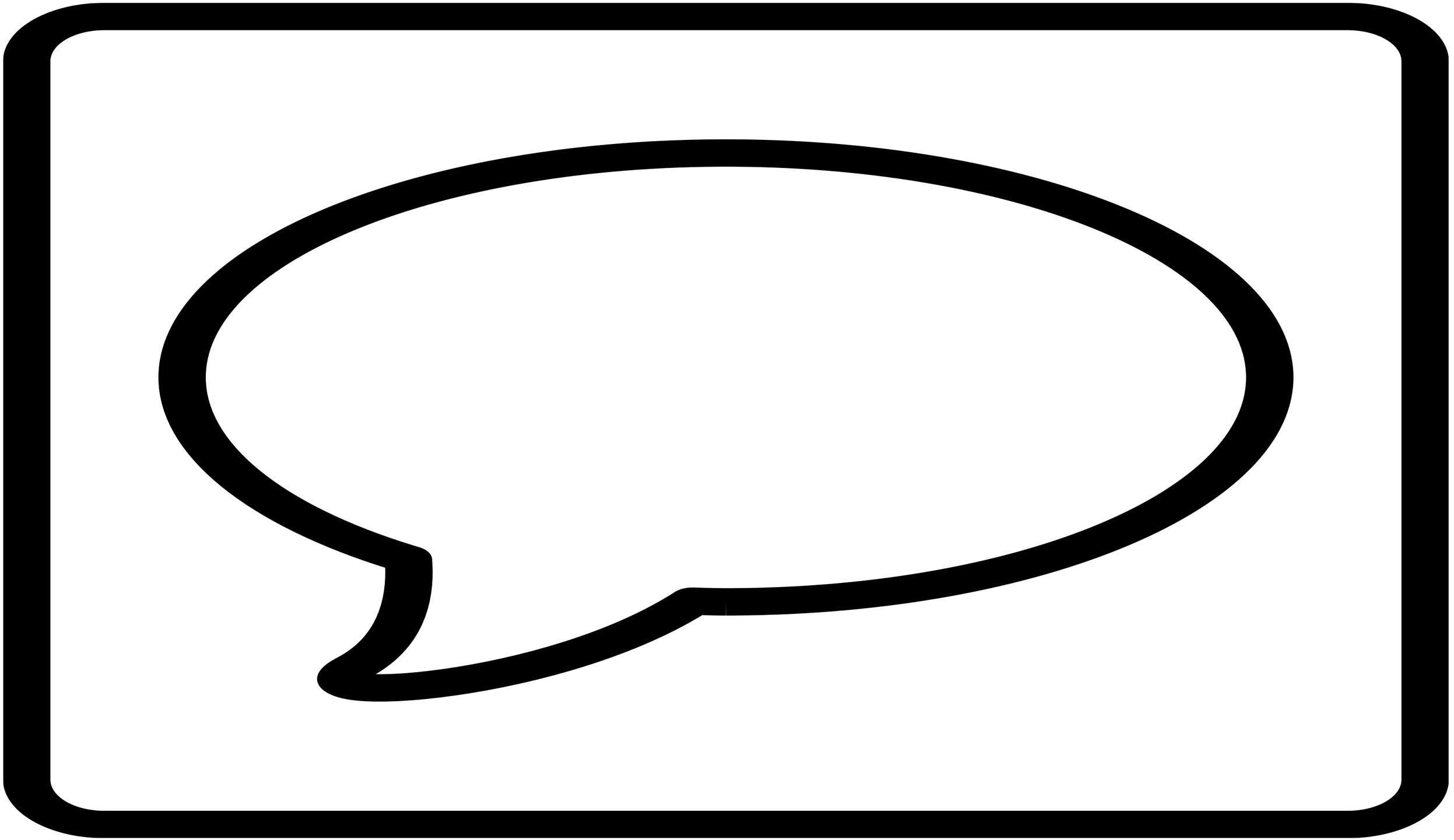
Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition





Institution **UW-Green Bay** Date **7-22-22**
Building Name **2035 John M. Rose Hall**

## Physical Condition Summary

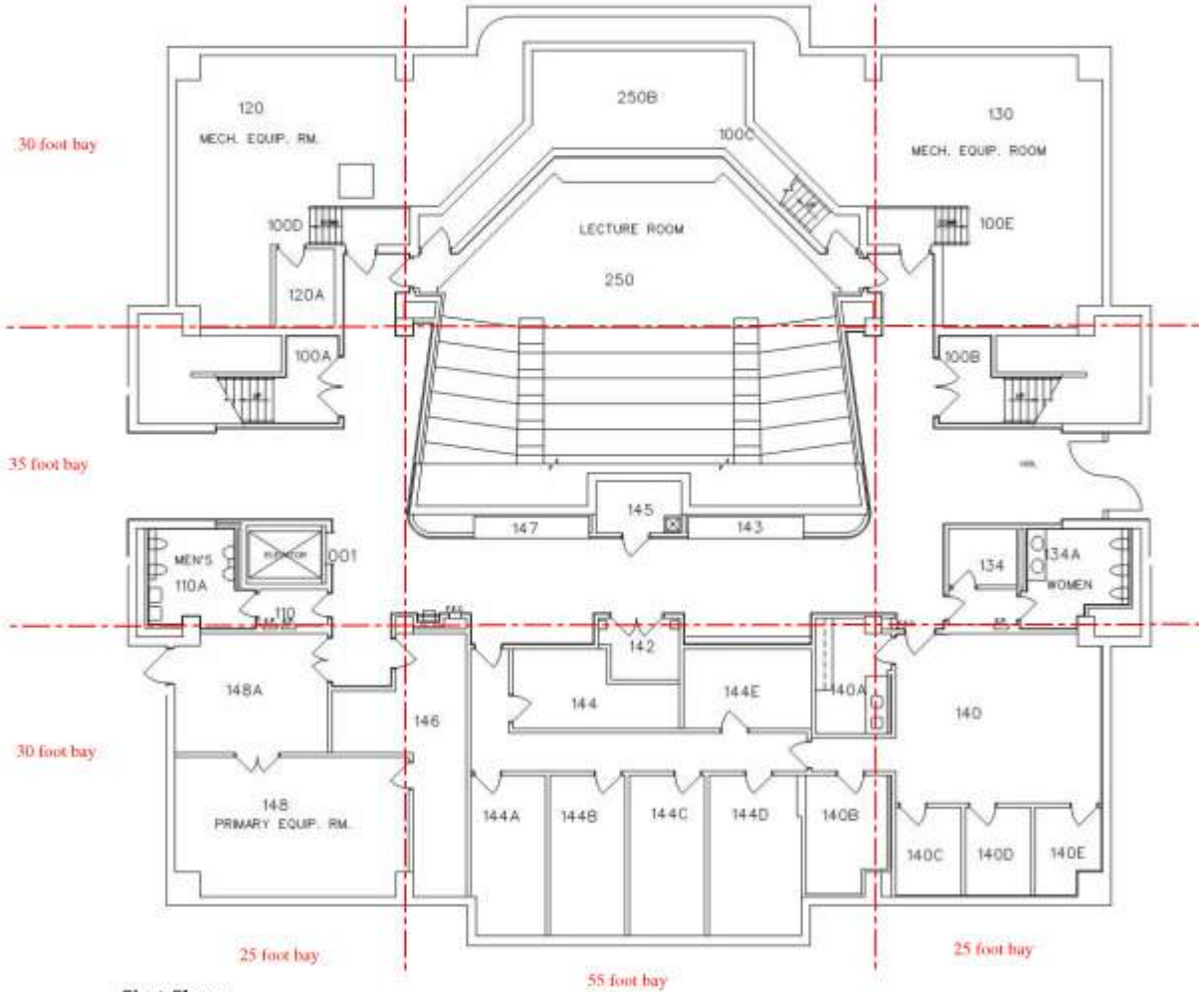
The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **3** | **16-30%** | Loading (PSF): Classrooms - 50, Corridors/Lobby/Stairs - 80, Roof – 30, Wind - 20.<br>Floor-to-floor: 13’-8” from first to second floor, 16’-0” from second to third floor, 14’-0” from third floor to roof.<br>Structural Bay spacing ranges from 25’ to 55’ in east-west direction and are 30’ in north-south direction. |
| **C** | **INTERIORS** | **3** | **16-30%** | |
| | Classrooms, Labs, and Offices | 2 | | |
| | Circulation / Concourse | 3 | | |
| | Restrooms | 3 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **3** | **16-30%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2035 John M. Rose Hall**

## Structural Bay Spacing
**2035 Rose Hall**

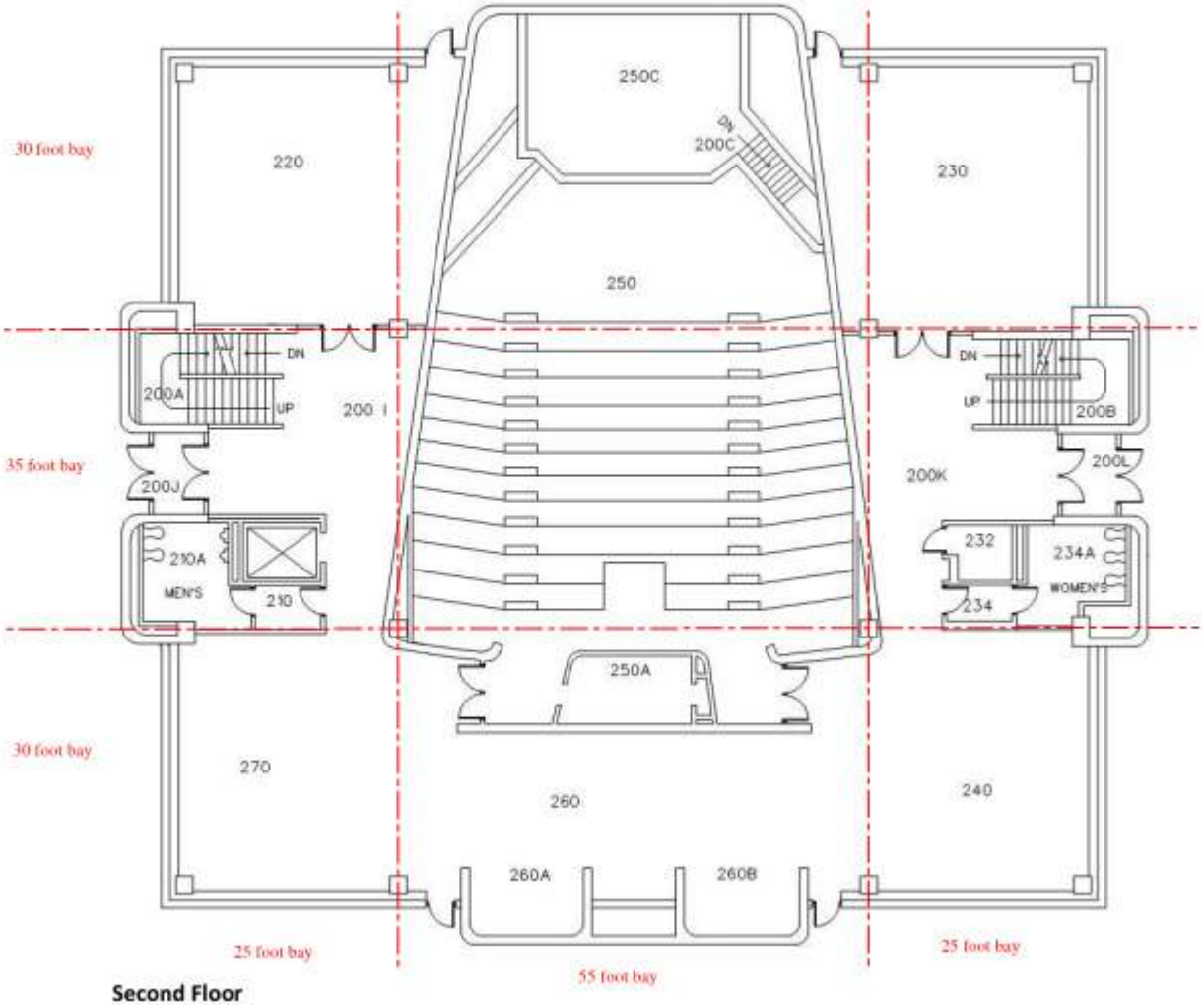



First Floor

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2035 John M. Rose Hall**

## Structural Bay Spacing

**2035 Rose Hall**




**Second Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2035 John M. Rose Hall**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

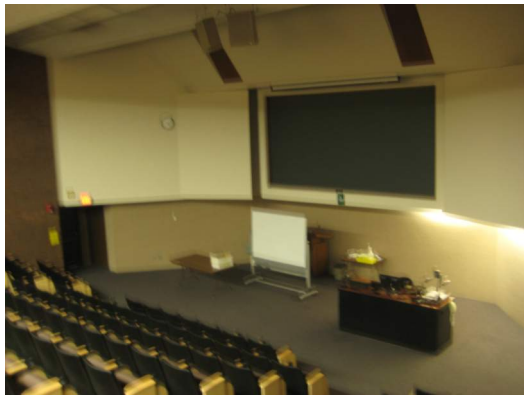
| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **A** | **0-15%** | |
| **VERTICAL CIRCULATION** | **A** | **0-15%** | |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | B | | |
| Circulation / Concourse | B | | |
| Restrooms | B | | |
| Back of House | B | | |
| **AVERAGE** | **B** | **0-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2035 John M. Rose Hall**

Room 140, looking south.

Room 144B, looking south.



Room 250, looking northwest.

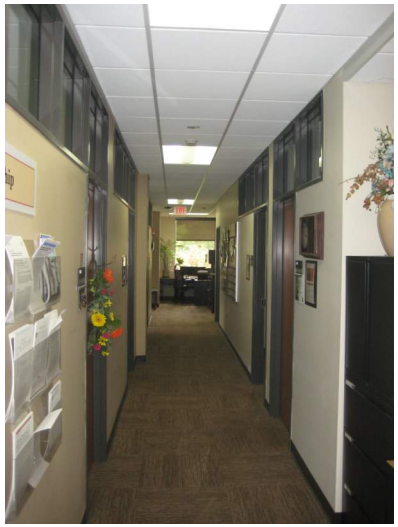
Room 230, looking northeast.

Room 240, looking east.

Room 325B, looking northwest.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2035 John M. Rose Hall**

Room 305, looking southwest.



Room 325Y, looking east.

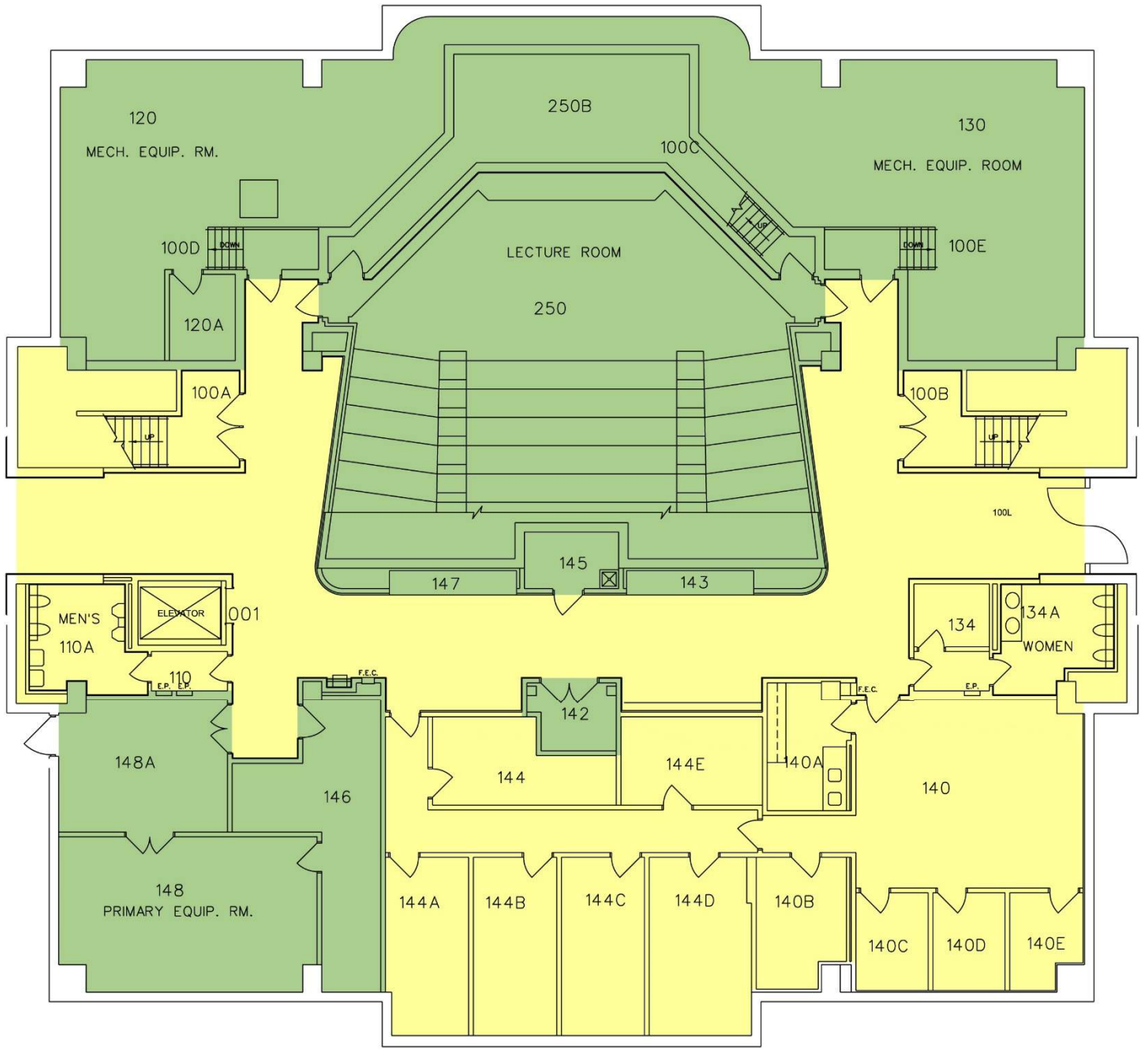
Room 304A, typical restroom.

**2035 John M. Rose Hall**
**First Floor**

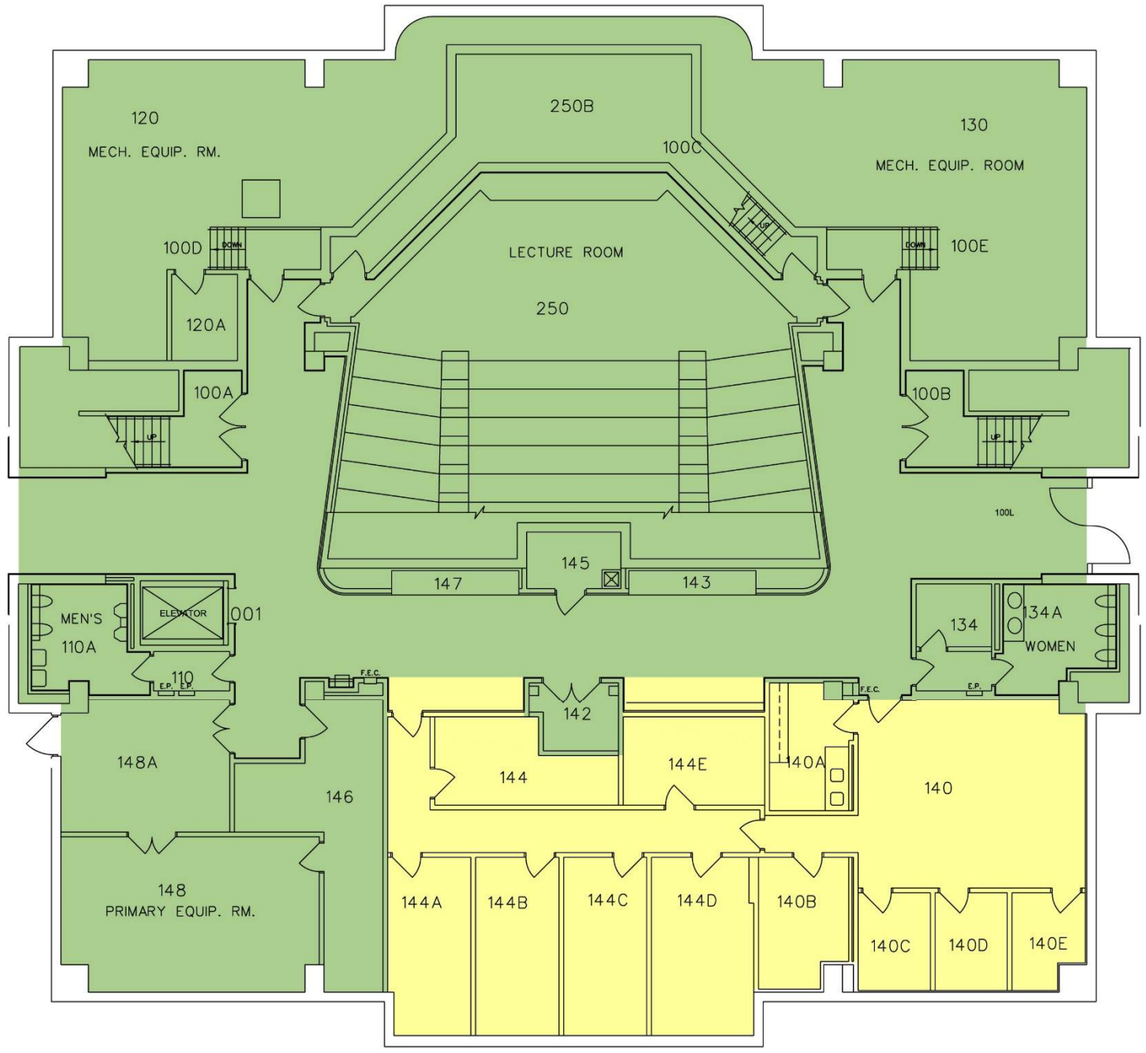
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

## Physical Condition




## Functional Condition

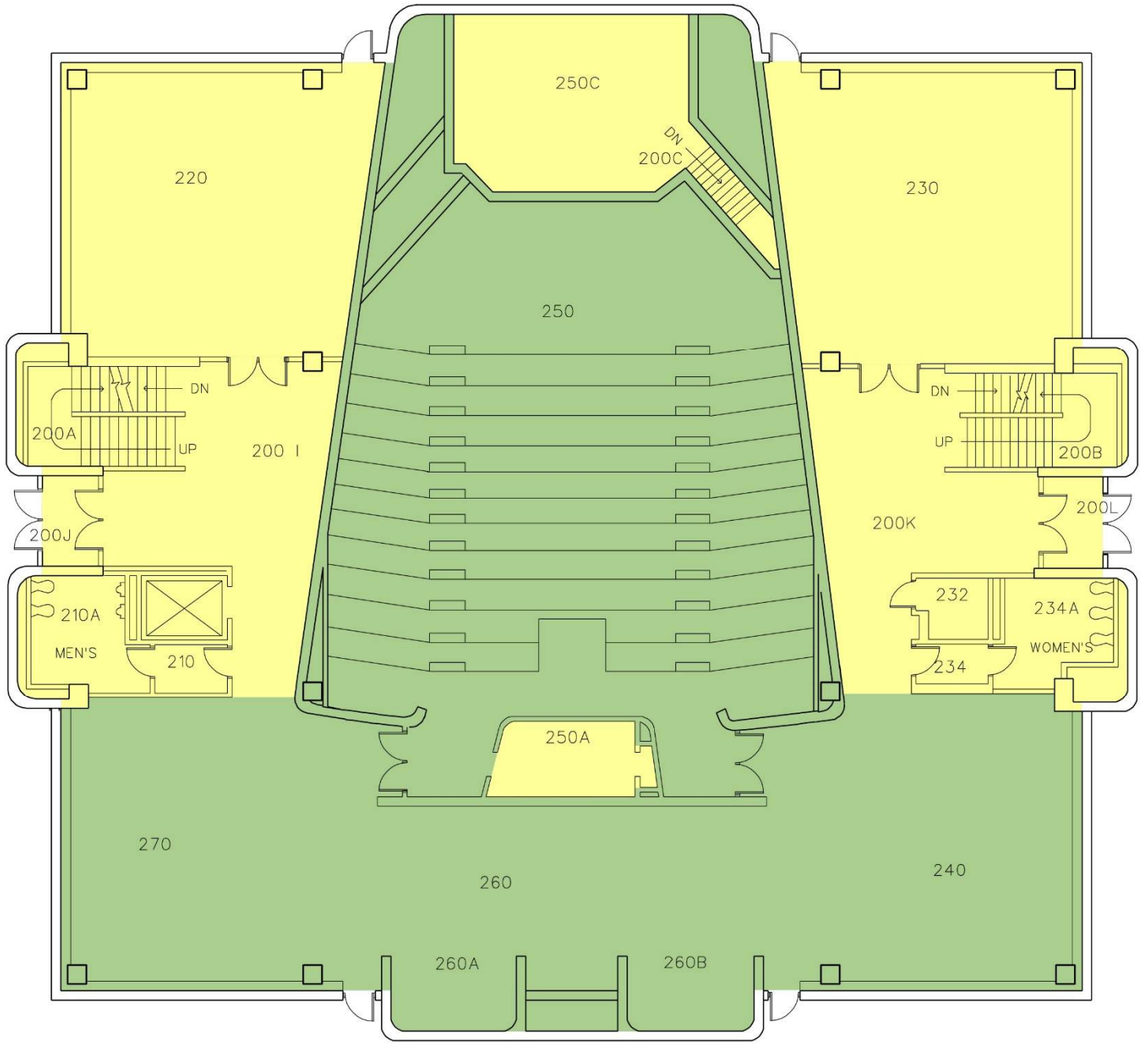


## 2035 John M. Rose Hall
## Second Floor

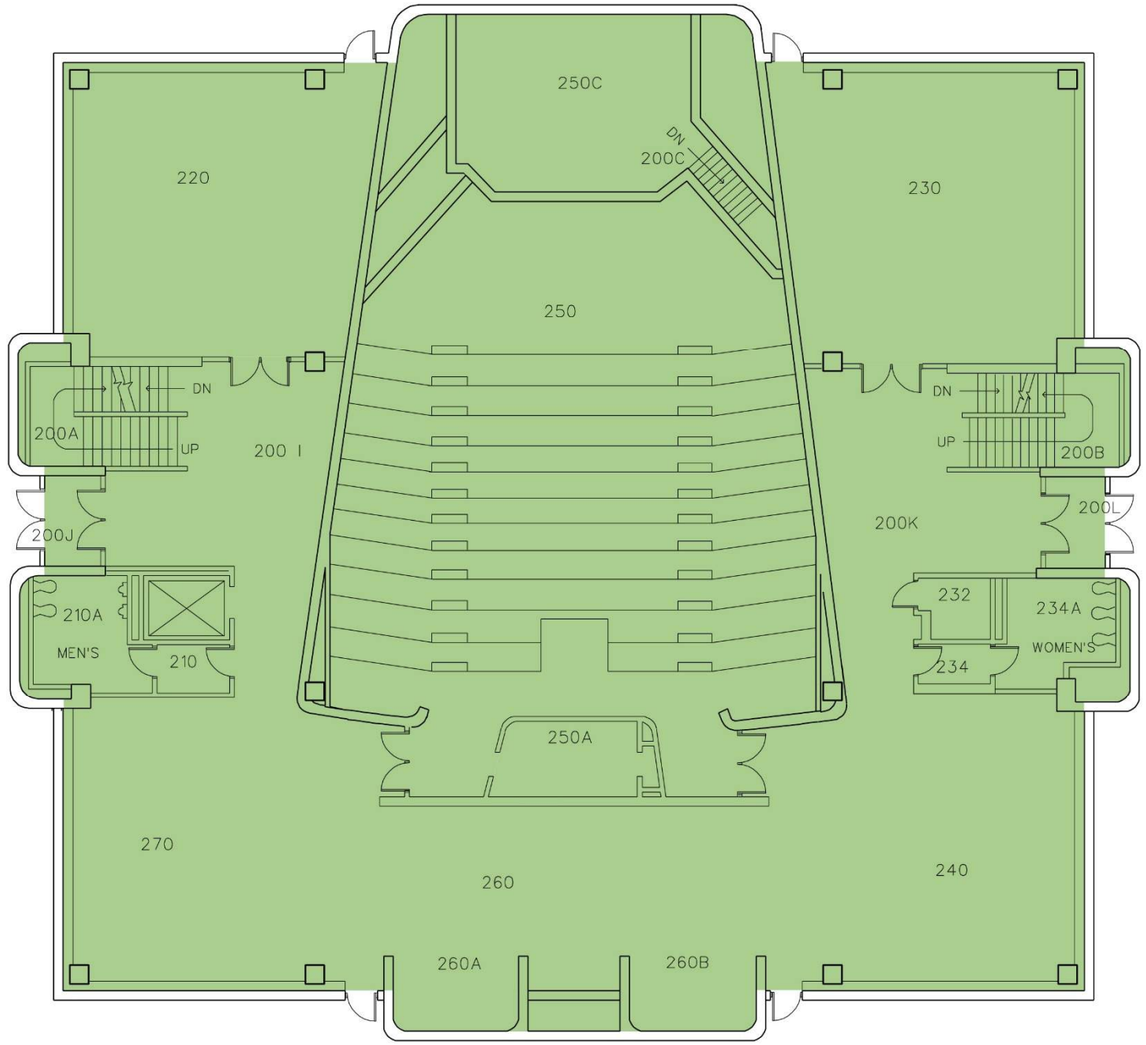
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

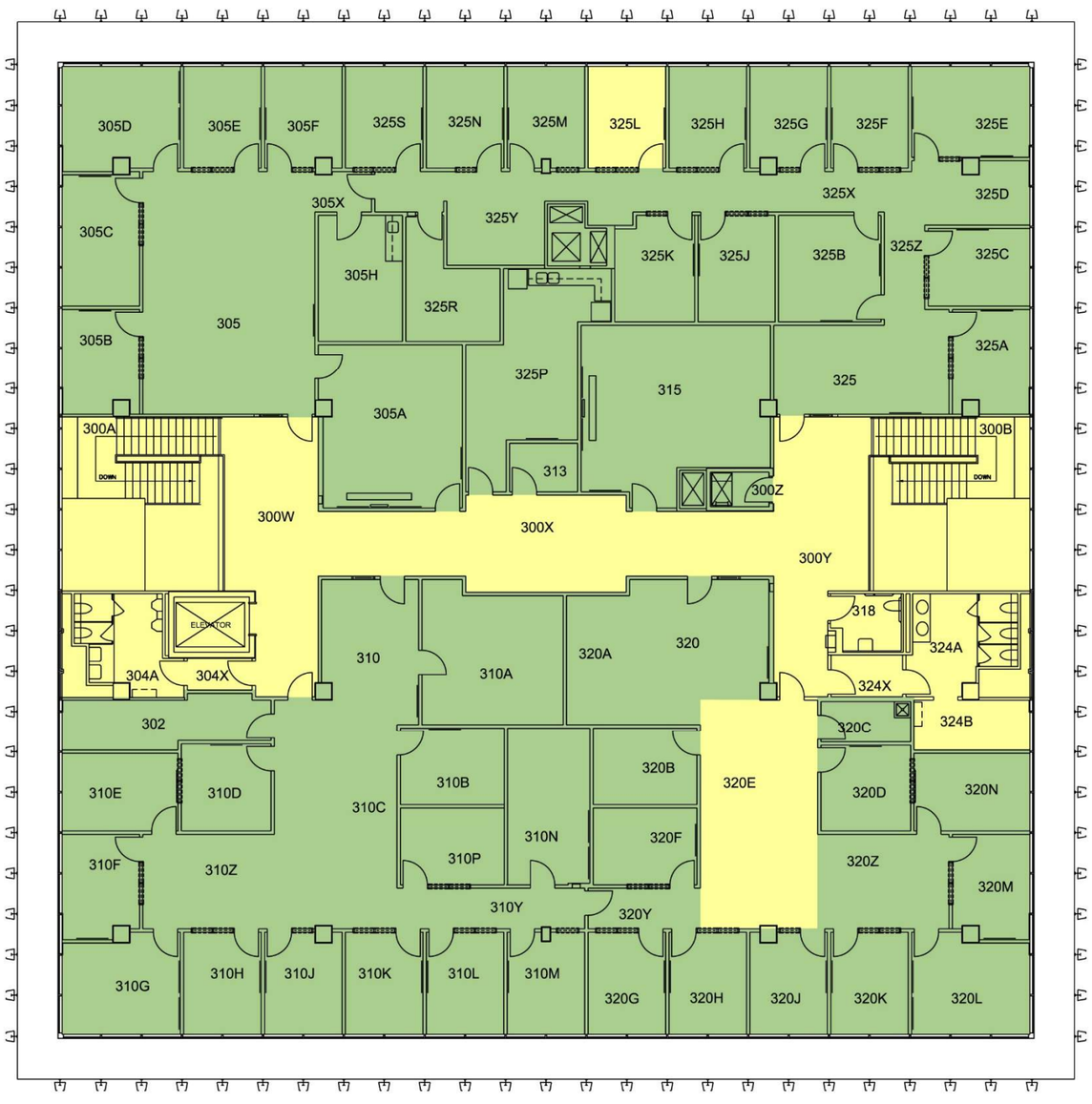


## 2035 John M. Rose Hall
## Third Floor

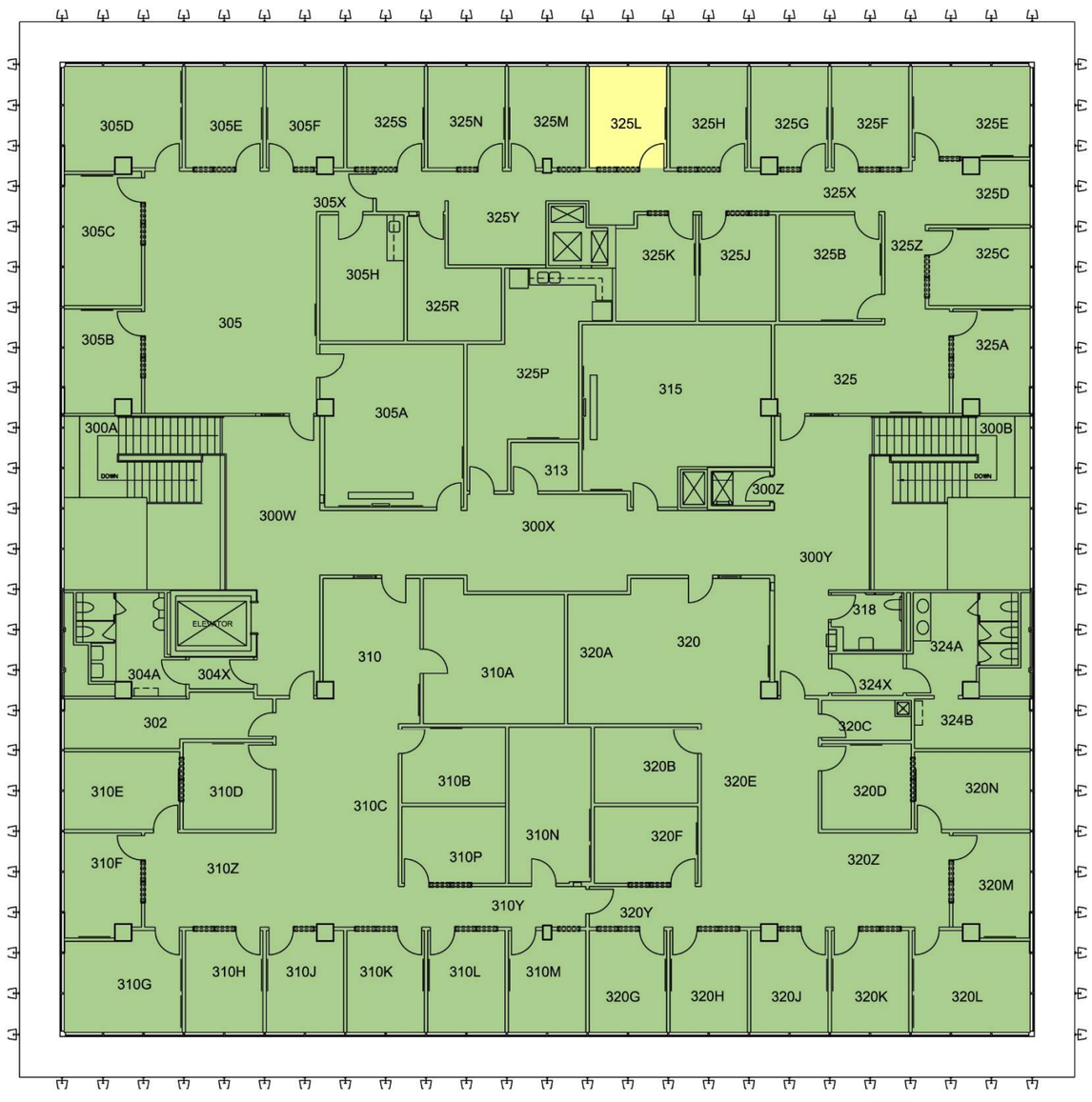
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2036 L. G. Wood Hall**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

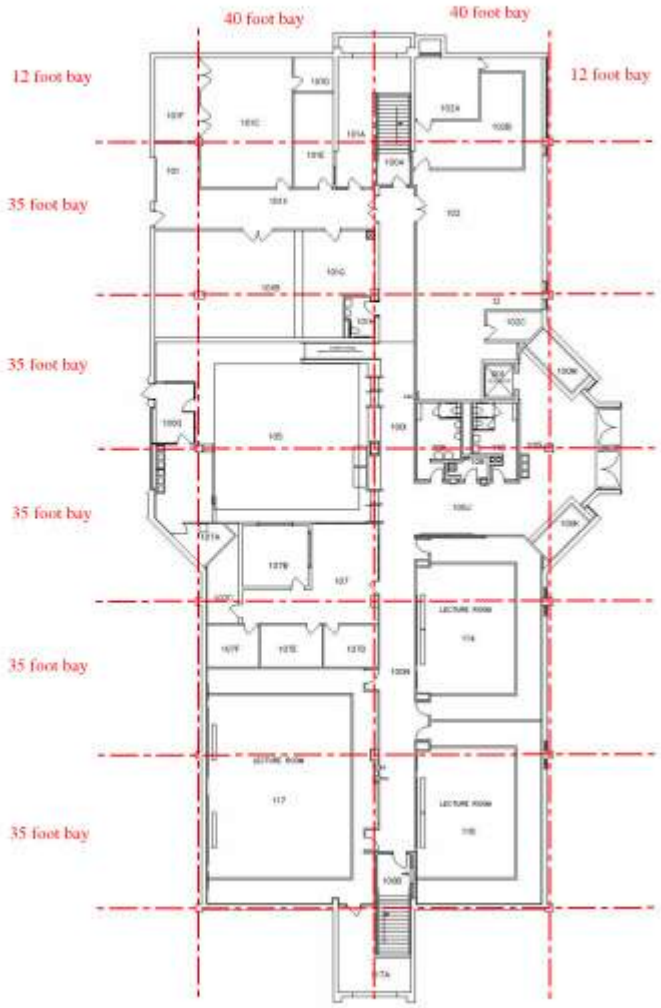
| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Classrooms/Offices - 100, Corridors/Stairs - 80,<br>Roof – 50, Wind - 20.<br>Floor-to-floor: 13’-4” from first to second floor, 14’-0” for upper floors including the roof.<br>Structural Bay spacing ranges from 20’-0” to 35’-0”. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Classrooms, Labs, and Offices | 1 | | |
| | Circulation / Concourse | 1 | | |
| | Restrooms | 2 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2036 L. G. Wood Hall**

## Structural Bay Spacing

**2036 Wood Hall**

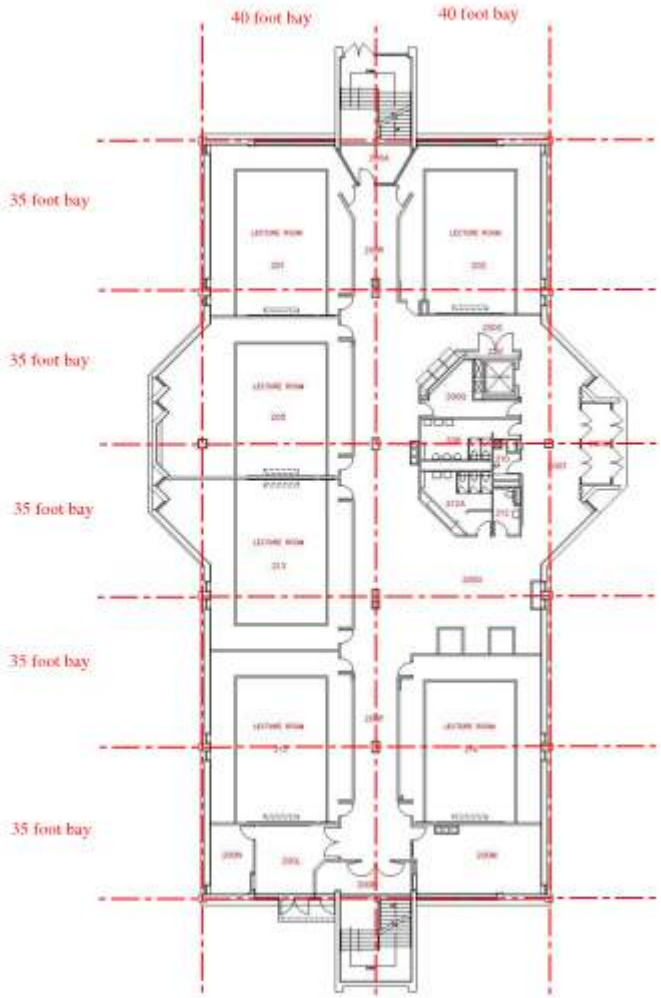



**First Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2036 L. G. Wood Hall**

## Structural Bay Spacing

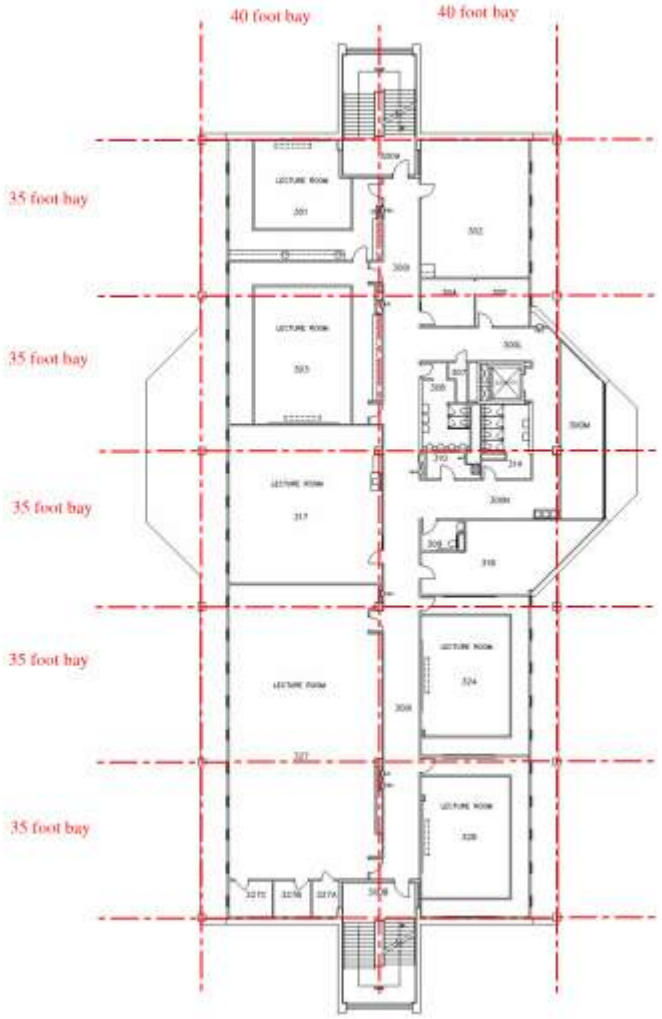
**2036 Wood Hall**




**Second Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2036 L. G. Wood Hall**

## Structural Bay Spacing
**2036 Wood Hall**



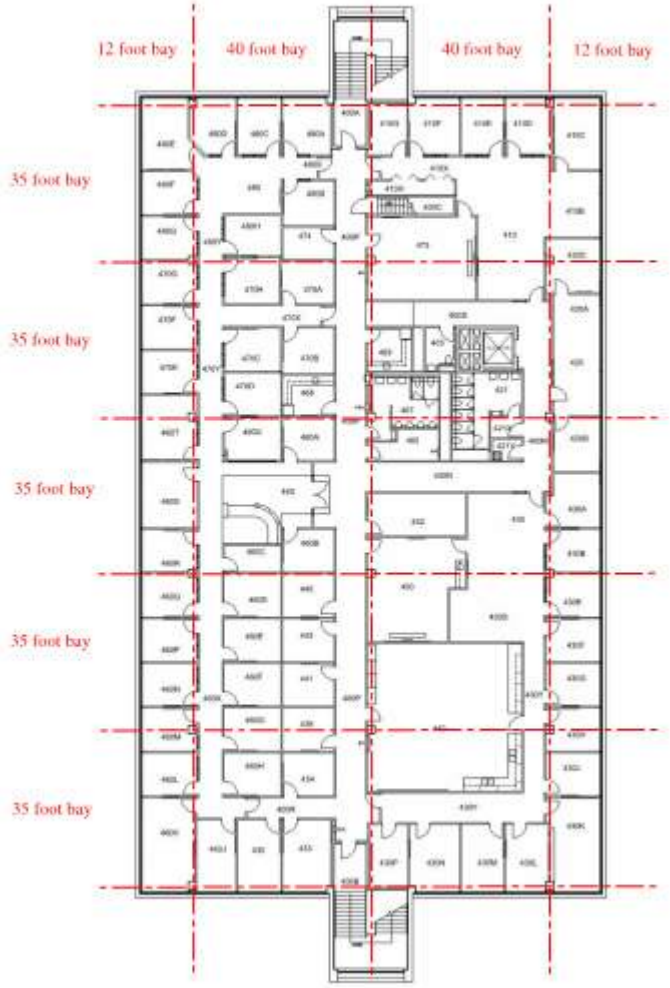

**Third Floor**

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2036 L. G. Wood Hall**

## Structural Bay Spacing

**2036 Wood Hall**




**Fourth Floor**

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2036 L. G. Wood Hall**

## Functional Condition Summary

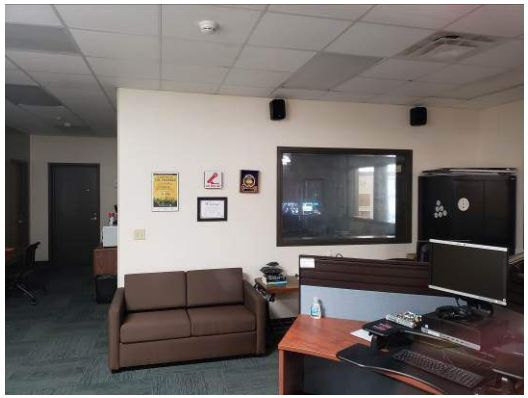
The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **0-15%** | |
| **VERTICAL CIRCULATION** | **B** | **5-15%** | |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | B | | |
| Circulation / Concourse | B | | |
| Restrooms | B | | |
| Back of House | B | | |
| **AVERAGE** | **B** | **5-15%** | |

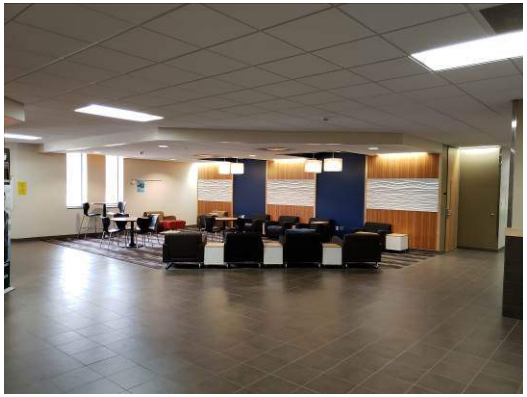
Institution **UW-Green Bay** Date **7-22-22**
Building Name **2036 L. G. Wood Hall**

Room 105, looking east.



Room 107, looking west.

Room 200M, looking east.



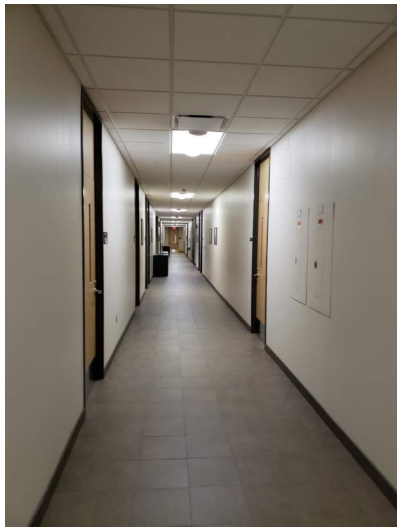
Room 200U, looking south.

Room 201, looking south.

Room 300M, looking east.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2036 L. G. Wood Hall**

Room 327, looking northeast.

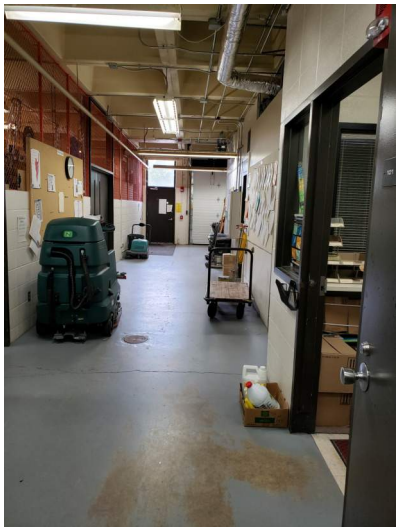


Room 400P, typical upper level corridor.

Entry to room 460.

Room 101H, typical single-use restroom.

Room 208, typical restroom.



Room 101X, typical back of house space.

## 2036 L. G. Wood Hall
## First Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition

### Functional Condition

## 2036 L. G. Wood Hall
## Second Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition

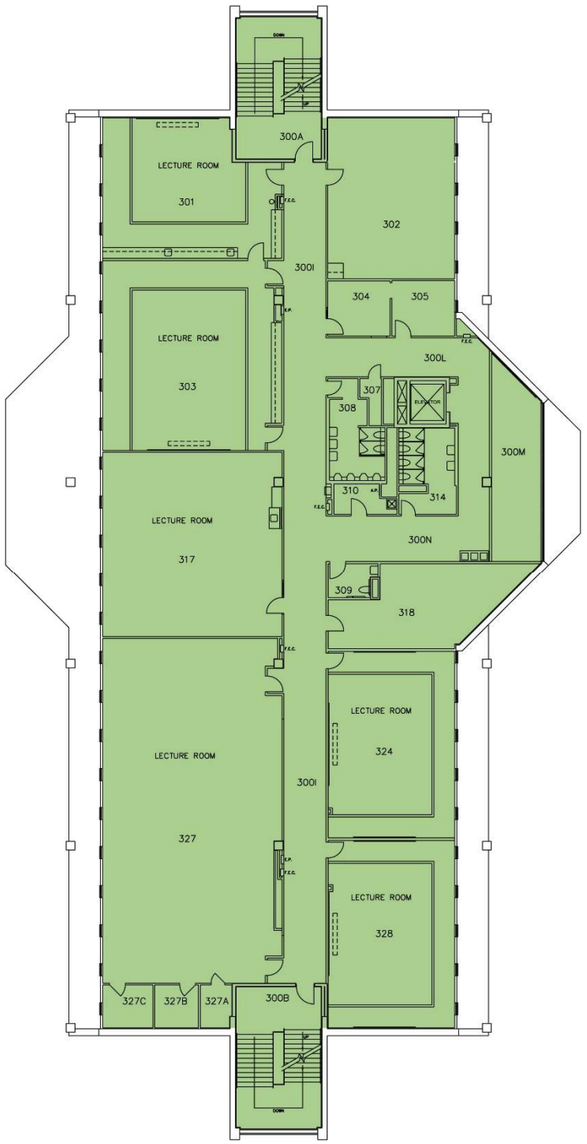
### Functional Condition

## 2036 L. G. Wood Hall
## Third Floor

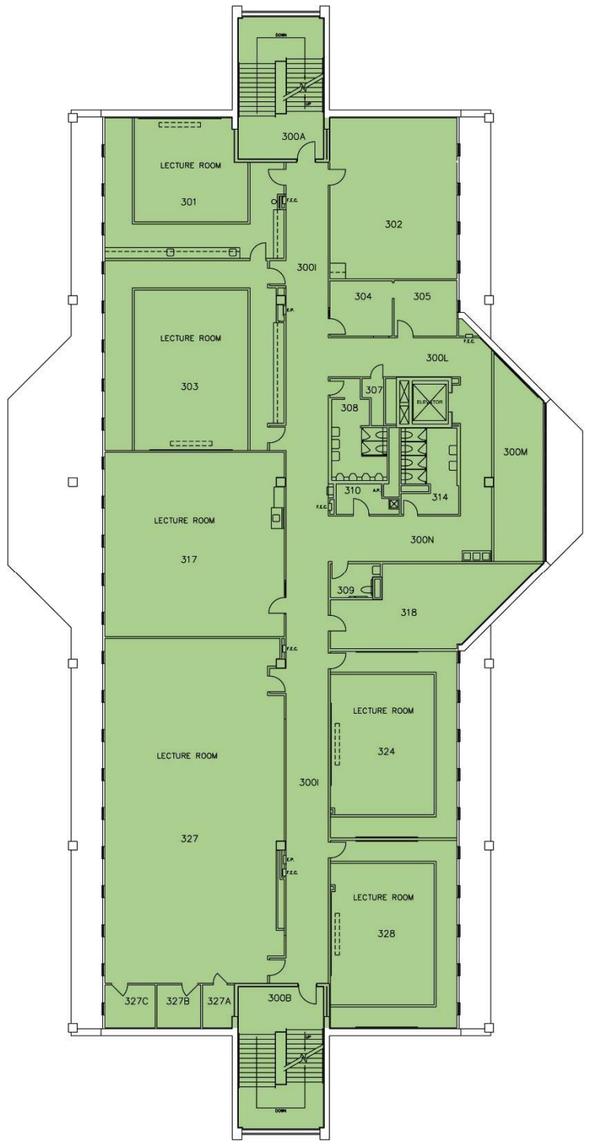
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

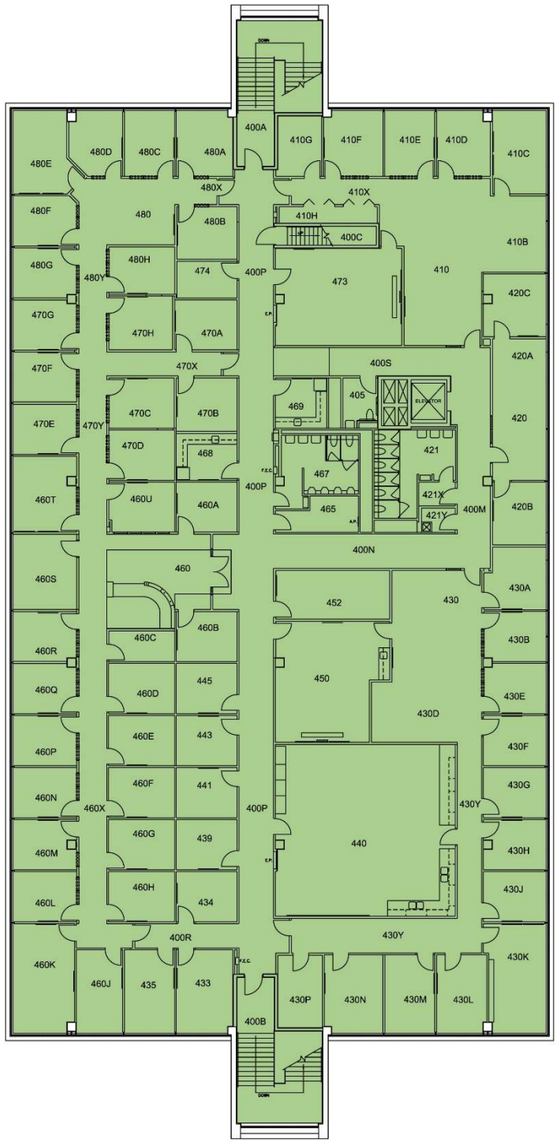


## 2036 L. G. Wood Hall
## Fourth Floor

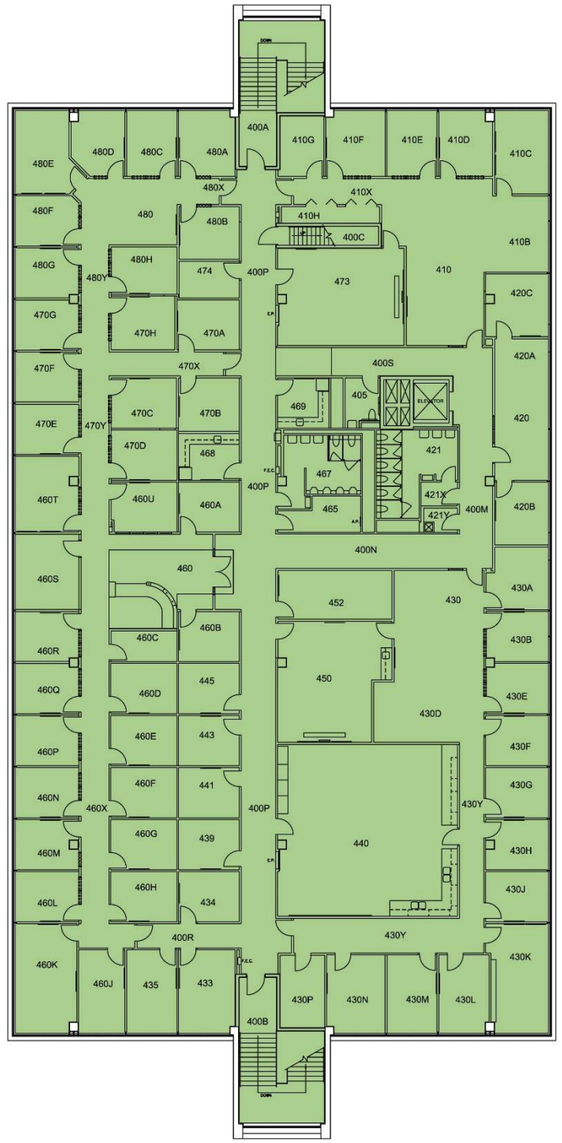
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2045 Concourse System**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE *** | **2** | **5-15%** | Loading (PSF): Floors are Slab-on-grade.<br>Roof – 100 (assumed where buried), Roof – 30 (assumed where exposed), Wind - 20.<br>Floor-to-floor: Varies.<br>Structural Bay: NA.<br>Structural Bay Spacing is not included. |
| **C** | **INTERIORS** | **3** | **16-30%** | Consider rerouting concourse when an adjacent building is getting modified (e.g. incorporate the concourse and circle entry into new Cofrin Research Center scope). |
| | **AVERAGE** | **3** | **16-30%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2045 Concourse System**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
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| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **B** | **5-15%** | |
| **VERTICAL CIRCULATION** | **N/A** | **N/A** | |
| **INTERIORS** | **B** | **16-30%** | Majority of spaces are drab and outdated with the exception of the connector between Cofrin Library and Student Services. Adjacent outdoor spaces are underutilized. Connector between Cofrin and Student Services limits connectivity to the Quad. |
| **AVERAGE** | **B** | **16-30%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2045 Concourse System**

Connector, looking west to Rose Hall.

Concourse inside Rose, looking east.

Connector, looking west to Wood Hall.

Connector, looking northeast to circle entry.

Circle entry, looking east.

Connector, looking north to Student Services.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2045 Concourse System**

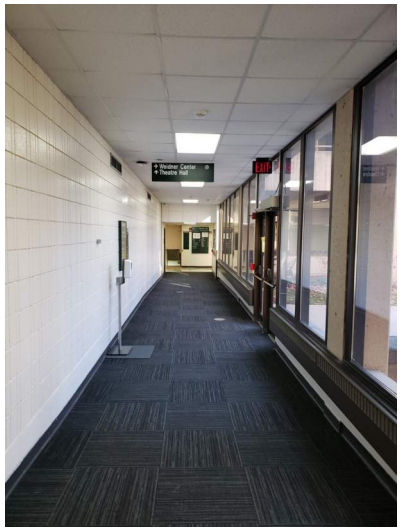
Connector, looking south to Instructional Services.

Connector, looking south to Lab Sciences.

Connector, looking north to Instructional Services.

Connector, looking southeast to MAC Hall.

Concourse inside MAC Hall, looking west.



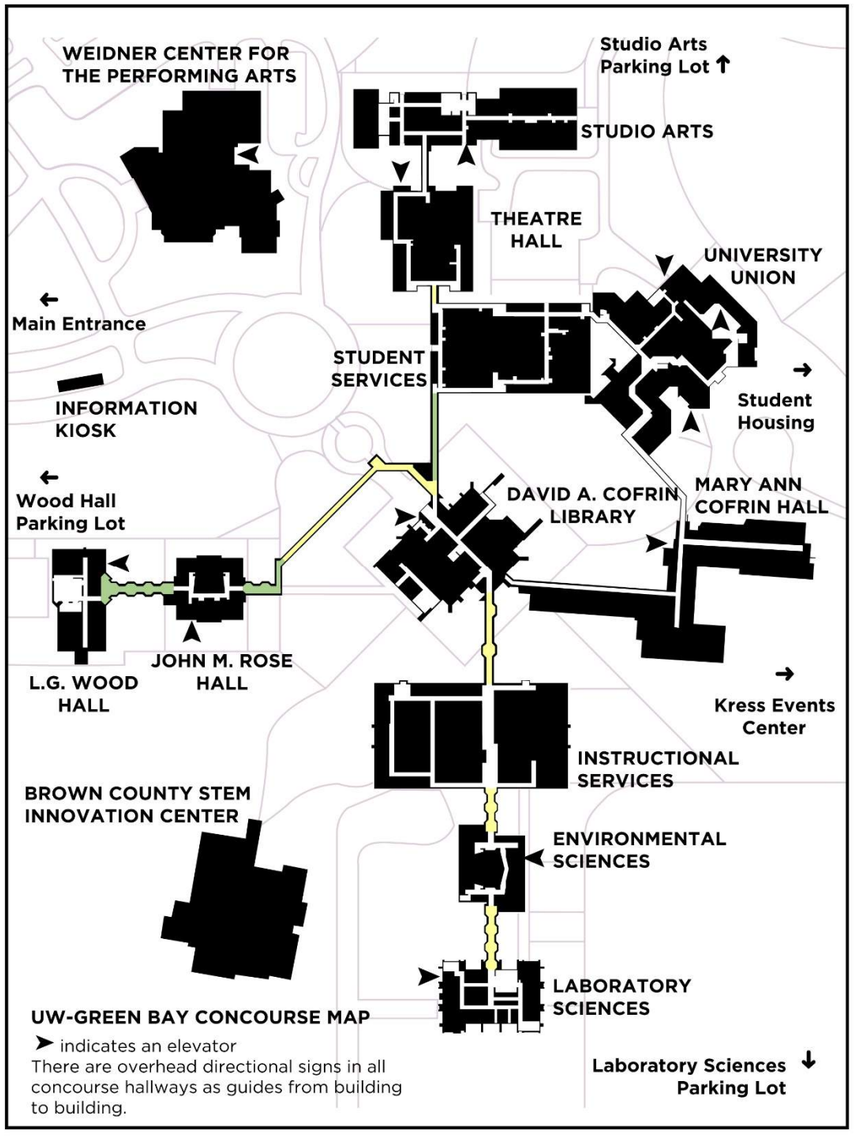

Concourse inside Studio Arts, looking south.

## 2045 Concourse System
## First Floor

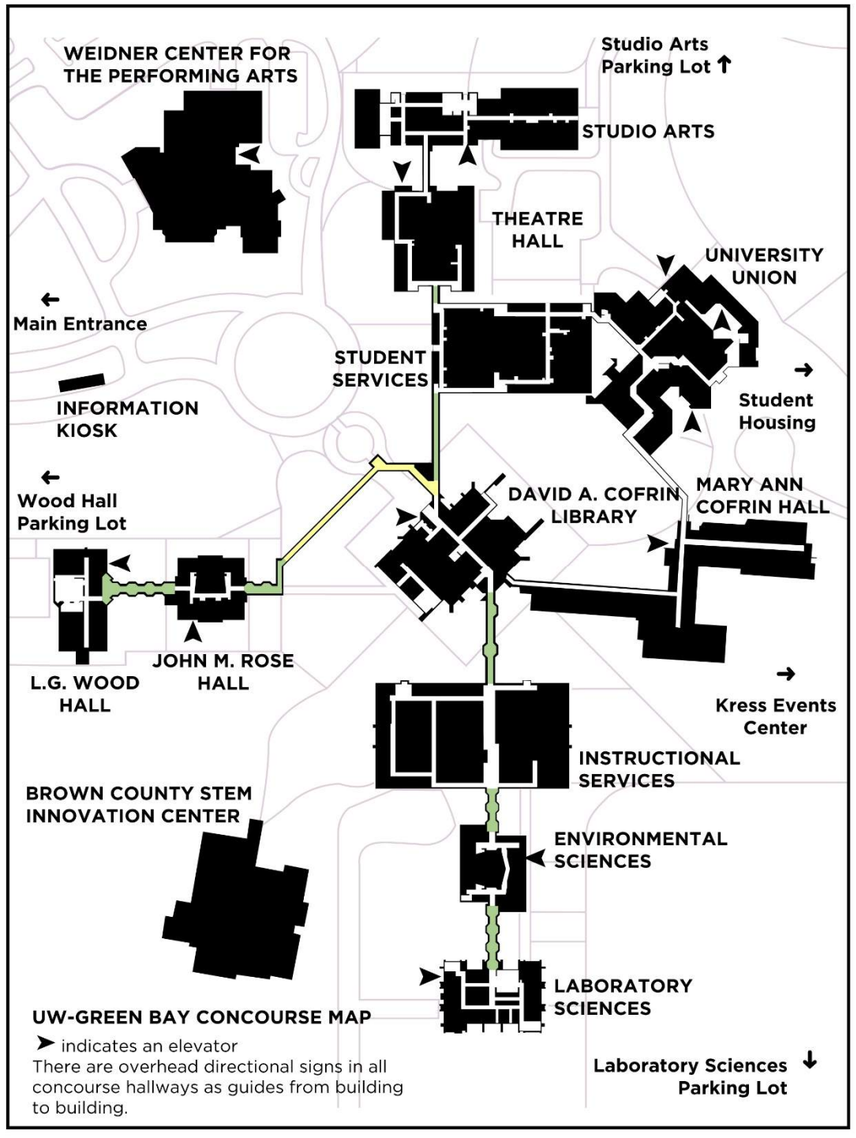
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2050 Weidner Center for the Performing Arts**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

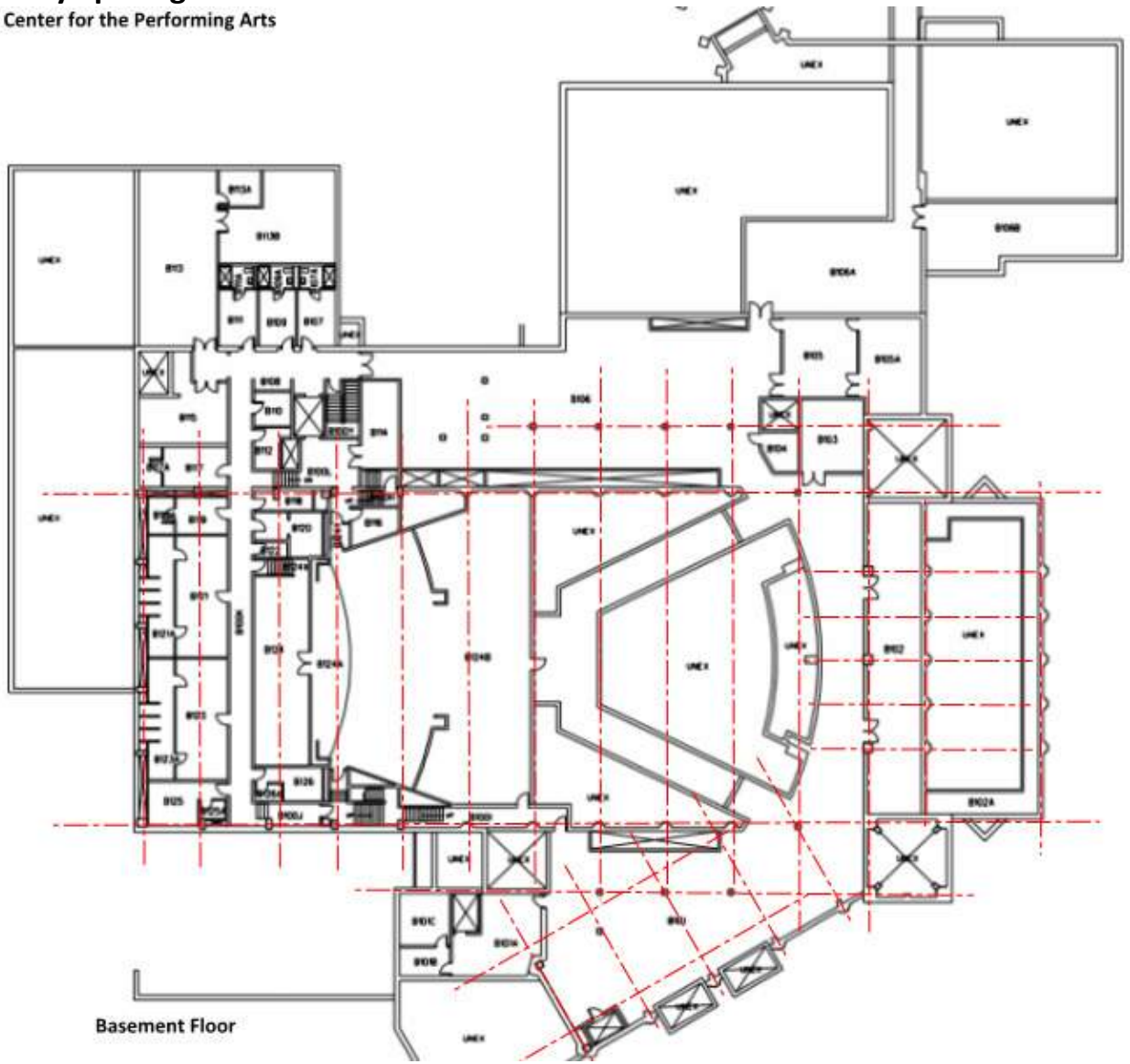
| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Seating – 60, Catwalks – 25, Corridors/Stairs - 100, Stage, back and side – 150, Coolers – 200, Addition floors and storage - 125<br>Roof – 30 + drifting, Wind – 20/25 – below and above 50-feet.<br>Floor-to-floor: 17’-6” from basement to first floor, 17’-0” from first to second floor, 15’-5” from second to third floor, 18’-0” from third to fourth floor, 9’-5” from fourth to sound booth floor.<br>Structural Bay spacing varies due to complexity clear span of performance spaces, building additions, and configuration. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Performance Spaces and Offices | 2 | | Isolated backstage areas in fair condition. |
| | Circulation / Concourse | 2 | | |
| | Restrooms | 2 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2050 Weidner Center for the Performing Arts**

## Structural Bay Spacing

**2050 Weidner Center for the Performing Arts**

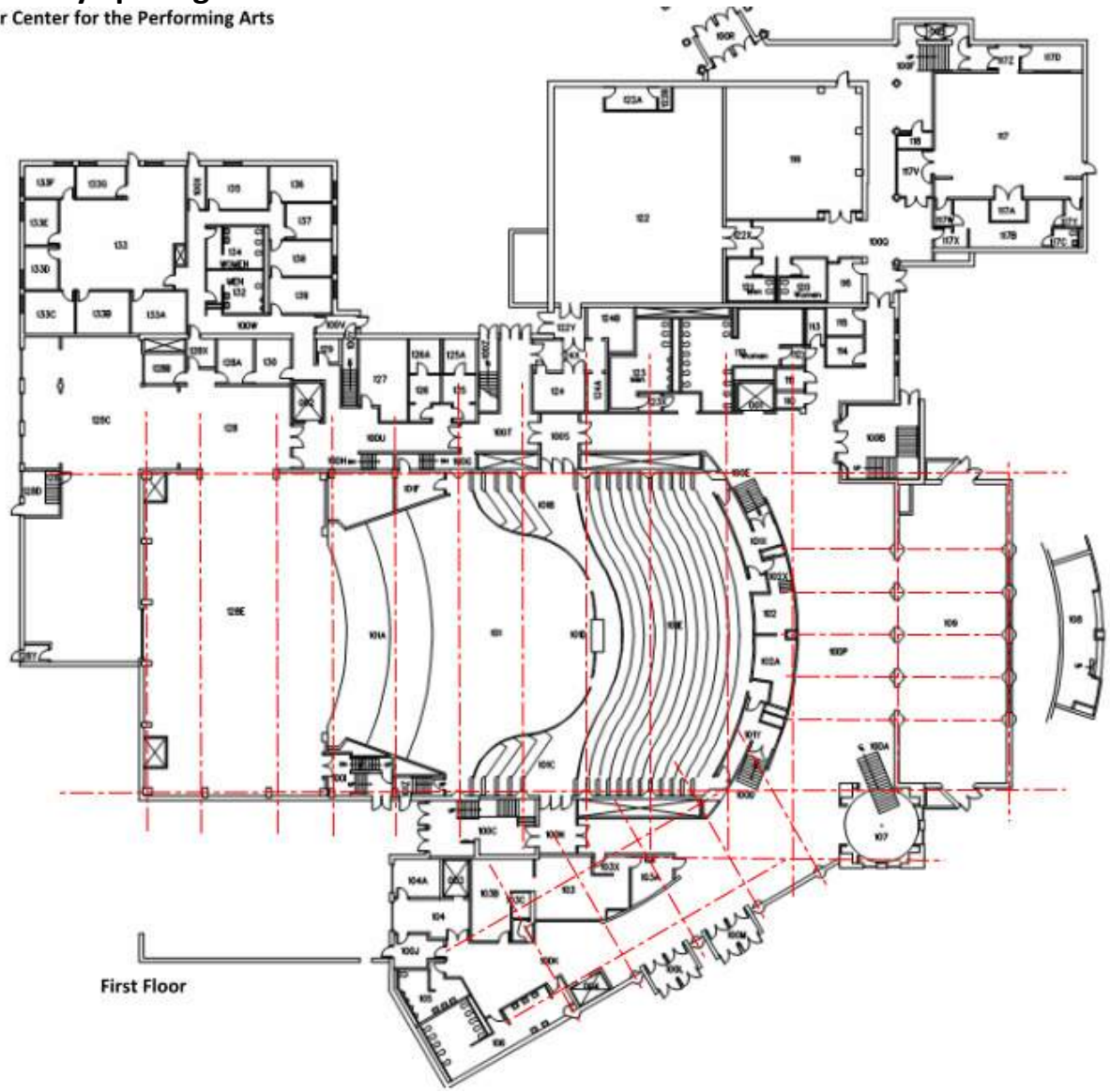


Institution **UW-Green Bay** Date **7-22-22**

Building Name **2050 Weidner Center for the Performing Arts**

## Structural Bay Spacing

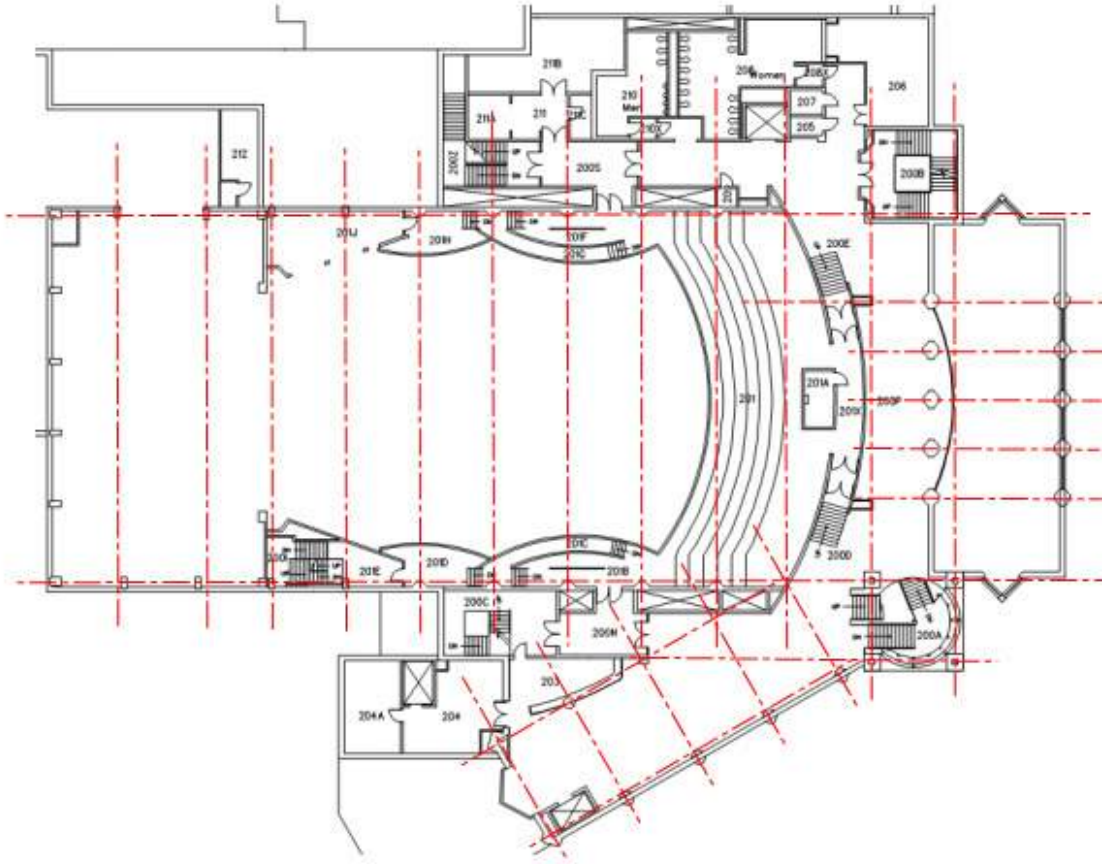
**2050 Weidner Center for the Performing Arts**



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2050 Weidner Center for the Performing Arts**

## Structural Bay Spacing

**2050 Weidner Center for the Performing Arts**



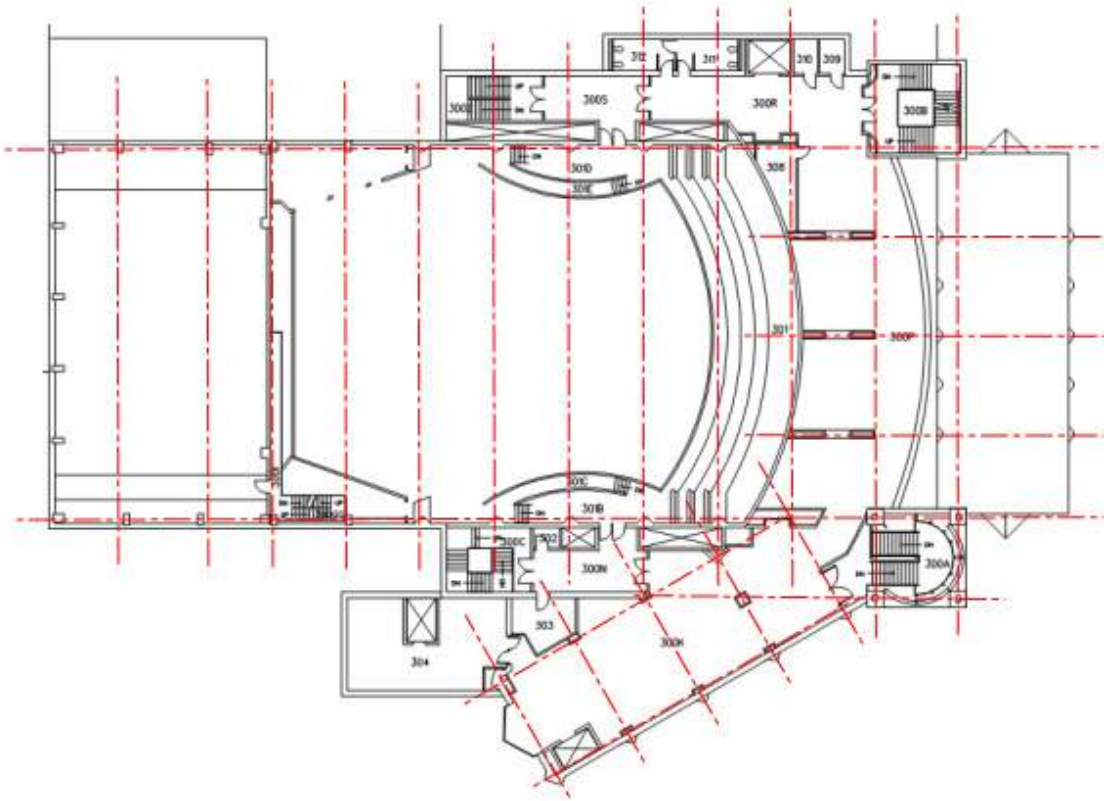
**Second Floor**

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2050 Weidner Center for the Performing Arts**

## Structural Bay Spacing

**2050 Weidner Center for the Performing Arts**



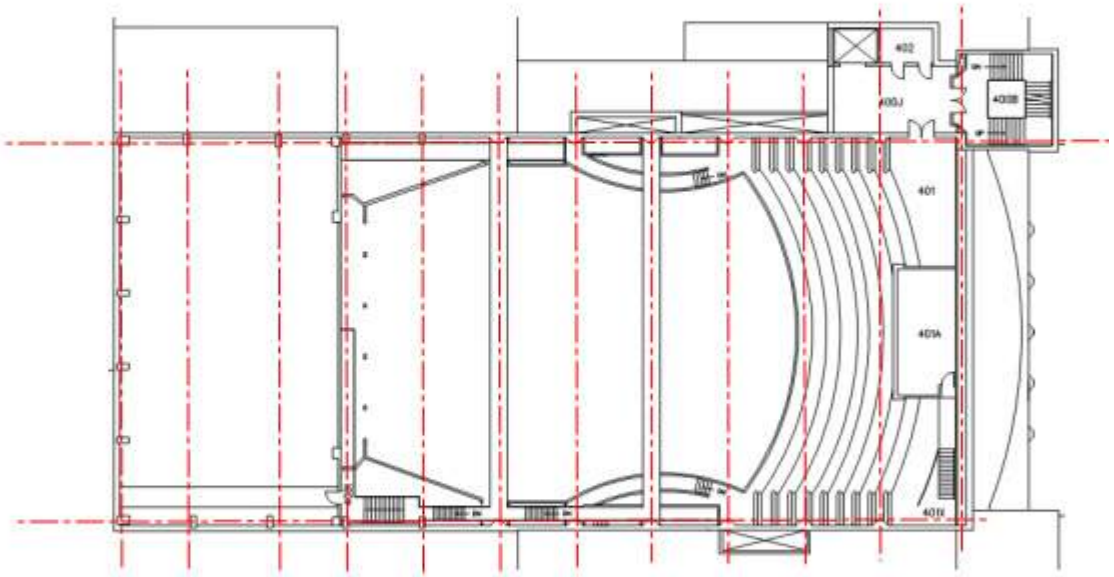
**Third Floor**

## Structural Bay Spacing

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2050 Weidner Center for the Performing Arts**

**2050 Weidner Center for the Performing Arts**




**Fourth Floor**

## Functional Condition Summary

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2050 Weidner Center for the Performing Arts**

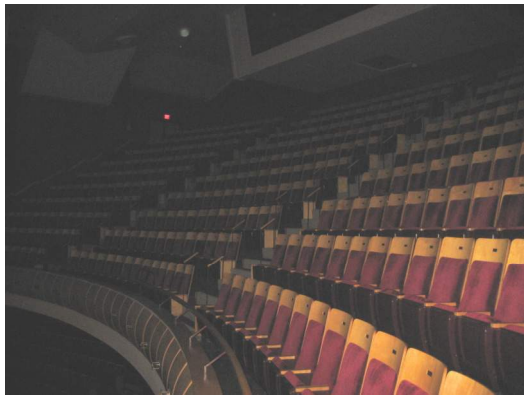
The following UW System table is used to grade the physical condition of building elements:

| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **A** | **0-15%** | |
| **VERTICAL CIRCULATION** | **A** | **0-15%** | |
| **INTERIORS** | **A** | **0-15%** | |
| Performance Spaces and Offices | A | | |
| Circulation / Concourse | A | | |
| Restrooms | A | | |
| Back of House | A | | |
| **AVERAGE** | **A** | **0-15%** | |

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2050 Weidner Center for the Performing Arts**

Room 101D, looking east.



Room 401, looking east.

Room 122, looking southeast.

Room 119, looking northeast.

Room B111, looking east.

Room B121, looking east.

Institution **UW-Green Bay** Date **7-22-22**
Building Name **2050 Weidner Center for the Performing Arts**

Room 127, looking east.

Room 100T, looking north.

Room B113A, looking southeast.

Typical dressing room shower.

Typical back-of-house toilet room.

Typical public toilet room.

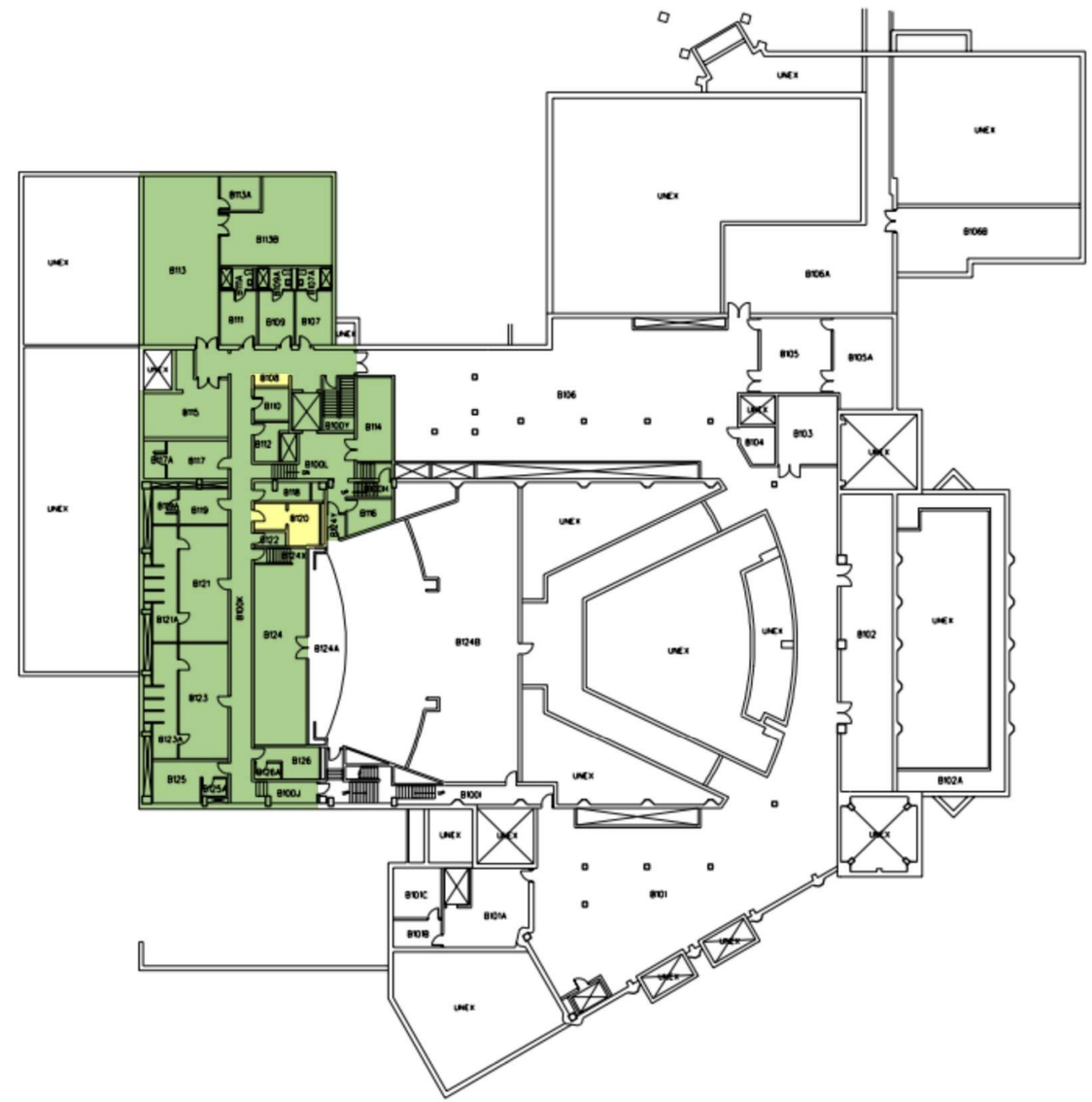
## 2050 Weidner Center for the Performing Arts
## Basement Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

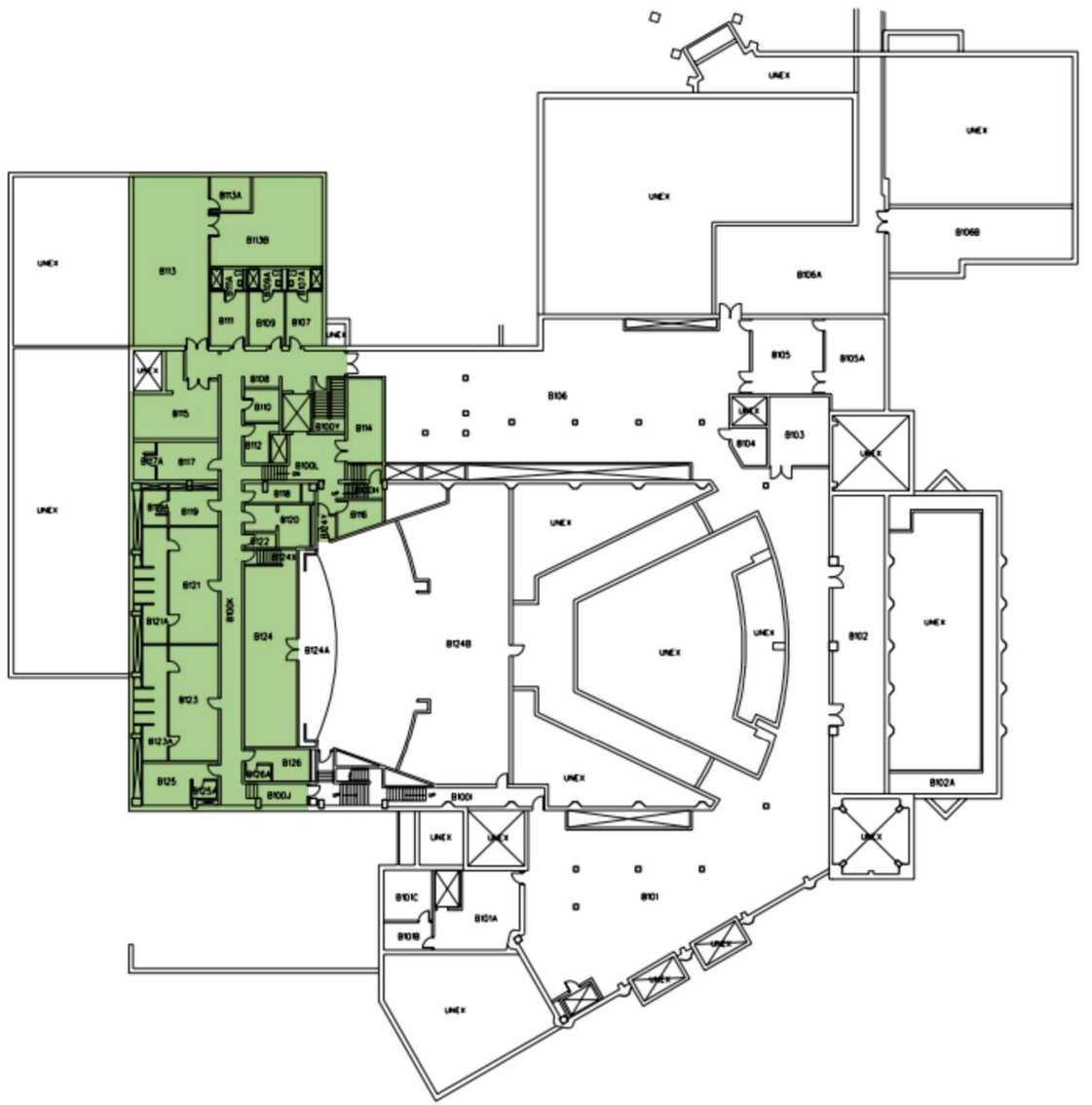
Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

Spaces without a color were not evaluated in this study.

### Physical Condition




### Functional Condition



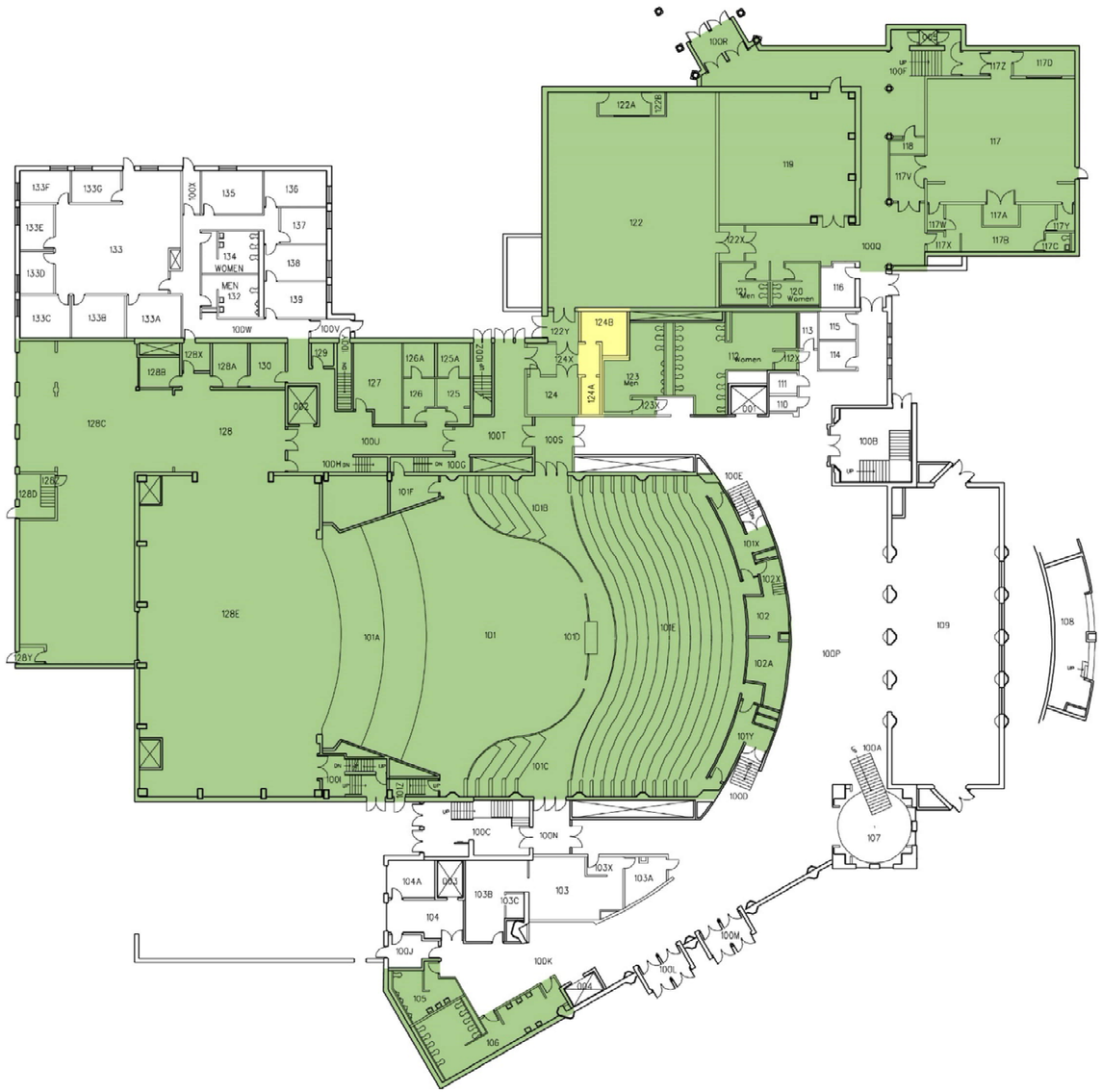
## 2050 Weidner Center for the Performing Arts
## First Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

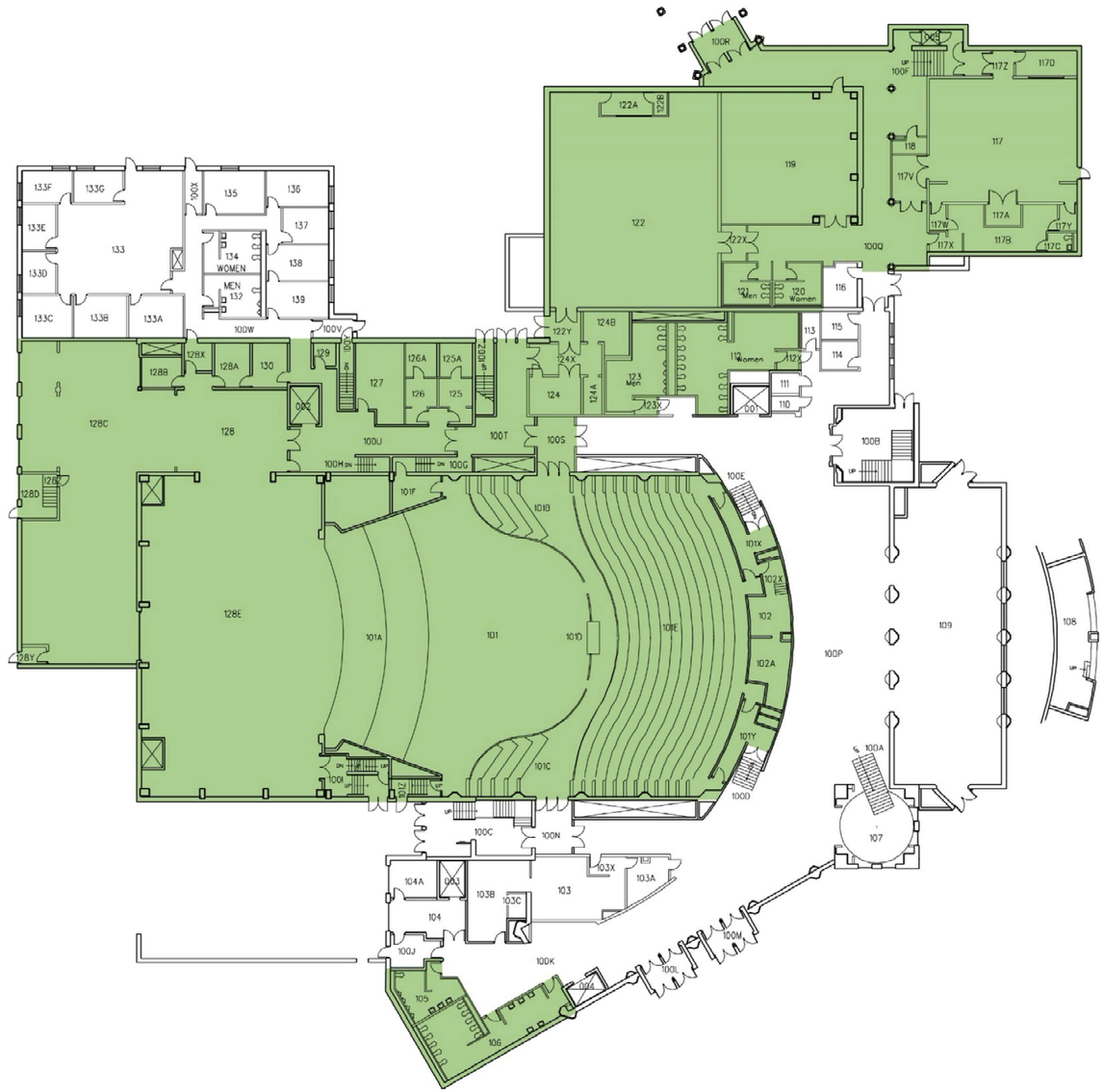
Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

Spaces without a color were not evaluated in this study.

### Physical Condition




### Functional Condition



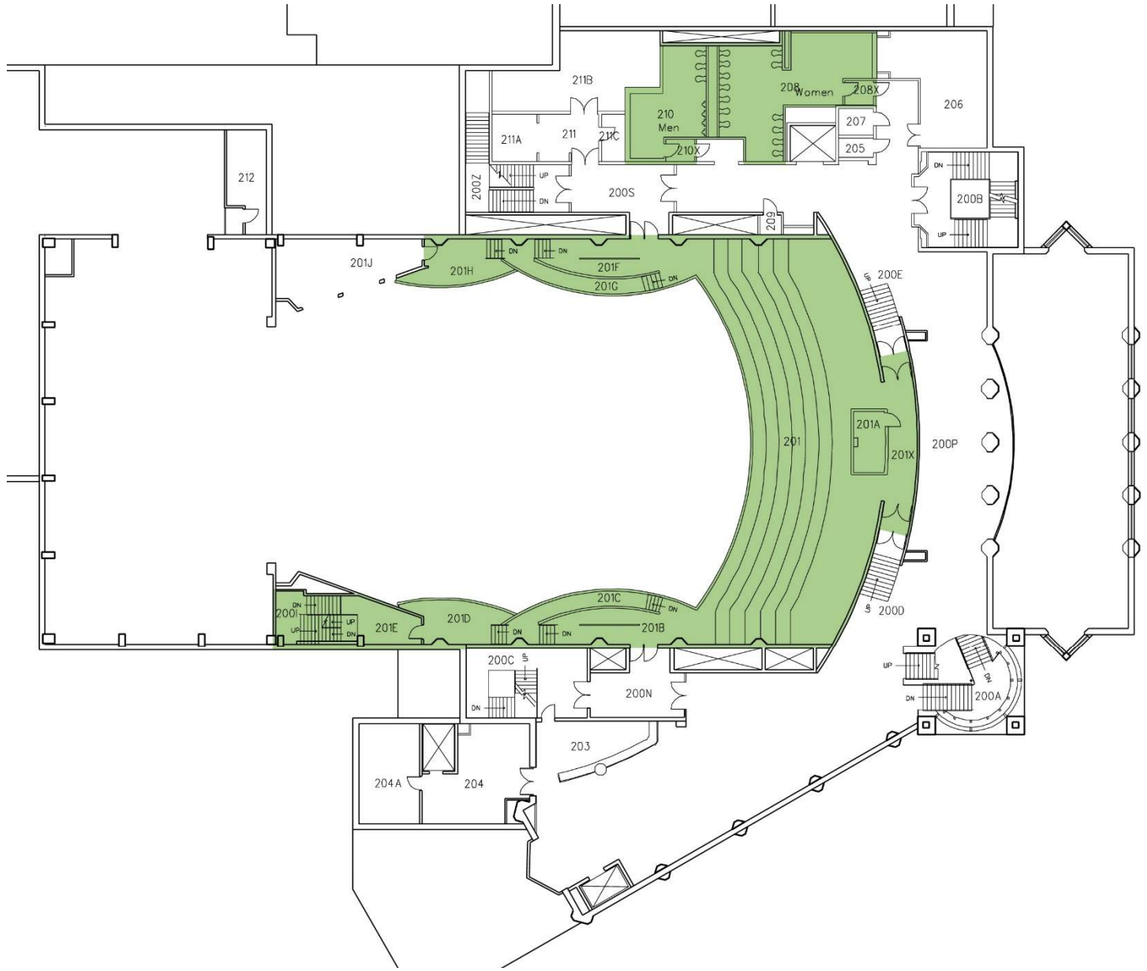
## 2050 Weidner Center for the Performing Arts
## Second Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

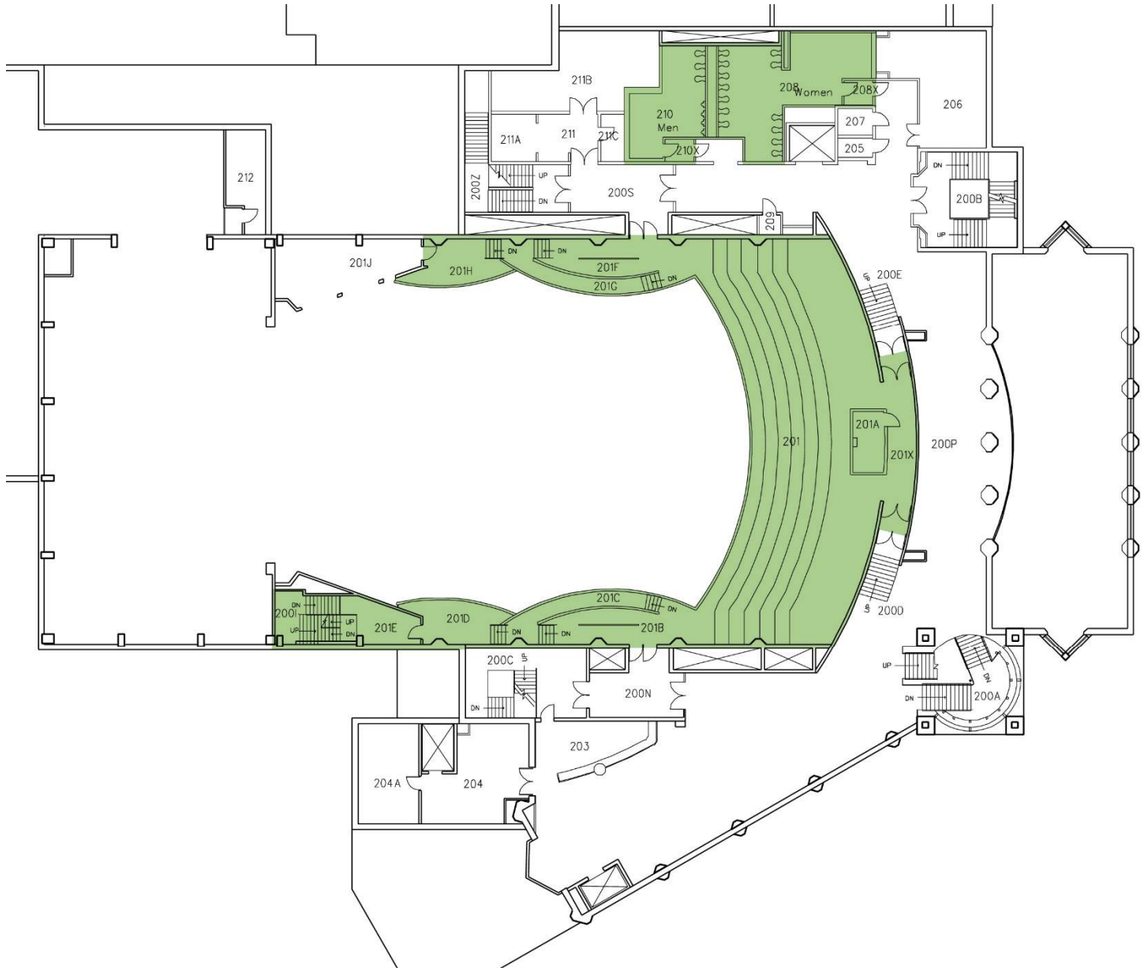
Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

Spaces without a color were not evaluated in this study.

### Physical Condition




### Functional Condition



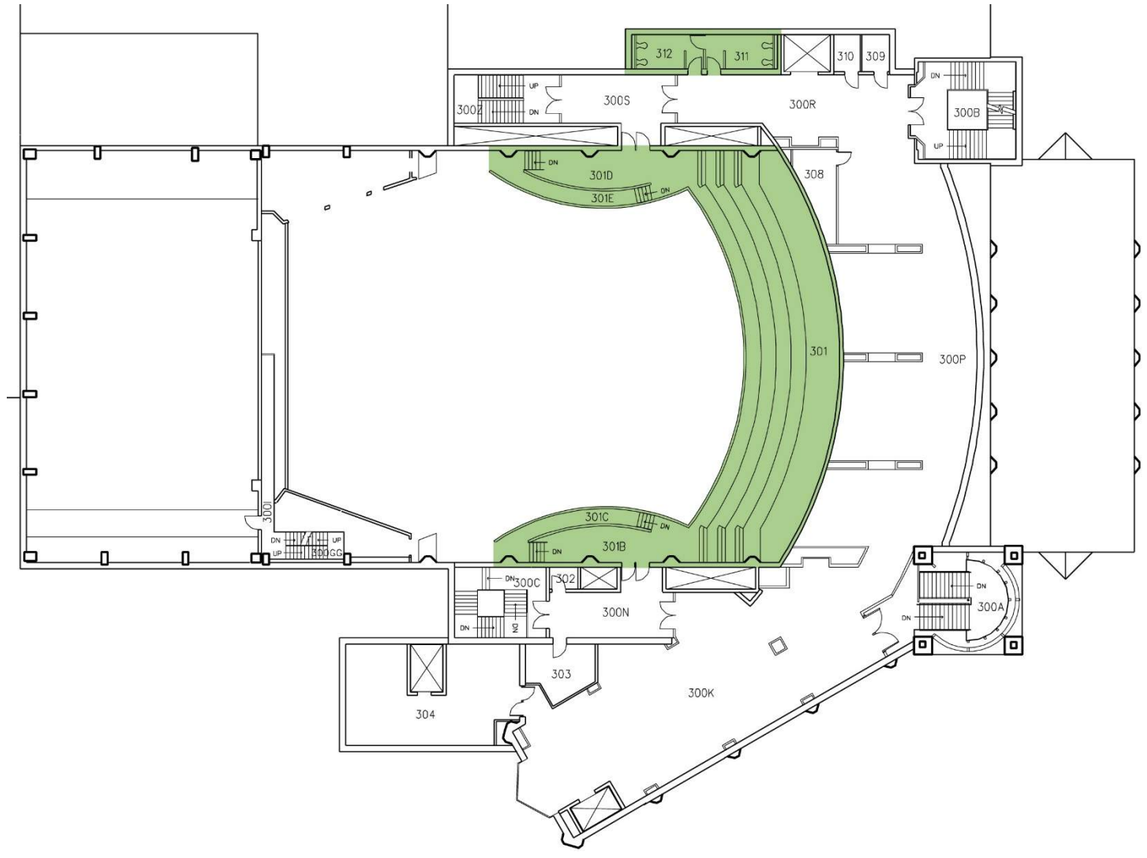
## 2050 Weidner Center for the Performing Arts
## Third Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

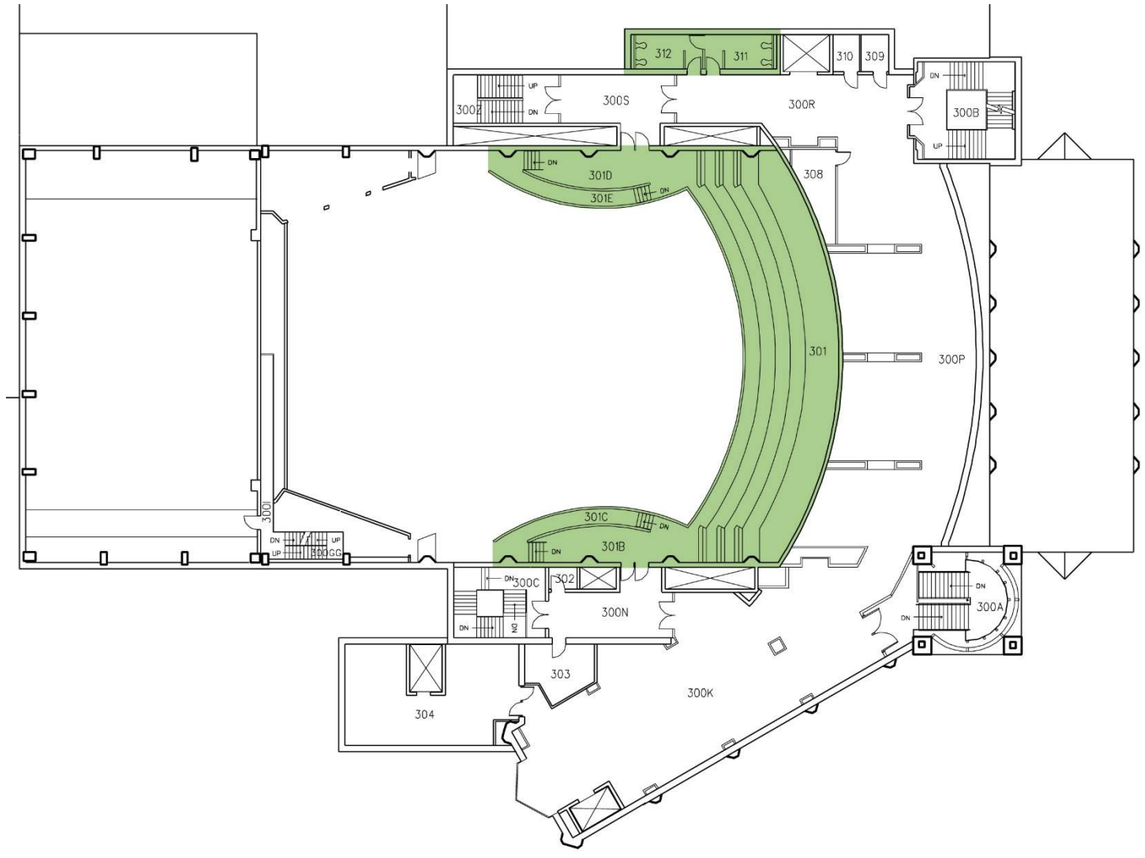
Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

Spaces without a color were not evaluated in this study.

### Physical Condition




### Functional Condition



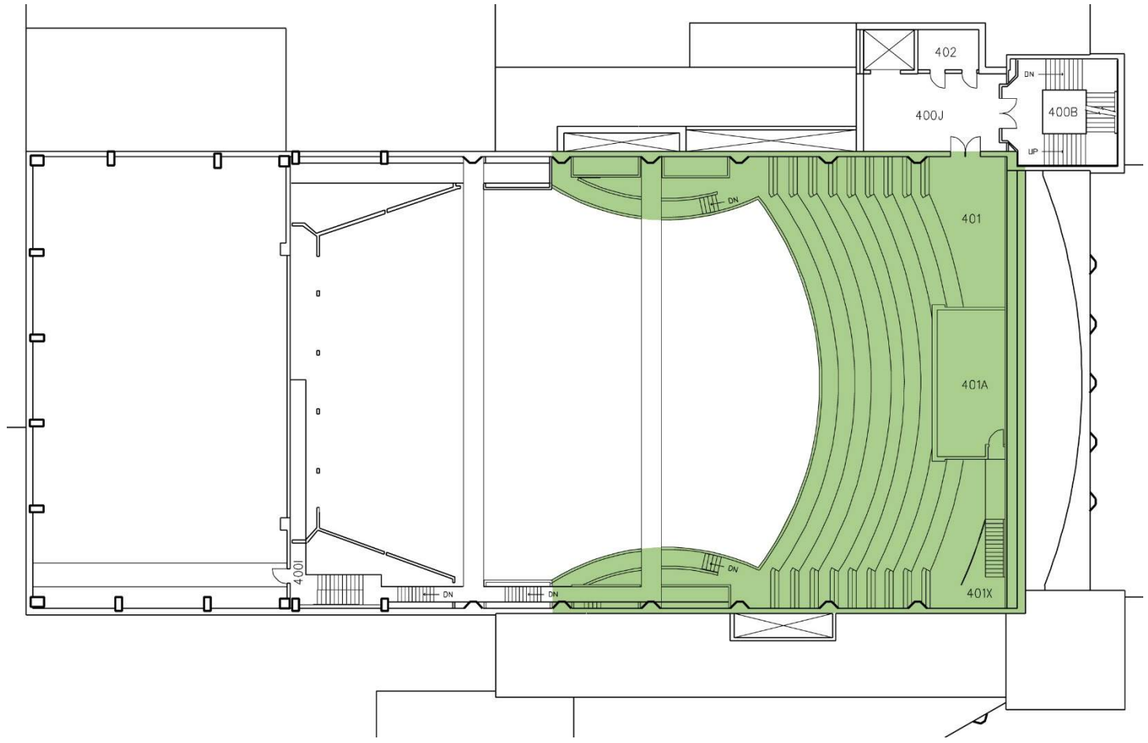
## 2050 Weidner Center for the Performing Arts
## Fourth Floor

Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

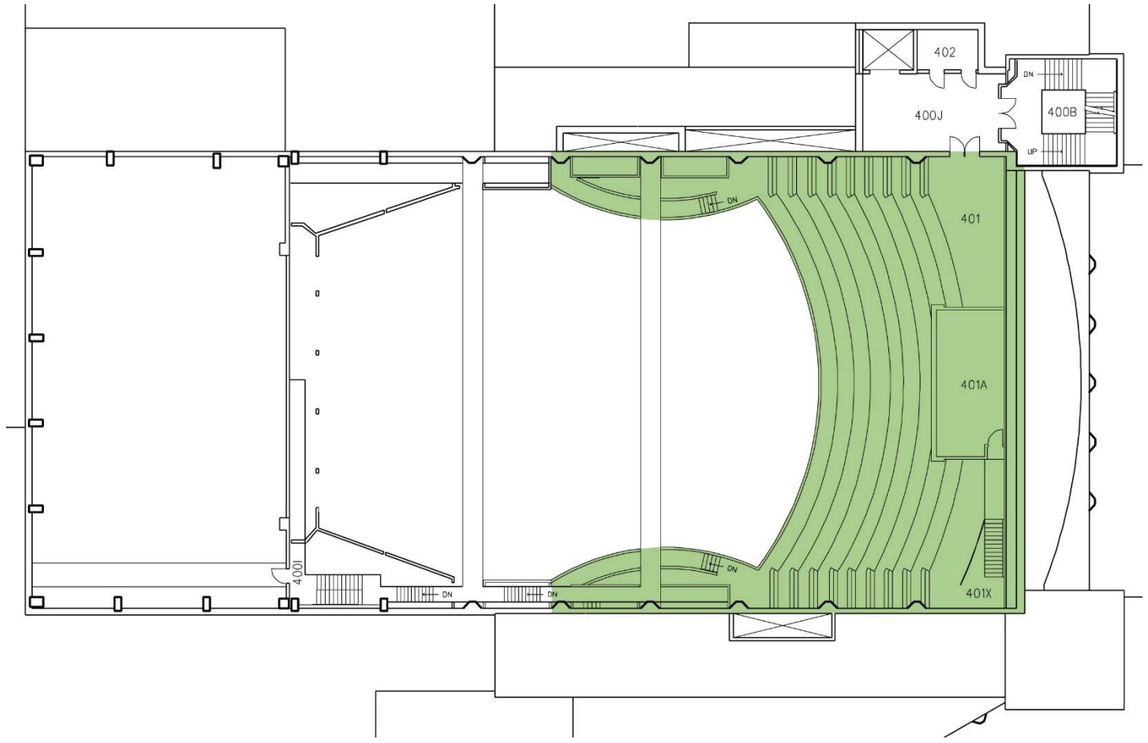
Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

Spaces without a color were not evaluated in this study.

### Physical Condition




### Functional Condition



Institution **UW-Green Bay** Date **7-22-22**
Building Name **2052 Mary Ann Cofrin Hall**

## Physical Condition Summary

The following UW System table is used to grade the physical condition of building elements:

| *CODE* | *RATING* | *ACTION REQUIRED* | *RENOVATION COST* | *RATING DESCRIPTION* |
|---|---|---|---|---|
| 1 | Good | Minimal Renovation | 0-15% | Suitable for continued use with normal operational maintenance. |
| 2 | Satisfactory | Limited Renovation | 5-15% | Minor deterioration. Requires minor repair or restoration to present acceptable conditions. |
| 3 | Fair | Moderate Renovation | 16-30% | Moderate deterioration or partial obsolescence. Requires moderate restoration or updating. |
| 4 | Poor | Significant Renovation | 31-45% | Significant deterioration or obsolescence. Requires significant restoration, updating, or partial replacement of components. |
| 5 | Unsatisfactory | Major Renovation | 46-60% | Extensive deterioration or obsolescence. Requires extensive restoration, updating, and significant replacement of systems and/or components. |
| 6 | Replace | Complete Replacement | 100% | Is deteriorated beyond restoration, completely obsolete, or unsuitable for proposed use. Requires complete replacement of systems and/or components. |
| 7 | Abandonment | Demolition/ Removal | 100% | Not needed; not suitable for proposed use; should not be replaced. Demolition/removal required. |

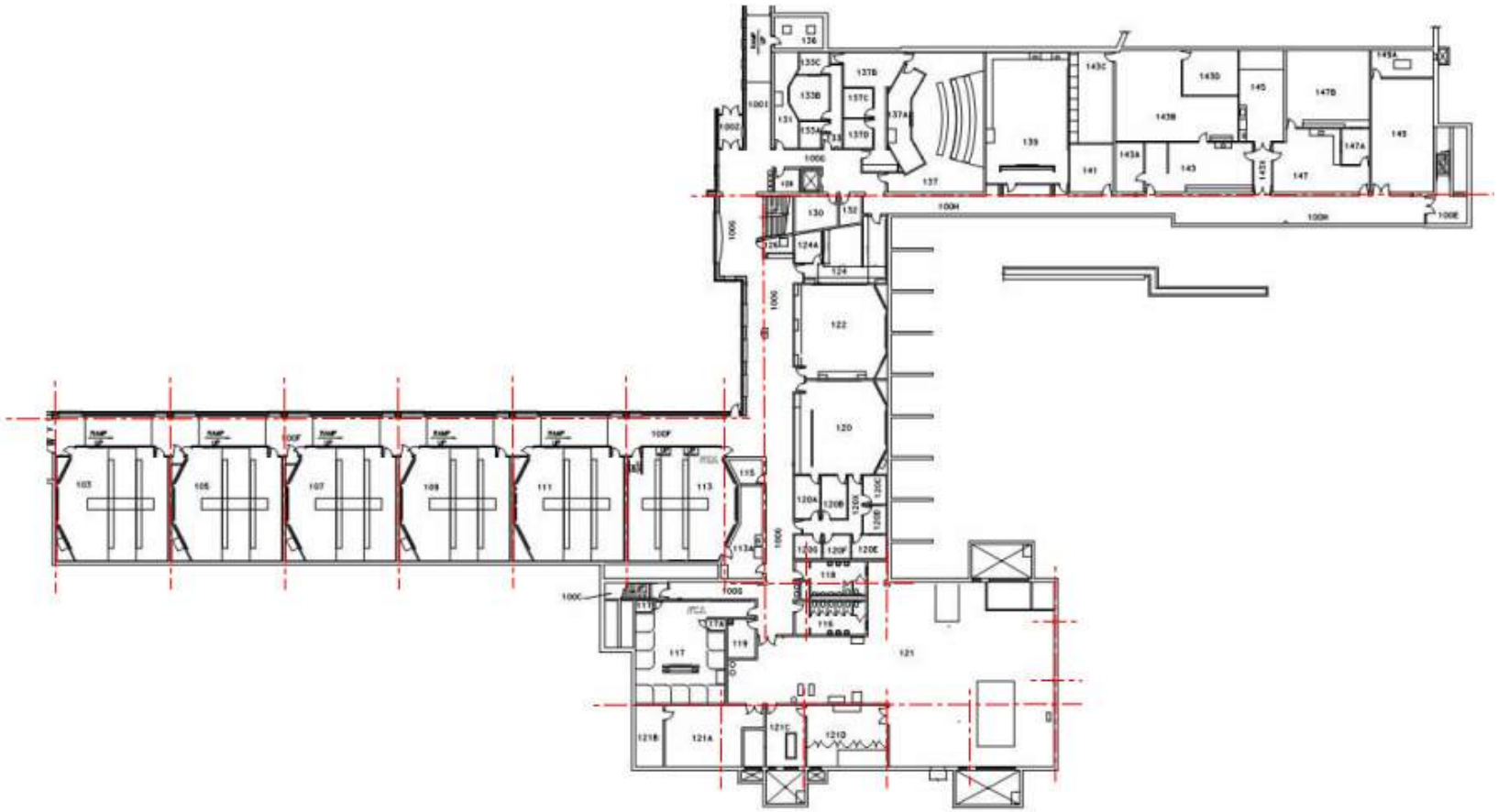
| *CODE* | *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|---|
| **A** | **STRUCTURE** | **2** | **5-15%** | Loading (PSF): Classrooms/Offices - 75, Corridors/Lobby/Stairs - 100,<br>Roof – 50 + drifting, Wind - 20.<br>Floor-to-floor: 16’-0” from first to second floor, 14’-0” from second to third floor, Varies from third floor to roof.<br>Structural Bay spacing varies.<br>Majority of structure is load bearing CMU/concrete walls. |
| **C** | **INTERIORS** | **2** | **5-15%** | |
| | Classrooms, Labs, and Offices | 2 | | Several third-floor spaces are coated in residual dust falling from ceiling finish. |
| | Circulation / Concourse | 2 | | |
| | Restrooms | 2 | | |
| | Back of House | 2 | | |
| | **AVERAGE** | **2** | **5-15%** | |

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2052 Mary Ann Cofrin Hall**

## Structural Bay Spacing

**2052 Mary Ann Cofrin Hall**



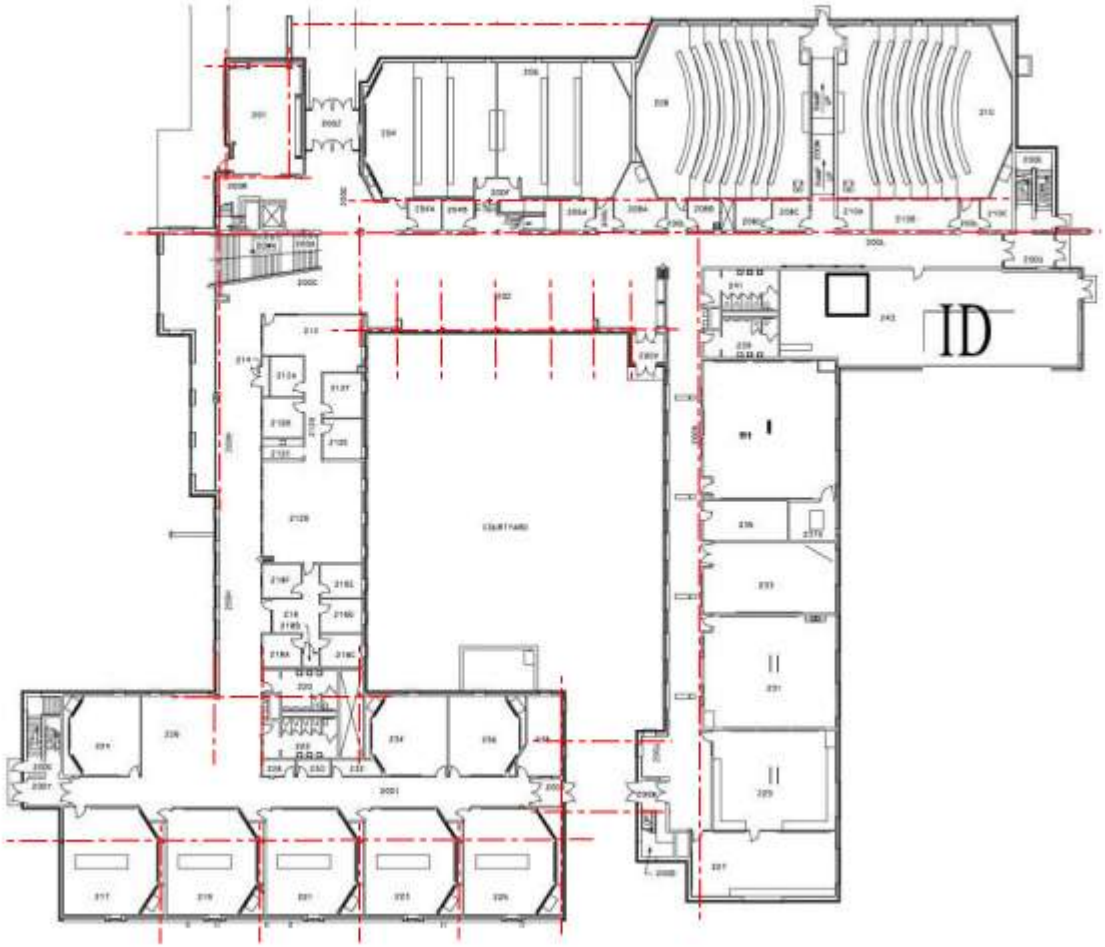
First Floor

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2052 Mary Ann Cofrin Hall**

## Structural Bay Spacing

**2052 Mary Ann Cofrin Hall**



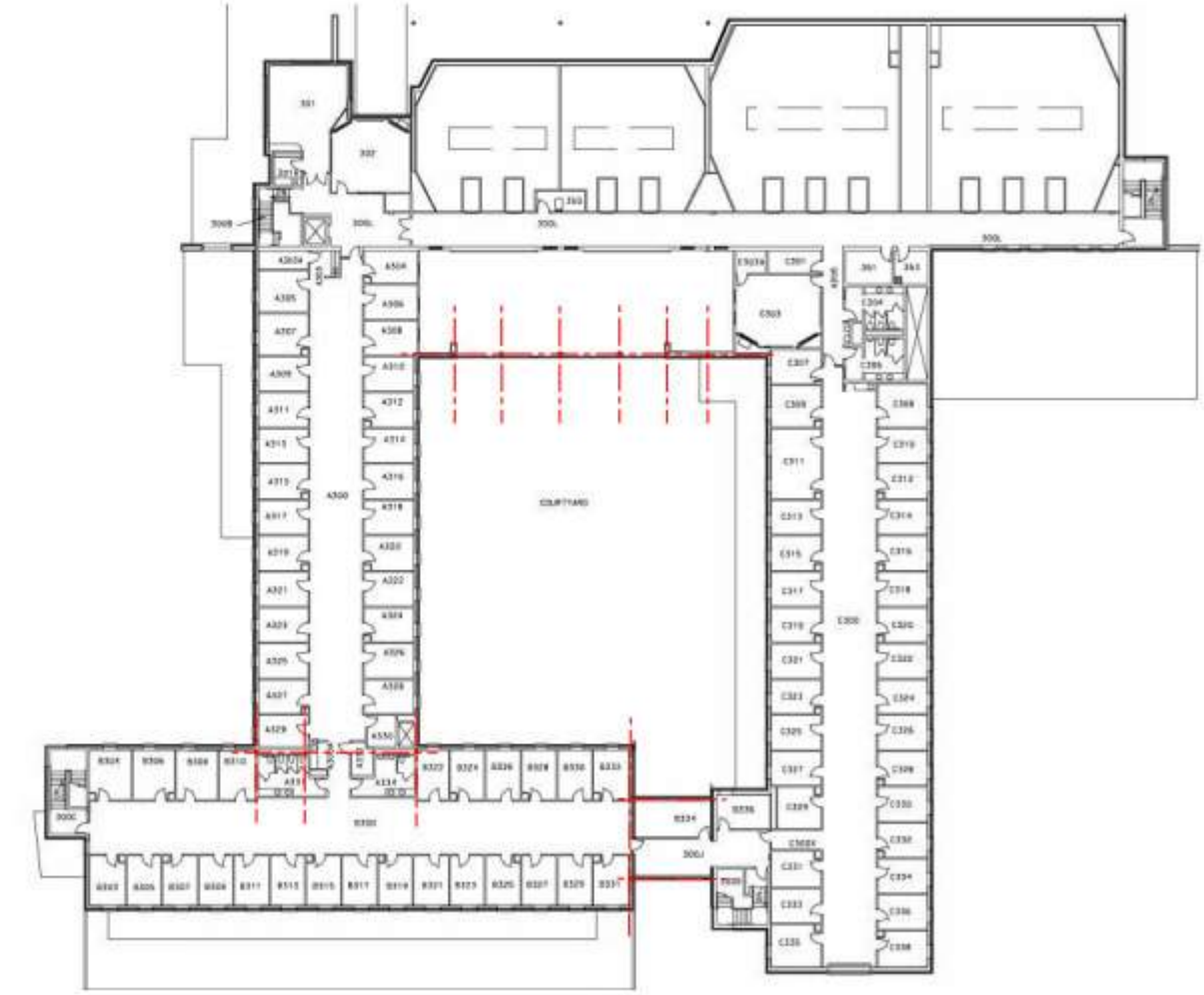

**Second Floor**

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2052 Mary Ann Cofrin Hall**

## Structural Bay Spacing

**2052 Mary Ann Cofrin Hall**



**Third Floor**

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2052 Mary Ann Cofrin Hall**

## Functional Condition Summary

The following UW System table is used to grade the physical condition of building elements:

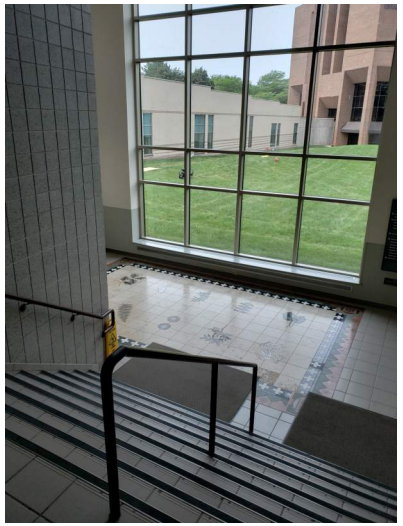
| CODE | RATING | ACTION REQUIRED | RENOVATION COST | RATING DESCRIPTION |
|---|---|---|---|---|
| A | Excellent/ Highly-Suited | None | 0-15% | Highly suited or optimally matched to the design intent and configuration of the space. The architectural features of the space support the use/activity. |
| B | Satisfactory | Limited Remodeling | 5-15% | Suitable for continued use. Provides adequate support for program delivery. Although the space is not optimal for use, minor modifications can improve the suitability. |
| C | Conditional | Moderate Remodeling | 16-30% | Limited suitability for continued use. Less than adequate support for program delivery. Requires limited remodeling to support continued use adequately. |
| D | Poor | Extensive Remodeling | 31-45% | Not suitable for continued use. Space significantly inhibits program delivery. Could be made suitable with extensive remodeling. |
| F | Unsatisfactory | Change of Use w/ Extensive Remodeling | 46-60% | Not suitable or not needed for present use. Can be made suitable for another campus use through extensive remodeling. |
| I | Abandonment | Demolition | 100% | Not suitable or not needed for present use. Is not or cannot be made suitable and/or is not needed for another campus use. |

| *DESCRIPTION* | *RATING* | *RENOVATION COST* | *COMMENTS* |
|---|---|---|---|
| **STRUCTURE** | **A** | **0-15%** | |
| **VERTICAL CIRCULATION** | **B** | **5-15%** | |
| **INTERIORS** | **B** | **5-15%** | |
| Classrooms, Labs, and Offices | B | | |
| Circulation / Concourse | B | | |
| Restrooms | B | | |
| Back of House | B | | |
| **AVERAGE** | **B** | **5-15%** | |

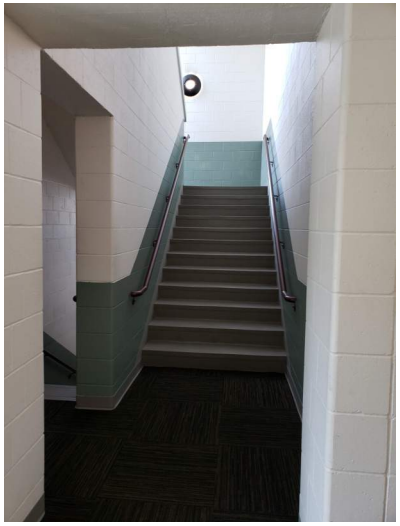
Institution **UW-Green Bay** Date **7-22-22**
Building Name **2052 Mary Ann Cofrin Hall**

Room 103, looking west.

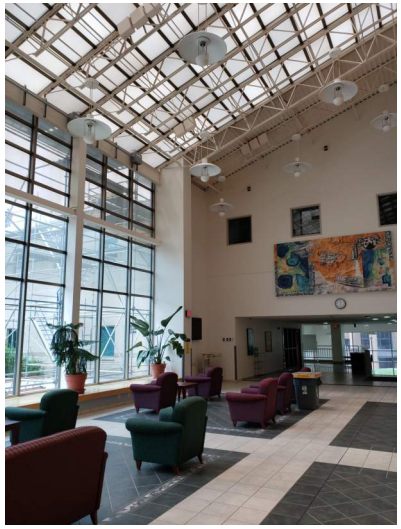
Room 217, looking east.



Room 100G, central stair looking toward Quad.



Room 200C, typical exit stair.

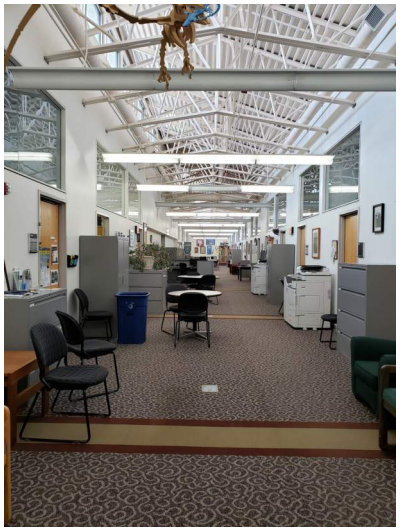


Room 202, looking west.

Room 226, looking north.

Institution **UW-Green Bay** Date **7-22-22**

Building Name **2052 Mary Ann Cofrin Hall**



Room B300, looking east.

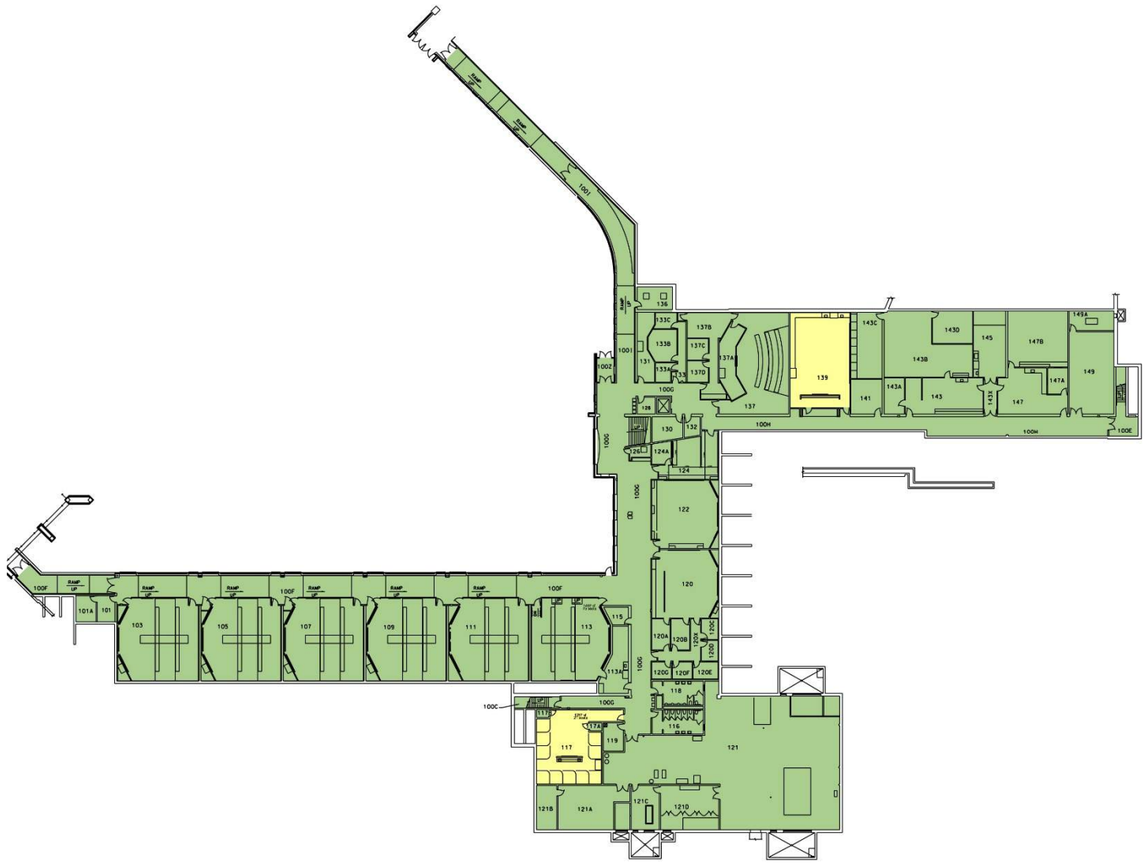
Room 220, typical restroom.

## 2052 Mary Ann Cofrin Hall
## First Floor

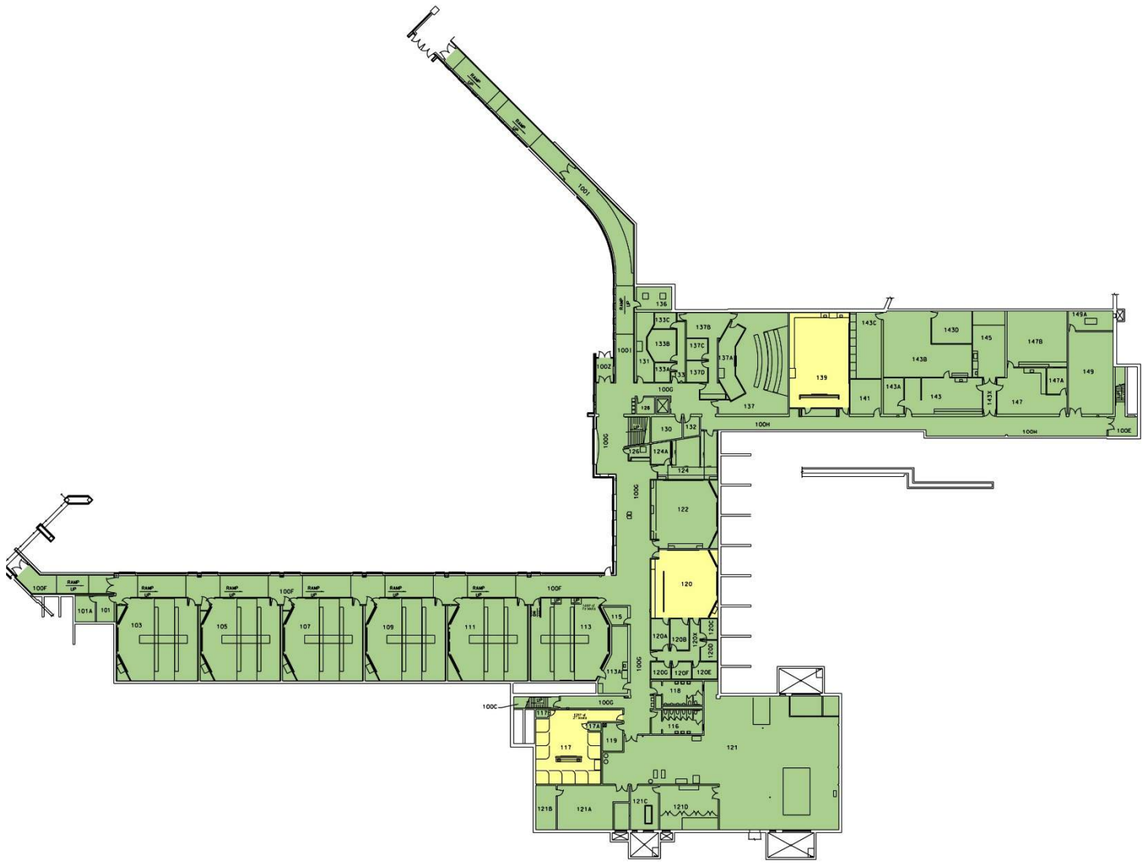
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition



### Functional Condition

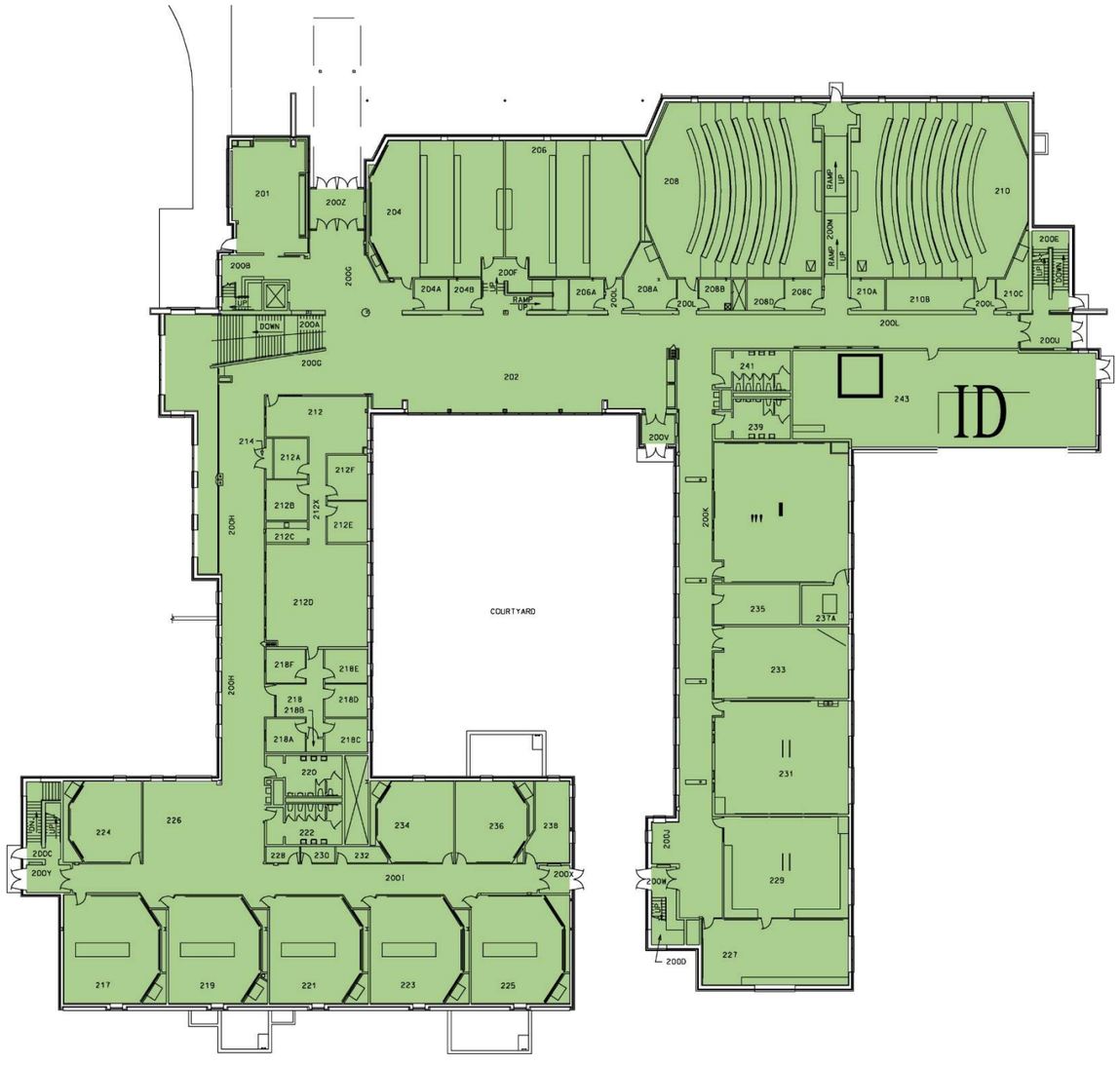


## 2052 Mary Ann Cofrin Hall
## Second Floor

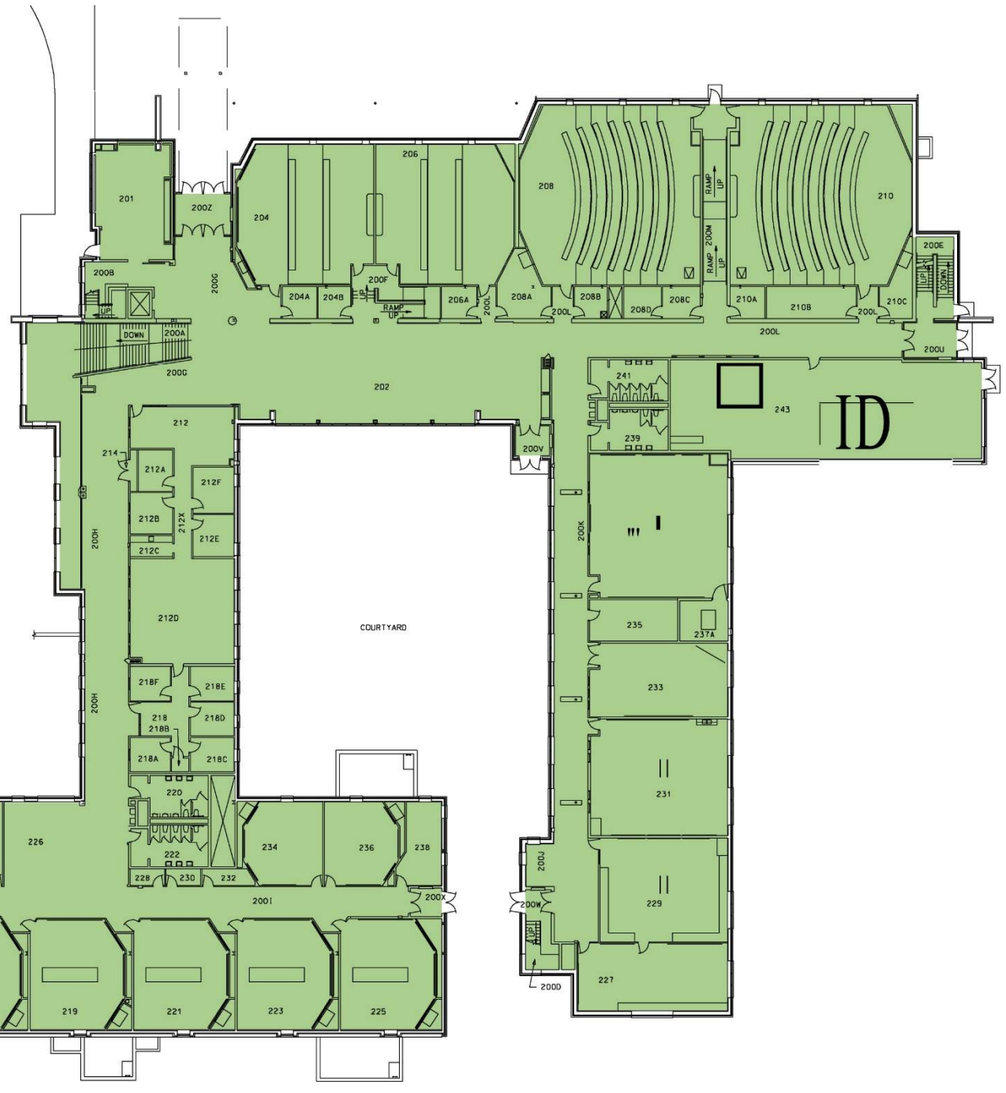
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition

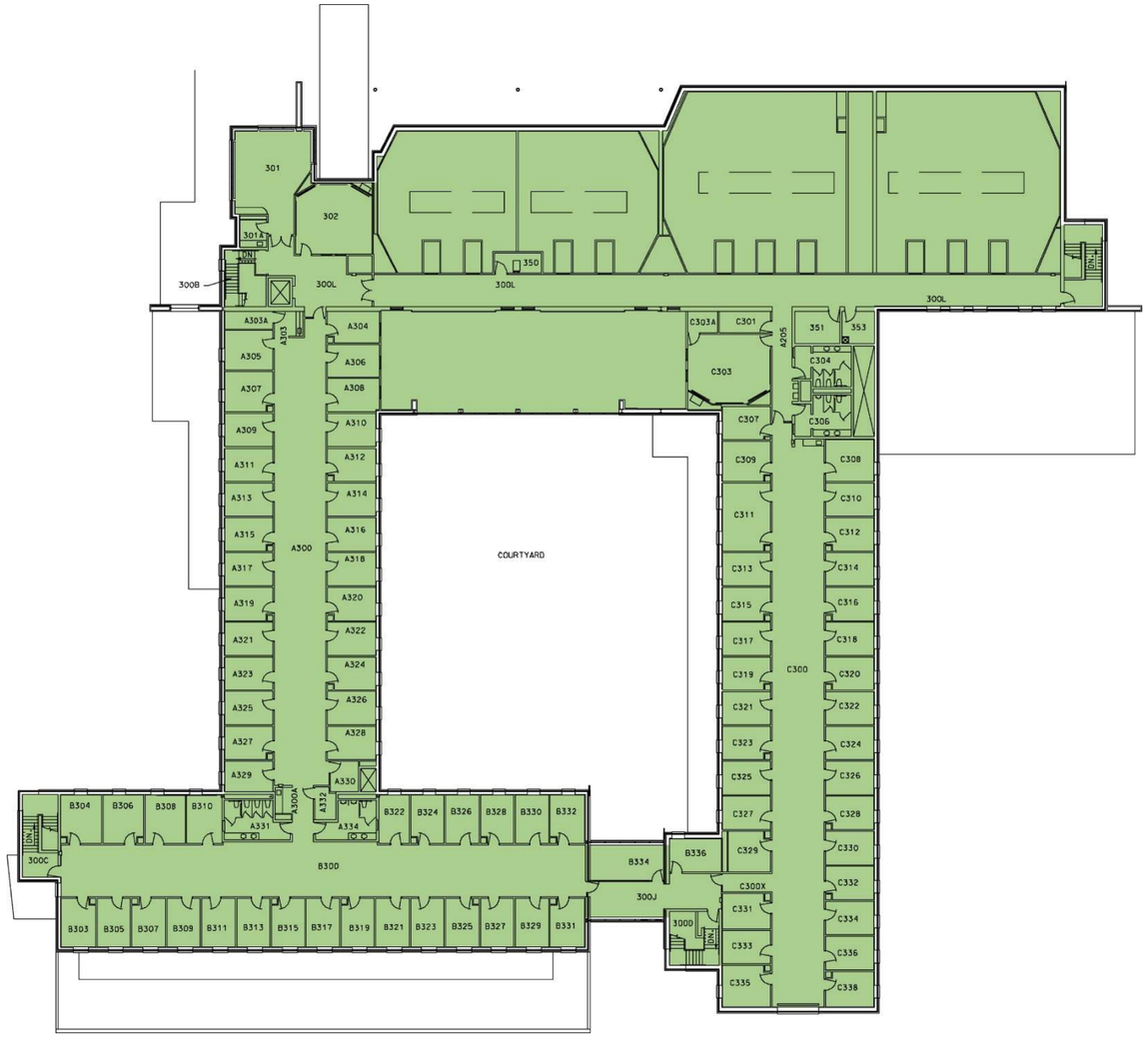


## 2052 Mary Ann Cofrin Hall
## Third Floor

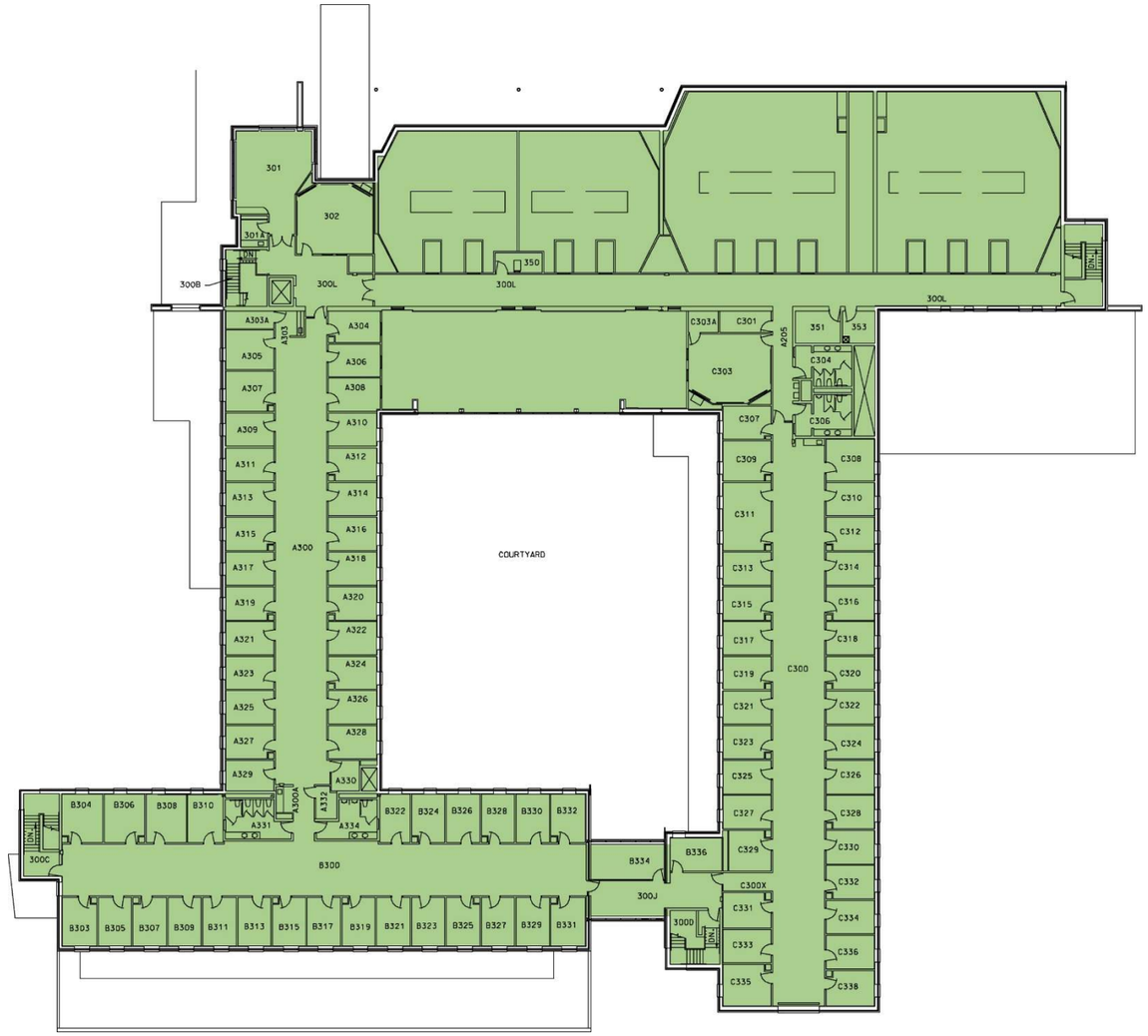
Physical Condition of “1” or “2”; Functional Condition of “A” or “B”

Physical Condition of “3” or “4”; Functional Condition of “C” or “D”

### Physical Condition




### Functional Condition



UNIVERSITY of WISCONSIN
GREEN BAY

# Instructional Space Utilization Analysis

## Final Report

January 7, 2022

Comprehensive Facilities Planning, Inc.
www.cfp-planners.com

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# Overview

Comprehensive Facilities Planning, Inc. in association with Enberg Anderson Architects conducted a utilization study for the University of Wisconsin Green Bay to examine the efficiency and effectiveness of the use of the classroom and teaching laboratory space, as well as, the supply and demand of those spaces.

**The scope of work for the utilization assessment included the following items:**

- Inspect, validate and update the existing inventory of classrooms and class laboratories;
- Review and assess existing classroom and class laboratory utilization;
- Review and analyze scheduling practices and propose methods for the efficient use of facilities; and
- Estimate the future space needs and capacity of classrooms and teaching labs.

# Process

The methodology used in the assessment was a data-driven process that initially utilized two databases: the space inventory maintained by Facilities Planning and Management and the schedule of classes files maintained by the Office of the Registrar. This information was merged into an aggregate relational database to generate the summaries and tabular data used in this report. A brief overview of the process used in collecting, verifying and modifying this information is outlined below.

## Space Inventory

The space inventory for the classrooms and class laboratories was provided by the University. Key data elements used included building and room numbers, assignable square feet, room use or type, room capacity, and room assignment. The consultants verified the space inventory data by conducting a field inspection of the rooms in July 2021. The inventory database was updated to correct room uses, seating capacities, square feet areas and space assignments. Changes being implemented in the current renovation project of the Instructional Services Building have also been incorporated into the database as well.

Other database elements were collected for the inventory in accordance with the template format prescribed by the University of Wisconsin System.

### Schedule of Classes

The Fall 2019, Spring 2020 and Fall 2021 schedules of classes were provided by the Office of the Registrar. This data presents all courses taught for each semester by course, location and meeting times. This data was used to create a current baseline of instructional patterns and utilization based on credit hour activity in the classrooms and laboratories assigned to each department.

## Planning Assumptions

The following planning assumptions have been incorporated into the analysis:

**Student Enrollment Growth:** The enrollments projected for the new Electrical Engineering program and four year Nursing degree program are the only areas of growth noted. It is assumed student enrollments for all other existing programs will be stable in the long term.

**Instructional Services Building Renovation**: the current renovation project for the Instructional Services Building is intended to provide replacement and additional laboratory space for the recently implemented Electrical Engineering program. The space to be provided is assumed to be adequate for the foreseeable future for this program.

## Buildings Included in the Study

As reference, Figure 1 identifies the buildings included in the analysis.

**Figure 1: Building List**

| Building Number | Building Name |
|---|---|
| 2022 | ENVIRONMENTAL SCIENCES BUILDING |
| 2023 | INSTRUCTIONAL SERVICES BUILDING |
| 2024 | LABORATORY SCIENCES BUILDING |
| 2025 | DAVID A. COFRIN LIBRARY |
| 2027 | THEATRE HALL |
| 2030 | STUDIO ARTS BUILDING |
| 2035 | JOHN M. ROSE HALL |
| 2036 | L. G. WOOD HALL |
| 2052 | MARY ANN COFRIN HALL |
| 2900 | STEM BUILDING |

# Classroom Analysis

The focus of the classroom analysis was to examine the current utilization and determine the number and size of rooms needed to support the enrollment demand. Fall term 2021 served as the baseline for the analysis. Basic data collected included the Fall 2019, Spring 2020, and Fall 2021 class schedules and the space inventory that identified the Building Name, Room Number, Number of Seats, and Square Foot amount for each room. This information was used to develop the utilization analysis and to establish the relative quantities of space needed to support the current and future demand for classrooms. The amount of classroom space required is compared to the current classroom supply to determine if the University has the correct number of classrooms, seats, and square footage to meet the instructional demand. Several key utilization goals and measurements used in the analysis are identified below.

# Classroom Utilization Definitions and Metrics

### Average Weekly Room Hours (Avg. WRH)

Weekly Room Hours (WRH) is the number of minutes a class meets each week, including class change time, converted to hours. The sum for all sections in a classroom is the WRH utilization for that room. WRH is calculated for a specific timeframe: i.e., WRH-Day is for the period 8 am to 5 pm, Monday through Friday. All Day is used for the UW System comparison and includes evenings and weekends.

Guidelines suggest classrooms should be used 60%-70% of available hours with 70% considered maximum capacity. The actual Avg. WRH is compared to this guideline to measure how efficiently the rooms are currently scheduled and to determine the correct number of classrooms. *Sixty- four percent (64%) utilization of the available hours is recommended (e.g., a standard 8:00 am-5:00 pm, M-F is 45 available hours). The UW System guideline considers all scheduled hours.*

### Station Occupancy Percent (SO%)

Station Occupancy Percent (SO%) is the percentage of the number of seats or stations occupied when the room is in use divided by the teaching capacity of the classroom or laboratory as based on daytime instruction. Classroom guidelines suggest that on average 65%-75% of classroom seats should be filled. The actual SO% is compared to the SO% goal to get an overall picture of how well the seats are utilized.

### Weekly Student Contact Hours (WSCH)

Weekly Student Contact Hours (WSCH), or instructional demand, is the scheduled face time a student spends in class multiplied by the number of students enrolled in the class. By using the total WSCH instructional demand and the utilization goals set for Avg. WRH and SO, the number of seats needed to fulfill instructional demand are computed.

### Assignable Square Feet per Seat (ASF/Seat)

Classroom guidelines suggest 20-25 square feet should be allocated per student station or seat. This guideline is an average that allows for a variety of classroom seating configurations from a lecture hall, that typically requires fewer square feet per station, to a computer classroom or a collaborative learning classroom which typically require more square feet per station. An institution's total square footage need is therefore calculated by multiplying the number of seats required times the square foot per seat goal.

## Utilization Assumptions

- Class schedule data in this report is from Fall 2019, Spring 2020, and Fall 2021 terms. Classroom needs and primary statistics are based on Fall 2021.
- The findings presented in this report are based on the following recommended planning/utilization assumptions:
    - Average Weekly Room Hour Goal (Avg. WRH): 26.8 Daytime
    - Station Occupancy Goal (SO%): 67%
    - Assignable Square Feet per Seat (ASF/Seat): 24
    - UW System: 40 periods

## Summary of Findings

### Classroom Supply

- For Fall 2021 there were 54 classrooms, 2,841 seats, and 63,195 square feet with scheduled use.
- The average square foot allocation per seat (ASF/Seat) of 22.2 which is slightly below the 24 ASF/Seat guideline.

### Time Spreading and Time Blocks

- Classes are distributed evenly between MWF and TR classes. The use of the 8:00 am to 5:00 pm day timeframe shows a normal curve with less hours at 8:00 am and late afternoon. However, the spread of classes throughout the day is quite good compared with the typical low use early mornings, later afternoons, and on Fridays. There is a drop-off of MWF classes at 11 am until the MW classes pick up at 12:45.
- As a general rule, utilization goals can be achieved if 86% of classes meet in the standard scheduling time blocks (e.g., 8:00 am-9:30 am TR). Approximately 87% of classes met in the standard blocks.

### Classroom Utilization

- A daytime calculation (8:00 am-5:00 pm with 3 hours removed for Friday afternoon) yields 42 hours available to schedule during the daytime hours. A 64% utilization expectation of those available hours yields a recommended utilization rate of 26.8 Average Weekly Room Hours (Avg. WRH). For Fall 2021 the 54 classrooms were utilized at 19.4 Avg. WRH which is below the recommended goal of 26.8 and indicates a

surplus of classrooms. The original Fall 2019 study had daytime classroom utilization at 22.7 Avg. WRH. The significant decline of classroom utilization from Fall 2019 to Fall 2021 is attributed to a movement to virtual classes due to COVID.

- Seven classrooms were identified that had less than 10 hours of use during the daytime hours. The classrooms in the Environmental Sciences Building, Mary Cofrin Hall, and Wood Hall had the highest utilization rates. Wood has the highest evening utilization.
- Station Occupancy (SO%) of 50.3% is well below the 65%-75% goal. This indicates that classrooms are oversized for the Fall 2021 class enrollments. Fall 2019 had SO% of 65.8% which suggested classroom sizes were right sized for class enrollments.

### Classroom Needs

- Using the recommended daytime utilization rate of 26.8 Avg. WRH calculates an overall need for 40 classrooms, 1,563 seats, and 37,517 square feet (ASF) to support the instructional classroom activity compared to the current supply of 54 classrooms, 2,841 seats, and 63,195 ASF. The Fall 2019 calculation (pre - COVID) suggested 47 classrooms are needed.
- The current total supply of classrooms can feasibly support an 80% enrollment growth.
- The Wisconsin System classroom calculation is included in this report. The UW System guideline uses all hours scheduled (evenings and weekends included) with 40 periods (hours) expected as a goal. This calculation suggests 37 classrooms are needed.

## Classroom Supply

Figure 2 presents a list of all rooms identified in the room type category for classrooms.

**Figure 2: Summary of Classroom Supply – Fall 2021**

| In Use 2021 | UW Room Type | Room Type Description | Rooms | Seats | ASF | ASF/Seat |
|---|---|---|---|---|---|---|
| Yes | 1104 | Classroom | 50 | 2,182 | 53,116 | 24.3 |
| Yes | 1106 | Lecture | 4 | 659 | 10,079 | 15.3 |
| | | **Total In Use** | **54** | **2,841** | **63,195** | **22.2** |
| No | 1104 | Classroom | 2 | 80 | 2,360 | 29.5 |
| | | **Total In Use** | **56** | **2,921** | **65,555** | **22.4** |

### Summary of Findings

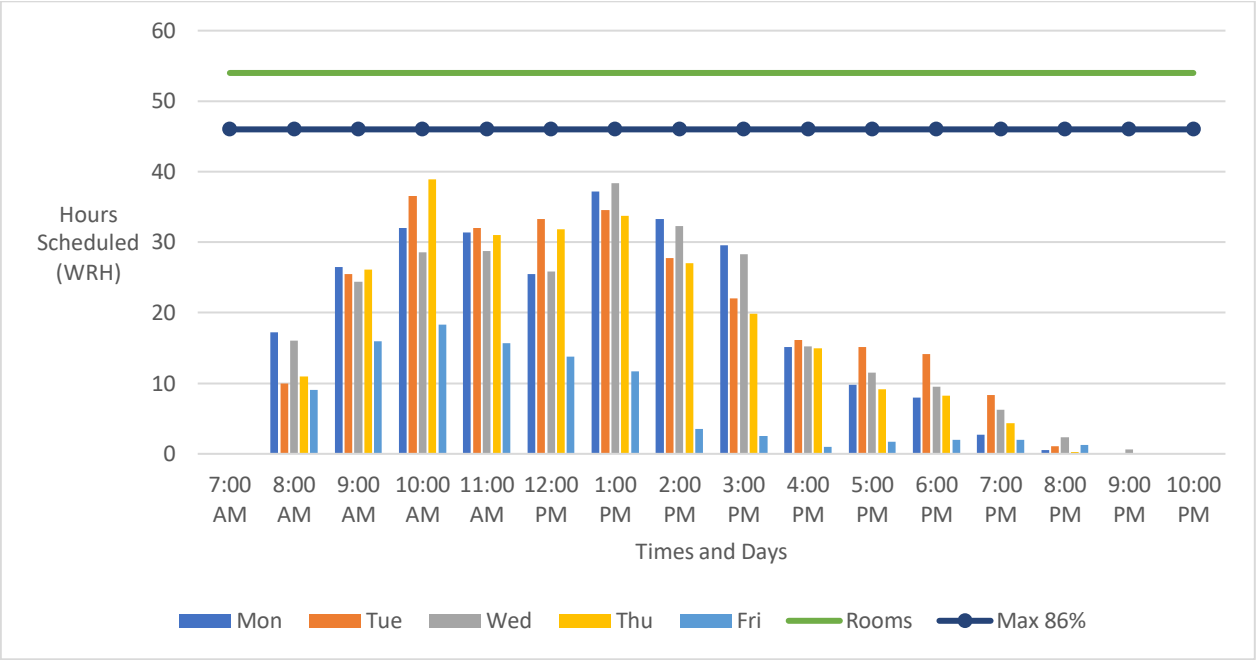
- There were 54 classrooms, 2,841 seats, and 63,195 square feet (ASF) in use for Fall 2021.
- For Fall 2021 the average ASF/Seat (square foot per student station) for the classrooms of 22.2 is only slightly below the recommended guideline of 24 square feet per station.
- Instructional Services Building (Bldg. No. 2023) Room 1020 and Mary Ann Cofrin Hall (Bldg. No. 2052) Room 237 are coded as classrooms in the inventory but had no usage in Fall 2021.

## Classroom Time by Day

The Time by Day chart (Figure 3) shows how class hours are currently distributed across days and times. This section helps to identify the normal hours of operation to use for utilization and estimating classroom needs and to show how well classes are distributed through the hours and days to maximize utilization of the available rooms.

- The hours shown in the Time by Day tables are calculated by summing all individual class hours **including class change times**. Based on the beginning and end times the summarized hours for all classes are then distributed into the appropriate bars for the bar chart. For example, a class that meets TR from 8:00 am to 9:20 am will contribute 1 hour to 8:00 am on TR and 30 minutes to 9:00 am on TR (10 minutes are added for the class change time).
- The Max 86% line is 86% of the total rooms available. This typically represents the point where classroom demand exceeds the supply. Inefficiencies caused by variant class times, single day classes, undesirable classrooms, etc., are factors that impact why the Max 86% threshold is less than the available rooms. **Please note that this line only represents the potential peak scheduling capacity to handle prime times. The Average WRH goal (64% of available hours), which helps determine how many classrooms are needed, recognizes peak times and lower use times during the course of the day.**

**Figure 3: Time by Day - Fall 2021**




## Summary of Findings

- Classrooms are scheduled during the daytime hours from 8am to 5pm M-F with Friday ending at 2pm. Therefore, classrooms needs are based on 42.0 hours available for scheduling classrooms during the daytime hours. **Good utilization of 64% for the 42 available hours is 26.8 Average Weekly Room Hours (Avg. WRH) for daytime use.**
- Overall, there is a good spread of class hours throughout the day and the days of the week. There is a downturn on MWF at 11:00 am and then picks back up with MW classes at 12:45 pm. The peak hours fall well short of the 86% line which indicates a surplus of classrooms at all hours.

## Classroom Time Blocks

The Time Blocks (Figure 4) shows the number of class sections offered for each of the standard scheduling time blocks. Data is presented for the original Fall 2019 study and Fall 2021.

**Figure 4: Time Blocks**

| Time Block | Time Begin | Time End | Mon | Tue | Wed | Thu | Fri | Sections | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | Fall 2019 | Fall 2021 |
| Day-055 Min-MWF | 8:25 | 9:20 | M | | W | | F | 8 | 6 |
| Day-055 Min-MWF | 9:30 | 10:25 | M | | W | | F | 20 | 16 |
| Day-055 Min-MWF | 10:35 | 11:30 | M | | W | | F | 13 | 13 |
| Day-055 Min-MWF | 11:40 | 12:35 | M | | W | | F | 14 | 11 |
| Day-080 Min-MW | 8:00 | 9:20 | M | | W | | | 9 | 7 |
| Day-080 Min-MW | 9:30 | 10:50 | M | | W | | | 7 | 7 |
| Day-080 Min-MW | 11:00 | 12:20 | M | | W | | | 4 | 8 |
| Day-080 Min-MW | 12:45 | 14:05 | M | | W | | | 31 | 22 |
| Day-080 Min-MW | 14:15 | 15:35 | M | | W | | | 32 | 28 |
| Day-080 Min-MW | 15:45 | 17:05 | M | | W | | | 8 | 12 |
| Day-080 Min-MWF | 8:00 | 9:20 | M | | W | | F | 8 | 4 |
| Day-080 Min-MWF | 9:30 | 10:50 | M | | W | | F | 6 | 2 |
| Day-080 Min-MWF | 11:00 | 12:20 | M | | W | | F | 2 | 3 |
| Day-080 Min-MWF | 12:45 | 14:05 | M | | W | | F | 7 | 4 |
| Day-080 Min-TR | 8:00 | 9:20 | | T | | R | | 12 | 9 |
| Day-080 Min-TR | 9:30 | 10:50 | | T | | R | | 35 | 32 |
| Day-080 Min-TR | 11:00 | 12:20 | | T | | R | | 38 | 27 |
| Day-080 Min-TR | 12:30 | 13:50 | | T | | R | | 34 | 31 |
| Day-080 Min-TR | 14:00 | 15:20 | | T | | R | | 32 | 25 |
| Day-080 Min-TR | 15:30 | 16:50 | | T | | R | | 12 | 12 |

**Note: The table only shows sections that met during the standard time blocks and does not include non-standard meeting times.**

### Summary of Findings

- MWF: The MWF classes, typical at most schools, essentially end by 2:00 pm. However, they are replaced by the MW classes which have good use through 3:35 pm.
- TR: The TR time blocks have excellent usage throughout most of the day.
- There is a significant reduction of sections offered from Fall 2019 to Fall 2021.

## Classroom Time Block Summary

Figure 5 identifies the number of class sections that met in the standard time blocks and the non-standard time blocks by College.

**Figure 5: Time Block Summary – Sections by College**

| College/Unit | Total | Standard | Non-Standard | % Standard |
|---|---|---|---|---|
| AHSS | 145 | 139 | 6 | 95.9% |
| BUS | 50 | 46 | 4 | 92.0% |
| HESW | 57 | 42 | 15 | 73.7% |
| SET | 112 | 89 | 23 | 79.5% |
| MILITARY SCI | 2 | 2 | | 100.0% |
| **Total** | **366** | **318** | **48** | **86.9%** |

### Summary of Findings

- Approximately 87% of the daytime sections scheduled for the classrooms met the standard time blocks. As a general rule, if 86% of classes meet in the standard blocks then utilization goals can be achieved. As the use of the standard blocks falls below 86% then the non-standard class meetings will start to significantly impact the ability to efficiently schedule classes.
- All the colleges/units adhere to the standard time blocks fairly well with Arts, Humanities and Social Sciences (AHSS) at 95.9% standard.

## Classroom Utilization

The utilization charts show the daytime and all hours of utilization (Avg. WRH) and Station Occupancy (SO%). The Average WRH and Station Occupancy (SO%) can be compared to the recommended utilization rates. For the daytime calculation a recommended utilization rate of 26.8 Avg. WRH represents 64% of the available daytime hours. The UW System classroom expectation considers all hours scheduled with an expectation of 40 periods (periods are an approximation of hours). This expectation assumes that the evening hours are available and therefore classes could be distributed throughout the day and evening.

**Figure 6: Classroom Utilization Summary**

| Term | Rooms | Daytime: 8:00 am-5:00 pm | | | | All Hours | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | WRH | Avg WRH | SO% | WSCH | WRH | Avg WRH | SO% | WSCH |
| Fall 2019 | 55 | 1,245.9 | 22.7 | 65.8% | 42,543.3 | 1,401.9 | 25.5 | 63.2% | 46,006.0 |
| Spring 2020 | 55 | 1,160.4 | 21.1 | 59.9% | 36,110.9 | 1,308.3 | 23.8 | 58.2% | 39,514.9 |
| Fall 2021 | 54 | 1,049.5 | 19.4 | 50.3% | 28,069.3 | 1,196.3 | 22.2 | 48.7% | 30,924.1 |
| **Goal/Capacity** | | | **26.8** | **67.0%** | | | **40.0** | **67.0%** | |

## Summary of Findings

- WRH: There was a significant downturn of hours scheduled from Fall 2019 to Fall 2021. An examination of the Class files provided indicates that many classes were moved to virtual offerings due to COVID-19.
- Average WRH: The Fall 2021 daytime Avg. WRH of 19.4 is below the suggested daytime rate of 26.8 Avg. WRH. The all hours scheduled rate of 22.2 Avg. WRH is well below the UW System goal of 40 periods.
- Station Occupancy (SO%): The Fall 2019 daytime rate of 65.8% was within the recommended guideline of 65%-75% and indicated the distribution of classroom sizes (seats) fit well with the class sizes during Fall 2019. Station occupancy dropped to 50.3% for Fall 2021.
- It is unknown at the time of this study whether the move to virtual classes is due to COVID-19. , and if this may be a long-term trend of reduced Avg. WRH and SO%.

## Classroom Utilization by Building

Figure 7 shows the distribution of classrooms around the campus and how well each building was utilized.

**Figure 7: Utilization by Building - Fall 2021**

| Bldg. Number | Building | Number of Rooms | Daytime 8am-5pm | | | All Hours | | | Daytime Hrs. Avail 26.8 | All Hours Hrs. Avail 40.0 |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | WRH | Avg WRH | SO% | WRH | Avg WRH | SO% | | |
| 2022 | ENVIRON | 6 | 133.8 | 22.3 | 42.0% | 142.0 | 23.7 | 41.7% | 27.0 | 98.0 |
| 2027 | THEATRE | 4 | 58.4 | 14.6 | 58.8% | 62.6 | 15.7 | 56.9% | 48.8 | 97.4 |
| 2030 | STUDIO | 3 | 43.1 | 14.4 | 37.2% | 43.6 | 14.5 | 37.5% | 37.3 | 76.4 |
| 2035 | ROSE | 1 | 9.3 | 9.3 | 40.3% | 9.3 | 9.3 | 40.3% | 17.6 | 30.8 |
| 2036 | WOOD | 14 | 289.0 | 20.6 | 60.7% | 377.6 | 27.0 | 58.3% | 86.2 | 182.4 |
| 2052 | MAC | 22 | 465.1 | 21.1 | 52.1% | 503.4 | 22.9 | 50.0% | 124.5 | 376.6 |
| 2900 | STEM | 4 | 50.8 | 12.7 | 46.4% | 57.8 | 14.5 | 45.5% | 56.4 | 102.2 |
| **Totals** | | **54** | **1,049.5** | **19.4** | **50.3%** | **1,196.3** | **22.2** | **48.7%** | **397.7** | **963.7** |
| **Goals** | | | | **26.8** | **67.0%** | | **40.0** | **67.0%** | | |

### Summary of Findings

- Environmental Sciences (ENVIRON), Mary Ann Cofrin Hall (MAC), and Wood Hall (WOOD) are buildings with the highest concentrations of classrooms and the highest utilization but are all still below the utilization goals. Wood is primarily scheduled by the Cofrin School of Business and the College of Health, Education and Social Welfare classes and has the highest utilization in the evening.
- Hours Available columns: These columns estimate a scheduling capacity for the building by multiplying the number of rooms times the recommended rate of 26.8 daytime and 40.0 all hours to calculate total hours available and then subtracting the current hours of use. Therefore, the columns reflect how many hours are still available if the building's classrooms could be used at the recommended Avg. WRH rates. The calculation shows a total of about 398 hours are still available during the daytime hours and 964 hours overall.

## Classroom Utilization by Size

Figure 8 shows the distribution of rooms, weekly room hours, and utilization statistics by room seating capacity size range.

**Figure 8: Utilization by Room Size - Fall 2021 from 8:00 am-5:00 pm**

| Size Range (Seats) | Rooms | WRH | Avg. WRH | SO% | Min WRH | Max WRH | Seats | ASF | ASF/ Seat |
|---|---|---|---|---|---|---|---|---|---|
| 1-20 | 2 | 12.0 | 6.0 | 70.4% | 3.0 | 9.0 | 36 | 870 | 24.2 |
| 21-40 | 24 | 463.0 | 19.3 | 57.3% | 6.0 | 38.2 | 769 | 18,916 | 24.6 |
| 41-55 | 14 | 297.6 | 21.3 | 52.5% | 8.2 | 30.8 | 640 | 16,991 | 26.5 |
| 56-70 | 2 | 42.1 | 21.0 | 35.6% | 16.1 | 26.0 | 137 | 2,943 | 21.5 |
| 71-90 | 8 | 186.8 | 23.4 | 46.5% | 13.5 | 33.2 | 600 | 13,396 | 22.3 |
| 111-150 | 3 | 38.7 | 12.9 | 53.8% | 10.5 | 15.0 | 392 | 8,168 | 20.8 |
| >=201 | 1 | 9.2 | 9.2 | 40.2% | 9.2 | 9.2 | 267 | 1,911 | 7.2 |
| **Totals** | **54** | **1,049.5** | **19.4** | **50.3%** | **3.0** | **38.2** | **2,841** | **63,195** | **22.2** |

### Summary of Findings

- The Utilization by Room Size table helps to identify the most utilized, or popular, sizes of classrooms. The two classrooms with 1-20 seats have the lowest use. The eight classrooms with 71-90 seats have good utilization but Station Occupancy of only 46.5% indicates seats in these rooms indicates these are not filled to capacity.

## Classroom Needs

The number of classrooms, seats, and square footage (ASF) are calculated based on utilization expectations (see Factors Used columns). Figure 9 shows the Fall 2021 classroom supply and utilization statistics on the first line, the calculated classroom need assumes an Average WRH utilization of 26.8 shown on the second line with the potential growth with the current supply on line three.

**Figure 9: Classroom Needs Summary - Classrooms**

| | Enroll Growth % | WRH | WSCH | Classroom Needs | | | Factors Used | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Rooms | Seats | ASF | Avg WRH | SO% | ASF/Seat |
| **Daytime 8am-5pm** | | 1,049 | 28,069 | 54.0 | 2,841 | 63,195 | 19.4 | 50.3% | 22.2 |
| **Calculated Need** | **0.0%** | | | 39.2 | 1,563 | 37,517 | 26.8 | 67.0% | 24.0 |
| **Potential Growth** | **80.0%** | 1,385 | 50,525 | 51.7 | 2,814 | 67,531 | 26.8 | 67.0% | 24.0 |

## Summary of Findings

- **Calculated Need**: Using the recommended daytime guidelines, calculates a need for 40 (39.2) classrooms, 1,563 seats, and 37,517 ASF to support the instructional classroom activity compared to the Fall 2021 supply of 54 classrooms, 2,841 seats, and 63,195 ASF. The Fall 2019 calculation suggested 47 classrooms.
- **Potential Growth**: The Potential Growth line increases the enrollment percentage until either the number of rooms or seats needed matches the current supply. A possible 80% growth in enrollment is estimated with the current supply of classrooms.

## Classroom Needs by Size Range

The number of classrooms needed by size is calculated for both the actual enrollment and limit. The calculation summarizes the hours scheduled by the actual class enrollments and limits (i.e., not the size room the room where the class was scheduled) and divides by the expected Avg. WRH goal of 26.8 for the daytime and 40.0 for the UW System calculation to derive how many classrooms are needed in each of the size ranges. The Best Fit columns show how many rooms are needed with some flexibility built into the model.

**Figure 10: Classroom Needs by Size Range - Classrooms**

| Size Range (Seats) | 2021 Rooms | Future Rooms | Daytime Calculation | | UW System Calculation | |
|---|---|---|---|---|---|---|
| | | | Best Fit Rooms | Difference Future-Best | Best Fit Rooms | Difference Future-Best |
| 1-20 | 2 | 2 | 1 | 1 | 7 | (5) |
| 21-40 | 24 | 24 | 18 | 6 | 16 | 8 |
| 41-55 | 14 | 14 | 13 | 1 | 7 | 7 |
| 56-70 | 2 | 2 | 3 | (1) | 3 | (1) |
| 71-90 | 8 | 8 | 2 | 6 | 1 | 7 |
| 91-110 | 0 | 0 | 0 | 0 | 1 | (1) |
| 111-150 | 3 | 3 | 1 | 2 | 1 | 2 |
| 151-200 | 0 | 0 | 1 | (1) | 0 | 0 |
| >200 | 1 | 1 | 1 | 0 | 1 | 0 |
| **Totals** | **54** | **54** | **40** | **14** | **37** | **17** |

## Summary of Findings

- Best Fit: The distribution of current classroom sizes fits well with the calculated Best Fit rooms. The excess supply is concentrated in the 21-40 seat range and the 71-90 seat range. Seven of the 71-90 seat classrooms are in Mary Cofrin Hall and are primarily used by classes with 45 or less students.

- The Wisconsin System (UW System Calculation): The State calculation uses all hours scheduled (evening and weekend are included) with a goal of 40 periods (with periods equating to a credit hour). This calculation suggests 37 classrooms compared to the Best Fit calculation of 40 classrooms which concentrates on only daytime hours with 26.8 hours as the expected goal. *Please note the UW System uses enrollment ranges of 1-13, 14-27, etc. but, then assumes room sizes up to 20 seats, 40 seats, etc.*

## Classroom Need by College/Unit

The Classroom Need by College/Unit calculates the classroom needs for each college by summing the class hours for each size range based on actual enrollments/limits and dividing by the Avg. WRH daytime goal of 26.8. Therefore, Figure 11 shows approximately how many rooms each college needs by size range. This calculation does not do a "Best Fit" as shown in the Needs by Size Range analysis which allows for more flexibility to account for enrollment growth and class size changes.

**Figure 11: Current Classroom Needs by Size Range - By College/Unit**

| Classroom Needs by College Based on Enrollments | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **College** | **1-20** | **21-40** | **41-55** | **56-70** | **71-90** | **91-110** | **111-150** | **151-200** | **>=201** | **Total** |
| AHSS | 6.55 | 7.36 | 1.24 | 0.34 | 0.39 | 0.00 | 0.11 | 0.11 | 0.00 | **16.10** |
| BUS | 2.09 | 3.14 | 0.11 | 0.22 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | **5.67** |
| HESW | 1.92 | 2.36 | 0.56 | 0.07 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **4.91** |
| SET | 5.00 | 5.56 | 0.91 | 0.47 | 0.16 | 0.12 | 0.04 | 0.00 | 0.00 | **12.26** |
| Mil Sci | 0.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.20** |
| **Total** | **15.76** | **18.42** | **2.82** | **1.10** | **0.66** | **0.12** | **0.15** | **0.11** | **0.00** | **39.14** |

| Classroom Needs by College Based on Limits | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **College** | **1-20** | **21-40** | **41-55** | **56-70** | **71-90** | **91-110** | **111-150** | **151-200** | **>=201** | **Total** |
| AHSS | 1.86 | 9.58 | 1.70 | 1.23 | 0.78 | 0.11 | 0.50 | 0.11 | 0.22 | **16.09** |
| BUS | 0.00 | 4.89 | 0.00 | 0.45 | 0.11 | 0.00 | 0.11 | 0.12 | 0.00 | **5.68** |
| HESW | 1.24 | 2.94 | 0.56 | 0.07 | 0.09 | 0.00 | 0.00 | 0.00 | 0.00 | **4.90** |
| SET | 0.04 | 9.10 | 1.42 | 0.18 | 0.97 | 0.11 | 0.44 | 0.00 | 0.00 | **12.26** |
| Mil Sci | 0.15 | 0.00 | 0.00 | 0.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.20** |
| **Total** | **3.29** | **26.51** | **3.68** | **1.98** | **1.95** | **0.22** | **1.05** | **0.23** | **0.22** | **39.13** |

## Supplemental Classroom Data

The Room Size Versus Class Size table shows class enrollment versus the scheduled room seat capacity. The cells are the percentage of class hours meeting in the rooms in a size range. As a rule of thumb class enrollments in the shaded cells and one cell to the left utilize the seats fairly well while class enrollments two cells or more to the left of the optimum shaded cell indicate an underutilization of the seats.

**Figure 12: Room Size versus Class Size – Classrooms**

| Size Range (Seats) | Rooms | Class Size | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 1-20 | 21-40 | 41-55 | 56-70 | 71-90 | 91-110 | 111-150 | 151-200 | >=201 |
| 1-20 | 2 | **100.0%** | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 21-40 | 24 | 53.3% | **44.8%** | 1.8% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 41-55 | 14 | 46.0% | 52.2% | **0.9%** | 0.9% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 56-70 | 2 | 42.9% | 35.7% | 21.4% | **0.0%** | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| 71-90 | 8 | 22.6% | 38.7% | 27.4% | 11.3% | **0.0%** | 0.0% | 0.0% | 0.0% | 0.0% |
| 91-110 | 0 | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | **0.0%** | 0.0% | 0.0% | 0.0% |
| 111-150 | 3 | 0.0% | 7.1% | 14.3% | 14.3% | 50.0% | 7.1% | **7.1%** | 0.0% | 0.0% |
| 151-200 | 0 | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | **0.0%** | 0.0% |
| >=201 | 1 | 0.0% | 33.3% | 0.0% | 0.0% | 0.0% | 0.0% | 33.3% | 33.3% | **0.0%** |

### Summary of Findings

- Approximately, 39% of the class hours meeting in the eight, 71 to 90 seat rooms had a class size of 21 to 40 students enrolled.

Figure 13 identifies the number of rooms, average WRH for each building, and the total hours scheduled by each academic unit.

**Figure 13: Building by Unit - Fall 2021 All Hours**

| Building | Rooms | Avg. WRH | AHSS | BUS | HESW | SET | Mil Sci | Total |
|---|---|---|---|---|---|---|---|---|
| ENVIRON | 6 | 23.7 | 6.0 | 6.0 | | 130.0 | | **142.0** |
| MAC | 22 | 22.9 | 314.1 | 34.3 | 15.5 | 131.4 | 8.2 | **503.4** |
| ROSE | 1 | 9.3 | 6.0 | 3.3 | | | | **9.3** |
| STEM | 4 | 14.5 | | | | 57.8 | | **57.8** |
| STUDIO | 3 | 14.5 | 43.6 | | | | | **43.6** |
| THEATRE | 4 | 15.7 | 62.6 | | | | | **62.6** |
| WOOD | 14 | 27.0 | 25.5 | 135.3 | 180.7 | 36.1 | | **377.6** |
| **Total-Fall 2021** | **54** | **22.2** | **457.8** | **178.8** | **196.2** | **355.3** | **8.2** | **1,196.3** |
| **Total-Fall 2019** | **55** | **25.1** | **608.0** | **166.3** | **205.6** | **415.8** | **6.1** | **1,401.9** |

## Summary of Findings

- Figure 13 is included for reference and illustrates the distribution of the academic unit's classroom hours across the buildings.

# Teaching Laboratory Analysis

## Laboratory Utilization Measures

**Period Use and Station Fill Rate:** The instructional laboratory utilization analysis is based on the UW System standards of 32 periods per week of scheduled use with a station fill rate of 67-75% for the entire day.

**Laboratory Station Module**: This is the room square feet divided by the number of teaching stations. The Laboratory Station Modules vary by discipline and type of equipment required for each teaching station. Typical ranges are shown in Figure 14.

**Laboratory Service Factor**: This is the allocation of space to account for service rooms and other specialized facilities needed to support the teaching laboratory. Laboratory service factors can range from 0% to 40% of the total teaching laboratory space.

**Figure 14: Laboratory Space Factors by Discipline**

| Discipline | Lab Station Module | Service Space Factor |
|---|---|---|
| Art and Visual Design | 60-85 | 20-30% |
| Performing Arts | 60-125 | 20-30% |
| Computing Facilities | 30-45 | 0-15% |
| Natural Sciences | 50-65 | 20-30% |
| Engineering | 65-100 | 30-40% |

## Room Utilization

In the sections that follow, summary tables are provided for each College along with department utilization tables for each scheduled laboratory. Utilization data is displayed for Fall 2019, Spring 2020 and Fall 2021 terms.

## Table Data Definitions

- **Current Square Feet:** Assignable square feet reported in the space inventory system.
- **Teaching Stations:** Number of teaching stations as reported in the space inventory.
- **WRH-All:** Number of hours each laboratory was scheduled during the week from 8 am to 10 pm, Monday thru Friday.
- **WRH-Day:** Number of hours each laboratory was scheduled during the week from 8 am to 5 pm, Monday thru Friday.
- **Station Occupancy Percent (SO%) -All**: The percent of seats occupied based on the section limit as reported in the class file.
- **Growth Potential:** Enrollment Growth Potential is an estimate of potential enrollment growth percent a lab could handle if it was scheduled at the upper limit of the ideal utilization guidelines of 32 hours per week of scheduled use with 75% of the teaching stations use compared to its current use. For example, a lab that was used 21 hours per week with 75% of the teaching stations occupied could handle about 65% more enrollments if it were scheduled 32 hours per week and 75% of the teaching stations were filled on average.

Figure 15 summarizes the laboratory utilization by College and Department in Fall 2019, Spring 2020 and Fall 2021.

**Figure 15: Laboratory Utilization by College and Department for Fall 2019, Spring 2020 and Fall 2021**

| College / Department/Program | Inventory Data | | | | Fall 2019 Utilization | | | | Spring 2020 Utilization | | | | Fall 2021 Utilization | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Total Teaching Labs | Current Square Feet | Teaching Stations | Square Feet / | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| **COLLEGE OF ARTS, HUMANITIES AND SOCIAL SCIENCES** | | | | | | | | | | | | | | | | |
| Art and Visual Design | 16 | 20,018 | 266 | 75.3 | 11.0 | 8.3 | 46% | 84% | 9.5 | 7.4 | 43% | 87% | 12.3 | 10.1 | 51% | 74% |
| Music | 4 | 5,485 | 281 | 19.5 | 17.7 | 14.9 | 37% | 77% | 15.9 | 13.8 | 34% | 80% | 15.4 | 12.7 | 37% | 76% |
| Perform. Arts - Theatre | 5 | 7,188 | 102 | 70.5 | 7.1 | 7.1 | 68% | 80% | 10.1 | 10.1 | 56% | 76% | 9.0 | 8.9 | 42% | 84% |
| Writing Center | 1 | 1,000 | 25 | 40 | 20.1 | 20.1 | 85% | 29% | 14.7 | 14.7 | 76% | 54% | 15.0 | 15.0 | 99% | 38% |
| **AHSS Totals** | 26 | 33,691 | 674 | 50 | 11.1 | 9.2 | 48% | 81% | 10.3 | 8.7 | 43% | 84% | 11.7 | 9.9 | 48% | 76% |
| **COFRIN SCHOOL OF BUSINESS** | | | | | | | | | | | | | | | | |
| Dean | 1 | 965 | 20 | 48.3 | 3 | 3 | 90% | 89% | 7.3 | 0.0 | 0% | 100% | 0.0 | 0.0 | 0% | 100% |
| **COLLEGE OF HEALTH, EDUCATION AND SOCIAL WELFARE** | | | | | | | | | | | | | | | | |
| Nursing and Health Studies | 3 | 3,200 | 42 | 76.2 | 2 | 2 | 0% | 0% | 0.0 | 0.0 | 0% | 0% | 12.5 | 12.1 | 66% | 65% |
| Social Work | 2 | 826 | 20 | 41.3 | 5.5 | 5.5 | 91% | 79% | 0.0 | 0.0 | 0% | 0% | 5.0 | 5.0 | 94% | 80% |
| **HESW Totals** | 5 | 4,026 | 62 | 0 | 4.3 | 4.3 | 91% | 79% | 0.0 | 0.0 | 0% | 0% | 9.5 | 9.2 | 74% | 71% |
| **COLLEGE OF SCIENCE, ENGINEERING AND TECHNOLOGY** | | | | | | | | | | | | | | | | |
| **Natural and Applied Science** | | | | | | | | | | | | | | | | |
| Biology | 6 | 8,150 | 144 | 56.6 | 15.0 | 14.8 | 76% | 54% | 9.0 | 8.9 | 84% | 69% | 14.5 | 14.2 | 66% | 60% |
| Geoscience | 2 | 2,651 | 48 | 55.2 | 10.0 | 9.7 | 43% | 82% | 10.2 | 10.0 | 35% | 85% | 11.2 | 10.8 | 42% | 80% |
| Kinetics Lab | 1 | 1,339 | 24 | 55.8 | 9.0 | 8.8 | 60% | 78% | 12.2 | 11.9 | 53% | 74% | 9.0 | 8.8 | 42% | 84% |
| Chemistry | 3 | 4,146 | 72 | 57.6 | 17.0 | 16.8 | 87% | 39% | 20.0 | 19.8 | 84% | 31% | 12.0 | 11.7 | 84% | 58% |
| Human Biology | 3 | 3,909 | 64 | 61.1 | 12.3 | 11.2 | 55% | 74% | 15.5 | 15.3 | 48% | 70% | 12.8 | 12.6 | 58% | 69% |
| Engineering | 8 | 9,182 | 164 | 56.0 | 10.5 | 7.6 | 60% | 81% | 8.0 | 6.2 | 51% | 87% | 7.7 | 6.3 | 59% | 81% |
| Computer Sciences | 2 | 2,185 | 50 | 43.7 | **17.2** | **16.3** | **82%** | **44%** | **30.3** | **29** | **83%** | **0%** | **3.8** | **3.8** | **88%** | **86%** |
| **SET Totals** | 25 | 31,562 | 562 | 56.2 | 13.5 | 12.6 | 67% | 65% | 12.0 | 11.2 | 62% | 71% | 10.6 | 10.0 | 65% | 71% |
| **ENROLLMENT MANAGEMENT** | | | | | | | | | | | | | | | | |
| Registrar | 3 | 3,031 | 75 | 40.4 | 17.5 | 16.4 | 77% | 47% | 11.6 | 11.2 | 73% | 66% | 11.9 | 9.8 | 35% | 82% |
| **INFORMATION SERVICES** | | | | | | | | | | | | | | | | |
| Computing & Information Tech | 2 | 2,487 | 76 | 32.7 | 14.6 | 13.1 | 86% | 53% | 13.3 | 13.3 | 61% | 66% | 18.4 | 17.4 | 69% | 47% |

| College / Department/Program | Inventory Data | | | | Fall 2019 Utilization | | | | Spring 2020 Utilization | | | | Fall 2021 Utilization | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Total Teaching Labs | Current Square Feet | Teaching Stations | Square Feet / | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| | | | | | | | | | | | | | | | | |
| **Total all Units** | 62 | 75,762 | 1,473 | 51.4 | 12.6 | 11.2 | 61% | 68% | 11.7 | 10.4 | 52% | 75% | 11.8 | 10.6 | 56% | 72% |

## Summary of Findings

Of the 62 labs that had regularly scheduled use, 52 were scheduled Fall 2019, 54 were scheduled Spring 2020 and 58 were scheduled Fall 2021.

- 43 labs were scheduled both terms.

***Fall 2019 Summary***

- 52 were scheduled in Fall 2019 – 12.6 Average Hours per Week with 61% of the stations occupied.
- 68% Growth potential.
- 3 labs were scheduled more than 30 hours:
    - Mary Ann Cofrin Hall – 122 / Computer Science /Microcomputer Lab
        - 31.4 hours use with 86% station occupancy /No growth capacity
    - Studio Arts Building – 314 / Art and Visual Design / Graphic Design
        - 32 hours use with 58% station occupancy /22% growth capacity
    - Studio Arts Building – B103 / Music / Band Room
        - 30.3 hours use with 15% station occupancy / 82% growth capacity
- No other labs were scheduled more than 25 hours.
- 33 labs were scheduled less than 10 hours or had no scheduled use.

***Spring 2020 Summary***

- 54 labs were scheduled in Spring 2020– 11.7 Average Hours per Week with 52% of the stations occupied.
- 75% Growth potential.
- 1 lab was scheduled more than 30 hours:
    - Mary Ann Cofrin Hall – 122 / Computer Science /Microcomputer Lab
        - 30.3 hours use with 83% station occupancy /No growth capacity
- No other labs were scheduled more than 25 hours.

- 35 labs were scheduled less than 10 hours or had no scheduled use.

***Fall 2021 Summary***

- 58 labs were scheduled in Fall 2021 – 11.8 Average Hours per Week with 56% of the stations occupied.
- 72% Growth potential.
- 5 labs were scheduled more than 25 hours:
    - Studio Arts Building – 314 / Art and Visual Design / Graphic Design
        - 32 hours use with 67% station occupancy /11% growth capacity
    - Studio Arts Building – 411 / Art and Visual Design / 2D Design Studio
        - 30.3 hours use with 69% station occupancy /13% growth capacity
    - Studio Arts Building – 411 / Art and Visual Design / 3D/Sculpture/Woodworking
        - 26.7 hours use with 31% station occupancy /66% growth capacity
    - Studio Arts Building – B103 / Music / Band Room
        - 25.6 hours use with 9% station occupancy / 91% growth capacity
    - Laboratory Sciences Building – 212 / Natural and Applied Science/ General Biology
        - 27 hours use with 88% station occupancy / 1% growth capacity
- 30 labs were scheduled less than 10 hours or had no scheduled use.

## Laboratory Space Need

A space needs summary table is provided for each College/Unit followed by detailed calculations at the department level. The calculations are based on current demand, typical teaching laboratory modules, see Figure 14, and laboratory service factors to include open lab space.

- It should be noted that most teaching lab need is program driven and not based on utilization since most labs are used well below typical guidelines.
- In all cases lab sizes are within the expected range for the number of teaching stations and typical station module for the lab type.
- Figure 16 summarizes the calculated needs by College and Department.
    - **Current Teaching Labs:** count of labs with scheduled use in at least one term within the period of the study.
    - **Current Square Feet:** Assignable square feet reported in the space inventory system and includes teaching labs, service space and open lab space.
    - **Teaching Stations:** Number of teaching stations as reported in the space inventory.
    - **Square Feet per Station:** Current Square Feet divided by Teaching Stations
    - **Teaching Labs Need:** Since most labs are used well below typical guidelines, teaching lab need is program driven and not based on utilization. The current number of labs are sufficient to meet future need.
    - **Calculated ASF Need:** Since utilization is not driving the lab need, the square feet need is calculated by applying a typical discipline specific teaching lab module to the number of lab stations and adding in service space and open lab space (see figure 14).

**Figure 16: Space Needs Summary by College**

| College/Department | Current Teaching Labs | Current Square Feet | Teaching Stations | Square Feet /Station | Teaching Labs Need | Calculated ASF Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|
| **COLLEGE OF ARTS, HUMANITIES AND SOCIAL SCIENCES** | | | | | | | |
| Art and Visual Design | 16 | 25,850 | 266 | 75.3 | 16 | 25,337 | 513 |
| Music | 4 | 8,870 | 281 | 31.6 | 4 | 9,269 | (399) |
| Performing Arts - Theatre | 5 | 8,062 | 102 | 79.0 | 5 | 8,475 | (413) |
| Psychology (open lab) | | 168 | | | | 168 | 0 |
| Writing Center | 1 | 1,000 | 25 | 0 | 1 | 1,000 | 0 |
| **Totals** | **26** | **43,950** | **674** | **65.2** | **26** | **44,249** | **(299)** |
| **COFRIN SCHOOL OF BUSINESS** | | | | | | | |
| Dean | 1 | 965 | 32 | 30.1 | 1 | 965 | 0 |

| College/Department | Current Teaching Labs | Current Square Feet | Teaching Stations | Square Feet /Station | Teaching Labs Need | Calculated ASF Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|
| **ENROLLMENT MANAGEMENT** | | | | | | | |
| Registrar | 3 | 4,575 | 104 | 44.0 | 3 | 4,575 | 0 |
| Disabled Student Services | | 702 | 7 | 100.3 | 0 | 702 | 0 |
| **Totals** | **3** | **5,277** | **111** | **47.5** | **3** | **5,277** | **0** |
| **COLLEGE OF HEALTH, EDUCATION AND SOCIAL WELFARE** | | | | | | | |
| Dean of Health, Education and Social Welfare | | 209 | 3 | 69.6 | 0 | 209 | 0 |
| Nursing and Health Studies | 3 | 3,716 | 42 | 88.5 | 3 | 3,780 | (64) |
| Social Work | 2 | 1,280 | 40 | 32.0 | 2 | 1,280 | 0 |
| **Totals** | **5** | **5,205** | **85** | **61.2** | **5** | **5,269** | **(64)** |
| **INFORMATION SERVICES** | | | | | | | |
| Computing and Information Technology | 2 | 5,221 | 141 | 37.0 | 2 | 5,774 | (553) |
| | | | | | | | |
| **COLLEGE OF SCIENCE, ENGINEERING AND TECHNOLOGY** | | | | | | | |
| Dean, Science and Technology | | 73 | 0 | 0 | 0 | 73 | 0 |
| Natural and Applied Sciences | 14 | 25,283 | 288 | 87.8 | 14 | 23,764 | 1,519 |
| Human Biology | 3 | 6,422 | 80 | 80.3 | 3 | 6,087 | 335 |
| Engineering | 8 | 14,289 | 160 | 89.3 | 8 | 14,609 | (320) |
| Computer Sciences | 2 | 2,185 | 50 | 43.7 | 2 | 2,250 | (65) |
| **Total** | **27** | **48,252** | **578** | **83.5** | **27** | **46,783** | **1,469** |
| **Total All Colleges** | **64** | **108,870** | **1,621** | **67.2** | **64** | **108,316** | **554** |

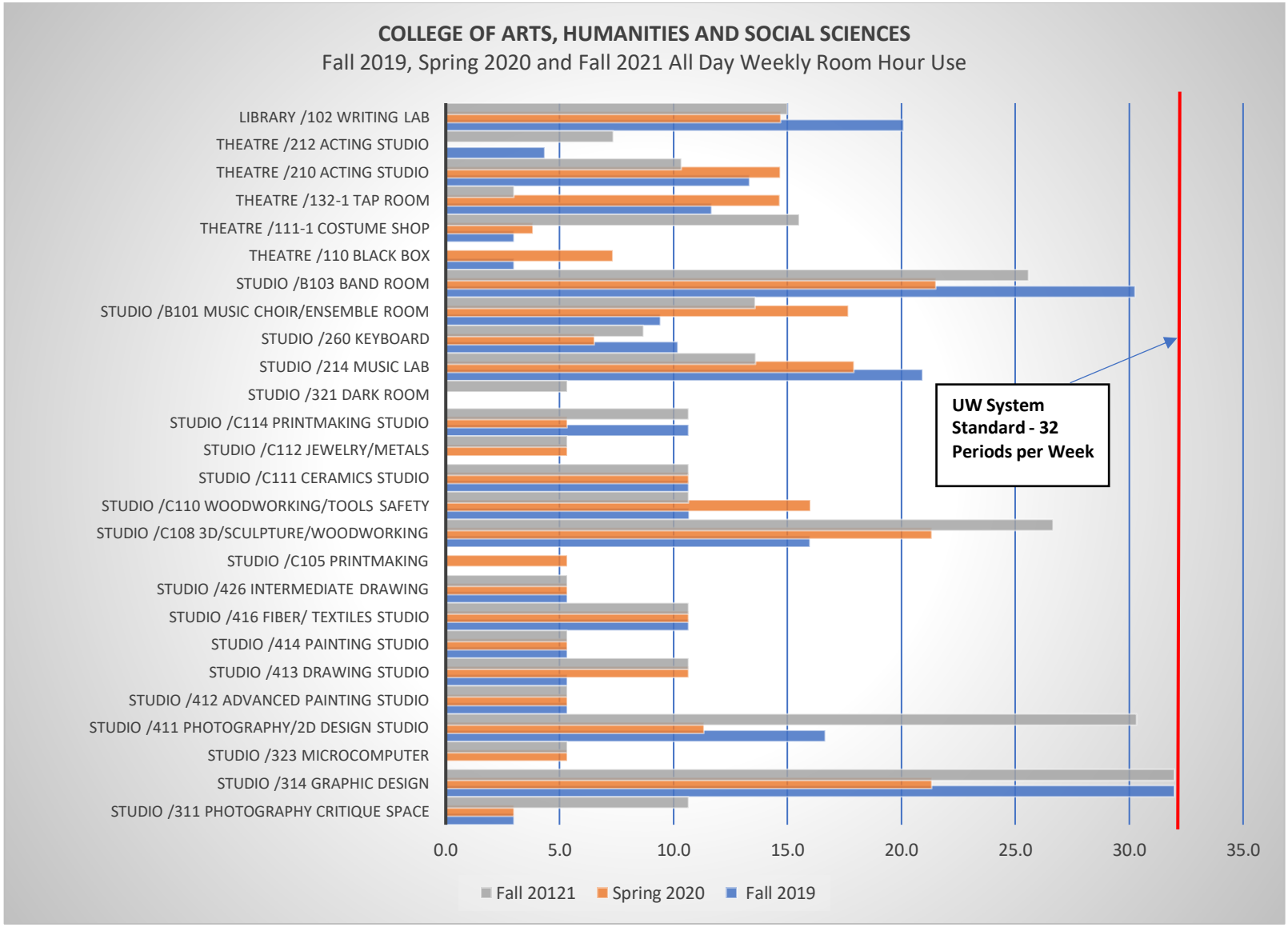
- Based on the current utilization, the existing labs have capacity to handle significant enrollment growth. The calculated square foot needs shows either a marginal surplus or deficit based on the space factors used to calculate need and in no case suggested that labs are significantly over or undersized.

## College of Arts, Humanities and Social Sciences

Figure 17 summarizes the utilization for the 26 teaching labs that were scheduled Fall 2019, Spring 2020 and/or Fall 2021in the College of Arts, Humanities and Social Sciences.

**Figure 17: College of Arts, Humanities and Social Sciences - Lab Utilization Summary**

| Department | Inventory Data | | | | Fall 2019 Utilization | | | | Spring 2020 Utilization | | | | Fall 2021 Utilization | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Scheduled Labs | Current Square Feet | No. of Stations | Square Feet / Station | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Art and Visual Design | 16 | 20,018 | 266 | 75.3 | 11.0 | 8.3 | 46% | 84% | 9.5 | 7.4 | 43% | 87% | 12.3 | 10.1 | 51% | 74% |
| Music | 4 | 5,485 | 281 | 19.5 | 17.7 | 14.9 | 37% | 77% | 15.9 | 13.8 | 34% | 80% | 15.4 | 12.7 | 37% | 76% |
| Perform. Arts - Theatre | 5 | 7,188 | 102 | 70.5 | 7.1 | 7.1 | 68% | 80% | 10.1 | 10.1 | 56% | 76% | 9.0 | 8.9 | 42% | 84% |
| Writing Center | 1 | 1,000 | 25 | 40.0 | 20.1 | 20.1 | 85% | 29% | 14.7 | 14.7 | 76% | 54% | 15.0 | 15.0 | 99% | 38% |
| **Totals** | **26** | **33,691** | **674** | **50.0** | **11.7** | **9.8** | **48%** | **81%** | **11.9** | **10.1** | **43%** | **84%** | **11.7** | **9.9** | **48%** | **76%** |


COLLEGE OF ARTS, HUMANITIES AND SOCIAL SCIENCES
Fall 2019, Spring 2020 and Fall 2021 All Day Weekly Room Hour Use
LIBRARY /102 WRITING LAB
THEATRE /212 ACTING STUDIO
THEATRE /210 ACTING STUDIO
THEATRE /132-1 TAP ROOM
THEATRE /111-1 COSTUME SHOP
THEATRE /110 BLACK BOX
STUDIO /B103 BAND ROOM
STUDIO /B101 MUSIC CHOIR/ENSEMBLE ROOM
STUDIO /260 KEYBOARD
STUDIO /214 MUSIC LAB
STUDIO /321 DARK ROOM
STUDIO /C114 PRINTMAKING STUDIO
STUDIO /C112 JEWELRY/METALS
STUDIO /C111 CERAMICS STUDIO
STUDIO /C110 WOODWORKING/TOOLS SAFETY
STUDIO /C108 3D/SCULPTURE/WOODWORKING
STUDIO /C105 PRINTMAKING
STUDIO /426 INTERMEDIATE DRAWING
STUDIO /416 FIBER/ TEXTILES STUDIO
STUDIO /414 PAINTING STUDIO
STUDIO /413 DRAWING STUDIO
STUDIO /412 ADVANCED PAINTING STUDIO
STUDIO /411 PHOTOGRAPHY/2D DESIGN STUDIO
STUDIO /323 MICROCOMPUTER
STUDIO /314 GRAPHIC DESIGN
STUDIO /311 PHOTOGRAPHY CRITIQUE SPACE
0.0
5.0
10.0
15.0
20.0
25.0
30.0
35.0
UW System Standard - 32 Periods per Week
Fall 20121
Spring 2020
Fall 2019

# Art and Visual Design

## Utilization Detail

Figure 18 summarizes the utilization for teaching studios with regularly scheduled classes in the Department of Art and Visual Design for Fall 2019, Spring 2020 and Fall 2021 terms.

**Figure 18: Art and Visual Design - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Photography Critique Space | STUDIO | 311 | 596 | 20 | 3.0 | 3.0 | 47% | 94% | 3.0 | 3.0 | 53% | 93% | 10.7 | 10.7 | 33% | 85% |
| Graphic Design | STUDIO | 314 | 1,106 | 18 | 32.0 | 32.0 | 66% | 13% | 21.3 | 21.3 | 52% | 54% | 32.0 | 32.0 | 67% | 11% |
| Microcomputer | STUDIO | 323 | 458 | 12 | | | | 100% | 5.3 | 5.3 | 83% | 81% | 5.3 | 5.3 | 25% | 94% |
| Photography/2D Design Studio | STUDIO | 411 | 1,300 | 16 | 16.7 | 16.7 | 71% | 51% | 11.3 | 6.0 | 36% | 91% | 30.3 | 19.0 | 69% | 13% |
| Advanced Painting Studio | STUDIO | 412 | 1,506 | 16 | 5.3 | 5.3 | 25% | 94% | 5.3 | 5.3 | 27% | 94% | 5.3 | 5.3 | 28% | 94% |
| Drawing Studio | STUDIO | 413 | 1,285 | 16 | 5.3 | 0.0 | 0% | 100% | 10.7 | 5.3 | 50% | 89% | 10.7 | 10.7 | 100% | 56% |
| Painting Studio | STUDIO | 414 | 1,164 | 16 | 5.3 | 5.3 | 69% | 85% | 5.3 | 5.3 | 100% | 78% | 5.3 | 5.3 | 81% | 82% |
| Fiber/ Textiles Studio | STUDIO | 416 | 1,164 | 20 | 10.7 | 10.7 | 37% | 84% | 10.7 | 10.7 | 40% | 82% | 10.7 | 10.7 | 23% | 90% |
| Intermediate Drawing | STUDIO | 426 | 1,035 | 16 | 5.3 | 5.3 | 75% | 83% | 5.3 | 0.0 | 0% | 100% | 5.3 | 5.3 | 94% | 79% |
| Printmaking | STUDIO | C105 | 1,220 | 16 | | | | 100% | 5.3 | 5.3 | 40% | 91% | | | | 100% |
| 3D/Sculpture/Woodworking | STUDIO | C108 | 1,534 | 15 | 16.0 | 10.7 | 18% | 92% | 21.3 | 21.3 | 26% | 77% | 26.6 | 21.3 | 31% | 66% |
| Woodworking/Tools Safety | STUDIO | C110 | 1,336 | 10 | 10.7 | 10.7 | 77% | 66% | 16.0 | 16.0 | 69% | 54% | 10.7 | 10.7 | 38% | 83% |
| Ceramics Studio | STUDIO | C111 | 3,824 | 38 | 10.7 | 0.0 | 0% | 100% | 10.7 | 0.0 | 0% | 100% | 10.7 | 5.3 | 45% | 80% |
| Jewelry/Metals | STUDIO | C112 | 1,170 | 20 | | | | 100% | 5.3 | 0.0 | 0% | 100% | 5.3 | 0.0 | 110% | 76% |
| Printmaking studio | STUDIO | C114 | 818 | 12 | 10.7 | 0.0 | 0% | 100% | 5.3 | 5.3 | 80% | 82% | 10.7 | 5.3 | 41% | 82% |
| Dark Room | STUDIO | 321 | 502 | 5 | | | | 100% | | | | 0% | 5.3 | 5.3 | 42% | 91% |
| **Totals** | | **16** | **20,018** | **266** | **11.0** | **8.3** | **46%** | **84%** | **9.5** | **7.4** | **43%** | **87%** | **12.3** | **10.1** | **51%** | **74%** |

## Summary of Findings

***Fall 2019 Summary***

- 12 labs scheduled – 11.0 Average Hours per Week with 46% of the stations occupied based on typical section limits.
- 84% Growth potential.
- Graphic Design (STUDIO 314) was scheduled 32 hours per week with 66% of the stations occupied. The lab is near capacity but some future enrollment growth could be handled by increasing section sizes.

***Spring 2020 Summary***

- 15 labs scheduled – 9.5 Average Hours per Week with 43% of the stations occupied based on typical section limits.
- 87% Growth potential.

***Fall 2021 Summary***

- 15 labs scheduled – 12.3 Average Hours per Week with 51% of the stations occupied based on typical section limits.
- 74% Growth potential
- Graphic Design (STUDIO 314) was scheduled 32 hours per week with 67% of the stations occupied. The lab is near capacity, but some future enrollment growth could be handled by increasing section sizes.

## Square Foot Need Summary

Figure 19 summarizes the space needed by the department.

**Figure 19: Art and Visual Design - Space Needs Summary**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Photography Critique Space | STUDIO | 311 | 596 | 20 | 29.8 | 40 | 1 | 800 | (204) |
| Graphic Design | STUDIO | 314 | 1,106 | 18 | 61.4 | 70 | 1 | 1,260 | (154) |
| Microcomputer | STUDIO | 323 | 458 | 12 | 38.2 | 40 | 1 | 480 | (22) |
| Photography/2D Design Studio | STUDIO | 411 | 1,300 | 16 | 81.3 | 70 | 1 | 1,120 | 180 |
| Advanced Painting Studio | STUDIO | 412 | 1,506 | 16 | 94.1 | 65 | 1 | 1,040 | 466 |
| Drawing Studio | STUDIO | 413 | 1,285 | 16 | 80.3 | 65 | 1 | 1,040 | 245 |
| Painting Studio | STUDIO | 414 | 1,164 | 16 | 72.8 | 65 | 1 | 1,040 | 124 |

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Fiber/ Textiles Studio | STUDIO | 416 | 1,164 | 20 | 58.2 | 65 | 1 | 1,300 | (136) |
| Intermediate Drawing | STUDIO | 426 | 1,035 | 16 | 64.7 | 65 | 1 | 1,040 | (5) |
| Printmaking | STUDIO | C105 | 1,220 | 16 | 76.3 | 65 | 1 | 1,040 | 180 |
| 3D/Sculpture/Woodworking | STUDIO | C108 | 1,534 | 15 | 102.3 | 125 | 1 | 1,875 | (341) |
| Woodworking/Tools Safety | STUDIO | C110 | 1,336 | 10 | 133.6 | 125 | 1 | 1,250 | 86 |
| Ceramics Studio | STUDIO | C111 | 3,824 | 38 | 100.6 | 100 | 1 | 3,800 | 24 |
| Jewelry/Metals | STUDIO | C112 | 1,170 | 20 | 58.5 | 65 | 1 | 1,300 | (130) |
| Printmaking studio | STUDIO | C114 | 818 | 12 | 68.2 | 65 | 1 | 780 | 38 |
| Dark Room | STUDIO | 321 | 502 | 5 | 100.4 | 65 | 1 | 325 | 177 |
| Scheduled Labs | | 16 | 20,018 | 266 | 75.3 | | 16 | 19,490 | 528 |
| Support Space | | 29 | 5,832 | | | | | 5,847 | (15) |
| **Totals** | | **45** | **25,850** | **266** | **75.3** | | **16** | **25,337** | **513** |

## Summary of Findings

- The current space should be sufficient to address the long term need; however, the Graphic Design lab STUDIO 314 is near capacity and can only handle about a 10% enrollment growth.

# Music

## Utilization Detail

Figure 20 summarizes the utilization for teaching studios with regularly scheduled classes in the Department of Music for Fall 2019, Spring 2020 and Fall 2021 terms. All laboratories have significant growth capacity.

**Figure 20: Music - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Music Lab | STUDIO | 214 | 814 | 30 | 20.9 | 20.9 | 28% | 75% | 17.9 | 17.9 | 25% | 81% | 13.6 | 13.6 | 39% | 78% |
| Keyboard Lab | STUDIO | 260 | 751 | 11 | 10.2 | 10.2 | 90% | 62% | 6.5 | 6.5 | 90% | 76% | 8.7 | 8.7 | 67% | 76% |
| Choir/Ensemble Room | STUDIO | B101 | 1,480 | 100 | 9.4 | 7.8 | 51% | 83% | 17.7 | 13.7 | 38% | 78% | 13.6 | 11.3 | 35% | 80% |
| Band Room | STUDIO | B103 | 2,440 | 140 | 30.3 | 20.9 | 33% | 71% | 21.5 | 17.2 | 37% | 73% | 25.6 | 17.4 | 35% | 63% |
| **Totals** | | **4** | **5,485** | **281** | **17.7** | **14.9** | **37%** | **77%** | **15.9** | **13.8** | **34%** | **80%** | **15.4** | **12.7** | **37%** | **76%** |

## Summary of Findings

***Fall 2019 Summary***

- 4 labs scheduled – 17.7 Average Hours per Week with 37% of the stations occupied based on typical section limits.
- 77% growth potential.

***Spring 2020 Summary***

- 4 labs scheduled – 15.9 Average Hours per Week with 34% of the stations occupied based on typical section limits.
- 80% growth potential.

***Fall 2021 Summary***

- 4 labs scheduled – 15.4 Average Hours per Week with 37% of the stations occupied based on typical section limits.
- 76% growth potential.

## Square Foot Need Summary

Figure 21 summarizes the space needed by the department.

**Figure 21: Music - Space Needs Summary**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Music Lab | STUDIO | 214 | 814 | 30 | 27.1 | 30.0 | 1 | 900 | (86) |
| Keyboard | STUDIO | 260 | 751 | 11 | 68.3 | 70.0 | 1 | 770 | (19) |
| Music Choir/Ensemble Room | STUDIO | B101 | 1,480 | 100 | 14.8 | 15.0 | 1 | 1,500 | (20) |
| Band Room | STUDIO | B103 | 2,440 | 140 | 17.4 | 20.0 | 1 | 2,800 | (360) |
| Scheduled Teaching Labs | | 4 | 5,485 | 281 | 19.5 | 33.8 | 4 | 5,970 | (485) |
| Support Spaces | | 3 | 1,159 | | | | | 1,493 | (334) |
| Practice Rooms | | 14 | 2,226 | | | | | 1,806 | 420 |
| **Total** | | **21** | **8,870** | **281** | **31.6** | **0.0** | **4** | **9,269** | **(399)** |

## Summary of Findings

- The current space should be sufficient to address the long-term need.

# Performing Arts – Theatre

## Utilization Detail

Figure 22 summarizes the utilization for teaching labs with regularly scheduled classes in the Department of Performance Theater for Fall 2019, Spring 2020 and Fall 2021 terms. All laboratories have significant growth capacity.

**Figure 22: Performance Theater - Lab Utilization Summary**

| | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Program | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Black Box | THEATRE | 110 | 1,339 | 40 | 3.0 | 3.0 | 88% | 89% | 7.3 | 7.3 | 31% | 90% | | | | 100% |
| Costume Shop | THEATRE | 111-1 | 2,042 | 12 | 3.0 | 3.0 | 13% | 98% | 3.8 | 3.8 | 63% | 90% | 15.5 | 15.5 | 39% | 75% |
| Tap Room | THEATRE | 132-1 | 1,875 | 50 | 11.7 | 11.7 | 87% | 58% | 14.7 | 14.7 | 64% | 61% | 3.0 | 3.0 | 17% | 98% |
| Acting Studio | THEATRE | 210 | 463 | 20 | 13.3 | 13.3 | 63% | 65% | 14.7 | 14.7 | 56% | 66% | 10.3 | 10.3 | 51% | 78% |
| Acting Studio | THEATRE | 212 | 1,469 | 60 | 4.3 | 4.3 | 42% | 92% | 0.0 | 0.0 | 0% | 100% | 7.3 | 6.9 | 44% | 87% |
| **Totals** | | **5** | **7,188** | **182** | **7.1** | **7.1** | **68%** | **80%** | **10.1** | **10.1** | **56%** | **76%** | **9.0** | **8.9** | **42%** | **84%** |

## Summary of Findings

***Fall 2019 Summary***

- 5 labs scheduled – 7.1 Average Hours per Week with 68% of the stations occupied based on typical section limits.
- 80% Growth potential.

***Spring 2020 Summary***

- 4 labs scheduled – 10.1 Average Hours per Week with 56% of the stations occupied based on typical section limits.
- 76% Growth potential.

***Fall 2021 Summary***

- 4 labs scheduled – 9.0 Average Hours per Week with 42% of the stations occupied based on typical section limits.
- 84% Growth potential.

## Square Foot Need Summary

Figure 23 summarizes the space needed by the department.

**Figure 23: Performance Theater - Space Needs Summary**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Black Box | THEATRE | 110 | 1,339 | 24 | 55.8 | 75.0 | 1 | 1,800 | (461) |
| Acting Studio | THEATRE | 210 | 463 | 16 | 28.9 | 75.0 | 1 | 1,200 | (737) |
| Acting Studio | THEATRE | 212 | 1,469 | 20 | 73.5 | 75.0 | 1 | 1,500 | (31) |
| Tap Room | THEATRE | 132 | 1,875 | 30 | 62.5 | 75.0 | 1 | 2,250 | (375) |
| Costume Shop | THEATRE | 111 | 2,042 | 12 | 170.2 | 75.0 | 1 | 900 | 1,142 |
| Scheduled Labs | | 5 | 7,188 | 102 | 70.5 | 75.0 | 5 | 7,650 | (462) |
| Support Space | | 3 | 874 | 0 | 0.0 | | 0 | 825 | 49 |
| **Performing Arts – Theatre Totals** | | **8** | **8,062** | **102** | **79.0** | | **5** | **8,475** | **(413)** |

## Summary of Findings

- The current space should be sufficient to address the long-term need.

# Writing Center

## Utilization Detail

Figure 24 summarizes the utilization for regularly scheduled classes in the Writing Center for Fall 2019, Spring 2020 and Fall 2021 terms.

**Figure 24: Writing Center - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Writing Lab | LIBRARY | 102 | 1,000 | 25 | 20.1 | 20.1 | 85% | 29% | 14.7 | 14.7 | 76% | 54% | 15.0 | 15.0 | 99% | 38% |

## Summary of Findings

***Fall 2019 Summary***

- 20.1 total hours per week during the day with 85% of the stations occupied.
- 29% Growth potential.

***Spring 2020 Summary***

- 14.7 total hours per week during the day with 76% of the stations occupied.
- 54% Growth potential

***Fall 2021 Summary***

- 15.0 total hours per week during the day with 99% of the stations occupied.
- 38% Growth potential

## Square Foot Need Summary

- The current 1,000 square foot Writing Center lab should be sufficient to meet future needs.

# Psychology

- The Department of Psychology has only a 168 square foot open lab, Rose Hall Room 144. It is assumed this space is adequate.

# Cofrin School of Business

## Utilization Detail

The School has one teaching lab scheduled 3 hours in Fall 2019 and 7.3 hours in the evening during the Spring 2020 term. It was not scheduled Fall 2021.

**Figure 25: Cofrin School of Business - Lab Utilization Summary**

| Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| INSTRUCTIONAL SRVS. | 1034 | 965 | 32 | 3.0 | 3.0 | 90% | 83% | 7.3 | 0.0 | 0% | 100% | 0.0 | 0.0 | 0% | 100% |

## Square Foot Need Summary

The following table summarizes the space needed by the department.

**Figure 26: Cofrin School of Business - Space Needs Summary**

| Program | Building | Room | Current Square Feet | Teaching Stations | Square Feet /Station | Guideline ASF/Station | Teaching Labs Need | Calculated ASF Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| DIST. ED. CLS | INSTRUCT | 1034 | 965 | 20 | 48.2 | 45.0 | 1 | 900 | 65 |

## Summary of Findings

- The current space should be sufficient to meet long-term need.

# College of Health, Education and Social Welfare

## Utilization Detail

Figure 27 summarizes the utilization for teaching labs with regularly scheduled classes for the College of Health, Education and Social Welfare for the Fall 2019 and Fall 2021 terms. No labs had scheduled classes for Spring 2020.

**Figure 27: College of Health, Education and Social Welfare - Lab Utilization Summary**

| Department | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| **Nursing and Health Studies** | | | | | | | | | | | | | | | | |
| | MAC | 117 | 1,267 | 20 | 0.0 | 0.0 | 0% | 0% | 0.0 | 0.0 | 0% | 0% | 8.2 | 8.2 | 56% | 81% |
| | WOOD | 317 | 1,200 | 12 | 2.0 | 2.0 | 0% | 0% | 0.0 | 0.0 | 0% | 0% | 14.7 | 14.0 | 71% | 57% |
| | WOOD | 324 | 733 | 10 | 0.0 | 0.0 | 0% | 0% | 0.0 | 0.0 | 0% | 0% | 14.7 | 14.0 | 71% | 57% |
| **Nursing and HS Totals** | | **3** | **3,200** | **42** | **2.0** | **2.0** | **0%** | **0%** | **0.0** | **0.0** | **0%** | **0%** | **12.5** | **12.1** | **66%** | **65%** |
| **Social Work** | | | | | | | | | | | | | | | | |
| | MAC | 133 | 614 | 10 | 5.5 | 5.5 | 91% | 79% | 0.0 | 0.0 | 0% | 0% | 5.0 | 5.0 | 94% | 80% |
| | MAC | 131 | 212 | 10 | 5.5 | 5.5 | 91% | 79% | 0.0 | 0.0 | 0% | 0% | 5.0 | 5.0 | 94% | 80% |
| **Social Work Totals** | | **2** | **826** | **20** | **5.5** | **5.5** | **91%** | **79%** | **0.0** | **0.0** | **0%** | **0%** | **5.0** | **5.0** | **94%** | **80%** |
| **College Totals** | | **5** | **4,026** | **62** | **4.3** | **4.3** | **91%** | **79%** | **0.0** | **0.0** | **0%** | **0%** | **9.5** | **9.2** | **74%** | **71%** |

## Summary of Findings

***Fall 2019 Summary***

- The 3 labs that were scheduled were used less than 6 hours per week during the fall and not scheduled for credit instruction in the spring.
- Fall 2019 and Spring 2020 all Nursing instruction was online. The one course meeting in WOOD 317 was Physics 104.

***Fall 2021 Summary***

- The three nursing labs were scheduled on average 12.5 hours with 66% station occupancy.
- Nursing has a 65% growth potential.

## Square Foot Need Summary

Figure 28 summarizes the space need for the College of Health, Education and Social Welfare.

**Figure 28: College of Health, Education and Social Welfare – Space Needs Summary**

| Department/Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| **Nursing and Health Studies** | | | | | | | | | |
| | MAC | 117 | 1,267 | 20 | 63.4 | 75.0 | 1 | 1,500 | (233) |
| | WOOD | 317 | 1,200 | 12 | 100.0 | 75.0 | 1 | 900 | 300 |
| | WOOD | 324 | 733 | 10 | 73.3 | 75.0 | 1 | 750 | (17) |
| Scheduled Teaching Labs | | 3 | 3,200 | 42 | 76.2 | | 0 | 3,150 | 50 |
| Support Spaces | | 3 | 516 | 0 | | | 0 | 630 | (114) |
| **Total** | | **6** | **3,716** | **42** | | **75.0** | **0** | **3,780** | **(64)** |
| **Social Work** | | | | | | | | | |
| | MAC | 133 | 614 | 10 | 61.4 | 35.0 | 1 | 700 | (86) |
| | MAC | 131 | 212 | 10 | 21.2 | | 1 | 350 | (138) |
| Scheduled Teaching Labs | | 2 | 826 | 20 | 41.3 | | 2 | 1,050 | (224) |
| Support Spaces | | 3 | 454 | 0 | 0.0 | | 0 | 105 | 349 |
| **Total** | | **5** | **1,280** | **20** | **64.0** | | **2** | **1,155** | **125** |
| **College Total** | | | | | | | | | |
| Scheduled Teaching Labs | | 5 | 4,026 | 20 | 201.3 | | 2 | 4,200 | (174) |
| Support Space | | 6 | 970 | 20 | 48.5 | | 0 | 735 | 235 |
| Open Lab | | 1 | 209 | 20 | 10.5 | | 0 | 209 | 0 |
| **Totals** | | **12** | **5,205** | **20** | **260.3** | | **2** | **5,144** | **61** |

- Nursing and Health Studies launched a four year Bachelor of Science Nursing program in 2019 building a traditional 4-year Nursing program. A more detailed analysis of future space need is needed.
    - Fall 2019 was the first pre-nursing year.
    - Central to a Nursing program are classrooms, clinical skills facilities, and health care agencies for clinicals.
    - Total enrollment in Nursing will approach approximately 145 students when the program reaches maturity.

## College of Science, Engineering and Technology

Figure 29 summarizes the utilization for the 25 teaching labs that were scheduled Fall 2019, Spring 2020 and Fall 2021 for the College of Science, Engineering and Technology.

**Figure 29: College of Science, Engineering and Technology - Lab Utilization Summary**

| Department /Program | Inventory Data | | | | Fall 2019 Utilization | | | | Spring 2020 Utilization | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Scheduled Labs | Current Square Feet | No. of Stations | Square Feet / Station | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Natural and Applied Science | | | | | | | | | | | | | | | | |
| Biology | 6 | 8,150 | 144 | 56.6 | 15.0 | 14.8 | 76% | 54% | 9.0 | 8.9 | 84% | 69% | 14.5 | 14.2 | 66% | 60% |
| Geoscience | 2 | 2,651 | 48 | 55.2 | 10.0 | 9.7 | 43% | 82% | 10.2 | 10.0 | 35% | 85% | 11.2 | 10.8 | 42% | 80% |
| Kinetics Lab | 1 | 1,339 | 24 | 55.8 | 9.0 | 8.8 | 60% | 78% | 12.2 | 11.9 | 55% | 73% | 9.0 | 8.8 | 42% | 84% |
| Chemistry | 3 | 4,146 | 72 | 57.6 | 17.0 | 16.8 | 87% | 39% | 20.0 | 19.8 | 84% | 31% | 12.0 | 11.7 | 84% | 58% |
| Human Biology | 3 | 3,909 | 64 | 61.1 | 12.3 | 11.2 | 60% | 72% | 15.5 | 15.3 | 48% | 69% | 12.8 | 12.6 | 58% | 69% |
| Engineering | 8 | 9,182 | 164 | 56.0 | 10.5 | 7.6 | 60% | 81% | 8.0 | 6.2 | 51% | 87% | 7.7 | 6.3 | 59% | 81% |
| Computer Sciences | 2 | 2,185 | 50 | 43.7 | 17.2 | 16.3 | 82% | 44% | 30.3 | 29 | 83% | 0% | 3.8 | 3.8 | 88% | 86% |
| **Totals** | **25** | **31,562** | **566** | **55.8** | **13.5** | **12.6** | **67%** | **65%** | **12.0** | **11.2** | **61%** | **72%** | **10.6** | **10.0** | **64%** | **72%** |

### Summary of Findings

***Fall 2019 Summary***

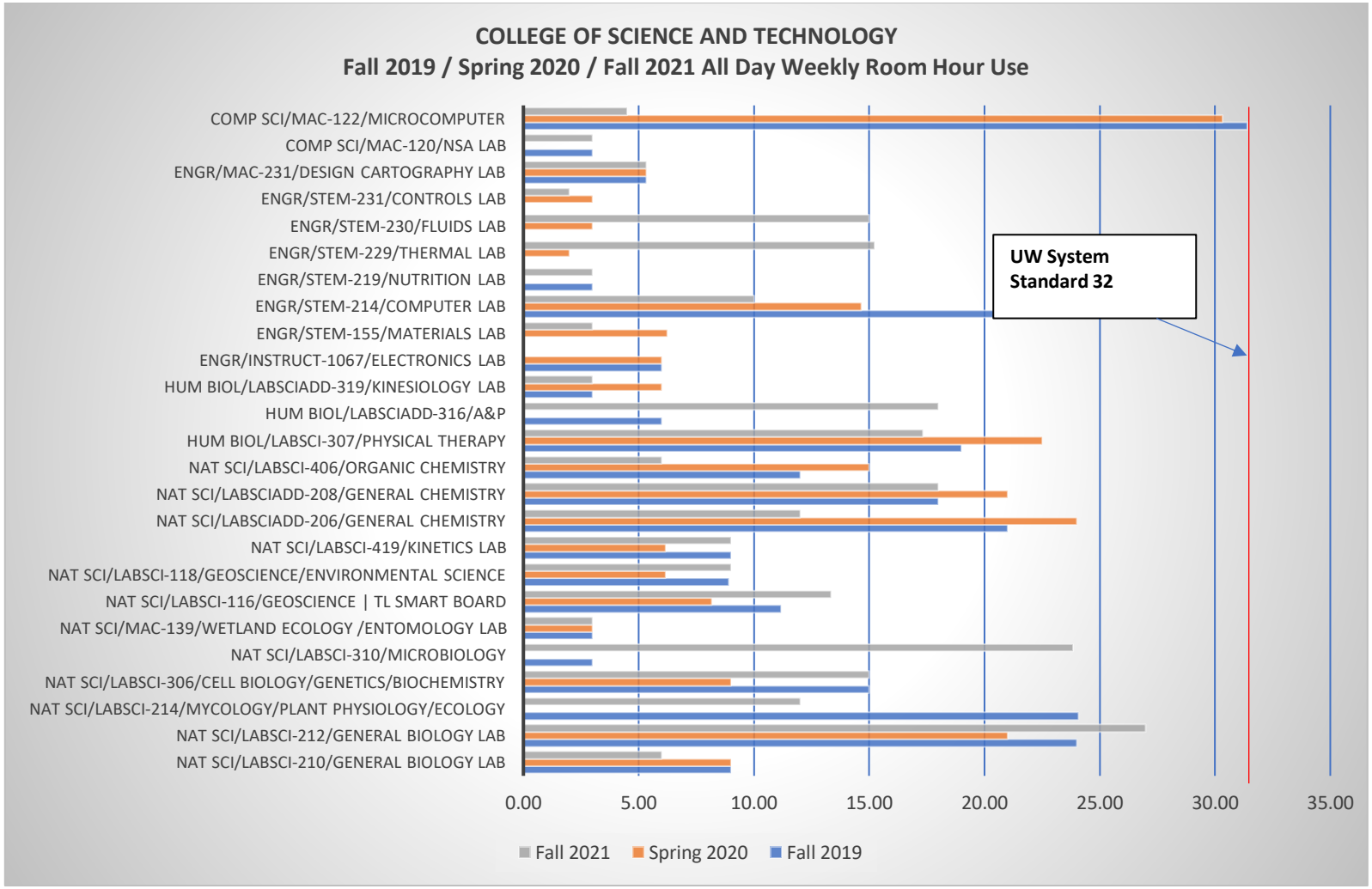
- Of the 25 labs, 22 were scheduled – 13.5 Average Hours per Week with 67% of the stations occupied.
- 65% growth potential.

***Spring 2020 Summary***

- Of the 25 labs, 24 were scheduled – 12.0 Average Hours per Week with 61% of the stations occupied.
- 72% growth potential.

***Fall 2021 Summary***

- Of the 25 labs, 23 were scheduled – 10.6 Average Hours per Week with 64% of the stations occupied.
- 72% growth potential.


COLLEGE OF SCIENCE AND TECHNOLOGY
Fall 2019 / Spring 2020 / Fall 2021 All Day Weekly Room Hour Use
COMP SCI/MAC-122/MICROCOMPUTER
COMP SCI/MAC-120/NSA LAB
ENGR/MAC-231/DESIGN CARTOGRAPHY LAB
ENGR/STEM-231/CONTROLS LAB
ENGR/STEM-230/FLUIDS LAB
ENGR/STEM-229/THERMAL LAB
ENGR/STEM-219/NUTRITION LAB
ENGR/STEM-214/COMPUTER LAB
ENGR/STEM-155/MATERIALS LAB
ENGR/INSTRUCT-1067/ELECTRONICS LAB
HUM BIOL/LABSCIADD-319/KINESIOLOGY LAB
HUM BIOL/LABSCIADD-316/A&P
HUM BIOL/LABSCI-307/PHYSICAL THERAPY
NAT SCI/LABSCI-406/ORGANIC CHEMISTRY
NAT SCI/LABSCIADD-208/GENERAL CHEMISTRY
NAT SCI/LABSCIADD-206/GENERAL CHEMISTRY
NAT SCI/LABSCI-419/KINETICS LAB
NAT SCI/LABSCI-118/GEOSCIENCE/ENVIRONMENTAL SCIENCE
NAT SCI/LABSCI-116/GEOSCIENCE | TL SMART BOARD
NAT SCI/MAC-139/WETLAND ECOLOGY /ENTOMOLOGY LAB
NAT SCI/LABSCI-310/MICROBIOLOGY
NAT SCI/LABSCI-306/CELL BIOLOGY/GENETICS/BIOCHEMISTRY
NAT SCI/LABSCI-214/MYCOLOGY/PLANT PHYSIOLOGY/ECOLOGY
NAT SCI/LABSCI-212/GENERAL BIOLOGY LAB
NAT SCI/LABSCI-210/GENERAL BIOLOGY LAB
UW System Standard 32
0.00
5.00
10.00
15.00
20.00
25.00
30.00
35.00
Fall 2021
Spring 2020
Fall 2019

# Natural and Applied Sciences
## Utilization Detail

Figure 30 summarizes the utilization for teaching labs with regularly scheduled classes for Fall 2019, Spring 2020 and Fall 2021 for the Department of Natural and Applied Sciences.

**Figure 30: Natural and Applied Sciences - Lab Utilization Summary**

| Discipline / Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| **Biology** | | | | | | | | | | | | | | | | |
| General Biology | LABSCI | 210 | 1,345 | 24 | 9.0 | 8.8 | 91% | 67% | 9.0 | 8.8 | 84% | 69% | 6.0 | 6.0 | 94% | 77% |
| General Biology | LABSCI | 212 | 1,339 | 24 | 24.0 | 23.5 | 77% | 25% | 21.0 | 20.8 | 68% | 41% | 27.0 | 26.5 | 88% | 1% |
| Mycology/Plant Physiology/Ecology | LABSCI | 214 | 1,343 | 24 | 24.1 | 23.8 | 68% | 32% | 3.0 | 3.0 | 100% | 88% | 12.0 | 11.5 | 75% | 63% |
| Cell Biology/Genetics/Biochemistry | LABSCI | 306 | 1,365 | 24 | 15.0 | 14.5 | 70% | 58% | 9.0 | 8.8 | 69% | 75% | 15.0 | 14.8 | 93% | 42% |
| Microbiology | LABSCI | 310 | 1,352 | 24 | 15.0 | 15.0 | 98% | 39% | 9.0 | 9.0 | 100% | 63% | 23.8 | 23.3 | 42% | 58% |
| Wetland Ecology / Entomology Lab | MAC | 139 | 1,406 | 24 | 3.0 | 3.0 | 50% | 94% | 3.0 | 3.0 | 83% | 90% | 3.0 | 3.0 | 23% | 97% |
| **Total Biology** | | **6** | **8,150** | **144** | **15.0** | **14.8** | **76%** | **54%** | **9.0** | **8.9** | **84%** | **69%** | **14.5** | **14.2** | **66%** | **60%** |
| **Geoscience** | | | | | | | | | | | | | | | | |
| Geoscience | LABSCI | 116 | 1,330 | 24 | 11.2 | 10.7 | 44% | 80% | 14.2 | 14.2 | 36% | 79% | 13.3 | 12.8 | 43% | 76% |
| Environmental Science | LABSCI | 118 | 1,321 | 24 | 8.9 | 8.7 | 42% | 85% | 6.2 | 5.8 | 33% | 92% | 9.0 | 8.8 | 40% | 85% |
| **Total Geoscience** | | **2** | **2,651** | **48** | **10.0** | **9.7** | **43%** | **82%** | **10.2** | **10.0** | **35%** | **85%** | **11.2** | **10.8** | **42%** | **80%** |
| **Kinetics Lab** | **LABSCI** | **419** | **1,339** | **24** | **9.0** | **8.8** | **60%** | **78%** | **12.2** | **11.9** | **53%** | **74%** | **9.0** | **8.8** | **42%** | **84%** |
| **Chemistry** | | | | | | | | | | | | | | | | |
| General Chemistry | LABSCIADD | 206 | 1,390 | 24 | 21.0 | 20.8 | 85% | 26% | 24.0 | 23.8 | 86% | 15% | 12.0 | 11.5 | 88% | 56% |
| General Chemistry | LABSCIADD | 208 | 1,390 | 24 | 18.0 | 17.8 | 87% | 36% | 21.0 | 20.5 | 78% | 34% | 18.0 | 17.8 | 80% | 40% |
| Organic Chemistry | LABSCI | 406 | 1,366 | 24 | 12.0 | 12.0 | 91% | 55% | 15.0 | 15.0 | 88% | 45% | 6.0 | 5.8 | 92% | 77% |
| **Total Chemistry** | | **3** | **4,146** | **72** | **17.0** | **16.8** | **87%** | **39%** | **20.0** | **19.8** | **84%** | **31%** | **12.0** | **11.7** | **84%** | **58%** |
| **Total Natural and Applied Sciences** | | **12** | **16,286** | **288** | **14.2** | **13.9** | **73%** | **57%** | **12.2** | **12.0** | **74%** | **62%** | **12.8** | **12.5** | **74%** | **61%** |

## Summary of Findings

***Fall 2019 Summary***

- 12 labs scheduled – 14.2 Average Hours per Week with 73% of the stations occupied.
- 57% Growth potential.

***Spring 2020 Summary***

- 12 labs scheduled – 12.2 Average Hours per Week with 74% of the stations occupied.
- 62% Growth potential.

***Fall 2021 Summary***

- 12 labs scheduled – 12.8 Average Hours per Week with 74% of the stations occupied.
- 61% Growth potential.

## Square Foot Need Summary

Figure 31 summarizes the space needed for the programs in the department.

**Figure 31: Natural and Applied Science – Space Needs Summary**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Biology Labs | | | | | | | | | |
| General Biology Lab | LABSCI | 210 | 1,345 | 24 | 56.0 | 55.0 | 1 | 1,320 | 25 |
| General Biology Lab | LABSCI | 212 | 1,339 | 24 | 55.8 | 55.0 | 1 | 1,320 | 19 |
| Entomology Lab | MAC | 139 | 1,406 | 24 | 58.6 | 55.0 | 1 | 1,320 | 86 |
| Ecology | LABSCI | 214 | 1,343 | 24 | 56.0 | 55.0 | 1 | 1,320 | 23 |
| Cell Biology | LABSCI | 306 | 1,365 | 24 | 56.9 | 55.0 | 1 | 1,320 | 45 |
| Microbiology | LABSCI | 310 | 1,352 | 24 | 56.3 | 55.0 | 1 | 1,320 | 32 |
| Biology Total | | 6 | 8,150 | 144 | 56.6 | 55.0 | 6 | 7,920 | 230 |
| Geoscience | | | | | | | | | |
| Geoscience | LABSCI | 116 | 1,330 | 24 | 55.4 | 55.0 | 1 | 1,320 | 10 |
| Environmental Science | LABSCI | 118 | 1,321 | 24 | 55.0 | 55.0 | 1 | 1,320 | 1 |
| **Geoscience Total** | | **2** | **2,651** | **48** | **55.2** | **55.0** | **2** | **2,640** | **11** |

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Kinetics Lab | LABSCI | 419 | 1,339 | 24 | 55.8 | 60.0 | 1 | 1,440 | (101) |
| Physics | | | | | | | | | |
| Physics Lab | INSTRUCT | 1030 | 835 | 0 | 0.0 | | 0 | 835 | 0 |
| Physics Lab | INSTRUCT | 1068 | 897 | 0 | 0.0 | | 0 | 897 | 0 |
| **Physics Total** | | **2** | **1,732** | **0** | **0.0** | | **0** | **1,732** | **0** |
| Chemistry | | | | | | | | | |
| Organic Chemistry | LABSCI | 406 | 1,366 | 24 | 56.9 | 60.0 | 1 | 1,440 | (74) |
| General Chemistry | LABSCIADD | 206 | 1,390 | 24 | 57.9 | 60.0 | 1 | 1,440 | (50) |
| General Chemistry | LABSCIADD | 208 | 1,390 | 24 | 57.9 | 60.0 | 1 | 1,440 | (50) |
| **Chemistry Total** | | **3** | **4,146** | **72** | **57.6** | **0.0** | **3** | **4,320** | **(174)** |
| Support Space | | 22 | 7,265 | 0 | 0.0 | | 0 | 5,712 | 1,327 |
| **Total Natural and Applied Science** | | **34** | **25,283** | **0** | **0.0** | | **12** | **23,764** | **1,519** |

## Summary of Findings

- The current space should be sufficient to address the long-term need.

# Human Biology

## Utilization Detail

Figure 32 summarizes the utilization for teaching labs with regularly scheduled classes for Fall 2019, Spring 2020 and Fall 2021 terms for the Department of Human Biology. All laboratories have significant growth capacity.

**Figure 32: Human Biology - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Physical Therapy | LABSCI | 307 | 1,129 | 16 | 19.0 | 16.0 | 11% | 92% | 22.5 | 22.5 | 8% | 93% | 17.3 | 17.3 | 13% | 90% |
| Anatomy and Physiology | LABSCIADD | 316 | 1,390 | 24 | 15.0 | 14.5 | 89% | 46% | 18.0 | 17.5 | 83% | 40% | 18.0 | 17.5 | 82% | 39% |
| Kinesiology | LABSCIADD | 319 | 1,390 | 24 | 3.0 | 3.0 | 92% | 89% | 6.0 | 6.0 | 48% | 88% | 3.0 | 3.0 | 95% | 88% |
| **Total Human Biology** | | **3** | **3,909** | **64** | **12.3** | **11.2** | **60%** | **72%** | **15.5** | **15.3** | **48%** | **69%** | **12.8** | **12.6** | **58%** | **69%** |

## Summary of Findings

***Fall 2019 Summary***

- 3 labs scheduled – 12.3 Average Hours per Week with 60% of the stations occupied.
- 72% Growth potential.

***Spring 2020 Summary***

- 3 labs scheduled – 15.5 Average Hours per Week with 48% of the stations occupied.
- 69% Growth potential.

***Fall 2021 Summary***

- 3 labs scheduled – 12.8 Average Hours per Week with 58% of the stations occupied.
- 69% growth potential.

## Square Foot Need Summary

Figure 33 summarizes the space needed by program area.

**Figure 33: Human Biology – Space Needs Summary**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Physical Therapy | LABSCI | 307 | 1,129 | 16 | 70.6 | 65.0 | 1 | 1,040 | 89 |
| A&P | LABSCIADD | 316 | 1,390 | 24 | 57.9 | 60.0 | 1 | 1,440 | (50) |
| Kinesiology | LABSCIADD | 319 | 1,390 | 24 | 57.9 | 55.0 | 1 | 1,320 | 70 |
| Scheduled Labs | | 3 | 3,909 | 64 | 0.0 | | 3 | 3,800 | 109 |
| Support Space | | 3 | 1,366 | 0 | 0.0 | | 0 | 1,140 | 226 |
| Cadaver Lab | LABSCI | 309 | 1,147 | 16 | 71.6 | | 0 | 1,147 | 0 |
| **Total Human Biology** | | **7** | **6,422** | **80** | **80.3** | | **3** | **6,087** | **335** |

## Summary of Findings

- The current space should be sufficient to address the long-term need.

# Resch School of Engineering

## Utilization Detail

Figure 34 summarizes the utilization for teaching labs with regularly scheduled classes for Fall 2019, Spring 2020 and Fall 2021 for the Resch School of Engineering. All laboratories have significant growth capacity.

**Figure 34: Resch School of Engineering - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Electronics Lab | INSTR | 1067 | 20 | 20 | 6.0 | 4.5 | 0.3 | 93% | 6.0 | 4.5 | 19% | 96% | 0.0 | 0.0 | 0% | 0% |
| Materials Lab | STEM | 155 | 24 | 20 | 0.0 | 0.0 | 0.0 | 100% | 6.3 | 6.0 | 19% | 95% | 3.0 | 3.0 | 33% | 96% |
| Computer Lab | STEM | 214 | 24 | 20 | 21.7 | 17.0 | 0.7 | 52% | 14.7 | 7.0 | 31% | 91% | 10.0 | 6.0 | 62% | 74% |
| Nutrition Lab | STEM | 219 | 12 | 20 | 9.0 | 9.0 | 0.9 | 65% | 6.3 | 6.3 | 101% | 74% | 3.0 | 3.0 | 167% | 79% |
| Thermal Lab | STEM | 229 | 24 | 20 | 0.0 | 0.0 | 0.0 | 100% | 19.4 | 19.4 | 79% | 36% | 15.2 | 15.2 | 46% | 71% |
| Fluids Lab | STEM | 230 | 24 | 20 | 0.0 | 0.0 | 0.0 | 100% | 3.0 | 3.0 | 83% | 90% | 15.0 | 15.0 | 57% | 64% |
| Controls Lab | STEM | 231 | 24 | 20 | 0.0 | 0.0 | 0.0 | 100% | 3.0 | 3.0 | 50% | 94% | 2.0 | 2.0 | 25% | 98% |
| Design Cartography Lab | MAC | 231 | 12 | 20 | 5.3 | 0.0 | 0.0 | 100% | 5.3 | 0.0 | 0% | 100% | 5.3 | 0.0 | 133% | 70% |
| **Total Engineering** | | 8 | 9,182 | 164 | 10.5 | 7.6 | 60% | 81% | 8.0 | 6.2 | 51% | 87% | 7.7 | 6.3 | 59% | 81% |

## Summary of Findings

***Fall 2019 Summary***

- Of the 8 labs, 4 labs scheduled -10.5 Average Hours per Week 60% of the stations occupied.
- 81% Growth potential.

***Spring 2020 Summary***

- All 8 labs were scheduled – 8.0 Average Hours per Week 51% of the stations occupied.
- 87% Growth potential.

***Fall 2021 Summary***

- Of the 8 labs, 7 labs scheduled -7.7 Average Hours per Week 59% of the stations occupied.
- 81% Growth potential.

## Square Foot Need Summary

Figure 35 summarizes the space need by department.

**Figure 35: Resch School of Engineering – Space Needs**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Nutrition Lab | STEM | 219 | 1,223 | 20 | 61.2 | 65.0 | 1 | 1,300 | (77) |
| Dry Lab | INSTR | 1067 | 902 | 20 | 45.1 | 65.0 | 1 | 1,300 | (398) |
| Materials Lab | STEM | 155 | 1,196 | 20 | 59.8 | 65.0 | 1 | 1,300 | (104) |
| Thermal Lab | STEM | 229 | 1,361 | 20 | 68.1 | 65.0 | 1 | 1,300 | 61 |
| Fluids Lab | STEM | 230 | 1,204 | 20 | 60.2 | 65.0 | 1 | 1,300 | (96) |
| Controls Lab | STEM | 231 | 1,200 | 20 | 60.0 | 65.0 | 1 | 1,300 | (100) |
| Cartography Lab | MAC | 231 | 1,347 | 20 | 67.4 | 65.0 | 1 | 1,300 | 47 |
| Computer Lab | STEM | 214 | 749 | 20 | 37.5 | 65.0 | 1 | 975 | (226) |
| Scheduled Labs | | 8 | 9,182 | 160 | 57.4 | 65.0 | 8 | 10,075 | (893) |
| Support Spaces | | 8 | 5,107 | 0 | 0.0 | | 0 | 4,534 | 573 |
| **Engineering Total** | | **16** | **14,289** | **160** | **89.3** | | **8** | **14,609** | **(320)** |

## Summary of Findings

- The current space should be sufficient to address the long-term need for existing programs.
- The University is currently in the process of completing a renovation to the Instructional Services Building that will provide over 4,550 ASF of teaching lab and service space for the new Electrical Engineering program. This expansion will increase the department's lab inventory to just over 19,000 ASF. It is assumed the new space for Electrical Engineering will be sufficient to address long-term needs.

# Computer Sciences
## Utilization Detail

Figure 36 summarizes the utilization for teaching labs with regularly scheduled classes for Fall 2019, Spring 2020 and Fall 2021 for the Department of Computer Sciences.

**Figure 36: Computer Sciences - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| NSA Lab | MAC | 120 | 1,065 | 30 | 3 | 3 | 44% | 95% | 0 | 0 | 0% | 0% | 3 | 3 | 64% | 92% |
| Microcomputer | MAC | 122 | 1,120 | 25 | 31.4 | 29.6 | 86% | -6% | 30.3 | 29 | 83% | 0% | 4.5 | 4.5 | 104% | 81% |
| **Total Computer Sciences** | | 2 | 2,185 | 55 | **17.2** | **16.3** | **82%** | **44%** | **30.3** | **29** | **83%** | **0%** | **3.8** | **3.8** | **88%** | **86%** |

## Summary of Findings

***Fall 2019 Summary***

- 2 labs scheduled – 17.2 Average Hours per Week during the day with 82% of the stations occupied.
- 38% Growth potential.

***Spring 2020 Summary***

- The Microcomputer Lab, MAC 122, is scheduled near capacity but the NSA lab MAC 120 was not scheduled Spring 2020.

***Fall 2021 Summary***

- 2 labs scheduled – 3.8 Average Hours per Week during the day with 88% of the stations occupied.
- 86% Growth potential.

### Square Foot Need Summary

Figure 37 summarizes the space needed by the department.

**Figure 37: Computer Sciences – Space Needs Summary**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| NSA LAB | MAC | 120 | 1,065 | 25 | 42.6 | 45.0 | 1 | 1,125 | (60) |
| Microcomputer | MAC | 122 | 1,120 | 25 | 44.8 | 45.0 | 1 | 1,125 | (5) |
| **Totals** | | **2** | **2,185** | **50** | **43.7** | **45.0** | **2** | **2,250** | **(65)** |

### Summary of Findings

- The Microcomputer lag, MAC 122 was scheduled more than 30 hours per week with more than 80% station occupancy both Fall and Spring terms, however it was only scheduled 4.5 hours per week Fall 2021. The current space should be sufficient to address the long term need for existing programs.

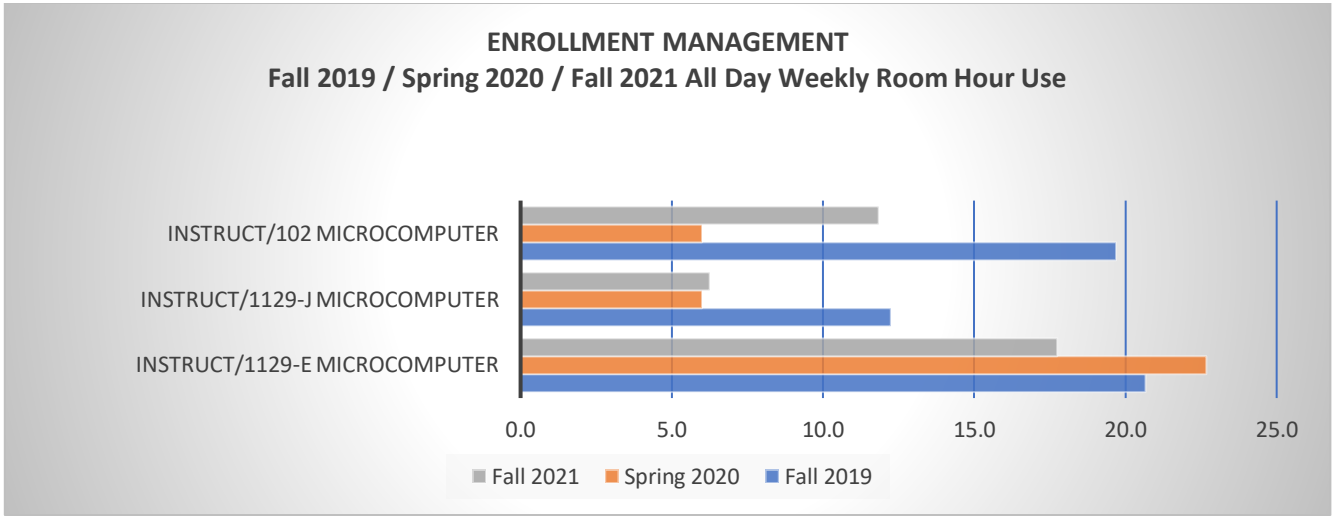
## Enrollment Management

### Utilization Detail

Figure 38 summarizes the utilization for teaching labs with regularly scheduled classes for Fall 2019, Spring 2020 and Fall 2021 assigned to Enrollment Management. All laboratories have significant growth capacity.

**Figure 38: Enrollment Management - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Microcomputer | INSTR | 1129-E | 1,040 | 25 | 20.7 | 20.2 | 87% | 27% | 22.7 | 22.2 | 76% | 30% | 17.8 | 17.3 | 33% | 75% |
| Microcomputer | INSTR | 1129-J | 1,007 | 25 | 12.3 | 11.8 | 65% | 68% | 6.0 | 5.5 | 90% | 79% | 6.3 | 6.3 | 34% | 91% |
| Microcomputer | INSTR | 102 | 984 | 25 | 19.7 | 17.4 | 74% | 46% | 6.0 | 5.8 | 45% | 89% | 11.8 | 5.8 | 40% | 80% |
| **Total Enrollment Management** | | **3** | **3,031** | **75** | **17.5** | **16.4** | **77%** | **47%** | **11.6** | **11.2** | **73%** | **64%** | **11.9** | **9.8** | **35%** | **82%** |




## Summary of Findings

***Fall 2019 Summary***

- 3 labs scheduled – 17.5 Average Hours per Week with 77% of the stations occupied.
- 47% Growth potential.

***Spring 2020 Summary***

- 3 labs scheduled – 11.6 Average Hours per Week with 73% of the stations occupied.
- 64% Growth potential.

***Fall 2021 Summary***

- 3 labs scheduled – 11.9 Average Hours per Week with 35% of the stations occupied.
- 82% Growth potential.

## Square Foot Need Summary

Figure 39 summarizes the space needs for Enrollment Management.

**Figure 39: Enrollment Management - Space Needs**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| Microcomputer | INSTR | 1,129 | 1,040 | 25 | 41.6 | 40.0 | 1 | 1,000 | 40 |
| Microcomputer | INSTR | 1,129 | 1,007 | 25 | 40.3 | 40.0 | 1 | 1,000 | 7 |
| Microcomputer | INSTR | 102 | 984 | 25 | 39.4 | 40.0 | 1 | 1,000 | (16) |
| | Scheduled Labs | 3 | 3,031 | 75 | 40.4 | 40.0 | 3 | 3,000 | 31 |
| | Service | 2 | 1,544 | 29 | 0.0 | | 0 | 1,544 | 0 |
| | S/T | 5 | 4,575 | 104 | 44.0 | | 3 | 4,544 | 31 |
| Group Practice | STUDENTSRVS | 1,700 | 702 | 7 | 0.0 | | 0 | 702 | 0 |
| **Total Enrollment Management** | | **6** | **5,277** | **111** | | | **3** | **5,246** | **31** |

## Summary of Findings

- The current space should be sufficient to meet long term needs.

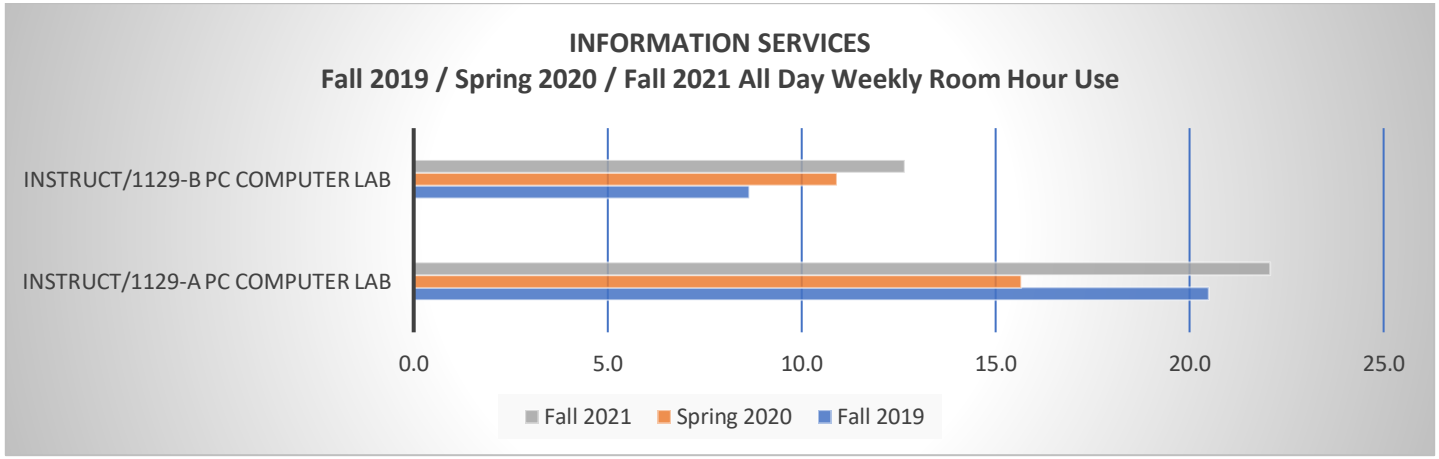
# Information Services

## Utilization Detail

Figure 40 summarizes the utilization for teaching labs with regularly scheduled classes for Fall 2019, Spring 2020 and Fall 2021 assigned to Information Services. The labs have significant growth capacity.

**Figure 40: Information Services - Lab Utilization Summary**

| Program | Inventory Data | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| PC Computer Lab | INSTRUCT | 1129A | 1,451 | 45 | 20.5 | 17.6 | 85% | 37% | 15.7 | 15.7 | 88% | 42% | 24.1 | 22.1 | 68% | 32% |
| PC Computer Lab | INSTRUCT | 1129B | 1,036 | 31 | 8.6 | 8.6 | 88% | 68% | 10.9 | 10.9 | 23% | 89% | 12.7 | 12.7 | 74% | 61% |
| **Total Information Services** | | **2** | **2,487** | **76** | **14.6** | **13.1** | **86%** | **53%** | **13.3** | **13.3** | **61%** | **66%** | **18.4** | **17.4** | **69%** | **47%** |




## Summary of Findings

***Fall 2019 Summary***

- 2 labs scheduled – 14.6 Average Hours per Week with 86% of the stations occupied.
- 53% Growth potential.

***Spring 2020 Summary***

- 2 labs scheduled – 13.3 Average Hours per Week with 61% of the stations occupied.
- 66% Growth potential.

***Fall 2021 Summary***

- 2 labs scheduled – 18.4 Average Hours per Week with 69% of the stations occupied.
- 47% Growth potential.

## Square Foot Need Summary

Figure 41 summarizes the space needed.

**Figure 41: Information Services – Space Needs**

| Program | Building | Room No. | Current Square Feet | Teaching Stations | Square Feet/Station | Guideline ASF/Station | Teaching Labs Need | Square Feet Need | Surplus (Deficit) |
|---|---|---|---|---|---|---|---|---|---|
| PC Computer Lab | INSTRUCT | 1129 | 1,451 | 45 | 32.2 | 35.0 | 1 | 1,800 | (349) |
| PC Computer Lab | INSTRUCT | 1129 | 1,036 | 31 | 33.4 | 35.0 | 1 | 1,240 | (204) |
| S/T Scheduled labs | | 2 | 2,487 | 76 | 32.7 | 35.0 | 2 | 3,040 | (553) |
| Support Spaces | | 2 | 2,734 | 0 | 0.0 | | 0 | 2,734 | 0 |
| **Total Information Services** | | **4** | **5,221** | **141** | **37.0** | | **2** | **5,774** | **(553)** |

## Summary of Findings

- The current space should be sufficient to meet long term needs.

# Appendices

Appendix A: Classroom Utilization by Building and Room Number

Appendix B: Current Classroom Needs by Subject

Appendix C: Rooms Coded as Classrooms with No Scheduled Use

Appendix D: Laboratory Utilization by Building and Room

# Appendix A: Classroom Utilization by Building and Room Number

*Note: classrooms with less than 10 weekly room hours of use are shaded.*

| Bldg. # | Bldg. | Room | ASF | Seats | ASF/ Seat | Fall 2019 | | | Fall 2021 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Day WRH | SO% | All WRH | Day WRH | SO% | All WRH |
| 2022 | ENVIRON | 114 | 3,208 | 142 | 22.6 | 12.5 | 94.0% | 12.5 | 13.2 | 51.0% | 13.2 |
| 2022 | ENVIRON | 301 | 1,046 | 42 | 24.9 | 33.5 | 76.0% | 35.5 | 27.7 | 35.0% | 30.8 |
| 2022 | ENVIRON | 304 | 881 | 36 | 24.5 | 33.0 | 83.0% | 33.0 | 25.5 | 70.0% | 25.5 |
| 2022 | ENVIRON | 316 | 665 | 30 | 22.2 | 23.1 | 55.0% | 24.3 | 22.8 | 34.0% | 24.8 |
| 2022 | ENVIRON | 320 | 665 | 30 | 22.2 | 34.9 | 86.0% | 34.9 | 25.3 | 56.0% | 25.3 |
| 2022 | ENVIRON | 326 | 874 | 40 | 21.8 | 36.3 | 99.0% | 36.3 | 19.5 | 44.0% | 22.5 |
| 2023 | INSTRUCT | 1020 | 708 | 30 | 23.6 | 12.8 | 67.0% | 14.6 | | | |
| 2027 | THEATRE | 310 | 700 | 32 | 21.9 | 21.5 | 64.0% | 21.5 | 17.4 | 54.0% | 17.4 |
| 2027 | THEATRE | 312 | 770 | 40 | 19.2 | 9.0 | 52.0% | 9.0 | 11.5 | 56.0% | 12.0 |
| 2027 | THEATRE | 316 | 946 | 34 | 27.8 | 20.2 | 57.0% | 20.2 | 20.5 | 58.0% | 24.2 |
| 2027 | THEATRE | 378 | 430 | 18 | 23.9 | 9.0 | 76.0% | 9.0 | 9.0 | 63.0% | 9.0 |
| 2030 | STUDIO | 350 | 1,335 | 70 | 19.1 | 18.0 | 54.0% | 18.0 | 16.1 | 24.0% | 16.1 |
| 2030 | STUDIO | 351 | 565 | 28 | 20.2 | 18.5 | 84.0% | 18.5 | 9.5 | 49.0% | 9.5 |
| 2030 | STUDIO | 353 | 455 | 31 | 14.7 | 13.3 | 61.0% | 13.3 | 17.5 | 53.0% | 18.0 |
| 2035 | ROSE | 2501 | 1,911 | 267 | 7.2 | 15.0 | 47.0% | 15.0 | 9.3 | 40.0% | 9.3 |
| 2036 | WOOD | 114 | 1,137 | 42 | 27.1 | 23.0 | 59.0% | 32.5 | 12.6 | 55.0% | 16.1 |
| 2036 | WOOD | 117 | 2,110 | 80 | 26.4 | 16.3 | 54.0% | 23.2 | 25.5 | 48.0% | 28.5 |
| 2036 | WOOD | 118 | 1,161 | 42 | 27.6 | 21.0 | 66.0% | 33.7 | 27.3 | 61.0% | 33.3 |
| 2036 | WOOD | 201 | 1,247 | 44 | 28.3 | 22.5 | 63.0% | 26.8 | 29.8 | 52.0% | 40.5 |
| 2036 | WOOD | 202 | 1,231 | 46 | 26.8 | 25.8 | 59.0% | 31.8 | | | |
| 2036 | WOOD | 205 | 1,491 | 50 | 29.8 | 24.0 | 60.0% | 24.0 | 26.3 | 54.0% | 37.3 |
| 2036 | WOOD | 213 | 1,410 | 48 | 29.4 | 20.1 | 50.0% | 24.8 | 24.0 | 56.0% | 27.0 |
| 2036 | WOOD | 215 | 1,254 | 48 | 26.1 | 17.5 | 66.0% | 29.0 | 30.0 | 57.0% | 39.0 |
| 2036 | WOOD | 216 | 1,223 | 48 | 25.5 | 22.7 | 58.0% | 25.3 | 30.8 | 52.0% | 38.8 |
| 2036 | WOOD | 301 | 846 | 24 | 35.2 | 13.3 | 66.0% | 16.3 | 11.2 | 81.0% | 14.2 |
| 2036 | WOOD | 302 | 731 | 30 | 24.4 | 12.0 | 98.0% | 12.0 | 10.5 | 98.0% | 10.5 |
| 2036 | WOOD | 303 | 1,212 | 50 | 24.2 | 22.5 | 65.0% | 26.4 | 22.1 | 63.0% | 22.1 |
| 2036 | WOOD | 317 | 1,200 | 42 | 28.6 | 19.4 | 54.0% | 19.4 | | | |
| 2036 | WOOD | 324 | 733 | 28 | 26.2 | 11.9 | 58.0% | 18.0 | | | |

| Bldg. # | Bldg. | Room | ASF | Seats | ASF/ Seat | Fall 2019 | | | Fall 2021 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Day WRH | SO% | All WRH | Day WRH | SO% | All WRH |
| 2036 | WOOD | 327 | 2,218 | 45 | 49.3 | 21.0 | 76.0% | 24.0 | 16.5 | 70.0% | 16.5 |
| 2036 | WOOD | 328 | 878 | 30 | 29.3 | 19.8 | 101.0% | 24.7 | 12.7 | 66.0% | 12.7 |
| 2036 | WOOD | 440 | 1,135 | 36 | 31.5 | 16.5 | 53.0% | 20.2 | 10.0 | 37.0% | 13.7 |
| 2052 | MAC | 103 | 1,608 | 75 | 21.4 | 28.5 | 48.0% | 29.6 | 33.3 | 35.0% | 36.8 |
| 2052 | MAC | 105 | 1,608 | 75 | 21.4 | 27.5 | 46.0% | 27.5 | 29.3 | 50.0% | 30.8 |
| 2052 | MAC | 107 | 1,608 | 75 | 21.4 | 30.8 | 60.0% | 30.8 | 19.0 | 38.0% | 19.0 |
| 2052 | MAC | 109 | 1,608 | 75 | 21.4 | 22.6 | 62.0% | 22.6 | 24.5 | 45.0% | 24.5 |
| 2052 | MAC | 111 | 1,608 | 67 | 24.0 | 20.0 | 68.0% | 20.0 | 26.0 | 47.0% | 26.0 |
| 2052 | MAC | 113 | 1,608 | 72 | 22.3 | 30.2 | 59.0% | 30.2 | 23.8 | 55.0% | 23.8 |
| 2052 | MAC | 137 | 1,315 | 24 | 54.8 | 15.6 | 37.0% | 15.6 | 6.0 | 69.0% | 9.0 |
| 2052 | MAC | 204 | 1,623 | 74 | 21.9 | 20.7 | 68.0% | 26.7 | 18.0 | 57.0% | 18.0 |
| 2052 | MAC | 206 | 1,623 | 74 | 21.9 | 24.5 | 66.0% | 26.7 | 13.5 | 45.0% | 13.5 |
| 2052 | MAC | 208 | 2,220 | 122 | 18.2 | 30.8 | 67.0% | 30.8 | 10.5 | 63.0% | 10.5 |
| 2052 | MAC | 210 | 2,740 | 128 | 21.4 | 34.0 | 70.0% | 34.0 | 15.0 | 48.0% | 15.0 |
| 2052 | MAC | 217 | 910 | 40 | 22.8 | 37.7 | 71.0% | 44.1 | 32.4 | 65.0% | 32.9 |
| 2052 | MAC | 219 | 879 | 40 | 22.0 | 38.7 | 66.0% | 42.3 | 25.5 | 61.0% | 26.7 |
| 2052 | MAC | 221 | 866 | 40 | 21.6 | 37.9 | 64.0% | 40.6 | 38.3 | 53.0% | 46.1 |
| 2052 | MAC | 223 | 880 | 40 | 22.0 | 37.3 | 76.0% | 44.1 | 31.3 | 57.0% | 34.8 |
| 2052 | MAC | 224 | 518 | 24 | 21.6 | 13.6 | 65.0% | 16.8 | 22.5 | 56.0% | 28.3 |
| 2052 | MAC | 225 | 834 | 40 | 20.8 | 33.0 | 61.0% | 36.5 | 33.3 | 56.0% | 33.8 |
| 2052 | MAC | 229 | 1,110 | 30 | 37.0 | 36.3 | 77.0% | 39.9 | 30.8 | 77.0% | 31.3 |
| 2052 | MAC | 234 | 550 | 24 | 22.9 | 18.8 | 67.0% | 18.8 | 12.9 | 44.0% | 19.3 |
| 2052 | MAC | 236 | 515 | 24 | 21.5 | 29.3 | 81.0% | 29.3 | 10.2 | 63.0% | 14.5 |
| 2052 | MAC | 237 | 1,652 | 50 | 33.0 | 31.1 | 50.0% | 35.5 | | | |
| 2052 | MAC | 302 | 440 | 18 | 24.4 | 3.0 | 83.0% | 3.0 | 3.0 | 78.0% | 3.0 |
| 2052 | MAC | C303 | 428 | 22 | 19.5 | 4.5 | 53.0% | 4.5 | 6.3 | 18.0% | 6.3 |
| 2900 | STEM | 136 | 892 | 45 | 19.8 | 0.0 | 0.0% | 0.0 | 10.0 | 37.0% | 10.0 |
| 2900 | STEM | 137 | 909 | 46 | 19.8 | 0.0 | 0.0% | 0.0 | 12.2 | 62.0% | 12.2 |
| 2900 | STEM | 138 | 895 | 45 | 19.9 | 0.0 | 0.0% | 0.0 | 8.2 | 33.0% | 15.2 |
| 2900 | STEM | 139 | 896 | 45 | 19.9 | 0.0 | 0.0% | 0.0 | 20.4 | 47.0% | 20.4 |

# Appendix B: Current Classroom Needs by Subject

| Coll | Subject | 1-20 | 21-40 | 41-55 | 56-70 | 71-90 | 91-110 | 111-150 | 151-200 | >=201 | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| AHSS | ARTS MGT | 0.00 | 0.04 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.04** |
| AHSS | COMM | 0.05 | 1.88 | 0.00 | 0.22 | 0.00 | 0.00 | 0.11 | 0.00 | 0.00 | **2.26** |
| AHSS | COMM SCI | 0.11 | 0.45 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.56** |
| AHSS | DJS | 0.00 | 0.56 | 0.00 | 0.00 | 0.45 | 0.00 | 0.00 | 0.00 | 0.00 | **1.01** |
| AHSS | ENGLISH | 0.67 | 1.54 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **2.21** |
| AHSS | GEOG | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.11 | 0.00 | **0.11** |
| AHSS | GERMAN | 0.00 | 0.23 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.23** |
| AHSS | HISTORY | 0.11 | 0.39 | 0.22 | 0.00 | 0.00 | 0.00 | 0.22 | 0.00 | 0.00 | **0.94** |
| AHSS | HUM STUD | 0.00 | 0.45 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.45** |
| AHSS | INFO SCI | 0.00 | 0.11 | 0.00 | 0.00 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | **0.22** |
| AHSS | MUSIC | 0.00 | 0.35 | 0.00 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.46** |
| AHSS | PHILOS | 0.00 | 0.54 | 0.22 | 0.11 | 0.00 | 0.11 | 0.00 | 0.00 | 0.00 | **0.98** |
| AHSS | POL SCI | 0.11 | 0.21 | 0.22 | 0.11 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | **0.76** |
| AHSS | PSYCH | 0.07 | 0.45 | 0.90 | 0.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.22 | **1.86** |
| AHSS | PU EN AF | 0.19 | 0.22 | 0.00 | 0.45 | 0.00 | 0.00 | 0.11 | 0.00 | 0.00 | **0.97** |
| AHSS | SOCIOL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.06 | 0.00 | 0.00 | **0.06** |
| AHSS | SPANISH | 0.35 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.35** |
| AHSS | THEATRE | 0.18 | 0.32 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.50** |
| AHSS | UR RE ST | 0.00 | 0.10 | 0.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.22** |
| AHSS | WF | 0.00 | 1.74 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **1.74** |
| AHSS | WOST | 0.00 | 0.00 | 0.00 | 0.00 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | **0.11** |
| BUS | ACCTG | 0.00 | 1.53 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **1.53** |
| BUS | BUS ADM | 0.00 | 0.78 | 0.00 | 0.34 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | **1.23** |
| BUS | ECON | 0.00 | 0.23 | 0.00 | 0.11 | 0.00 | 0.00 | 0.11 | 0.12 | 0.00 | **0.57** |
| BUS | ENTRP | 0.00 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.11** |
| BUS | FIN | 0.00 | 0.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.67** |
| BUS | HRM | 0.00 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.11** |
| BUS | MGMT | 0.00 | 0.49 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.49** |

| Coll | Subject | 1-20 | 21-40 | 41-55 | 56-70 | 71-90 | 91-110 | 111-150 | 151-200 | >=201 | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| BUS | MKTG | 0.00 | 0.78 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.78** |
| BUS | SCM | 0.00 | 0.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.17** |
| HESW | EDUC | 0.11 | 2.29 | 0.00 | 0.00 | 0.09 | 0.00 | 0.00 | 0.00 | 0.00 | **2.49** |
| HESW | FNED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.00** |
| HESW | FNS | 0.11 | 0.21 | 0.34 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.66** |
| HESW | NURSING | 0.11 | 0.07 | 0.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.40** |
| HESW | PHY ED | 0.00 | 0.04 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.04** |
| HESW | SOC WORK | 0.91 | 0.34 | 0.00 | 0.07 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **1.32** |
| SET | ANTHRO | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.00** |
| SET | BIOLOGY | 0.00 | 0.48 | 0.36 | 0.00 | 0.23 | 0.12 | 0.12 | 0.00 | 0.00 | **1.31** |
| SET | CHEM | 0.00 | 0.52 | 0.24 | 0.00 | 0.36 | 0.00 | 0.12 | 0.00 | 0.00 | **1.24** |
| SET | ENGR | 0.00 | 1.46 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **1.46** |
| SET | ENV S&P | 0.04 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.04** |
| SET | ENV SCI | 0.00 | 0.24 | 0.00 | 0.00 | 0.11 | 0.11 | 0.00 | 0.00 | 0.00 | **0.46** |
| SET | ET | 0.00 | 0.69 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.80** |
| SET | GEOSCI | 0.00 | 0.12 | 0.12 | 0.00 | 0.12 | 0.00 | 0.00 | 0.00 | 0.00 | **0.36** |
| SET | HUM BIOL | 0.00 | 0.82 | 0.00 | 0.12 | 0.00 | 0.00 | 0.08 | 0.00 | 0.00 | **1.02** |
| SET | MATH | 0.00 | 3.63 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **3.63** |
| SET | NUT SCI | 0.00 | 0.36 | 0.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.58** |
| SET | PHYSICS | 0.00 | 0.67 | 0.24 | 0.06 | 0.14 | 0.00 | 0.00 | 0.00 | 0.00 | **1.11** |
| SET | WATER | 0.00 | 0.12 | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.23** |
| UNK | MIL SCI | 0.15 | 0.00 | 0.00 | 0.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **0.20** |
| | **Totals** | **3.27** | **26.51** | **3.64** | **1.97** | **1.94** | **0.34** | **0.93** | **0.23** | **0.22** | **39.05** |

## Appendix C: Rooms Coded as Classrooms with No Scheduled Use

| Bldg. # | Building | Room | Type | Seats | ASF | Fall 2019 Sections | Spring 2020 Sections | Fall 2021 Sections |
|---|---|---|---|---|---|---|---|---|
| 2023 | INSTRUCT | 1020 | 1104 | 30 | 708 | 6 | 4 | 0 |
| 2052 | MAC | 237 | 1104 | 50 | 1,652 | 14 | 9 | 0 |

# Appendix D: Laboratory Utilization by Building and Room

| College/Department/Program | Inventory Data | | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | Square Feet/Station | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| **COLLEGE OF ARTS, HUMANITIES AND SOCIAL SCIENCES** | | | | | | | | | | | | | | | | | |
| **Art and Visual Design** | | | | | | | | | | | | | | | | | |
| Photography Critique Space | STUDIO | 311 | 596 | 20 | 29.8 | 3.0 | 3.0 | 47% | 94% | 3.0 | 3.0 | 53% | 93% | 10.7 | 10.7 | 33% | 85% |
| Graphic Design | STUDIO | 314 | 1,106 | 18 | 61.4 | 32.0 | 32.0 | 66% | 13% | 21.3 | 21.3 | 52% | 54% | 32.0 | 32.0 | 67% | 11% |
| Microcomputer | STUDIO | 323 | 458 | 12 | 38.2 | | | | 100% | 5.3 | 5.3 | 83% | 81% | 5.3 | 5.3 | 25% | 94% |
| Photography/2D Design Studio | STUDIO | 411 | 1,300 | 16 | 81.3 | 16.7 | 16.7 | 71% | 51% | 11.3 | 6.0 | 36% | 91% | 30.3 | 19.0 | 69% | 13% |
| Advanced Painting Studio | STUDIO | 412 | 1,506 | 16 | 94.1 | 5.3 | 5.3 | 25% | 94% | 5.3 | 5.3 | 27% | 94% | 5.3 | 5.3 | 28% | 94% |
| Drawing Studio | STUDIO | 413 | 1,285 | 16 | 80.3 | 5.3 | 0.0 | 0% | 100% | 10.7 | 5.3 | 50% | 89% | 10.7 | 10.7 | 100% | 56% |
| Painting Studio | STUDIO | 414 | 1,164 | 16 | 72.8 | 5.3 | 5.3 | 69% | 85% | 5.3 | 5.3 | 100% | 78% | 5.3 | 5.3 | 81% | 82% |
| Fiber/ Textiles Studio | STUDIO | 416 | 1,164 | 20 | 58.2 | 10.7 | 10.7 | 37% | 84% | 10.7 | 10.7 | 40% | 82% | 10.7 | 10.7 | 23% | 90% |
| Intermediate Drawing | STUDIO | 426 | 1,035 | 16 | 64.7 | 5.3 | 5.3 | 75% | 83% | 5.3 | 0.0 | 0% | 100% | 5.3 | 5.3 | 94% | 79% |
| Printmaking | STUDIO | C105 | 1,220 | 16 | 76.3 | | | | 100% | 5.3 | 5.3 | 40% | 91% | | | | 100% |
| 3D/Sculpture/Woodworking | STUDIO | C108 | 1,534 | 15 | 102.3 | 16.0 | 10.7 | 18% | 92% | 21.3 | 21.3 | 26% | 77% | 26.6 | 21.3 | 31% | 66% |
| Woodworking/Tools Safety | STUDIO | C110 | 1,336 | 10 | 133.6 | 10.7 | 10.7 | 77% | 66% | 16.0 | 16.0 | 69% | 54% | 10.7 | 10.7 | 38% | 83% |
| Ceramics Studio | STUDIO | C111 | 3,824 | 38 | 100.6 | 10.7 | 0.0 | 0% | 100% | 10.7 | 0.0 | 0% | 100% | 10.7 | 5.3 | 45% | 80% |
| Jewelry/Metals | STUDIO | C112 | 1,170 | 20 | 58.5 | | | | 100% | 5.3 | 0.0 | 0% | 100% | 5.3 | 0.0 | 110% | 76% |
| Printmaking studio | STUDIO | C114 | 818 | 12 | 68.2 | 10.7 | 0.0 | 0% | 100% | 5.3 | 5.3 | 80% | 82% | 10.7 | 5.3 | 41% | 82% |
| Dark Room | STUDIO | 321 | 502 | 5 | 100.4 | | | | 100% | | | | 0% | 5.3 | 5.3 | 42% | 91% |
| | **Subtotals** | **16** | **20,018** | **266** | **75.3** | **11.0** | **8.3** | **46%** | **84%** | **9.5** | **7.4** | **43%** | **87%** | **12.3** | **10.1** | **51%** | **74%** |
| **Music** | | | | | | | | | | | | | | | | | |
| Music Lab | STUDIO | 214 | 814 | 30 | 27.1 | 20.9 | 20.9 | 28% | 75% | 17.9 | 17.9 | 25% | 81% | 13.6 | 13.6 | 39% | 78% |
| Keyboard | STUDIO | 260 | 751 | 11 | 68.3 | 10.2 | 10.2 | 90% | 62% | 6.5 | 6.5 | 90% | 76% | 8.7 | 8.7 | 67% | 76% |
| Music Choir/Ensemble Room | STUDIO | B101 | 1,480 | 100 | 14.8 | 9.4 | 7.8 | 51% | 83% | 17.7 | 13.7 | 38% | 78% | 13.6 | 11.3 | 35% | 80% |
| BAND ROOM | STUDIO | B103 | 2,440 | 140 | 17.4 | 30.3 | 20.9 | 33% | 71% | 21.5 | 17.2 | 37% | 73% | 25.6 | 17.4 | 35% | 63% |
| | **Subtotals** | **4** | **5,485** | **281** | **19.5** | **17.7** | **14.9** | **37%** | **77%** | **15.9** | **13.8** | **34%** | **80%** | **15.4** | **12.7** | **37%** | **76%** |
| **Performing Arts - Theatre** | | | | | | | | | | | | | | | | | |
| Black Box | THEATRE | 110 | 1,339 | 24 | 55.8 | 3.0 | 3.0 | 88% | 89% | 7.3 | 7.3 | 31% | 90% | | | | 100% |

| College/Department/Program | Inventory Data | | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | Square Feet/Station | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Acting Studio | THEATRE | 210 | 463 | 16 | 28.9 | 3.0 | 3.0 | 13% | 98% | 3.8 | 3.8 | 63% | 90% | 15.5 | 15.5 | 39% | 75% |
| Acting Studio | THEATRE | 212 | 1,469 | 20 | 73.5 | 11.7 | 11.7 | 87% | 58% | 14.7 | 14.7 | 64% | 61% | 3.0 | 3.0 | 17% | 98% |
| Tap Room | THEATRE | 132-1 | 1,875 | 30 | 62.5 | 13.3 | 13.3 | 63% | 65% | 14.7 | 14.7 | 56% | 66% | 10.3 | 10.3 | 51% | 78% |
| Costume Shop | THEATRE | 111-1 | 2,042 | 12 | 170.2 | 4.3 | 4.3 | 42% | 92% | 0.0 | 0.0 | 0% | 100% | 7.3 | 6.9 | 44% | 87% |
| | **Subtotals** | **5** | **7,188** | **102** | **70.5** | **7.1** | **7.1** | **68%** | **80%** | **10.1** | **10.1** | **56%** | **76%** | **9.0** | **8.9** | **42%** | **84%** |
| **Writing Center** | | | | | | | | | | | | | | | | | |
| Writing Lab | LIBRARY | 102 | 1,000 | 25 | 40 | 20.1 | 20.1 | 85% | 29% | 14.7 | 14.7 | 76% | 54% | 15 | 15 | 99% | 38% |
| | **Subtotals** | **1** | **1,000** | **25** | **40** | **20.1** | **20.1** | **85%** | **29%** | **14.7** | **14.7** | **76%** | **54%** | **15** | **15** | **99%** | **38%** |
| | **AHSS Totals** | **26** | **33,691** | **674** | **50.0** | **11.1** | **9.2** | **48%** | **81%** | **10.3** | **8.7** | **43%** | **84%** | **11.7** | **9.9** | **48%** | **76%** |
| **COFRIN SCHOOL OF BUSINESS** | | | | | | | | | | | | | | | | | |
| | INSTRUCT | 1034 | 965 | 20 | 48.3 | 3 | 3 | 90% | 89% | 7.3 | 0 | 0% | 100% | 0 | 0 | 0% | 100% |
| **ENROLLMENT MANAGEMENT** | | | | | | | | | | | | | | | | | |
| **Registrar** | | | | | | | | | | | | | | | | | |
| Microcomputer | INSTRUCT | 1129 E | 1,040 | 25 | 41.6 | 20.7 | 20.2 | 87% | 27% | 22.7 | 22.2 | 76% | 30% | 17.8 | 17.3 | 33% | 75% |
| Microcomputer | INSTRUCT | 1129 J | 1,007 | 25 | 40.3 | 12.3 | 11.8 | 65% | 68% | 6 | 5.5 | 90% | 79% | 6.3 | 6.3 | 34% | 91% |
| Microcomputer | LABSCI | 102 | 984 | 25 | 39.4 | 19.7 | 17.4 | 74% | 46% | 6 | 5.8 | 45% | 89% | 11.8 | 5.8 | 40% | 80% |
| | **EM Totals** | **3** | **3,031** | **75** | **40.4** | **17.5** | **16.4** | **77%** | **47%** | **11.6** | **11.2** | **73%** | **66%** | **11.9** | **9.8** | **35%** | **82%** |
| **COLLEGE OF HEALTH, EDUCATION AND SOCIAL WELFARE** | | | | | | | | | | | | | | | | | |
| **Nursing and Health Studies** | | | | | | | | | | | | | | | | | |
| NURSING | MAC | 117 | 1,267 | 20 | 63.4 | 0 | 0 | 0% | 0% | 0 | 0 | 0% | 0% | 8.2 | 8.2 | 56% | 81% |
| NURSING | WOOD | 317 | 1,200 | 12 | 100 | 2 | 2 | 0% | 0% | 0 | 0 | 0% | 0% | 14.7 | 14 | 71% | 57% |
| NURSING | WOOD | 324 | 733 | 10 | 73.3 | 0 | 0 | 0% | 0% | 0 | 0 | 0% | 0% | 14.7 | 14 | 71% | 57% |
| | **Subtotals** | **3** | **3,200** | **42** | **76.2** | **2** | **2** | **0%** | **0%** | **0** | **0** | **0%** | **0%** | **12.5** | **12.1** | **66%** | **65%** |
| **Social Work** | | | | | | | | | | | | | | | | | |
| DIST ED | MAC | 133 | 614 | 10 | 61.4 | 5.5 | 5.5 | 91% | 79% | 0 | 0 | 0% | 0% | 5 | 5 | 94% | 80% |
| Observation | MAC | 131 | 212 | 10 | 21.2 | 5.5 | 5.5 | 91% | 79% | 0 | 0 | 0% | 0% | 5 | 5 | 94% | 80% |
| | **Subtotals** | **2** | **826** | **20** | **41.3** | **5.5** | **5.5** | **91%** | **79%** | **0** | **0** | **0%** | **0%** | **5** | **5** | **94%** | **80%** |
| | **HESW Totals** | **5** | **4026** | **62** | **0** | **4.3** | **4.3** | **0.9** | **0.8** | **0** | **0** | **0** | **0** | **9.5** | **9.2** | **74%** | **71%** |
| **INFORMATION SERVICES** | | | | | | | | | | | | | | | | | |

| College/Department/Program | Inventory Data | | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | Square Feet/Station | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| PC Computer Lab | INSTRUCT | 1129 A | 1,451 | 45 | 32.2 | 20.5 | 17.6 | 85% | 37% | 15.7 | 15.7 | 88% | 42% | 24.1 | 22.1 | 68% | 32% |
| PC Computer Lab | INSTRUCT | 1129 B | 1,036 | 31 | 33.4 | 8.6 | 8.6 | 88% | 68% | 10.9 | 10.9 | 23% | 89% | 12.7 | 12.7 | 74% | 61% |
| | **ITLS Total** | **2** | **2,487** | **76** | **32.7** | **14.6** | **13.1** | **86%** | **53%** | **13.3** | **13.3** | **61%** | **66%** | **18.4** | **17.4** | **69%** | **47%** |
| **COLLEGE OF SCIENCE AND TECHNOLOGY** | | | | | | | | | | | | | | | | | |
| **Natural and Applied Science** | | | | | | | | | | | | | | | | | |
| Biology Labs | | | | | | | | | | | | | | | | | |
| General Biology Lab | LABSCI | 210 | 1,345 | 24 | 56.0 | 9.0 | 8.8 | 91% | 67% | 9.0 | 8.8 | 84% | 69% | 6.0 | 6.0 | 94% | 77% |
| General Biology Lab | LABSCI | 212 | 1,339 | 24 | 55.8 | 24.0 | 23.5 | 77% | 25% | 21.0 | 20.8 | 68% | 41% | 27.0 | 26.5 | 88% | 1% |
| Mycology/Plant Physiology/Ecology | LABSCI | 214 | 1,343 | 24 | 56.0 | 24.1 | 23.8 | 68% | 32% | 3.0 | 3.0 | 100% | 88% | 12.0 | 11.5 | 75% | 63% |
| Cell Biology/Genetics/Biochemistry | LABSCI | 306 | 1,365 | 24 | 56.9 | 15.0 | 14.5 | 70% | 58% | 9.0 | 8.8 | 69% | 75% | 15.0 | 14.8 | 93% | 42% |
| Microbiology | LABSCI | 310 | 1,352 | 24 | 56.3 | 15.0 | 15.0 | 98% | 39% | 9.0 | 9.0 | 100% | 63% | 23.8 | 23.3 | 42% | 58% |
| Wetland Ecology /Entomology Lab | MAC | 139 | 1,406 | 24 | 58.6 | 3.0 | 3.0 | 50% | 94% | 3.0 | 3.0 | 83% | 90% | 3.0 | 3.0 | 23% | 97% |
| | **Subtotals** | **6** | **8,150** | **144** | **56.6** | **15.0** | **14.8** | **76%** | **54%** | **9.0** | **8.9** | **84%** | **69%** | **14.5** | **14.2** | **66%** | **60%** |
| **Geology Lab** | | | | | | | | | | | | | | | | | |
| Geoscience \| TL SMART BOARD | LABSCI | 116 | 1,330 | 24 | 55.4 | 11.2 | 10.7 | 44% | 80% | 14.2 | 14.2 | 36% | 79% | 13.3 | 12.8 | 43% | 76% |
| Geoscience/Environmental Science | LABSCI | 118 | 1,321 | 24 | 55.0 | 8.9 | 8.7 | 42% | 85% | 6.2 | 5.8 | 33% | 92% | 9.0 | 8.8 | 40% | 85% |
| | **Subtotals** | **2** | **2,651** | **48** | **55.2** | **10.0** | **9.7** | **43%** | **82%** | **10.2** | **10.0** | **35%** | **85%** | **11.2** | **10.8** | **42%** | **80%** |
| Kinetics Lab | LABSCI | 419 | 1,339 | 24 | 55.8 | 9.0 | 8.8 | 60% | 78% | 12.2 | 11.9 | 53% | 74% | 9.0 | 8.8 | 42% | 84% |
| **Chemistry Lab** | | | | | | | | | | | | | | | | | |
| General Chemistry | LABSCIADD | 206 | 1,390 | 24 | 57.9 | 21.0 | 20.8 | 85% | 26% | 24.0 | 23.8 | 86% | 15% | 12.0 | 11.5 | 88% | 56% |
| General Chemistry | LABSCIADD | 208 | 1,390 | 24 | 57.9 | 18.0 | 17.8 | 87% | 36% | 21.0 | 20.5 | 78% | 34% | 18.0 | 17.8 | 80% | 40% |
| Organic Chemistry | LABSCI | 406 | 1,366 | 24 | 56.9 | 12.0 | 12.0 | 91% | 55% | 15.0 | 15.0 | 88% | 45% | 6.0 | 5.8 | 92% | 77% |
| | **Subtotals** | **3** | **4,146** | **72** | **57.6** | **17.0** | **16.8** | **87%** | **39%** | **20.0** | **19.8** | **84%** | **31%** | **12.0** | **11.7** | **84%** | **58%** |
| **Human Biology** | | | | | | | | | | | | | | | | | |

| College/Department/Program | Inventory Data | | | | | Fall 2019 | | | | Spring 2020 | | | | Fall 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Building | Room No. | Square Feet | Teaching Stations | Square Feet/Station | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential | WRH-All | WRH-Day | SO% -All | Growth Potential |
| Athletic Training/Physical Therapy | LABSCI | 307 | 1,129 | 16 | 70.6 | 19 | 16 | 11% | 92% | 22.5 | 22.5 | 8% | 93% | 17.3 | 17.3 | 13% | 90% |
| A&P | LABSCIADD | 316 | 1,390 | 24 | 57.9 | 15 | 14.5 | 89% | 46% | 18 | 17.5 | 83% | 40% | 18 | 17.5 | 82% | 39% |
| Kinesiology Lab | LABSCIADD | 319 | 1,390 | 24 | 57.9 | 3 | 3 | 92% | 89% | 6 | 6 | 48% | 88% | 3 | 3 | 95% | 88% |
| | **Subtotals** | **3** | **3,909** | **64** | **61.1** | **12.3** | **11.2** | **60%** | **72%** | **15.5** | **15.3** | **48%** | **69%** | **12.8** | **12.6** | **58%** | **69%** |
| **Engineering** | | | | | | | | | | | | | | | | | |
| Dry Lab | INSTRUCT | 1067 | 20 | 45.1 | 45.1 | 6.0 | 4.5 | 0.3 | 93% | 6.0 | 4.5 | 19% | 96% | 0.0 | 0.0 | 0% | 0% |
| MATERIALS LAB | STEM | 155 | 24 | 49.8 | 59.8 | 0.0 | 0.0 | 0.0 | 100% | 6.3 | 6.0 | 19% | 95% | 3.0 | 3.0 | 33% | 96% |
| COMPUTER LAB | STEM | 214 | 24 | 31.2 | 37.5 | 21.7 | 17.0 | 0.7 | 52% | 14.7 | 7.0 | 31% | 91% | 10.0 | 6.0 | 62% | 74% |
| NUTRITION LAB | STEM | 219 | 12 | 101.9 | 61.2 | 9.0 | 9.0 | 0.9 | 65% | 6.3 | 6.3 | 101% | 74% | 3.0 | 3.0 | 167% | 79% |
| THERMAL LAB | STEM | 229 | 24 | 56.7 | 68.1 | 0.0 | 0.0 | 0.0 | 100% | 19.4 | 19.4 | 79% | 36% | 15.2 | 15.2 | 46% | 71% |
| FLUIDS LAB | STEM | 230 | 24 | 50.2 | 60.2 | 0.0 | 0.0 | 0.0 | 100% | 3.0 | 3.0 | 83% | 90% | 15.0 | 15.0 | 57% | 64% |
| CONTROLS LAB | STEM | 231 | 24 | 50.0 | 60.0 | 0.0 | 0.0 | 0.0 | 100% | 3.0 | 3.0 | 50% | 94% | 2.0 | 2.0 | 25% | 98% |
| CARTOGRAPHY | MAC | 231 | 12 | 112.3 | 67.4 | 5.3 | 0.0 | 0.0 | 100% | 5.3 | 0.0 | 0% | 100% | 5.3 | 0.0 | 133% | 70% |
| | **Subtotals** | **8** | **164** | **56.0** | **57.4** | **10.5** | **7.6** | **60%** | **81%** | **8.0** | **6.2** | **51%** | **87%** | **7.7** | **6.3** | **59%** | **81%** |
| **Computer Sciences** | | | | | | | | | | | | | | | | | |
| NSA LAB | MAC | 120 | 1,065 | 25 | 42.6 | 3 | 3 | 44% | 95% | 0 | 0 | 0% | 0% | 3 | 3 | 64% | 92% |
| Microcomputer | MAC | 122 | 1,120 | 25 | 44.8 | 31.4 | 29.6 | 86% | -6% | 30.3 | 29 | 83% | 0% | 4.5 | 4.5 | 104% | 81% |
| | **Subtotals** | **2** | **2,185** | **50** | **43.7** | **17.2** | **16.3** | **82%** | **44%** | **30.3** | **29** | **83%** | **0%** | **3.8** | **3.8** | **88%** | **86%** |
| **SET Totals** | | **25** | **31,562** | **566** | **55.8** | **13.5** | **12.6** | **67%** | **65%** | **12.0** | **11.2** | **61%** | **72%** | **10.6** | **10.0** | **64%** | **72%** |
| **Campus Totals** | | **62** | **75,762** | 1,473 | 51.4 | 12.6 | 11.2 | 61% | 68% | 11.7 | 10.4 | 52% | 75% | 11.8 | 10.6 | 56% | 72% |

MILWAUKEE | MADISON | CHICAGO

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.1

To approve the Assignment of the Option to Purchase Agreement for Tax Parcel No. 15-169, 501 S. Washington St. (Fire Station No. 1) from EAMR, LLC to MOWGS, LLC.

## BACKGROUND

## RECOMMENDATION

Approval of the Request.

## FISCAL IMPACT

## ATTACHMENTS

1. Assignment of Option to Purchase Agreement

DOCUMENT NO.

# ASSIGNMENT OF OPTION TO PURCHASE AGREEMENT

THIS SPACE RESERVED FOR RECORDING DATA

NAME AND RETURN ADDRESS

Lacey Cochart
City of Green Bay
100 N. Jefferson Street
Green Bay, WI 54301

See Exhibit A

Parcel Identification Number

Drafted by:

Danny Tang
Godfrey & Kahn, S.C.
833 East Michigan Street, Suite 1800
Milwaukee, WI 53202

**ASSIGNMENT OF OPTION TO PURCHASE AGREEMENT**

THIS ASSIGNMENT OF OPTION TO PURCHASE AGREEMENT (this "Assignment") is made and entered into as of the ___ day of _____, 2025, by and among EAMR LLC, a Minnesota limited liability company ("Assignor"), and MOWGS, LLC, a Wisconsin limited liability company ("Assignee").

W I T N E S S E T H:

WHEREAS, the City of Green Bay, a Wisconsin municipal corporation (the "City"), and Assignor entered into that certain Option to Purchase Agreement dated as of September 18, 2024, and recorded with the Brown County Register of Deeds' Office as Document No. 3074750 (the "Agreement") relating to an option to purchase certain real property commonly known as Tax Parcel No. 15-169 located in the Brown County, Wisconsin, as described on **Exhibit A** attached hereto (as more particularly defined in the Agreement, the "Property");

WHEREAS, Section 8.1 of the Agreement provides Assignor with the right to assign its rights under the Agreement;

WHEREAS, on the date hereof, Assignor has agreed to assign its rights under the Agreement to Assignee;

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Assignor and Assignee do hereby agree as follows:

1. Assignment and Assumption. Assignor does hereby transfer, assign, convey, set over and deliver unto Assignee all of Assignor's right, title and interest in, to and under Agreement, and Assignee does hereby assume and agree to perform all of Assignor's rights, duties, obligations and liabilities, in, to and under the Agreement to the extent such rights, duties, obligations and liabilities arise, are to be performed, and are attributable to the period beginning from and after the date hereof.

2. Indemnification. Assignee hereby agrees to indemnify and hold harmless Assignor from all claims, costs, liability, damage and expenses (including reasonable attorneys' fees and litigation expenses) arising out of, or relating to, any default on the part of Assignee under the Agreement subsequent to the date hereof.

3 Binding Agreement. This Assignment shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, successors-in-title and assigns. Assignor and Assignee acknowledge and agree that this Assignment has been executed and delivered for the purposes herein stated and shall be recorded in the public records of Brown County, Wisconsin, to evidence the activity contemplated herein.

4. Parties. The names of the parties used in this Assignment shall represent the plural as well as the singular, the feminine, masculine and neuter genders, and shall include their heirs, successors and assigns.

5. Counterparts. This Assignment may be executed in one or more counterparts, each of which shall constitute an original, and all of which together shall constitute but one original.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have caused this Assignment to be executed under seal by their respective representatives duly authorized thereunto, all as of the date first above written.

**ASSIGNOR**:

**EAMR LLC**

By: _____
Name: _____
Title: _____

**ACKNOWLEDGMENT**

STATE OF _____ )
) SS.
COUNTY OF _____ )

The foregoing instrument was acknowledged before me on this ___ day of _____, 2025, by _____, as the _____ of EAMR LLC, to me personally known, who acknowledged that he/she executed the foregoing instrument on behalf of said entity.

_____
Print Name: _____
Notary Public, State of _____
My Commission Expires: _____

[SIGNATURES CONTINUE ON THE FOLLOWING PAGE]

[SIGNATURES CONTINUED FROM THE PREVIOUS PAGE]

**ASSIGNEE**:

**MOWGS, LLC**

By: _____
Name: _____
Title: _____

**ACKNOWLEDGMENT**

STATE OF _____ )
) SS.
COUNTY OF _____ )

The foregoing instrument was acknowledged before me on this ___ day of _____, 2025, by _____, as the _____ of MOWGS, LLC, to me personally known, who acknowledged that he/she executed the foregoing instrument on behalf of said entity.

_____
Print Name: _____
Notary Public, State of _____
My Commission Expires: _____

[CONSENT ON FOLLOWING PAGE]

## CONSENT TO ASSIGNMENT

By execution of this Consent to Assignment, the City of Green Bay, a Wisconsin municipal corporation, hereby consents to the foregoing Assignment of Option to Purchase Agreement.

**CITY**:

**CITY OF GREEN BAY**

By: _____
Name: _____
Title: _____

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS.
COUNTY OF _____ )

The foregoing instrument was acknowledged before me on this ___ day of _____, 2025, by _____, as the _____ of _____, to me personally known, who acknowledged that he/she executed the foregoing instrument on behalf of said entity.

_____
Print Name: _____
Notary Public, State of Wisconsin
My Commission Expires: _____

THIS INSTRUMENT DRAFTED BY:

Danny S. Tang
Godfrey & Kahn, S.C.

EXHIBIT A

Property

Plat of Astor - A triangular piece of land without designation on Map Recorded 1869 in Register of Deeds Office, bounded on the East by Adams Street, bounded on the North by Chicago Street, bounded on the West by Washington Street, Astor Place S EE Charter and Ordinance 1911, page 124, Consolidated Ordinances Section 56, City of Green Bay, in the City of Green Bay, East side of Fox River, Brown County, Wisconsin, as described in Volume 19 Deeds, page 169.

Tax Parcel No.15-169

Report to the
# Finance Committee
# of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.2

To approve the purchase of eighteen (18) 2025 Ford Police Interceptor Utility Hybrid vehicles for a total of $1,005,993.00 using 2025 borrowing.

## BACKGROUND

## RECOMMENDATION

Approval of the Request.

## FISCAL IMPACT

## ATTACHMENTS

1. Finance Request 2-25-25 Police Interceptors 18-ea 2025 Bonded

Purchasing Department
100 North Jefferson Street · Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

2/17/2025

Finance Committee 2/25/2025.

Consideration and possible action to approve the Purchase Eighteen (18) vehicles for the City of Green Bay Police Department F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWDoff the State of Wisconsin State Contract #505ENT-M25-VEHICLES-04 for a total amount of $1,005,993.00. Vehicle replacement information itemized in supplemental information. Vehicles will be purchased with funds 2025 Approved Bonded Funds.

$1,005,993.00: 2025 Bonded  Account Code #  423300-55502-27341

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement
Manager City of
Green Bay

Green Bay Police Department

2025 Approved Bonded Funds

Requisition #47

Department Contact for this Requisition: Rick Jurkanis @ 3237

Specs for 2025 Ford Police Interceptor Utility HYBRID Vehicles (18 Each)

Cost per vehicle: $55,888.50 ($1,005,993.00 total)

Account Number: Approved 2025 Bond Funds (See below for funding breakdown)

Created and Approved by Rick Jurkanis 2/12/25

Note: State Bid price through Napleton Columbus, Inc. State Contract 505ENT-M25-VEHICLES-04

Please review specs with GBPD Mechanic Foreperson James Spychalski before issuing Purchase Order

$1,005,993.00: 2025 Bond 423300-55502-27341

**Napleton Columbus, Inc**
Erin Damico | 920-623-5831 | edamico@napleton.autos

# City of Green Bay

**Prepared For:** Troy Van Handel

920-448-3049

Troy.VanHandel@greenbaywi.gov

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD

Erin Damico
Napleton Columbus, Inc
330 Transit Rd
Columbus, WI 53925
920-623-5831
edamico@napleton.autos

State Contract 505ENT-M25-VEHICLES-04

**Napleton Columbus, Inc**
Erin Damico | 920-623-5831 | edamico@napleton.autos

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

## Quote Worksheet

| | | MSRP |
|---|---|---|
| Base Price | | $49,515.00 |
| Dest Charge | | $1,595.00 |
| Total Options | | $6,300.00 |
| | **Subtotal** | **$57,410.00** |
| Delivery to Green Bay | | $137.50 |
| 5 Year/175K Mile PremiumCare Extended Service ($100 Deductible) | | $4,400.00 |
| | **Subtotal Pre-Tax Adjustments** | **$4,537.50** |
| Less Customer Discount | | ($6,059.00) |
| | **Subtotal Discount** | **($6,059.00)** |
| Trade-In | | $0.00 |
| **Excluded from Sales Tax** | **Subtotal Trade-In** | **$0.00** |
| | **Taxable Price** | **$55,888.50** |
| Sales Tax | | $0.00 |
| | **Subtotal Taxes** | **$0.00** |
| | **Subtotal Post-Tax Adjustments** | **$0.00** |
| | **Total Sales Price** | **$55,888.50** |

**Comments:**

Subject to Ford order approval. Delivery timeframe cannot be anticipated until the order is submitted and accepted by Ford.

Dealer Signature / Date

Customer Signature / Date

## Selected Model and Options

**MODEL**

| CODE | MODEL | MSRP |
|---|---|---|
| K8A | 2025 Ford Police Interceptor Utility AWD | $49,515.00 |

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Data Version: 24697. Data Updated: Feb 11, 2025 6:45:00 PM PST.

**Napleton Columbus, Inc**
Erin Damico | 920-623-5831 | edamico@napleton.autos

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

## COLORS

| CODE | DESCRIPTION |
|---|---|
| UM | Agate Black |

## ENGINE

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| 99W | Engine: 3.3L V6 Direct-Injection Hybrid System -inc: (136-MPH top speed) (STD) | $0.00 |

## TRANSMISSION

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| 44B | Transmission: 10-Speed Automatic (STD) | $0.00 |

## OPTION PACKAGE

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| 500A | Order Code 500A | $0.00 |

## AXLE RATIO

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| ___ | 3.73 Axle Ratio (STD) | $0.00 |

## PRIMARY PAINT

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| UM | Agate Black | $0.00 |

## SEAT TYPE

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| 9W | Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks | $0.00 |

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**Napleton Columbus, Inc**
Erin Damico | 920-623-5831 | edamico@napleton.autos

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

## ADDITIONAL EQUIPMENT - PACKAGE

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| 67U | Ultimate Wiring Package -inc: wiring harness instrument panel to rear cargo area (overlay), (2) light cables - supports up to (6) LED lights (engine compartment/grille), (1) 10-amp siren/speaker circuit engine compartment and rear hatch/cargo area wiring - supports up to (6) rear LED lights, Does not include LED lights, side connectors or controller, Rear Console Plate, Contours through 2nd row; channel for wiring, Grille LED Lights, Siren & Speaker Pre-Wiring | $640.00 |

## ADDITIONAL EQUIPMENT - EXTERIOR

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| 153 | Front License Plate Bracket | $0.00 |
| 51T | Driver Only LED Bulb Spot Lamp (Whelen) | $420.00 |
| 59F | Keyed Alike - 0576x | $50.00 |
| 90G | Ballistic Door-Panels (Level IV+) -inc: Driver and passenger front-doors, Tested and meets the requirements of NIJ standard 0108.01 Level IV: .30-06 M2 AP 166gr (7.62 x 63 APM2 10.8g), Also designed to withstand special threat rounds: 7.62 x 54R LPS 9.65g and 7.62 x 51 mm M61 9.75g (.308 Winchester 150.5gr), In addition, Level IV+ includes all of the NIJ Level III and LAPD rounds listed in footnote 1 | $4,830.00 |

## ADDITIONAL EQUIPMENT - INTERIOR

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| 18D | Global Lock/Unlock Feature -inc: Door-panel switches will lock/unlock all doors and rear liftgate, Eliminates the 45-second liftgate lock release + paitro timer, Overhead liftgate button and blue liftgate release button on key fob will not have any function when pressed w/this option | $0.00 |
| 52P | Hidden Door-Lock Plunger -inc: Rear-Door Controls Inoperable, Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches | $160.00 |
| 67V | Front & Rear Police Wire Harness Connector Kit -inc: For connectivity to Ford PI Package solutions includes front (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector, (1) 14-pin IP connector, rear (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector and (1) 14-pin IP connector | $200.00 |
| 68G | Rear-Door Controls Inoperable -inc: Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches | Inc. |
| 85R | Rear Console Plate -inc: Contours through 2nd row; channel for wiring | Inc. |
| | **Options Total** | **$6,300.00** |

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**Napleton Columbus, Inc**
Erin Damico | 920-623-5831 | edamico@napleton.autos

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

## Standard Equipment

| Mechanical | |
|---|---|
| | Engine: 3.3L V6 Direct-Injection Hybrid System -inc: (136-MPH top speed) (STD) Late availability. |
| | Transmission: 10-Speed Automatic (STD) |
| | 3.73 Axle Ratio (STD) |
| | 50-State Emissions System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine. |
| | Transmission w/Driver Selectable Mode and Oil Cooler |
| | Automatic Full-Time All-Wheel |
| | Engine Oil Cooler |
| | 92-Amp/Hr 850CCA Maintenance-Free Battery |
| | Hybrid Electric Motor 220 Amp Alternator |
| | Class III Towing Equipment -inc: Hitch |
| | Trailer Wiring Harness |
| | Police/Fire |
| | 1670# Maximum Payload |
| | GVWR: 6,840 lbs (3,103 kgs) |
| | Gas-Pressurized Shock Absorbers |
| | Front And Rear Anti-Roll Bars |
| | Electric Power-Assist Steering |
| | 19 Gal. Fuel Tank |
| | Dual Stainless Steel Exhaust |
| | Permanent Locking Hubs |
| | Strut Front Suspension w/Coil Springs |
| | Multi-Link Rear Suspension w/Coil Springs |
| | Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control |
| | Lithium Ion (li-Ion) Traction Battery 1.5 kWh Capacity |
| **Exterior** | |
| | Wheels: 18" x 8" 5-Spoke Painted Black Steel -inc: polished stainless steel hub cover and center caps |
| | Tires: 255/60R18 AS BSW |

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Erin Damico | 920-623-5831 | edamico@napleton.autos

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

| Exterior | |
|---|---|
| | Steel Spare Wheel |
| | Full-Size Spare Tire Mounted Inside Under Cargo |
| | Clearcoat Paint |
| | Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent and 1 Tow Hook |
| | Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent |
| | Body-Colored Bodyside Cladding and Black Wheel Well Trim |
| | Black Side Windows Trim and Black Front Windshield Trim |
| | Black Door Handles |
| | Black Power Side Mirrors w/Convex Spotter and Manual Folding |
| | Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster |
| | Deep Tinted Glass |
| | Speed Sensitive Variable Intermittent Wipers |
| | Galvanized Steel/Aluminum Panels |
| | Lip Spoiler |
| | Black Grille |
| | Liftgate Rear Cargo Access |
| | Tailgate/Rear Door Lock Included w/Power Door Locks |
| | Auto On/Off Projector Beam Led Low/High Beam Headlamps |
| | LED Brakelights |
| **Entertainment** | |
| | Radio w/Seek-Scan and Speed Compensated Volume Control |
| | Radio: AM/FM/MP3 Capable -inc: 100 watt siren/speaker prep kit, clock, 4 speakers, 1 USB port and 8" color LCD screen center-stack smart display, supports Android Auto and Apple CarPlay and fleet telematics modem Allows data to be provided to support Ford Pro telematics and data services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at https://fordpro.com/en-us/telematics/ or call 1-833-811-FORD (3673). |
| | SYNC Phoenix Communication & Entertainment System -inc: hands-free voice command support compatible w/most Bluetooth connected mobile devices, 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack |
| | Integrated Roof Antenna |
| | 1 LCD Monitor In The Front |

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Data Version: 24697. Data Updated: Feb 11, 2025 6:45:00 PM PST.

**Napleton Columbus, Inc**
Erin Damico | 920-623-5831 | edamico@napleton.autos

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

| Interior | |
|---|---|
| | 8-Way Driver Seat |
| | Passenger Seat |
| | 35-30-35 Folding Split-Bench Front Facing Fold Forward Seatback Rear Seat |
| | Manual Tilt/Telescoping Steering Column |
| | Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter, Traction Battery Level, Trip Odometer and Trip Computer |
| | Power Rear Windows and Fixed 3rd Row Windows |
| | Remote Keyless Entry |
| | Remote Releases -Inc: Power Cargo Access |
| | Cruise Control w/Steering Wheel Controls |
| | Dual Zone Front Automatic Air Conditioning |
| | Rear HVAC |
| | HVAC -inc: Underseat Ducts |
| | Locking Glove Box |
| | Driver Foot Rest |
| | Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks |
| | Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Metal-Look Interior Accents |
| | Full Cloth Headliner |
| | Urethane Gear Shifter Material |
| | Day-Night Rearview Mirror |
| | Driver And Passenger Visor Vanity Mirrors |
| | Mini Overhead Console w/Storage and 2 12V DC Power Outlets |
| | Front And Rear Map Lights |
| | Fade-To-Off Interior Lighting |
| | Full Vinyl/Rubber Floor Covering |
| | Carpet Floor Trim |
| | Cargo Features -inc: Cargo Tray/Organizer |
| | Cargo Space Lights |

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City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

| | |
|---|---|
| **Interior** | |
| | Fleet Telematics Modem Tracker System |
| | Dashboard Storage, Driver And Passenger Door Bins |
| | Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down |
| | Delayed Accessory Power |
| | Power Door Locks |
| | Driver Information Center |
| | Redundant Digital Speedometer |
| | Trip Computer |
| | Digital/Analog Appearance |
| | Seats w/Vinyl Back Material |
| | Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints |
| | Perimeter Alarm |
| | 2 12V DC Power Outlets |
| | Air Filtration |
| **Safety-Mechanical** | |
| | Electronic Stability Control (ESC) And Roll Stability Control (RSC) |
| | ABS And Driveline Traction Control |
| **Safety-Exterior** | |
| | Side Impact Beams |
| **Safety-Interior** | |
| | Dual Stage Driver And Passenger Seat-Mounted Side Airbags |
| | Reverse Sensing System Rear Parking Sensors |
| | BLIS (Blind Spot Information System) Blind Spot |
| | Pre-Collision Assist with Pedestrian Detection |
| | Rear Cross-Traffic Braking |
| | Collision Mitigation-Front |
| | Tire Specific Low Tire Pressure Warning |
| | Dual Stage Driver And Passenger Front Airbags |
| | Curtain 1st And 2nd Row Airbags |

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Data Version: 24697. Data Updated: Feb 11, 2025 6:45:00 PM PST.

**Napleton Columbus, Inc**
Erin Damico | 920-623-5831 | edamico@napleton.autos

City of Green Bay F37AH Fleet 2025 Ford Police Interceptor Utility (K8A) AWD ( ✔ Complete )

Quote: City of Green Bay F37AH Explorer PIU Hybrid

| Safety-Interior | |
|---|---|
| | Airbag Occupancy Sensor |
| | Passenger Knee Airbag |
| | Rear Child Safety Locks |
| | Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners |
| | Back-Up Camera w/Washer |

| WARRANTY | |
|---|---|
| | Basic Years: 3<br>Basic Miles/km: 36,000<br>Drivetrain Years: 5<br>Drivetrain Miles/km: 100,000<br>Corrosion Years: 5<br>Corrosion Miles/km: Unlimited<br>Hybrid/Electric Components Years: 8<br>Hybrid/Electric Components Miles/km: 100,000<br>Roadside Assistance Years: 5<br>Roadside Assistance Miles/km: 60,000 |

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Data Version: 24697. Data Updated: Feb 11, 2025 6:45:00 PM PST.

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.3

To approve the acceptance of the 2024 Justice Assistance Grant (JAG) of $49,368 to be used for police equipment good through 9/30/2027.

## BACKGROUND

## RECOMMENDATION

Approval of the Request.

## FISCAL IMPACT

## ATTACHMENTS

1. 2024 JAG grant award

# GRANT TRACKING FORM

## PART #1: Notification of Grant Funds

(emailto:PamelaMa@greenbaywi.gov)

**APPLICANT DEPARTMENT:** Police **DATE:** 2/5/2025

**APPLICANT DEPARTMENT GRANT CONTACT NAME/TITLE:** Rick Jurkanis/Business Manager

**APPROPRIATE COMMITTEE:** Finance

**NAME OF GRANT/FUNDING SOURCE:** 2024 Justice Assistance Grant (JAG)/USDOJ

**AMOUNT OF GRANT REQUEST:** $49,368 **LOCAL MATCH REQUIREMENT:** $0

**SOURCE OF MATCH:** ☐ General Fund ☐ Non-General Fund ☒ Not Applicable

**TIMEFRAME OF GRANT:** 10/1/2023 through 9/30/2027

**TYPE OF GRANT REQUEST:** ☒ Monetary ☐ Other (explain under 'purpose of grant')

**PURPOSE OF GRANT (summary):** Grant will provide $44,431 for 8 mobile radios for the GBPD as well as $4,937 for the Brown County Sheriff Department for 6 ballistic vests.

**How does the grant meet City/Department needs?** Equipment for law enforcement needs

**What are the personnel requirements (include both existing and new staff) of the grant?** None

**DEPARTMENT HEAD SIGNATURE:** Cristin A Davis

## PART #2: Request to Accept Grant Funds

(complete after notification of grant award; emailto:PamelaMa@greenbaywi.gov)

**AMOUNT OF GRANT AWARD:** $49,368 **CFDA/STATE ID #:** 16.738

**LOCAL MATCH REQUIREMENT:** $0

**Please describe the source of match, if applicable:** N/A

**Please describe any major changes in proposed grant-funded activities:** N/A

**Please describe what the grant money will be spent** Grant will provide $44,431 for 8 mobile radios for the GBPD as well as $4,937 for the Brown County Sheriff Department for 6 ballistic vests.

| *PART* | *TO:* | *DATE:* | *TO:* | *DATE:* |
|---|---|---|---|---|
| #1: Request to Apply | Finance Dept | | FC – Info/Action | |
| #2: Request to Accept | Finance Dept | | FC – Action | |

*FC = Finance Committee*

# FY 2024 Edward Byrne Memorial Justice Assistance Grant (JAG)
# C-BJA-2024-00092-PROD

## BUDGET NARRATIVE

***Green Bay Police Department***

Through the 2024 JAG grant, the Green Bay Police Department will purchase the following equipment:

1. (8) Mobile radios with Accessories ($44,431): For officer safety and policing efforts.

$44,431 in 2024 JAG funding makes up the total project cost for the Green Bay Police Department portion of the funding.

***Brown County Sheriffs Department***

Brown County will use their portion of the 2024 JAG grant funds to purchase the following equipment:

1. (6) Ballistic Vests ($4,937): For officer safety and policing efforts.

$4,937 in 2024 JAG funding makes up the total project cost for the Brown County Sheriffs Department portion of the funding.

Total project cost for both agencies = $49,368

# Department of Justice (DOJ)

**Office of Justice Programs**

Bureau of Justice Assistance

*Washington, D.C. 20531*

| | |
|---|---|
| **Name and Address of Recipient:** | CITY OF GREEN BAY<br>307 S ADAMS ST |
| **City, State and Zip:** | GREEN BAY, WI 54301 |
| **Recipient UEI:** | P979A46EYKJ3 |

| | |
|---|---|
| **Project Title:** 2024 Justice Assistance Grant (JAG) | **Award Number:** 15PBJA-24-GG-05078-JAGX |
| **Solicitation Title:** BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation | |
| **Federal Award Amount:** $49,368.00 | **Federal Award Date:** 12/5/24 |
| **Awarding Agency:** | Office of Justice Programs<br>Bureau of Justice Assistance |
| **Funding Instrument Type:** | Grant |
| **Opportunity Category:** O<br>**Assistance Listing:**<br>16.738 - Edward Byrne Memorial Justice Assistance Grant Program | |
| **Project Period Start Date:** 10/1/23 | **Project Period End Date:** 9/30/27 |
| **Budget Period Start Date:** 10/1/23 | **Budget Period End Date**: 9/30/27 |

**Project Description:**
The Green Bay Police Department and Brown County Sheriff Department will use the JAG funds to purchase equipment to assist police officers in crime prevention, crime solving, officer safety and public safety. The equipment will allow officers to maximize their abilities for themselves and the people of the City of Green Bay and Brown County Wisconsin.

## Award Letter

December 5, 2024

Dear RICK JURKANIS,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by CITY OF GREEN BAY for an award under the funding opportunity entitled 2024 BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation. The approved award amount is $49,368.
Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Brent J. Cohen
Acting Assistant Attorney General

## Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.

OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit www.ojp.gov/program/civil-rights-office/outreach. If you would like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at askOCR@ojp.usdoj.gov or www.ojp.gov/program/civil-rights-office/about#ocr-contacts.

**Memorandum Regarding NEPA**

## NEPA Letter Type

OJP - Ongoing NEPA Compliance Incorporated into Further Developmental Stages

## NEPA Letter

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party.? Accordingly,?prior to obligating?funds for any of the specified activities, the grantee must first determine if any of the specified activities will be?funded by the grant.

? The specified activities requiring environmental analysis are:

a. New construction;

b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;

c.? A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;

d.? Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and

e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see https://www.bja.gov/Funding/nepa.html.

**NEPA Coordinator**

| First Name | Middle Name | Last Name |
|---|---|---|
| Orbin | no value | Terry |

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.4

To approve the acceptance of the Northeast Wisconsin Healthcare Emergency Response Coalition (NEW+ HERC) grant for $5,000 local match of $583.00 to be used for Tactical EMS team equipment.

## BACKGROUND

## RECOMMENDATION

Approval of the Request.

## FISCAL IMPACT

## ATTACHMENTS

1. Grant Tracking Form-TEMS Respirators
2. Nelson gas mask quote
3. GBMFD gas mask grant request
4. Nelson new gas canister quote

# GRANT TRACKING FORM

## PART #1: Notification of Grant Funds

(emailto:Kim.Rivest@greenbaywi.gov)

**APPLICANT DEPARTMENT:** FIRE **DATE:** 02/12/2025

**APPLICANT DEPARTMENT GRANT CONTACT NAME/TITLE:** Matthew Knott/Fire Chief

**APPROPRIATE COMMITTEE:** Finance

**NAME OF GRANT/FUNDING SOURCE:** NEW HERC

**AMOUNT OF GRANT REQUEST:** $4861.00 **LOCAL MATCH REQUIREMENT:** $583.00

**SOURCE OF MATCH:** ☒ General Fund ☐ Non-General Fund ☐ Not Applicable

**TIMEFRAME OF GRANT:** 03/01/2025 through 04/01/2025

**TYPE OF GRANT REQUEST:** ☒ Monetary ☐ Other (explain under 'purpose of grant')

**PURPOSE OF GRANT (summary):** Purchase of new respirators for the GBMFD Tactical EMS Team

**How does the grant meet City/Department needs?** These are replacement respirators that would normally have to be budgeted for. The current equipment is end of life or no longer suitable for the application. These are the same respirators as the entire SWAT Team and allows for a standardization of equipment.

**What are the personnel requirements (include both existing and new staff) of the grant?** No

**DEPARTMENT HEAD SIGNATURE:** _____

12

## PART #2: Request to Accept Grant Funds

(complete after notification of grant award; emailto:Kim.Rivest@greenbaywi.gov)

**AMOUNT OF GRANT AWARD:** $4861.00 **CFDA/STATE ID #:** N/A

**LOCAL MATCH REQUIREMENT:** $583.00

**Please describe the source of match, if applicable:** Fire Operating Budget

**Please describe any major changes in proposed grant-funded activities:** None anticipated

**Please describe what the grant money will be spent on:** Purchase of replacement respirators for the Fire Department Tactical EMS Team.

| *PART* | *TO:* *DATE:* | *TO:* *DATE:* |
|---|---|---|
| #1: Request to Apply | Finance Dept | FC – Info/Action |
| #2: Request to Accept | Finance Dept | FC – Action |

*FC = Finance Committee*

**Nelson & Associates, LLC**
1317 Velp Ave
Green Bay, WI 54303
920-884-2580
katie@nelsontactical.com
nelsontactical.com

# Quote

**ADDRESS**
Green Bay Metro Fire Department
501 S Washington Street
Green Bay, WI 54301 U.S.A.

**SHIP TO**
Green Bay Metro Fire Department
501 S Washington Street
Green Bay, WI 54301 U.S.A.

**QUOTE #** 1336
**DATE** 11/29/2024

| DESCRIPTION | QTY | RATE | AMOUNT |
|---|---|---|---|
| FM50 Air Purifying Respirator (mask only) | 11 | 451.00 | 4,961.00 |

| | |
|---|---|
| SUBTOTAL | 4,961.00 |
| TAX | 0.00 |
| TOTAL | **$4,961.00** |

Accepted By

Accepted Date

# Funding Request Parameters

All expenditures must comply with federal guidelines, including 45CFR Parts 74 and 92 and OMB Circular A-133 Audit Guidelines. Projects must be designed to help an entity strengthen its capacity to respond to an incident both in an integrated and coordinated manner within the focus areas of the defined capabilities. All requests must be submitted on the correct "Project Description and Funding Request" form supplied by the Northeast Wisconsin Healthcare Emergency Readiness Coalition (NEW HERC). The State Procurement Manual is a guide to statewide policies and procedures for optioning materials, supplies, equipment, contractual services and all other items of a consumable nature: DOA State Procurement Manual (wi.gov) and: Procurement State Procurement Manual Home (wi.gov)

Completed grant applications will be reviewed by the NEW HERC voting membership at the next available meeting. Applications will be sent to voting members one week in advance of the meeting to ensure all voting members have the opportunity to review the request, prepare questions for the applicant, and ensure attendance at the voting meeting. To vote, a quorum of voting members must be present either in person or on the telephone.

**Funds should not be used for:**

- Construction or renovations of buildings
- Political education or lobbying activities
- Fundraising activities
- Replacement of equipment that was previously purchased through HERC grant funding
- Equipment that should be in a company or agencies normal operations or capital budget
- Supplanting of salaries
- Salaries of staff covering for other staff attending or participating in grant-funded activities (known as backfill which is now banned in all federal grants).
- Direct hiring of staff
- Vehicles and/or storage trailers
- Service costs (e.g., T1 service bills, satellite phone/cell phone bills, etc.)
- Costs of business expenditures
- Travel expenses for meeting or other preparedness related activities (exceptions may be granted when application is made for full scholarship)
- Food expenses.

Please note, this list is not all inclusive, nor all restrictive.

**Funds may be used for:**

- New equipment
- Supplies
- Communications
- Education /Training
- Contracted hours for specific projects (i.e., procedure writing, scenario development)
- Exercise planning and funding may be used for Joint Commission and other regulatory required exercises provided the exercise(s) are Homeland Security Exercise Evaluation

Program (HSEEP) compliant and tests one or more aspects of the regional Healthcare Emergency Response objectives.

Please note, this list is not all inclusive.

**General Guidelines:**

- Any organization requesting more than one similar grant during a grant period should be very detailed in how such a request will benefit the entire region.
- Requests for 100% funding require 75% of the voting membership to approve.
- If the cost share of 5% is complied with a simple majority is needed to approve.
- Projects that have researched and demonstrated other available sources of funding will be given priority.
- It is solely up to the voting members present for determination of grant award.
- The Region Coordinator shall work with the Board for determination on eligibility for HERC ASPR funds.
- The requester must be in attendance at the NEW HERC meeting to present the request and answer questions from the board for an action to occur; or must have a representative present.
    - Grants may be sent in for consideration without a requester present and or on the phone, but there will be no obligation for the board to take any action.
- Requests should include as much information as possible, including:
    - Summary of the expenditure
    - Match funding being applied
    - Replacement/maintenance plan
    - Communication plan with timeline to update the NEW HERC on completion / implementation.
    - Sustainability plan
    - Collaboration with other organizations
    - Benefit to healthcare in Northeast Wisconsin
- Requests specifically designed to meet goals and objectives set by ASPR and designed to meet the top Focus Areas as approved by the NEW HERC Board will be given higher priority.
- Requests to assist with regional response, collaborative work across healthcare continuums, and those that provide standardization regionally will be given higher priority.
- Items that the HERC board and its members or the ASPR grant determines should be locally budgeted, would not benefit the region, or are not consistent with the Federal Grant Objectives will not be considered.
- Approved funding must be expensed, or invoiced during the HERC Fiscal Year (July 1 – June 30).
- Organizations demonstrating support of all HERC initiatives on an ongoing basis will be given priority.
- Invoices reflecting full amounts paid must be submitted to the HERC to document all purchases.

Northeast Wisconsin Healthcare Emergency Response Coalition – Region 3 Inc.
NEW-HERC

# Project and Funding Request

**Program Coordinator Use**:

| **File Code:** (yyyy-mm-organization name) |
|---|
| |

| | |
|---|---|
| Date Submitted: | Project Title: Gas Masks for TEMS team |
| Requesting Organization: Green Bay Metro Fire Department | |
| Organization Tax ID Number: 39-6005458 | |
| Specific Request:<br><br>We are requesting funding for 11 Avon FM50 gas masks. Our department can fund the initial CBRN filters as well as replacement filters moving forward. | |
| Explanation of Regional Benefit:<br><br>The Green Bay Metro Fire Department has an 11-person Tactical EMS (TEMS) team that supports the GBPD SWAT team. GBPD SWAT may be called to support the Brown County SWAT team and vice versa. Part of our responsibilities are to work and provide medical care in areas where gas has been deployed. Our current masks are Scott fire masks with an adapter to fit a single large CBRN filter. This large filter sticks out the front of the mask. The Avon FM50 mask has a much more compact design. Instead of one large canister sticking out the front it has two small canisters mounted on the cheeks of the mask. These smaller side mounted filters would greatly increase our visibility and ability to look down. The mask would allow our team to see down to access our body mounted medical pouches, as well as better visibility of the patient. The increased range of motion and visibility would help us to provide the best possible care for a downed officer or any other patient.<br><br>This new mask will also be cheaper to maintain for the department moving forward. Replacement canisters for our current masks are $130. For the Avon FM50 the replacement cost is $53 for the pair. That's 245% savings for each replacement.<br><br>I have included pictures of our current gas mask set up as well as what we are requesting.<br><br>Thanks for your consideration. | |

# Project and Funding Request

| | |
|---|---|
| Person submitting request: Matt Stremer | |
| Phone:<br>(920) 883-8021 | Email<br>Matthew.Stremer@greenbaywi.gov |

| | | |
|---|---|---|
| Is this part of a larger project? | Yes | No |
| What is the estimated cost of total Project? | $ 5544.00 | |
| How much is requestor applying to this project? | $ 583.00 | |
| If none, explain: | | |
| What is the amount of funding being requested from NEW HERC? | **$ 4961.00** | |

**Competitive Cost Fiscal Agent Rules of Purchasing, please check all boxes:**

| | |
|---|---|
| | I have read the Grant Funding Parameters |
| | I have attached a quote. If a purchase is greater than $5,000 from one vendor, I have provided either:<br>a) Two competitive quotes for the product or service OR<br>b) A letter from the vendor stating they are a sole source provider of this product or service. |
| | I have explained the regional benefit |
| | I have explained partnerships with other organizations and have provided names and contacts. |
| | I understand the Board of Directors may request more information on the project and may require partner organizations to submit documents demonstrating support for the project. |
| | I will have a representative available at the Board Meeting to answer questions |

**Submit to**:

| Note: Request and Support documents may be submitted electronically in "pdf" format. |
|---|
| Steven M Pelch, HERC Program Coordinator<br>Email: Coordinator@newherc.com<br>Phone: 920-609-7910 |

**NEW-HERC Use**:

| | |
|---|---|
| Date: | |
| NEW-HERC Board: | **Approved**: _____ **Denied**: _____ |
| Signature: | |
| Comments: | |

# Liability Release Form

If you should receive any equipment or supplies from the NEW HERC you are acknowledging that your organization/agency is responsible for:

- Maintaining the equipment and supplies; including replacement of items that expire
- Appropriate use of all items
- Ensuring staff have the appropriate medical credentials and training for any items they may use
- Ensuring that your agency tracks any updates or notifications that would come from the manufacturer.

This is a one-time purchase and distribution through the NEW HERC. The recipient entity assumes all responsibility and liability for the safe use of any items, and any future maintenance is the responsibility of the entity accepting the equipment.

I agree to release and hold harmless NEW HERC, its employees, agents, and representatives from any and all liability, claims, demands, damages, losses, and expenses (including reasonable attorneys' fees) arising out of or in any way connected with receipt or use of any items received from the NEW HERC. I understand that this is a one-time issuance, and my organization is responsible in all respects for equipment and product that were requested.

Matthew D. Stremer — Green Bay Metro Fire Department

Name — Organization

11/30/2024

Signature — Date

**Nelson & Associates, LLC**
1317 Velp Ave
Green Bay, WI 54303
920-884-2580
katie@nelsontactical.com
nelsontactical.com

# Quote

**ADDRESS**
Green Bay Metro Fire Department
501 S Washington Street
Green Bay, WI 54301 U.S.A.

**SHIP TO**
Green Bay Metro Fire Department
501 S Washington Street
Green Bay, WI 54301 U.S.A.

**QUOTE #** 1327
**DATE** 11/13/2024

| DESCRIPTION | QTY | RATE | AMOUNT |
|---|---|---|---|
| FM61EU CBRN Filter | 11 | 53.00 | 583.00 |

| | |
|---|---|
| SUBTOTAL | 583.00 |
| TAX | 0.00 |
| TOTAL | **$583.00** |

Accepted By

Accepted Date

Report to the
# Finance Committee
# of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.5

To approve the purchase of a used road grader from Brooks Tractor and a new plow wing from Monroe Truck Equipment for a total of $135,789 from the DPW fund balance.

## BACKGROUND

## RECOMMENDATION

Approval of the Request.

## FISCAL IMPACT

## ATTACHMENTS

1. Finance Request Used Road Grader 2-25-2025 DPW
2. Grader Memo

Purchasing Department
100 North Jefferson Street • Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

2/19/2025

Finance Committee 2/25/2025.

Proposed agenda item text: Consideration and possible action on request by DPW to purchase a used road grader and new plow wing for the grader using existing funds from the DPW Vehicle Replacement account. Background information: DPW currently has six (6) road graders in its fleet. Road graders are integral to effective operations during winter snow/ice removal duty. In 2024, DPW was forced to retire a 1978 model year road grader that was long past its useful and economically feasible service life. DPW rents road graders during winter months for snow/ice duty but has struggled for many years to find adequate rental units. A local equipment dealer (Brooks Tractor) recently took a 2013 model year road grader in trade. They are offering it for sale at a reasonable price. DPW evaluated the unit and found it to be in good shape for the asking price. DPW would like to purchase the used road grader and add a plow wing to supplement its grader fleet.

Recommendation: DPW respectfully requests approval to expend $135,789 from existing funds in its Vehicle Replacement Account, to replace the road grader DPW was forced to retire in 2024. Acquisition of this used road grader with new plow wing is approximately 25% of the cost of a new unit.

Thomas J. Walenski
Procurement Manager
City of Green Bay

J.O. #

1151 W Main Avenue
DePere, WI 54115
**Sales Rep:** Troy Redfearn
**Ph:** (920) 360-4446
**www.MonroeTruck.com**

**Quotation ID:** 2MAW004061
**Date:** 2/5/2025
**Valid thru:** 3/7/2025
**Terms:** NET 30
**Quoted by:** Mark Woelfel
**Ph/Fax:** 920-347-4181 / 920-336-8118

**Quoted to:**
GREEN BAY,CITY (OPERATION DIV) (ATTN: )
519 S. ONEIDA ST.
GREEN BAY, WI 54303
**Ph:** 920-492-3751 **/ Fax:** 920-492-3747
**Email:**

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

| Description | Amount |
|---|---|

MONROE 12' SNOW HAWK HI-BENCH WING FOR DEERE GP-SERIES MOTORGRADER
- 3/16" MOLDBOARD WITH TRIP CUTTING EDGE MECHANISM
- (5/8" X 8" CUTTING EDGE)
- RIGHT SIDE FRONT AND REAR POST ASSEMBLIES
- REAR HYDRAULICLLY ELEVATING POST ASSEMBLY FOR REAR PUSH ARM ATTACHMENT
- TOP MOUNTED HEEL CYLINDER
- MOLDBOARD POWDER COATED JOHN DEERE INDUSTRIAL YELLOW WITH ATTACHING HARDWARE POWDER COATED JOHN DEERE INDUSTIRAL GRAY
- SCREW STYLE HYDRAULIC COUPLERS ALONG WITH LINES FROM GRADER HYDRAULIC MANIFOLD TO WING
- INSTALLED AT MTE DE PERE LOCATION

MACHINE WILL REQUIRE THE FOLLOWING:
- GP SERIES "GRADE PRO" CONTROLS FOR THE THREE AUXILLARY VALVE SECTIONS
- ONE AUXILLARY VALVE WITH MANIFOLD ON LEFT SIDE OF MACHINE FOR REAR SLIDER POST
- TWO AUXILLARY VALVES WITH MANIFOLD ON THE RIGHT SIDE OF THE MACHINE FOR FRONT SLIDER POST AND HEEL CYLINDER

Sourcewell Contract number 062222-AEB-1

**Quote Total:** $49,789.00

***** DUE TO CURRENT MARKET CONDITIONS, IF THE CHASSIS WILL NOT BE ON-GROUND AT MONROE TRUCK EQUIPMENT WITHIN 240 CALENDAR DAYS OF ORDER DATE, WE WILL REQUIRE A MINIMUM 50% DOWN PAYMENT BEFORE THE 210TH DAY. IF YOU ARE NOT ABLE TO PROVIDE A DOWN PAYMENT, YOUR MUNICIPALITY COULD BE SUBJECT TO A MINIMUM OF 3% - 5% PRICE INCREASE ON BID PRICE AT TIME OF INVOICE!***

**Down Payment Due Date:**_____

**Terms & Conditions**

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

| **Re-Assign** (Required for all pool units): ☐ Fleet ☐ Retail | **MSO/MCO** (ONLY check if legally required): ☐ MCO ☐ MSO | |
|---|---|---|
| **Customer Signature:** | **Customer P.O. Number:** | **Date of Acceptance:** |

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# General Terms and Conditions for the Sale of Goods by Subsidiaries of ASH North America, Inc.

**1. SCOPE AND VALIDITY**

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Con-firmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or under-standings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

**2. OFFERS, ORDERS AND CONFIRMATION**

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.

2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.

2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing**,** the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").

2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Con-firmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.

2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Re-quest"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.

2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Con-firmed Order, Customer shall pay to Seller the full purchase price.

2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

**3. PRICES**

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed de-livery location on the applicable Confirmed Order), Incoterms 2022.

3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or Heavy Vehicle Use Tax (HVUT), other use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"), Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.

In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

**4. PAYMENT TERMS**

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control re-lease Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees,

or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.

4.2. In the event Seller becomes aware of circumstances or has rea-son to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.

4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of $40 for each re-minder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall be-come due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, rea-sonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.

4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

**5. SECURITY INTEREST**

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

**6. OBLIGATIONS OF CUSTOMER**

6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

**7. DELIVERY AND ACCEPTANCE**

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial de-liveries or performance. If Customer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused govern-mental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Con-firmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Con-firmed Orders without any further obligations to Customer whatsoever.

In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period deter-mined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

**8. EXAMINATION AND CONFORMITY TO ORDER**

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

**9. LIMITED PRODUCT WARRANTY**

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery for new business Products and ninety (90) days for after sales Products. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

**10. LIMITATION OF LIABILITY**

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIM-ITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLI-GENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's re-quests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

**11. CONFIDENTIALITY**

11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i) pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 11, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for pre-liminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

**12. INTELLECTUAL PROPERTY**

12.1 Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

**13. FORCE MAJEURE**

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, govern-mental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or sup-plies, or other acts of God.

**14. MISCELLANEOUS**

14.1. If any provision contained in these Terms or any Confirmed Or-der is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

**15. ENTIRE AGREEMENT; CONFLICTS.**

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

**16. APPLICABLE LAW AND JURISDICTION**

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR IN-DIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

**Quote Id:** 32283630

Prepared For:

**CITY OF GREEN BAY STREET SUPT**

Prepared By: **ERIC WISNICKY**

Brooks Tractor Incorporated
1031 Lawrence Drive
De Pere, WI 54115

Tel: 920-336-5711
Fax: 920-336-6405
Email: ewisnicky@brookstractor.com

Date: 31 January 2025

Offer Expires: 28 February 2025

JOHN DEERE

BROOKS TRACTOR SINCE 1945

## Quote Summary

**Prepared For:**

CITY OF GREEN BAY STREET SUPT
519 S ONEIDA ST
GREEN BAY, WI 54303

**Prepared By:**

ERIC WISNICKY
Brooks Tractor Incorporated
1031 Lawrence Drive
De Pere, WI 54115
Phone: 920-336-5711
ewisnicky@brookstractor.com

# BROOKS MACHINE HEALTH MONITORING SERVICE-For all models equipped with an active JDLink system, Brooks and John Deere monitor your machine continuously for the term of basic/extended warranty.

| | |
|---|---|
| **Quote Id:** | 32283630 |
| **Created On:** | 31 January 2025 |
| **Last Modified On:** | 06 February 2025 |
| **Expiration Date:** | 28 February 2025 |

| Equipment Summary | Selling Price | | Qty | | Extended |
|---|---|---|---|---|---|
| 2013 JOHN DEERE 772G MOTOR GRADER with 6WD - 1DW772GPKDE654831 | $ 86,000.00 | X | 1 | = | $ 86,000.00 |
| **Equipment Total** | | | | | **$ 86,000.00** |

| Quote Summary | |
|---|---|
| Equipment Total | $ 86,000.00 |
| SubTotal | $ 86,000.00 |
| Total | $ 86,000.00 |
| Down Payment | (0.00) |
| Rental Applied | (0.00) |
| **Balance Due** | **$ 86,000.00** |

**Salesperson : X** _____ **Accepted By : X** _____

JOHN DEERE

BROOKS TRACTOR SINCE 1945

# Selling Equipment

**Quote Id:** 32283630 **Customer:** CITY OF GREEN BAY STREET SUPT

## 2013 JOHN DEERE 772G MOTOR GRADER with 6WD - 1DW772GPKDE654831

**Hours:** 10008
**Stock Number:** C00387

| Code | Description | Qty |
|---|---|---|
| 8470T | 2013 JOHN DEERE 772G GRADER-EH,14'MB,AC,JDLINK | 1 |
| | **Dealer Attachments** | |
| | Front Mounted Scarifier Not available was not traded in with machine | 1 |

**Original Factory Build Codes**

| Code | Description |
|---|---|
| 1020 | ELECTRO HYDRAULIC CONTROLS |
| 1130 | 9.0L ENG,EPA TIER IV |
| 1230 | ALTERNATOR 150 AMP |
| 1310 | QUICK SERVICE GROUP |
| 1420 | SEV DUTY FUEL FILTER/LINES |
| 1520 | NO FAST FILL FUEL SYSTEM |
| 1610 | HYDRAULIC PUMP DISCONNECT |
| 1700 | JDLINK ULTIMATE(W/SIM1) N.A. |
| 1840 | CHROME EXHAUST STACK IT4 ENG |
| 1920 | NO BLADE IMPACT ABSORPTION |
| 2070 | 14'X27"X1" MB (8" CEX5/8") |
| 2230 | CRCLE INST-NYLN/BRNZ SD W/CL |
| 2320 | NO REV OVERLAY END BITS |
| 2410 | NO MOLDBOARD EXTENSIONS |
| 2575 | NOT TOPCON READY |
| 2605 | ENGLISH LABELS & DECALS |
| 2775 | NO TOPCON RADIO INSTALLATION |
| 2820 | SNGL INPUT W/ SLIP CLUTCH |
| 4636 | 17.5R25 G2/L2 1*SNO MICH 3PC |
| 5060 | EH LOW CAB W/ WINDOWS |
| 5510 | AUTOSHIFT TRANSMISSION |
| 5710 | TRANS VALVE SOLENOID GUARD |
| 5810 | GREASE,OIL,FUEL&COOLNT 10W30 |
| 6030 | NO CAB PRECLEANER |
| 6140 | PREM POST/CONT FAB EH CNTRLS |
| 6590 | EH FRT W 1AUX/MID W 3AUX |
| 6650 | EH PLACE HOLDER |
| 6720 | FRONT MOUNTED SCARIFIER |

JOHN DEERE

BROOKS TRACTOR SINCE 1945

# Selling Equipment

**Quote Id:** 32283630 **Customer:** CITY OF GREEN BAY STREET SUPT

| | |
|---|---|
| 6830 | REAR HITCH AND PIN |
| 7160 | DLX LIGHTING PKG W/HAL +8XTR |
| 7520 | 1400 CCA BATTERY, 9.0L |
| 7820 | NO FRONT FENDERS |
| 8120 | CONVERTER, 25 AMP 24V TO 12V |
| 8220 | MIRRORS, EXTERNAL HEATED |
| 8310 | LOWER FRONT INT WIPER/WASHER |
| 8410 | RADIO AM/FM/WB |
| 8510 | A/C - CHARGE |
| 8730 | NO SOUND ABSORPTION PKG |
| 8810 | REAR CAMERA |
| 9120 | SUNVISOR-FRONT WINDOW |
| 9130 | REAR RETRACTABLE SUNSHADE |
| 9210 | PEDAL DECELERATOR |
| 9220 | FIRE EXTINGUISHER |
| 9270 | SNOWPLOW LIGHTS |
| 9280 | SMV SIGN WITH BRACKET |
| 9290 | RH FLIP DOWN BEACON BRACKET |
| 9295 | LH FLIP DOWN BEACON BRACKET |
| 9360 | HEATER ENG COOLANT, 120V |
| 9370 | ETHER AID - LESS CANISTER |

**Warranty Coverage**

| Warranty Type | Coverage Term | Expiration Date | Days Remaining |
|---|---|---|---|
| BASIC WARRANTY | BASIC 12M | 10-Sep-2014 | 0 |
| EXTENDED WARRANTY (COMPREHENSIVE) | EXT FULL W/ DIAG 24 M/2000 H D200 | 09-Sep-2015 | 0 |
| STRUCTURALL | STRUCTURAL 36M/10000H | 08-Sep-2016 | 0 |
| EXTENDED WARRANTY (POWERTRAIN) | EXT PT W/ DIAG 60 M/5000 H | 08-Sep-2018 | 0 |
| EMISSIONS WARRANTY | EMISSION 60M/3000H | 10-Sep-2018 | 0 |

# Inter-Office Memo

**Date:** **February 6, 2025**

**To:** **Finance Committee**

**From:** **Steve Grenier, Director of Public Works**

**Re:** **Used Motor Grader Purchase**

Heavy equipment used by the Department of Public Works Street Section, specifically motor graders are essential for snow removal, scraping ice pack, along with grading and maintaining road shoulders. Motor graders allow for adjustable down pressure which is crucial for scraping ice pack, combined with the wing plow to bench and shelf snowbanks, this increases the City's ability to properly combat winter weather which increases public safety by reducing the amount of ice pack on roadways which in turn produces safer roads.

Currently, the City has (6) motor graders in the equipment table of organization, with only (5) motor graders in our inventory. In 2024, unit 852, a 1989 Champion motor grader was retired auctioned due to safety defects and replacement parts not available. With the high cost of $550,000 to purchase a new motor grader with a wing plow, unit 852 has not been replaced. Additionally, the City's snow plan requires renting (5) motor graders to maintain the set fourth level of service. In recent years, rental equipment has been difficult to secure, the equipment found is not equipped with wing plows, which impacts the ability to effectively bench and shelf snowbanks along with clearing large snow drifts which extends snow operations.

Brooks Tractor, who the City currently rents motor graders through, recently took in on trade a gently used 2013 John Deere 772GP motor grader without a wing with a selling price of $86,000 that will fit the Departments needs as a replacement to recently retired unit 852.

The Department of Public Works requests that the Common Council approves the purchase of the used motor grader from Brooks Tractor for the purchase price of $86,000 and a wing plow from Monroe Truck Equipment off the Sourcewell contract 062222-AEB-1 for the purchase price of $49,789 for a total net cost of $135,789 with money expended from the equipment reserve fund.

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.6

To approve the use of interest income obtained from the American Rescue Plan Act (ARPA) fund to purchase Tyler Cashiering upgrades at a cost of $25,000 and DataCetner SAN storage replacement at a cost of $135,000.

## BACKGROUND

The City of Green Bay received an award from U.S. Department of Treasury American Rescue Pan Act recovery funds (ARPA) of $23,695,516. Payments received were on 5/17/2021, $11,847,758.00 and 6/6/2022, $11,847,758.00. These funds were deposited into a separate bank account and the interest has been accumulating while the funds were allocated and spent down.

Per the U.S. Department of Treasury guidance, "recipients can place funds in interest-bearing accounts, do not need to remit interest to Treasury, and are not limited to using that interest for eligible uses under the SLFRF award."

The interest income from these ARPA funds is $2,722,190 through January 31, 2025. To date, $897,959 has been allocated to projects as listed on the top of the attached spreadsheet.

This request is for the allocation to three items up to $310,000

1) Tyler cashiering upgrade and equipment - $25,000
Tyler Munis is the main Enterprise Resource Planning (ERP) software system the city uses for core business functions such as Finance, Human Resources, Procurement, Payroll, and cash tracking. Cashiering was an added programs at time of implementation in 2013 for receipting of funds. Cashiering is used by Clerk's office, Inspections, and Transit. While the core ERP main system is upgraded nearly on an annual basis, Cashiering has not. After the latest main software upgrade in fall of 2024, the outdated cashiering software has become very slow and creating error. The outdated equipment no longer works properly. The request for $25,000 will allow the upgrades and new equipment to fix the errors, improve response time, and create efficiencies also can allow on-line electronic payment and other benefits. This request did not fit the capital requirement to be included in the 2025 borrowing request, and became critical after the last update in fall of 2024 after the 2025 budget was approved.
-Quote is attached – could vary based on the number of pieces of equipment needed by department.

2) DataCenter request for $135,000

We originally allocated $500,000 ARPA funds for data center upgrades. The upgrades were planned in three phases.

Phase 1: Core Switch ☐ Installed last year, final cut over to new core was 2/5/2025.
Phase 2: VMware host server replacements, servers have been ordered and have arrived, initial setup and

configuration in progress.
Phase 3: SAN (Storage Area Network) storage replacement. The current SAN is out of normal support and maintenance costs will be going way up. Planned to purchase replacement SAN, but the costs are over the $500,000 budgeted in ARPA money. This will need to be replaced either way, just needing to figure out where to get the funding. This really needs to happen this year; the SAN is a core component and affects all city IT computer functionality.

Phase 1 Cost: $120,151.00 - Complete
Phase 2 Cost: $78,888.00 – Ordered, Received, In Progress
Phase 3 Cost: $435,960.14 - Outstanding
Total Costs: $634,999.14
Needed funds: $134,999.14

Attached is the current updated quote for the SAN/Phase 3 project.

The original $500,000 ARPA funds allocated to Data Center Upgrades were based on pricing estimates from over 3 years ago. SAN technology has been moving to an all Flash based storage as opposed to spinning drives. The older spinning drive technology is being phased out and being replace with more expensive Flash technology. Phase 1 and 2 pricing was mostly as expected; Phase 3 increased more than expected. At the time of 2025 budgeting, we were still in Phase 1 and 2, and Phase 3 was not included and assumed to be along the estimated remaining ARPA funds.

The quote will expire soon and will likely go up if we don't move forward.

3) Fire Mobile Integrated Paramedic (MIH) program 2025 extension for up to $150,000

Reference Chief Knott's memo

## RECOMMENDATION

Approve

## FISCAL IMPACT

## ATTACHMENTS

1. Finance Committee recap 2-25-25
2. Quote- Cashiering and Payments Hardware 012725
3. CoGB Alletra MP Storage
4. MIH request

# ARPA INTEREST INCOME RECAP - fund 218, project 83104

| APPROVED | $ Approved | $ Paid (thru 2/19/25) | Notes |
|---|---|---|---|
| Carlson Dettman market assessment | $ 25,000 | $ 12,200 | Council approval on 5/2/23 |
| Icon Lambeau field lease consulting | $ 50,000 | $ 51,200 | Council approved |
| 2024 Budget - Red Smith project | $ 5,000 | $ 5,000 | 2024 Budget approved |
| 2024 Budget- 1% COLA move 1/1 = $250K | $ 248,925 | $ 248,925 | 2024 Budget approved |
| Software & consulting/Faciltites Mngt Div | $ 100,000 | $ - | Council approval on 10/15/24 |
| Legal for abandoned railyard | $ 6,034 | $ 6,034 | Council approval on 3/5/24 |
| 2025 budget - one time funding | $ 200,000 | $ - | 2025 Budget approved |
| Park shelter locks | $ 78,000 | $ - | Council approval on 12/3/24 |
| Fire Station anaylsis add-on to $20K alloc | $ 20,000 | $ 12,975 | Approved at development team |
| FGM Achitects space needs | $ 110,000 | $ 72,240 | Council approval on 7/30/24 |
| Leicht Park container bar - semi permanent | $ 55,000 | $ - | Council approval on 1/21/25 |
| Total paid | $ 897,959 | $ 408,574 | |

| **2/25/2025 REQUESTS:** | | | |
|---|---|---|---|
| Tyler Cashiering equipment upgrade | $ 25,000 | | Rceipt equipment outdated |
| DataCenter SAN storage replacement | $ 135,000 | | Addt'l to $500K ARPA alloc |
| Fire Mobile Integrated Paramedica (MIH) | $ 150,000 | *up to* | Fund 2025 Operating Mar-Dec |
| Total 2/25/2025 request | $ 310,000 | | |

| **Pending requests** | | |
|---|---|---|
| 4th floor - North end renovation | $ 100,000 | As needed for Architect fee |
| Raze cost for property on 1218 Velp | $ 182,000 | Rolled to tax roll/foreclosure |
| Ad Hoc Facilities - building repairs fund | $ 150,000 | As needed |
| Eastside salt shed labor bid & materials | $ 175,000 | Addt'l to $300K ARPA alloc |
| Fortinac/Cybersecurity/DataCenter needs | $ 140,000 | Need in 2025-2026 |
| Public Safety NFL Draft expenses | $ - | Hold until after event |
| Total Pending requests | $ 747,000 | |

| **REVENUE: 218100 48100** | |
|---|---|
| Interest income 2021 | $ (10,965) |
| Interest income 2022 | $ (269,998) |
| Interest income 2023 | $ (1,106,041) |
| Interest income 2024 | $ (1,241,658) |
| Interest income 2025 through Jan | $ (93,528) |
| Total interest income | $ (2,722,190) |

**TOTALS**

| | |
|---|---|
| Revenue | $ (2,722,190) |
| Paid through 2/19/2025 | $ 408,574 |
| Approved but not paid | $ 489,385 |
| 2/25/25 Request | $ 310,000 |
| Pending request | $ 747,000 |
| Available balance | $ (767,231) |

| | |
|---|---|
| Quoted By: | Eddie Flaherty |
| Quote Expiration: | 07/21/25 |
| Quote Name: | City of Green Bay, WI-ERP-Cashiering |
| Quote Description: | Payments and Cashiering Hardware |

**Sales Quotation For:**

City of Green Bay
100 N Jefferson St
Green Bay WI 54301-5026

**Shipping Address:**

**3rd Party Hardware, Software and Services**

| Description | Qty | Unit Price | Unit Discount | Total Price | Unit Maint/SaaS | Unit Maint/SaaS Discount | Total Maint/SaaS |
|---|---|---|---|---|---|---|---|
| Cash Drawer | 2 | $ 260.00 | $ 0.00 | $ 520.00 | $ 0.00 | $ 0.00 | $ 0.00 |
| Hand Held Scanner - Model 1960GSR | 8 | $ 475.00 | $ 0.00 | $ 3,800.00 | $ 0.00 | $ 0.00 | $ 0.00 |
| Hand Held Scanner Stand | 8 | $ 30.00 | $ 0.00 | $ 240.00 | $ 0.00 | $ 0.00 | $ 0.00 |
| Payments Lane 7000 Terminal Purchase | 5 | $ 529.00 | $ 0.00 | $ 2,645.00 | $ 0.00 | $ 0.00 | $ 0.00 |
| Payments PCI Service Fee (Per Device) | 5 | $ 0.00 | $ 0.00 | $ 0.00 | $ 180.00 | $ 0.00 | $ 900.00 |
| Printer (TM-S9000II) | 8 | $ 1,623.00 | $ 0.00 | $ 12,984.00 | $ 0.00 | $ 0.00 | $ 0.00 |
| **TOTAL** | | | | **$ 20,189.00** | | | **$ 900.00** |

**Summary** **One Time Fees** **Recurring Fees**

| | | |
|---|---|---|
| Total Tyler License Fees | $ 0.00 | $ 0.00 |
| Total SaaS | $ 0.00 | $ 0.00 |
| Total Tyler Services | $ 0.00 | $ 0.00 |
| Total Third-Party Hardware, Software, Services | $ 20,189.00 | $ 900.00 |
| **Summary Total** | **$ 20,189.00** | **$ 900.00** |
| **Contract Total** | **$ 21,089.00** | |

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

*All Primary values quoted in US Dollars*

**Comments**

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting,

and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.

- Fees for services included in this sales quotation shall be invoiced as indicated below.
  - Implementation and other professional services fees shall be invoiced as delivered.
  - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
  - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
  - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
  - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
  - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Fees for year one of hardware maintenance will be invoiced as of the first day of the calendar month following the date the hardware is delivered and may be prorated to end coterminous with the Annual Support Maintenance term. Subsequent annual hardware maintenance fees shall be invoiced together with the Annual Support Maintenance term in accordance with the terms of the Agreement.

# We have prepared a quote for you

**Alletra/Servers**

Quote # CCCP034888
Version 1

# Prepared for:

**City of Green Bay**

Dave Wilquet
Dave.Wilquet@greenbaywi.gov

529 N. Monroe Avenue
Green Bay, WI 54301
www.cccp.com
(920) 435-5353

Camera Corner Connecting Point

Alletra MP Storage

| Product Details | Qty | Price | Ext. Price |
|---|---|---|---|
| **NASPO Contract Value Point MA#23008 / PA# 50ENT-024-NASPOCOMPUT-07** | | | |
| **HPE Virtual Rack** | 2 | $34.00 | $68.00 |
| **HPE GreenLake Block STG MP Base Configuration** | 2 | $1.00 | $2.00 |
| **HPE GreenLake Bk OS 5 year LTU** | 2 | $0.00 | $0.00 |
| **HPE Configurator Defined Build Instructions Printed Manual - Book** | 2 | $0.00 | $0.00 |
| **HPE Alletra Storage MP 2U Chassis - For Storage Array - 2U Rack Height - Rack-mountable** | 2 | $4,246.00 | $8,492.00 |
| **HPE Alletra STG MP 16c Block Cntrl Node** | 4 | $18,269.00 | $73,076.00 |
| **HPE Alletra STG MP 10/25GbE 4p HBA** | 8 | $885.00 | $7,080.00 |
| **HPE Alletra Storage MP C20 1500W AC Power Supply** | 4 | $2,314.00 | $9,256.00 |
| **HPE Alletra STG MP 7.68TB NVMe SED SSD** | 40 | $3,529.00 | $141,160.00 |
| **HPE Standard Power Cord - 125 V - NEMA 5-15P / IEC 60320 C19 - United States** | 4 | $53.00 | $212.00 |
| **HPE Storage Array w/o Installation SVC** | 2 | $0.00 | $0.00 |
| **HPE Alletra Storage MP CDM Bluetooth Connect Kit** | 2 | $46.00 | $92.00 |
| **HPE Stg Data Encryption LTU** | 2 | $0.00 | $0.00 |
| **HPE GreenLake Bk OS /TB 5yr SW/Sup SaaS** | 308 | $457.00 | $140,756.00 |
| **Aruba 10G SFP+ to SFP+ 3m DAC Cable** | 32 | $78.00 | $2,496.00 |
| **HPE Alletra Stg MP Base Config Support - 5 Year Tech Care Essential Service** | 2 | $0.00 | $0.00 |
| **HPE Service/Support - Service - Technical - 5 Year Tech Care Essential Service** | 2 | $691.00 | $1,382.00 |
| **HPE Alletra StgMP 16C Swtchles Node Support - 5 Year Tech Care Essential Service** | 4 | $2,192.00 | $8,768.00 |
| **HPE Alletra Stg 10/25GbE 4-port HBA Support - 5 Year Tech Care Essential Service** | 8 | $198.00 | $1,584.00 |

529 N. Monroe Avenue
Green Bay, WI 54301
www.cccp.com
(920) 435-5353

Camera Corner Connecting Point

## Alletra MP Storage

| Product Details | Qty | Price | Ext. Price |
|---|---|---|---|
| **HPE Alletra Stg MP 7.68TB NVMe SSD Support - 5 Year Tech Care Essential Service** | 40 | $949.00 | $37,960.00 |
| **Installation/Configuration** | 16 | $205.00 | $3,280.00 |

Subtotal: **$435,664.00**

529 N. Monroe Avenue
Green Bay, WI 54301
www.cccp.com
(920) 435-5353

Camera Corner Connecting Point

# Alletra/Servers

## Bill To:

**City of Green Bay**
Dave Wilquet
100 North Jefferson
Green Bay, WI 54301

Dave.Wilquet@greenbaywi.gov

## Ship To:

**City of Green Bay**
Dave Wilquet
100 North Jefferson
Green Bay, WI 54301

Dave.Wilquet@greenbaywi.gov

## Quote Information:

**Quote #: CCCP034888**
Version: 1
Delivery Date: 11/25/2024
Expiration Date: 12/05/2024

Sales Rep:
Chris Nelson
920-438-0334
chris.nelson@cccp.com

## Quote Summary

| Description | Amount |
|---|---|
| Alletra MP Storage | $435,664.00 |
| Subtotal: | **$435,664.00** |
| Shipping: | **$296.14** |
| Total: | **$435,960.14** |

IMPORTANT: Any legal document should refer to us as ACP CreativIT, LLC d/b/a Camera Corner Connecting Point or CCCP.

Additionally, all deliveries, especially LFD (Large Format Displays)/TV's, need to be opened, turned on and inspected thoroughly for concealed damage within 5 days of receipt to ensure full value replacement.

Orders converted from this quote, as authorized by the customer, acknowledges the customer has read our Return Policies and Conditions located on the Company Info page of the Camera Corner/Connecting Point website www.cccp.com

Please note: Quotes do not reflect tax. Shipping, handling, and other fees may apply. Contact your Account Executive with any questions. We reserve the right to cancel orders arising from pricing or other errors.

Green Bay Metro Fire Department
100 North Jefferson Street • Room 403
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov/fire

Phone 920.448.3280

Matthew W. Knott
Fire Chief

# MEMORANDUM

To: Finance Committee

From: Matthew W. Knott, Fire Chief

Date: February 25, 2025

Re: Request to utilize ARPA Interest to fund MIH Program

The Fire Department is requesting to utilize American Rescue Plan Act (ARPA) interest funds to reinstate the Mobile Integrated Paramedic (MIH) Program.

This proposal would fund two MIH paramedics and necessary equipment to continue this valuable program. The program initially started in collaboration with the Brown County Health Department in 2024 but was unable to continue due to budgetary issues. This program has received a lot of attention and positive feedback from the individuals served, healthcare institutions, and our personnel. This healthcare model provides the right care at the right time, and at the right price to improve the lives of patients, lower healthcare costs, and provide right-sized resources to address our community's challenges.

The total budget for this program, and the amount of this request, is $150,000.

We will continue to explore grant funding and alternative funding sources and hopefully be able to reduce the requested amount.

Cc: Joe Faulds, Diana Ellenbecker

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.7

To approve a request by the Department of Public Works to abate asbestos and complete building renovations at 724 Day Street for the Police Department Evidence Storage Facility at an estimated cost of $250,000.

## BACKGROUND

In 2018, the City of Green Bay and Green Bay Packaging entered into a Development Agreement for the construction of a new mill for Green Bay Packaging. Part of the Development Agreement called for the transfer of property from the City to Green Bay Packaging at 2200 N. Quincy Street that was the location of various storage needs for the City, including the Police Department Evidence Storage. This storage facility was temporarily housed at 420 S. Broadway in the former Badger Sheet Metal building until a permanent location could be provided.

In 2022, the City entered into a lease agreement with the McDonald Companies (dba All Day Properties, LLC) to rent the facility at 724 Day Street for evidence storage. Design of the tenant improvements are complete, and prior to construction, the building owner was required to investigate for the presence of hazardous materials. A significant amount of asbestos containing materials (ACM) were discovered, necessitating abatement prior to construction. The asbestos abatement is estimated at approximately $200,000. The City will realize this cost, either through increased rent payments or we have the option to pay for the abatement up front. Additionally, the City requires changes to the building, which the owner is obligated to complete at City cost, to allow for the use of the building for evidence storage. The cost of these tenant improvements is estimated at $50,000.

The move from 420 S. Broadway to 724 Day Street is directly related to the relocation from 2200 N. Quincy, and the Developer Agreement with Green Bay Packaging. This makes these expenses eligible for funding through TID 21.

## RECOMMENDATION

Staff recommends authorizing Department of Public Works to spend approximately $250,000 of TID 21 funds to abate asbestos and complete building improvements at 724 Day Street.

## FISCAL IMPACT

## ATTACHMENTS

None

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.8

To approve the contingency request for $59,555.58 of unbudgeted 2024 Police Operating expenses incurred at 435 E Walnut St building purchase in 2024.

## BACKGROUND

Background:

| | |
|---|---|
| 2024 Police operating results (not final) | $36,232,492.40 |
| 2024 Budget total | $36,222,660.40 |
| Over budget | $9,832.00 |

Water & WPS account:

| | |
|---|---|
| 2024 actuals paid | $128,253.31 |
| Budget | $110,000 |
| Over budget | $18,253.31 |
| Contingency request | $17,798.69 |

Building repairs account:

| | |
|---|---|
| 2024 actuals | $154,272.09 |
| 2024 Budget | $86,220 |
| Over budget | $68,052.09 |
| Contingency request | $41,756.89 |

The 2024 general fund expenses will not be reduced but the contingency request for unbudgeted expenses will allow the Police department to stay within 2024 operating budget with the request.

## RECOMMENDATION

Approval

## FISCAL IMPACT

## ATTACHMENTS

1. 2024 435 E Walnut st expenses incurred
2. 2024 GBPD Old PG Building invoices 2-18-25
3. 2025 GBPD PG Building
4. Resolution-Contingency for 435 E Walnut Police - $59,555.58

## GBPD 435 E Walnut St (prior PRESS GAZETTE BUILDING) INVOICES

## FY 2024 BUDGET Expenses

as of 2/18/2025

| Vendor | Invoice # | Invoice Date | Product/Service | Amount |
|---|---|---|---|---|
| Garratt Callahan | 1365745 | 11/22/24 | Water treatment program-Nov 2024 | $425.00 |
| Garratt Callahan | 1370735 | 12/13/24 | Water treatment program-Dec 2024 | $425.00 |
| WI Elevator Inspection, Inc. | 19810 | 10/30/24 | Annual inspections for 3 elevators | $360.00 |
| KONE | 1158834325 | 11/26/24 | Freight elevator start up/repairs | $3,388.16 |
| KONE | 9216788436 | 12/23/24 | Elevator repairs | $4,650.00 |
| KONE | 9216788438 | 12/23/24 | Elevator repairs | $4,635.00 |
| Van's Fire & Safety, Inc. | D119875 | 11/06/24 | Annual Fire Extinguisher inpection & serv | $950.14 |
| Wisconsin Public Service | | | Old PG Building Electricity-November | $5,754.44 |
| Wisconsin Public Service | | | Old PG Building Natural Gas-November | $1,153.13 |
| Wisconsin Public Service | | | Old PG Building Electricity-December | $4,429.03 |
| Wisconsin Public Service | | | Old PG Building Natural Gas-December | $5,186.26 |
| Green Bay Water Utility | 746756 | 12/09/24 | Old PG Building - Water | $88.23 |
| Green Bay Water Utility | 747218 | 12/25/24 | Old PG Building - Water | $145.92 |
| Green Bay Water Utility | 747218 | 12/25/24 | Old PG Building - Water | $213.48 |
| Green Bay Water Utility | 746756 | 12/09/24 | Old PG Building - Sewer | $98.42 |
| Green Bay Water Utility | 747218 | 12/25/25 | Old PG Building - Sewer | $360.70 |
| Green Bay Water Utility | 746756 | 12/09/25 | Old PG Building - Storm Sewer Utility | $184.54 |
| Green Bay Water Utility | 747218 | 12/25/25 | Old PG Building - Storm Sewer Utility | $184.54 |
| | | | | |
| | | | | $32,631.99 |

## FY 2024 Expenses paid in 2025

| Vendor | Invoice # | Invoice Date | Product/Service | Amount |
|---|---|---|---|---|
| KONE | 1158823589 | 11/12/24 | Freight Elevator repairs | $2,458.59 |
| Roberts Env Control Corp | SD11155 | 12/20/24 | Boiler system start up and repairs | $24,465.00 |
| | | | | |
| | | | | $26,923.59 |

**2024 Contingency request for unbudgeted expenses related to 435 E Walnut St** **$59,555.58**

43320 RD

RECEIVED NOV 27 2024

# Garratt CALLAHAN

**INVOICE**


WATER TREATMENT EXPERTISE SINCE 1904
340 S. La Londe Ave. - Addison, IL 60101
Phone: 630-543-4411 Fax: 630-543-8382
www.garrattcallahan.com


| PAGE | DATE | INVOICE NO |
|---|---|---|
| 1 | 11/22/24 | 1365745 |

2024

OLD PRESS GAZETTE BLDG

BILL TO

GREEN BAY POLICE DEPARTMENT
307 S ADAMS ST
GREEN BAY, WI 54301
U.S.A.

Customer #: 334905

SHIP TO

GREEN BAY POLICE DEPARTMENT
435 E WALNUT ST
GARY McDERMID 920-448-3174
GREEN BAY, WI 54301-5001
U.S.A.

Ship To #: 18

| P.O. NO. | TERMS | SALESMAN 0505 | SHIP DATE | SHIP VIA | ORDER # |
|---|---|---|---|---|---|
| CONTRACT 1124 | NET 30 Days | Mario Gonzalez | 11/22/24 | R & L CARRIERS | 1451476-000 |

| QTY ORD | QTY SHIP | ITEM | DESCRIPTION | NET WT | $/LB | UNIT PRICE | U/M | DIS% | NET AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| | | | EM INVOICES TO: GARY.MCDERMID@ .GOV | REENBAY | I | | | | |
| 1 | 1 | 3000049 | Water Treatment Program for the Month of November | 1 | | 425.00 | EA | | 425.00 |

$425.00

1013310-55201

11-27-24

| SUB-TOTAL | SHIPPING / MISC | TAX | SUB-TOTAL | PAYMENT | BALANCE DUE - USD |
|---|---|---|---|---|---|
| 425.00 | .00 | .00 | 425.00 | .00 | 425.00 |

**Remit To: Garratt-Callahan Co. - 50 Ingold Rd - Burlingame, CA 94010**

*Accepted forms of payment: ACH/Direct Deposit, Amex, Mastercard*

**AccountsReceivable@g-c.com**- invoice questions, paperless invoices, address changes, tax status, or W9

**Feedback@g-c.com** - issues related to products or services

1 . . 1 . . 9 12/2

Garratt® CALLAHAN

WATER TREATMENT EXPERTISE SINCE 1904

340 S. La Londe Ave. - Addison, IL 60101
Phone: 630-543-4411 Fax: 630-543-8382
www.garrattcallahan.com

RECEIVED DEC 1 8 2024

# INVOICE

| PAGE | DATE | INVOICE NO |
|---|---|---|
| 1 | 12/13/24 | 1370735 |

2024

BILL TO

GREEN BAY POLICE DEPARTMENT
307 S ADAMS ST
GREEN BAY, WI 54301
U.S.A.

Customer #: 334905

SHIP TO

GREEN BAY POLICE DEPARTMENT
435 E WALNUT ST
GARY McDERMID 920-448-3174
GREEN BAY, WI 54301-5001
U.S.A.

Ship To #: 18

OLD PG BC OK TO PAY PER G. MCDERMID

| P.O. NO. | TERMS | SALESMAN 0505 | SHIP DATE | SHIP VIA | ORDER # |
|---|---|---|---|---|---|
| CONTRACT 1124 | NET 30 Days | Mario Gonzalez | 12/13/24 | R & L CARRIERS | 1456620-000 |

| QTY ORD | QTY SHIP | ITEM | DESCRIPTION | NET WT | $/LB | UNIT PRICE | U/M | DIS% | NET AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| | | | EM INVOICES TO: GARY.MCDERMID@.GOV | REENBAY | I | | | | |
| 1 | 1 | 3000049 | Water Treatment Program for the Month of December | 1 | | 425.00 | EA | | 425.00 |

$425.00

101310-55201

12.18.24

| SUB-TOTAL | SHIPPING / MISC | TAX | SUB-TOTAL | PAYMENT | BALANCE DUE - USD |
|---|---|---|---|---|---|
| 425.00 | .00 | .00 | 425.00 | .00 | 425.00 |

**Remit To: Garratt-Callahan Co. - 50 Ingold Rd - Burlingame, CA 94010**

*Accepted forms of payment: ACH/Direct Deposit, Amex, Mastercard*

**AccountsReceivable@g-c.com**- invoice questions, paperless invoices, address changes, tax status, or W9
**Feedback@g-c.com** - issues related to products or services

43276 RO

**Wisconsin Elevator Inspection Inc**
**S41W35755 County Road C**
**Dousman WI 53118**
**(262) 567-4400**
**www.wi-elev.com email: 2carla@att.net**

# Invoice

| Date | Invoice # |
|---|---|
| 10/30/2024 | 19810 |

**Bill To**

Green Bay Police Dept
435 E Walnut Street
Green Bay, WI 54301

2024

**Location**

Green Bay Police Dept
435 E Walnut Street
Green Bay, WI 54301

RECEIVED NOV 27 2024

PRESS GAZETTE

| Due Date | Terms | PO # | WEI Federal Tax ID | Inspector | Inspection Date |
|---|---|---|---|---|---|
| 11/29/2024 | Net 30 | | 26-2747754 | TF | 10/24/2024 |

| Quantity | Description | Price Each | Amount |
|---|---|---|---|
| 3 | Annual Inspection | 120.00 | 360.00 |

$360.00

1613310-55201

11-25-24

*We greatly appreciate your business!*

*Thank you for working with a Wisconsin based company.*

**State of Wisconsin DSPS websites**
**www.dsps.wi.gov www.esla.wi.gov**

**Total** $360.00

Late payment fee is $20

**The State of Wisconsin Department of Safety & Public Services has received a copy of the inspection report(s) via the new eSLA program. Permit fees are now paid online thru your eSLA account. The fee(s) will be in the shoppign cart. Once paid the new permit(s) are emailed to you.**

Payment methods:
ACH
Mail check or Credit card BY PHONE
(Mastercard, Visa & Discover)

Receipt Requested 12/3

V 24000 R1

# Repair Invoice

One KONE Court
Moline, IL 61265
*Please do not send payments to this address*

Invoice Date: 11/26/2024
Invoice Number: 1158834325
Contract Number: 1510081737
Purchase Order: None

Customer Number: N220344

CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

2024

Customer Billing Address:

32 1 SP 0.690 E0032X I0069 D13679247578 S2 P10580194 0001:0002

CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

Gary Mcdermott called on 11/5/2024 at 10:04 AM reporting FREIGHT ELEVATOR was shut down. We arrived on 11/7/2024 at 7:09 AM and found the unit shut down due to activation of a safety-related device. We adjusted the gate switch , checked the unit for safe and proper operation and returned the unit to service. This condition was not preventable through routine maintenance, and thus is outside the scope of the KONE Service Agreement. It is 100% billable.

OLD PRESS GAZETTE BUILDING

$3,388.16
1013310-55201
12-9-24

Equipment: FREIGHT ELEVATOR
Equipment No: 45679227
Equipment Address: NEW GREEN BAY POLICE DEPARTMENT
435 EAST WALNUT ST
GREEN BAY WI 54301-5001

Service Order: 9AUS16547593
Completion Date: 11/05/2024

| | Net Value | Total |
|---|---|---|
| LABOR | $ 3,388.16 | $ 3,388.16 |
| **Total** | | **$ 3,388.16** |

RECEIVED DEC 10 2024

***Thank you for your business.***

[redacted]
https://kone.billtrust.com
GQT KQL HFW
N220344

Payment Terms: Net 30 Please Pay Before: 12/26/2024 Late Payment Interest: 1.5%

***Payment Options - please reference this invoice number***

***ACH***
Bank Name: CitiBank
ABA Routing: 021000089
Account Number: 30915201
Account Name: KONE Inc.

***Make Payments Online***

***Mail Check***
KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

KONE MILWAUKEE U650
5801 S PENNSYLVANIA AVE STE 300
CUDAHY, WI 53110-2400
*Please do not send payments to this address*

Telephone: +1 262-373-0460
www.KONE.us/billing

KONE Inc. TAX ID 36-2357423



0001:0002

KONE

| | |
|---|---|
| Invoice: | 1158834325 |
| Customer Number: | N220344 |
| Amount: | $ 3,388.16 |
| Payment Due Date: | 12/26/2024 |

KONE invites you to make a sustainable choice for your invoicing.

Please sign up for KONE eInvoice with link and enrollment token provided. You may also send an email with your invoice or account number to Go.Paperless@KONE.com

*For payment by check, please include your invoice number or cut and return this portion with your payment.*

| | | | |
|---|---|---|---|
| Invoice Number: | 1158834325 | Payment Due Date: | 12/26/2024 |
| Amount: | $ 3,388.16 | Customer Number: | N220344 |

734874 1158834325 0000338816 4

***Payer:***
CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

***Mail payment to:***

KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

32 1 SP 0.690 E0032X I0070 D13679247578 S2 P10580194 0002:0002

## Rick Jurkanis

**From:** Gary McDermid
**Sent:** Monday, December 9, 2024 6:27 AM
**To:** Rick Jurkanis
**Subject:** FW: Kone Invoice
**Attachments:** sharpscans@greenbaywi.gov_20241206_083126.pdf

OK to pay

Gary

-----Original Message-----
From: Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>
Sent: Monday, December 9, 2024 6:13 AM
To: Gary McDermid <Gary.McDermid@greenbaywi.gov>
Subject: FW: Kone Invoice

Ok to pay?

-----Original Message-----
From: Kristal Dryer <Kristal.Dryer@greenbaywi.gov>
Sent: Friday, December 6, 2024 8:31 AM
To: Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>; Lisa Wachowski <Lisa.Wachowski@greenbaywi.gov>
Subject: Kone Invoice

Hello,

Invoice 1158834325 Kone for freight elevator repair.

Thank you,

Kristal Dryer
Purchasing Assistant
City of Green Bay
Purchasing Department
920.448.3047
greenbaywi.gov

V 24 088 R1

KONE

One KONE Court
Moline, IL 61265
*Please do not send payments to this address*

# Repair Invoice

Invoice Date: 12/23/2024
Invoice Number: 921678436
Contract Number: 343681201
Service Order: 324616710
Purchase Order: PO-number

Customer Number: N220344
CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

Customer Billing Address:

191 1 SP 0.690 E0191X I0426 D13784821253 S2 P10617897 0001:0004

CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

2024

Perform elevator shaft clean down. Minor door parts and adjustment Included. Perform an annual code required pressure relief test. Does not include inspector or operating permit fees. Troubleshooting lower level HW Doors

OLD PG BLDG

**Total**

Equipment No: 45679227
Equipment Address: NEW GREEN BAY POLICE DEPARTMENT
435 EAST WALNUT ST
GREEN BAY WI 54301-5001

| | |
|---|---|
| Labor breakdown | $ 4,464.00 |
| Material breakdown | $ 186.00 |
| **Total** | **$ 4,650.00** |

2024 BUDGET
$4,650.00
L013310-55201

RECEIVED JAN 15 2025

1-15-25

***Thank you for your business.***

[redacted]
https://kone.billtrust.com
GQT KQL HFW
N220344

Payment Terms: Net 30 Please Pay Before: 01/22/2025 Late Payment Interest: 1.5%

***Payment Options - please reference this invoice number***

***ACH***
Bank Name: CitiBank
ABA Routing: 021000089
Account Number: 30915201
Account Name: KONE Inc.

***Make Payments Online***

***Mail Check***
KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

KONE MILWAUKEE U650
5801 S PENNSYLVANIA AVE STE 300
CUDAHY, WI 53110-2400
*Please do not send payments to this address*

Telephone: +1 262-373-0460
www.KONE.us/billing

KONE Inc. TAX ID 36-2357423

0001:0004

KONE

| | |
|---|---|
| Invoice: | 921678436 |
| Customer Number: | N220344 |
| Amount: | $ 4,650.00 |
| Payment Due Date: | 01/22/2025 |

KONE invites you to make a sustainable choice for your invoicing.

Please sign up for KONE eInvoice with link and enrollment token provided. You may also send an email with your invoice or account number to Go.Paperless@KONE.com

*For payment by check, please include your invoice number or cut and return this portion with your payment.*

| | | | |
|---|---|---|---|
| Invoice Number: | 921678436 | Payment Due Date: | 01/22/2025 |
| Amount: | $ 4,650.00 | Customer Number: | N220344 |

734874 0921678436 0000465000 3

***Payer:***
CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

***Mail payment to:***

KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

191 1 SP 0.690 E0191X I0427 D13784821253 S2 P10617897 0002:0004

## Rick Jurkanis

**From:** Gary McDermid
**Sent:** Thursday, January 2, 2025 2:18 PM
**To:** Rick Jurkanis; Trista Hobbs; Ben Allen; Lacey Cochart
**Cc:** Gary McDermid
**Subject:** FW: Kone Invoice
**Attachments:** Kone Invoice 921678436.pdf; Kone Invoice 921678438.pdf

Rick,
Both are OK to pay as per quoted proposals.

Thanks,

Gary McDermid
Building Services Supervisor
Green Bay Police Department
920.448.3174 | gary.mcdermid@greenbaywi.gov

---

**From:** Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>
**Sent:** Thursday, January 2, 2025 1:55 PM
**To:** Gary McDermid <Gary.McDermid@greenbaywi.gov>; Ben Allen <Ben.Allen@greenbaywi.gov>; Trista Hobbs <Trista.Hobbs@greenbaywi.gov>
**Cc:** Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>
**Subject:** FW: Kone Invoice

Ok to pay?

Rick

---

**From:** Kristal Dryer <Kristal.Dryer@greenbaywi.gov>
**Sent:** Thursday, January 2, 2025 12:58 PM
**To:** Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>
**Cc:** Lisa Wachowski <Lisa.Wachowski@greenbaywi.gov>
**Subject:** Kone Invoice

Hello,

We have received two invoices from Kone. Please let me know if these are off of PO 2300139.

Thank you

**Kristal Dryer**
**Purchasing Assistant**

V24000 R1

One KONE Court
Moline, IL 61265
*Please do not send payments to this address*

# Repair Invoice

Invoice Date: 12/23/2024
Invoice Number: 921678438
Contract Number: 343681220
Service Order: 324616740
Purchase Order: PO-number

Customer Number: N220344
CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

Customer Billing Address:

191 1 SP 0.690 E0191 I0428 D13784821263 S2 P10617897 0003:0004

CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

2024

KONE will furnish and install a new jack packing. The old packing in the plunger packing gland will be removed, the packing gland wi ll be cleaned and a new packing of the proper type installed to reduce leakage which causes unnecessary oil leakage/loss and imprope r leveling. Perform an annual code required pressure relief test. Does not include inspector or operating permit fees.

OLD PD BLDG

**Total**

Equipment No: 45679230
Equipment Address: NEW GREEN BAY POLICE DEPARTMENT
435 EAST WALNUT ST
GREEN BAY WI 54301-5001

| | |
|---|---|
| Labor breakdown | $ 3,753.90 |
| Material breakdown | $ 611.10 |
| **Total** | **$ 4,365.00** |

2024 BUDGET
$4,365.00

1013310-55201

RECEIVED JAN 15 2025

1-15-25

***Thank you for your business.***

https://kone.billtrust.com
GQT KQL HFW
N220344

Payment Terms: Net 30 Please Pay Before: 01/22/2025 Late Payment Interest: 1.5%

***Payment Options - please reference this invoice number***

***ACH***
Bank Name: CitiBank
ABA Routing: 021000089
Account Number: 30915201
Account Name: KONE Inc.

***Make Payments Online***

***Mail Check***
KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

KONE MILWAUKEE U650
5801 S PENNSYLVANIA AVE STE 300
CUDAHY, WI 53110-2400
*Please do not send payments to this address*

Telephone: +1 262-373-0460
www.KONE.us/billing

KONE Inc. TAX ID 36-2357423



0003:0004

KONE

| | |
|---|---|
| Invoice: | 921678438 |
| Customer Number: | N220344 |
| Amount: | $ 4,365.00 |
| Payment Due Date: | 01/22/2025 |

KONE invites you to make a sustainable choice for your invoicing.

Please sign up for KONE eInvoice with link and enrollment token provided. You may also send an email with your invoice or account number to Go.Paperless@KONE.com

*For payment by check, please include your invoice number or cut and return this portion with your payment.*

| | | | |
|---|---|---|---|
| Invoice Number: | 921678438 | Payment Due Date: | 01/22/2025 |
| Amount: | $ 4,365.00 | Customer Number: | N220344 |

734874 0921678438 0000436500 9

***Payer:***
CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

***Mail payment to:***

KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

191 1 SP 0.690 E0191 I0429 D13784821263 S2 P10617897 0004:0004

## Rick Jurkanis

**From:** Gary McDermid
**Sent:** Thursday, January 2, 2025 2:18 PM
**To:** Rick Jurkanis; Trista Hobbs; Ben Allen; Lacey Cochart
**Cc:** Gary McDermid
**Subject:** FW: Kone Invoice
**Attachments:** Kone Invoice 921678436.pdf; Kone Invoice 921678438.pdf

Rick,
Both are OK to pay as per quoted proposals.

Thanks,

Gary McDermid
Building Services Supervisor
Green Bay Police Department
920.448.3174 | gary.mcdermid@greenbaywi.gov

---

**From:** Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>
**Sent:** Thursday, January 2, 2025 1:55 PM
**To:** Gary McDermid <Gary.McDermid@greenbaywi.gov>; Ben Allen <Ben.Allen@greenbaywi.gov>; Trista Hobbs <Trista.Hobbs@greenbaywi.gov>
**Cc:** Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>
**Subject:** FW: Kone Invoice

Ok to pay?

Rick

---

**From:** Kristal Dryer <Kristal.Dryer@greenbaywi.gov>
**Sent:** Thursday, January 2, 2025 12:58 PM
**To:** Rick Jurkanis <Rick.Jurkanis@greenbaywi.gov>
**Cc:** Lisa Wachowski <Lisa.Wachowski@greenbaywi.gov>
**Subject:** Kone Invoice

Hello,

We have received two invoices from Kone. Please let me know if these are off of PO 2300139.

Thank you

**Kristal Dryer**
**Purchasing Assistant**

V42827 R1

Vans Fire & Safety
P.O. Box 1939
Lowell, AR 72745
920-494-3346

RECEIVED NOV 27 2024

VAN'S FIRE & SAFETY, INC.
A Marmic Fire & Safety® Company

2024

**Bill To**
CITY OF GREEN BAY
100 N. JEFFERSON ST. ROOM 105 - CITY HALL
GREEN BAY, WI 54302

https://marmicportal.servicetrade.com/
Access your Customer Portal through the link above.
Call us to learn more!

**Invoice No.** D119875
**Invoice For** Service Call Job #37497687 (11/01/2024)
**Transaction Date** 11/6/2024

**Service Location**
Future Police Dept
435 East Walnut Street
Green Bay, WI 54301

OCO PRESS GAZETTE BLOG

| Code | Item | Svc | Qty | Unit Price | Amt |
|---|---|---|---|---|---|
| XS102W | ANNUAL FIRE EXT INSPECTION (WI only) | EXT | 34 | $5.25 | $178.50 |
| XS132 | Hydrotest 10 lb Dry Chem Extinguisher (includes recharge) | HYDRO | 1 | $37.00 | $37.00 |
| 442257 | 5 LB ABC ANSUL WH | EXT | 2 | $72.15 | $144.30 |
| XS137 | Hydrotest Clean Agent Extinguisher | HYDRO | 2 | $83.49 | $166.98 |
| GEN MAT EXT | Clean agent chemical per pound | EXT | 4 | $95.84 | $383.36 |
| XS101W | Service Call (WI only) | EXT | 1 | $40.00 | $40.00 |
| | | | | **GRAND TOTAL** | **$950.14** |

**Additional Customer Information**
Sage # 0175556

$950.00

L013310-55201

11-27-24

# Repair Invoice

KONE

One KONE Court
Moline, IL 61265
*Please do not send payments to this address*

Invoice Date: 11/12/2024
Invoice Number: 1158823589
Contract Number: 1510005847
Purchase Order: None

Customer Number: N220344

CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

Customer Billing Address:

33 1 SP 0.690 E0033X I0069 D13624827386 S2 P10563598 0001:0002

CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

2025 BUDGET

Gary Mcdermott called on 11/5/2024 at 10:04 AM reporting FREIGHT ELEVATOR was shut down. When we arrived at 12:30 PM the unit was at the floor with the doors open. We replaced the control system fuses, and adjusted the car gate contact. Upon leaving at 2:10 PM we left the elevator out of service. We arrived on 11/7/2024 at 7:09 AM and found the unit shut down due to activation of a safety-related device. We reset the device, checked the unit for safe and proper operation and returned the unit to service. This condition was not preventable through routine maintenance, and thus is outside the scope of the KONE Service Agreement. It is 100% billable.

Equipment: FREIGHT ELEVATOR
Equipment No: 45679227
Equipment Address: NEW GREEN BAY POLICE DEPARTMENT
435 EAST WALNUT ST
GREEN BAY WI 54301-5001

Service Order: 9AUS16547593
Completion Date: 11/05/2024

$2,458.59

1013310-55201

2-18-25

OLD PD BLDG

| | Net Value | Total |
|---|---|---|
| LABOR | $ 2,458.59 | $ 2,458.59 |
| **Total** | | **$ 2,458.59** |

***Thank you for your business.***

[redacted]
https://kone.billtrust.com
GQT KQL HFW
N220344

Payment Terms: Net 30 Please Pay Before: 12/12/2024 Late Payment Interest: 1.5%

***Payment Options - please reference this invoice number***

***ACH***
Bank Name: CitiBank
ABA Routing: 021000089
Account Number: 30915201
Account Name: KONE Inc.

***Make Payments Online***

***Mail Check***
KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

KONE MILWAUKEE U650
5801 S PENNSYLVANIA AVE STE 300
CUDAHY, WI 53110-2400
*Please do not send payments to this address*

Telephone: +1 262-373-0460
www.KONE.us/billing

KONE Inc. TAX ID 36-2357423



0001:0002

KONE

| | |
|---|---|
| Invoice: | 1158823589 |
| Customer Number: | N220344 |
| Amount: | $ 2,458.59 |
| Payment Due Date: | 12/12/2024 |

KONE invites you to make a sustainable choice for your invoicing.

Please sign up for KONE eInvoice with link and enrollment token provided. You may also send an email with your invoice or account number to Go.Paperless@KONE.com

*For payment by check, please include your invoice number or cut and return this portion with your payment.*

| | | | |
|---|---|---|---|
| Invoice Number: | 1158823589 | Payment Due Date: | 12/12/2024 |
| Amount: | $ 2,458.59 | Customer Number: | N220344 |

734874 1158823589 0000245859 7

***Payer:***
CITY OF GREEN BAY
100 N JEFFERSON ST RM 101
GREEN BAY WI 54301-5026

***Mail payment to:***

KONE
P.O. BOX 734874
CHICAGO, IL 60673-4874

33 1 SP 0.690 E0033X I0070 D13624827386 S2 P10563598 0002:0002

ROBERTS
ENVIRONMENTAL CONTROL CORP.
8500 W. 185th Street Tinley Park, IL 60487
www.RobertsHVAC.com
(708) 429-7700

# INVOICE #: SD11155

**Invoice Date:** 12/20/2024
**Work Order #:** 31094
**P.O. #:**

**Bill To Customer #:** 1141
Green Bay Police Department
307 S Adam St

Green Bay, WI 54301

**Work Site:**
Green Bay Police Department
307 S Adams St

Green Bay, WI 54301

**Work Requested**

Press gazzette HVAC system repairs

2025 BUDGET OLD PO 80006

**Description of Work Performed**

Inspected the Kewaunee boiler, opened the flue passes, and found the boiler was very dirty. Brought in power vacuum to clean the boiler passes. Removed the combustion blower finding the blower wheel full of dirt from years of operation. Cleaned the blower assembly and re-assembled the combustion blower. Check and cleaned the boiler burner. Found the boiler sight glass to be cracked and bad isolating valves. Ordered a new sight glass assembly. Went through the low water cut offs and other safeties. Opened the blow down and other cross piping, inspected and cleaned. Installed the new parts once they came. Fired the boiler went through the boiler setting the gas pressure and combustion.
Found the condensate tank to have a bad tank level control. Ordered a new float control. Made fabrication adjustments and installed the new float. Re-worked the float control, installed the new chemical flow meter and wired. Removed the existing pump strainers and cleaned. Cleaned the tank base and then filled. Replaced the bad fill regulating valve and bad pipe.
Found the bad expansion tank to have leaks, re-worked the chill water expansion tank to be used for one of the heating circuits.
Upon inspection of the West and East heat exchanger with pumps. Found the West pump to have a bad pump bearing. Also found the fill valve to be bad. Picked up new bearing assembly and fill valve and installed. Fill both West and East circuits and bleed air from the system.
Fired the boiler, brought it up to 8 PSI steam pressure, went around check the cabinet heaters, radiation and AHU'S. Made adjustments to one AHU for the lower dock to heat the space. We were able to get the whole building heating after venting air , adjusting pneumatic controls and open closed valves.
Found many of the AHU's heating coils with disconnected steam line. These units have leaking heating coils.

| Quantity | Description | Unit Price | Extended Price |
|---|---|---|---|
| | Job # 30194 | | |
| 128.50 | Tech Rate | 130.00 | 16,705.00 |
| 1.00 | Materials | 7,760.00 | 7,760.00 |

$24,465.00

1013310-55201

2-18-25

**If there is a problem with this invoice, please contact Holly @ ext 1522 within 30 days to avoid late charges.**

**Total Invoice Amount:** **24,465.00**

Terms: Net 30 Days

# RESOLUTION AUTHORIZING TRANSFER OF FUNDS

## March 4, 2025

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

Pursuant to the recommendation of the Finance Committee at its meeting of February 25, 2025, the following 2024 transfer of funds is hereby authorized:

| | ACCOUNT | AMOUNT |
|---|---|---|
| From: | 101099-59001 Contingency | $59,555.58 |
| To: | 1013310 55201– Building repairs | $41,756.89 |
| | 101300 56201 – Wisconsin Public Service | $16,522.86 |
| | 101300 56402 – Green Bay Water Utility | $ 1,275.83 |

This budget amendment is to cover unbudgeted 2024 expense incurred for 435 E Walnut St (previously Press Gazette building) in the Police Operating budget for the potential new Police Headquarters.

Adopted _____

Approved _____

_____
Mayor

_____
Clerk

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # S.9

To approve staff to proceed as directed in closed session regarding Development Agreement 25-01 with Hoban Real Estate, LLC for the development of 3855 Finger Road (Tax Parcel 21-24).

*Common Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. Common Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.*

## BACKGROUND

## RECOMMENDATION

Approval of the request.

## FISCAL IMPACT

## ATTACHMENTS

1. Finance Staff Report -Hoban Real Estate DA (002)
2. Hoban RE-Developement Agreement - Final
3. Planning Option-Final
4. Hoban RE-Developement Agreement - Redline-03.03.2025
5. Hoban RE-Developement Agreement - Revised-FINAL

Report to the
# Finance Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| February 25, 2025 | Cheryl Renier-Wigg, CED<br>Matt Buchanan, CED<br>Joanne Bungert, Law |

## AGENDA ITEM

Consideration with possible action on Development Agreement 25-01 with Hoban Real Estate, LLC for the development of 3855 Finger Road (Tax Parcel 21-24).

The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

## BACKGROUND

Hoban Real Estate, LLC ("Developer"), a wholly owned subsidiary of W.E. Hoban Company (formerly Cleveland Hardware and Forging Company), intends to complete a project on 12.70 acres of City-owned land located at 3855 Finger Road. The Project includes the construction of an industrial forge building with approximately fifty-eight thousand (58,000) square feet of usable space with office, warehouse, and industrial uses.

The City acquired the property in 2007 to support future commercial and/or industrial development. To further attract investment, in 2022, the City established new zoning regulations through a Planned Unit Development (PUD), facilitating the creation of the Grandview Industrial Park. The Developer obtained their first planning option on the property in January 2024 and has since completed due diligence, held a neighborhood meeting, secured a Conditional Use Permit, and worked to secure project financing.

The Developer currently operates a forge facility located at 1341 S. State Street in Green Bay. This project supports the anticipated relocation and significant expansion of the business within the City. The new facility will accommodate advanced forging technology and modernized equipment, providing a more suitable space than the existing State Street location. Approximately 115 to 130 employees are anticipated to be employed at the new facility.

The project aligns with the City's vision to link and leverage our natural, built, human, and social assets in order to generate valuable products, services, and experiences within the City. It makes our community more safe, productive, accessible, and innovative, for it:

- generates job opportunities for individuals of all ages, abilities, and incomes;
- build new structures with high-performance designs, systems, and finishes;
- creates a significantly higher per acre property value than nearby properties and the City average;
- generates property taxes greater than the cost of providing infrastructure and services;
- enhances the physical landscape;
- facilitates the expansion of additional industrial land uses
- creates and/or enhance unique public spaces, amenities, and art

As of January 1, 2025, the Property has an aggregate assessed value of $0.00, which based on the assessed tax rates in effect as of January 1, 2025, the Property yields $0.00 in total real estate taxes annually (assessed mill

rate of $19.92). Upon completion of the proposed Project, the City estimates the aggregate assessed property value of the Property to be $10,000,000.00, which is anticipated to yield approximately:

- $199,200.00 in total real estate taxes annually (assessed mill rate of $19.92);
- $81,200.00 in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

The Project is not viable but for public assistance. Pursuant to the provisions of §66.1105, Wis. Stats. (the "Tax Increment Law"), the City has included the Property within Tax Increment District Twenty Five ("TID 25" or the "TID"), which will provide part of the financing for certain costs of the Project.

As part of the development agreement, the developer will provide a 60 day planning option to negotiate the sale of 1341 State Street.

## RECOMMENDATION

To approve Development Agreement 25-01 with Hoban Real Estate, LLC for the development of 3855 Finger Road (Tax Parcel 21-24).

## FISCAL IMPACT

The Developer has requested a TIF incentive that includes:

- Sale of 3855 Finger Road property for $1.00.
- PAYGo TIF Reimbursement - Between 75% and 95% of the Available TID Increment to be provided to the Developer until all qualified expenditures have been repaid or until the TID is terminated. Available TIF Increment shall be distributed as follows:
    - 95% from 2027 to 2031
    - 90% from 2032 to 2034
    - 85% from 2035 to 2036
    - 80% from 2037 to 2039
    - 75% from 2040 to the termination of the TID (anticipated to be 2042)
    - In the event that (i) the partial assessment of the Project for 2026 meets or exceeds the Minimum Assessed Value ($10,000,000); (ii) the occupancy permit for the Project is issued in 2026; and (iii) Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Property for 2026, the City shall pay ninety-five percent (95%) of the 2026 TIF Increment to Developer in 2027 and the dates set forth above shall be decreased by one (1) year.

The City shall not be obligated to pay TIF Incentive in excess of the total amount of Qualified Expenses incurred and paid by Developer.

No levy dollars will be used for this project.

## ATTACHMENTS

1. Draft Development Agreement

# DEVELOPMENT AGREEMENT 2025-01

# HOBAN REAL ESTATE, LLC

This Development Agreement is made this 5th day of March, 2025, by and among THE CITY OF GREEN BAY, a Wisconsin municipal corporation ("City"), HOBAN REAL ESTATE, LLC, a Wisconsin limited liability company ("Developer"), and W.E. HOBAN COMPANY F/K/A CLEVELAND HARDWARE AND FORGING COMPANY, a Wisconsin corporation ("WE HOBAN"). The City, Developer and WE Hoban are each referred to herein as "Party" and collectively, as the "Parties".

## RECITALS

A. Developer has proposed to acquire and develop certain real property, identified for real estate tax purposes and address as:

| Tax Parcel | Address | Acres | Assessed Value |
|---|---|---|---|
| 21-24 | 3855 Finger Road | 12.70 | $0 |

B. The parcel listed above, shall be referred to as the "Property." The Property comprises approximately twelve and seven tenths (12.70) acres of land. A map of the Property is herein attached as EXHIBIT A; a legal description of the Property is herein attached as EXHIBIT B.

C. Developer intends to complete a Project, which includes the construction of an industrial forge building with approximately fifty-eight thousand (58,000) square feet of usable space with office, warehouse, and industrial uses (collectively the "Project"). The Project improvements are shown on a Concept Plan, which is herein attached as EXHIBIT C.

D. As of January 1, 2025, the Property has an aggregate assessed value of $0, which based on the assessed tax rates in effect as of January 1, 2025, the Property yields approximately:

1. $0.00 in total real estate taxes annually (assessed mill rate of $19.92);

2. $0.00 in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

E. Upon completion of the Project, the City estimates the aggregate assessed property value of the Property will be approximately ten million dollars ($10,000,000.00), which is anticipated to yield approximately:

1. One hundred ninety-nine thousand two hundred dollars ($199,200.00) in total real estate taxes annually (assessed mill rate of $19.92); and

2. Eighty-one thousand two hundred dollars ($81,200.00) in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

The City Assessor or their designee may not use this Agreement or any provisions herein as the sole basis to determine the value of the Project.

F. Pursuant to the provisions of §66.1105, Wis. Stats. (the "Tax Increment Law"), the City has included the Property within Tax Increment District 25 ("TID 25" or the "TID"), which will provide part of the financing for certain costs of the Project.

G. Developer has requested Tax Incremental Finance ("TIF") assistance from the City with regard to certain expenses, including, but not limited to clearing of land; construction of new buildings; or the construction of infrastructure, which will constitute qualified expenditures for which TIF assistance may be afforded Developer.

H. The City desire to have Developer perform the Project in order to generate economic activity and tax base for the community consistent with the City Comprehensive Plan.

I. In order to induce Developer to undertake the Project, such that it will generate job opportunities for individuals of all ages, abilities, and incomes; build new structures with high-performance designs, systems, and finishes; create a significantly higher per acre property value than nearby properties and the City average; generate property taxes greater than the cost of providing infrastructure and services; enhance the physical landscape; facilitate the expansion of additional industrial land uses; and the public will generally benefit, the City has agreed to provide assistance to Developer as provided by this Agreement, all in accordance with the terms and conditions of this Agreement.

J. The Parties to this Agreement acknowledge and agree that (i) Developer shall hold title to the Property solely because the Property is being "parked" with Developer in connection with a tax-deferred exchange; (ii) for a period of one hundred eighty (180) days after Developer acquires the Property (the "Exchange Period"), WE Hoban shall have the contractual right to act as the Developer's manager pursuant to the Developer's Operating Agreement and construction manager pursuant to a Construction Management Agreement by and between Developer and WE Hoban; (iii) upon the expiration of the Exchange Period, First American Exchange Company, LLC ("First American"), as the sole member of Developer and pursuant to a Qualified Exchange Accommodation Agreement by and between First American and WE Hoban, shall transfer all of its ownership interests in Developer to WE Hoban, thus making WE Hoban the sole member of Developer; (iv) the liability of First American hereunder shall be limited to its ownership interests in the Developer; (v) neither First American nor any members, employees or affiliates of First American shall have any personal liability hereunder; and (vi) upon First American's transfer of its ownership interests in Developer to WE Hoban, First American shall be released from all liability and obligations under this Agreement, if any. For clarification, First American's interest in the Property is for the sole purpose of facilitating the tax-deffered exchange for the Developer and shall have no authority or rights under this Development Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

## I. PURPOSE

A. Incorporation of Proceedings, Exhibits, and Recitals. All motions adopted, approvals granted, minutes documenting such motions and approvals, and plans and specifications submitted in conjunction with any and all approvals as granted by the City or RDA, including but not limited to adopted or approved plans or specifications on file with the City or RDA, along with all of the Recitals set forth above, shall be incorporated into this Agreement by reference, upon attachment, or upon consent by amendment if necessary if not referenced or attached at the time of execution of this Agreement.

B. Implementation Schedule. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth and/or incorporated herein. Any material modification or deviation from an approved schedule described in this Agreement shall occur only upon approval of the City, with any such approvals required to be in writing as an amendment to this Agreement, and which approvals shall not be unreasonably withheld. City shall cooperate and act promptly with respect to any and all permits or approvals necessary for completion of the Project. Notwithstanding the above, this Agreement shall not limit the discretion of the City, or any of its duly appointed and authorized governing bodies, boards or entities, in approving or rejecting any aspect of the Project or improvements contemplated on or about the Property.

C. Entire Agreement. This writing including all Exhibits hereto, and the other documents and agreements referenced herein, constitutes the entire Agreement between the Parties hereto in respect to the Project and all prior letters of intent or offers, if any, are hereby terminated. This Agreement shall be deemed to include and incorporate such minutes, approvals, plans, and specifications, as referenced in this Agreement, and in the event of a conflict between this Agreement and any action of the City or RDA, granting approvals or conditions attendant with such approval, the terms of this Agreement shall be deemed controlling and the City will take the necessary action to amend any conflicting approvals or conditions.

D. Purpose of the Agreement. In order to cause the Project to occur and to induce Developer to undertake the Project, to promote community development, industry and job creation and to expand and enhance the tax base within the City, the City intends to provide the TIF Incentives as set forth in this Agreement. The City intends to recover its costs through the Available Tax Increment generated by the Property. The Parties intend to enter into this Agreement to record the understandings and undertakings of the Parties and to provide a framework within which the Project may proceed.

## II. DEFINITIONS; EXHIBITS

Whenever in this Agreement a pronoun is used it shall be construed to represent either the singular or the plural, masculine or feminine, as the case shall demand. As used in this Agreement, the following terms, when having an initial capital letter, shall have the following meanings:

A. "Agreement" means this Development Agreement by and among the City, WE Hoban and Developer, as amended and supplemented from time to time.

B. "Annual Assessed Value" means the assessed value of the Private Improvements and the Property, as defined in this Agreement, as of January 1 of any calendar year.

C. "Available Tax Increment" means the amount of Tax Increment (as defined below) actually received by the City generated by any increase of value of the Property above the base value and attributable to development within a tax incremental finance district, during the twelve (12) month period preceding a payment date, that has not been previously used to make payment on bonds or other obligations as determined by the City. The amount of Available Tax Increment may fluctuate based on variations in the property valuations, tax rate, depreciation and other independent factors.

D. "Base Value" means the aggregate assessed value of the Property when the TID was created, which shall be Zero Dollars ($0.00).

E. "City" means the City of Green Bay, Brown County, Wisconsin.

F. "Concept Plan" means the plan for the Project, a copy of which is attached as EXHIBIT C and which is subject to such changes as Developer, the City may propose and the City may accept in its sole discretion.

G. "Developer" means HOBAN REAL ESTATE, LLC, or any assignee of the same.

H. "Exhibits" mean the supplementary reference information attached to this Development Agreement that shall include the following:

1. Exhibit A – Map of the Property
2. Exhibit B – Legal Description of the Property
3. Exhibit C – Concept Plan
4. Exhibit D – Planning Option

I. "Future Project" means any Private Improvements that will be constructed in the future not specifically detailed in this Agreement.

J. "Plans and Specifications" means the plans and specifications developed for the Project.

K. "Private Improvements" means the improvements to be constructed on the Property that are not Public Improvements.

L. "Project" means the Project as defined in the Recitals.

M. "Public Art" means art that shall be accessible to the public, and includes all forms of original creations of visual art, conceived in any medium, material, or combination thereof, including paintings, drawings, stained glass, and murals in any media; statues, bas relief, mobile, kinetic, electronic, neon, or other sculptures; environmental artworks; fountains, arches or other structures intended for ornament; integrated and functional architectural elements of a structure; video and other media-based works; inscriptions, fiber works, carvings, mosaics, photographs, drawings, collages, textile works and prints; crafts, both decorative and utilitarian in clay, fiber, wood, metal, glass, stone, plastic and other materials; artist-designed public spaces and functional elements which are either a part of a larger project or a separate entity in and of itself.

N. "Public Improvements" means the infrastructure improvements in connection with the Project that will ultimately be dedicated for public service, including, without limitation:

1. road, pedestrian, and bicycle improvements; and
2. sanitary sewer, storm sewer, and potable water and wastewater mains and laterals, and storm water management facilities; and
3. telephone, high-speed cable, and related technology infrastructure not operated by the City; and
4. natural gas, electrical power, and other public utilities not operated by the City; and
5. any related engineering, grading, erosion control, and landscaping; and

6. any related land acquisitions and anticipated and intentional corrections to adjacent property affected by the public improvements, including grading.

O. "Qualified Expenditures" means any expenditures of Developer for the Project that are eligible for TIF Incentives as defined in Section III. B. 4., below.

P. "RDA" means the Redevelopment Authority of the City of Green Bay.

Q. "Special Assessment" means any special assessment levied against the Property by the City under §66.0701-0733, Wis. Stats., the City Code of Ordinances and this Agreement.

R. "Special Charge" means any special charge levied against the Property by the City under §66.0627, Wis. Stats., the City Code of Ordinances and this Agreement.

S. "Tax Increment" means that amount obtained by multiplying the total county, city, school and other local general property taxes levied on all taxable property within a TID in a year by a fraction having as a numerator the value increment for that year in the district and as a denominator that year's equalized value of all taxable property in the TID.

T. "TID" means Tax Increment District Twenty-Five ("TID 25" or the "TID"), of the City of Green Bay, which has been established and is in good standing by the City of Green Bay, Wisconsin. The City created TID 25 in 2022; TID 25 terminates in 2042.

U. "TIF" means Tax Increment Financing, as described in Section III below and in particular, Tax Increment Financing relating to the TID.

V. "TIF Incentive" means the incentive as set forth in Section III of this Agreement including specifically the Tax Incentive Cap.

## III. TAX INCREMENT FINANCING AND INCENTIVES

A. Qualification for TIF. Developer shall demonstrate to the satisfaction of City a need for TIF, with such determination to be made according to the "but for" test, that is, that but for the City providing TIF, the Project would not happen. At the request of the City, Developer shall provide an independent analysis from a consultant expert in TIF to justify to the satisfaction of the City the Developer's qualification and need for TIF, both in terms of Qualified Expenditures and the amount of money to be paid to Developer.

B. Nature of TIF Incentive. The TIF Incentive available to Developer under this Agreement shall be defined as the following:

1. Property Transfer.

a) The City shall convey the Property, excluding all City right-of way, to the Developer by March 15, 2025 via special warranty deed for the sum of one dollar ($1.00).

b) The deadline for conveyance of the Property may be extended at the request of the Developer based on Developer's closing of financing for the project but shall be completed by no later than December 31, 2025.

c) The City shall provide a copy of any existing title work for the Property to the Developer within ten (10) business days of execution of this Agreement. City's

licensed and insured title company will execute to Developer and/or it's assignee an owner's policy. City will pay all costs of providing such title insurance, including costs for a GAP endorsement and special assessment letter. Title insurance shall be provided in a policy amount at the currently assessed value of the Property if it were taxable today, eight hundred thousand and 00/100 dollars ($800,000.00). Any additional title work will be completed by the Developer's selected title company at Developer's expense.

d) The City will pay at closing all legally required transfer taxes, including the Wisconsin Real Estate Transfer Fee. Developer will pay all recording fees arising in connection with the closing, except those required to be recorded to cause title to the Property to be delivered in accordance with this Agreement. Each Party will otherwise pay all other costs and expenses incurred by them, respectively, including without limitation any engineering, legal, accounting, survey and/or other professional fees.

e) The Parties acknowledge that prior to the transfer described herein, the Property is and has been owned by the City, and as such is and has been exempt from real property taxes and has had no special assessments levied against it.

f) At the City's sole cost and prior to the closing, the City shall prepare and provide to Developer an ALTA survey of the Property.

g) Prior to conveyance of the Property, the City shall provide Developer access to the Property site for purposes of Developer conducting its due diligence for the site. The Developer shall provide 48-hour notice to any such activities to the Community & Economic Development Director.

h) Upon execution of this Agreement, Developer shall grant to and execute with the City, a 60- day planning option to negotiate the acquisition of Tax Parcel 1-1371, commonly known as 1341 South State Street, Green Bay, Wisconsin ("State Street "Property"), attached hereto and made a part hereof as Exhibit D.

i) The Parties acknowledge that no of the Party has engaged a broker, finder, agent or other intermediary with respect to the proposed sale of the Property; and no third party shall earn or become entitled to receive a fee or other consideration from any of the Parties.

2. PAYGo Reimbursement. The City shall provide an additional TIF Incentive as a pay-as-you-go (PAYGo) obligation of the City, which is further defined as follows:

a) In order to qualify for the PAYGo reimbursement, the Developer guarantees that the Property shall have a minimum assessed value of no less than ten million dollars ($10,000,000) on or before January 1, 2027 (the "Minimum Assessed Value").

b) Other than the costs which are the responsibility of the City, as explicitly set forth herein, the Developer shall be responsible to incur and pay all of the upfront costs of the Project and, to the extent TID revenues are sufficient to the limits of the TID and this Agreement, Qualified Expenditures shall be reimbursed to Developer.

c) Assessed value of the Property shall be determined on January 1 of each tax year and shall be compared to the assessed value of the Property as of January 1 of the year in

which construction commenced. The difference in assessed values shall be known as the Incremental Property Value.

d) Incremental Property Value multiplied by the assessed mill rate shall be known as the Available TIF Increment.

e) Developer shall not be entitled to any TIF Increment unless the aggregate assessed Property value meets or exceeds the Minimum Assessed Value on or before January 1, 2027. Upon reaching this threshold, Available TIF Increment shall be distributed as follows:

(I) From January 1, 2027 until December 31, 2031, the City shall make available ninety-five percent (95%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(II) From January 1, 2032 until December 31, 2034, the City shall make available ninety percent (90%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(III) From January 1, 2035 until December 31, 2036, the City shall make available eighty-five percent (85%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(IV) From January 1, 2037 until December 31, 2039, the City shall make available eighty percent (80%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(V) From January 1, 2040 until the termination of the Tax Increment District, the City shall make available seventy-five percent (75%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

Upon reaching The Minimum Assessed Value, the City shall pay the percentages of the total Available TIF Increment, as set forth, above, to the Developer on an annual basis after property taxes are paid in full for the Property. For avoidance of doubt, if the aggregate assessed Property value exceeds the Minimum Assessed Value, Developer shall be entitled to the percentages set forth, above, of the total Available TIF Increment generated by such assessment, which may be above and beyond the Minimum Assessed Value, without limitation, but subject to the Tax Incentive Cap.

f) PAYGo Reimbursement payments will be payable to Developer in the year following the year of the TIF Increment determination, after Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Property for the previous year. For example, if the first occupancy permit is issued on September 1, 2026, the TIF Increment would be determined as of January 1, 2027 and the PAYGo reimbursement would first be payable in 2028.

g) Notwithstanding the forgoing, in the event that (i) the partial assessment of the Project for 2026 meets or exceeds the Minimum Assessed Value; (ii) the occupancy permit for the Project is issued in 2026; and (iii) Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Property for 2026 (the "2026 PAYgo Thresholds"), the City shall

pay ninety-five percent (95%) of the 2026 TIF Increment to Developer in 2027 and the dates set forth in Section III. B. 2. e), above shall be decreased by one (1) year. For example, the dates in Section III. B. 2. e) (I) shall be January 1, 2026 until December 31, 2030. For the avoidance of doubt, if the Project does not meet the 2026 PAYGo Thresholds, the TIF Increment would be determined as of January 1, 2027, the first PAYGo reimbursement would be payable in 2028 and the dates set forth in Section III. B. 2. e) would remain as set forth, above.

3. Intentionally Left Blank.

4. Qualified Expenditures. Qualified Expenditure payments shall be disbursed in the following priority, and only fund:

    a) Public Improvements, as defined in Section II.N., and environmental remediation, and asbestos abatement as required by State and Federal law; then

    b) "Private Improvements" specifically approved by the City as stated in Section IV; then

    c) Any other activity specifically approved by the City.

5. Assignment. Developer may assign any of its payment rights hereunder to any future purchaser or developer of any part of the Property upon approval of the City, which approval shall not be unreasonably withheld. Except as explicitly set forth herein, the City shall be obligated only to disburse TIF Incentives to the party with whom the City has an agreement. It shall be incumbent upon Developer to enter into a separate agreement with any third parties if it intends to assign its payment rights hereunder, or seek either reimbursement or allocation of any Incremental Property Value and guaranteed aggregate assessed value generated by any third-party purchaser and/or developer of any part of the Property.

C. Limitations. The TIF Incentive available to Developer for the Project is limited as follows:

1. Monetary Limitation. The TIF Incentive from 2027 to 2031 shall not exceed ninety-five percent (95%) of the Available Tax Increment for the Property. The TIF Incentive from 2032 to 2034 shall not exceed ninety percent (90%) of the Available Tax Increment for the Property. The TIF Incentive from 2035 to 2036 shall not exceed eighty-five percent (85%) of the Available Tax Increment for the Property. The TIF Incentive from 2037 to 2039 shall not exceed eighty percent (80%) of the Available Tax Increment for the Property. The TIF Incentive from 2040 to the termination of the TID shall not exceed seventy-five percent (75%) of the Available Tax Increment for the Property.

2. Tax Incentive Cap. The City shall not be obligated to pay TIF Incentive in excess of the total amount of Qualified Expenses incurred and paid by Developer (the "Tax incentive Cap").

3. Tax Receipts Limitation. Only the Available Tax Increment actually received by the City, and no other property, revenue, or asset of the City, shall be used to pay such amounts.

4. Temporal Limitation. Provided Developer qualifies for TIF Incentive and provides adequate proof to the City that Developer has incurred and paid Qualified Expenditures, an provided Developer and all transferees have paid the real estate taxes and any Special Assessments and Special Charges in full for the previous tax year by July 31, TIF Incentive payments shall be made on or before September 1 of each year; provided, however, in no event shall TIF

Incentive payments continue after the earlier of the termination date of the TID or the termination of this Agreement if before the termination of the TID.

D. No General Obligation of City. The City's obligation to make TIF Incentive payments shall be a special and limited obligation only and shall not be considered a general obligation of the City, and neither the full faith and credit nor the taxing powers of the City are pledged to the payment of such amounts. The City shall take no action to dissolve the TID before payment of all TIF Incentive payments due to the Developer, subject to the provisions of this Agreement. In no circumstances shall amounts to be paid Developer hereunder be considered an indebtedness of the City, and the obligation of the City hereunder is limited to the Available Tax Increment appropriated and received by the City. Amounts due hereunder shall not count against the City's constitutional debt limitation, and no taxes will be levied for its payment or pledged to its payment other than from the Available Tax Increment.

E. Other Grants and Credits. The City, as appropriate and in its sole discretion, may also apply for such other grants and credits in regard to the Project as they shall deem appropriate for the benefit of the Project and as may be required to achieve necessary financing for the Project, provided, however, the City makes no representations or warranties about the availability of such grants and credits or whether any such grants or credits that may be available will be awarded.

## IV. OTHER OBLIGATIONS OF THE CITY

A. Public Utilities. At its sole cost, the City shall provide (or cause to be provided by necessary third parties) to the Project, at the facilities' actual locations within the Property boundary, all necessary or advisable City-owned utilities necessary for the Project, including but not limited to: (i) sanitary sewer, (ii) storm water, (iii) public water, and (vi) such other utilities as Developer may reasonably request all of which shall be installed below ground. The City, at its sole cost and expense, shall be responsible for all maintenance, repair and replacement of the foregoing utilities.

B. Other Utilities. The City will also coordinate with other utilities that need to operate in the public right-of-way including electric utilities, natural gas utilities, and telecommunication utilities to help facilitate these services to the site. Ensuring that there is adequate access and capacity of these non-City utilities is the responsibility of the Developer and the corresponding utility. If additional public utilities become necessary in the future that are directly attributable to this Project, the Developer and or owner shall provide additional ROW or an easement, as appropriate, to accommodate those public utilities.

C. Sidewalks / Walking Trail / Drainage Ditch. The City shall coordinate with Developer to determine feasibility for the future (i) construction and installation of sidewalks and a walking trail on the Property or within adjacent public rights of way; and (ii) the maintenance of the drainage ditch located on the Property to allow for the proper drainage of the Property and adjacent land.

## V. OBLIGATIONS OF DEVELOPER

A. Construction Documents. Prior to July 1, 2025, and prior to commencement of construction of the Project, Developer shall submit site plans, building plans, and other drawings that fix and describe the size and character of the Project, along with architectural and general contracts, to the City for approval. The "Construction Documents" shall include:

1. Plans and specifications for structural, mechanical and electrical systems, materials; and
2. Full-color elevations for all sides of all proposed structures; and
3. Descriptions and photographic examples of all exterior building materials; and

4. Descriptions and photographic examples of interior finishes; and
5. Other such essential items as may be reasonably determined by the City to be appropriate.

B. Development Related Fees. The Developer shall be responsible for payment of any development related fees including but not limited to zoning and/or site plan application fees, building permit fees, erosion control fees, stormwater management fees, impact fees, and other application fees as applicable to the Project. All such fees shall be included as Qualified Expenditures.

C. Development Budget. Prior to July 1, 2025, Developer shall submit a "Development Budget", prepared in accordance with general principles for construction and development budgeting, to City for approval. The Development Budget shall include:

1. Not less than twenty million ($20,000,000) in "hard" construction costs for the Project; and

2. A line item of not less than ten percent (10%) of Project costs for cost overruns and change orders; and

3. A line item of not less than one percent (1%) of the estimated aggregate assessed value of the Property, which shall be specifically dedicated towards

   a) Public Art on the Property; or

   b) Public Art within one-half (1/2) mile of the Property; or

   c) A separate Public Art project(s) approved by the City and GBPAC; or

   d) Funds for design and maintenance of Public Art, or any combination of the alternatives herein; and

4. Line items for each of the Qualified Expenditures for which the Developer is seeking a TIF Incentive, as identified in Section III.

D. Approvals by the City. The City shall indicate its approval or further requirements in writing within thirty (30) days from the date of receipt of the Construction Documents, or Development Budget, or any revisions; provided, however, that the City shall approve such revised Construction Documents, or Development Budget unless it determines such revisions would impair the objectives of this Agreement, impose substantial financial burdens on the City, or adversely affect the Concept Plan. The City will make all reasonable efforts to determine the acceptability of plans in less than thirty (30) days, including convening for special meetings to review and consider such plans. At any time during the implementation of the development contemplated by this Agreement, the City or Developer may propose modifications to the Concept Plan subject to the agreement of the City and the Developer. At any time during the implementation of the development contemplated by this Agreement, Developer may submit to the City proposed revisions in the approved Concept Plan, Construction Documents, or Development Budget in order to enhance the achievement of the objectives of this Agreement and to improve and refine the approved Concept Plan

E. Compliance with Planning; Zoning; Permits and Use. Developer will obtain from the City and all other appropriate governmental bodies (and all other councils, boards, and parties having a right to control, permit, approve, or consent to the development and use of the Property) all approvals and consents necessary to develop and use the Property as set forth above, including, but not limited to:

1. Developer shall pay all water, sewer, and other impact fees that may be due and payable in connection with the Project, provided, however, such fees shall be included as Qualified Expenditures.

2. The acceptance of this Agreement and granting of any and all approvals, licenses, and permits by the City shall not obligate the City to grant any variances, exceptions, or conditional use grants, or approve any building or use the City determines not to be in compliance with the municipal codes and ordinances of the City, or in the best interests of the City.

3. Developer shall have obtained the approval of the City, and State of Wisconsin Department of Transportation to a traffic impact analysis regarding the Project.

F. Proof of Equity. Developer shall have in place and shall provide the City no later than April 1, 2025 proof of equity in the form of the value of the Property, less any mortgages thereon, not less than twenty percent (20%) equity available for injection into the Project in an amount sufficient to obtain financing for all Project costs.

G. Proof of Financing. By no later than five (5) business days prior to Developer closing on the acquisition of the Property, Developer shall have delivered proof satisfactory to the City of financing, which after injection of the Developer equity into the Project, will be sufficient in the determination of the City, to complete the Project according to the plans and specifications.

H. Acquisition of Property. By no later than March 15, 2025, Developer shall have closed on the purchase of all of the parcels comprising the Property and all of the necessary rights of way required for the Project. Developer shall provide copies of deeds and such other closing documents as requested by the City regarding the purchase of the Property and rights of way. The Property and rights of way shall be owned in the name of Developer.

I. Termination or Relocation of Easements. Developer shall have agreements with all holders of easements or any other rights that may be affected by the Project, regarding the termination, modification or relocation of such easements and other rights in order to accommodate the Concept Plan.

J. Use of Funds. Developer may use TIF supported funds only to fund Qualified Expenses as set forth in the approved Development Budget and in accordance with the terms set forth herein.

K. Improvement of Property. Developer shall promptly design and complete the Project. Substantial work on the Project shall commence no later than ninety (90) days after the last to occur of approval by the City of the Concept Plan, approval by the City of the Development Budget and Development Plans, and/or issuance of a building permit and all other permits or licenses required to commence construction, which shall be no later than December 31, 2025. Construction of the Project shall be completed no later than December 31, 2026. Developer shall file with the City copies of the detailed construction plans within ninety (90) days after completion of the Project.

L. Reports and Information. Within a reasonable amount of time after such request is submitted by the City in writing to Developer, Developer shall provide written reports and information on the following items as requested by the City throughout the duration of this Agreement:

1. During the period before the commencement of construction, Developer shall from time to time provide to the City information having a bearing upon the interests of the City in the Property or under this Agreement.

2. Upon written request from the City, Developer shall submit, or cause to be submitted by its owner's representative, progress reports during the course of construction.

3. Upon request from the City, the Developer shall provide an updated listing of positions by compensation employed at the Project site.

M. Copies of Documents. All documents from Developer to the City shall be submitted in a digital files format acceptable to the City. At the City's request, the Developer shall provide requested documents printed in triplicate.

N. Maintenance and Repair. Developer shall at all times keep and maintain, or cause to be kept and maintained, the Property in good condition and repair, in a safe, clean, and attractive condition, and free of all trash, litter, refuse, and waste, subject only to demolition and construction activities contemplated by this Agreement.

O. Transfer or Sale of Project Property.

1. Notice of Intent to Transfer. If Developer itself or via Hoban RE intends to sell, transfer or convey the Property or any part thereof before termination of this Agreement, Developer shall provide to the City a written request for transfer thirty (30) days prior to the anticipated transfer. The City may deny the request for any commercially reasonable reason. Developer may assign all rights and obligations under this Agreement only to an entity controlled and affiliated with Developer to own, manage and operate the Property. This Agreement inures to the benefit and becomes the obligation of the heirs, successors and assigns of Developer. This Agreement shall run with the land and shall be binding upon all current and future owners of the Property. Notwithstanding anything to the contrary in this Agreement, (i) the Developer shall not be required to provide the City with written notice of and the City's consent shall not be required in connection with the granting of any mortgage to finance or refinance the purchase of the land or parcels comprising the Property or payment of costs of the Project; and; (ii) the City's consent shall not be required in connection with any conveyance pursuant to or following any foreclosure (or acceptance of deed in lieu of foreclosure) of such mortgage.

2. No Transfer to Exempt Entities. Prior to the closure of the TID, the Property shall not be sold, transferred or conveyed to, leased, or owned by any entity or used in any manner that would render any part of the Project Property exempt from taxation, unless the purchaser, transferee, lessee or owner first executes a written agreement with the City in a form satisfactory to the City providing for acceptable payments to the City in lieu of taxes.

3. Right of First Refusal. Developer shall not sell, trade, grant, or encumber the Property, except as specifically provided herein. Should Developer not complete elements of the Project as defined herein, Developer shall provide City the exclusive right, for a period not to exceed one (1) year from the determination of incompletion of the Project to purchase an undeveloped or underdeveloped portion of the Property. For clarity, the City's exclusive right to purchase the Property due to Developer's inability to complete the Project shall only be effective if Developer has failed to complete the Project on or before December 31, 2027. The purchase price shall be equivalent to the purchase price paid for the Property under this Agreement. This Right of First Refusal shall run with the land and shall survive the termination or expiration of this Agreement, and shall remain in place until such time as the aggregate assessed Property value meets or exceeds the Minimum Assessed Value. For clarity, this right of first refusal and Developer's prohibition against encumbering the Property shall not apply

if Developer for the purpose of obtaining financing or refinancing any loan(s) which require a mortgage to encumber the Property.

P. Easements. Developer shall grant to the City such easements as are reasonably necessary for public improvements, infrastructure, ingress or egress, utilities, lighting or landscaping or any other access necessary to effectuate this Agreement. Developer shall cause existing easements to be relocated or terminated to accommodate the Project.

Q. Environmental.

1. Presence of Hazardous Materials and Compliance with Environmental Laws. Before commencement of the First Phase, Developer shall be satisfied, through such means as are commercially reasonable, that the Property is free of Hazardous Materials or that any Hazardous Materials on or within the Property are being stored and handled in strict compliance with all Environmental Laws. Developer shall provide the City with copies of all environmental reports pertaining to the Property no later than ten (10) days after receiving the same.

2. Developer's Environmental Indemnification. Developer shall indemnify, pay on behalf of, defend and hold the City, and their respective agents, officials, employees, representatives, successors and assigns, harmless from and against any loss, damage, claim, fine, penalty, assessment, liability, or other charge or claim, and all costs (including, without limitation, reasonable legal, accounting, consulting, engineering, and similar expenses incurred with respect to such matter and/or incurred in enforcing this indemnity):

    a) Arising from the actual existence, treatment, deposit, release, storage, or disposal of any Hazardous Materials on, within or about the Property; or

    b) Arising from the breach of any warranty, covenant or representation of Developer to the City or any other obligation of Developer to the City regarding Hazardous Materials under this Agreement.

3. Hazardous Materials Defined. As used herein, the term "Hazardous Materials" means:

    a) Hazardous wastes, hazardous substances, hazardous constituents, toxic substances or related materials, whether solids, liquids or gases, including but not limited to substances defined as "hazardous wastes," "hazardous substances," "toxic substances," "pollutants, "contaminants," "radioactive materials," or other similar designations in, or otherwise subject to regulation under, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. 9601 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1802; the Resource Conservation and Recovery Act, 42 U.S.C. 9601. et seq.; the Clean Water Act, 33 U.S.C. 1251; the Safe Drinking Water Act, 42 U.S.C. 300f et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; and in any permits, licenses, approvals, plans, rules, regulations or ordinances adopted, or other criteria and guidelines promulgated pursuant to the preceding laws or other similar federal, state or local laws, regulations, rules or ordinances now or hereafter in effect relating to environmental matters (collectively, "Environmental Laws"); and

b) Any other substances, constituents or wastes subject to any applicable federal, state or local law, regulation or ordinance, including any Environmental Law, now or hereafter in effect, including but not limited to: petroleum, refined petroleum products, waste oil, waste aviation or motor vehicle fuel, and asbestos containing materials.

4. Survival. The provisions of this Section shall survive the conveyance to Developer of any City Property.

R. Insurance. Before commencement of construction activities on the Property, Developer shall deliver to the City certificates of insurance, copies of endorsements, and other evidence of insurance requested by the City, which Developer is required to purchase and maintain, or cause to be purchased or obtained, in the types and amounts of coverage listed below, each of which shall name the City as an additional insured party:

1. Workers Compensation and Related Coverage. Coverage for state and federal workers compensation shall be defined by state and federal statute. The amounts of employer's liability coverage shall be in not less than the following limits:

a) Bodily Injury by Accident – one hundred thousand dollars ($100,000.00) per accident;

b) Bodily Injury by Disease – one hundred thousand dollars ($100,000.00) per employee; and

c) Five hundred thousand dollars ($500,000.00) policy limit.

2. Waiver of Workers Compensation Subrogation. The workers' compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees, and volunteers for losses paid under the terms of the policy that arises from the work performed by the names insured for or on behalf of the City.

3. Comprehensive General Liability Insurance. Coverage shall be written on a commercial general liability form, and shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages for personal injury, including accidental death, as well as claims for property damages which may arise from operation under this Agreement, whether such operations be by Developer, any subcontractor, or anyone directly or indirectly employed by either of them in such manner as to impose liability on the City. The amounts of such insurance shall be not less than the following limits:

a) General Aggregate Limit – two million dollars ($2,000,000.00); Personal and Advertising Injury Limit (per person/organization) – two million dollars ($2,000,000.00);

b) Bodily Injury and Property Damage – two million dollars ($2,000,000.00) per occurrence;

c) Fire Legal Liability Damage Limit – one hundred thousand dollars ($100,000.00) per occurrence; and

d) Medical Expense Limit – ten thousand dollars ($10,000.00) per person.

4. Comprehensive Automobile Liability and Property Damage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages associated with operations of owned, hired, and non- owned motor vehicles. The amounts of such insurance shall be not less than the following limits:

    a) Bodily Injury – two hundred fifty thousand dollars ($250,000.00) per person; and

    b) One million dollars ($1,000,000.00) per occurrence; and Property Damage – two hundred fifty thousand dollars ($250,000.00) per occurrence.

5. Umbrella Coverage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement with limits of one million dollars ($1,000,000.00) for bodily injury, personal injury, and property damage on a combined basis with the stated underlying limits of Sections IV. R. 1. to IV. R. 3. above.

6. Builder's Risk Insurance. Before commencing construction of any improvements on the Property and during any construction activities contemplated by this Agreement, Developer shall obtain and keep in full force and effect and all builders risk insurance policy for all portions of the Property with coverage equal to the total amount of the construction contracts for all such construction activities. Nothing in this Agreement is intended to relieve Developer of its obligation to perform under this Agreement and, in the event of loss, Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

7. Fire and Casualty Insurance. Developer shall obtain and keep in full force adequate fire and casualty insurance with coverage in an amount equal to the assessed value of such improvements. In the event of loss the Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

S. General Indemnity.

1. Protection Against Losses. Developer shall indemnify, defend and hold harmless the City, and their respective officers, employees, agents, attorneys, insurers and the successors and assigns of all of the foregoing, from any and all liabilities, claims, losses, damages, judgments or awards, costs or expenses, including reasonable attorneys' fees, of whatsoever nature and by whomsoever asserted, whether asserted by a third party or by a Party to this Agreement (hereinafter "Losses"), directly or indirectly, arising out of, resulting from or in any way connected with:

    a) Any breach by Developer of the terms of this Agreement;

    b) Any non-compliance with laws, ordinances, rules or regulations applicable to Developer's obligations under this Agreement; or

    c) Any governmental, regulatory or other proceedings to the extent any such proceedings result from Developer's failure to comply with its obligations under this Agreement or otherwise.

2. Indemnification Procedures. Developer shall promptly assume full and complete responsibility for the investigation, defense, compromise and settlement of any claim, suit or action arising out of or relating to the indemnified matters following written notice thereof from the City, which notice shall be given by the City within ten (10) days of their knowledge of such claim, suit or action. Failure to provide such timely notice shall not eliminate Developer's

indemnification obligations to the City unless, and only to the extent to which, such failure has substantially prejudiced Developer. Notwithstanding the foregoing, in its sole discretion and at its expense, the City may participate in or defend or prosecute, through their own counsel(s), any claim suit or action for which either of them is entitled to indemnification by Developer; provided, however, that if the City is advised in writing by its legal counsel that there is a conflict between the positions of Developer and City , as appropriate, in conducting the defense of such action or that there are legal defenses available to the City different from or in addition to those available to Developer, then counsel for the City , at Developer's expense, shall be entitled to conduct the defense only to the extent necessary to protect the interests of the City . Developer shall not enter into any compromise or settlement without the prior written consent of the City , as appropriate, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against the City shall be reasonable grounds for the City to refuse to provide written consent to a compromise or settlement. If Developer does not assume the defense of such claim, suit or action, Developer shall reimburse the City for the reasonable fees and expenses of counsel(s) retained by the City , and shall be bound by the results obtained by the City ; provided, however, that no such claim, suit or action shall be settled without Developer's prior written consent, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against Developer shall be reasonable grounds for Developer to refuse to provide written consent to a compromise or settlement.

## VI. CONDITIONS PRECEDENT TO OBLIGATIONS OF CITY

The City's obligations under this Agreement are conditioned upon the following:

A. Existence. Developer shall have provided City a certified copy of its organizational documents and a certificate from the Department of Financial Institutions for the State of Wisconsin indicating Developer's existence and good standing.

B. Incumbency; Due Authorization. Developer shall have provided a certificate of incumbency and resolutions of the company, demonstrating Developer has been duly authorized to enter into this Agreement and authorizing the person signing this Agreement to execute and deliver it to the City and to bind Developer to its terms.

C. No Violation or Default. Developer shall not be in violation of any of its governing documents or other contracts subject to this Agreement or of any other agreement between Developer and the City.

D. Insurance. Developer shall have delivered to the City certificates of all insurance required under this Agreement.

E. TID District. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

## VII. CONDITIONS PRECEDENT TO OBLIGATIONS OF DEVELOPER

The obligations of Developer under this Agreement are conditioned upon the following:

A. TID. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

B. Due Authorization. The City Council shall consent to the City entering into this Agreement and shall authorize the person(s) signing this Agreement to execute and deliver it to Developer and to bind the City to its terms. All actions required to authorize City to enter into this Agreement shall have been taken and evidence of such actions, including authorization of the person signing this Agreement on behalf of City shall have been provided to Developer.

C. City Obligations. The City ensuring that each of the following have been completed prior to the execution of this Agreement: (i) the City Council shall have approved this Agreement; and (ii) the City shall have created and approved the ALTA Survey Map for the Project;

## VIII. REPRESENTATIONS, WARRANTIES, AND COVENANTS

A. Developer represents and warrants to the City as follows:

1. No Material Change in Documents. All contract documents and agreements have been furnished to the City, as the case may be, and are true and correct and there has been no material change in any of the same.

2. No Material Change in Developer Operations. There has been no material change in the business operations of Developer since the date the Parties began negotiation to enter into this Agreement.

3. Compliance with Zoning. The Property, subject to the conditional use permit, now conforms and will continue to conform at all times and in all respects with applicable zoning and land division laws, rules, regulations and ordinances.

4. Payment. Developer shall pay for all work performed or materials furnished for the Project when and as the same become due and payable. Developer shall not suffer any construction or other involuntary lien to be imposed upon the Property, except for liens for claims to payment that are subject to a bona fide dispute, and, in that case, such liens shall be removed by Developer posting bond or other security, paying one hundred and twenty percent (120%) of the lien claimed into court, escrowing funds or promptly taking other steps to remove the lien of record. Developer shall pay all other obligations relating to the Project, including all creditors holding liens or mortgages against the Property when and as the same become due. Developer will pay all taxes and assessments levied against the Property when and as the same become due.

5. Certification of Facts. No statement of fact by Developer contained in this Agreement and no statement of fact furnished or to be furnished by Developer to the City pursuant to this Agreement contains or will contain any untrue statement of a material fact or omits or will omit to state a material fact necessary in order to make the statements herein or therein contained not misleading.

6. Good Standing. Developer is a limited liability company organized and existing in good standing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business.

7. Due Authorization. The execution, delivery and performance of this Agreement and all other agreements requested to be executed and delivered by Developer hereunder have been duly authorized by all necessary company action of Developer and constitute valid and binding obligations of Developer, in accordance with their terms, subject only to applicable bankruptcy, insolvency, reorganization, moratorium, general principles of equity, and other similar laws of general application affecting the enforceability of creditors' rights generally.

8. No Conflict. The execution, delivery, and performance of the obligations of Developer pursuant to this Agreement will not violate or conflict with the Articles of Organization or Operating Agreement of Developer or any indenture, instrument or material agreement by which Developer is bound, nor will the execution, delivery, or performance of obligations of Developer pursuant to this Agreement violate or conflict with any law applicable to Developer.

9. No Litigation. There is no litigation or proceeding pending or threatened against or affecting Developer or the Property that would adversely affect the Project, Developer or the priority or enforceability of this Agreement, the ability of Developer to complete the Project or the ability of Developer to perform its obligations under this Agreement.

10. No Default. No default, or event that with the giving of notice or lapse of time or both would be a default, exists under this Agreement, and Developer is not in default (beyond any applicable period of grace) of any of its obligations under any other material agreement or instrument to which Developer is a party or an obligor.

11. Compliance with Laws and Codes. The Project, when completed, will conform and comply in all respects with all applicable laws, rules, regulations and ordinances, including without limitation, all building codes and ordinances of the City. Developer will comply with, and will cause the Project to be in compliance with all applicable federal, state, local and other laws, rules, regulations and ordinances, including without limitation, all environmental laws, rules, regulations and ordinances.

12. Fees or Commissions. Neither the City shall be liable for any broker fees or commissions incurred by Developer in connection with the Property or any transactions contemplated by this Agreement.

13. No Objection to Property Assessment. Prior to termination of this Agreement, Developer shall not file an objection to real or personal property assessment as provided under §70.47(7)(a), Wis. Stats.

B. City represents and warrants to Developer as follows:

1. Due Authorization. The execution, delivery and performance of this Agreement and all other agreements requested to be executed and delivered by the City hereunder have been duly authorized by all necessary action of the City and constitute valid and binding obligations of the City,

2. No Litigation. Neither the City nor RDA has received no written notice of any litigation or proceeding pending or threatened against or affecting City or the Property that would adversely affect the Project, the City] or the priority or enforceability of this Agreement, or the ability of the City to perform its obligations under this Agreement.

3. No Conflict. The execution, delivery, and performance of the obligations of the City pursuant to this Agreement will not violate or conflict with any material agreement by which the City is bound, nor will the execution, delivery, or performance of obligations of the City pursuant to this Agreement violate or conflict with any law applicable to the City.

## IX. DEFAULT

A. Developer Default. Each of the following shall be an Event of Default by Developer:

1. Failure to Make Payment. Developer fails to make any payment required and such failure continues for a period of ten (10) days after its due date;

2. Failure to Abide by Other Terms. Developer fails to perform any other of its obligations under this Agreement and such failure continues for a period of thirty (30) days from the date of notice from the City; provided, however, if such cure cannot reasonably be accomplished within such thirty (30) days and the delay in cure does not materially impair the financial interests of the City, and if Developer promptly commences cure within the initial thirty (30) days and diligently pursues cure thereafter, Developer shall have a reasonable time, not to exceed sixty (60) days after the initial thirty (30) days, for a total of ninety (90) days to cure (unless otherwise agreed to in writing by the Parties);

3. Misrepresentation. Any representation or warranty of Developer in this Agreement or any agreement contemplated by this Agreement is untrue in any material respect;

4. Fraud and Other Illicit Behavior. Developer or any of its members is convicted of, pleads no contest to, or enters into any other agreement other than a dismissal with no conditions as to any allegation of:

    a) Fraud; or

    b) Indecent or illicit behavior that in the determination of the City would threaten the reputation of Developer or its ability to complete the Project according to the requirements of this Agreement;

5. Insolvency. Developer or any guarantor of the obligations of Developer hereunder is insolvent or becomes the subject of a petition in bankruptcy, a receivership, a composition or any other proceeding designed for the benefit of creditors generally that is not dismissed within sixty (60) days of the date of filing;

6. Involuntary Liens. Any lien is imposed upon the Property involuntarily due to the acts or omissions of Developer and such lien is not removed within sixty (60) days of it being imposed upon the Property.

B. Remedies Upon Default. In the event of the occurrence of an Event of Default by Developer, the City may in its discretion:

1. Withholding of TIF Payment. If an Event of Default occurs which remains uncured after any applicable cure period, the City may withhold annual TIF payments until the Event of Default is cured and, upon such cure, the TIF payments shall resume in full;

2. Offset and Recoupment. Offset or recoup against any amounts that may then or thereafter come due from the City to Developer, whether under this Agreement or otherwise, an amount of damages reasonably estimated by the City resulting from Developer's breach;

3. Specific Performance. Sue for specific performance;

4. Sue for Damages. Sue for all damages caused by the Event of Default;

5. Other Remedies. Pursue any other remedies available to the City at law or in equity;

6. Interest. Collect interest on all delinquent amounts at the rate of twelve percent (12%) per annum from the date such amount was due; and

7. Costs and Attorney Fees. Collect all costs and fees, including reasonable attorney fees incurred by the City, or either of them, by virtue of the Event of Default.

8. Termination. If all other reasonable courses of action and remedies available to the City have been exercised and no timely resolution is obtained, the City may terminate this Agreement without further notice to Developer.

C. City Default. Developer shall have all rights and remedies available under law or equity with respect to any failure of the City to perform their obligations under this Agreement, but only after providing the City notice of such default and a failure by the City to commence attempts to cure such default within the thirty (30)-day notice period. If the City, as appropriate, commences cure within the thirty (30)-day notice period and thereafter reasonably and continuously takes action to complete such cure (such cure period not to exceed ninety (90) days), unless otherwise agreed to in writing by the Parties, then the failure to perform shall not be an Event of Default.

D. Limitation of Damages. The foregoing notwithstanding, none of the Parties shall be liable to any other Party for any incidental, consequential, indirect, punitive or exemplary damages. All claims and damages asserted against the City shall be subject to statutory protections of municipalities and their officials and employees, including the immunity and limitations set forth in §893.80 Wis. Stats.

E. No Waiver. Any delay in instituting or prosecuting any actions or proceedings or otherwise asserting the rights granted in this Agreement, shall not operate as a waiver of such rights to, or deprive it of or limit such rights in any way, nor shall any waiver in fact made with respect to any specific default, be considered or treated as a waiver of any rights with respect to other defaults or with respect to the particular default except to the extent specifically waived in writing.

F. Remedies Cumulative. Except as expressly provided otherwise in this Agreement, the rights and remedies of the Parties to this Agreement, whether provided by law or by this Agreement, shall be cumulative, and the exercise by any Party of any one or more of such remedies shall not preclude the exercise of it, at the same or different times, of any other such remedies for any other default or breach by any other Party.

## X. TERMINATION

A. Date of Termination. This Agreement shall terminate upon the earliest of the date:

1. All Qualified Expenditures have been repaid in full by Tax Increment;

2. The City closes and terminates the TID;

3. The Wisconsin Department of Revenue fails to certify or revokes certification of all or any portion of the TID or the Property;

4. This Agreement is terminated because of an Event of Default as specifically set forth in Section IX. B. 8., above; or

5. The Parties agree in writing to terminate this Agreement.

B. TIF Payments termination. TIF payments shall terminate at the end of tax year 2042.

C. Survival of Certain Provisions. III.B.2.d., III. D., V. E., V. I., V. J., V.O.2, V.P., V. Q. 2., V. S., VI. A., VI. B., VI. C., VI. D., VI. E., VII. A., VII. B., VII. C., VIII. A., VIII. B, IX. A, IX. B., IX. C., IX. D., IX. E., IX. F., XI. B., XI. C., XI. G., XI .J., XI. M., XI. O., XI. P., and XI. R. shall survive the termination of this Agreement.

## XI. MISCELLANEOUS PROVISIONS

A. No Effect Until Executed. The terms of this Agreement shall have no force and effect unless and until this Agreement is executed by all Parties.

B. Assignment. Developer may not assign its rights under this Agreement without the express prior written consent of the City, until the obligations of the Developer under Section III hereof are fully performed and satisfied. Thereafter, this Agreement may be assigned by Developer only upon the prior, written consent of the City, which shall not be unreasonably withheld.

C. Nondiscrimination. In the performance of work under this Agreement, Developer shall not discriminate against any employee or applicant for employment nor shall the Property or any portion thereof be sold to, leased or used by any Party in any manner to permit discrimination or restriction on the basis of the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender (including pregnancy), gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law. Retaliation is also prohibited. The construction and operation of the Property shall be in compliance with all effective laws, ordinances and regulations relating to discrimination on any of the foregoing grounds.

D. No Personal Liability. Under no circumstances shall any trustee, officer, official, commissioner, director, member, partner or employee of the City have any personal liability arising out of this Agreement, and Developer shall not seek or claim any such personal liability.

E. No Personal Interest of Public Employee. No official or employee of the City shall have any personal interest in this Agreement, nor shall any such person voluntarily acquire any ownership interest, direct or indirect, in the legal entities that are Parties to this Agreement. No official or employee of the City shall be personally liable to Developer or any successor in interest, in the event of any default or breach by the City, or for any amount that becomes due to the Developer or its successors under this Agreement.

F. Relationship of Parties. The City is not a partner or joint venturer with Developer in the Project or otherwise. Under no circumstances shall the City be liable for any of the obligations of Developer under this Agreement or otherwise. There are no third-party beneficiaries of this Agreement.

G. Force Majeure. No Party shall be responsible to any other Party for any resulting losses and it shall not be a default hereunder if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, acts of God, adverse weather conditions, legally required environmental remedial actions, industry-wide shortage of materials, or by any other cause not within the control of the Party whose performance was interfered with, and which exercise of reasonable diligence, such Party is unable to prevent, whether of the class of causes herein above enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause. The foregoing notwithstanding, a Force Majeure event may not be used to avoid an Event of Default if the delay caused by the Force Majeure event exceeds ninety (90) days from the date the event occurred.

H. Parties and Survival of Agreement. Except as otherwise expressly provided herein, this Agreement is made solely for the benefit of the Parties hereto and no other person, partnership, association or corporation shall acquire or have any rights hereunder or by virtue hereof. All representations and agreements in this Agreement shall remain operative and in full force and effect until fulfilled and shall survive the closing.

I. Time. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth herein. In the event this Agreement is not executed by both Parties prior to June 1, 2025, any and all approvals granted pursuant hereto or in conjunction herein by the City which are contemplated as part of this Agreement shall automatically expire.

J. Notices. All notices, demands, certificates or other communications under this Agreement shall be given in writing and shall be considered given:

1. Upon receipt if sent via electronic mail (e-mail) or facsimile; or

2. Upon receipt if hand-delivered to the Party or person intended; or

3. One (1) business day after deposit with a nationally-recognized overnight commercial courier service, air bill pre-paid; or

4. Three (3) business days after deposit in the United States Postal Service (USPS), postage prepaid, by certified mail, return receipt requested.

All correspondence shall be addressed by name and address to the Party or person intended as follows:

To the City:
City of Green Bay
Attn: City Clerk
100 North Jefferson Street
Green Bay, WI 54301
e-mail: celestine.jeffreys@greenbaywi.gov
facsimile: 920-448-3010

To the Developer /:
WE Hoban
Hoban Real Estate, LLC
W.E. Hoban Company
Attn: William M. Hoban
1341 State Street
Green Bay, WI 54304
e-mail: bhoban@chforging.com

With a copy to:
Law Firm of Conway, Olejniczak & Jerry, S.C.
Attn: Attorney James M. Ledvina
231 South Adams Street
Green Bay, WI 54301
e-mail: jml@lcojlaw.com
facsimile: 920-437-2868

The foregoing addresses shall be presumed to be correct until notice of a different address is given according to this Section.

K. Governing Law. The laws of the State of Wisconsin shall govern this Agreement.

L. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any of the provisions of this Agreement.

M. Execution in Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signature thereto and hereto were upon the same instrument. Electronic, facsimile and photocopy signatures shall have the same effect as original signatures.

N. Severability. If any provision of this Agreement shall be determined to be unenforceable as applied in any particular case or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstance shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained unenforceable to any extent whatever.

O. Recording of Agreement. The City may record this Development Agreement or a Memorandum of this Agreement with the Register of Deeds for Brown County, Wisconsin. Upon request of the City, Developer shall execute and deliver to the City any such Memorandum or any other document in connection with such recording.

P. Priority Over Subsequent Liens. This Agreement shall run with the land and shall be binding upon and inure to the benefit of the Parties and their heirs, successors and assigns. As such, the current and all future owners of the Property shall be subject to all of the obligations stated herein. Developer warrants and represents that there will not be any mortgage or any other lien against the Property at the time this Development Agreement is recorded other than mortgages for the purchase of the Property and to finance costs of constructing the Project. This Development Agreement shall have precedence and shall take priority over any mortgage, lien or other encumbrance that may be recorded against the Property (or any portion thereof) after the recording of this Development Agreement (or Memorandum thereof).

Q. No Construction Against Drafter. This Agreement is a product of the negotiation and drafting of attorneys for the Parties, and, as such, the rule of construing ambiguous contracts against the drafter shall not apply to this Agreement.

R. Venue. The venue for any proceeding involving the negotiation, drafting, interpretation or enforcement of this Agreement shall be the circuit court for Brown County, Wisconsin, all other venues being inappropriate for any such proceeding.

S. Due Authority. Developer shall provide to the City a copy of the Statement of Authority for Limited Liability Company on file with the State of Wisconsin Department of Financial Institutions.

[Signature pages follow]

**Signature page 1 of 3**

**IN WITNESS WHEREOF**, the Parties to this Agreement have caused this instrument to be signed by duly authorized representatives of Developer, City as of the day and year first written above.

**DEVELOPER:**
**HOBAN REAL ESTATE, LLC**
**By: W.E HOBAN COMPANY, its Manager**

By: _____
William M. Hoban, its President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named William M. Hoban on behalf of W.E. Hoban Company, the Manager of HOBAN REAL ESTATE, LLC, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 2 of 3**

THE CITY OF GREEN BAY, W.E. HOBAN COMPANY AND HOBAN REAL ESTATE, LLC

**THE CITY OF GREEN BAY**

By: _____
Eric Genrich, Mayor

By: _____
Celestine Jeffreys, Clerk

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named Eric Genrich and Celestine Jeffreys, on behalf of the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 3 of 3**

THE CITY OF GREEN BAY, W.E. HOBAN COMPANY AND HOBAN REAL ESTATE, LLC

**WE HOBAN**
**W.E HOBAN COMPANY**

By: _____
William M. Hoban, its President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named William M. Hoban on behalf of W.E. Hoban Company, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

EXHIBIT A
Property Map

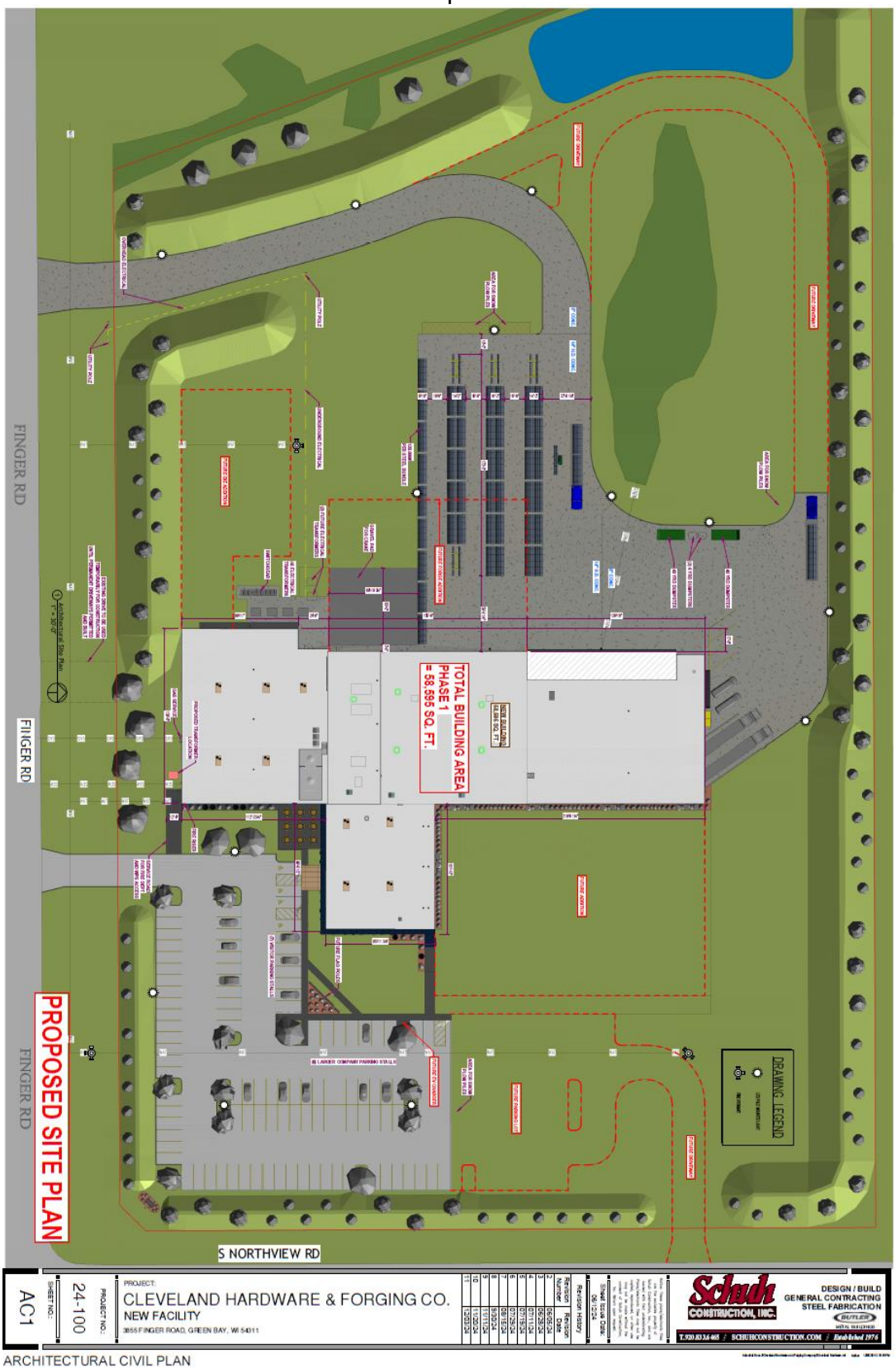
EXHIBIT B
Legal Description

Lot Two (2) of Certified Survey Maps No. 9499, Document No. 3012277, being part of Southeast Quarter of the Southeast Quarter (SE 1/4 of the SE 1/4), of Section One (1), Township Twenty-three (23) North, Range Twenty-one (21) East, City of Green Bay, Brown County, Wisconsin.

**Property Address:** 3855 Finger Road, Green Bay, WI 54311

**Tax Key No:** 21-24

EXHIBIT C
Concept Plan




ARCHITECTURAL CIVIL PLAN

Exhibit D
Planning Option

[See Attached]

# EXHIBIT D

## PLANNING OPTION AGREEMENT
## 1341 SOUTH STATE STREET

## PARCEL 1-137

This Planning Option Agreement (the "Agreement") is made this _____ day of _____, 2025, by and between THE CITY OF GREEN BAY, a Wisconsin municipal corporation ("City"), and W. E. HOBAN COMPANY F/K/A CLEVELAND HARDWARE AND FORGING COMPANY, a Wisconsin corporation ("W.E. Hoban").

RECITALS

A. W.E. Hoban owns real property, identified for real estate tax purposes and address as:

| Tax Parcel | Address | Acres |
|---|---|---|
| 1-137 | 1341 South Street. Green Bay, Wisconsin | 11.676 |

B. The parcels listed above shall be referred to as the "Property." The Property comprises approximately 11.676 acres of land. A legal description of the Property is herein attached as EXHIBIT A.

C. City has requested a Planning Option to allow time to complete all due diligence necessary to determine the City's physical and financial feasibility of purchasing the Property, which may include environmental assessments (including but not limited to Phase 1 and Phase 2 studies) as well as securing financing.

D. W.E. Homan desires to negotiate the sale of the Property with the City.

NOW, THEREFORE, for good and valuable consideration, the parties mutually agree, and state as follows:

A. W.E. Hoban hereby grants to City an exclusive Planning Option for the Property for a term commencing as of the date set forth above and expiring on May 5, 2025 (the "Planning Option Term"). The Planning Option is required in order for the City to complete all of its due diligence necessary to determine the physical and financial feasibility of purchasing the Property. The Planning Option Term may be extended by mutual written agreement of the parties.

B. To secure the Planning Option as set forth in this Agreement, City shall pay W.E. Hoban a payment in the amount of one dollar ($1.00).

C. W.E. Hoban, during the Planning Option Term or any extension thereof, shall pledge that the Property shall not be conveyed to any other legal entity and hereby agrees to grant to the City exclusive negotiating rights for the purchase of the Property during the Planning Option Term or any extension thereof.

D. W.E. Hoban hereby grants to City full access to the site for purposes of completing due diligence including, but not limited to, soil testing, engineering analysis, inspection and other needs for ingress and egress upon the land. City shall return the Property to the condition it was in prior to the City's tests.

E. W.E. Hoban shall make available all known environmental reports and activity upon the Property. By entering into this Agreement, the City in no way assumes any responsibility or liability for site remediation.

F. During the Planning Option Term and upon determination of the feasibility of the Property acquisition, the parties shall work in good faith to negotiate and execute a Purchase and Sale Agreement, and any other associated documentation, that shall provide for the acquisition of the Property by the City. Such Purchase and Sale Agreement is subject to the approval of the City of Green Bay Common Council and or the Green Bay Redevelopment Authority.

G. If the parties agree upon and execute a Purchase and Sale Agreement for the Property prior to the expiration of the Planning Option Term, W.E. Hoban shall convey the Property to the City in accordance with the terms and conditions of the Purchase and Sale Agreement, and any associated documentation.

H. If a Purchase and Sale Agreement is not agreed to by the parties prior to the expiration of the Planning Option Term, and no extension has been agreed to by the parties, this Agreement shall terminate and neither party shall have any further obligations or liability to the other party.

I. The parties shall pay all of their own legal fees, third party fees, customary closing costs and other costs related to this Agreement, the Purchase and Sale Agreement, and any sale associated with this Agreement.

J. This Agreement may be signed in any number of counterparts with the same effect as if the signature thereto and hereto were upon the same instrument. Electronic, facsimile and photocopy signatures shall have the same effect as original signatures.

[Signature pages follow]

**IN WITNESS WHEREOF**, the parties to this Agreement have caused this instrument to be signed by duly authorized representatives of W.E. Hoban and City as of the day and year first written above.

**THE CITY OF GREEN BAY**

By: _____
Eric Genrich, Mayor

By: _____
Celestine Jeffreys, Clerk

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____, 2025 the above named Eric Genrich, Mayor and Celestine Jeffreys, Clerk, for the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____County, Wisconsin
My Commission Expires _____

**IN WITNESS WHEREOF**, the parties to this Agreement have caused this instrument to be signed by duly authorized representatives of W.E. Hoban and City as of the day and year first written above.

**W.E. HOBAN COMPANY**

By: _____
William M. Hoban, its President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____, 2025, the above named William M. Hoban, President of W.E. Hoban Company, a Wisconsin corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____County, Wisconsin
My Commission Expires _____

EXHIBIT A

Legal Description

That part of Private Claims 7 and 8, West side of Fox River, in the City of Green Bay, Brown County, Wisconsin, described as follows:
Commencing at the intersection of the East line of State Street and its intersection with the center line of Ninth Street, being the Southwest corner of that certain tract of land described in a deed from Green Bay Box & Lumber Company to Wm. J. Hess, as recorded in the office of the Register of Deeds in and for Brown County, Wisconsin on November 1, 1911 in Volume 122 of Deeds, on Page 148; thence running Easterly along the South boundary line of said tract, being the South line of Private Claim No. 8, West side of Fox River, 158.3 feet; thence running Northerly at right angles to said last named line 360 feet; thence running Westerly parallel to said Southerly line 158.3 feet to the East line of State Street; thence running Southerly along the East line of State Street 360 feet to the place of beginning;

AND

That part of Private Claims 7 and 8, West side of Fox River, in the City of Green Bay, Brown County, Wisconsin, described as follows:
All that part of Private claims 7 and 8, West side of Fox River, bounded on the North by the South line of Eighth Street extended to the channel of the Fox River; on the East by the channel of the Fox River, on the South by the center line of Ninth Street extended to the channel of the Fox River and on the West by State Street, EXCEPTING THEREFROM that portion thereof described in Volume 338, Page 508 as Document No. 518646, and further EXCEPTING THEREFROM any portion thereof used and/or previously conveyed for road purposes.

Tax Parcel No. 1-1371
Commonly known as 1341 State Street, Green Bay, WI

**DEVELOPMENT AGREEMENT 2025-01**

**HOBAN REAL ESTATE, LLC**

This Development Agreement is made this 5th day of March, 2025, by and among THE CITY OF GREEN BAY, a Wisconsin municipal corporation ("City"), HOBAN REAL ESTATE, LLC, a Wisconsin limited liability company ("Developer"), and W.E. HOBAN COMPANY F/K/A CLEVELAND HARDWARE AND FORGING COMPANY, a Wisconsin corporation ("WE HOBAN"). The City, Developer and WE Hoban are each referred to herein as "Party" and collectively, as the "Parties".

RECITALS

A. Developer has proposed to acquire and develop certain real property, identified for real estate tax purposes and address as:

| Tax Parcel | Address | Acres | Assessed Value |
|---|---|---|---|
| 21-24 | 3855 Finger Road | 12.70 | $0 |

B. The parcel listed above, shall be referred to as the "Property." The Property comprises approximately twelve and seven tenths (12.70) acres of land. A map of the Property is herein attached as EXHIBIT A; a legal description of the Property is herein attached as EXHIBIT B.

C. Developer intends to complete a Project, which includes the construction of an industrial forge building with approximately fifty-eight thousand (58,000) square feet of usable space with office, warehouse, and industrial uses (collectively the "Project"). The Project improvements are shown on a Concept Plan, which is herein attached as EXHIBIT C.

D. As of January 1, 2025, the Property has an aggregate assessed value of $0, which based on the assessed tax rates in effect as of January 1, 2025, the Property yields approximately:

   1. $0.00 in total real estate taxes annually (assessed mill rate of $19.92);

   2. $0.00 in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

E. Upon completion of the Project, the City estimates the aggregate assessed property value of the Property will be approximately ten million dollars ($10,000,000.00), which is anticipated to yield approximately:

   1. One hundred ninety-nine thousand two hundred dollars ($199,200.00) in total real estate taxes annually (assessed mill rate of $19.92); and

   2. Eighty-one thousand two hundred dollars ($81,200.00) in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

   The City Assessor or their designee may not use this Agreement or any provisions herein as the sole basis to determine the value of the Project.

F. Pursuant to the provisions of §66.1105, Wis. Stats. (the "Tax Increment Law"), the City has included the Property within Tax Increment District 25 ("TID 25" or the "TID"), which will provide part of the financing for certain costs of the Project.

G. Developer has requested Tax Incremental Finance ("TIF") assistance from the City with regard to certain expenses, including, but not limited to clearing of land; construction of new buildings; or the construction of infrastructure, which will constitute qualified expenditures for which TIF assistance may be afforded Developer.

H. The City desire to have Developer perform the Project in order to generate economic activity and tax base for the community consistent with the City Comprehensive Plan.

I. In order to induce Developer to undertake the Project, such that it will generate job opportunities for individuals of all ages, abilities, and incomes; build new structures with high-performance designs, systems, and finishes; create a significantly higher per acre property value than nearby properties and the City average; generate property taxes greater than the cost of providing infrastructure and services; enhance the physical landscape; facilitate the expansion of additional industrial land uses; and the public will generally benefit, the City has agreed to provide assistance to Developer as provided by this Agreement, all in accordance with the terms and conditions of this Agreement.

J. The Parties to this Agreement acknowledge and agree that (i) Developer shall hold title to the Property solely because the Property is being "parked" with Developer in connection with a tax-deferred exchange; (ii) for a period of one hundred eighty (180) days after Developer acquires the Property (the "Exchange Period"), WE Hoban shall have the contractual right to act as the Developer's manager pursuant to the Developer's Operating Agreement and construction manager pursuant to a Construction Management Agreement by and between Developer and WE Hoban; (iii) upon the expiration of the Exchange Period, First American Exchange Company, LLC ("First American"), as the sole member of Developer and pursuant to a Qualified Exchange Accommodation Agreement by and between First American and WE Hoban, shall transfer all of its ownership interests in Developer to WE Hoban, thus making WE Hoban the sole member of Developer; (iv) the liability of First American hereunder shall be limited to its ownership interests in the Developer; (v) neither First American nor any members, employees or affiliates of First American shall have any personal liability hereunder; and (vi) upon First American's transfer of its ownership interests in Developer to WE Hoban, First American shall be released from all liability and obligations under this Agreement, if any. For clarification, First American's interest in the Property is for the sole purpose of facilitating the tax-deffered exchange for the Developer and shall have no authority or rights under this Development Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

## I. PURPOSE

A. Incorporation of Proceedings, Exhibits, and Recitals. All motions adopted, approvals granted, minutes documenting such motions and approvals, and plans and specifications submitted in conjunction with any and all approvals as granted by the City or RDA, including but not limited to adopted or approved plans or specifications on file with the City or RDA, along with all of the Recitals set forth above, shall be incorporated into this Agreement by reference, upon attachment, or upon consent by amendment if necessary if not referenced or attached at the time of execution of this Agreement.

B. Implementation Schedule. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth and/or incorporated herein. Any material modification or deviation from an approved schedule described in this Agreement shall occur only upon approval of the City, with any such approvals required to be in writing as an amendment to this Agreement, and which approvals shall not be unreasonably withheld. City shall cooperate and act promptly with respect to any and all permits or approvals necessary for completion of the Project. Notwithstanding the above, this Agreement shall not limit the discretion of the City, or any of its duly appointed and authorized governing bodies, boards or entities, in approving or rejecting any aspect of the Project or improvements contemplated on or about the Property.

C. Entire Agreement. This writing including all Exhibits hereto, and the other documents and agreements referenced herein, constitutes the entire Agreement between the Parties hereto in respect to the Project and all prior letters of intent or offers, if any, are hereby terminated. This Agreement shall be deemed to include and incorporate such minutes, approvals, plans, and specifications, as referenced in this Agreement, and in the event of a conflict between this Agreement and any action of the City or RDA, granting approvals or conditions attendant with such approval, the terms of this Agreement shall be deemed controlling and the City will take the necessary action to amend any conflicting approvals or conditions.

D. Purpose of the Agreement. In order to cause the Project to occur and to induce Developer to undertake the Project, to promote community development, industry and job creation and to expand and enhance the tax base within the City, the City intends to provide the TIF Incentives as set forth in this Agreement. The City intends to recover its costs through the Available Tax Increment generated by the Property. The Parties intend to enter into this Agreement to record the understandings and undertakings of the Parties and to provide a framework within which the Project may proceed.

## II. DEFINITIONS; EXHIBITS

Whenever in this Agreement a pronoun is used it shall be construed to represent either the singular or the plural, masculine or feminine, as the case shall demand. As used in this Agreement, the following terms, when having an initial capital letter, shall have the following meanings:

A. "Agreement" means this Development Agreement by and among the City, WE Hoban and Developer, as amended and supplemented from time to time.

B. "Annual Assessed Value" means the assessed value of the Private Improvements and the Property, as defined in this Agreement, as of January 1 of any calendar year.

C. "Available Tax Increment" means the amount of Tax Increment (as defined below) actually received by the City generated by any increase of value of the Property above the base value and attributable to development within a tax incremental finance district, during the twelve (12) month period preceding a payment date, that has not been previously used to make payment on bonds or other obligations as determined by the City. The amount of Available Tax Increment may fluctuate based on variations in the property valuations, tax rate, depreciation and other independent factors.

D. "Base Value" means the aggregate assessed value of the Property when the TID was created, which shall be Zero Dollars ($0.00).

E. "City" means the City of Green Bay, Brown County, Wisconsin.

F. "Concept Plan" means the plan for the Project, a copy of which is attached as EXHIBIT C and which is subject to such changes as Developer, the City may propose and the City may accept in its sole discretion.

G. "Developer" means HOBAN REAL ESTATE, LLC, or any assignee of the same.

H. "Exhibits" mean the supplementary reference information attached to this Development Agreement that shall include the following:

1. Exhibit A – Map of the Property
2. Exhibit B – Legal Description of the Property
3. Exhibit C – Concept Plan
4. ~~Exhibit D – Planning Option~~

I. "Future Project" means any Private Improvements that will be constructed in the future not specifically detailed in this Agreement.

J. "Plans and Specifications" means the plans and specifications developed for the Project.

K. "Private Improvements" means the improvements to be constructed on the Property that are not Public Improvements.

L. "Project" means the Project as defined in the Recitals.

M. "Public Art" means art that shall be accessible to the public, and includes all forms of original creations of visual art, conceived in any medium, material, or combination thereof, including paintings, drawings, stained glass, and murals in any media; statues, bas relief, mobile, kinetic, electronic, neon, or other sculptures; environmental artworks; fountains, arches or other structures intended for ornament; integrated and functional architectural elements of a structure; video and other media-based works; inscriptions, fiber works, carvings, mosaics, photographs, drawings, collages, textile works and prints; crafts, both decorative and utilitarian in clay, fiber, wood, metal, glass, stone, plastic and other materials; artist-designed public spaces and functional elements which are either a part of a larger project or a separate entity in and of itself.

N. "Public Improvements" means the infrastructure improvements in connection with the Project that will ultimately be dedicated for public service, including, without limitation:

1. road, pedestrian, and bicycle improvements; and
2. sanitary sewer, storm sewer, and potable water and wastewater mains and laterals, and storm water management facilities; and
3. telephone, high-speed cable, and related technology infrastructure not operated by the City; and
4. natural gas, electrical power, and other public utilities not operated by the City; and
5. any related engineering, grading, erosion control, and landscaping; and

6. any related land acquisitions and anticipated and intentional corrections to adjacent property affected by the public improvements, including grading.

O. "Qualified Expenditures" means any expenditures of Developer for the Project that are eligible for TIF Incentives as defined in Section III. B. 4., below.

P. "RDA" means the Redevelopment Authority of the City of Green Bay.

Q. "Special Assessment" means any special assessment levied against the Property by the City under §66.0701-0733, Wis. Stats., the City Code of Ordinances and this Agreement.

R. "Special Charge" means any special charge levied against the Property by the City under §66.0627, Wis. Stats., the City Code of Ordinances and this Agreement.

S. "Tax Increment" means that amount obtained by multiplying the total county, city, school and other local general property taxes levied on all taxable property within a TID in a year by a fraction having as a numerator the value increment for that year in the district and as a denominator that year's equalized value of all taxable property in the TID.

T. "TID" means Tax Increment District Twenty-Five ("TID 25" or the "TID"), of the City of Green Bay, which has been established and is in good standing by the City of Green Bay, Wisconsin. The City created TID 25 in 2022; TID 25 terminates in 2042.

U. "TIF" means Tax Increment Financing, as described in Section III below and in particular, Tax Increment Financing relating to the TID.

V. "TIF Incentive" means the incentive as set forth in Section III of this Agreement including specifically the Tax Incentive Cap.

## III. TAX INCREMENT FINANCING AND INCENTIVES

A. Qualification for TIF. Developer shall demonstrate to the satisfaction of City a need for TIF, with such determination to be made according to the "but for" test, that is, that but for the City providing TIF, the Project would not happen. At the request of the City, Developer shall provide an independent analysis from a consultant expert in TIF to justify to the satisfaction of the City the Developer's qualification and need for TIF, both in terms of Qualified Expenditures and the amount of money to be paid to Developer.

B. Nature of TIF Incentive. The TIF Incentive available to Developer under this Agreement shall be defined as the following:

1. Property Transfer – 3855 Finger Road.

   a) The City shall convey the Property, excluding all City right-of way, to the Developer by March 14~~15~~, 2025 via special warranty deed for the sum of ~~one~~ five hundred seventy one thousand dollars ($571,000~~1~~.00) payable via a zero-interest seller financed note from the City with a maturity date of no later than August 31, 2025.

   b) The deadline for conveyance of the Property may be extended at the request of the Developer based on Developer's closing of financing for the project but shall be completed by no later than December 31, 2025.

c) The City shall provide a copy of any existing title work for the Property to the Developer within ten (10) business days of execution of this Agreement. City's licensed and insured title company will execute to Developer and/or it's assignee an owner's policy. City will pay all costs of providing such title insurance, including costs for a GAP endorsement and special assessment letter. Title insurance shall be provided in a policy amount at the currently assessed value of the Property if it were taxable today, eight hundred thousand and 00/100 dollars ($800,000.00). Any additional title work will be completed by the Developer's selected title company at Developer's expense.

d) The City will pay at closing all legally required transfer taxes, including the Wisconsin Real Estate Transfer Fee. Developer will pay all recording fees arising in connection with the closing, except those required to be recorded to cause title to the Property to be delivered in accordance with this Agreement. Each Party will otherwise pay all other costs and expenses incurred by them, respectively, including without limitation any engineering, legal, accounting, survey and/or other professional fees.

e) The Parties acknowledge that prior to the transfer described herein, the Property is and has been owned by the City, and as such is and has been exempt from real property taxes and has had no special assessments levied against it.

f) At the City's sole cost and prior to the closing, the City shall prepare and provide to Developer an ALTA survey of the Property.

g) Prior to conveyance of the Property, the City shall provide Developer access to the Property site for purposes of Developer conducting its due diligence for the site. The Developer shall provide 48-hour notice to any such activities to the Community & Economic Development Director.

~~h) Upon execution of this Agreement, Developer shall grant to and execute with the City, a 60- day planning option to negotiate the acquisition of Tax Parcel 1-1371, commonly known as 1341 South State Street, Green Bay, Wisconsin ("State Street "Property"), attached hereto and made a part hereof as Exhibit D.~~

h) The Parties acknowledge that no of the Party has engaged a broker, finder, agent or other intermediary with respect to the proposed sale of the Property; and no third party shall earn or become entitled to receive a fee or other consideration from any of the Parties.

2. Property Transfer – 1341 State Street. The Developer shall convey to the City, Tax Parcel 1-1371, commonly known as 1341 State Street, Green Bay, Wisconsin ("State Street Property") via special warranty deed no later than 180 days after the Property is conveyed to the Developer, and in any event no later than August 31, 2025 pursuant to a separate purchase and sale agreement which shall be executed between the Developer and City with the following terms:

a) For a purchase price of ,two million eight hundred twenty one thousand dollars ($2,821,000.00), with an owner's policy of title insurance at the time of conveyance.

b) The Developer shall provide a copy of any existing title work for the State Street Property to the City. Developer's licensed and insured title company will execute to City an owner's policy. Developer will pay all costs of providing such title insurance,

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including costs for a GAP endorsement and special assessment letter. Title insurance policy shall be for the value of the purchase price of the State Street Property. Any additional title work will be completed by the City's selected title company at City's expense.

c) The purchase and sale agreement shall also provide for a lease back provision where in the City shall lease the State Street Property to Developer with the following terms:

(I) A lease term of ten (10) years to allow for Developer's phase out of its operations and use, with a provision for the Developer's early termination with no-penalty.

(II) The City may provide written notice to Developer to terminate no earlier and no later than two (2) years before the expiration of the initial term of the lease. During the initial term, City shall maintain an option for development of portions of the State Street Property which are not occupied or utilized by the Developer, provide that City's activities shall not interfere with Developer's operations.

(III) In the event that the City does not provide notice to terminate at Year 8, Developer shall have an automatic auto-renewal provision for a term extension of an additional 6 years.

(IV) Lease payments shall be as follows for the initial term as well as the extension term if applicable:

| | | |
|---|---|---|
| Year 1 | $18,129.00 | Escalator for future years |
| Year 2 | $18,492.00 | 2% |
| Year 3 | $18,861.00 | 2% |
| Year 4 | $19,239.00 | 2% |
| Year 5 | $19,623.00 | 2% |
| Year 6 | $21,586.00 | 10% |
| Year 7 | $23,744.00 | 10% |
| Year 8 | $26,119.00 | 10% |
| Year 9 | $28,731.00 | 10% |
| Year 10 | $31,604.00 | 10% |
| Year 11 | $34,764.0 | 10% |
| Year 12 | $38,240.00 | 10% |
| Year 13 | $42,065.00 | 10% |
| Year 14 | $46,271.00 | 10% |
| Year 15 | $50,898.00 | 10% |



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Year 16 $55.988.00 10%

(V) The City acknowledges and agrees that such lease shall be a triple net lease wherein the Developer shall for all the property's expenses in addition to the rent including maintenance, insurance, and utilities, excluding however, the property taxes for the parcel.

d) The Developer's obligation to convey the State Street Property shall be contingent upon the City securing necessary financing for the purchase and upon acceptable results of a Phase 2 environmental site assessment supporting the redevelopment for industrial and or commercial uses.

~~i)~~

~~2.~~3. PAYGo Reimbursement. The City shall provide an additional TIF Incentive as a pay-as-you-go (PAYGo) obligation of the City, which is further defined as follows:

a) In order to qualify for the PAYGo reimbursement, the Developer guarantees that the Property shall have a minimum assessed value of no less than ten million dollars ($10,000,000) on or before January 1, 2027 (the "Minimum Assessed Value").

b) Other than the costs which are the responsibility of the City, as explicitly set forth herein, the Developer shall be responsible to incur and pay all of the upfront costs of the Project and, to the extent TID revenues are sufficient to the limits of the TID and this Agreement, Qualified Expenditures shall be reimbursed to Developer.

c) Assessed value of the Property shall be determined on January 1 of each tax year and shall be compared to the assessed value of the Property as of January 1 of the year in which construction commenced. The difference in assessed values shall be known as the Incremental Property Value.

d) Incremental Property Value multiplied by the assessed mill rate shall be known as the Available TIF Increment.

e) Developer shall not be entitled to any TIF Increment unless the aggregate assessed Property value meets or exceeds the Minimum Assessed Value on or before January 1, 2027. Upon reaching this threshold, Available TIF Increment shall be distributed as follows:

(I) From January 1, 2027 until December 31, 2031, the City shall make available ninety-five percent (95%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(II) From January 1, 2032 until December 31, 2034, the City shall make available ninety percent (90%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(III) From January 1, 2035 until December 31, 2036, the City shall make available eighty-five percent (85%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

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(IV) From January 1, 2037 until December 31, 2039, the City shall make available eighty percent (80%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(V) From January 1, 2040 until the termination of the Tax Increment District, the City shall make available seventy-five percent (75%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

Upon reaching The Minimum Assessed Value, the City shall pay the percentages of the total Available TIF Increment, as set forth, above, to the Developer on an annual basis after property taxes are paid in full for the Property. For avoidance of doubt, if the aggregate assessed Property value exceeds the Minimum Assessed Value, Developer shall be entitled to the percentages set forth, above, of the total Available TIF Increment generated by such assessment, which may be above and beyond the Minimum Assessed Value, without limitation, but subject to the Tax Incentive Cap.

f) PAYGo Reimbursement payments will be payable to Developer in the year following the year of the TIF Increment determination, after Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Property for the previous year. For example, if the first occupancy permit is issued on September 1, 2026, the TIF Increment would be determined as of January 1, 2027 and the PAYGo reimbursement would first be payable in 2028.

g) Notwithstanding the forgoing, in the event that ~~(i) the partial assessment of the Project for 2026 meets or exceeds the Minimum Assessed Value; (ii)~~ the occupancy permit for the Project is issued in 2026; ~~and~~ AND ~~(iii)~~ Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Property for 2026 (the "2026 PAYgo Thresholds"), the City shall pay ninety-five percent (95%) of the 2026 TIF Increment to Developer in 2027 and the dates set forth in Section III. B. ~~3~~2. e), above shall be decreased by one (1) year. For example, the dates in Section III. B. ~~3~~2. e) (I) shall be January 1, 2026 until December 31, 2030. For the avoidance of doubt, if the Project does not meet the 2026 PAYGo Thresholds, the TIF Increment would be determined as of January 1, 2027, the first PAYGo reimbursement would be payable in 2028 and the dates set forth in Section III. B. ~~3~~2. e) would remain as set forth, above. Nonetheless, in the event the 2026 PAYgo Thresholds are met, the Project must meet or exceed the Minimum Assessed Value no later than January 1, 2027 in order for the Developer to receive PAYGo reimbursements payable in 2028 and according to the dates set forth in Section III.B.3.e).

~~g)~~

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~~4.~~5. Qualified Expenditures. Qualified Expenditure payments shall be disbursed in the following priority, and only fund:

a) Public Improvements, as defined in Section II.N., and environmental remediation, and asbestos abatement as required by State and Federal law; then

b) "Private Improvements" specifically approved by the City as stated in Section IV; then

c) Any other activity specifically approved by the City.

~~5.~~6. Assignment. Developer may assign any of its payment rights hereunder to any future purchaser or developer of any part of the Property upon approval of the City, which approval shall not be unreasonably withheld. Except as explicitly set forth herein, the City shall be obligated only to disburse TIF Incentives to the party with whom the City has an agreement. It shall be incumbent upon Developer to enter into a separate agreement with any third parties if it intends to assign its payment rights hereunder, or seek either reimbursement or allocation of any Incremental Property Value and guaranteed aggregate assessed value generated by any third-party purchaser and/or developer of any part of the Property.

C. Limitations. The TIF Incentive available to Developer for the Project is limited as follows:

1. Monetary Limitation. The TIF Incentive from 2027 to 2031 shall not exceed ninety-five percent (95%) of the Available Tax Increment for the Property. The TIF Incentive from 2032 to 2034 shall not exceed ninety percent (90%) of the Available Tax Increment for the Property. The TIF Incentive from 2035 to 2036 shall not exceed eighty-five percent (85%) of the Available Tax Increment for the Property. The TIF Incentive from 2037 to 2039 shall not exceed eighty percent (80%) of the Available Tax Increment for the Property. The TIF Incentive from 2040 to the termination of the TID shall not exceed seventy-five percent (75%) of the Available Tax Increment for the Property.

2. Tax Incentive Cap. The City shall not be obligated to pay TIF Incentive in excess of the total amount of Qualified Expenses incurred and paid by Developer (the "Tax incentive Cap").

3. Tax Receipts Limitation. Only the Available Tax Increment actually received by the City, and no other property, revenue, or asset of the City, shall be used to pay such amounts.

4. Temporal Limitation. Provided Developer qualifies for TIF Incentive and provides adequate proof to the City that Developer has incurred and paid Qualified Expenditures, an provided Developer and all transferees have paid the real estate taxes and any Special Assessments and Special Charges in full for the previous tax year by July 31, TIF Incentive payments shall be made on or before September 1 of each year; provided, however, in no event shall TIF Incentive payments continue after the earlier of the termination date of the TID or the termination of this Agreement if before the termination of the TID.

D. No General Obligation of City. The City's obligation to make TIF Incentive payments shall be a special and limited obligation only and shall not be considered a general obligation of the City, and neither the full faith and credit nor the taxing powers of the City are pledged to the payment of such amounts. The City shall take no action to dissolve the TID before payment of all TIF Incentive payments due to the Developer, subject to the provisions of this Agreement. In no circumstances shall amounts to be paid Developer hereunder be considered an indebtedness of the City, and the obligation of the City hereunder is limited to the Available Tax Increment appropriated and received by the City. Amounts due hereunder shall not count against the City's constitutional debt limitation, and no taxes will be levied for its payment or pledged to its payment other than from the Available Tax Increment.

E. Other Grants and Credits. The City, as appropriate and in its sole discretion, may also apply for such other grants and credits in regard to the Project as they shall deem appropriate for the benefit of the Project and as may be required to achieve necessary financing for the Project, provided, however, the City makes no representations or warranties about the availability of such grants and credits or whether any such grants or credits that may be available will be awarded.

## IV. OTHER OBLIGATIONS OF THE CITY

A. Public Utilities. At its sole cost, the City shall provide (or cause to be provided by necessary third parties) to the Project, at the facilities' actual locations within the Property boundary, all necessary or advisable City-owned utilities necessary for the Project, including but not limited to: (i) sanitary sewer, (ii) storm water, (iii) public water, and (vi) such other utilities as Developer may reasonably request all of which shall be installed below ground. The City, at its sole cost and expense, shall be responsible for all maintenance, repair and replacement of the foregoing utilities.

B. Other Utilities. The City will also coordinate with other utilities that need to operate in the public right-of-way including electric utilities, natural gas utilities, and telecommunication utilities to help facilitate these services to the site. Ensuring that there is adequate access and capacity of these non-City utilities is the responsibility of the Developer and the corresponding utility. If additional public utilities become necessary in the future that are directly attributable to this Project, the Developer and or owner shall provide additional ROW or an easement, as appropriate, to accommodate those public utilities.

C. Sidewalks / Walking Trail / Drainage Ditch. The City shall coordinate with Developer to determine feasibility for the future (i) construction and installation of sidewalks and a walking trail on the Property or within adjacent public rights of way; and (ii) the maintenance of the drainage ditch located on the Property to allow for the proper drainage of the Property and adjacent land.

## V. OBLIGATIONS OF DEVELOPER

A. Construction Documents. Prior to July 1, 2025, and prior to commencement of construction of the Project, Developer shall submit site plans, building plans, and other drawings that fix and describe the size and character of the Project, along with architectural and general contracts, to the City for approval. The "Construction Documents" shall include:

1. Plans and specifications for structural, mechanical and electrical systems, materials; and
2. Full-color elevations for all sides of all proposed structures; and
3. Descriptions and photographic examples of all exterior building materials; and
4. Descriptions and photographic examples of interior finishes; and
5. Other such essential items as may be reasonably determined by the City to be appropriate.

B. Development Related Fees. The Developer shall be responsible for payment of any development related fees including but not limited to zoning and/or site plan application fees, building permit fees, erosion control fees, stormwater management fees, impact fees, and other application fees as applicable to the Project. All such fees shall be included as Qualified Expenditures.

C. Development Budget. Prior to July 1, 2025, Developer shall submit a "Development Budget", prepared in accordance with general principles for construction and development budgeting, to City for approval. The Development Budget shall include:

1. Not less than twenty million ($20,000,000) in "hard" construction costs for the Project; and

2. A line item of not less than ten percent (10%) of Project costs for cost overruns and change orders; and

3. A line item of not less than one percent (1%) of the estimated aggregate assessed value of the Property, which shall be specifically dedicated towards

a) Public Art on the Property; or

b) Public Art within one-half (1/2) mile of the Property; or

c) A separate Public Art project(s) approved by the City and GBPAC; or

d) Funds for design and maintenance of Public Art, or any combination of the alternatives herein; and

4. Line items for each of the Qualified Expenditures for which the Developer is seeking a TIF Incentive, as identified in Section III.

D. Approvals by the City. The City shall indicate its approval or further requirements in writing within thirty (30) days from the date of receipt of the Construction Documents, or Development Budget, or any revisions; provided, however, that the City shall approve such revised Construction Documents, or Development Budget unless it determines such revisions would impair the objectives of this Agreement, impose substantial financial burdens on the City, or adversely affect the Concept Plan. The City will make all reasonable efforts to determine the acceptability of plans in less than thirty (30) days, including convening for special meetings to review and consider such plans. At any time during the implementation of the development contemplated by this Agreement, the City or Developer may propose modifications to the Concept Plan subject to the agreement of the City and the Developer. At any time during the implementation of the development contemplated by this Agreement, Developer may submit to the City proposed revisions in the approved Concept Plan, Construction Documents, or Development Budget in order to enhance the achievement of the objectives of this Agreement and to improve and refine the approved Concept Plan

E. Compliance with Planning; Zoning; Permits and Use. Developer will obtain from the City and all other appropriate governmental bodies (and all other councils, boards, and parties having a right to control, permit, approve, or consent to the development and use of the Property) all approvals and consents necessary to develop and use the Property as set forth above, including, but not limited to:

1. Developer shall pay all water, sewer, and other impact fees that may be due and payable in connection with the Project, provided, however, such fees shall be included as Qualified Expenditures.

2. The acceptance of this Agreement and granting of any and all approvals, licenses, and permits by the City shall not obligate the City to grant any variances, exceptions, or conditional use grants, or approve any building or use the City determines not to be in compliance with the municipal codes and ordinances of the City, or in the best interests of the City.

3. Developer shall have obtained the approval of the City, and State of Wisconsin Department of Transportation to a traffic impact analysis regarding the Project.

F. Proof of Equity. Developer shall have in place and shall provide the City no later than April 1, 2025 proof of equity in the form of the value of the Property, less any mortgages thereon, not less than twenty percent (20%) equity available for injection into the Project in an amount sufficient to obtain financing for all Project costs.

G. Proof of Financing. By no later than five (5) business days prior to Developer closing on the acquisition of the Property, Developer shall have delivered proof satisfactory to the City of financing, which after injection of the Developer equity into the Project, will be sufficient in the determination of the City, to complete the Project according to the plans and specifications.

H. Acquisition of Property. By no later than March 15, 2025, Developer shall have closed on the purchase of all of the parcels comprising the Property and all of the necessary rights of way required for the Project. Developer shall provide copies of deeds and such other closing documents as requested by the City regarding the purchase of the Property and rights of way. The Property and rights of way shall be owned in the name of Developer.

I. Termination or Relocation of Easements. Developer shall have agreements with all holders of easements or any other rights that may be affected by the Project, regarding the termination, modification or relocation of such easements and other rights in order to accommodate the Concept Plan.

J. Use of Funds. Developer may use TIF supported funds only to fund Qualified Expenses as set forth in the approved Development Budget and in accordance with the terms set forth herein.

K. Improvement of Property. Developer shall promptly design and complete the Project. Substantial work on the Project shall commence no later than ninety (90) days after the last to occur of approval by the City of the Concept Plan, approval by the City of the Development Budget and Development Plans, and/or issuance of a building permit and all other permits or licenses required to commence construction, which shall be no later than December 31, 2025. Construction of the Project shall be completed no later than December 31, 2026. Developer shall file with the City copies of the detailed construction plans within ninety (90) days after completion of the Project.

L. Reports and Information. Within a reasonable amount of time after such request is submitted by the City in writing to Developer, Developer shall provide written reports and information on the following items as requested by the City throughout the duration of this Agreement:

1. During the period before the commencement of construction, Developer shall from time to time provide to the City information having a bearing upon the interests of the City in the Property or under this Agreement.

2. Upon written request from the City, Developer shall submit, or cause to be submitted by its owner's representative, progress reports during the course of construction.

3. Upon request from the City, the Developer shall provide an updated listing of positions by compensation employed at the Project site.

M. Copies of Documents. All documents from Developer to the City shall be submitted in a digital files format acceptable to the City. At the City's request, the Developer shall provide requested documents printed in triplicate.

N. Maintenance and Repair. Developer shall at all times keep and maintain, or cause to be kept and maintained, the Property in good condition and repair, in a safe, clean, and attractive condition, and free of all trash, litter, refuse, and waste, subject only to demolition and construction activities contemplated by this Agreement.

O. Transfer or Sale of Project Property.

1. Notice of Intent to Transfer. If Developer itself or via Hoban RE intends to sell, transfer or convey the Property or any part thereof before termination of this Agreement, Developer shall provide to the City a written request for transfer thirty (30) days prior to the anticipated transfer. The City may deny the request for any commercially reasonable reason. Developer may assign all rights and obligations under this Agreement only to an entity controlled and

affiliated with Developer to own, manage and operate the Property. This Agreement inures to the benefit and becomes the obligation of the heirs, successors and assigns of Developer. This Agreement shall run with the land and shall be binding upon all current and future owners of the Property. Notwithstanding anything to the contrary in this Agreement, (i) the Developer shall not be required to provide the City with written notice of and the City's consent shall not be required in connection with the granting of any mortgage to finance or refinance the purchase of the land or parcels comprising the Property or payment of costs of the Project; and; (ii) the City's consent shall not be required in connection with any conveyance pursuant to or following any foreclosure (or acceptance of deed in lieu of foreclosure) of such mortgage.

2. No Transfer to Exempt Entities. Prior to the closure of the TID, the Property shall not be sold, transferred or conveyed to, leased, or owned by any entity or used in any manner that would render any part of the Project Property exempt from taxation, unless the purchaser, transferee, lessee or owner first executes a written agreement with the City in a form satisfactory to the City providing for acceptable payments to the City in lieu of taxes.

3. Right of First Refusal. Developer shall not sell, trade, grant, or encumber the Property, except as specifically provided herein. Should Developer not complete elements of the Project as defined herein, Developer shall provide City the exclusive right, for a period not to exceed one (1) year from the determination of incompletion of the Project to purchase an undeveloped or underdeveloped portion of the Property. For clarity, the City's exclusive right to purchase the Property due to Developer's inability to complete the Project shall only be effective if Developer has failed to complete the Project on or before December 31, 2027. The purchase price shall be equivalent to the purchase price paid for the Property under this Agreement. This Right of First Refusal shall run with the land and shall survive the termination or expiration of this Agreement, and shall remain in place until such time as the aggregate assessed Property value meets or exceeds the Minimum Assessed Value. For clarity, this right of first refusal and Developer's prohibition against encumbering the Property shall not apply if Developer for the purpose of obtaining financing or refinancing any loan(s) which require a mortgage to encumber the Property.

P. Easements. Developer shall grant to the City such easements as are reasonably necessary for public improvements, infrastructure, ingress or egress, utilities, lighting or landscaping or any other access necessary to effectuate this Agreement. Developer shall cause existing easements to be relocated or terminated to accommodate the Project.

Q. Environmental.

1. Presence of Hazardous Materials and Compliance with Environmental Laws. Before commencement of the First Phase, Developer shall be satisfied, through such means as are commercially reasonable, that the Property is free of Hazardous Materials or that any Hazardous Materials on or within the Property are being stored and handled in strict compliance with all Environmental Laws. Developer shall provide the City with copies of all environmental reports pertaining to the Property no later than ten (10) days after receiving the same.

2. Developer's Environmental Indemnification. Developer shall indemnify, pay on behalf of, defend and hold the City, and their respective agents, officials, employees, representatives, successors and assigns, harmless from and against any loss, damage, claim, fine, penalty, assessment, liability, or other charge or claim, and all costs (including, without limitation,

reasonable legal, accounting, consulting, engineering, and similar expenses incurred with respect to such matter and/or incurred in enforcing this indemnity):

a) Arising from the actual existence, treatment, deposit, release, storage, or disposal of any Hazardous Materials on, within or about the Property; or

b) Arising from the breach of any warranty, covenant or representation of Developer to the City or any other obligation of Developer to the City regarding Hazardous Materials under this Agreement.

3. Hazardous Materials Defined. As used herein, the term "Hazardous Materials" means:

a) Hazardous wastes, hazardous substances, hazardous constituents, toxic substances or related materials, whether solids, liquids or gases, including but not limited to substances defined as "hazardous wastes," "hazardous substances," "toxic substances," "pollutants, "contaminants," "radioactive materials," or other similar designations in, or otherwise subject to regulation under, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. 9601 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1802; the Resource Conservation and Recovery Act, 42 U.S.C. 9601. et seq.; the Clean Water Act, 33 U.S.C. 1251; the Safe Drinking Water Act, 42 U.S.C. 300f et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; and in any permits, licenses, approvals, plans, rules, regulations or ordinances adopted, or other criteria and guidelines promulgated pursuant to the preceding laws or other similar federal, state or local laws, regulations, rules or ordinances now or hereafter in effect relating to environmental matters (collectively, "Environmental Laws"); and

b) Any other substances, constituents or wastes subject to any applicable federal, state or local law, regulation or ordinance, including any Environmental Law, now or hereafter in effect, including but not limited to: petroleum, refined petroleum products, waste oil, waste aviation or motor vehicle fuel, and asbestos containing materials.

4. Survival. The provisions of this Section shall survive the conveyance to Developer of any City Property.

R. Insurance. Before commencement of construction activities on the Property, Developer shall deliver to the City certificates of insurance, copies of endorsements, and other evidence of insurance requested by the City, which Developer is required to purchase and maintain, or cause to be purchased or obtained, in the types and amounts of coverage listed below, each of which shall name the City as an additional insured party:

1. Workers Compensation and Related Coverage. Coverage for state and federal workers compensation shall be defined by state and federal statute. The amounts of employer's liability coverage shall be in not less than the following limits:

a) Bodily Injury by Accident – one hundred thousand dollars ($100,000.00) per accident;

b) Bodily Injury by Disease – one hundred thousand dollars ($100,000.00) per employee; and

c) Five hundred thousand dollars ($500,000.00) policy limit.

2. Waiver of Workers Compensation Subrogation. The workers' compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees, and volunteers for losses paid under the terms of the policy that arises from the work performed by the names insured for or on behalf of the City.

3. Comprehensive General Liability Insurance. Coverage shall be written on a commercial general liability form, and shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages for personal injury, including accidental death, as well as claims for property damages which may arise from operation under this Agreement, whether such operations be by Developer, any subcontractor, or anyone directly or indirectly employed by either of them in such manner as to impose liability on the City. The amounts of such insurance shall be not less than the following limits:

   a) General Aggregate Limit – two million dollars ($2,000,000.00); Personal and Advertising Injury Limit (per person/organization) – two million dollars ($2,000,000.00);

   b) Bodily Injury and Property Damage – two million dollars ($2,000,000.00) per occurrence;

   c) Fire Legal Liability Damage Limit – one hundred thousand dollars ($100,000.00) per occurrence; and

   d) Medical Expense Limit – ten thousand dollars ($10,000.00) per person.

4. Comprehensive Automobile Liability and Property Damage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages associated with operations of owned, hired, and non- owned motor vehicles. The amounts of such insurance shall be not less than the following limits:

   a) Bodily Injury – two hundred fifty thousand dollars ($250,000.00) per person; and

   b) One million dollars ($1,000,000.00) per occurrence; and Property Damage – two hundred fifty thousand dollars ($250,000.00) per occurrence.

5. Umbrella Coverage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement with limits of one million dollars ($1,000,000.00) for bodily injury, personal injury, and property damage on a combined basis with the stated underlying limits of Sections IV. R. 1. to IV. R. 3. above.

6. Builder's Risk Insurance. Before commencing construction of any improvements on the Property and during any construction activities contemplated by this Agreement, Developer shall obtain and keep in full force and effect and all builders risk insurance policy for all portions of the Property with coverage equal to the total amount of the construction contracts for all such construction activities. Nothing in this Agreement is intended to relieve Developer of its obligation to perform under this Agreement and, in the event of loss, Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

7. Fire and Casualty Insurance. Developer shall obtain and keep in full force adequate fire and casualty insurance with coverage in an amount equal to the assessed value of such improvements. In the event of loss the Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

S. General Indemnity.

1. Protection Against Losses. Developer shall indemnify, defend and hold harmless the City, and their respective officers, employees, agents, attorneys, insurers and the successors and assigns of all of the foregoing, from any and all liabilities, claims, losses, damages, judgments or awards, costs or expenses, including reasonable attorneys' fees, of whatsoever nature and by whomsoever asserted, whether asserted by a third party or by a Party to this Agreement (hereinafter "Losses"), directly or indirectly, arising out of, resulting from or in any way connected with:

   a) Any breach by Developer of the terms of this Agreement;

   b) Any non-compliance with laws, ordinances, rules or regulations applicable to Developer's obligations under this Agreement; or

   c) Any governmental, regulatory or other proceedings to the extent any such proceedings result from Developer's failure to comply with its obligations under this Agreement or otherwise.

2. Indemnification Procedures. Developer shall promptly assume full and complete responsibility for the investigation, defense, compromise and settlement of any claim, suit or action arising out of or relating to the indemnified matters following written notice thereof from the City, which notice shall be given by the City within ten (10) days of their knowledge of such claim, suit or action. Failure to provide such timely notice shall not eliminate Developer's indemnification obligations to the City unless, and only to the extent to which, such failure has substantially prejudiced Developer. Notwithstanding the foregoing, in its sole discretion and at its expense, the City may participate in or defend or prosecute, through their own counsel(s), any claim suit or action for which either of them is entitled to indemnification by Developer; provided, however, that if the City is advised in writing by its legal counsel that there is a conflict between the positions of Developer and City , as appropriate, in conducting the defense of such action or that there are legal defenses available to the City different from or in addition to those available to Developer, then counsel for the City , at Developer's expense, shall be entitled to conduct the defense only to the extent necessary to protect the interests of the City . Developer shall not enter into any compromise or settlement without the prior written consent of the City , as appropriate, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against the City shall be reasonable grounds for the City to refuse to provide written consent to a compromise or settlement. If Developer does not assume the defense of such claim, suit or action, Developer shall reimburse the City for the reasonable fees and expenses of counsel(s) retained by the City , and shall be bound by the results obtained by the City ; provided, however, that no such claim, suit or action shall be settled without Developer's prior written consent, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against Developer shall be reasonable grounds for Developer to refuse to provide written consent to a compromise or settlement.

## VI. CONDITIONS PRECEDENT TO OBLIGATIONS OF CITY

The City's obligations under this Agreement are conditioned upon the following:

A. Existence. Developer shall have provided City a certified copy of its organizational documents and a certificate from the Department of Financial Institutions for the State of Wisconsin indicating Developer's existence and good standing.

B. Incumbency; Due Authorization. Developer shall have provided a certificate of incumbency and resolutions of the company, demonstrating Developer has been duly authorized to enter into this Agreement and authorizing the person signing this Agreement to execute and deliver it to the City and to bind Developer to its terms.

C. No Violation or Default. Developer shall not be in violation of any of its governing documents or other contracts subject to this Agreement or of any other agreement between Developer and the City.

D. Insurance. Developer shall have delivered to the City certificates of all insurance required under this Agreement.

E. TID District. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

## VII. CONDITIONS PRECEDENT TO OBLIGATIONS OF DEVELOPER

The obligations of Developer under this Agreement are conditioned upon the following:

A. TID. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

B. Due Authorization. The City Council shall consent to the City entering into this Agreement and shall authorize the person(s) signing this Agreement to execute and deliver it to Developer and to bind the City to its terms. All actions required to authorize City to enter into this Agreement shall have been taken and evidence of such actions, including authorization of the person signing this Agreement on behalf of City shall have been provided to Developer.

C. City Obligations. The City ensuring that each of the following have been completed prior to the execution of this Agreement: (i) the City Council shall have approved this Agreement; and (ii) the City shall have created and approved the ALTA Survey Map for the Project;

## VIII. REPRESENTATIONS, WARRANTIES, AND COVENANTS

A. Developer represents and warrants to the City as follows:
   1. No Material Change in Documents. All contract documents and agreements have been furnished to the City, as the case may be, and are true and correct and there has been no material change in any of the same.

   2. No Material Change in Developer Operations. There has been no material change in the business operations of Developer since the date the Parties began negotiation to enter into this Agreement.

3. Compliance with Zoning. The Property, subject to the conditional use permit, now conforms and will continue to conform at all times and in all respects with applicable zoning and land division laws, rules, regulations and ordinances.

4. Payment. Developer shall pay for all work performed or materials furnished for the Project when and as the same become due and payable. Developer shall not suffer any construction or other involuntary lien to be imposed upon the Property, except for liens for claims to payment that are subject to a bona fide dispute, and, in that case, such liens shall be removed by Developer posting bond or other security, paying one hundred and twenty percent (120%) of the lien claimed into court, escrowing funds or promptly taking other steps to remove the lien of record. Developer shall pay all other obligations relating to the Project, including all creditors holding liens or mortgages against the Property when and as the same become due. Developer will pay all taxes and assessments levied against the Property when and as the same become due.

5. Certification of Facts. No statement of fact by Developer contained in this Agreement and no statement of fact furnished or to be furnished by Developer to the City pursuant to this Agreement contains or will contain any untrue statement of a material fact or omits or will omit to state a material fact necessary in order to make the statements herein or therein contained not misleading.

6. Good Standing. Developer is a limited liability company organized and existing in good standing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business.

7. Due Authorization. The execution, delivery and performance of this Agreement and all other agreements requested to be executed and delivered by Developer hereunder have been duly authorized by all necessary company action of Developer and constitute valid and binding obligations of Developer, in accordance with their terms, subject only to applicable bankruptcy, insolvency, reorganization, moratorium, general principles of equity, and other similar laws of general application affecting the enforceability of creditors' rights generally.

8. No Conflict. The execution, delivery, and performance of the obligations of Developer pursuant to this Agreement will not violate or conflict with the Articles of Organization or Operating Agreement of Developer or any indenture, instrument or material agreement by which Developer is bound, nor will the execution, delivery, or performance of obligations of Developer pursuant to this Agreement violate or conflict with any law applicable to Developer.

9. No Litigation. There is no litigation or proceeding pending or threatened against or affecting Developer or the Property that would adversely affect the Project, Developer or the priority or enforceability of this Agreement, the ability of Developer to complete the Project or the ability of Developer to perform its obligations under this Agreement.

10. No Default. No default, or event that with the giving of notice or lapse of time or both would be a default, exists under this Agreement, and Developer is not in default (beyond any applicable period of grace) of any of its obligations under any other material agreement or instrument to which Developer is a party or an obligor.

11. Compliance with Laws and Codes. The Project, when completed, will conform and comply in all respects with all applicable laws, rules, regulations and ordinances, including without

limitation, all building codes and ordinances of the City. Developer will comply with, and will cause the Project to be in compliance with all applicable federal, state, local and other laws, rules, regulations and ordinances, including without limitation, all environmental laws, rules, regulations and ordinances.

12. Fees or Commissions. Neither the City shall be liable for any broker fees or commissions incurred by Developer in connection with the Property or any transactions contemplated by this Agreement.

13. No Objection to Property Assessment. Prior to termination of this Agreement, Developer shall not file an objection to real or personal property assessment as provided under §70.47(7)(a), Wis. Stats.

B. City represents and warrants to Developer as follows:

1. Due Authorization. The execution, delivery and performance of this Agreement and all other agreements requested to be executed and delivered by the City hereunder have been duly authorized by all necessary action of the City and constitute valid and binding obligations of the City,

2. No Litigation. Neither the City nor RDA has received no written notice of any litigation or proceeding pending or threatened against or affecting City or the Property that would adversely affect the Project, the City] or the priority or enforceability of this Agreement, or the ability of the City to perform its obligations under this Agreement.

3. No Conflict. The execution, delivery, and performance of the obligations of the City pursuant to this Agreement will not violate or conflict with any material agreement by which the City is bound, nor will the execution, delivery, or performance of obligations of the City pursuant to this Agreement violate or conflict with any law applicable to the City.

## IX. DEFAULT

A. Developer Default. Each of the following shall be an Event of Default by Developer:

1. Failure to Make Payment. Developer fails to make any payment required and such failure continues for a period of ten (10) days after its due date;

2. Failure to Abide by Other Terms. Developer fails to perform any other of its obligations under this Agreement and such failure continues for a period of thirty (30) days from the date of notice from the City; provided, however, if such cure cannot reasonably be accomplished within such thirty (30) days and the delay in cure does not materially impair the financial interests of the City, and if Developer promptly commences cure within the initial thirty (30) days and diligently pursues cure thereafter, Developer shall have a reasonable time, not to exceed sixty (60) days after the initial thirty (30) days, for a total of ninety (90) days to cure (unless otherwise agreed to in writing by the Parties);

3. Misrepresentation. Any representation or warranty of Developer in this Agreement or any agreement contemplated by this Agreement is untrue in any material respect;

4. Fraud and Other Illicit Behavior. Developer or any of its members is convicted of, pleads no contest to, or enters into any other agreement other than a dismissal with no conditions as to any allegation of:

a) Fraud; or

b) Indecent or illicit behavior that in the determination of the City would threaten the reputation of Developer or its ability to complete the Project according to the requirements of this Agreement;

5. Insolvency. Developer or any guarantor of the obligations of Developer hereunder is insolvent or becomes the subject of a petition in bankruptcy, a receivership, a composition or any other proceeding designed for the benefit of creditors generally that is not dismissed within sixty (60) days of the date of filing;

6. Involuntary Liens. Any lien is imposed upon the Property involuntarily due to the acts or omissions of Developer and such lien is not removed within sixty (60) days of it being imposed upon the Property.

B. Remedies Upon Default. In the event of the occurrence of an Event of Default by Developer, the City may in its discretion:

1. Withholding of TIF Payment. If an Event of Default occurs which remains uncured after any applicable cure period, the City may withhold annual TIF payments until the Event of Default is cured and, upon such cure, the TIF payments shall resume in full;

2. Offset and Recoupment. Offset or recoup against any amounts that may then or thereafter come due from the City to Developer, whether under this Agreement or otherwise, an amount of damages reasonably estimated by the City resulting from Developer's breach;

3. Specific Performance. Sue for specific performance;

4. Sue for Damages. Sue for all damages caused by the Event of Default;

5. Other Remedies. Pursue any other remedies available to the City at law or in equity;

6. Interest. Collect interest on all delinquent amounts at the rate of twelve percent (12%) per annum from the date such amount was due; and

7. Costs and Attorney Fees. Collect all costs and fees, including reasonable attorney fees incurred by the City, or either of them, by virtue of the Event of Default.

8. Termination. If all other reasonable courses of action and remedies available to the City have been exercised and no timely resolution is obtained, the City may terminate this Agreement without further notice to Developer.

C. City Default. Developer shall have all rights and remedies available under law or equity with respect to any failure of the City to perform their obligations under this Agreement, but only after providing the City notice of such default and a failure by the City to commence attempts to cure such default within the thirty (30)-day notice period. If the City, as appropriate, commences cure within the thirty (30)-day notice period and thereafter reasonably and continuously takes action to complete such cure (such cure period not to exceed ninety (90) days), unless otherwise agreed to in writing by the Parties, then the failure to perform shall not be an Event of Default.

D. Limitation of Damages. The foregoing notwithstanding, none of the Parties shall be liable to any other Party for any incidental, consequential, indirect, punitive or exemplary damages. All claims and

damages asserted against the City shall be subject to statutory protections of municipalities and their officials and employees, including the immunity and limitations set forth in §893.80 Wis. Stats.

E. No Waiver. Any delay in instituting or prosecuting any actions or proceedings or otherwise asserting the rights granted in this Agreement, shall not operate as a waiver of such rights to, or deprive it of or limit such rights in any way, nor shall any waiver in fact made with respect to any specific default, be considered or treated as a waiver of any rights with respect to other defaults or with respect to the particular default except to the extent specifically waived in writing.

F. Remedies Cumulative. Except as expressly provided otherwise in this Agreement, the rights and remedies of the Parties to this Agreement, whether provided by law or by this Agreement, shall be cumulative, and the exercise by any Party of any one or more of such remedies shall not preclude the exercise of it, at the same or different times, of any other such remedies for any other default or breach by any other Party.

## X. TERMINATION

A. Date of Termination. This Agreement shall terminate upon the earliest of the date:

1. All Qualified Expenditures have been repaid in full by Tax Increment;
2. The City closes and terminates the TID;
3. The Wisconsin Department of Revenue fails to certify or revokes certification of all or any portion of the TID or the Property;
4. This Agreement is terminated because of an Event of Default as specifically set forth in Section IX. B. 8., above; or
5. The Parties agree in writing to terminate this Agreement.

B. TIF Payments termination. TIF payments shall terminate at the end of tax year 2042.

C. Survival of Certain Provisions. III.B.2.d., III. D., V. E., V. I., V. J., V.O.2, V.P., V. Q. 2., V. S., VI. A., VI. B., VI. C., VI. D., VI. E., VII. A., VII. B., VII. C., VIII. A., VIII. B, IX. A, IX. B., IX. C., IX. D., IX. E., IX. F., XI. B., XI. C., XI. G., XI .J., XI. M., XI. O., XI. P., and XI. R. shall survive the termination of this Agreement.

## XI. MISCELLANEOUS PROVISIONS

A. No Effect Until Executed. The terms of this Agreement shall have no force and effect unless and until this Agreement is executed by all Parties.

B. Assignment. Developer may not assign its rights under this Agreement without the express prior written consent of the City, until the obligations of the Developer under Section III hereof are fully performed and satisfied. Thereafter, this Agreement may be assigned by Developer only upon the prior, written consent of the City, which shall not be unreasonably withheld.

C. Nondiscrimination. In the performance of work under this Agreement, Developer shall not discriminate against any employee or applicant for employment nor shall the Property or any portion thereof be sold to, leased or used by any Party in any manner to permit discrimination or restriction on the basis of the basis of race, color, national or ethnic origin, ancestry, age, religion or religious

creed, disability or handicap, sex or gender (including pregnancy), gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law. Retaliation is also prohibited. The construction and operation of the Property shall be in compliance with all effective laws, ordinances and regulations relating to discrimination on any of the foregoing grounds.

D. No Personal Liability. Under no circumstances shall any trustee, officer, official, commissioner, director, member, partner or employee of the City have any personal liability arising out of this Agreement, and Developer shall not seek or claim any such personal liability.

E. No Personal Interest of Public Employee. No official or employee of the City shall have any personal interest in this Agreement, nor shall any such person voluntarily acquire any ownership interest, direct or indirect, in the legal entities that are Parties to this Agreement. No official or employee of the City shall be personally liable to Developer or any successor in interest, in the event of any default or breach by the City, or for any amount that becomes due to the Developer or its successors under this Agreement.

F. Relationship of Parties. The City is not a partner or joint venturer with Developer in the Project or otherwise. Under no circumstances shall the City be liable for any of the obligations of Developer under this Agreement or otherwise. There are no third-party beneficiaries of this Agreement.

G. Force Majeure. No Party shall be responsible to any other Party for any resulting losses and it shall not be a default hereunder if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, acts of God, adverse weather conditions, legally required environmental remedial actions, industry-wide shortage of materials, or by any other cause not within the control of the Party whose performance was interfered with, and which exercise of reasonable diligence, such Party is unable to prevent, whether of the class of causes herein above enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause. The foregoing notwithstanding, a Force Majeure event may not be used to avoid an Event of Default if the delay caused by the Force Majeure event exceeds ninety (90) days from the date the event occurred.

H. Parties and Survival of Agreement. Except as otherwise expressly provided herein, this Agreement is made solely for the benefit of the Parties hereto and no other person, partnership, association or corporation shall acquire or have any rights hereunder or by virtue hereof. All representations and agreements in this Agreement shall remain operative and in full force and effect until fulfilled and shall survive the closing.

I. Time. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth herein. In the event this Agreement is not executed by both Parties prior to June 1, 2025, any and all approvals granted pursuant hereto or in conjunction herein by the City which are contemplated as part of this Agreement shall automatically expire.

J. Notices. All notices, demands, certificates or other communications under this Agreement shall be given in writing and shall be considered given:

1. Upon receipt if sent via electronic mail (e-mail) or facsimile; or

2. Upon receipt if hand-delivered to the Party or person intended; or

3. One (1) business day after deposit with a nationally-recognized overnight commercial courier service, air bill pre-paid; or

4. Three (3) business days after deposit in the United States Postal Service (USPS), postage prepaid, by certified mail, return receipt requested.

All correspondence shall be addressed by name and address to the Party or person intended as follows:

To the City:
City of Green Bay
Attn: City Clerk
100 North Jefferson Street
Green Bay, WI 54301
e-mail: celestine.jeffreys@greenbaywi.gov
facsimile: 920-448-3010

To the Developer /:
WE Hoban
Hoban Real Estate, LLC
W.E. Hoban Company
Attn: William M. Hoban
1341 State Street
Green Bay, WI 54304
e-mail: bhoban@chforging.com

With a copy to:
Law Firm of Conway, Olejniczak & Jerry, S.C.
Attn: Attorney James M. Ledvina
231 South Adams Street
Green Bay, WI 54301
e-mail: jml@lcojlaw.com
facsimile: 920-437-2868

The foregoing addresses shall be presumed to be correct until notice of a different address is given according to this Section.

K. Governing Law. The laws of the State of Wisconsin shall govern this Agreement.

L. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any of the provisions of this Agreement.

M. Execution in Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signature thereto and hereto were upon the same instrument. Electronic, facsimile and photocopy signatures shall have the same effect as original signatures.

N. Severability. If any provision of this Agreement shall be determined to be unenforceable as applied in any particular case or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstance shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained unenforceable to any extent whatever.

O. Recording of Agreement. The City may record this Development Agreement or a Memorandum of this Agreement with the Register of Deeds for Brown County, Wisconsin. Upon request of the City, Developer shall execute and deliver to the City any such Memorandum or any other document in connection with such recording.

P. Priority Over Subsequent Liens. This Agreement shall run with the land and shall be binding upon and inure to the benefit of the Parties and their heirs, successors and assigns. As such, the current and all future owners of the Property shall be subject to all of the obligations stated herein. Developer warrants and represents that there will not be any mortgage or any other lien against the Property at the time this Development Agreement is recorded other than mortgages for the purchase of the Property and to finance costs of constructing the Project. This Development Agreement shall have precedence and shall take priority over any mortgage, lien or other encumbrance that may be recorded against the Property (or any portion thereof) after the recording of this Development Agreement (or Memorandum thereof).

Q. No Construction Against Drafter. This Agreement is a product of the negotiation and drafting of attorneys for the Parties, and, as such, the rule of construing ambiguous contracts against the drafter shall not apply to this Agreement.

R. Venue. The venue for any proceeding involving the negotiation, drafting, interpretation or enforcement of this Agreement shall be the circuit court for Brown County, Wisconsin, all other venues being inappropriate for any such proceeding.

S. Due Authority. Developer shall provide to the City a copy of the Statement of Authority for Limited Liability Company on file with the State of Wisconsin Department of Financial Institutions.

[Signature pages follow]

**Signature page 1 of 3**

**IN WITNESS WHEREOF**, the Parties to this Agreement have caused this instrument to be signed by duly authorized representatives of Developer, City as of the day and year first written above.

**DEVELOPER:**
**HOBAN REAL ESTATE, LLC**
**By: W.E HOBAN COMPANY, its Manager**

By: _____
William M. Hoban, its President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named William M. Hoban on behalf of W.E. Hoban Company, the Manager of HOBAN REAL ESTATE, LLC, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 2 of 3**

THE CITY OF GREEN BAY, W.E. HOBAN COMPANY AND HOBAN REAL ESTATE, LLC

**THE CITY OF GREEN BAY**

By: _____
Eric Genrich, Mayor

By: _____
Celestine Jeffreys, Clerk

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named Eric Genrich and Celestine Jeffreys, on behalf of the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 3 of 3**

THE CITY OF GREEN BAY, W.E. HOBAN COMPANY AND HOBAN REAL ESTATE, LLC

**WE HOBAN**
**W.E HOBAN COMPANY**

By: _____
William M. Hoban, its President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named William M. Hoban on behalf of W.E. Hoban Company, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

EXHIBIT A
Property Map

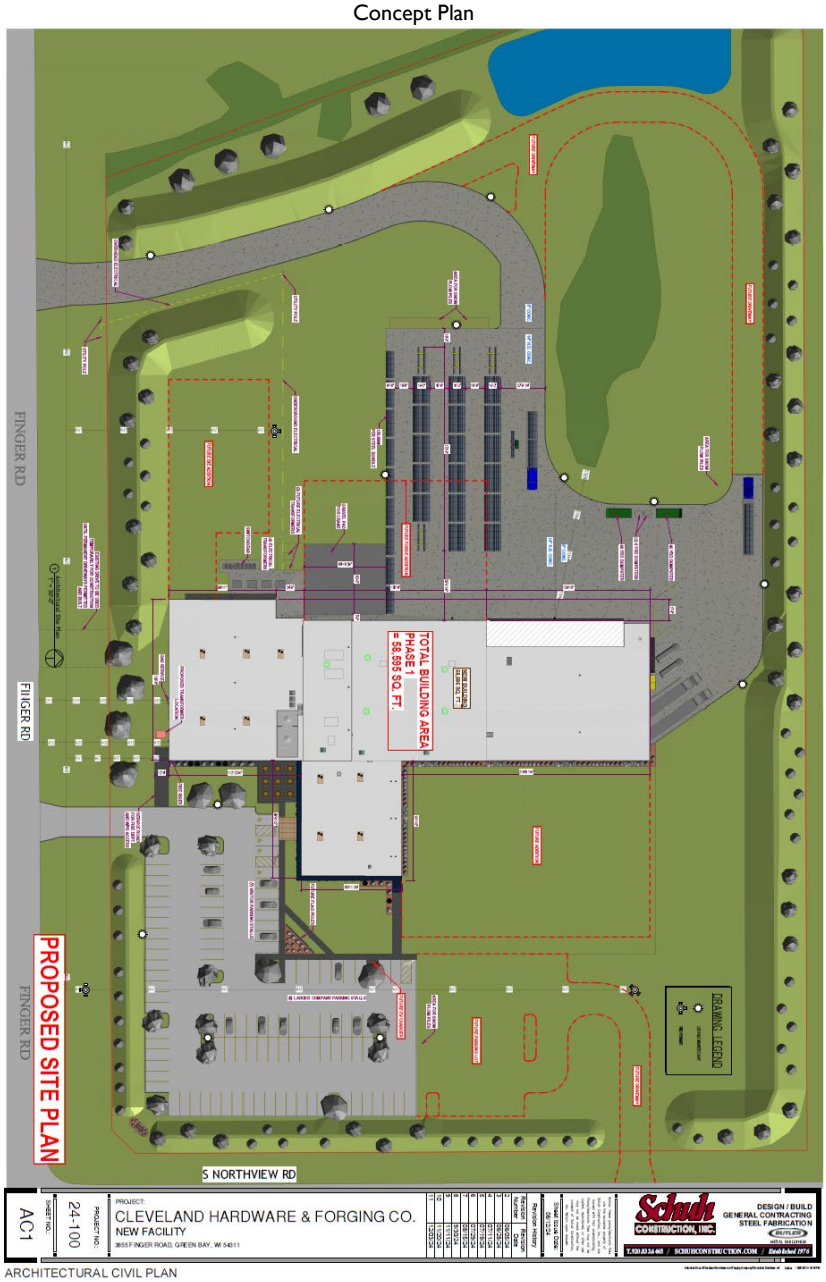
EXHIBIT B
Legal Description

Lot Two (2) of Certified Survey Maps No. 9499, Document No. 3012277, being part of Southeast Quarter of the Southeast Quarter (SE 1/4 of the SE 1/4), of Section One (1), Township Twenty-three (23) North, Range Twenty-one (21) East, City of Green Bay, Brown County, Wisconsin.

**Property Address:** 3855 Finger Road, Green Bay, WI 54311

**Tax Key No:** 21-24

EXHIBIT C
Concept Plan




ARCHITECTURAL CIVIL PLAN

~~Exhibit D~~
~~Planning Option~~

~~[See Attached]~~

# DEVELOPMENT AGREEMENT 2025-01

# HOBAN REAL ESTATE, LLC

This Development Agreement is made this 5th day of March, 2025, by and among THE CITY OF GREEN BAY, a Wisconsin municipal corporation ("City"), HOBAN REAL ESTATE, LLC, a Wisconsin limited liability company ("Developer"), and W.E. HOBAN COMPANY F/K/A CLEVELAND HARDWARE AND FORGING COMPANY, a Wisconsin corporation ("WE HOBAN"). The City, Developer and WE Hoban are each referred to herein as "Party" and collectively, as the "Parties".

## RECITALS

A. Developer has proposed to acquire and develop certain real property, identified for real estate tax purposes and address as:

| Tax Parcel | Address | Acres | Assessed Value |
|---|---|---|---|
| 21-24 | 3855 Finger Road | 12.70 | $0 |

B. The parcel listed above, shall be referred to as the "Property." The Property comprises approximately twelve and seven tenths (12.70) acres of land. A map of the Property is herein attached as EXHIBIT A; a legal description of the Property is herein attached as EXHIBIT B.

C. Developer intends to complete a Project, which includes the construction of an industrial forge building with approximately fifty-eight thousand (58,000) square feet of usable space with office, warehouse, and industrial uses (collectively the "Project"). The Project improvements are shown on a Concept Plan, which is herein attached as EXHIBIT C.

D. As of January 1, 2025, the Property has an aggregate assessed value of $0, which based on the assessed tax rates in effect as of January 1, 2025, the Property yields approximately:

1. $0.00 in total real estate taxes annually (assessed mill rate of $19.92);

2. $0.00 in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

E. Upon completion of the Project, the City estimates the aggregate assessed property value of the Property will be approximately ten million dollars ($10,000,000.00), which is anticipated to yield approximately:

1. One hundred ninety-nine thousand two hundred dollars ($199,200.00) in total real estate taxes annually (assessed mill rate of $19.92); and

2. Eighty-one thousand two hundred dollars ($81,200.00) in real estate taxes to the City of Green Bay annually (assessed mill rate of $8.12).

The City Assessor or their designee may not use this Agreement or any provisions herein as the sole basis to determine the value of the Project.

F. Pursuant to the provisions of §66.1105, Wis. Stats. (the "Tax Increment Law"), the City has included the Property within Tax Increment District 25 ("TID 25" or the "TID"), which will provide part of the financing for certain costs of the Project.

G. Developer has requested Tax Incremental Finance ("TIF") assistance from the City with regard to certain expenses, including, but not limited to clearing of land; construction of new buildings; or the construction of infrastructure, which will constitute qualified expenditures for which TIF assistance may be afforded Developer.

H. The City desire to have Developer perform the Project in order to generate economic activity and tax base for the community consistent with the City Comprehensive Plan.

I. In order to induce Developer to undertake the Project, such that it will generate job opportunities for individuals of all ages, abilities, and incomes; build new structures with high-performance designs, systems, and finishes; create a significantly higher per acre property value than nearby properties and the City average; generate property taxes greater than the cost of providing infrastructure and services; enhance the physical landscape; facilitate the expansion of additional industrial land uses; and the public will generally benefit, the City has agreed to provide assistance to Developer as provided by this Agreement, all in accordance with the terms and conditions of this Agreement.

J. The Parties to this Agreement acknowledge and agree that (i) Developer shall hold title to the Property solely because the Property is being "parked" with Developer in connection with a tax-deferred exchange; (ii) for a period of one hundred eighty (180) days after Developer acquires the Property (the "Exchange Period"), WE Hoban shall have the contractual right to act as the Developer's manager pursuant to the Developer's Operating Agreement and construction manager pursuant to a Construction Management Agreement by and between Developer and WE Hoban; (iii) upon the expiration of the Exchange Period, First American Exchange Company, LLC ("First American"), as the sole member of Developer and pursuant to a Qualified Exchange Accommodation Agreement by and between First American and WE Hoban, shall transfer all of its ownership interests in Developer to WE Hoban, thus making WE Hoban the sole member of Developer; (iv) the liability of First American hereunder shall be limited to its ownership interests in the Developer; (v) neither First American nor any members, employees or affiliates of First American shall have any personal liability hereunder; and (vi) upon First American's transfer of its ownership interests in Developer to WE Hoban, First American shall be released from all liability and obligations under this Agreement, if any. For clarification, First American's interest in the Property is for the sole purpose of facilitating the tax-deffered exchange for the Developer and shall have no authority or rights under this Development Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

## I. PURPOSE

A. Incorporation of Proceedings, Exhibits, and Recitals. All motions adopted, approvals granted, minutes documenting such motions and approvals, and plans and specifications submitted in conjunction with any and all approvals as granted by the City or RDA, including but not limited to adopted or approved plans or specifications on file with the City or RDA, along with all of the Recitals set forth above, shall be incorporated into this Agreement by reference, upon attachment, or upon consent by amendment if necessary if not referenced or attached at the time of execution of this Agreement.

B. Implementation Schedule. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth and/or incorporated herein. Any material modification or deviation from an approved schedule described in this Agreement shall occur only upon approval of the City, with any such approvals required to be in writing as an amendment to this Agreement, and which approvals shall not be unreasonably withheld. City shall cooperate and act promptly with respect to any and all permits or approvals necessary for completion of the Project. Notwithstanding the above, this Agreement shall not limit the discretion of the City, or any of its duly appointed and authorized governing bodies, boards or entities, in approving or rejecting any aspect of the Project or improvements contemplated on or about the Property.

C. Entire Agreement. This writing including all Exhibits hereto, and the other documents and agreements referenced herein, constitutes the entire Agreement between the Parties hereto in respect to the Project and all prior letters of intent or offers, if any, are hereby terminated. This Agreement shall be deemed to include and incorporate such minutes, approvals, plans, and specifications, as referenced in this Agreement, and in the event of a conflict between this Agreement and any action of the City or RDA, granting approvals or conditions attendant with such approval, the terms of this Agreement shall be deemed controlling and the City will take the necessary action to amend any conflicting approvals or conditions.

D. Purpose of the Agreement. In order to cause the Project to occur and to induce Developer to undertake the Project, to promote community development, industry and job creation and to expand and enhance the tax base within the City, the City intends to provide the TIF Incentives as set forth in this Agreement. The City intends to recover its costs through the Available Tax Increment generated by the Property. The Parties intend to enter into this Agreement to record the understandings and undertakings of the Parties and to provide a framework within which the Project may proceed.

## II. DEFINITIONS; EXHIBITS

Whenever in this Agreement a pronoun is used it shall be construed to represent either the singular or the plural, masculine or feminine, as the case shall demand. As used in this Agreement, the following terms, when having an initial capital letter, shall have the following meanings:

A. "Agreement" means this Development Agreement by and among the City, WE Hoban and Developer, as amended and supplemented from time to time.

B. "Annual Assessed Value" means the assessed value of the Private Improvements and the Property, as defined in this Agreement, as of January 1 of any calendar year.

C. "Available Tax Increment" means the amount of Tax Increment (as defined below) actually received by the City generated by any increase of value of the Property above the base value and attributable to development within a tax incremental finance district, during the twelve (12) month period preceding a payment date, that has not been previously used to make payment on bonds or other obligations as determined by the City. The amount of Available Tax Increment may fluctuate based on variations in the property valuations, tax rate, depreciation and other independent factors.

D. "Base Value" means the aggregate assessed value of the Property when the TID was created, which shall be Zero Dollars ($0.00).

E. "City" means the City of Green Bay, Brown County, Wisconsin.

F. "Concept Plan" means the plan for the Project, a copy of which is attached as EXHIBIT C and which is subject to such changes as Developer, the City may propose and the City may accept in its sole discretion.

G. "Developer" means HOBAN REAL ESTATE, LLC, or any assignee of the same.

H. "Exhibits" mean the supplementary reference information attached to this Development Agreement that shall include the following:

1. Exhibit A – Map of the Property

2. Exhibit B – Legal Description of the Property

3. Exhibit C – Concept Plan

I. "Future Project" means any Private Improvements that will be constructed in the future not specifically detailed in this Agreement.

J. "Plans and Specifications" means the plans and specifications developed for the Project.

K. "Private Improvements" means the improvements to be constructed on the Property that are not Public Improvements.

L. "Project" means the Project as defined in the Recitals.

M. "Public Art" means art that shall be accessible to the public, and includes all forms of original creations of visual art, conceived in any medium, material, or combination thereof, including paintings, drawings, stained glass, and murals in any media; statues, bas relief, mobile, kinetic, electronic, neon, or other sculptures; environmental artworks; fountains, arches or other structures intended for ornament; integrated and functional architectural elements of a structure; video and other media-based works; inscriptions, fiber works, carvings, mosaics, photographs, drawings, collages, textile works and prints; crafts, both decorative and utilitarian in clay, fiber, wood, metal, glass, stone, plastic and other materials; artist-designed public spaces and functional elements which are either a part of a larger project or a separate entity in and of itself.

N. "Public Improvements" means the infrastructure improvements in connection with the Project that will ultimately be dedicated for public service, including, without limitation:

1. road, pedestrian, and bicycle improvements; and

2. sanitary sewer, storm sewer, and potable water and wastewater mains and laterals, and storm water management facilities; and

3. telephone, high-speed cable, and related technology infrastructure not operated by the City; and

4. natural gas, electrical power, and other public utilities not operated by the City; and

5. any related engineering, grading, erosion control, and landscaping; and

6. any related land acquisitions and anticipated and intentional corrections to adjacent property affected by the public improvements, including grading.

O. "Qualified Expenditures" means any expenditures of Developer for the Project that are eligible for TIF Incentives as defined in Section III. B. 4., below.

P. "RDA" means the Redevelopment Authority of the City of Green Bay.

Q. "Special Assessment" means any special assessment levied against the Property by the City under §66.0701-0733, Wis. Stats., the City Code of Ordinances and this Agreement.

R. "Special Charge" means any special charge levied against the Property by the City under §66.0627, Wis. Stats., the City Code of Ordinances and this Agreement.

S. "Tax Increment" means that amount obtained by multiplying the total county, city, school and other local general property taxes levied on all taxable property within a TID in a year by a fraction having as a numerator the value increment for that year in the district and as a denominator that year's equalized value of all taxable property in the TID.

T. "TID" means Tax Increment District Twenty-Five ("TID 25" or the "TID"), of the City of Green Bay, which has been established and is in good standing by the City of Green Bay, Wisconsin. The City created TID 25 in 2022; TID 25 terminates in 2042.

U. "TIF" means Tax Increment Financing, as described in Section III below and in particular, Tax Increment Financing relating to the TID.

V. "TIF Incentive" means the incentive as set forth in Section III of this Agreement including specifically the Tax Incentive Cap.

## III. TAX INCREMENT FINANCING AND INCENTIVES

A. Qualification for TIF. Developer shall demonstrate to the satisfaction of City a need for TIF, with such determination to be made according to the "but for" test, that is, that but for the City providing TIF, the Project would not happen. At the request of the City, Developer shall provide an independent analysis from a consultant expert in TIF to justify to the satisfaction of the City the Developer's qualification and need for TIF, both in terms of Qualified Expenditures and the amount of money to be paid to Developer.

B. Nature of TIF Incentive. The TIF Incentive available to Developer under this Agreement shall be defined as the following:

1. Property Transfer – 3855 Finger Road.

a) The City shall convey the Property, excluding all City right-of way, to the Developer by March 14, 2025 via special warranty deed for the sum of five hundred seventy one thousand dollars ($571,000.00) payable via a zero-interest seller financed note from the City with a maturity date of no later than August 31, 2025.

b) The deadline for conveyance of the Property may be extended at the request of the Developer based on Developer's closing of financing for the project but shall be completed by no later than December 31, 2025.

c) The City shall provide a copy of any existing title work for the Property to the Developer within ten (10) business days of execution of this Agreement. City's licensed and insured title company will execute to Developer and/or it's assignee an

owner's policy. City will pay all costs of providing such title insurance, including costs for a GAP endorsement and special assessment letter. Title insurance shall be provided in a policy amount at the currently assessed value of the Property if it were taxable today, eight hundred thousand and 00/100 dollars ($800,000.00). Any additional title work will be completed by the Developer's selected title company at Developer's expense.

d) The City will pay at closing all legally required transfer taxes, including the Wisconsin Real Estate Transfer Fee. Developer will pay all recording fees arising in connection with the closing, except those required to be recorded to cause title to the Property to be delivered in accordance with this Agreement. Each Party will otherwise pay all other costs and expenses incurred by them, respectively, including without limitation any engineering, legal, accounting, survey and/or other professional fees.

e) The Parties acknowledge that prior to the transfer described herein, the Property is and has been owned by the City, and as such is and has been exempt from real property taxes and has had no special assessments levied against it.

f) At the City's sole cost and prior to the closing, the City shall prepare and provide to Developer an ALTA survey of the Property.

g) Prior to conveyance of the Property, the City shall provide Developer access to the Property site for purposes of Developer conducting its due diligence for the site. The Developer shall provide 48-hour notice to any such activities to the Community & Economic Development Director.

h) The Parties acknowledge that no of the Party has engaged a broker, finder, agent or other intermediary with respect to the proposed sale of the Property; and no third party shall earn or become entitled to receive a fee or other consideration from any of the Parties.

2. Property Transfer – 1341 State Street. The Developer shall convey to the City, Tax Parcel 1-1371, commonly known as 1341 State Street, Green Bay, Wisconsin ("State Street Property") via special warranty deed no later than 180 days after the Property is conveyed to the Developer, and in any event no later than August 31, 2025 pursuant to a separate purchase and sale agreement which shall be executed between the Developer and City with the following terms:

a) For a purchase price of two million eight hundred twenty one thousand dollars ($2,821,000.00) with an owner's policy of title insurance at the time of conveyance.

b) The Developer shall provide a copy of any existing title work for the State Street Property to the City. Developer's licensed and insured title company will execute to City an owner's policy. Developer will pay all costs of providing such title insurance, including costs for a GAP endorsement and special assessment letter. Title insurance policy shall be for the value of the purchase price of the State Street Property. Any additional title work will be completed by the City's selected title company at City's expense.

c) The purchase and sale agreement shall also provide for a lease back provision where in the City shall lease the State Street Property to Developer with the following terms:

(I) A lease term of ten (10) years to allow for Developer's phase out of its operations and use, with a provision for the Developer's early termination with no-penalty.

(II) The City may provide written notice to Developer to terminate no earlier and no later than two (2) years before the expiration of the initial term of the lease. During the initial term, City shall maintain an option for development of portions of the State Street Property which are not occupied or utilized by the Developer, provide that City's activities shall not interfere with Developer's operations.

(III) In the event that the City does not provide notice to terminate at Year 8, Developer shall have an automatic auto-renewal provision for a term extension of an additional 6 years.

(IV) Lease payments shall be as follows for the initial term as well as the extension term if applicable:

| | | |
|---|---|---|
| Year 1 | $18,129.00 | Escalator for future years |
| Year 2 | $18,492.00 | 2% |
| Year 3 | $18,861.00 | 2% |
| Year 4 | $19,239.00 | 2% |
| Year 5 | $19,623.00 | 2% |
| Year 6 | $21,586.00 | 10% |
| Year 7 | $23,744.00 | 10% |
| Year 8 | $26,119.00 | 10% |
| Year 9 | $28,731.00 | 10% |
| Year 10 | $31,604.00 | 10% |
| Year 11 | $34,764.0 | 10% |
| Year 12 | $38,240.00 | 10% |
| Year 13 | $42,065.00 | 10% |
| Year 14 | $46,271.00 | 10% |
| Year 15 | $50,898.00 | 10% |
| Year 16 | $55,988.00 | 10% |

(V) The City acknowledges and agrees that such lease shall be a triple net lease wherein the Developer shall for all the property's expenses in addition to the rent including maintenance, insurance, and utilities, excluding however, the property taxes for the parcel.

d) The Developer's obligation to convey the State Street Property shall be contingent upon the City securing necessary financing for the purchase and upon acceptable results of a Phase 2 environmental site assessment supporting the redevelopment for industrial and or commercial uses.

3. PAYGo Reimbursement. The City shall provide an additional TIF Incentive as a pay-as-you-go (PAYGo) obligation of the City, which is further defined as follows:

a) In order to qualify for the PAYGo reimbursement, the Developer guarantees that the Property shall have a minimum assessed value of no less than ten million dollars ($10,000,000) on or before January 1, 2027 (the "Minimum Assessed Value").

b) Other than the costs which are the responsibility of the City, as explicitly set forth herein, the Developer shall be responsible to incur and pay all of the upfront costs of the Project and, to the extent TID revenues are sufficient to the limits of the TID and this Agreement, Qualified Expenditures shall be reimbursed to Developer.

c) Assessed value of the Property shall be determined on January 1 of each tax year and shall be compared to the assessed value of the Property as of January 1 of the year in which construction commenced. The difference in assessed values shall be known as the Incremental Property Value.

d) Incremental Property Value multiplied by the assessed mill rate shall be known as the Available TIF Increment.

e) Developer shall not be entitled to any TIF Increment unless the aggregate assessed Property value meets or exceeds the Minimum Assessed Value on or before January 1, 2027. Upon reaching this threshold, Available TIF Increment shall be distributed as follows:

(I) From January 1, 2027 until December 31, 2031, the City shall make available ninety-five percent (95%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(II) From January 1, 2032 until December 31, 2034, the City shall make available ninety percent (90%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(III) From January 1, 2035 until December 31, 2036, the City shall make available eighty-five percent (85%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(IV) From January 1, 2037 until December 31, 2039, the City shall make available eighty percent (80%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

(V) From January 1, 2040 until the termination of the Tax Increment District, the City shall make available seventy-five percent (75%) of the annual TIF Increment to the Developer until all Qualified Expenditures have been repaid.

Upon reaching The Minimum Assessed Value, the City shall pay the percentages of the total Available TIF Increment, as set forth, above, to the Developer on an annual basis after property taxes are paid in full for the Property. For avoidance of doubt, if the aggregate assessed Property value exceeds the Minimum Assessed Value, Developer shall be entitled to the percentages set forth, above, of the total Available TIF Increment generated by such assessment, which may be above and beyond the Minimum Assessed Value, without limitation, but subject to the Tax Incentive Cap.

f) PAYGo Reimbursement payments will be payable to Developer in the year following the year of the TIF Increment determination, after Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Property for the previous year. For example, if the first occupancy permit is issued on September 1, 2026, the TIF Increment would be determined as of January 1, 2027 and the PAYGo reimbursement would first be payable in 2028.

g) Notwithstanding the forgoing, in the event that the occupancy permit for the Project is issued in 2026; AND Developer has provided proof to the City of the full payment of the real estate taxes, special assessments and special charges against the Property for 2026 (the "2026 PAYgo Thresholds"), the City shall pay ninety-five percent (95%) of the 2026 TIF Increment to Developer in 2027 and the dates set forth in Section III. B. 3. e), above shall be decreased by one (1) year. For example, the dates in Section III. B. 3. e) (I) shall be January 1, 2026 until December 31, 2030. For the avoidance of doubt, if the Project does not meet the 2026 PAYGo Thresholds, the TIF Increment would be determined as of January 1, 2027, the first PAYGo reimbursement would be payable in 2028 and the dates set forth in Section III. B. 3. e) would remain as set forth, above. Nonetheless, in the event the 2026 PAYgo Thresholds are met, the Project must meet or exceed the Minimum Assessed Value no later than January 1, 2027 in order for the Developer to receive PAYGo reimbursements payable in 2028 and according to the dates set forth in Section III.B.3.e).

4. Intentionally Left Blank.

5. Qualified Expenditures. Qualified Expenditure payments shall be disbursed in the following priority, and only fund:

   a) Public Improvements, as defined in Section II.N., and environmental remediation, and asbestos abatement as required by State and Federal law; then

   b) "Private Improvements" specifically approved by the City as stated in Section IV; then

   c) Any other activity specifically approved by the City.

6. Assignment. Developer may assign any of its payment rights hereunder to any future purchaser or developer of any part of the Property upon approval of the City, which approval shall not be unreasonably withheld. Except as explicitly set forth herein, the City shall be obligated only to disburse TIF Incentives to the party with whom the City has an agreement. It shall be incumbent upon Developer to enter into a separate agreement with any third parties if it intends to assign its payment rights hereunder, or seek either reimbursement or allocation of any Incremental Property Value and guaranteed aggregate assessed value generated by any third-party purchaser and/or developer of any part of the Property.

C. Limitations. The TIF Incentive available to Developer for the Project is limited as follows:

1. Monetary Limitation. The TIF Incentive from 2027 to 2031 shall not exceed ninety-five percent (95%) of the Available Tax Increment for the Property. The TIF Incentive from 2032 to 2034 shall not exceed ninety percent (90%) of the Available Tax Increment for the Property. The TIF Incentive from 2035 to 2036 shall not exceed eighty-five percent (85%) of the Available Tax Increment for the Property. The TIF Incentive from 2037 to 2039 shall not exceed eighty percent (80%) of the Available Tax Increment for the Property. The TIF Incentive from 2040 to the termination of the TID shall not exceed seventy-five percent (75%) of the Available Tax Increment for the Property.

2. Tax Incentive Cap. The City shall not be obligated to pay TIF Incentive in excess of the total amount of Qualified Expenses incurred and paid by Developer (the "Tax incentive Cap").

3. Tax Receipts Limitation. Only the Available Tax Increment actually received by the City, and no other property, revenue, or asset of the City, shall be used to pay such amounts.

4. Temporal Limitation. Provided Developer qualifies for TIF Incentive and provides adequate proof to the City that Developer has incurred and paid Qualified Expenditures, an provided Developer and all transferees have paid the real estate taxes and any Special Assessments and Special Charges in full for the previous tax year by July 31, TIF Incentive payments shall be made on or before September 1 of each year; provided, however, in no event shall TIF Incentive payments continue after the earlier of the termination date of the TID or the termination of this Agreement if before the termination of the TID.

D. No General Obligation of City. The City's obligation to make TIF Incentive payments shall be a special and limited obligation only and shall not be considered a general obligation of the City, and neither the full faith and credit nor the taxing powers of the City are pledged to the payment of such amounts. The City shall take no action to dissolve the TID before payment of all TIF Incentive payments due to the Developer, subject to the provisions of this Agreement. In no circumstances shall amounts to be paid Developer hereunder be considered an indebtedness of the City, and the obligation of the City hereunder is limited to the Available Tax Increment appropriated and received by the City. Amounts due hereunder shall not count against the City's constitutional debt limitation, and no taxes will be levied for its payment or pledged to its payment other than from the Available Tax Increment.

E. Other Grants and Credits. The City, as appropriate and in its sole discretion, may also apply for such other grants and credits in regard to the Project as they shall deem appropriate for the benefit of the Project and as may be required to achieve necessary financing for the Project, provided, however, the City makes no representations or warranties about the availability of such grants and credits or whether any such grants or credits that may be available will be awarded.

## IV. OTHER OBLIGATIONS OF THE CITY

A. Public Utilities. At its sole cost, the City shall provide (or cause to be provided by necessary third parties) to the Project, at the facilities' actual locations within the Property boundary, all necessary or advisable City-owned utilities necessary for the Project, including but not limited to: (i) sanitary sewer, (ii) storm water, (iii) public water, and (vi) such other utilities as Developer may reasonably request all of which shall be installed below ground. The City, at its sole cost and expense, shall be responsible for all maintenance, repair and replacement of the foregoing utilities.

B. Other Utilities. The City will also coordinate with other utilities that need to operate in the public right-of-way including electric utilities, natural gas utilities, and telecommunication utilities to help facilitate these services to the site. Ensuring that there is adequate access and capacity of these non-City utilities is the responsibility of the Developer and the corresponding utility. If additional public utilities become necessary in the future that are directly attributable to this Project, the Developer and or owner shall provide additional ROW or an easement, as appropriate, to accommodate those public utilities.

C. Sidewalks / Walking Trail / Drainage Ditch. The City shall coordinate with Developer to determine feasibility for the future (i) construction and installation of sidewalks and a walking trail on the Property or within adjacent public rights of way; and (ii) the maintenance of the drainage ditch located on the Property to allow for the proper drainage of the Property and adjacent land.

## V. OBLIGATIONS OF DEVELOPER

A. Construction Documents. Prior to July 1, 2025, and prior to commencement of construction of the Project, Developer shall submit site plans, building plans, and other drawings that fix and describe the size and character of the Project, along with architectural and general contracts, to the City for approval. The "Construction Documents" shall include:

1. Plans and specifications for structural, mechanical and electrical systems, materials; and
2. Full-color elevations for all sides of all proposed structures; and
3. Descriptions and photographic examples of all exterior building materials; and
4. Descriptions and photographic examples of interior finishes; and
5. Other such essential items as may be reasonably determined by the City to be appropriate.

B. Development Related Fees. The Developer shall be responsible for payment of any development related fees including but not limited to zoning and/or site plan application fees, building permit fees, erosion control fees, stormwater management fees, impact fees, and other application fees as applicable to the Project. All such fees shall be included as Qualified Expenditures.

C. Development Budget. Prior to July 1, 2025, Developer shall submit a "Development Budget", prepared in accordance with general principles for construction and development budgeting, to City for approval. The Development Budget shall include:

1. Not less than twenty million ($20,000,000) in "hard" construction costs for the Project; and

2. A line item of not less than ten percent (10%) of Project costs for cost overruns and change orders; and

3. A line item of not less than one percent (1%) of the estimated aggregate assessed value of the Property, which shall be specifically dedicated towards

    a) Public Art on the Property; or

    b) Public Art within one-half (1/2) mile of the Property; or

    c) A separate Public Art project(s) approved by the City and GBPAC; or

    d) Funds for design and maintenance of Public Art, or any combination of the alternatives herein; and

4. Line items for each of the Qualified Expenditures for which the Developer is seeking a TIF Incentive, as identified in Section III.

D. Approvals by the City. The City shall indicate its approval or further requirements in writing within thirty (30) days from the date of receipt of the Construction Documents, or Development Budget, or any revisions; provided, however, that the City shall approve such revised Construction Documents, or Development Budget unless it determines such revisions would impair the objectives of this Agreement, impose substantial financial burdens on the City, or adversely affect the Concept Plan. The City will make all reasonable efforts to determine the acceptability of plans in less than thirty (30) days, including convening for special meetings to review and consider such plans. At any time during the implementation of the development contemplated by this Agreement, the City or Developer may propose modifications to the Concept Plan subject to the agreement of the City and the Developer. At any time during the implementation of the development contemplated by this Agreement, Developer may submit to the City proposed revisions in the approved Concept Plan, Construction Documents, or Development Budget in order to enhance the achievement of the objectives of this Agreement and to improve and refine the approved Concept Plan

E. Compliance with Planning; Zoning; Permits and Use. Developer will obtain from the City and all other appropriate governmental bodies (and all other councils, boards, and parties having a right to control, permit, approve, or consent to the development and use of the Property) all approvals and consents necessary to develop and use the Property as set forth above, including, but not limited to:

1. Developer shall pay all water, sewer, and other impact fees that may be due and payable in connection with the Project, provided, however, such fees shall be included as Qualified Expenditures.

2. The acceptance of this Agreement and granting of any and all approvals, licenses, and permits by the City shall not obligate the City to grant any variances, exceptions, or conditional use grants, or approve any building or use the City determines not to be in compliance with the municipal codes and ordinances of the City, or in the best interests of the City.

3. Developer shall have obtained the approval of the City, and State of Wisconsin Department of Transportation to a traffic impact analysis regarding the Project.

F. Proof of Equity. Developer shall have in place and shall provide the City no later than April 1, 2025 proof of equity in the form of the value of the Property, less any mortgages thereon, not less than twenty percent (20%) equity available for injection into the Project in an amount sufficient to obtain financing for all Project costs.

G. Proof of Financing. By no later than five (5) business days prior to Developer closing on the acquisition of the Property, Developer shall have delivered proof satisfactory to the City of financing, which after injection of the Developer equity into the Project, will be sufficient in the determination of the City, to complete the Project according to the plans and specifications.

H. Acquisition of Property. By no later than March 15, 2025, Developer shall have closed on the purchase of all of the parcels comprising the Property and all of the necessary rights of way required for the Project. Developer shall provide copies of deeds and such other closing documents as requested by the City regarding the purchase of the Property and rights of way. The Property and rights of way shall be owned in the name of Developer.

I. Termination or Relocation of Easements. Developer shall have agreements with all holders of easements or any other rights that may be affected by the Project, regarding the termination,

modification or relocation of such easements and other rights in order to accommodate the Concept Plan.

J. Use of Funds. Developer may use TIF supported funds only to fund Qualified Expenses as set forth in the approved Development Budget and in accordance with the terms set forth herein.

K. Improvement of Property. Developer shall promptly design and complete the Project. Substantial work on the Project shall commence no later than ninety (90) days after the last to occur of approval by the City of the Concept Plan, approval by the City of the Development Budget and Development Plans, and/or issuance of a building permit and all other permits or licenses required to commence construction, which shall be no later than December 31, 2025. Construction of the Project shall be completed no later than December 31, 2026. Developer shall file with the City copies of the detailed construction plans within ninety (90) days after completion of the Project.

L. Reports and Information. Within a reasonable amount of time after such request is submitted by the City in writing to Developer, Developer shall provide written reports and information on the following items as requested by the City throughout the duration of this Agreement:

1. During the period before the commencement of construction, Developer shall from time to time provide to the City information having a bearing upon the interests of the City in the Property or under this Agreement.

2. Upon written request from the City, Developer shall submit, or cause to be submitted by its owner's representative, progress reports during the course of construction.

3. Upon request from the City, the Developer shall provide an updated listing of positions by compensation employed at the Project site.

M. Copies of Documents. All documents from Developer to the City shall be submitted in a digital files format acceptable to the City. At the City's request, the Developer shall provide requested documents printed in triplicate.

N. Maintenance and Repair. Developer shall at all times keep and maintain, or cause to be kept and maintained, the Property in good condition and repair, in a safe, clean, and attractive condition, and free of all trash, litter, refuse, and waste, subject only to demolition and construction activities contemplated by this Agreement.

O. Transfer or Sale of Project Property.

1. Notice of Intent to Transfer. If Developer itself or via Hoban RE intends to sell, transfer or convey the Property or any part thereof before termination of this Agreement, Developer shall provide to the City a written request for transfer thirty (30) days prior to the anticipated transfer. The City may deny the request for any commercially reasonable reason. Developer may assign all rights and obligations under this Agreement only to an entity controlled and affiliated with Developer to own, manage and operate the Property. This Agreement inures to the benefit and becomes the obligation of the heirs, successors and assigns of Developer. This Agreement shall run with the land and shall be binding upon all current and future owners of the Property. Notwithstanding anything to the contrary in this Agreement, (i) the Developer shall not be required to provide the City with written notice of and the City's consent shall not be required in connection with the granting of any mortgage to finance or refinance the purchase of the land or parcels comprising the Property or payment of costs of the Project; and; (ii) the City's consent shall not be required in connection with any

conveyance pursuant to or following any foreclosure (or acceptance of deed in lieu of foreclosure) of such mortgage.

2. No Transfer to Exempt Entities. Prior to the closure of the TID, the Property shall not be sold, transferred or conveyed to, leased, or owned by any entity or used in any manner that would render any part of the Project Property exempt from taxation, unless the purchaser, transferee, lessee or owner first executes a written agreement with the City in a form satisfactory to the City providing for acceptable payments to the City in lieu of taxes.

3. Right of First Refusal. Developer shall not sell, trade, grant, or encumber the Property, except as specifically provided herein. Should Developer not complete elements of the Project as defined herein, Developer shall provide City the exclusive right, for a period not to exceed one (1) year from the determination of incompletion of the Project to purchase an undeveloped or underdeveloped portion of the Property. For clarity, the City's exclusive right to purchase the Property due to Developer's inability to complete the Project shall only be effective if Developer has failed to complete the Project on or before December 31, 2027. The purchase price shall be equivalent to the purchase price paid for the Property under this Agreement. This Right of First Refusal shall run with the land and shall survive the termination or expiration of this Agreement, and shall remain in place until such time as the aggregate assessed Property value meets or exceeds the Minimum Assessed Value. For clarity, this right of first refusal and Developer's prohibition against encumbering the Property shall not apply if Developer for the purpose of obtaining financing or refinancing any loan(s) which require a mortgage to encumber the Property.

P. Easements. Developer shall grant to the City such easements as are reasonably necessary for public improvements, infrastructure, ingress or egress, utilities, lighting or landscaping or any other access necessary to effectuate this Agreement. Developer shall cause existing easements to be relocated or terminated to accommodate the Project.

Q. Environmental.

1. Presence of Hazardous Materials and Compliance with Environmental Laws. Before commencement of the First Phase, Developer shall be satisfied, through such means as are commercially reasonable, that the Property is free of Hazardous Materials or that any Hazardous Materials on or within the Property are being stored and handled in strict compliance with all Environmental Laws. Developer shall provide the City with copies of all environmental reports pertaining to the Property no later than ten (10) days after receiving the same.

2. Developer's Environmental Indemnification. Developer shall indemnify, pay on behalf of, defend and hold the City, and their respective agents, officials, employees, representatives, successors and assigns, harmless from and against any loss, damage, claim, fine, penalty, assessment, liability, or other charge or claim, and all costs (including, without limitation, reasonable legal, accounting, consulting, engineering, and similar expenses incurred with respect to such matter and/or incurred in enforcing this indemnity):

    a) Arising from the actual existence, treatment, deposit, release, storage, or disposal of any Hazardous Materials on, within or about the Property; or

b) Arising from the breach of any warranty, covenant or representation of Developer to the City or any other obligation of Developer to the City regarding Hazardous Materials under this Agreement.

3. Hazardous Materials Defined. As used herein, the term "Hazardous Materials" means:

a) Hazardous wastes, hazardous substances, hazardous constituents, toxic substances or related materials, whether solids, liquids or gases, including but not limited to substances defined as "hazardous wastes," "hazardous substances," "toxic substances," "pollutants, "contaminants," "radioactive materials," or other similar designations in, or otherwise subject to regulation under, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. 9601 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1802; the Resource Conservation and Recovery Act, 42 U.S.C. 9601. et seq.; the Clean Water Act, 33 U.S.C. 1251; the Safe Drinking Water Act, 42 U.S.C. 300f et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; and in any permits, licenses, approvals, plans, rules, regulations or ordinances adopted, or other criteria and guidelines promulgated pursuant to the preceding laws or other similar federal, state or local laws, regulations, rules or ordinances now or hereafter in effect relating to environmental matters (collectively, "Environmental Laws"); and

b) Any other substances, constituents or wastes subject to any applicable federal, state or local law, regulation or ordinance, including any Environmental Law, now or hereafter in effect, including but not limited to: petroleum, refined petroleum products, waste oil, waste aviation or motor vehicle fuel, and asbestos containing materials.

4. Survival. The provisions of this Section shall survive the conveyance to Developer of any City Property.

R. Insurance. Before commencement of construction activities on the Property, Developer shall deliver to the City certificates of insurance, copies of endorsements, and other evidence of insurance requested by the City, which Developer is required to purchase and maintain, or cause to be purchased or obtained, in the types and amounts of coverage listed below, each of which shall name the City as an additional insured party:

1. Workers Compensation and Related Coverage. Coverage for state and federal workers compensation shall be defined by state and federal statute. The amounts of employer's liability coverage shall be in not less than the following limits:

a) Bodily Injury by Accident – one hundred thousand dollars ($100,000.00) per accident;

b) Bodily Injury by Disease – one hundred thousand dollars ($100,000.00) per employee; and

c) Five hundred thousand dollars ($500,000.00) policy limit.

2. Waiver of Workers Compensation Subrogation. The workers' compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees, and

volunteers for losses paid under the terms of the policy that arises from the work performed by the names insured for or on behalf of the City.

3. Comprehensive General Liability Insurance. Coverage shall be written on a commercial general liability form, and shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages for personal injury, including accidental death, as well as claims for property damages which may arise from operation under this Agreement, whether such operations be by Developer, any subcontractor, or anyone directly or indirectly employed by either of them in such manner as to impose liability on the City. The amounts of such insurance shall be not less than the following limits:

    a) General Aggregate Limit – two million dollars ($2,000,000.00); Personal and Advertising Injury Limit (per person/organization) – two million dollars ($2,000,000.00);

    b) Bodily Injury and Property Damage – two million dollars ($2,000,000.00) per occurrence;

    c) Fire Legal Liability Damage Limit – one hundred thousand dollars ($100,000.00) per occurrence; and

    d) Medical Expense Limit – ten thousand dollars ($10,000.00) per person.

4. Comprehensive Automobile Liability and Property Damage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages associated with operations of owned, hired, and non- owned motor vehicles. The amounts of such insurance shall be not less than the following limits:

    a) Bodily Injury – two hundred fifty thousand dollars ($250,000.00) per person; and

    b) One million dollars ($1,000,000.00) per occurrence; and Property Damage – two hundred fifty thousand dollars ($250,000.00) per occurrence.

5. Umbrella Coverage. Coverage shall protect Developer and any subcontractor during the performance of work covered by this Agreement with limits of one million dollars ($1,000,000.00) for bodily injury, personal injury, and property damage on a combined basis with the stated underlying limits of Sections IV. R. 1. to IV. R. 3. above.

6. Builder's Risk Insurance. Before commencing construction of any improvements on the Property and during any construction activities contemplated by this Agreement, Developer shall obtain and keep in full force and effect and all builders risk insurance policy for all portions of the Property with coverage equal to the total amount of the construction contracts for all such construction activities. Nothing in this Agreement is intended to relieve Developer of its obligation to perform under this Agreement and, in the event of loss, Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

7. Fire and Casualty Insurance. Developer shall obtain and keep in full force adequate fire and casualty insurance with coverage in an amount equal to the assessed value of such improvements. In the event of loss the Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

S. General Indemnity.

1. Protection Against Losses. Developer shall indemnify, defend and hold harmless the City, and their respective officers, employees, agents, attorneys, insurers and the successors and assigns of all of the foregoing, from any and all liabilities, claims, losses, damages, judgments or awards, costs or expenses, including reasonable attorneys' fees, of whatsoever nature and by whomsoever asserted, whether asserted by a third party or by a Party to this Agreement (hereinafter "Losses"), directly or indirectly, arising out of, resulting from or in any way connected with:

    a) Any breach by Developer of the terms of this Agreement;

    b) Any non-compliance with laws, ordinances, rules or regulations applicable to Developer's obligations under this Agreement; or

    c) Any governmental, regulatory or other proceedings to the extent any such proceedings result from Developer's failure to comply with its obligations under this Agreement or otherwise.

2. Indemnification Procedures. Developer shall promptly assume full and complete responsibility for the investigation, defense, compromise and settlement of any claim, suit or action arising out of or relating to the indemnified matters following written notice thereof from the City, which notice shall be given by the City within ten (10) days of their knowledge of such claim, suit or action. Failure to provide such timely notice shall not eliminate Developer's indemnification obligations to the City unless, and only to the extent to which, such failure has substantially prejudiced Developer. Notwithstanding the foregoing, in its sole discretion and at its expense, the City may participate in or defend or prosecute, through their own counsel(s), any claim suit or action for which either of them is entitled to indemnification by Developer; provided, however, that if the City is advised in writing by its legal counsel that there is a conflict between the positions of Developer and City , as appropriate, in conducting the defense of such action or that there are legal defenses available to the City different from or in addition to those available to Developer, then counsel for the City , at Developer's expense, shall be entitled to conduct the defense only to the extent necessary to protect the interests of the City . Developer shall not enter into any compromise or settlement without the prior written consent of the City , as appropriate, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against the City shall be reasonable grounds for the City to refuse to provide written consent to a compromise or settlement. If Developer does not assume the defense of such claim, suit or action, Developer shall reimburse the City for the reasonable fees and expenses of counsel(s) retained by the City , and shall be bound by the results obtained by the City ; provided, however, that no such claim, suit or action shall be settled without Developer's prior written consent, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against Developer shall be reasonable grounds for Developer to refuse to provide written consent to a compromise or settlement.

## VI. CONDITIONS PRECEDENT TO OBLIGATIONS OF CITY

The City's obligations under this Agreement are conditioned upon the following:

A. Existence. Developer shall have provided City a certified copy of its organizational documents and a certificate from the Department of Financial Institutions for the State of Wisconsin indicating Developer's existence and good standing.

B. Incumbency; Due Authorization. Developer shall have provided a certificate of incumbency and resolutions of the company, demonstrating Developer has been duly authorized to enter into this Agreement and authorizing the person signing this Agreement to execute and deliver it to the City and to bind Developer to its terms.

C. No Violation or Default. Developer shall not be in violation of any of its governing documents or other contracts subject to this Agreement or of any other agreement between Developer and the City.

D. Insurance. Developer shall have delivered to the City certificates of all insurance required under this Agreement.

E. TID District. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

## VII. CONDITIONS PRECEDENT TO OBLIGATIONS OF DEVELOPER

The obligations of Developer under this Agreement are conditioned upon the following:

A. TID. The TID shall be in effect and in good standing certified by the Wisconsin Department of Revenue.

B. Due Authorization. The City Council shall consent to the City entering into this Agreement and shall authorize the person(s) signing this Agreement to execute and deliver it to Developer and to bind the City to its terms. All actions required to authorize City to enter into this Agreement shall have been taken and evidence of such actions, including authorization of the person signing this Agreement on behalf of City shall have been provided to Developer.

C. City Obligations. The City ensuring that each of the following have been completed prior to the execution of this Agreement: (i) the City Council shall have approved this Agreement; and (ii) the City shall have created and approved the ALTA Survey Map for the Project;

## VIII. REPRESENTATIONS, WARRANTIES, AND COVENANTS

A. Developer represents and warrants to the City as follows:

1. No Material Change in Documents. All contract documents and agreements have been furnished to the City, as the case may be, and are true and correct and there has been no material change in any of the same.

2. No Material Change in Developer Operations. There has been no material change in the business operations of Developer since the date the Parties began negotiation to enter into this Agreement.

3. Compliance with Zoning. The Property, subject to the conditional use permit, now conforms and will continue to conform at all times and in all respects with applicable zoning and land division laws, rules, regulations and ordinances.

4. Payment. Developer shall pay for all work performed or materials furnished for the Project when and as the same become due and payable. Developer shall not suffer any construction or other involuntary lien to be imposed upon the Property, except for liens for claims to payment that are subject to a bona fide dispute, and, in that case, such liens shall be removed by Developer posting bond or other security, paying one hundred and twenty percent (120%) of the lien claimed into court, escrowing funds or promptly taking other steps to remove the lien of record. Developer shall pay all other obligations relating to the Project, including all creditors holding liens or mortgages against the Property when and as the same become due. Developer will pay all taxes and assessments levied against the Property when and as the same become due.

5. Certification of Facts. No statement of fact by Developer contained in this Agreement and no statement of fact furnished or to be furnished by Developer to the City pursuant to this Agreement contains or will contain any untrue statement of a material fact or omits or will omit to state a material fact necessary in order to make the statements herein or therein contained not misleading.

6. Good Standing. Developer is a limited liability company organized and existing in good standing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business.

7. Due Authorization. The execution, delivery and performance of this Agreement and all other agreements requested to be executed and delivered by Developer hereunder have been duly authorized by all necessary company action of Developer and constitute valid and binding obligations of Developer, in accordance with their terms, subject only to applicable bankruptcy, insolvency, reorganization, moratorium, general principles of equity, and other similar laws of general application affecting the enforceability of creditors' rights generally.

8. No Conflict. The execution, delivery, and performance of the obligations of Developer pursuant to this Agreement will not violate or conflict with the Articles of Organization or Operating Agreement of Developer or any indenture, instrument or material agreement by which Developer is bound, nor will the execution, delivery, or performance of obligations of Developer pursuant to this Agreement violate or conflict with any law applicable to Developer.

9. No Litigation. There is no litigation or proceeding pending or threatened against or affecting Developer or the Property that would adversely affect the Project, Developer or the priority or enforceability of this Agreement, the ability of Developer to complete the Project or the ability of Developer to perform its obligations under this Agreement.

10. No Default. No default, or event that with the giving of notice or lapse of time or both would be a default, exists under this Agreement, and Developer is not in default (beyond any applicable period of grace) of any of its obligations under any other material agreement or instrument to which Developer is a party or an obligor.

11. Compliance with Laws and Codes. The Project, when completed, will conform and comply in all respects with all applicable laws, rules, regulations and ordinances, including without limitation, all building codes and ordinances of the City. Developer will comply with, and will cause the Project to be in compliance with all applicable federal, state, local and other laws, rules, regulations and ordinances, including without limitation, all environmental laws, rules, regulations and ordinances.

12. Fees or Commissions. Neither the City shall be liable for any broker fees or commissions incurred by Developer in connection with the Property or any transactions contemplated by this Agreement.

13. No Objection to Property Assessment. Prior to termination of this Agreement, Developer shall not file an objection to real or personal property assessment as provided under §70.47(7)(a), Wis. Stats.

B. City represents and warrants to Developer as follows:

1. Due Authorization. The execution, delivery and performance of this Agreement and all other agreements requested to be executed and delivered by the City hereunder have been duly authorized by all necessary action of the City and constitute valid and binding obligations of the City,

2. No Litigation. Neither the City nor RDA has received no written notice of any litigation or proceeding pending or threatened against or affecting City or the Property that would adversely affect the Project, the City] or the priority or enforceability of this Agreement, or the ability of the City to perform its obligations under this Agreement.

3. No Conflict. The execution, delivery, and performance of the obligations of the City pursuant to this Agreement will not violate or conflict with any material agreement by which the City is bound, nor will the execution, delivery, or performance of obligations of the City pursuant to this Agreement violate or conflict with any law applicable to the City.

## IX. DEFAULT

A. Developer Default. Each of the following shall be an Event of Default by Developer:

1. Failure to Make Payment. Developer fails to make any payment required and such failure continues for a period of ten (10) days after its due date;

2. Failure to Abide by Other Terms. Developer fails to perform any other of its obligations under this Agreement and such failure continues for a period of thirty (30) days from the date of notice from the City; provided, however, if such cure cannot reasonably be accomplished within such thirty (30) days and the delay in cure does not materially impair the financial interests of the City, and if Developer promptly commences cure within the initial thirty (30) days and diligently pursues cure thereafter, Developer shall have a reasonable time, not to exceed sixty (60) days after the initial thirty (30) days, for a total of ninety (90) days to cure (unless otherwise agreed to in writing by the Parties);

3. Misrepresentation. Any representation or warranty of Developer in this Agreement or any agreement contemplated by this Agreement is untrue in any material respect;

4. Fraud and Other Illicit Behavior. Developer or any of its members is convicted of, pleads no contest to, or enters into any other agreement other than a dismissal with no conditions as to any allegation of:

a) Fraud; or

b) Indecent or illicit behavior that in the determination of the City would threaten the reputation of Developer or its ability to complete the Project according to the requirements of this Agreement;

5. Insolvency. Developer or any guarantor of the obligations of Developer hereunder is insolvent or becomes the subject of a petition in bankruptcy, a receivership, a composition or any other proceeding designed for the benefit of creditors generally that is not dismissed within sixty (60) days of the date of filing;

6. Involuntary Liens. Any lien is imposed upon the Property involuntarily due to the acts or omissions of Developer and such lien is not removed within sixty (60) days of it being imposed upon the Property.

B. Remedies Upon Default. In the event of the occurrence of an Event of Default by Developer, the City may in its discretion:

1. Withholding of TIF Payment. If an Event of Default occurs which remains uncured after any applicable cure period, the City may withhold annual TIF payments until the Event of Default is cured and, upon such cure, the TIF payments shall resume in full;

2. Offset and Recoupment. Offset or recoup against any amounts that may then or thereafter come due from the City to Developer, whether under this Agreement or otherwise, an amount of damages reasonably estimated by the City resulting from Developer's breach;

3. Specific Performance. Sue for specific performance;

4. Sue for Damages. Sue for all damages caused by the Event of Default;

5. Other Remedies. Pursue any other remedies available to the City at law or in equity;

6. Interest. Collect interest on all delinquent amounts at the rate of twelve percent (12%) per annum from the date such amount was due; and

7. Costs and Attorney Fees. Collect all costs and fees, including reasonable attorney fees incurred by the City, or either of them, by virtue of the Event of Default.

8. Termination. If all other reasonable courses of action and remedies available to the City have been exercised and no timely resolution is obtained, the City may terminate this Agreement without further notice to Developer.

C. City Default. Developer shall have all rights and remedies available under law or equity with respect to any failure of the City to perform their obligations under this Agreement, but only after providing the City notice of such default and a failure by the City to commence attempts to cure such default within the thirty (30)-day notice period. If the City, as appropriate, commences cure within the thirty (30)-day notice period and thereafter reasonably and continuously takes action to complete such cure (such cure period not to exceed ninety (90) days), unless otherwise agreed to in writing by the Parties, then the failure to perform shall not be an Event of Default.

D. Limitation of Damages. The foregoing notwithstanding, none of the Parties shall be liable to any other Party for any incidental, consequential, indirect, punitive or exemplary damages. All claims and damages asserted against the City shall be subject to statutory protections of municipalities and their officials and employees, including the immunity and limitations set forth in §893.80 Wis. Stats.

E. No Waiver. Any delay in instituting or prosecuting any actions or proceedings or otherwise asserting the rights granted in this Agreement, shall not operate as a waiver of such rights to, or deprive it of or limit such rights in any way, nor shall any waiver in fact made with respect to any specific default, be considered or treated as a waiver of any rights with respect to other defaults or with respect to the particular default except to the extent specifically waived in writing.

F. Remedies Cumulative. Except as expressly provided otherwise in this Agreement, the rights and remedies of the Parties to this Agreement, whether provided by law or by this Agreement, shall be cumulative, and the exercise by any Party of any one or more of such remedies shall not preclude the exercise of it, at the same or different times, of any other such remedies for any other default or breach by any other Party.

## X. TERMINATION

A. Date of Termination. This Agreement shall terminate upon the earliest of the date:

1. All Qualified Expenditures have been repaid in full by Tax Increment;

2. The City closes and terminates the TID;

3. The Wisconsin Department of Revenue fails to certify or revokes certification of all or any portion of the TID or the Property;

4. This Agreement is terminated because of an Event of Default as specifically set forth in Section IX. B. 8., above; or

5. The Parties agree in writing to terminate this Agreement.

B. TIF Payments termination. TIF payments shall terminate at the end of tax year 2042.

C. Survival of Certain Provisions. III.B.2.d., III. D., V. E., V. I., V. J., V.O.2, V.P., V. Q. 2., V. S., VI. A., VI. B., VI. C., VI. D., VI. E., VII. A., VII. B., VII. C., VIII. A., VIII. B, IX. A, IX. B., IX. C., IX. D., IX. E., IX. F., XI. B., XI. C., XI. G., XI .J., XI. M., XI. O., XI. P., and XI. R. shall survive the termination of this Agreement.

## XI. MISCELLANEOUS PROVISIONS

A. No Effect Until Executed. The terms of this Agreement shall have no force and effect unless and until this Agreement is executed by all Parties.

B. Assignment. Developer may not assign its rights under this Agreement without the express prior written consent of the City, until the obligations of the Developer under Section III hereof are fully performed and satisfied. Thereafter, this Agreement may be assigned by Developer only upon the prior, written consent of the City, which shall not be unreasonably withheld.

C. Nondiscrimination. In the performance of work under this Agreement, Developer shall not discriminate against any employee or applicant for employment nor shall the Property or any portion thereof be sold to, leased or used by any Party in any manner to permit discrimination or restriction on the basis of the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender (including pregnancy), gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law. Retaliation is also prohibited. The construction

and operation of the Property shall be in compliance with all effective laws, ordinances and regulations relating to discrimination on any of the foregoing grounds.

D. No Personal Liability. Under no circumstances shall any trustee, officer, official, commissioner, director, member, partner or employee of the City have any personal liability arising out of this Agreement, and Developer shall not seek or claim any such personal liability.

E. No Personal Interest of Public Employee. No official or employee of the City shall have any personal interest in this Agreement, nor shall any such person voluntarily acquire any ownership interest, direct or indirect, in the legal entities that are Parties to this Agreement. No official or employee of the City shall be personally liable to Developer or any successor in interest, in the event of any default or breach by the City, or for any amount that becomes due to the Developer or its successors under this Agreement.

F. Relationship of Parties. The City is not a partner or joint venturer with Developer in the Project or otherwise. Under no circumstances shall the City be liable for any of the obligations of Developer under this Agreement or otherwise. There are no third-party beneficiaries of this Agreement.

G. Force Majeure. No Party shall be responsible to any other Party for any resulting losses and it shall not be a default hereunder if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, acts of God, adverse weather conditions, legally required environmental remedial actions, industry-wide shortage of materials, or by any other cause not within the control of the Party whose performance was interfered with, and which exercise of reasonable diligence, such Party is unable to prevent, whether of the class of causes herein above enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause. The foregoing notwithstanding, a Force Majeure event may not be used to avoid an Event of Default if the delay caused by the Force Majeure event exceeds ninety (90) days from the date the event occurred.

H. Parties and Survival of Agreement. Except as otherwise expressly provided herein, this Agreement is made solely for the benefit of the Parties hereto and no other person, partnership, association or corporation shall acquire or have any rights hereunder or by virtue hereof. All representations and agreements in this Agreement shall remain operative and in full force and effect until fulfilled and shall survive the closing.

I. Time. TIME IS OF THE ESSENCE with regard to all dates and time periods set forth herein. In the event this Agreement is not executed by both Parties prior to June 1, 2025, any and all approvals granted pursuant hereto or in conjunction herein by the City which are contemplated as part of this Agreement shall automatically expire.

J. Notices. All notices, demands, certificates or other communications under this Agreement shall be given in writing and shall be considered given:

1. Upon receipt if sent via electronic mail (e-mail) or facsimile; or

2. Upon receipt if hand-delivered to the Party or person intended; or

3. One (1) business day after deposit with a nationally-recognized overnight commercial courier service, air bill pre-paid; or

4. Three (3) business days after deposit in the United States Postal Service (USPS), postage prepaid, by certified mail, return receipt requested.

All correspondence shall be addressed by name and address to the Party or person intended as follows:

| | |
|---|---|
| To the City: | City of Green Bay<br>Attn: City Clerk<br>100 North Jefferson Street<br>Green Bay, WI 54301<br>e-mail: celestine.jeffreys@greenbaywi.gov<br>facsimile: 920-448-3010 |
| To the Developer /:<br>WE Hoban | Hoban Real Estate, LLC<br>W.E. Hoban Company<br>Attn: William M. Hoban<br>1341 State Street<br>Green Bay, WI 54304<br>e-mail: bhoban@chforging.com |
| With a copy to: | Law Firm of Conway, Olejniczak & Jerry, S.C.<br>Attn: Attorney James M. Ledvina<br>231 South Adams Street<br>Green Bay, WI 54301<br>e-mail: jml@lcojlaw.com<br>facsimile: 920-437-2868 |

The foregoing addresses shall be presumed to be correct until notice of a different address is given according to this Section.

K. Governing Law. The laws of the State of Wisconsin shall govern this Agreement.

L. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any of the provisions of this Agreement.

M. Execution in Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signature thereto and hereto were upon the same instrument. Electronic, facsimile and photocopy signatures shall have the same effect as original signatures.

N. Severability. If any provision of this Agreement shall be determined to be unenforceable as applied in any particular case or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstance shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained unenforceable to any extent whatever.

O. Recording of Agreement. The City may record this Development Agreement or a Memorandum of this Agreement with the Register of Deeds for Brown County, Wisconsin. Upon request of the City, Developer shall execute and deliver to the City any such Memorandum or any other document in connection with such recording.

P. Priority Over Subsequent Liens. This Agreement shall run with the land and shall be binding upon and inure to the benefit of the Parties and their heirs, successors and assigns. As such, the current and all

future owners of the Property shall be subject to all of the obligations stated herein. Developer warrants and represents that there will not be any mortgage or any other lien against the Property at the time this Development Agreement is recorded other than mortgages for the purchase of the Property and to finance costs of constructing the Project. This Development Agreement shall have precedence and shall take priority over any mortgage, lien or other encumbrance that may be recorded against the Property (or any portion thereof) after the recording of this Development Agreement (or Memorandum thereof).

Q. No Construction Against Drafter. This Agreement is a product of the negotiation and drafting of attorneys for the Parties, and, as such, the rule of construing ambiguous contracts against the drafter shall not apply to this Agreement.

R. Venue. The venue for any proceeding involving the negotiation, drafting, interpretation or enforcement of this Agreement shall be the circuit court for Brown County, Wisconsin, all other venues being inappropriate for any such proceeding.

S. Due Authority. Developer shall provide to the City a copy of the Statement of Authority for Limited Liability Company on file with the State of Wisconsin Department of Financial Institutions.

[Signature pages follow]

**Signature page 1 of 3**

**IN WITNESS WHEREOF**, the Parties to this Agreement have caused this instrument to be signed by duly authorized representatives of Developer, City as of the day and year first written above.

**DEVELOPER:**
**HOBAN REAL ESTATE, LLC**
**By: W.E HOBAN COMPANY, its Manager**

By: _____
William M. Hoban, its President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named William M. Hoban on behalf of W.E. Hoban Company, the Manager of HOBAN REAL ESTATE, LLC, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 2 of 3**

THE CITY OF GREEN BAY, W.E. HOBAN COMPANY AND HOBAN REAL ESTATE, LLC

**THE CITY OF GREEN BAY**

By: _____
Eric Genrich, Mayor

By: _____
Celestine Jeffreys, Clerk

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named Eric Genrich and Celestine Jeffreys, on behalf of the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

**Signature page 3 of 3**

THE CITY OF GREEN BAY, W.E. HOBAN COMPANY AND HOBAN REAL ESTATE, LLC

**WE HOBAN**
**W.E HOBAN COMPANY**

By: _____
William M. Hoban, its President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )
) SS
COUNTY OF BROWN )

Personally came before me this _____ day of _____ 2025, the above-named William M. Hoban on behalf of W.E. Hoban Company, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*_____
Notary Public, _____ County, Wisconsin
My Commission Expires _____

EXHIBIT A
Property Map

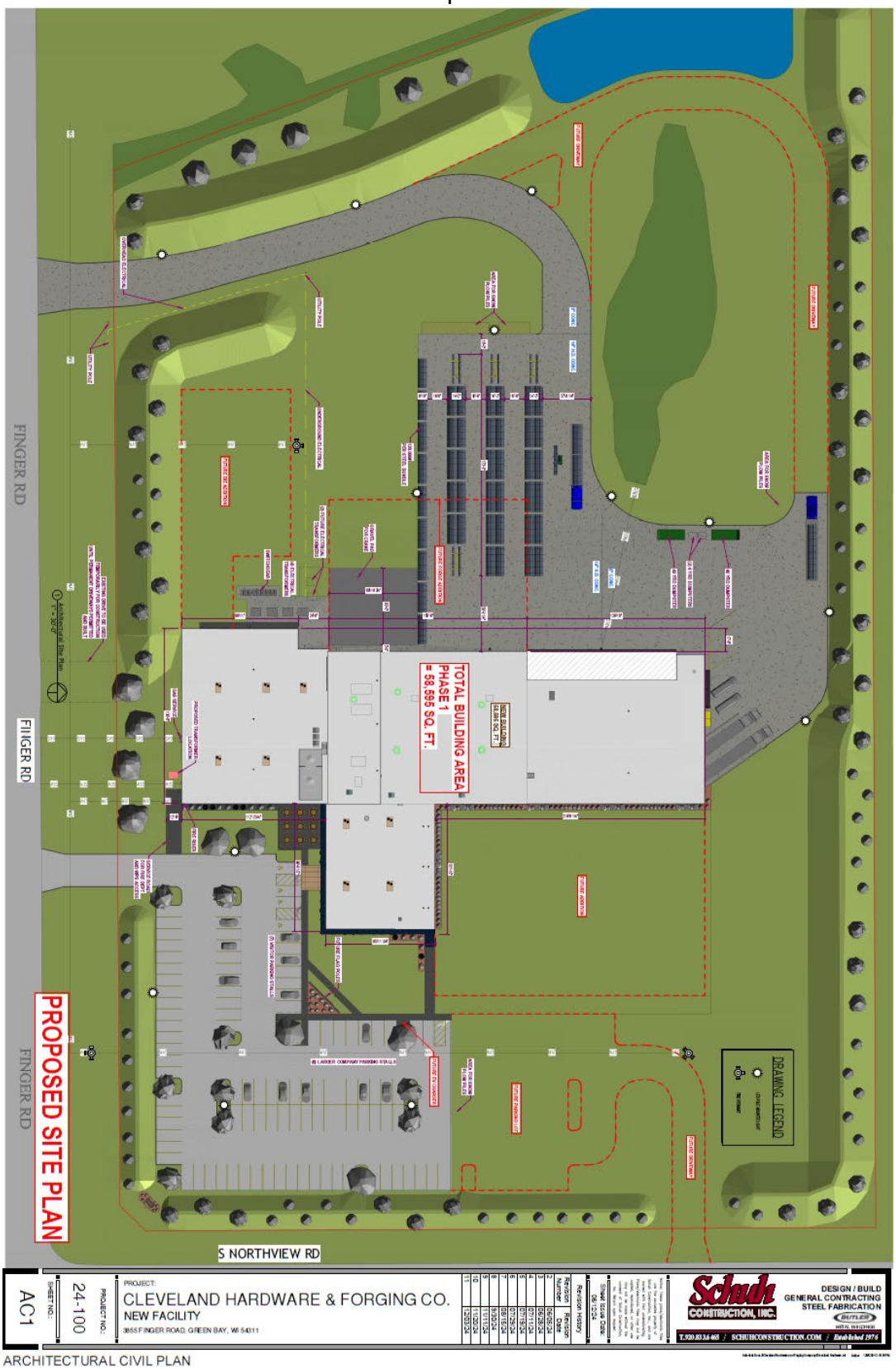
EXHIBIT B
Legal Description

Lot Two (2) of Certified Survey Maps No. 9499, Document No. 3012277, being part of Southeast Quarter of the Southeast Quarter (SE 1/4 of the SE 1/4), of Section One (1), Township Twenty-three (23) North, Range Twenty-one (21) East, City of Green Bay, Brown County, Wisconsin.

**Property Address:** 3855 Finger Road, Green Bay, WI 54311

**Tax Key No:** 21-24

EXHIBIT C
Concept Plan




ARCHITECTURAL CIVIL PLAN

Report to the
# Parks Committee
# of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # T.1

To approve staff to proceed as directed in closed session on the proposed property trades at several park/school locations throughout the City of Green Bay.

*The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.*

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Park-School Property Trade

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

2/21/25

Cale Pulczinski
Chief Operations Officer
Green Bay Area Public Schools
200 South Broadway
Green Bay, WI 54303

Cale,

As you are aware, the City and School District has been in discussions regarding the current/upcoming school closings and various property trades throughout the City. We have worked jointly to put together a proposal to present to both the Green Bay School Board and Parks Committee/City Council for consideration. We propose the following as it relates to property trades throughout the community. These property trades will clear up the vast majority of the property conflicts we have had throughout the years. As part of the proposal the School District would be responsible for the removal and all costs associated with the demolition of MacArthur School and the asphalt play surface adjacent to the school.

| | School District Property (Acres) to Deed to City | City Property (Acres) to Deed to School District |
|---|---|---|
| Beaumont Park/School | | 0.33 |
| Chappell Park/School | | 4.00 |
| Fort Howard Park/ Jefferson Head Start Learning Center | | 0.45 |
| Fort Howard School | | 0.60 |
| Keller School | 1.26 | |
| MacArthur School/ Beaver Dam Park | 5.59 | |
| Nicolet Park/School | | 2.76 |
| Sullivan Park/School | | 1.58 |
| Wilder Park/School | 2.50 | |
| **Total Acreage** | **9.35** | **9.72** |

In addition, the City is proposing that the School District provide the City with a 9-month planning option for Elmore and Tank School. This will allow the City to work jointly with the School District to secure a developer interested in converting these schools to residential. This would be a great joint venture opportunity for both organizations.

Thank you,

*Dan Ditscheit*
Director of Parks, Recreation and Forestry

# Green Bay Park/School Proposed Property Trade

Beaumont Park/School

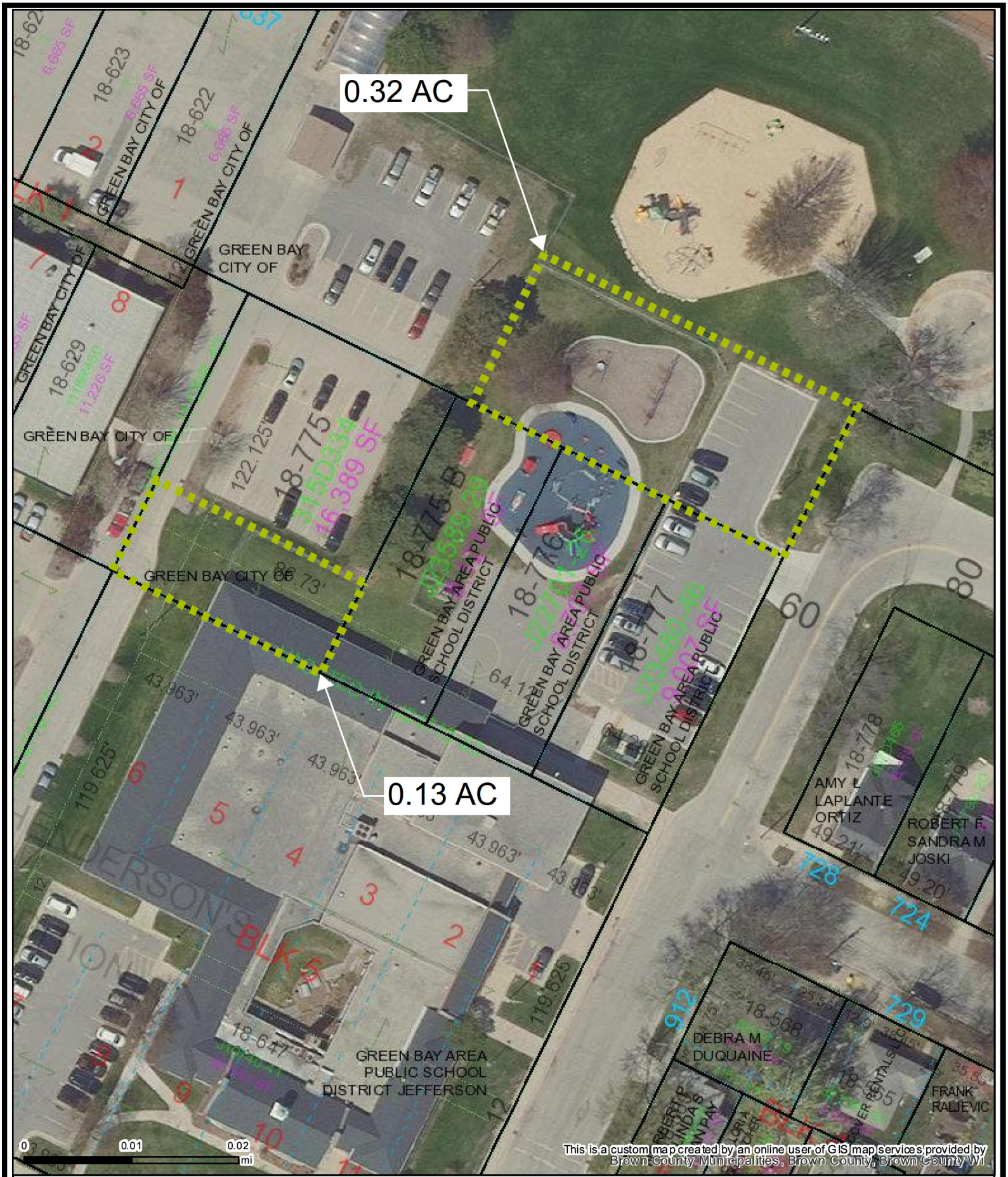
School District Property to Deed to City

City Property to Deed to School District

# Green Bay Park/School Proposed Property Trade

Chappell
Park/School

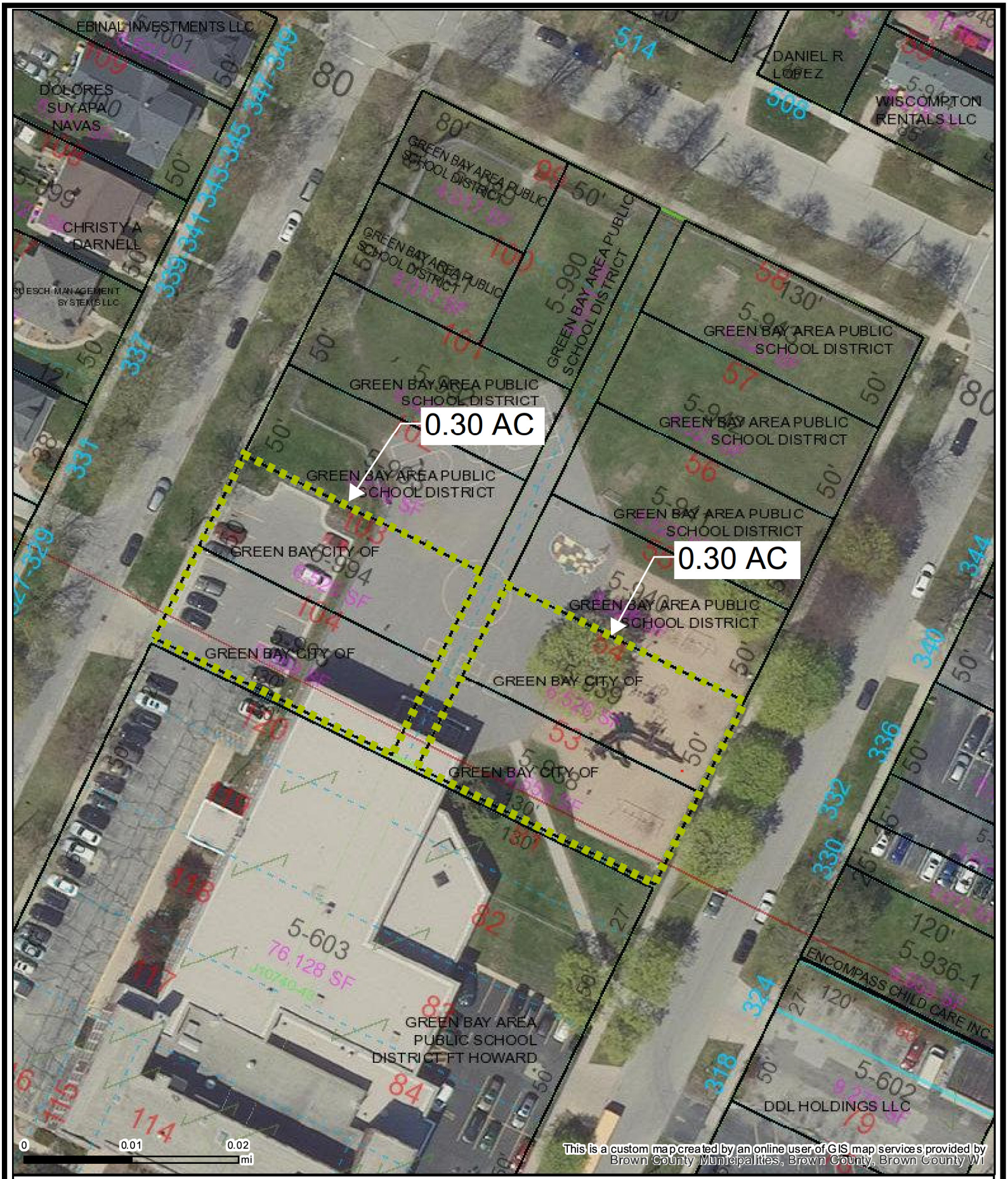
School District Property to Deed to City
City Property to Deed to School District




# Green Bay Park/School Proposed Property Trade

Fort Howard Park
Jefferson Head Start Learning Center

School District Property to Deed to City
City Property to Deed to School District




# Green Bay Park/School Proposed Property Trade

Fort Howard School

School District Property to Deed to City

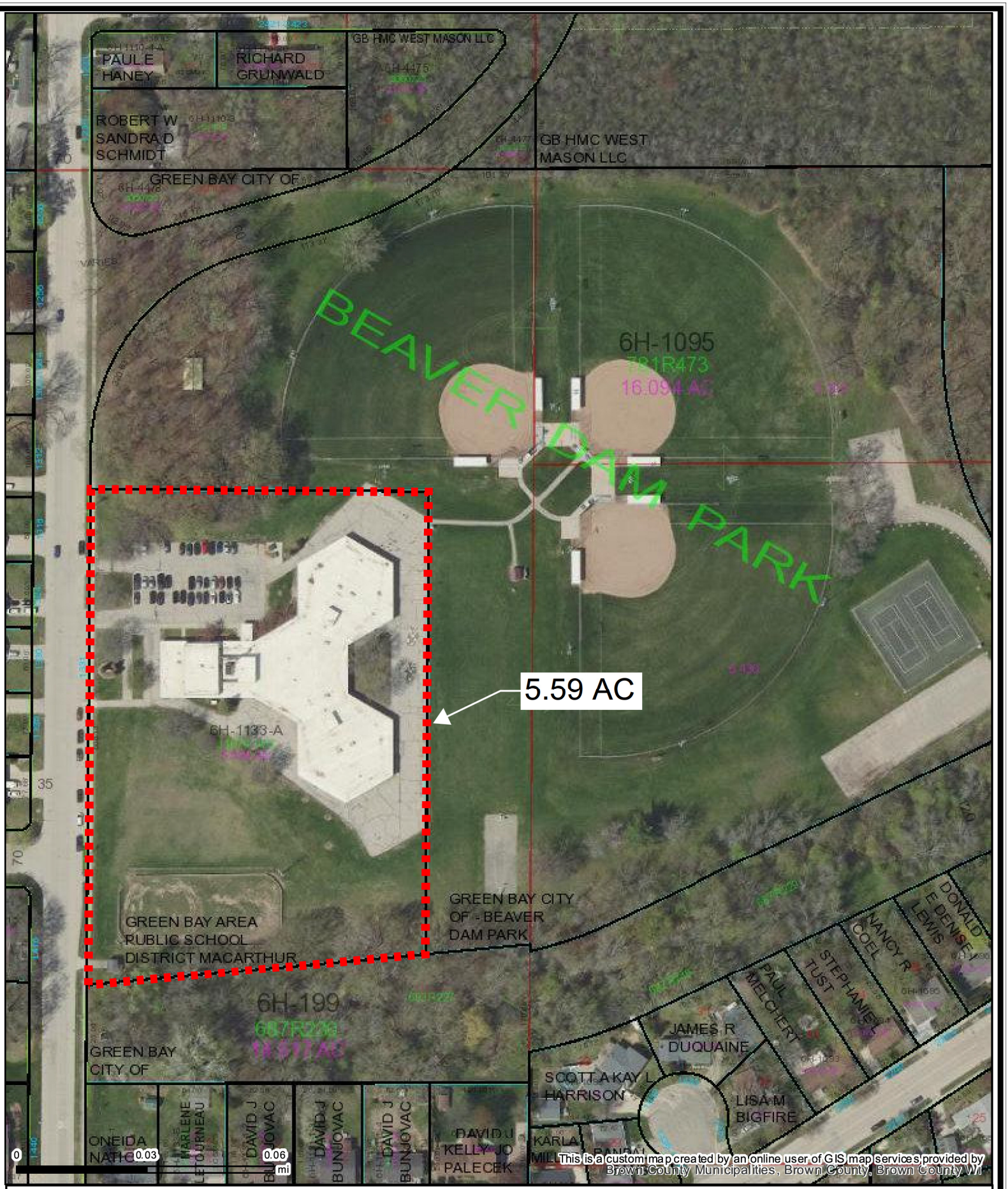
City Property to Deed to School District

# Green Bay Park/School Proposed Property Trade

Keller School

School District Property to Deed to City

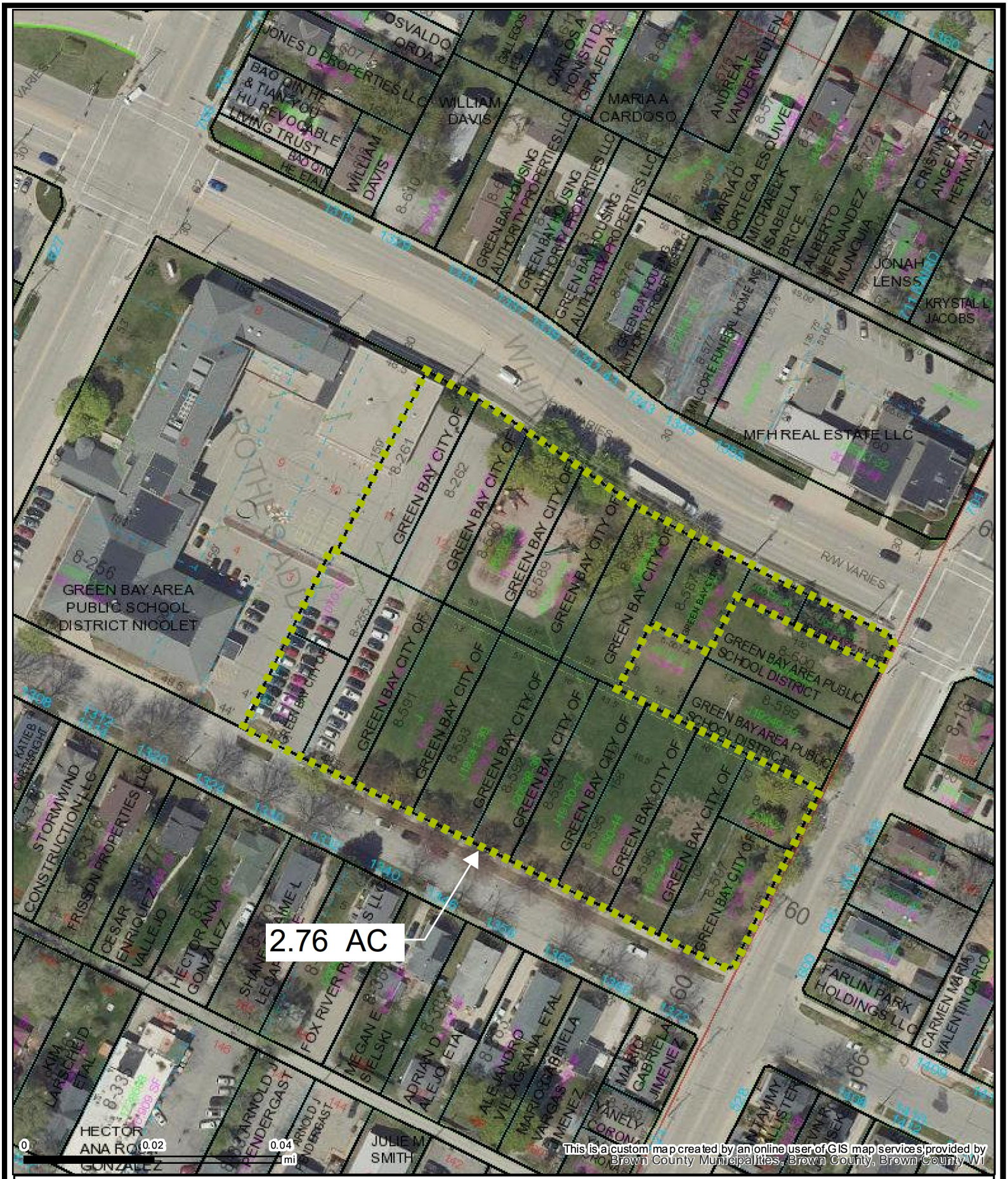
City Property to Deed to School District




# Green Bay Park/School Proposed Property Trade

MacArthur School
Beaver Dam Park

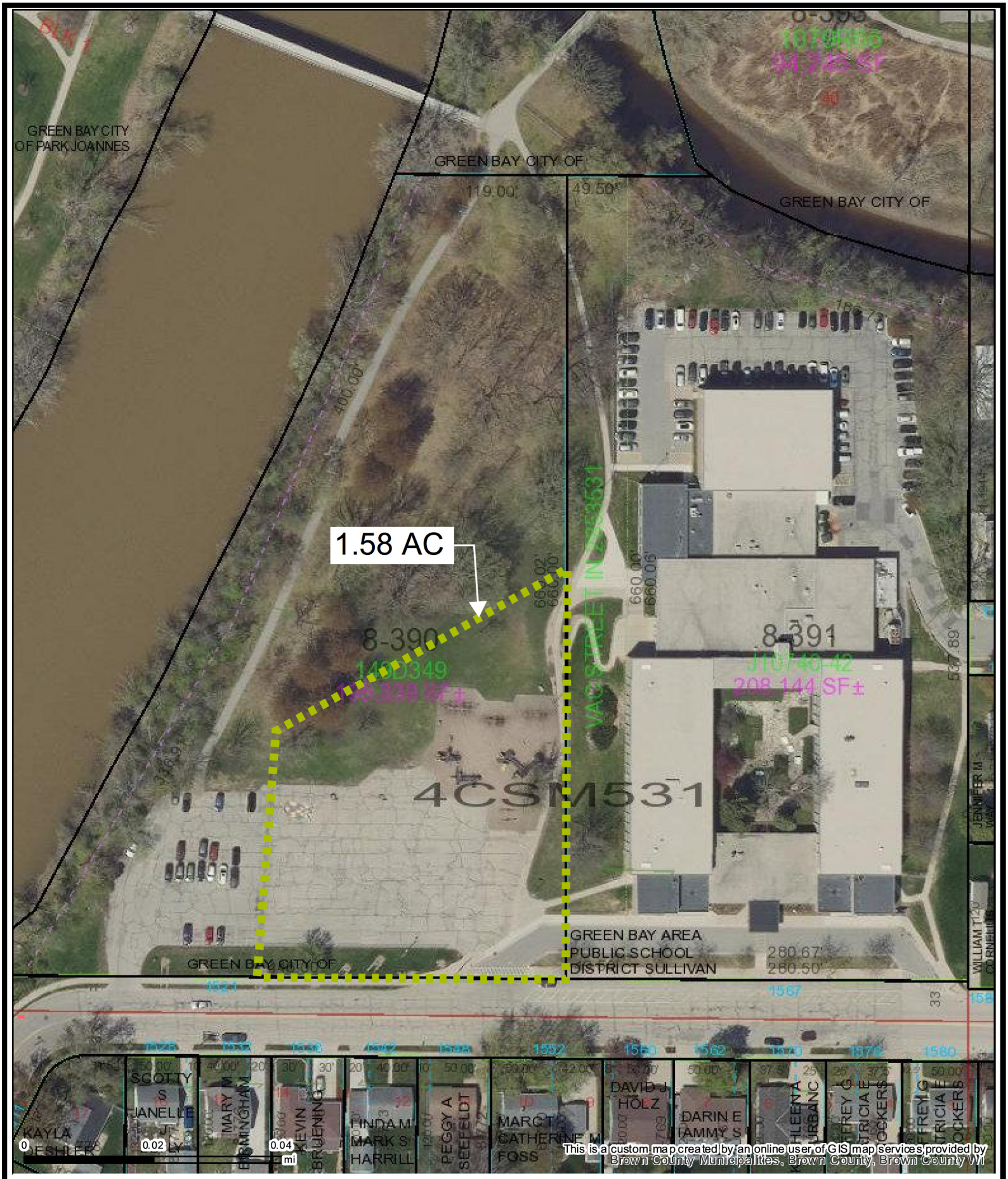
School District Property to Deed to the City
City Property to Deed to the School District




# Green Bay Park/School Proposed Property Trade

Nicolet
Park/School

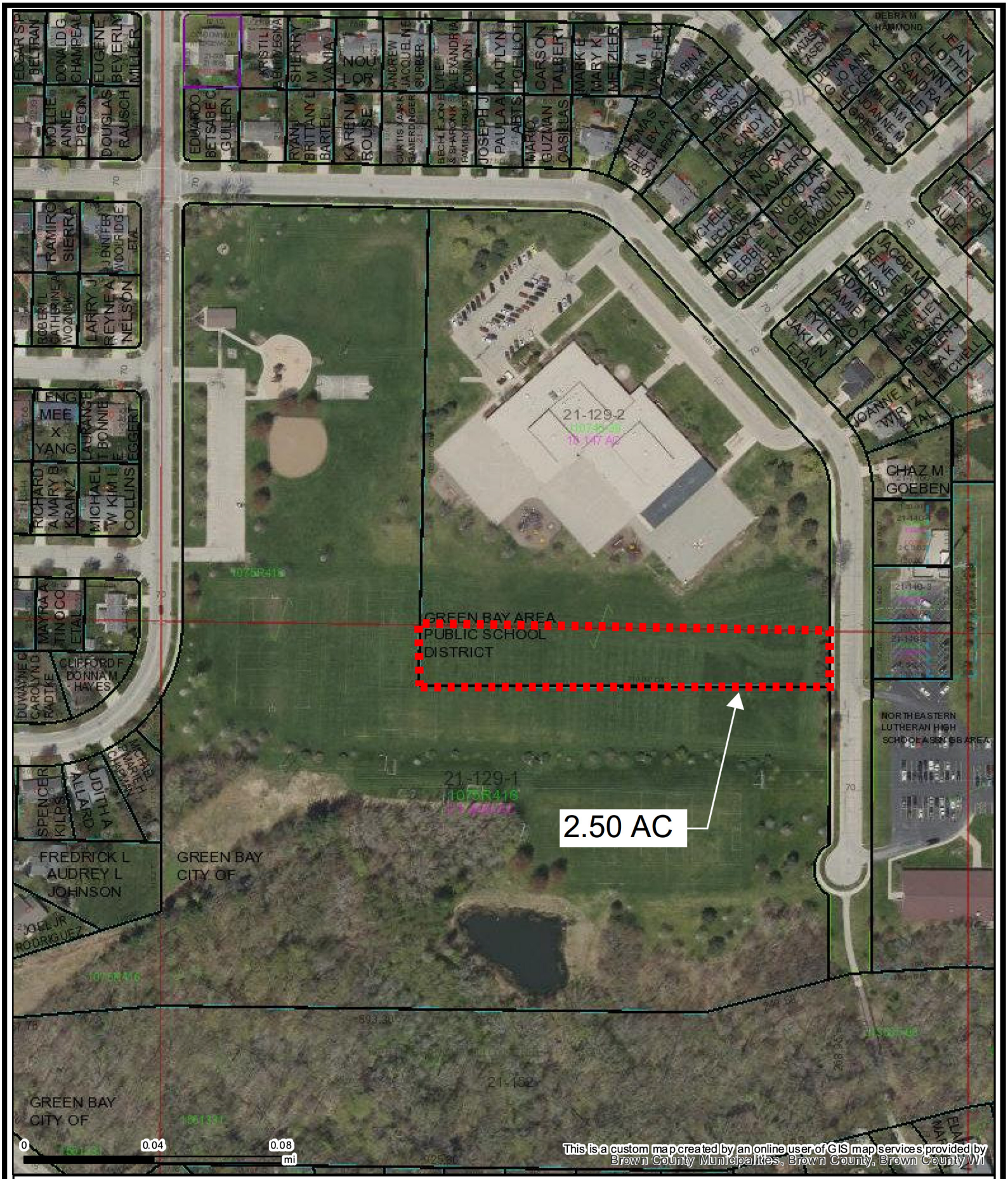
School District Property to Deed to the City
City Property to Deed to the School District




# Green Bay Park/School Proposed Property Trade

Sullivan
Park/School

School District Property to Deed to City
City Property to Deed to School District




# Green Bay Park/School Proposed Property Trade

Wilder Park/School

School District Property to Deed to the City

City Property to Deed to the School District

Report to the
# Parks Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # T.2

To approve as presented, the proposed additional revenue sources at the Wildlife Sanctuary to cover the $90,000 additional revenue line item that was included in the 2025 City budget.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Parks Committee WLS Budget Revenue Memo 1-25

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

2/21/25

To: Parks Committee

From: Dan Ditscheit, PLA

Re: Bay Beach Wildlife Sanctuary
$90,000 Additional Revenue Line Item in 2025 Budget

The Parks, Recreation and Forestry Department added a $90,000 revenue line item for new budget initiatives at the Wildlife Sanctuary in the 2025 budget. At the annual budget meeting there was some discussion as to where this revenue was going to come from. There were no definite plans at the time. The City Council recommended that I bring a proposal forward for consideration prior to implementing any changes.

I am proposing to implement the following changes to generate the budgeted $90,000 in new revenue.

$20,000 - Implement an annual cage sponsorship program.
There are 40 exterior animal cages. We will implement a program where businesses and individuals can sponsor a cage for 12 months for $1,000. In return for the sponsorship, they will get a sponsorship sign with their name attached to the cage. After the 12 months have concluded, we will offer the sponsorship to others. We anticipate securing annual sponsorships on 20 cages per year.

$10,000 – Host a revenue generating event that will revolve around “Ottertoberfest”.
More information will be provided to the Parks Committee with the event details and where the funding will come from as it relates to this event.

$60,000 – Raise the price of corn bags from $2 per bag to $5 per bag.
We currently sell approximately 60,000 bags of corn per year for $2 per bag. As part of this change, we anticipate selling less bags of corn. If we sell 36,000 bags of corn at $5 per bag, we will generate enough revenue to meet our original budget goals for corn sales with an additional $60,000 in profit. We feel this new price is competitive with other similar entities for this service. There will be several direct benefits that will come from this change. We primarily use volunteers to bag the corn. The volunteers can be directed to other tasks with the time saved by bagging less corn. Secondly, there will be less cost to purchase corn, which is not taken into this calculation. Finally, if less corn is fed to the birds, it may result in less birds onsite. Less birds on site would likely have a direct impact of less bird waste on the walks, which is very labor intensive to clean.

Report to the
# Parks Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # T.3

To approve hiring GEI Consultants, Inc. for a total cost of $496,532 to complete the pre-construction design services for the Bay Beach Wildlife Sanctuary & Renard Island Nearshore Enhancements Habitat Restoration Area of Concern Project.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. WLS AOC Constultant Selection Memo 1-25

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

2/21/25

To: Parks Committee

From: Dan Ditscheit, PLA

Re: Bay Beach Wildlife Sanctuary & Renard Island Nearshore Enhancements
Habitat Restoration Area of Concern Project
Consultant Selection Proposal

The Parks, Recreation and Forestry Department received EPA funding to hire a consultant to complete the engineering associated with this project. 5 Design Firms submitted proposals. The Parks Department Recommends hiring GEI Consultants, Inc. to complete this work.

**Bay Beach Wildlife Sanctuary & Renard Island Nearshore Enhancements Habitat Restoration Area of Concern Project**
**Consultant Proposal Scoring Summary**

| | Total Score | Design Service Cost (Pre-Construction) | Design Service Cost (Post-Construction) | Grand Total Cost |
|---|---|---|---|---|
| GEI Consultants, Inc. | 255 | $496,532 | $157,577 | $654,109 |
| Ramboll | 242 | $395,291 | $102,807 | $498,098 |
| Hey and Associates Inc. | 238 | $286,865 | $41,880 | $328,745 |
| Robert E. Lee & Associates | 235 | $494,675 | $168,962 | $663,637 |
| Stantec Consulting, Inc. | 227 | $250,054 | $116,030 | $366,084 |

Staff Recommended Selected Consultant

Three individuals scored these proposals. Each consultant was scored using the following criteria.

75 Total Possible Points - Proposed approach to project.
75 Total Possible Points - Experience with similar projects.
75 Total Possible Points - Project staff qualifications.
45 Total Possible Points – Cost.
30 Total Possible Points - Capability to meet project schedule.
300 Total Maximum Points Possible

Report to the
# Parks Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # T.4

To accept a $14,737 grant from AmeriCorps through the Volunteer Generation Fund for the Green Bay Conservation Corps to host large volunteer events within the City.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Cons Corps Grant Tracking Form

# GRANT TRACKING FORM

## PART #1: Notification of Grant Funds
(emailto:Kim.Rivest@greenbaywi.gov)

**APPLICANT DEPARTMENT:** PRF **DATE:** 01/29/2025

**APPLICANT DEPARTMENT GRANT CONTACT NAME/TITLE:** Maria Otto/Conservation Corps Coordinator

**APPROPRIATE COMMITTEE:** Parks

**NAME OF GRANT/FUNDING SOURCE:** Volunteer Generation Fund/Federal

**AMOUNT OF GRANT REQUEST:** $14,737 **LOCAL MATCH REQUIREMENT:** $2,653

**SOURCE OF MATCH:** ☐ General Fund ☒ Non-General Fund ☐ Not Applicable

**TIMEFRAME OF GRANT:** 03/04/2025 through 09/05/2025

**TYPE OF GRANT REQUEST:** ☒ Monetary ☐ Other (explain under 'purpose of grant')

**PURPOSE OF GRANT (summary):** To host numerous volunteer events before, during, and after the NFL draft to ensure the quality of City green spaces remains high.

**How does the grant meet City/Department needs?** The grant will assist with trail improvements, tree planting, invasive species removal, and park clean-up efforts to maintain a high quality for the park user.

**What are the personnel requirements (include both existing and new staff) of the grant?** The Conservation Corps Coordinator will complete all planning and implementation of the grant. No new staff is required.

**DEPARTMENT HEAD SIGNATURE:** _____

## PART #2: Request to Accept Grant Funds
(complete after notification of grant award; emailto:Kim.Rivest@greenbaywi.gov)

**AMOUNT OF GRANT AWARD:** $14,737 **CFDA/STATE ID #:** _____

**LOCAL MATCH REQUIREMENT:** $2,653

**Please describe the source of match, if applicable:** Private donation of $5,000 will cover all match requirements.

**Please describe any major changes in proposed grant-funded activities:** This will increase our capacity to maintain public spaces with the increased use projected.

**Please describe what the grant money will be spent on:** Grant funds will be used for tools, equipment, and safety gear for an increased volunteer force.

| *PART* | *TO:* | *DATE:* | *TO:* | *DATE:* |
|---|---|---|---|---|
| #1: Request to Apply | Finance Dept | | FC – Info/Action | |
| #2: Request to Accept | Finance Dept | | FC – Action | |

*FC = Finance Committee*

Report to the
# Parks Committee
# of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # T.5

To adopt a resolution in support of World Migratory Bird Day.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. WMBD Resolution 2025

# RESOLUTION RELATING TO
# WORLD MIGRATORY BIRD DAY

**March 4, 2025**

**BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:**

WHEREAS migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS migratory birds and their habitats are declining throughout Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, since 1993, World Migratory Bird Day ("WMBD"), formerly International Migratory Bird Day, has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in communities throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern United States; and

WHEREAS World Migratory Bird Day is officially celebrated on the second Saturday in May in the US, as migratory birds' journey to nesting sites.

WHEREAS observance of WMBD is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants in accordance with federal, state, and local public health directives; and

WHEREAS WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action.

NOW, THEREFORE, BE IT REOLVED that Saturday, May 10th, 2025, shall be known as **World Migratory Bird Day** in the City of Green Bay, Wisconsin.

BE IT FURTHER RESOLVED that the Common Council of the City of Green Bay urges all citizens to celebrate this observance and to support the efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

**Adopted: _____**

**Approved: _____**

_____

**Eric Genrich, Mayor**

_____

**Celestine Jeffreys, Clerk**

Report to the
# Parks Committee
# of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # T.6

Staff presentation of the updated 2025-2029 Green Bay Park, Recreation and Open Space Plan. (Informational Only. No motion made.)

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. PROP Final

# Park, Recreation, and Open Space Plan (PROP)

## City of Green Bay 2025-2029

Parks, Recreation, and Forestry Department

February 2025

# Abstract

## Title

Park, Recreation, and Open Space Plan (PROP) 2025-2029

## Author

City of Green Bay – Parks, Recreation and Forestry Department

## Abstract

Parks, recreation, and open spaces are essential for the overall health of the community. The 2025 – 2029 Park, Recreation and Open Space Plan (PROP) serves as a guide for the planning and development of the parks, recreation, forestry, Wildlife Sanctuary, special facilities, Green Bay Conservation Corps, design and development, city hall maintenance, and administration divisions of the City of Green Bay, Wisconsin.

# Acknowledgements


SOURCE OF AUTHORITY

### Parks Committee

Ben Delie
Melinda Eck
Joey Prestley
Chris Wery

### Mayor

Eric Genrich

### City Council

District 1: Jennifer Grant
District 2: Jim Hutchison
District 3: Bill Morgan
District 4: Bill Galvin
District 5: Craig Stevens
District 6: Joey Prestley
District 7: Alyssa Proffitt
District 8: Chris Wery
District 9: Brian Johnson
District 10: Ben Delie
District 11: Melinda Eck
District 12: Kathy Hinkfuss

### Participating Staff

| | |
|---|---|
| Dan Ditscheit | Parks, Recreation, and Forestry Director |
| James Andersen | Deputy Director |
| Kaurie Mihm | Park Planner |
| Emma Browne | Civil Engineer |
| Andy Krzewina | Park Superintendent |
| Ann Moeller | Recreation Manager |
| Britney Burkart-LaBar | Bay Beach Amusement Park Special Facilities Supervisor |
| Steve Lakatos | Bay Beach Wildlife Sanctuary Superintendent |
| Ciara Urbanek | Engineering Aide |
| Brian Pelot | City Forester |
| Maria Otto | Conservation Corps Coordinator |

Parks Committee Approval: March 12, 2025

City Council Approval: March 18, 2025

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## Vision

To serve as a leader in connecting people, parks, and natural resources while enhancing ecology, quality of life, and well-being through careful planning and execution.

## Mission

The City of Green Bay Parks, Recreation and Forestry Department (PRF) promotes wellness and energy through dynamic programs and attractive community spaces.

# Core Values

## Diversity, Equity, and Inclusion

(Page 19)

The inherent worth of each individual should be encouraged through quality recreational programming and providing park access to all.

## Public Health

(Page 23)

Park access and programming serve a significant role in the promotion and protection of public health for those who live, work, learn, and play in the City of Green Bay.

## Sustainability

(Page 25)

Our employees plan for and practice responsible management of natural resources to promote healthy ecosystems and welfare for current and future generations.

## Adaptability/Resiliency

(Page 34)

Preparedness and ability to respond, recover, and adjust to new difficulties and opportunities as they arise.

## Customer Focus

(Page 37)

Our development, programming, and operations meet stakeholder needs and satisfaction through thoughtful planning and actions.

# Chapter 1: Purpose

## In this Chapter


- Overview
- Amending the Plan
- Other Plans and Studies for Recreation


## Overview

Trends to increase leisure time and recreational opportunities within communities, parks, and open space areas have been acknowledged as a prerequisite to good mental and physical health. Parks and public open spaces play a large role in fulfilling those needs. Park access and development can also contribute to the preservation, protection, and enhancement of environmentally significant areas for the enjoyment and benefit of present and future generations and the biotic community.

The preparation of this Park, Recreation, and Open Space Plan (PROP) is an important step toward achieving a park system that meets the recreational and environmental needs of the Green Bay community. A mission statement, key strategies, and core values have been developed as guidelines to be used in formulating plans for facility development and acquisition needs.

The inventory section of the plan outlines attributes and amenities of the existing park areas, greenways, and trails. A set of general guidelines is identified in the Needs Assessment Chapter in an effort to provide a means for analyzing Green Bay's park system. The Action Plan Chapter contains recommendations for the next five years. These recommendations pertain to general development strategies, parkland expansion, acquisition, and specific facility development recommendations. The Implementation Chapter contains general strategies for fulfilling the recommendations set forth by the plan.

This document will provide guidance for the planning of the Parks, Recreation, and Forestry Department over the next five years. Subsequent review and approval of the plan by the Parks Committee and City Council, along with approval by the Wisconsin Department of Natural Resources (WIDNR) will continue the City of Green Bay's eligibility for financial assistance through state and federal funding programs.

## Amending the Plan

The plan recommendations and action plan will be reviewed regularly. Amendments to the plan will be reviewed and adopted by the Parks Committee and the Green Bay Common Council. The entire plan will be updated, no less than every five years, to ensure that the plan reflects changes in the recreational needs of the community.

This plan has been coordinated with the City of Green Bay's Comprehensive Plan and the concurrent update for that plan, which is titled Go Big Green Bay 2025, various other Brown County planning documents, the plans of neighboring communities, as well as, other major recreation providers in the community, such as, the Green Bay Area Public School District and the University of Wisconsin-Green Bay (UWGB). This plan also takes into account the recommendations of various City of Green Bay master plan documents.

## Other Plans and Studies

The following plans provide relevant information along with suggested goals and objectives that will be considered in determining the future needs of the City of Green Bay Park's system.

### 2025-2030 Wisconsin Statewide Comprehensive Outdoor Recreation Plan (SCORP)

The 2025-2030 SCORP looks at the current recreation assets within the state along with emerging trends in recreation. Through various methods of analysis, the plan provides a list of common goals so the collective entities involved in the planning and implementation of outdoor recreation within the state can work together to achieve similar defined goals.

The three overarching goals outlined in the SCORP include:

- Ensure that all Wisconsinites have equitable opportunities to participate in outdoor recreation, regardless of where they live or their ethnicity, gender, income, abilities, or age.
- Maintain and expand the sustainability of recreational opportunities in our state, ensuring that existing opportunities are well funded and have the support to grow and expand where needed.
- Grow the collaborative partnership approach across federal, state, regional, and local agencies and private non-profit organizations and businesses to provide high-quality outdoor experiences for all Wisconsinites.

The plan includes the following strategies:

- Provide more opportunities for outdoor recreation close to home.
- Provide needed recreation facilities.
- Improve affordability of participation.
- Support, develop, and enhance mentoring and instructional programs.
- Create more welcoming outdoor spaces.
- Improve the distribution of information on recreation opportunities.

- Expand and diversify funding sources.
- Adapt to new environmental conditions both in terms of participation in outdoor activities as well as the management of recreation opportunities and facilities.
- Lead by example on climate change mitigation.
- Create an implementation plan that identifies desired outcomes as well as the partners to coordinate and advocate for outdoor recreation throughout Wisconsin.

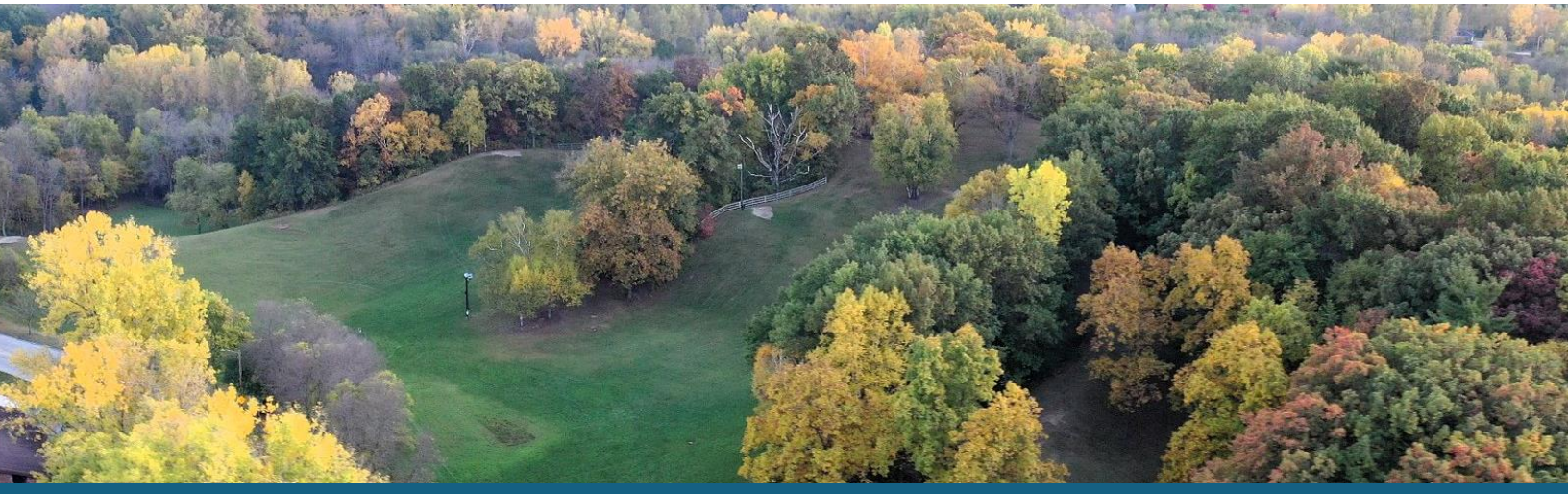
The City of Green Bay will work towards helping to achieve the goals and implementing the strategies that have been identified in the SCORP in the hopes of creating a unified vision for the park system.

### Area of Concern Remedial Action Plan

The Area of Concern (AOC) Remedial Action Plan was completed in 1988 by the Wisconsin Department of Natural Resources. Significant public input was captured in developing the plan which described the specific environmental impairments in Lower Green Bay and the Fox River with actions to correct them. Since this plan's inception, multiple updates have been completed with the 2020-2021 Remedial Action Plan Update being the most recent. Joliet Park, Bay Beach Wildlife Sanctuary, and Renard Island nearshore have been identified as areas that have been environmentally degraded where habitat restoration efforts are being implemented to restore native flora and fauna populations at those properties, as well as, within the Bay of Green Bay. The hope is that these efforts will allow the impairments found within the AOCs to be delisted.

### Baird Creek Greenway Master Plan

The Baird Creek Greenway is a unique natural area of approximately 500.25 acres within a growing and highly urbanized area. The Baird Creek Greenway Master Plan, completed in November 2006, was developed through a public process involving the Baird Creek Preservation Foundation, City of Green Bay staff, project stakeholders, and local citizens. The plan has assisted the Baird Creek Preservation Foundation and the City with the preservation and expansion of this unique asset while guiding public use. The plan looks at appropriate levels of recreational use and public access, designating levels of trail development, identifying unique natural features for protection, preservation, restoration, and educational opportunities, strategies for stormwater management, and interfacing with adjacent development.



## Bay Beach Amusement Park Master Plan

The Bay Beach Amusement Park Master Plan was originally written in 2008 and was updated in 2013. The master plan was developed utilizing a series of design workshops with various stakeholders and input from Parks Department staff. The plan was developed to guide the expansion and improvement of the park while preserving the family-oriented classic amusement park atmosphere. The plan made recommendations for parking, pedestrian circulation, ride additions, pavilion renovations, new attractions, utilization of green space, and ways to integrate the Bay of Green Bay shoreline into the park. The updated plan makes priority recommendations to guide the development of the amusement park.

### Brown County Bicycle and Pedestrian Plan

The Brown County Bicycle and Pedestrian Plan Update was completed in 2021 and is an update of the 2008 Bicycle and Pedestrian Plan. The plan revised the current recommended projects along with recommending new projects with new design ideas which include better access to the City of Green Bay Parks. The plan provides an overview of existing urban and rural facilities and makes recommendations for improvements by the municipality. It also provides an overview of programs, funding sources, and design standards.

### Brown County Parks and Outdoor Recreation Plan

The Brown County Park and Outdoor Recreation Plan 2023-2028 serves as a document to plan for the current and future park and recreation needs of Brown County. While the County sites are largely nature-based and located in less densely populated areas outside of the Green Bay metro area, there are system-wide goals that impact the recreation experience for the City of Green Bay.

Perhaps most relevant are the recommendations for the shared-use recreation trails in the immediate area. The plan makes the following recommendations:

- Connect the Devil's River Trail from Denmark to Green Bay if the railroad right-of-way becomes available.
- Establish a rail trail on the old railroad bed that runs along Duck Creek to develop a regional trail facility like the Devil's River Trail, Fox River Trail, and Mountain Bay Trail.

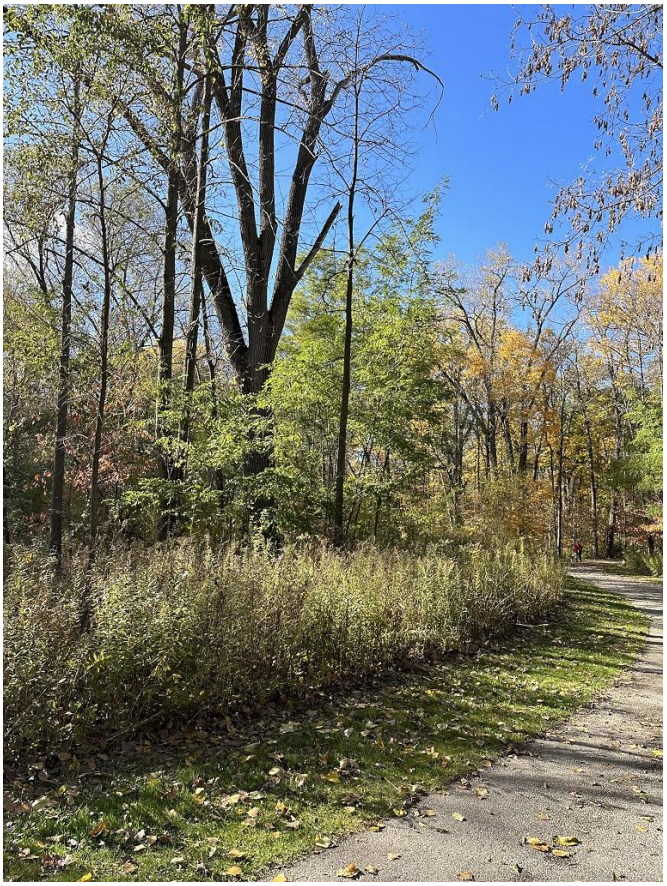
### City of Green Bay Downtown Master Plan

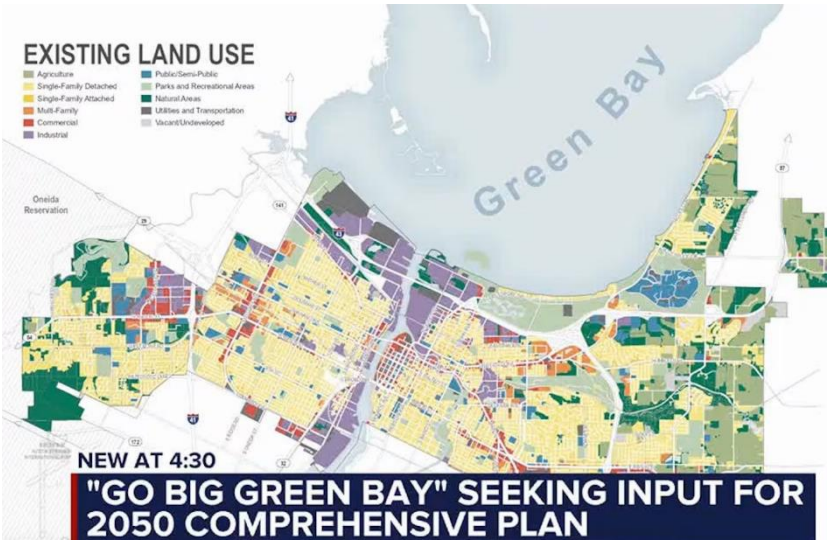
The Downtown Master Plan (AuthentiCity), adopted in 2014, lays out a 10-to-15-year strategy for guiding land use and growth in coordination with transportation improvements and other public investments. This plan focuses on the Downtown Main Business District east of the Fox River, as well as the Broadway Commercial and Retail District on the near west side of the river. Priorities include targeted development areas, shoreline enhancements, and a major redevelopment site in the downtown core.

Plan recommendations include, enhancing bicycle and pedestrian connectivity with on-street facilities and multi-use trails, public and private green space, and the use of public art will further develop the sense of place in the downtown area. Additional recommendations include improved streetscapes, wayfinding signage, parking coordination, and transit facilities, along with stronger historic preservation, and architectural design review measures. The plan was developed with a citizen steering committee, along with stakeholder interviews, online surveys, and a series of open house presentations geared toward the general public.

### City of Green Bay Smart Growth Plan 2022

The Green Bay Smart Growth 2022 Plan was adopted as a comprehensive plan in April 2003 and consists of two volumes. Volume I






provides an analysis and background of current conditions and past plans, as well as opportunities and constraints that need to be addressed in various planning areas. It ends with a hybrid conceptual plan that forms the basis for policy plan elements in Volume II. Volume II includes objectives, policies, maps, and implementation actions in 12 subject areas, such as land use, natural resources, transportation, parks, greenways and parkways, and intergovernmental cooperation. The plan provides a long-term strategy for the City and provides guidance for short-term decisions about a variety of subjects. The plan was developed with significant public involvement including, a 30-member advisory committee, community open houses, presentations to civic groups, a public opinion survey, an urban design survey, an internet web page, and newsletters mailed to all Green Bay households, among other methods. The plan makes specific recommendations for individual parks, trails, and facilities, many of which, have been completed since the plan was completed.

The City will soon replace the comprehensive plan, with the Go Big Green Bay 2050 comprehensive plan that will guide our city development for the next 10-15 years. Parks Department staff have

been involved in the comprehensive planning to ensure concurrence with the PROP. New findings uncovered during the comprehensive planning process may result in necessary amendments to the PROP.

### City-Wide Green Stormwater Infrastructure (GSI) Plan

The Green Bay Green Stormwater Infrastructure planning began in December of 2022, and a formal plan was prepared in 2023. Initial stakeholder criteria for consideration of Green Stormwater Infrastructure, (GSI), implementation was discussed during planning. These criteria, include flood-prone/historic ponding areas, high pollutant loading areas, and the need to meet WDNR Stormwater Permit requirements, reducing the costs of storm sewer system upgrades, areas of known stormwater inflow to sanitary sewers, and improving poor water quality in rivers, streams, and the bay.

The City of Green Bay is densely developed with extensive impervious surfaces, such as pavements, roofs, and parking lots. As an effect of this urbanization, the City and its residents face flood-prone areas, stormwater ponding areas, and water quality challenges. The main objective of this plan is to mitigate the effects of urbanization on the City of Green Bay and improve water quality. GSI is a strategy that involves managing stormwater where it falls on each property within the watershed. GSI attempts to mimic the natural environment by capturing, storing, treating, and slowly releasing stormwater runoff, thereby improving water quality and reducing the peak load on the stormwater drainage system and receiving waters. Many potential GSI strategies could be implemented in an urban environment, such as Green Bay. They include bioswales, green roofs, greenways, porous pavement, rain gardens, rainwater catchment, and more.

### Clean Energy Green Bay

In 2021, the City of Green Bay set a goal to reach 100% clean energy and carbon neutrality for the Green Bay community by 2050. This goal reaffirmed the City's commitment to addressing the negative impacts of climate change. In 2022, the City collaborated with Green Bay Metro Transit, Green Bay Water Utility, community members, and businesses to develop an actionable energy plan. Recommendations from the plan include clean electricity/solar installations, electric transportation, education, advocacy, and improved tree canopy cover. The plan results in a 40% reduction by 2030 compared to 2018 emissions.

### East River Flood Solutions Project

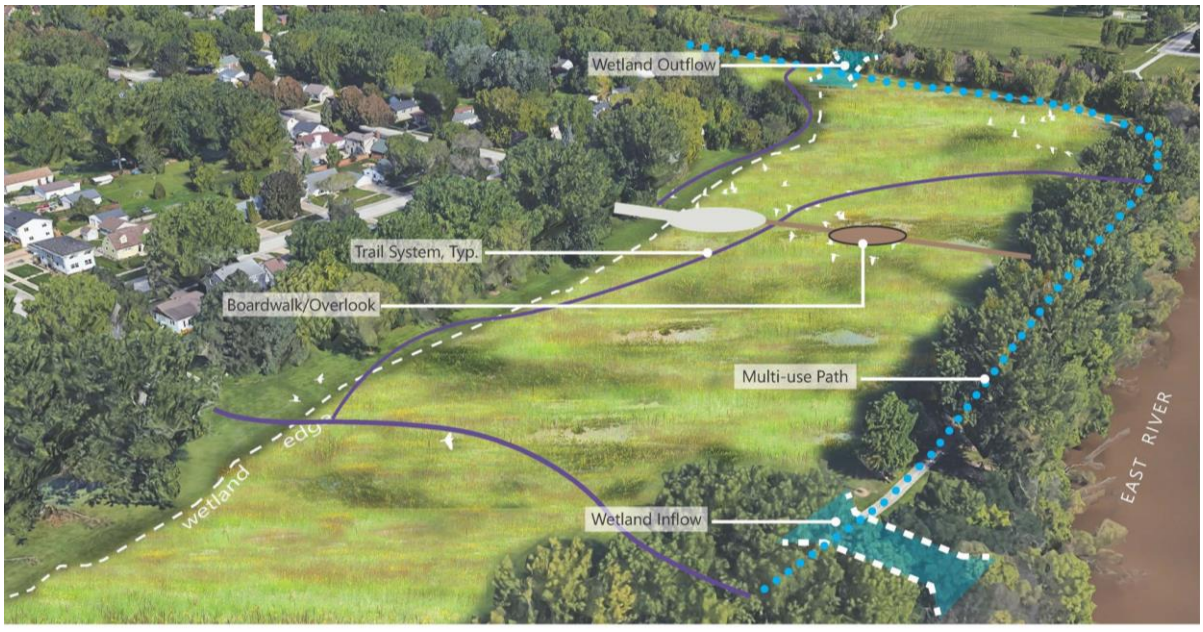
From 2023 to 2024 the City of Green Bay developed plans to reduce flood hazards along the East River through a range of flood mitigation solutions. The goal of this project is to develop flood mitigation strategies that can be implemented on City-owned or managed properties along the East River and Baird Creek. The project also aims to benefit water quality, wildlife, and recreational access. With input from City staff, the East River Collaborative, and public outreach activities, the top sites with the greatest potential to provide flood storage and related benefits have been selected. East River Emilie Park was selected as the preferred, initial location for a large-scale urban wetland to serve as a resilient flood solution that will benefit people and nature. Other locations, such as East River Van Beaver Park are also being considered.

### East River Recreational Trail Master Plan

The East River Recreational Trail Master Plan was created in 2024 to focus on flooding issues along the trail and to plan for social, environmental, and economic opportunities along the trail corridor. The trail spans Green Bay, Allouez, Bellevue, De Pere, and Ledgeview. All five municipalities were involved in the planning for the project along with representatives of The Nature Conservancy and East River Collaborative. Community members were also engaged in the planning. Recommendations for vegetation plantings, flood and water quality structures, alternative routes, and amenities were provided in the plan.

### East River Water Trail Project

Local kayakers who utilize the East River recognized the need to improve water quality, remove fallen trees and debris, and restore habitat which prompted a grassroots community-led effort to plan a water trail within the East River Corridor. Brown County Land and Water Conservation, municipal leaders, and nonprofit organizations have come together to expand efforts to improve water quality and outdoor recreational opportunities through stream restoration efforts through this planning.



### Green Bay Safe Walk and Bike Plan

In the spring of 2019, the Green Bay Area Public School District and the City of Green Bay worked together to devise the Green Bay Safe Walk and Bike Plan. The purpose of the plan is to identify ways to empower adults and children of all ability levels throughout the Green Bay area to make walking and biking a part of their daily routines in getting to schools and other community destinations.

### Green Bay University Avenue Corridor Brownfields Redevelopment Plan

In 2013, the City of Green Bay received a Brownfields Area Wide Planning (AWP) Grant through the U.S. Environmental Protection Agency (EPA), for the University Avenue Corridor, which extends approximately four miles from the East River to the University of Wisconsin – Green Bay campus. The corridor includes a mix of commercial and industrial properties and low-to-moderate-income housing.

The University Avenue Corridor traverses a large and diverse area of the City of Green Bay and lies adjacent to some of the City's most significant ecological areas. Many parts of the corridor have been identified as needing revitalization or redevelopment. Such development on a large scale is not easy or quick. An action plan has been developed as part of the study to give specific direction on actions that can be implemented immediately over the next many years.

# Chapter 2: Strategic Planning

## In this Chapter

- Key Strategies
- Core Values

## Key Strategies

1. **Build community, promote wellness, and ensure equal access for all.**
   - Provide excellent programs, services, places and spaces, and community awareness.
   - Improve civic engagement and provide opportunities for social connection.
2. **Cultivate an effective, dynamic workplace.**
   - Increase training and professional development opportunities.
   - Expand internal and external communications throughout the department.
3. **Efficiently and effectively manage all park assets.**
   - Work within the annually adopted budget and comply with policies and procedures.
   - Maintain and communicate inventories of programs, services, places, and spaces.
4. **Steward of natural spaces and green infrastructure.**
   - Conserve, enhance, and acquire natural areas.
   - Preserve and improve green infrastructure.

## Core Values

The Parks, Recreation, and Forestry Department has developed core values in which we have categorized historic and existing conditions within Green Bay as they relate to our key strategies.

## Core Value: Diversity, Equity, and Inclusion

The inherent worth of each individual should be encouraged through quality recreational programming and providing park access to all.

### Total Population

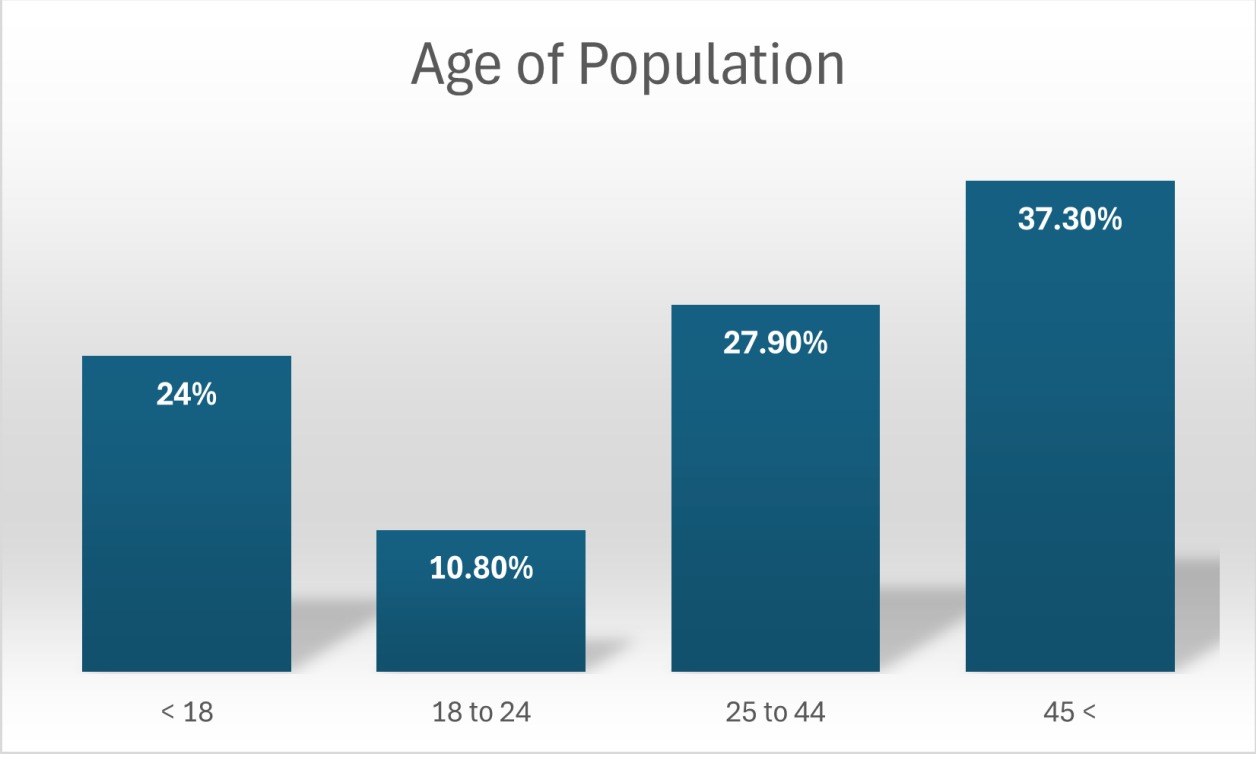
The 2020 U.S. Census determined the City of Green Bay had a population of 107,395. This is an increase of 3.2% compared to the 2010 U.S. Census of 104,057 residents. This is an increase in the growth rate compared to the period from 2000 to 2010 when the population grew by approximately 1.7%. In 2000 the City had a population of 102,313 residents.

The population of the City of Green Bay is expected to increase in the foreseeable future. Projections prepared by the Wisconsin Department of Administration indicate that Green Bay's overall population is expected to grow by 9% between 2010 and 2040, reaching approximately 113,500 residents by the year 2040.

### Age of Population

The median age of residents has been increasing from 25.2 in 1970 to 35.2 in 2020. The age distribution of Green Bay is very similar to that of Brown County. The County's median age is slightly older at 37.9. According to the 2020 U.S. Census, **Graph 1** shows Green Bay's age percentages.

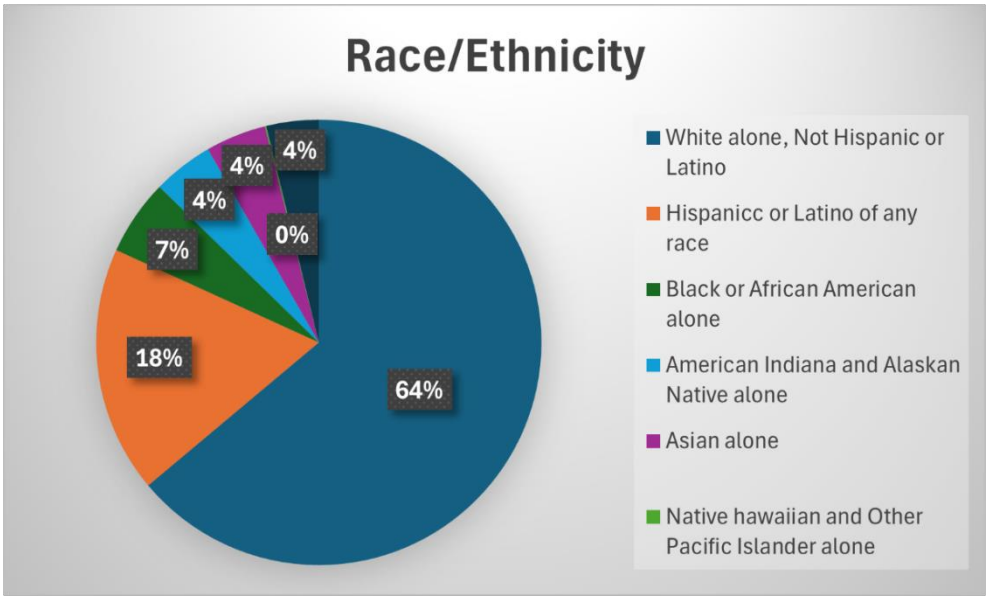
**Graph 1 – Age of Population**



### Race/Ethnicity

While the overall minority group population comprised only 2.75% of the total population in 1980 and 14% in 2000, by 2020 the minority group population comprised 36.1% of the City's total population. This shows a trend of growing racial diversity in the City of Green Bay.

**Graph 2 – Race/Ethnicity (2020)**

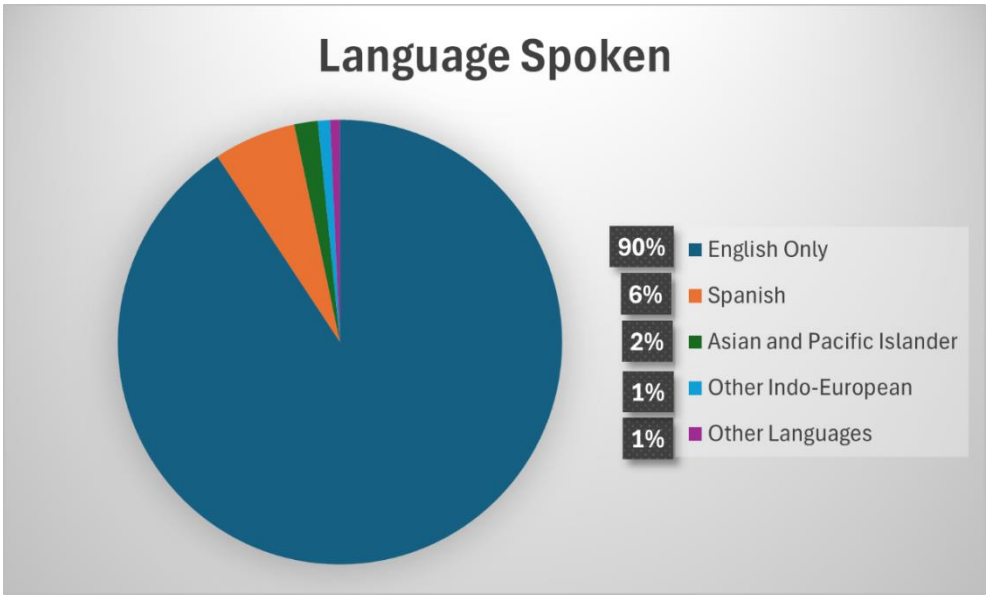



### Language Spoken

According to a 2024 EPA Environmental Justice Screening and Mapping Tool (EJ Screen) report, 16% of the population in Green Bay speak a language other than English in their home.

The Brown County Community Health Assessment 2023 – 2024 shows languages spoken at home as the following:

**Graph 3 – Language Spoken (2023-2024)**



### Household Size and Makeup

The 2020 U.S. Census showed Green Bay having 43,673 households. The average household size was 2.27 persons per household.

The 2020 U.S. Census indicated the following in Green Bay households:

- 49.7% Female.
- 50.3% Male.
- 51.9% Non-family households.
    - 65.6% Individuals living alone.
        - 21.8% Individuals living alone over the age of 65.
- 49.6% Family households.
- 37.1% Married couples living together households.
- 28.9% Households with individuals less than 18 years of age.
- 12.4% Female householder with no husband present.
- 4% Male householder with no wife present.

The proportion of owner-occupied units has decreased from 67% in 1970 to 55% in 2020, while renter-occupied units have increased from 33% in 1970 to 45% in 2020. The changes in household make-up and family size over time also have an effect on the type of housing that is chosen or affordable by households.

### LGBTQ+

In 2024, the Human Rights Campaign database showed that Green Bay scored 96 out of 100 on the Human Rights Campaign's Municipal Equality Index which evaluates LGBTQ+ civic laws and liberties. The Brown County Community Health Assessment 2023-2024 shows 3.8% of adults in Wisconsin identify as LGBTQ+ with 29% LGBTQ+ adults (25+) raising children. In the City of Green Bay, fostering LGBTQ+ inclusion within parks and future design considerations represents a critical step towards creating a truly welcoming and equitable community. As planners and designers envision new spaces or renovate existing ones, integrating inclusive practices can greatly enhance the sense of belonging for LGBTQ+ individuals. This can be achieved through thoughtful design elements, safe and accessible spaces for LGBTQ+ events and gatherings, and signage that reflects diversity and inclusivity. By prioritizing these aspects in planning and development, Green Bay can ensure that its public spaces not only serve diverse populations but also actively support the LGBTQ+ community.

| Table 1 – Income Distribution | |
|---|---|
| <10,000 | 5.4% |
| 10,000 – 14,999 | 5.7% |
| 15,000 – 24,999 | 10.7% |
| 25,000 – 34,999 | 9.9% |
| 35,000 – 49,999 | 15.8% |
| 50,000 – 74,999 | 21.2% |
| 75,000 – 99,999 | 12.5% |
| 100,000 – 149,999 | 13.0% |
| 150,000 – 199,999 | 2.9% |
| >200,000 | 2.9% |

## Income and Employment

**Table 1** shows the incomes including benefits for Green Bay residents.

Individuals in the workforce worked in a variety of sectors of the economy as shown in **Table 2**. The employment per sector reflects a fairly diverse economy with a large percentage of workers engaged in education, health, and social services.

*Source: U.S. Census, American Community Survey, 2020: ACS 5-year Estimates Subject Tables*

| Table 2 – Industry by Occupation for the Civilian Employed Population 16 Years and Over | |
|---|---|
| Education, Health and Social Services | 19.3% |
| Manufacturing | 20.4% |
| Retail Trades | 10.9% |
| Arts, Entertainment, Recreation, Accommodations, and Food Services | 11.6% |
| Professional, Scientific, Administrative, and Waste Management Services | 8.3% |
| Transportation, Warehousing, and Utilities | 5.2% |
| Finance, Insurance, Real Estate, Rental, and Leasing | 6.4% |
| Other Services (Except Public Administration) | 4.7% |
| Construction | 4.5% |
| Wholesale Trade | 3.1% |
| Information | 1.6% |
| Public Administration | 2.9% |
| Agriculture, Forestry, Fishing, Hunting, and Mining | 1.0% |

*Source: U.S. Census, American Community Survey, 2020: ACS 5-Yesar Estimates Subject Tables*

In summary, the population of Green Bay is growing, getting older, and more urban. Households are getting smaller, more mobile, and less apt to live in the traditional nuclear family or own a standard single-family home. All these factors will eventually have ramifications on the planning of outdoor recreational facilities and open spaces.

*Additional Chapter Resources: U.S. Census Bureau, Wisconsin Department of Administration, Green Bay Smart Growth 2022, May 2003, Brown County Year 2020 Land Use and Transportation Plan, April 1996*

## Core Value: Public Health

Park access and programming serve a significant role in the promotion and protection of public health for those who live, work, learn, and play in the City of Green Bay.

### Physical Health

Our parks and green spaces offer natural fitness centers and gyms. Walking and biking trails, sports fields, pools, and open spaces offer our community ways to support their physical health.

The Brown County Health Assessment 2023-2024 shows that 19% of adults in Brown County are physically inactive while 36% are obese.

An EPA, EJ Screen report from 2024 shows that the City's health indicator values are fairly close to the state and national levels, while Green Bay exceeds the state and U.S. average in the Persons with Disabilities category.

**Table 3 -Health Indicators**

| Health Indicators | | | | | |
|---|---|---|---|---|---|
| **Indicator** | **Value** | **State Average** | **State Percentile** | **US Average** | **US Percentile** |
| Low Life Expectancy | 17% | 19% | 27% | 20% | 22% |
| Heart Disease | 5.30% | 5.60% | 43% | 5.80% | 44% |
| Asthma | 10.60% | 10.70% | 66% | 10.30% | 64% |
| Cancer | 6.10% | 7% | 24% | 6.40% | 42% |
| Persons with Disabilities | 14.30% | 12.40% | 70% | 13.70% | 60% |

*Source: Environmental Protection Agency*

U.S. Census data shows that in Green Bay 4.1% of the population has difficulty hearing and 4.1% have difficulty with vision.

The PRF considers the Americans with Disabilities Act (ADA), and accessibility in all new developments and works to improve accessibility within our existing facilities. An internal ADA audit of all park facilities was completed and identified improvements have begun. Over the next five years, the remaining projects will be prioritized in an action plan. Since 2007, the City has met ADA-accessibility compliance standards with new construction projects.

Physical health considerations continue to be a priority in PRF planning strategies.

## Mental and Emotional Well-Being

Mental health is an important part of overall health that influences physical, social, and economic well-being.

The Brown County Health Assessment 2023-2024 shows Brown County residents reported having four poor mental health days per month on average with 14% of adults having 14 or more days of poor mental health each month. Additionally, the ratio of people seeking mental health care from health providers is 400 to 1 in Brown County which is more than the national average of 320 to 1.

The PRF programming and development considers mental and emotional well-being in its ongoing planning efforts.

## Social Cohesion

It is essential for people to feel a part of something and reduce isolation and loneliness for overall wellness. The U.S. Surgeon General's Advisory on the Healing Effects of Social Connection and Community 2023, states loneliness is equivalent to smoking 15 cigarettes a day, which indicates that loneliness can severely impact social health. Parks, programs, events, and facilities offer a multitude of opportunities to connect with others.

Adverse Childhood Experiences (ACEs) are potentially traumatic events that occur in childhood that can affect a child's ability to bond with others which can negatively affect physical health. The Brown County Health Assessment 2023-2024 shows 60% of adults in Wisconsin have experienced at least one ACE and 19% have experienced four or more ACEs. It also showed that in Brown County 15% of survey respondents strongly agreed that they feel like they belong in the community, 43% agreed, 28% neither agreed nor disagreed, 10% disagreed, and 4% strongly disagreed.

Social cohesion is an important factor in every program, event, and facility our department offers. The goal is to create recreational opportunities that are free or affordable for all to participate in and use.

## Spiritual Health

Parks play a significant role in nurturing spiritual health by providing serene and reflective spaces that foster a connection with nature, oneself, and others. Immersed in natural settings, individuals often experience a sense of peace and rejuvenation, which can enhance their overall well-being. The tranquil environments within Green Bay parks offer opportunities for contemplation, meditation, and mindfulness, allowing visitors to escape the hustle and bustle of daily life. By incorporating elements, such as peaceful gardens, walking trails, and designated quiet areas, parks can support spiritual health and create spaces where people can find solace, inspiration, and a deeper connection to the world around them. Such thoughtful design not only enriches the recreational experience but also promotes a holistic approach to health that includes the nurturing of the spirit.

## Core Value: Sustainability

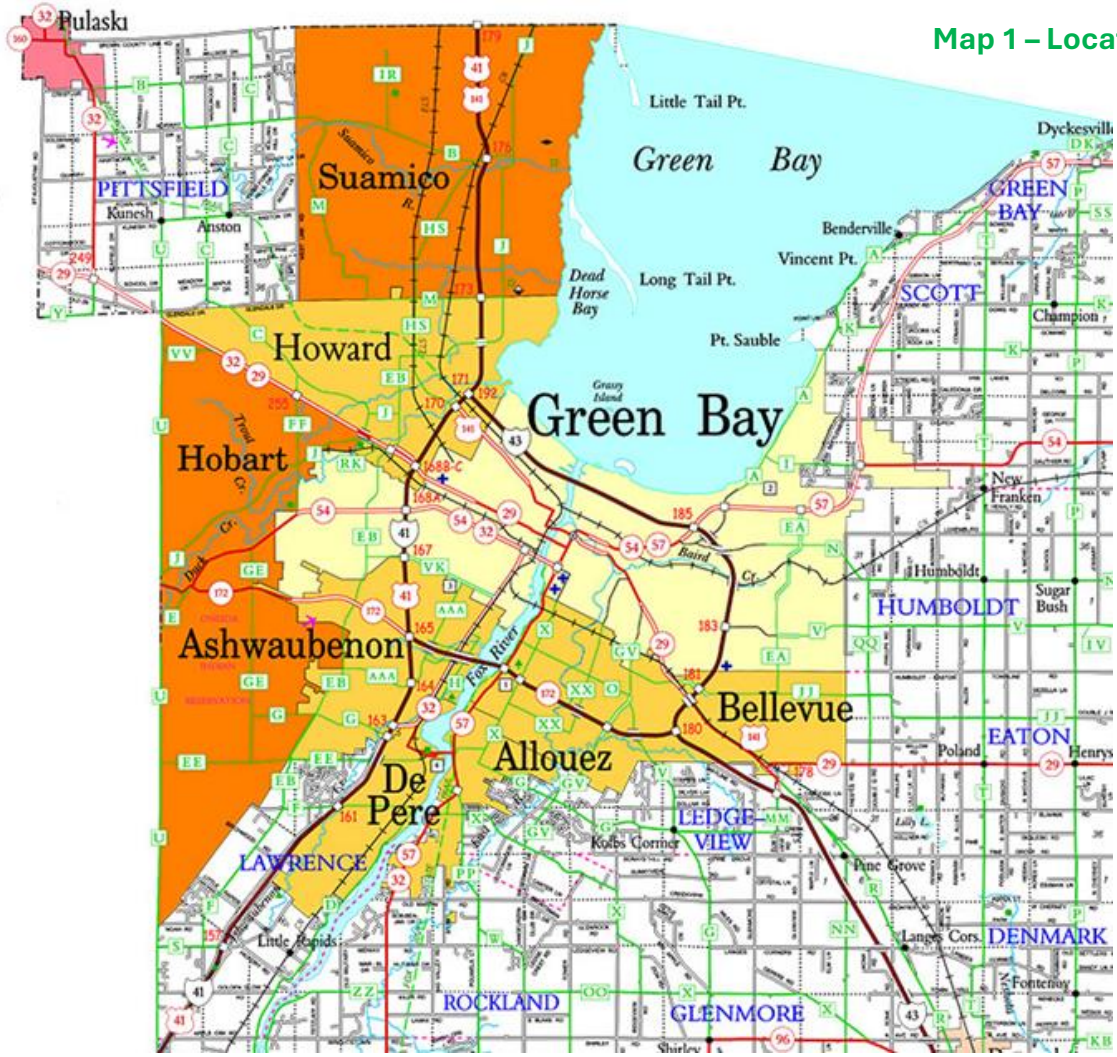
Our employees plan for and practice responsible management of natural resources to promote healthy ecosystems and welfare for current and future generations.

### Area Setting

The City of Green Bay is located in central Brown County on the shores of the Bay of Green Bay at the mouth of the Fox River. The City is located 581' above sea level and has a total area of 55.76 square miles, of which 45.58 square miles is land and 10.28 square miles is water. Surrounded by smaller urbanizing communities, Green Bay is part of the largest urban area in the northern half of the state, with a metro area population of 320,050. **Map 1** depicts the location of Green Bay in Brown County and its location relative to surrounding communities.

The City sits at the bottom of the Door Peninsula, an area of unique natural, cultural, and recreational resources, and is also a gateway to the "North Woods" of upper Wisconsin. Green Bay is located 132 miles northeast of Madison, 112 miles north of Milwaukee, and 270 miles east of Minneapolis/St. Paul.

**Map 1 – Location of Green Bay**



## Area Indigenous and Settlement History

The Menominee Indian Tribe was present in Green Bay when Jean Nicolet and other French explorers arrived starting in 1634. By 1667, the Menominee began trading furs with the French for other useful goods. This led the Menominee to create smaller, semi-permanent villages for the spring and summer. By the 1800s, the Menominee had villages along the Fox, Wolf, Wisconsin, and Oconto Rivers, as well as Lake Winnebago, and Green Bay. During this time, the Menominee land base was estimated to be about 10 million acres. However, due to United States Government treaties, this land base is now approximately 235,000 acres. Today, the Menominee Indian Tribe is located approximately 45 miles northwest of Green Bay in the village of Keshena.

The Oneida Nation of Indians of Wisconsin and the United States is a self-governing sovereign nation, originally from what is now New York. The Oneida relocated to Wisconsin in the 1820s to establish new homelands and preserve their sovereignty. In 1838, the Treaty with the Oneida Tribe of Wisconsin and the United States established the 65,400-acre Oneida Indian Reservation along Duck Creek. Through the next few years, the land was divided and ultimately decreased from the original footprint. Today, the Oneida Nation boundaries overlap with parts of the west side of Green Bay. In 2021, the City of Green Bay entered a decade-long intergovernmental agreement with the Oneida Nation.

Green Bay was traditionally settled by large numbers of Belgian, German, Scandinavian, Dutch, and Irish settlers.

Historically rich in natural resources, the Green Bay area transitioned from fur trading to the processing and shipping of resources, including lumber, and eventually became a major producer of paper products. Today, Green Bay is a significant industrial and commercial center. In addition to paper, other major industries include, healthcare and medical services, insurance, food and beverage processing, and transportation.

## Geography and Resources

In addition to the Bay of Green Bay, other water resources include the Fox River, a major economic and recreational asset to the City, the East River, and several creeks including Baird, Duck, Willow, Mahon, and Beaver Dam Creeks. Some of these waterways have linear greenways and/or natural resource areas along them. One of the largest intact resource areas is the Baird Creek Greenway, which provides a linear corridor with wooded areas of varied topography, pockets of wetlands, and remnant native plant communities. Lands along the East River contain broad floodplains that were preserved as open space and are utilized for various recreational assets. Most pre-settlement wetlands in the City have been filled including several hundred acres along the bay, but small pockets of remnant wetlands remain throughout.

The Niagara Escarpment, which skirts the eastern edge of the City and underlies Door County, is a several hundred miles long ridge of dolomitic limestone that was influential in the creation of landforms during the last glacial period, including the Bay of Green Bay and Lake Winnebago. Most of Green Bay is a fairly level, glacial till plain with moderately well-drained to poorly drained soils and clayey subsoils well-suited to agriculture, but not always well-suited to urban development. Many undeveloped areas around the City typically have poorly drained soils. However, northwestern areas of the City contain deeper, well-drained soils with sandy to loamy sub-soils.

The more varied topography of the areas along the eastern edge and to the southeast of Green Bay are associated with the escarpment. The many quarries in these areas that provide natural building stone and gravel products capitalize on the presence of this hard limestone. In general, the landscapes associated with this landform are rich in natural, cultural, and historic resources and contain unique natural environments of plants and wildlife.

The City has a significant urban forest cover associated with its many greenways, natural resource areas, parks, railroad corridors, and various open spaces. In addition, the City has a well-established forestry program that provides well-maintained street trees and tree canopy in various public green spaces.

The presence of floodways and wetlands, soil type, drainage potential, topography, and habitat quality are all factors influencing development potential and quality of development of lands. These factors should be considered when choosing appropriate lands for park creation or expansion and, also for resource protection.

### Table 4 – Land Use Distribution

| Land Use Category | Area in Acres |
|---|---|
| Single Family Residential | 7,126 |
| Right-of-Way | 4,825 |
| Natural Areas | 3,614 |
| Agriculture | 3,319 |
| Parks and Recreation | 2,083 |
| Industrial | 1,905 |
| Institutional/Governmental | 1,324 |
| Commercial | 1,211 |
| Communication/Utilities | 968 |
| Multi-Family or Mobile Home | 812 |
| Two Family | 713 |
| Water | 675 |
| Transportation Related | 408 |
| Railroad Related | 312 |
| Open Space | 113 |
| Land Under Development | 111 |

## Land Use

The land use pattern of the City is a classic example of historical development in a watercourse-oriented city. Green Bay originated and flourished because the Bay and the Fox River provided trading opportunities and access to other commercial centers. Most industrial development has occurred along both banks of the Fox River. Commercial development is situated in a dominant central business district southeast of the industrial district on the east side of the river. There is also a small, prominent commercial district just west of the Fox River and several major commercial strip developments located along major arterial streets throughout the City. A significant land use feature within the City of Green Bay is the large amount of agricultural and open land lying within the City limits. It amounts to over 10% of the total City area and is located primarily near the eastern City limits. However, this area is under pressure from expanding residential development. See **Table 4** for the approximate acres of various land use types.

## Climate

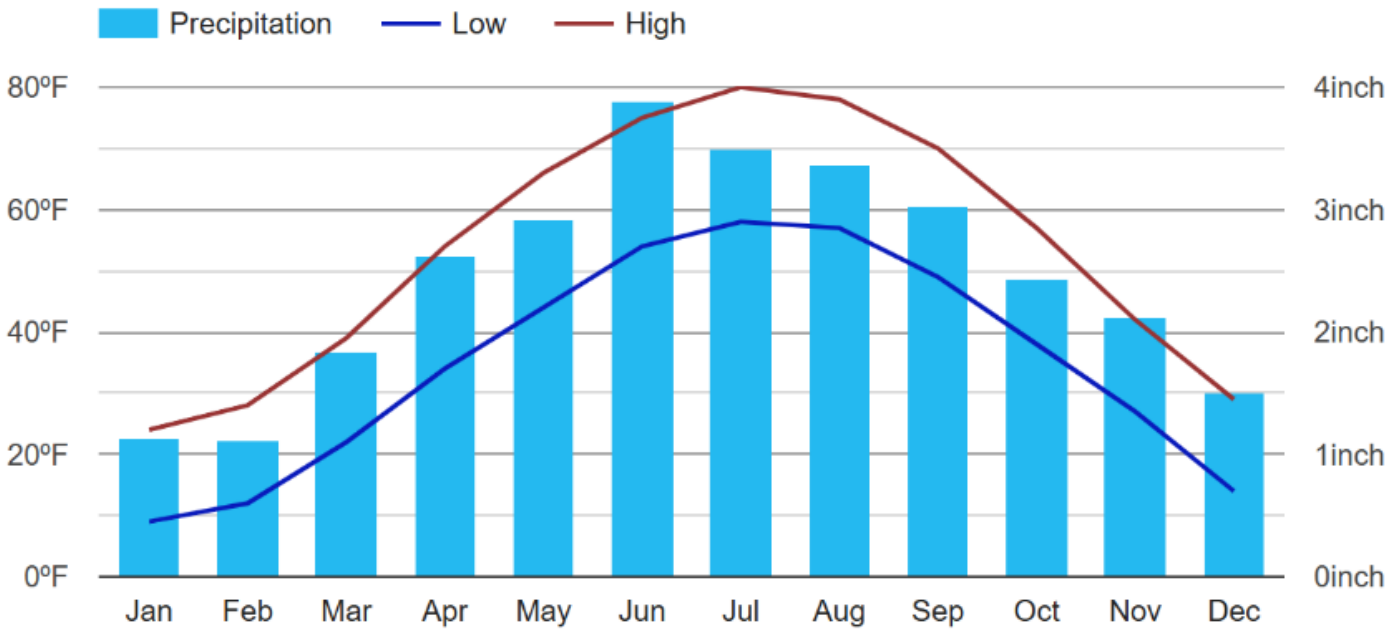
Green Bay has a humid continental climate with warm, humid summers, and long, cold, snowy winters with no dry season. Daily high temperatures don't often exceed 89°F and low temperatures rarely fall below -10°F. The average annual high temperature is 54.7°F and the average annual low temperature is 36.7°F. Green Bay's warmest month is July with an average daytime high temperature of 81°F and an average daily low of 60.1°F. The coldest month is January with an average minimum temperature of 11.1°F and an average maximum temperature of 25.1°F. (See **Graph 3**)

The shortest day (daylight hours) occurs on December 21 with 8:50 hours of daylight; the longest day is June 20 with 15:33 hours of daylight.

Green Bay has an average annual precipitation rate of 31.61" (which corresponds to 55.6" of snow for the cold months). The driest month is February with an average precipitation rate of 1.2"; the wettest month is June with an average precipitation rate of 4.1". *Source: Wisconsin State Climatology Office (NOAA National Climate Data Center 1991-2020 and U.S. Climate Data 1981-2010; Austin-Straubel Airport Weather Station)* (See **Graph 3**)

The U.S. Department of Agriculture (USDA) Plant Hardiness Zone Map is the standard by which gardeners and growers can determine which perennial plants are most

### Graph 3 – Climate Graph




likely to thrive in a location. The map is based on the average annual extreme minimum winter temperature, displayed as 10-degree F zones and 5-degree F half zones. When the map was updated in 2023, it showed a 2-degree F increase from 2012-2023. This shifted Green Bay's Plant Hardiness Zone from 5a (-20 to –15-degrees F) to 5b (-15 to -10–degrees F).

Climate change causes rising temperatures, extreme heat events, drought, and fewer days of freezing which impacts recreational offerings, development, and the natural environmental including shifts in ecosystems and natural habitats. The PRF looks to build resilient landscapes and infrastructure that can adapt with climate change.

### Flora and Fauna

Loss of indigenous habitat and wildlife has occurred throughout the City of Green Bay through development and the introduction of invasive plant and animal species, as well as other factors. Locally and nationwide, pollinator decline and endangered species concerns continue to be issues worth discussing and acting on. In Green Bay, there are over 30 endangered species and over 35 threatened species; most of which have been reported on parkland.

### Green Bay Conservation Corps

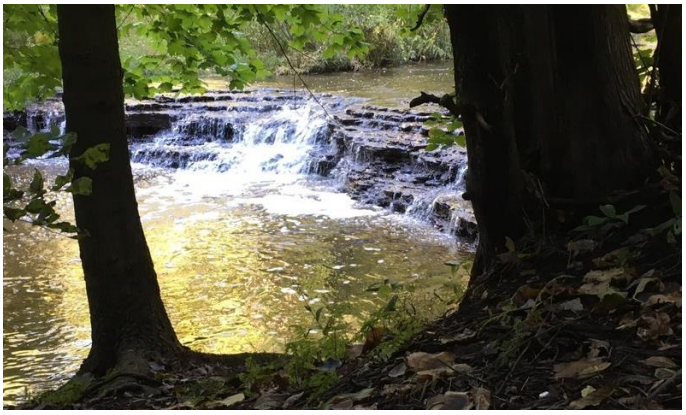
The Bay Beach Wildlife Sanctuary (WLS) is a 535-acre facility whose primary task is to rehabilitate injured animals and help mitigate wildlife loss while providing refuge for animals in Green Bay. The facility provides care for over 6,500 animals per year on average. Throughout the year, staff plan and host a multitude of educational programs including animal feeding demonstrations, animal ambassadors, storytime, and guided nature hikes. In the summer, the WLS holds

multiple summer camps for children of various ages.

The City implemented the Green Bay Conservation Corps (GBCC) program in 2022 to mitigate habitat and wildlife loss through preservation and restoration efforts. Since its establishment, the GBCC has installed over 40,000 native plants, trees, and shrubs in the park system. In 2024, from May to August Conservation Corps members removed over 9,300 gallons of invasive species from City of Green Bay parks and greenways. The program has been responsible for improving habitat health across over 150 acres; with follow-up treatments occurring on all sites. Additionally, the GBCC engages 150-200 volunteers annually and hosts numerous programs in the park system.

In 2024, the GBCC partnered with the Green Bay Botanical Garden to reimplement the Pollinator Corridor Project to increase habitat throughout the urban city and create a pathway for pollinators to navigate through the city. The GBCC recorded seven occurrences of the Federally Endangered Rusty-Patch Bumblebee in Green Bay parks helping the Fish and Wildlife Service update their population maps.

Frog and toad species are used to indicate habitat health since they are easily impacted by pollutants. In the spring of 2023, the GBCC began surveying the parks system for all frog and toad species completing a total of 75 surveys. These were repeated in 2024 with additional sites added. This data creates a baseline for restoration practices and will allow the program to make informed decisions when planning future projects. Out of the 12 Wisconsin species, 8 were identified.



## Water Quality/Flooding

Stormwater runoff and flooding are significant concerns in Green Bay due to the City's geographical and infrastructural characteristics. The City experiences heavy rainfall and snowmelt, which can overwhelm its storm sewer systems. Urban development has increased impervious surfaces like roads and buildings, reducing the natural absorption of water and exacerbating runoff problems.

Green Bay's stormwater runoff issues lead to several problems, including, localized flooding which can damage property and disrupt daily life. The City has implemented various strategies to address these challenges, such as improving drainage systems, creating retention ponds, and promoting green infrastructure like rain gardens and permeable pavements to help manage and mitigate runoff. Additionally, Green Bay is working on enhancing its stormwater management policies and community awareness to better prepare for and respond to flooding events.

In Green Bay, stormwater runoff not only contributes to flooding but also impacts water quality, leading to problems like algal blooms. When rainwater washes over urban areas, it picks up pollutants such as nutrients from fertilizers, pet waste, and other contaminants. These nutrients, particularly nitrogen and phosphorus, enter waterways and can cause excessive growth of algae, known as algal blooms.

Algal blooms can have several detrimental effects on water bodies, including Green Bay's waterfront areas. They reduce oxygen levels in the water, which harms aquatic life and disrupts ecosystems. Additionally, some algal blooms produce toxins that can be harmful to humans,

pets, and wildlife. To address these issues, Green Bay has been focusing on improving stormwater management practices to reduce nutrient runoff, such as implementing better land use practices, enhancing treatment processes, and promoting community education on reducing pollutants. By tackling both runoff and nutrient pollution, the City aims to protect water quality and mitigate the negative impacts of algal blooms.

The Environmental Protection Agency (EPA) has been updating floodway maps. This is a significant development for Green Bay, as it helps the city better manage and prepare for flooding events. Floodway maps are crucial for identifying areas at risk of flooding and are used to guide land use planning, development, and emergency response.

With accurate and current floodway maps, Green Bay can enhance its floodplain management strategies, such as updating building codes, investing in flood protection infrastructure, and designing more effective stormwater management systems. Additionally, these updates can improve community preparedness by providing residents with better information on flood risks and encouraging practices that reduce vulnerability to flooding. Overall, the updated floodway maps play a crucial role in strengthening Green Bay's resilience to flood events and ensuring the safety and well-being of its residents.

The City of Green Bay Parks Department plays a pivotal role in addressing stormwater runoff, flooding, and associated issues like algal blooms through various initiatives and management strategies. Through contributions to green infrastructure projects, floodplain management, public education and

awareness, maintenance, and proper planning with park development, the Parks Department helps enhance the City’s resilience to flooding, improves water quality, and contributes to the overall well-being of the community by creating functional, sustainable green spaces.

## Air Quality

In the City of Green Bay, air quality is a key concern, influenced by factors such as industrial emissions, vehicle traffic, and seasonal changes. The City's air quality has generally been monitored to ensure it meets health standards, but occasional issues with pollutants like ozone and particulate matter can arise. Park and street trees play a crucial role in improving air quality by serving as green lungs for urban areas. Trees and vegetation absorb carbon dioxide and pollutants, release oxygen, and provide natural filtration, helping to reduce the levels of harmful airborne substances. Moreover, parks encourage outdoor activities and promote sustainable practices, such as reducing reliance on vehicles by offering walkable green spaces. By increasing the number of parks and enhancing its green infrastructure, Green Bay can further mitigate air pollution, contribute to a healthier environment, and offer residents cleaner, fresher air.

## Clean Energy – Solar, Electric, Mass Transportation/Walkability

As the City of Green Bay plans to integrate clean energy solutions into its parks, the focus on solar power and electric vehicle (EV) infrastructure represents a forward-thinking approach to sustainability. Currently, there is only one park with solar panels and no EV charging stations installed in the parks. Planning is underway to incorporate these technologies in future developments. Installing solar panels in parks could provide renewable energy for lighting, signage, and other amenities, reducing reliance on non-renewable energy sources and decreasing the parks' carbon footprint. Similarly, planning for EV charging stations within park facilities would support the shift towards cleaner transportation options, making it more convenient for residents to use electric vehicles.

Additionally, enhancing public transit options and walkability to parks remains a priority, as these improvements can further reduce environmental impact and encourage sustainable transportation practices. By integrating these clean energy initiatives into park design, Green Bay aims to create more eco-friendly spaces that contribute to the City’s broader sustainability goals.

## Core Value: Adaptability/Resiliency

Preparedness and the ability to respond, recover, and adjust to new difficulties and opportunities as they arise.

### Emergency Planning/Recovery

#### Flooding

As storm events with large amounts of precipitation are becoming more frequent, areas of Green Bay are experiencing more frequent issues with flooding.

Coastal resiliency has been at the forefront of planning related to coastal development. The PRF is looking to prioritize nature-based solutions for coastal projects where environmental and engineering practices weave natural features and/or processes into the built environment to promote sustainability.

Over the past few years, the Parks Department has begun to reduce the size of existing wood chip beds by converting them into turf areas or native plantings. The reason for doing this is that in heavy rainfall events, the wood chip areas flood and the wood chips tend to float away and end up in the storm sewer system. Having turf or plants around the drains or reducing the size of the wood chip beds results in fewer wood chips in the storm sewer and easier cleanup of wood chips in the turf areas.

#### Tree and Asset Losses Due to Environmental Factors

Emerald Ash Borer (EAB) has been attacking ash trees in Green Bay since 2009. In that time, the street tree population has been reduced from 7,200 ash trees to now 1,600 ash street trees. Forestry staff is taking measures to protect healthy ash trees from infestation to help keep a representative population of ash trees (~5%) in the City. In order to

create a more diverse and resilient urban tree population, staff is planting a wide variety of trees to help reduce the potential impacts of any future insect infestations or disease infections. Current tree planting procedures follow the recommended 10-20-30 rule. This rule serves as a guide to not have more than 10% of the city tree population represented by one species and no more than 20% of the tree population represented by a given genus of tree. No more than 30% of the tree population should be comprised of a given tree family. Forestry staff has made great strides in diversifying the tree population. Only Norway Maple, as a species and maple as a genus are represented higher than these guidelines. Future tree-planting efforts will continue to focus on improving these figures. Reducing the number of maple trees being used to replace street trees and avoid over-use of maples in new developments.

The PRF has been mitigating tree removal and replacing damaged assets such as playground equipment and roofs from falling trees after large storm events.

### Pandemic Response

Due to the Covid-19 pandemic, protocols are in place to handle a future public health crisis.

## Homelessness

The number of people experiencing homelessness in Green Bay, and throughout Wisconsin is increasing at an alarming rate. The Balance of State Continuum of Care analyzes homelessness data from 69 out of Wisconsin's 72 counties. This data is split up into subcategories of homelessness, sheltered and unsheltered. Those who are sheltered live in transitional housing or emergency shelters and those who are unsheltered live in places not meant for human habitation. Coalition members counted people experiencing homelessness in January of 2024 and found 343 people who were unsheltered among these communities. This number has increased 28% from 2023. The number of unsheltered people living in Brown County nearly doubled in 2024, affecting 86 people and accounting for 25% of the total count. In 2023, this number was 48 unsheltered people. Dane County, which has more than double the population of Brown County counted 90 unsheltered people, only four more people than Brown County. Furthermore, Milwaukee County, which has more than triple the population of Brown County counted between 100 and 130 unsheltered people. In Brown County, 616 people are experiencing some kind of homelessness, whether that means being unsheltered, living in emergency shelters, living in transitional housing, or people being served through victim service providers.

*Source: Green Bay Press Gazette Brown County's homelessness numbers 'startling,' says leader of Wisconsin Balance of State, April 12, 2024*

**Table 5 – Homelessness**

| January Point in Time Count | | | | | | |
|---|---|---|---|---|---|---|
| | **2019** | **2020** | **2021** | **2022** | **2023** | **2024** |
| Emergency Shelter | 238 | 303 | 284 | 388 | 321 | 379 |
| Transitional Housing | 139 | 116 | 134 | 142 | 177 | 151 |
| Unsheltered | 5 | 10 | 16 | 28 | 48 | 86 |
| Total | 382 | 429 | 434 | 558 | 546 | 616 |

| July Point in Time Count | | | | | | |
|---|---|---|---|---|---|---|
| | **2019** | **2020** | **2021** | **2022** | **2023** | **2024** |
| Unsheltered | -- | -- | 41 | 89 | 125 | 154 |

**Comparatively, Dane County found 89 people unsheltered in January 2024. Our unsheltered numbers are rivaling a County that has over double our population size.

The Green Bay Parks, Recreation, and Forestry staff understand that resolving the complex issues associated with homelessness in parks requires time, understanding, and collaboration with social service providers. Parks and other green spaces welcome all members of the community. Anyone can experience homelessness and those experiencing homelessness are part of our community.

## Shifts in Staffing

Starting in 2020 Parks Maintenance and Recreation programs noticed a lower number of applications for our seasonal positions. To help resolve the issue, the department put a focus on marketing strategies, hiring bonuses and incentives, and an increase in wages. The trend continued until 2023 when we saw a rise in applications and hires. In 2024, the Parks and Recreation divisions were fully staffed for the first time since 2020.

This trend also affected our aquatics programming. Beginning in 2018, the number of lifeguards available was trending down. During the COVID-era, a worldwide shortage struck our area hard. Certification classes weren't available, and current lifeguards weren't recertifying. The PRF worked to correct the issue by raising lifeguard wages and offering free certification courses. After multiple summers operating short-staffed, reducing services, and altering schedules, staffing for lifeguarding (and other recreation areas) is trending back to what it was prior to the COVID-era.

## Shifts in Recreational Preferences

The PRF recognizes that trends in recreational programming are continually shifting.

Beer gardens are becoming more common nationally within park and recreation facilities and programming. The City of Green Bay is currently working to develop beer garden service sites within Green Bay parkland and has updated the ordinance to allow PRF staff to serve malt beverages in parkland.

Pickleball continues to grow as a sport nationally and locally. The PRF is working to develop new pickleball facilities within parkland in addition to painting pickleball lines on existing tennis courts to accommodate both uses.

Nature play and nature-based programs are becoming more popular nationally and should be considered as part of the PRF's development and programs.

Our community has responded more to special events and one-day workshops or classes. Registration numbers in long-term programs have been declining over recent years. Our focus over the next five years is to offer more workshops, individual classes, and special events.

## Core Value: Customer Focus

Our development, programming, and operations meet stakeholder needs and satisfaction through thoughtful planning and actions.

### Public Input

The PRF engages with the community and stakeholders to develop parkland and programs whenever possible, to ensure we are meeting the desires and needs of the majority within the community.

The PRF seeks public input during the development of master plans for parks or a change in the use of an existing park. This process includes notifying the Alderperson of the District where the proposed work is occurring, Neighborhood Associations, and landowners within 400' of a park boundary when a public input meeting is being held. Additionally, the PRF works with Bid Districts, the Green Bay Area Public School District, user groups, and other stakeholders regarding input on the development of parkland and trails within the City.

Ongoing input and requests are carefully evaluated as the PRF plans for development, programming, and funding. The PRF is actively working to see how public input methods can be streamlined and improved.

### Social Media

The PRF posts park and recreational information and updates on Facebook and Instagram where we monitor comments from the public regarding

development, programs, and events to better understand what the public is interested in and opposed to. Additionally, these platforms offer the public resources for suggesting new opportunities for the City to consider.

### Online Registration

Online programs and shelter registrations have helped to streamline the registration process while expanding the service window to users outside of regular business hours.

### Marketing

The PRF has a marketing coordinator whose focus is on marketing and public outreach. This role helps to create a consistent brand and message throughout the department.

### Broadband

Broadband access for residents of Green Bay has seen notable improvements in recent years, though challenges remain. The City has made strides in expanding high-speed internet

coverage to underserved areas through various initiatives and partnerships with internet service providers. Efforts include infrastructure upgrades and investment in fiber-optic networks to enhance connectivity. However, disparities still exist, particularly in more remote or economically disadvantaged neighborhoods. Addressing these gaps remains a priority, with ongoing discussions around policy adjustments and funding opportunities aimed at ensuring equitable and widespread broadband access for all Green Bay residents.

### Facility Rentals

The Parks Division currently rents 16 enclosed shelters to the public which are available during the months of April through October. The shelter rentals are balanced to eight shelters on the east side of the city and the west side of the city. There are five open shelters within the parks system that are open to the public. Although the primary shelter rental season is from April through October, on a daily basis. The list of available shelters is analyzed and updated on a yearly basis.

Bay Beach Amusement Park currently rents open shelters, a dancehall, and an open area

available for the months of May to September during normal operating hours.

The Bay Beach Wildlife Sanctuary offers various rental opportunities including a banquet facility, several indoor meeting rooms, and outdoor spaces.

### Maintenance of Parks

Currently, there are 24 full-time park maintenance workers who provide the maintenance to the City parks. This includes: three carpenters, one painter, one HVAC specialist, one pool maintenance worker, seven mechanics, and one city plumber. With additional park facilities coming, more park staff is going to be needed to maintain the parks to a satisfactory level.

# Chapter 3: Open Space and Recreation Inventory, Distribution, Analysis, and Needs Assessment

## In this Chapter

| | | | | |
|---|---|---|---|---|
| • Introduction | • Facility Types | • Open Space Inventory | • Open Space Distribution | • Open Space Comparison with Other Communities |
| • Open Space Access | • Open Space Distribution and Access Analysis | • Recreational Opportunities Summary | • NRPA Metrics Assessment | • Recreational Opportunities Analysis |
| • Prop Update Public Input Methods and Data | | | | |

## Introduction

This chapter looks at the classification of parkland, as well as, an inventory of existing open space, trails, park amenities, and recreational opportunities within Green Bay. We've also evaluated parkland distribution and National Recreation and Park Association (NRPA) recommendations, standards, and metrics. Additionally, we've gathered public input to better understand local community preferences. This allows us to compare, analyze, and understand where we are meeting, exceeding, or falling short in providing service areas and services within Green Bay. This chapter along with previous chapters guides us in developing recommendations found in Chapter 4.

## Facility Types

The NRPA established park classifications in the "Park, Recreation, Open Space and Greenway Guidelines", 1996. These guidelines are general considering the differing socioeconomic, climatic, geographic, and cultural diversity of various areas as it would be almost impossible to apply all of the standards of every situation in every community.

See **Table 6** for descriptions of classifications.

### Table 6 – Park Classification Descriptions

| Classification | General Description | Location Criteria | Size Criteria |
|---|---|---|---|
| Mini -Park (4) | Used to address limited, isolated, or unique recreational needs. | Less than ¼ -mile distance in a residential setting. | 2,500 sq. ft. to one acre. |
| Neighborhood Park (30) | The neighborhood park remains the basic unit of the park system and serves as the recreational and social focus of the neighborhood. The focus is on informal active and passive recreation. | ¼ - ½ -mile distance and uninterrupted by non-residential roads and other physical barriers. | 5 to 10 acres. |
| Park/School (15) | Depending on the circumstances, combining parks with school sites can fulfill the space requirements for other classes of parks, such as neighborhood, community, sports complex, and special use. | Determined by location of school district property. | Variable. |
| Community Park (7) | The community park serves a broader purpose than a neighborhood park. The focus is on meeting community-based recreation needs, as well as preserving unique landscapes and open spaces. | Determined by the quality and suitability of the site, usually serves two or more neighborhoods and ½- to 2-mile distance. | 30 to 50 acres is typical but can be variable to accommodate desired uses. |

| | | | |
|---|---|---|---|
| Large Urban Park (1) | Large urban parks serve a broader purpose than community parks and are used when community and neighborhood parks are not adequate to serve the needs of the community. The focus is on meeting community-based recreational needs, as well as, preserving unique landscapes and open spaces. | Determined by the quality and suitability of the site. Usually serves the entire community. | 50 to 75+ acres, can be variable to accommodate desired uses. |
| Sports Complex (2) | Consolidates heavily programmed athletic fields and associated facilities to larger and fewer sites strategically located throughout the community. | Strategically located community-wide facilities. | 25 acres minimum, with 40 to 80 acres being optimal. |
| Special Use (9) | Covers a broad range of parks and recreation facilities oriented toward single-purpose use. | Variable – dependent on specific use. | Variable. |
| Natural Resources Areas (1) | Lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering. | Resource availability and opportunity. | Variable. |
| Greenways (13) | Effectively tie park system components together to form a continuous park environment. | Resource availability and opportunity. | Variable. |
| Urban Green Space (11) | Public green space areas including pedestrian trails. | Resource availability and opportunity. | Variable. |

## Open Space Inventory

There are 69 parks that the PRF manages with a total of 2,677.08 acres of recreational open space in the City of Green Bay.

Of these, there are four mini-parks, 31 neighborhood parks, 15 parks/schools, and 7 community parks that makeup 915.29 acres, with the City owning 773.63 acres and the School District owning 141.66

acres. The City owns 1 large urban park, 2 sports complexes, and 9 special-use parks which make up 747.56 acres of open space. Additionally, the City owns 1 Natural Resource Area, 13 Greenways, and 11 Urban Green Spaces consisting of 1,014.23 acres.

Please note that only City-owned parkland is calculated in the total recreational open space acreage. Property owned by UWGB, NWTC, or other School District property not adjacent to parkland was not included in this study. The City also owns Cooke Park, which is a 24.50-acre parcel located in the Village of Ashwaubenon, at the site of the National Railroad Museum. Since this property is not located within the City of Green Bay, it is not included in the open space calculation.

## Open Space Distribution

The existing Green Bay park system is a result of over 100 years of park development. **Map 2** shows where existing parks are located.

Green Bay open space has been generally based on the neighborhood park concept resulting in many newer areas of the City having park access as described by these standards. Yet, older park areas have more parks within closer proximity but of smaller size.

Past experience in Green Bay has shown that 15 acres of actual usable space has worked well for neighborhood parks, while 25 acres of usable space works well for community parks. In the case of neighborhood parks, this often results in a total park area of 20 to 40 acres (Community Park, 30 to 60 acres) when combined with a waterfront parkway or natural area.

Some neighborhoods are cut off by busy four-lane roadways or similar barriers that can be difficult for younger children and adults to safely navigate. The PRF is working to create better access to parks throughout the City.

**Table 7 – Classifiable Park Acres per 1,000 Population Analysis**

| | NRPA Guidelines | | City of Green Bay Parks | |
|---|---|---|---|---|
| Park Types | NRPA Guidelines by Park Type Acre per 1,000 population | Equivalent acres based on Green Bay's population | Total Acres by park type as of 2024 | Actual acres per 1,000 persons |
| Mini Park | 0.25 – 0.5 | 26.85 – 53.70 | 2.44 | 0.02 |
| Neighborhood Park | 1.0 – 2.0 | 107.40 – 214.79 | 376.29 | 3.5 |
| Community Park | 5.0 – 8.0 | 536.98 – 859.16 | 536.56 | 5.0 |
| Large Urban Park | Variable | * | 76.45 | 0.71 |
| Sports Complex | Variable | * | 64.08 | 0.60 |
| Special Use Park | Variable | * | 607.03 | 5.65 |
| Natural Resource Area | Variable | * | 129.24 | 1.20 |
| Greenways | Variable | * | 853.07 | 7.94 |
| Urban Green Space | * | * | 31.92 | 0.30 |

*Notes: City of Green Bay Population used for calculations is 2020 U.S. Census data population of 107,395.*

## Open Space Comparison with Other Communities

**Table 7** shows the NRPA suggested numbers of each type of facility per unit of population. This is useful when considering how well various facility types are distributed throughout the City. However, these are meant to be used as approximate minimum guidelines and not absolute requirements. The number and size of recreation facilities tends to fluctuate greatly from one community to another depending on local demand.

## Open Space Access

The NRPA recommendations suggest that all residents should have safe, easy access to a neighborhood park, community park, or park/school site within one-half mile of their home or a play lot (mini-park) within one-quarter mile. The City's walkability to parks is shown in **Map 3**.

The following trail inventory (**Table 8**) indicates the various trail types throughout the park system that are recognized and maintained by the City. In addition to those listed here there are many miles of informal, unimproved dirt trails throughout the park system, especially within the larger greenways and open space areas that are not counted in the trail inventories below.

### Table 8 – Trail Inventory

(See Map 3)

| Existing Paved Shared-Use Trails | Existing Miles |
|---|---|
| Baird Creek Trail | 3.10 |
| Baird Creek Preserve Trail | 0.40 |
| East River Trail – Main Trail | 2.28 |
| East River Trail – Streu's Pharmacy | 0.10 |
| East River Trail – West Bank, South of Cass Street | 0.84 |
| Fox River West Bank | 0.43 |
| Fox River East Bank | 2.19 |
| University Avenue Recreation Trail | 0.87 |
| Webster Avenue Trail | 0.74 |
| West Side Trail | 1.14 |
| **Total** | **12.09** |

| Existing Informal Trails | Existing Miles |
|---|---|
| He-Nis-Ra Park | 2.72 |
| Ken Euers Park | 2.00 |
| Red Smith Park | 0.68 |
| Wildlife Sanctuary | 6.20 |
| **Total** | **11.60** |

| Existing Cross-Country Ski Trails | Existing Miles |
|---|---|
| Baird Creek Greenway | 3.32 |
| Christa McAuliffe Park | 0.82 |
| Colburn Park | 1.93 |
| Ted Fritsch Park | 0.65 |
| He-Nis-Ra Park | 2.28 |
| Perkins Park | 1.66 |
| Preble Park | 0.60 |
| Wildlife Sanctuary | 4.32 |
| **Total** | **15.58** |

| Designated Mountain Bike Trails (Dirt) | Existing Miles |
|---|---|
| Baird Creek Greenway | 8.00 |

It is worth noting that part of the Fox River Trail in downtown Green Bay contains a designated art/sculpture walk. Also, parts of the Fox River Trail, Baird Creek Greenway Trail, and some east-side park sites are also incorporated into the Green Bay Packers Heritage Trail. The heritage trail is set up primarily as a walking tour in the downtown and near east side and highlights significant people, places, and events in Green Bay Packers history (from 1919 to 1968) through a series of bronze commemorative plaques. The Heritage Trail was developed and is maintained by a private foundation.

## Open Space Distribution and Access Analysis

The City does a reasonable job of meeting the needs for open space through the provision of neighborhood and community parks, but acquiring additional parkland is needed to accommodate existing and new service areas.

Many parks are within walking distance to most residents which is especially true in the "older" areas of the City that developed with the traditional grid pattern. Where the provision of classifiable parkland falls short is in the outlying eastern and western edges of the City, which is developed on an auto-oriented planning pattern where development is more dispersed.

Recreational trail development should continue to be an ongoing goal for the PRF to tie into new and existing parklands for easier access.

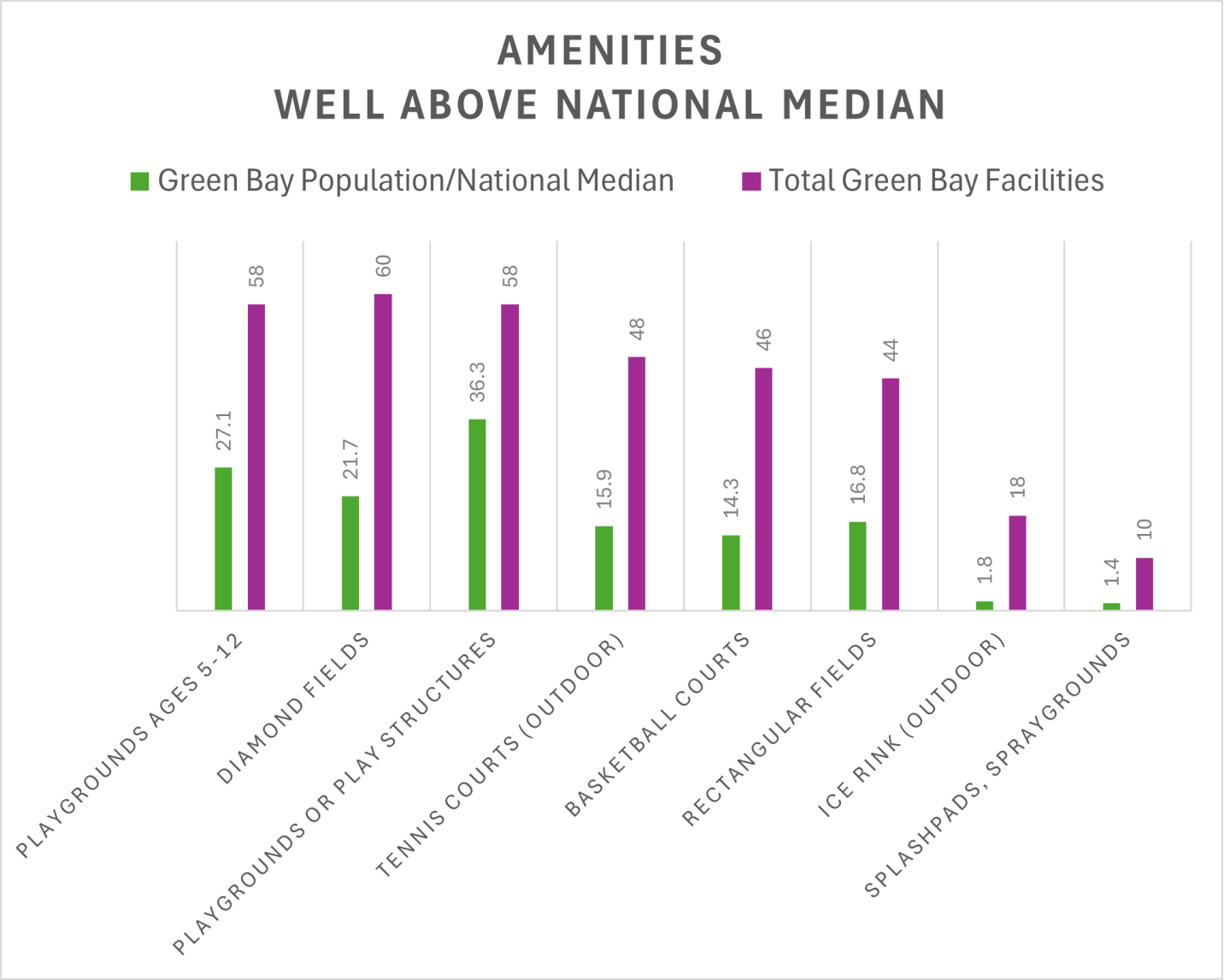
## Recreational Opportunities Summary

The PRF offers a multitude of different recreational programs, events, and amenities that accommodate varying demographics. Based on public input, local and national trends, and program analysis, the recreation staff creates a five-year strategic programming plan. This plan is analyzed and revised annually. The goal is to create recreational opportunities that will serve the needs of our community.

## NRPA Metrics Assessment

The National Park and Recreation Association (NRPA) Park Metrics Benchmark Database information is gathered annually with nearly 1,000 park and recreation agencies participating in providing this data. The NRPA publishes a summary of the findings yearly for anyone's use in the NRPA Performance Review. With this information, we can compare Green Bay park facilities and recreation programs with those of our peers. However, these metrics are relative, especially in considering the size of a community, and should serve as general criteria to aid in the planning and decision-making process, not as absolute requirements as every community has different needs.

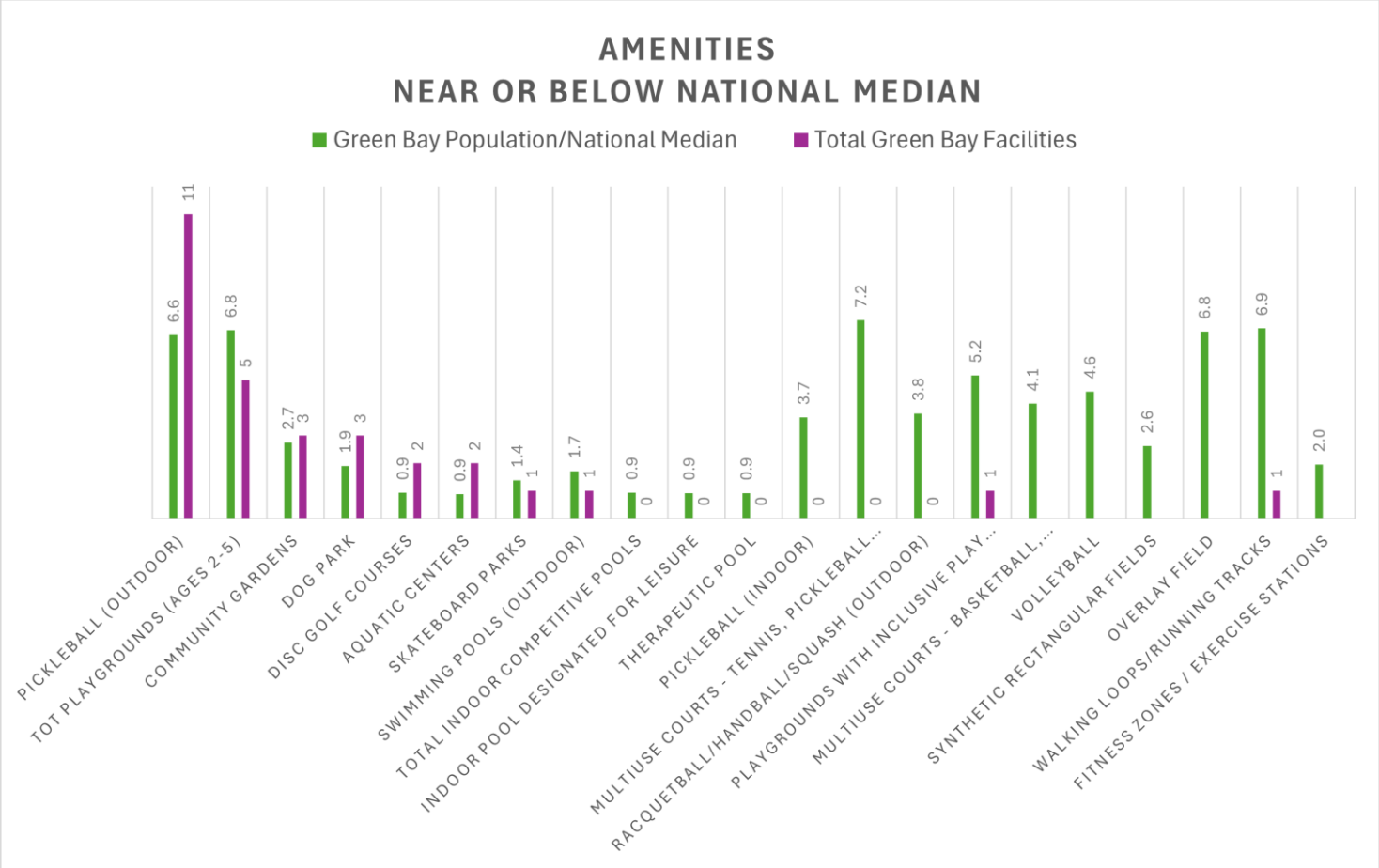
**Graph 4 – Amenities Well Above National Median**




By comparing our data with other municipalities, we can find potential deficiencies and excesses regarding facilities in comparison to communities that have similar populations and existing amenities.

**Graph 4** shows an inventory of activities and amenities located within the City's open space areas to demonstrate how Green Bay compares with the national 2024 NRPA Agency Performance Review metric findings. The criteria selected for the NRPA comparison included 1. jurisdiction population: 100,000 to 250,000, 2. number of parks maintained: 50 or more, and 3. acres of parks maintained: 1,000 to 3,500.

**Graph 5 – Amenities Near or Below National Median**



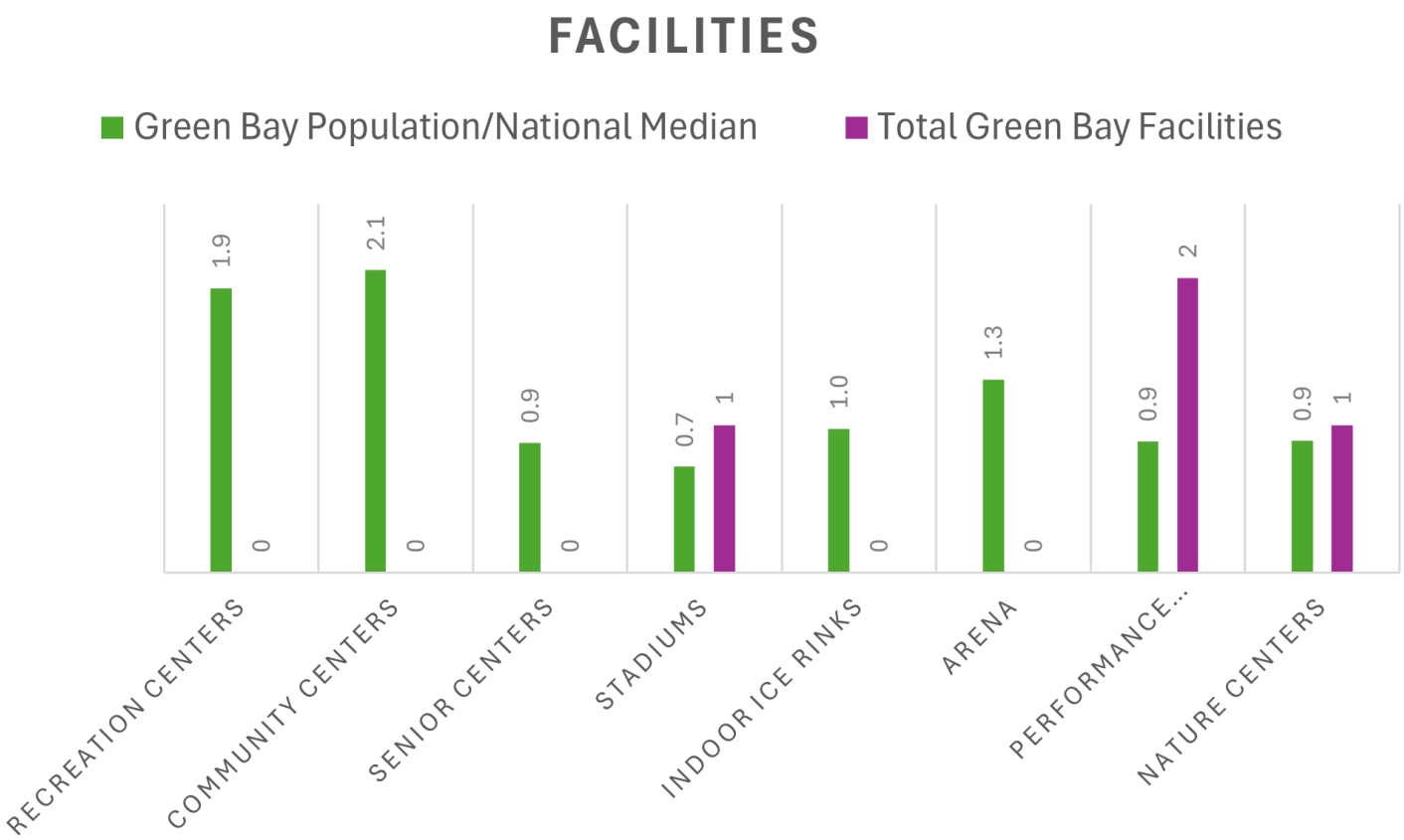

## Recreational Opportunities Analysis

Based on **Graph 4** the department is well above the national median in diamond and rectangular fields, basketball courts, outdoor ice rinks, and playgrounds dedicated for ages 5-12. And although, we are above the national median, our community is still requesting more baseball fields. Splash pads continue to be a popular amenity in our community and will continue adding these while there is a continued need.

Based on **Graph** 5 pickleball courts continue to be a focus and a popular request. And although we are slightly above the national median, we will continue to development a plan to add more pickleball opportunities in our community.

Overall, indoor amenities continue to trend low due to the fact that our department does not have a community center or use an indoor space to house these activities. If these types of facilities become available in the future, it will completely alter the way programs are offered. (See **Graph 6**)

**Graph 6 – Facilities**




## PROP Update: Public Input Methods and Data

### 2024 Park, Recreation, and Open Space Plan Survey and Public Input

In 2024, the PRF conducted an electronic survey that was issued through social media asking the public to comment on current and recommended park facilities, amenities, programming, and the importance of the biotic community. In 2024, the PRF also gathered similar public input at the Kids' Day event at Bay Beach Amusement Park. The results from the survey and public input are incorporated into this plan. The following information is a snapshot of the survey and input results received by approximately 1,000 respondents.

# Top Activities

## enjoyed in our parks

based on public input

Swimming

Playgrounds

Exploring Nature

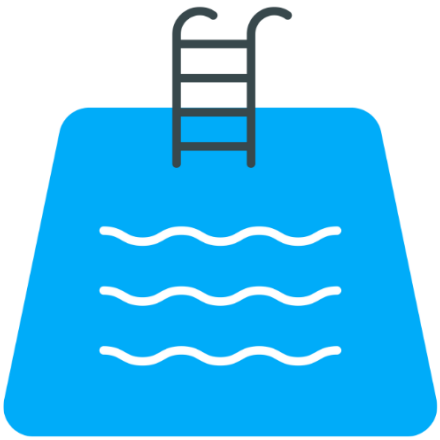
Walking

Special Events

# Top Amenities

## enjoyed in our parks

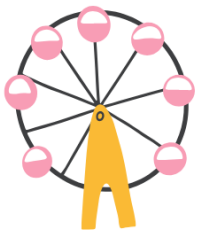
based on public input



Pools

Nature

Trails



Amusement Park Rides

Splash Pads

# Favorite Parks

based on public input

Bay Beach Amusement Park

Colburn Park

Baird Creek

Joliet Park

Wildlife Sanctuary

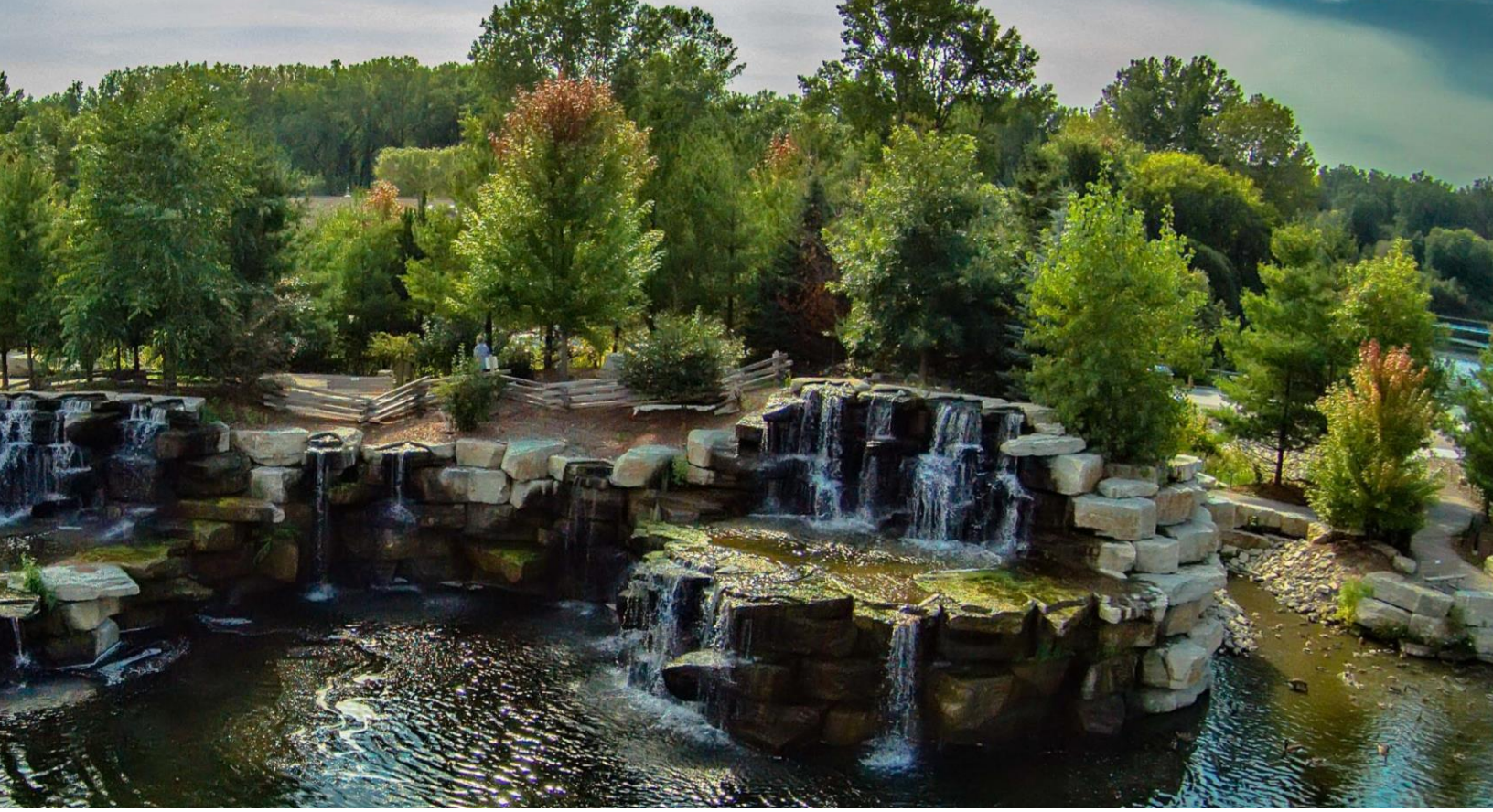
Astor Park

St. James Park

Red Smith Park

Fisk Park

Joannes Park



# Chapter 4: Action Plan Recommendations

## In this Chapter

| | | |
|---|---|---|
| • Introduction | • Core Value Strategies | • New Park and Service Area Recommendations |
| • Recommendations by Activity | • Recommendations for Specific Parks, Natural Resource Areas, and Greenways | • Non-Municipal Area Recommendations |

## Introduction

The purpose of this chapter is to present recommendations for the development and acquisition of lands for new park sites, the expansion of existing parks, park access, and the protection and preservation of environmentally significant areas. Recommendations are based on the findings in previous chapters, as well as, observed demand and known inadequacies of various types of facilities. The following is a summary of the sections of this chapter.

- **Core Value Strategies**
- **New Park and Service Area Recommendations** - Outlines recommendations for land purchase and related new park sites to serve anticipated future population growth.
- **Recommendations by Activity** - General development strategies that focus on specific activities rather than specific parks.
- **Recommendations for Specific Parks, Natural Resource Areas, and Greenways** - Expansion and improvements of existing parks by park area.

- **Non-Municipal Area Recommendations** - Recommendations pertaining to lands not managed by the City of Green Bay Parks, Recreation and Forestry Department.

## Core Value Strategies

The following Core Value Strategies have been developed to better understand how we can achieve goals within our core values, and to develop recommendations.

1. **Improve public access to parks, trails, and waterways.**
    a. Provide easily accessible parks within convenient walking distance from all residential neighborhoods.
    b. Develop an interconnected system of off-road, multi-use paths to connect communities and destinations, and to provide an alternative means of transformation.
    c. Develop easy access to the shorelines of waterways.
2. **Design park facilities and programming to accommodate diversity, equity, and inclusion.**
    a. Consider physical, mental, and social health needs.
    b. Engage and plan for diverse populations.
    c. Identify underrepresented groups and help them to participate and feel connected.
    d. Development of park and recreational facilities should be made barrier-free and accessible to disabled park users to meet the guidelines of the ADA.
    e. Design to meet the goals and objectives of inclusive play and programming when designing and implementing new facilities.

3. **Protect and enhance natural resources and systems.**
    a. Plan for and practice sustainable methods for healthy ecosystems.
    b. Protect environmentally significant areas, biodiversity, and waterways.
    c. Create and enhance riparian areas, vegetative buffers, and native landscapes.
    d. Control invasive species.
    e. Provide a high-quality urban forest within all parks, greenways, and rights-of-way.
    f. Offer nature-based facilities and programming to promote land stewardship within the community.
    g. Implement resilient green infrastructure which will help to enable the community to withstand and recover from disruptions and disasters, such as floods, hurricanes, tornados, earthquakes, and the more frequent storms that have more rain in shorter periods of time.

4. **Acquire parkland to enhance existing and future assets.**
5. **Planning and implementing fiscally responsible park development.**
    a. Work within the adopted budget.
    b. Obtain grant and sponsorship funding for projects and programming.
6. **Ensure that existing levels of service are maintained and supported throughout the park system and are increased as new parks and facilities are developed.**
7. **Create and foster equitable engagement for park development and programming.**
    a. Communication for diverse users.
    b. Provide year-round, high-quality neighborhood and community-based recreation programs and facilities to meet the variety of community needs.
8. **Improve the park system's capacity to withstand current and future environmental patterns.**
    a. Consider clean energy planning in development as well as equipment and vehicle use.
    b. Plan for and implement coastal and flood resiliency mitigation measures.
9. **Engage with groups, organizations, and stakeholders to strengthen partnerships and opportunities.**
10. **Pursue regional solutions to regional issues.**
11. **Sustain and improve cultural resources and placemaking within the community.**
    a. Protect and enhance areas of historical importance.
    b. Provide parks and recreation facilities that are designed to complement the characteristics of the surrounding service neighborhood.
    c. Incorporate unique and engaging design elements including art, in park and open space areas that promote a sense of place.

## New Park and Service Area Recommendations

### Priorities for Acquisition

The 2024 NRPA Agency Performance Review states that jurisdictions similar to Green Bay with populations of 100,000 to 200,000, that maintain 50 or more parks, and 1,001 to 3,500 acres, average the following total park acres:

| | |
|---|---|
| **1,427 acres** | **Low Quartile** |
| **1,859 acres** | **Median** |
| **2,555.8 acres** | **High Quartile** |

Additionally, the review also shows that these communities average the following miles of total trails:

| | |
|---|---|
| **22.5 miles** | **Low Quartile** |
| **38 miles** | **Median** |
| **85 miles** | **Upper Quartile** |

With Green Bay having 2,677.08 acres of recreational open space, it's important to note that while we fall in the upper quartile, a large portion of this acreage is greenway where the land has steep topography and wetland areas that are not easily accessible to many patrons. Also, with Green Bay having 31.69 miles of trail that can be accessed year-round, we fall in between the low quartile and median for trail services. Additionally, the population within Green Bay is expected to continue growing and as discussed in Chapter 3, geographic distribution relative to service area, as well as, demand related to facility type, will require the acquisition of additional parkland and development of new facilities to meet future recreation needs.

Priorities for land acquisition will be contingent upon the changing characteristics of a neighborhood, the growth rate of developing areas, and changes in the demand for specific recreational facilities, as well as the need for trail development. Priority acquisitions should be consistent with Parks Committee objectives. Staff should aggressively develop a long-range acquisition plan detailing purchasing objectives with suggested funding sources.

### Unserviced Areas

The developed residential areas of the City are for the most part well-serviced by the existing neighborhood and/or community parks, but there are a few locations within the City where existing parkland is not easily accessible. See **Map 4.** Each of these areas should be carefully studied and reviewed with the local residents and elected officials to identify the demand and outline alternate ways to meet the needs. Solutions should be sought that combine public and private resources into a joint project to serve these areas cost-effectively. It may be difficult or impossible to serve some locations, due to the fact no open space may be available and areas may be cost prohibitive to purchase. **Map 2** diagrams some of the park expansion and acquisition recommendations.

### Proposed New Park Areas

The far eastern portion of the City is currently rural in nature. The City should explore the possibility of purchasing land for park development in both the northeast corner and the southeast corner of the City. Both areas will likely see residential growth over the next 20 years. In addition, the Planning Department has identified properties along the East River that are susceptible to flooding that could be acquired for park development.

There are currently no community parks servicing the far west portion of the City. Due to its size, He-Nis-Ra Park has the most potential for becoming a community park in this area. Further development of this park, such as additional parking, play areas, picnic areas, ball fields, toboggan run, rental shelters, etc., should be considered when, and if the demand of the residents warrants this action. If found to be impossible, the next recommended alternative for a community park would be to improve existing facilities, add new facilities, and possibly expand Beaver Dam Park.

Also, the addition of more pocket parks and parklets should be explored.

The PRF should work closely with the Planning Department to monitor the future land use to determine the exact locations for the new parkland because the property value in these areas will significantly increase when development occurs. (See **Map 2** - Proposed new park areas are identified in magenta).

## Recommendations by Activity

There are a number of areas for which the City has general development strategies that encompass many different parks. This type of development is best addressed on a City-wide basis. The following outline these recommendations based on NRPA comparison deficiencies and community needs:

### Art Appreciation/Immersion

The Parks Department is working with the Public Arts Commission and Planning Department towards incorporating more art along pedestrian corridors and within the parks.

### Baseball/Softball

There is a shortage of baseball fields in Green Bay, especially in high school, American Legion, and Babe Ruth leagues. Some demand is unserved, including a high school freshman program. With the addition of the new Perkins baseball field, there are now four full-size baseball fields in Green Bay. The Facility Development Standards suggest there should be at least 21 baseball fields in the City. Only two of the six high schools (one public and one parochial) have their own baseball field. The Blue Ribbons, a franchise team, currently play at the premier field in Joannes Park. Based on the Facility Development Standards, we would suggest considering adding one baseball diamond on each side of the City within the next five years along with improvements to fencing. Some other diamond locations should be consolidated so that there are several parks with at least two diamonds to allow regulation high school play, aid tournaments and allow for more efficient maintenance.

On the east side, there is the possibility to create at least one new ballfield at Preble Park, Danz Park, or the proposed east side high school/D6 South/D6 North Park Complex.

On the west side, we recently completed ballfield improvements to Perkins Park and Beaver Dam Park. We will continue to explore adding and improving ballfields as opportunities arise.

Historically, the most popular park-related recreational activity in Green Bay has been softball. With the growth in popularity of activities such as soccer and more individualized sporting/recreation opportunities, a decline in the popularity of softball was anticipated. For the most part, this has not occurred, and numbers are staying steady. Softball remains very popular in Green Bay. Overall, the demand for additional fields is worth noting.

The City now has 32 softball diamonds, 14 of which are lighted. This number has declined from 63 in 1992 but still exceeds the 21 fields suggested by the Facility Development Standards. Many of these fields are also used for youth Little League and youth softball. These diamonds serve 67 adult teams in 11 leagues, as well as numerous youth teams in 22 youth leagues. Youth baseball (Little League) had approximately 750 participants in summer leagues of t-ball through Majors divisions and another 125 in Babe Ruth play; Minors and Majors divisions had 200 playing fall ball with another 125 in Babe Ruth.

Each high school has a girls' varsity and junior varsity softball team, but only one has a softball field. Girls' youth softball programs had

approximately 250 participants in summer leagues and another 100 playing in fall games.

Per recommendations in our previous PROP plan, we recently converted one baseball field into two softball fields at Colburn Park. This created a four-field softball facility on the west side. Finger Road Ballfield Complex is also a four-field facility on the east side.

It should be noted that several of the fields have insufficiently deep outfield fences. Also, there is a need for more lighted facilities to relieve the pressure on existing diamonds, which are utilized to their maximum potential. This heavy use leaves diamonds in a poor, hard-to-maintain condition. For all fields actively used, the City should provide paved dugout areas.

As with baseball fields another issue for softball is the limited opportunity for tournament play in Green Bay. Parks staff will be studying possible methods and locations for consolidating softball fields into a "complex" in an effort to increase maintenance efficiency and provide for tournament play. Some of the older non-usable fields can then be removed and used for other activities.

### Beer Gardens

Beginning in 2025, the PRF will begin hosting beer garden events. Possible locations for these events are Leicht Park, The Shipyard, Bay Beach Amusement Park, Bay Beach Wildlife Sanctuary, and various neighborhood parks. These events may include small concerts, family games, and activities.

### Boating Facilities

The Metro Boat Launch is located along the Bay of Green Bay and is the only public boat launch owned by the City of Green Bay. There are two private boat launches located in close proximity to the Metro Boat Launch and two other public boat launch facilities located in Brown County. Public docks should work in conjunction with private facilities to fulfill the demand and not inhibit private investment.

The City of Green Bay offers transient floating docking along the Fox River at Leicht Memorial Park, The Shipyard, and CityDeck. Leicht Memorial Park also accommodates cruise ship docking. There are several businesses and condo developments in the downtown area that also offer transient docking. It appears as though there are adequate transient docking opportunities within the City. There have been requests for the City to create overnight docking options with utilities. Although there are no plans to implement this in the near future, the City will keep it in consideration if the opportunity arises.

Over the past several years other locations were proposed for additional boat launch sites. These alternative sites are below and would require further study.

### Broadband

The PRF should work to fund and implement more broadband services within the park system.

### Canoe/Kayak Launch Facilities

The City of Green Bay currently has four designated canoe/kayak launch areas within the City. The CityDeck, The Shipyard, and East River Trail near Main Street, all have ADA-accessible floating kayak launches built into the shoreline. Additionally, there is an informal launch located along the Fox River at the base of the Porlier Fishing Pier, which is not developed. It consists of a mowed walk leading from South Adams Street to the shoreline. The City should consider securing funding to develop this site with a paved walk with site amenities.

Other possible launch sites include the following:

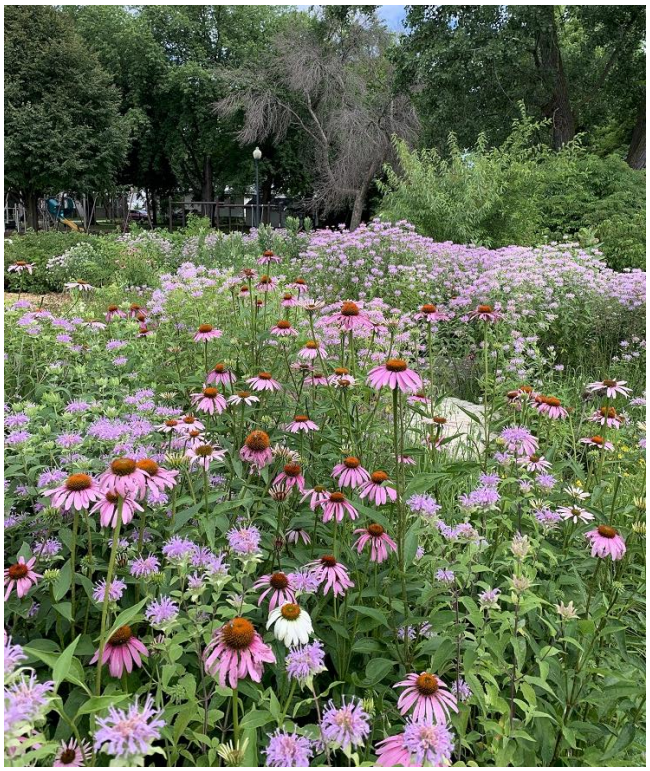
- Along the Fox River, Riverview Place is currently undeveloped and is planned to be a small scale or informal canoe/kayak launch site. It is suggested as a launch site because of its location along the Fox River. The City owns the property and there are no other public launches on the west side of Green Bay within the City limits. Additional land would need to be purchased to create an ideal canoe/kayak launch facility.
- Along the East River, East River Van Beaver Park would make an ideal location for a canoe/kayak launch site in coordination with the proposed flood storage project work.
- There are also additional possible canoe/kayak launch sites within the Bay of Green Bay. The development of shoreline improvements at Bay Beach Amusement Park along with other habitat and infrastructure improvements proposed for Ken Euers Nature Area would make these ideal locations.

## Community Center

The Green Bay Parks Department does not have a community center. Instead, the City works with the School District to provide recreational programs within the existing schools. This is not typical for communities of similar size. A community center can provide activities, such as basketball, volleyball, dance, pompom, yoga, handicapped activities, and senior activities. The 2020 Parks Survey showed that 70% of respondents feel they would utilize a community center and its programming. The NRPA suggests that a community our size should have two community centers.

## Dog Park

The City has one dog park located at Whitney Park. There is a desire from the community to have more dog parks located throughout the City. Plans are currently in the works to install medium-sized dog parks at Meyer Park and The Shipyard. The City should evaluate the feasibility of installing a large dog park facility to accommodate users.



## Ecology and the Environment

The PRF will plan and design parks and greenways to sustain environmentally sensitive features, reduce negative environmental effects and serve as models of land stewardship. We will work judiciously to reduce the amount of park area devoted to mowed turf and introduce in its place (preferably native) plant species that require less maintenance, provide habitat for birds, insects, and other wildlife, and provide filtration of water runoff. Invasive, non-native plant species should be controlled whenever feasible. Best management practices, such as the City's Pesticide Policy will be utilized to improve the quality of stormwater runoff. Finally, recycled and local products will be used wherever possible.

The Parks Department will work with the City's Sustainability Commission to work towards the common goals of both the Department and the Commission.

## Fishing Areas

There are ample fishing opportunities from City parkland.

The old Porlier railroad bridge that crosses the Fox River was converted to a fishing pier on the east bank in 2005. This pier was the only designated public fishing pier in Green Bay. Due to deterioration of the structure, it has been closed for access and is scheduled to be removed. This location and additional locations will be researched over the next five years for the installation of a new pier along the Fox River.

The only areas in the park system currently promoted with shoreline fishing spots, and to some degree managed as such, is the lagoon system at the Bay Beach Wildlife Sanctuary and the fishing platforms at East River Van Beaver Park, Metro Boat Launch, and The Shipyard development. The lagoons at the Bay Beach Wildlife Sanctuary have been dredged, and a freshwater well was installed, in addition to a major waterfall to promote water circulation. Additional work could be done to improve the water quality of the lagoons. The lagoons are stocked annually with fish. An informal ADA fishing pier was installed, and the Sanctuary regularly hosts fishing events to teach children how to fish. Due to the success of this program, the City should secure funding to develop the site with walks, more ADA-accessible fishing piers, and an open shelter. The East River platforms are marginal for fishing quality.

Informal fishing does occur at other park facilities, such as, Leicht Memorial Park, Joliet Park, Ken Euers Nature Area, Veterans Memorial Park, and along the banks of rivers. The City should continue to promote informal fishing.

The planned addition of a pier at Bay Beach Amusement Park in 2026 will increase fishing opportunities at the City's most popular park. The Metro Boat Launch will also have improved fishing opportunities along the shoreline in 2026 with an ADA-accessible walk and handrail. Leicht Memorial Park's master plan shows adding improved ADA-accessible fishing opportunities as well. The City will continue to plan for and fund these improvements.

## Greenways

Drainage ways are important assets in terms of their environmental significance, i.e. providing wildlife habitat, efficient, cost-effective management of stormwater control and reduction of flooding, natural amenities, and recreational opportunities. **Map 2** diagrams recommendations for the continued purchase and expansion of the greenways/drainage ways. For the most part, these areas should be maintained as natural open spaces. The delineation of these areas is primarily established by the Public Works Department based on drainage-related criteria. The County

also identifies most of these drainage ways as Environmentally Sensitive Areas (ESA). Areas adjacent to parks or of exceptional natural value such as LaCount Creek, Willow Creek, Beaver Dam Creek, and Mahon Creek should be considered for possible nature trail development. This of course would be contingent on the local citizen preferences and in some cases may require the purchase of additional land.

Facilities along the waterfront should range from areas of active and passive recreation to natural areas, as well as various types of adjacent commercial and retail development. The City should continue to discourage the practice by adjacent landowners of mowing turf to the water's edge, due to its impact on non-point source erosion. All shorelines should be protected from erosion. This waterfront system should connect to existing parks, as well as other waterfront urban areas wherever feasible.

A key component of the overall waterfront development quality is an adequate trail system. In order to maintain a continuous trail as much as possible, it may be necessary to construct specialized pedestrian bridge structures to circumvent major street areas or other structures. The next priority should be completing trail connections throughout the Baird Creek and East River Greenways; (see **Map 3**). Where full-scale greenway developments are not feasible, it may be advantageous to provide some public access to the waterfront through the development of street-end parks in existing rights-of-way.

### Hockey and Ice Skating

There are four hockey rinks in the City. The ice rinks have been divided equally between the east and west sides of the City. Each side of the

City has two boarded hockey rinks along with an auxiliary skating rink at each site. There is also a large skating rink on each side of the City as well. With reducing the number of rinks staff can focus on the hockey rinks when the weather is right for flooding and are able to get the rinks up in a more efficient manner. Currently, there are no plans to develop additional hockey rinks. Evidence suggests that there is a high demand for hockey rinks in Green Bay, but there is no specific data to support that claim. The Parks, Recreation and Forestry Department staff should quantify the need and examine options to outdoor rinks, such as, a large indoor facility. An indoor rink should be a joint public-private venture if it is verified that the demand exists to support it.

Currently, ten ice skating areas are managed. This is a reduced number from 28 skating areas in 1986. City staff should review the practicality of having many small neighborhood ice rinks due to limiting weather conditions in Green Bay. Fewer larger facilities would be more practical, reduce maintenance, and provide a better-quality experience, but the neighborhoods prefer to keep their small local rinks. Demand for skating rinks should be analyzed yearly, and staff should continue to study and promote the concept of fewer, larger quality facilities.

## New Specialized Facilities

The field of recreation in general is undergoing many changes. The Parks, Recreation, and Forestry Department is under some pressure to develop new facilities supporting various activities. Desired activities include outdoor fitness areas, BMX bike courses, outdoor handball courts, a soap box derby course, mountain bike trails, R/C cars, fat tire bike trails, tot lots, rugby, lacrosse, in-line skating facilities (as well as roller hockey), and a cricket field. Many of these activities are being or have been studied by the Parks, Recreation and Forestry Department, and, while some have been accommodated, presently demand does not warrant the development of all of them.

Several of the above-noted activities come up for discussion more frequently including BMX ramps and fat tire bike trails. The City should continue to investigate the need and possibilities for developing these facilities. Within the next five years, demand may increase and there may be a need to develop some of the other noted recreation facilities.

## Pickleball

Pickleball has been growing in popularity throughout the country and the City of Green Bay. Many of the current pickleball players are ages 55 and older. In general, the City is working to accommodate more facilities and programming for this age group. The Parks Department recently converted two existing tennis courts at Edison Park into six permanent pickleball courts. There are currently four additional pickleball courts at Edison Park with portable nets located within the remaining two tennis court areas at Edison Park which will result in a lit, ten-court tournament facility. There is a desire by the pickleball enthusiasts to convert the remaining two tennis courts to six dedicated pickleball courts.

In 2024, Murphy Park added a four-court pickleball complex, which replaced two existing tennis courts. In the next five years, the goal is to add additional seating and shade structures to existing courts. These courts were designed in a way that additional courts could easily be added if funding is secured.

Additional Pickleball programming is on the five-year recreation strategic plan and the PRF will continue to analyze and receive public input from the community.

## Playgrounds

Playground equipment has undergone extensive changes from what it used to be. Many of these changes have resulted in better-utilized, more aesthetically pleasing play equipment with greater overall play value and varying material types. The greatest number of changes, though, have related to safety and accessibility. The Consumer Product Safety Commission Guidelines and the Americans with Disabilities Act have literally changed the face of American playgrounds in an effort to make our play areas safer and more accessible for all of our citizens.

The Green Bay Parks, Recreation, and Forestry Department has stayed abreast of these changes.

City staff (including two Certified Playground Safety Inspectors) have been trained in designing and inspecting playgrounds and monitoring the latest guidelines to make recommendations based on a balanced approach. The objective is to provide a quality play experience that is safe and as accessible to as many people as possible. Overall, the equipment must be durable, maintainable, and justifiable as a long-term investment of City resources. In addition, paved walks should be provided to all playgrounds per ADA guidelines.

The City currently maintains 58 playgrounds. In order to maintain a 20-year replacement schedule, three playgrounds need to be replaced on a yearly basis. Additional playgrounds should be included in the D6 North and D6 South Parks as development of those parks occurs. Other playgrounds may by required in some of the small, unserviced areas of the City.

In 2024, with a donation from the Friends of Bay Beach we implemented the City's first all-inclusive playground.

New playgrounds are planned to be installed at both The Shipyard and JBS developments.

Nature-based playgrounds should be considered when replacing playgrounds as an alternative to traditional playground equipment. The Bay Beach Wildlife Sanctuary is an ideal location for a nature playground, as well as urban areas where nature engagement is scarcer.

Due to tight budgets, playground replacement is beginning to fall behind this schedule. If possible, the City should maintain a regular phased program of replacements. (See specific park proposals for details of playground replacement needs.) Safety, play value, and maintainability are the main criteria for replacement.

## Playground Program

The Summer Parkee Program is available at 16 locations across Green Bay's east and west sides and welcomes approximately 50,000 participants each year. In partnership with the Green Bay Area Public School District, free

lunches are provided at 15 sites through a USDA Grant, which supports children ages 6-18.

The program offers a variety of activities, including Games Day, themed weeks, sports tournaments, Kids' Day, Wildlife Sanctuary visits, drama and skit days, the Brown County Library reading program, and Kiddie Karnival. With a legacy spanning over a century, this Green Bay tradition continues to thrive as the Parks, Recreation, and Forestry Department explores new ways to keep the program fresh, engaging, and fun for future generations.

### Skate Park

The City maintains one concrete skate park at Joannes Park, and it has been very popular. Annual fundraising efforts have generated enough funds to explore the expansion of the skate park. The PRF has received funding to hire an engineer to improve the facility and the hope is to fund the improvements within the next five years. The City should also study the possibility of providing another facility on the west side. Professionally designed skate parks (for skateboards and in-line skates) can offer challenges not available elsewhere and may

also reduce the traffic and abuse on paths, sidewalks, railings, and walls that were never meant for such activity.

### Sledding/Downhill Skiing/ Snowboarding

The City operates Triangle Sports Area which has a sledding hill with a Magic Carpet tube lift and areas to downhill ski and snowboard. Due to recent weather conditions, it has been difficult to maintain decent snow conditions for the facility, limiting the availability of the use of this facility for these activities. The City recently acquired snow-making equipment for Triangle Sports Area. A storage shed for the snow groomer and the necessary infrastructure is planned to be installed in 2025.

Additionally, Colburn Park, Fireman's Park, and (John) Muir Park are neighborhood parks that have sledding hills.

There has been an interest from the community to bring back more sledding hills to neighborhood and community parks where there once were sledding areas available to the public but have been closed due to safety concerns. The Parks Department should evaluate the feasibility of offering more areas for the public to sled.

### Soccer

The popularity of soccer in Green Bay has leveled off from its meteoric rise but continues to be strong among the youth. Soccer has attracted many children who might otherwise not have played an organized summer sport, and has drawn some players from tee-ball, baseball, and softball.

Green Bay provides fields for most of the high schools, the Green Bay Kickers Soccer Club (serving the west side of Green Bay), the Green Bay Strikers Soccer Club (serving the east side), and the regional select team (higher-skilled players from the older age groups). Each high school has a boys and girls varsity and junior varsity team but only East High has a soccer field. The soccer clubs use fields in Green Bay and several nearby communities for a summer program that runs from April through July and September through early October.

Green Bay and its neighboring communities do not have a sufficient number of soccer fields for existing demand even though there are now 36 fields in Green Bay (plus 16 owned by the schools) compared to 23 in 1995 which exceeds the number suggested by the Facilities Development Standards. However, the fields vary in size with most being smaller than the suggested standard size. The west side of the City is especially under-served. Due to the insufficient number of fields, some games are held at dusk, making it difficult to play. No fields are currently lighted. Lighting could expand the use of some fields, but it is costly. There are currently limited opportunities in Green Bay for soccer tournaments because of a lack of facilities with multiple fields.

The condition of most of the fields in Green Bay is fair because of their heavy use. Problems include flooding, bare spots, ruts, mud, and non-uniform dimensions. The turf problems are caused by the fact that none of the fields can be rested. Lighting of fields could cause even more problems with overuse. The City should explore the potential for at least one artificial turf soccer field, which may alleviate the overuse of some fields.

The greatest problem with siting new soccer fields is finding flat open areas of adequate size. Staff should continue to monitor demands and quantify the number of fields needed in the service areas and then update this plan with those findings.

The Arnie Wolff Sports Complex on the far east side was developed to accommodate a six-field soccer complex with a parking lot. In 2022, the plans to expand the parking lot were completed. Some of these full-size fields at the Arnie Wolff Complex were reconfigured to accommodate varying age groups within the Arnie Wolf Complex. Additionally, the Perkins Park master plan includes the addition of two soccer fields on the west side.

Since the soccer clubs operate across municipal boundaries and, thus, the youth demand is regional, Green Bay will work with its neighbors to create more fields in all communities and improve the quality of those it already has. It will probably be easier to find space for new fields in the outlying municipalities, and it is believed that Green Bay is ahead of its neighbors in terms of the number of fields per 1,000 population.

## Splash Pads/Wading Pools

Splash pads are a very popular attraction to neighborhoods. They are inexpensive to construct when compared to a wading pool or aquatic center. More importantly, very little maintenance is required once in place and no supervision is required.

There are currently nine splash pads located within the City. Three splash pads are located on the near east side of town, four are located on the near west side of town, one is located at Red Smith Park on the far east side, and one is located downtown on CityDeck. Two additional splash pads will be constructed in 2025/2026. The City recently acquired funding to partner with the Oneida Nation to install a new splash pad at Ted Fritsch Park. A splash pad will also be constructed at the JBS Park. Many additional neighborhoods are requesting splash pads. The City should continue to investigate constructing additional splash pads on the east side and west side as demand increases.

The City currently has three wading pools and does not charge a fee. All three wading pools were constructed a minimum of 35 years ago and are starting to show their age. Although these facilities are extremely popular, wading pools are costly to maintain and complicated to manage because of their complex systems and extensive state requirements. Because the facilities are popular with families with young children, the City will study alternatives such as splash play areas when it comes time for replacement. Splash pads have fewer legal requirements and are simpler systems.

## Swimming

The Department owns and operates a total of three outdoor swimming pools, which include, one traditional box pool which has been recently renovated, and two-family aquatic centers.

The National Recreation and Park Association standards recommend one pool for 20,000 people each with an approximate capacity of 1,000. This indicates that with the existing population of 104,000+ the City could support five family aquatic centers. However, that is overly optimistic.

The department is currently developing a master plan for Joannes Aquatic Center. The facility is almost 30 years old and is on the line for major updates and repairs.

## Tennis

The City has consistently maintained tennis on a neighborhood basis with 48 courts on municipal property and another 15 on school lands for a total of 63 tennis courts.

City staff should carefully monitor the use of its tennis courts and consider phasing some out. As tennis courts need future major repair, the City should consider combining and centralizing its courts into fewer but larger complexes, as was done at all of the high schools within the City. This provides players with a better likelihood of getting an open court without having to travel to several areas. The City will continue to renovate tennis courts on an as-needed basis.

## Trails

Pedestrian/bicycle trails should be developed in an effort to connect parks, open space areas, and major activity nodes in the City. Over the last decade, the City has been active in the construction of multi-use trails throughout the City. The City will continue to create more trails as opportunities arise and would eventually like to link all major city trails into one comprehensive trail system that will also connect to the adjacent communities. See **Map 3**, The City Trail Map, for detailed recommendations.

The City is working to expand the West Side Trail from Bond Street to the Mountain Bay Trail in Howard and the Fox River Trail on the east side of the Fox River. These connections will be difficult to make, and it will take many years of planning and significant funding to realize this goal.

Over the next five years, the City will continue efforts to connect the East River Trail to the Fox River Trail and Baird Creek Trail. Once this one-mile missing link trail connection is built there will be over 40 miles of continuous trails all linking together in Green Bay.

A trail should be developed connecting the Metro Boat Launch, Wildlife Sanctuary, UWGB, and Bay Beach along with linkages south to other major trails in the City. Sections of this trail are already in place. The City is also considering a proposed multi-use trail along University Avenue from Bader Street to UWGB. Park staff will work closely with the Public Works Department and the Planning Department to incorporate these trail connections into road reconstruction projects whenever possible.

# Recommendations for Specific Parks, Natural Resource Areas, and Greenways

## Mini-Park Recommendations

### Admiral Flatley Park

*General Information:*

This park (1.00 acres) was relocated to the current location along the Fox River. Amenities within the new park include, a bronze sculpture of Admiral Flatley, a gazebo, a memorial obelisk, and several tables with seating.

*Proposed Activities:*

- Maintain continuity between park and adjacent developments.
- Preserve as much open space as possible.
- Continue to work with donor group to add amenities as needed.

### (Henry S.) Atkinson Park

*General Information:*

Mini-park (0.99 acres) consisting of a playground, ice rink, open space, and stone perimeter wall. This park is adjacent to a school.

*Proposed Activities:*

- Much of the historic stone wall has recently been replaced.
- Seek other park development opportunities consistent with the needs of the neighborhood.

### Brisk Park

*General Information:*

Small mini-park (0.40 acres) consisting of a playground and a memorial honoring former Green Bay Police Captain, Harold Brisk.

*Proposed Activities:*

- Add ADA-accessible walk to playground.

### Downtown Pocket Park

*General Information:*

Small mini-park (0.05 acres) consisting of a seating area.

*Proposed Activities:*

- Determine the long-term vision for this park.

## Neighborhood Park Recommendations

### Astor Park

*General Information:*

Medium-sized neighborhood park (8.30 acres) located within the historic district. Amenities include three lit tennis courts, one tennis court that has lines painted for pickleball, one basketball court, one ice rink, a playground, a shelter, a wading pool, a semi-formal perennial garden, and a pollinator corridor planting.

*Proposed Activities:*

- Replace the wading pool with a splash pad.
- Coordinate with Neighborhood Association on long-term maintenance of flower beds.
- Add ornamental lighting.
- Replace some asphalt walks.

## Badger Park

*General Information:*

Small neighborhood park (5.67 acres). Amenities include one basketball court, a playground, and natural areas with trails.

*Proposed Activities:*

- Recently a large portion of the natural area had to be clear-cut due to Emerald Ash Borer. This area should be studied to determine what the best use of the area is. There is a desire by the neighborhood to convert this area to a soccer field so temporary soccer goals were placed there until the long-term vision of the park is created.
- Add ADA-accessible walk-to playground.
- Seek better neighborhood connectivity and recreation opportunities.

## Baird Place

*General Information:*

Small neighborhood park (3.75 acres). The primary park use is to serve as a travel corridor from the neighborhoods to the adjacent hospital. The park is occasionally used for special events. Amenities include, mature trees, flower beds, and lit walkways through the park, and a pollinator corridor planting.

*Proposed Activities:*

- Maintain park as necessary
- Plant replacement trees as aging trees are removed

## Bay View Park

*General Information:*

Small neighborhood park (3.21 acres). Amenities include one softball/Little League field, basketball court, park shelter, playground, and a splash pad.

*Proposed Activities:*

- Replace basketball court paving
- Re-stain the splash pad concrete
- Replace the playground
- pollinator corridor planting

## D6 South Park

*General Information:*

This park will at some point be developed as a neighborhood park (22.47 acres). Currently, the majority of this site is rented out as farmland. There are 3.6 acres of woodland on the far west end of the park that will remain natural. This property is adjacent to property owned by the School District and is proposed as a future high school.

*Proposed Activities:*

- Develop a master plan.
- Coordinate athletic field court development with school needs.
- The first developments typically include parking, playgrounds, ball diamonds, and soccer fields.

### East River Emilie Park

*General Information:*

Large neighborhood park (23.09 acres). Amenities include one softball/Little League field, two small soccer fields, shore fishing, a multi-use trail following the river's edge along with expansive mowed turf areas.

*Proposed Activities:*

- Continue research on the purchase of adjacent properties that are prone to flooding and convert to parkland.
- Create a large-scale urban wetland with walking trails and shoreline access to serve as a resilient flood solution.
- Replace the shoreline access.

### East River (George J.) Meyer Park

*General Information:*

Medium-sized neighborhood park (9.71 acres). Amenities include a playground, mature trees, a memorial, shore fishing, and a multi-use trail following the river's edge.

*Proposed Activities:*

- Seek opportunities for park enhancement.
- Improve the trail crossing on Mason Street.
- Continue research on the purchase adjacent properties that are prone to flooding and convert to parkland.
- Install a dog park.

### East River Optimist Park

*General Information:*

Medium-sized neighborhood park (9.08 acres) consisting of two lit softball/Little League fields, a parking lot, shore fishing, concession stand, batting cages, and a multi-use trail along the river's edge.

*Proposed Activities:*

- Secure funding and install an open shelter and a playground.
- Work with donor groups to coordinate future projects with Optimist Club.
- Continue research on the purchase of adjacent properties that are prone to flooding and convert to parkland.
- Clean up the East River shoreline. This area was used as a dump site by the previous owners. There is broken glass and china visible along the shoreline. Portions of the park have already been cleaned up as part of the build-out of the master plan.
- Replace sections of the aging shoreline trail.

### East River Van Beaver Park

*General Information:*

Large neighborhood park (44.12 acres) situated along the east bank of the East River. Amenities include one lit football/ultimate frisbee field, one basketball court, a practice soccer area, a playground, a shelter, Forestry Division tree nursery, shore fishing, and a multi-use trail following the river's edge.

*Proposed Activities:*

- Improve the areas where the ballfields used to be. This area can be converted to soccer fields or some other suitable use. Because this area is within the floodway, limited grading and improvements can be done.
- Develop a master plan for the park.
- Install a parking lot.
- Research the possibility of adding a pedestrian foot bridge across the East River in the vicinity of Debra Lane to Grignon Street.
- As funding becomes available, purchase adjacent properties that are prone to flooding and convert to parkland.
- Create a large-scale urban wetland to serve as a resilient flood solution with improved trail modifications.
- Remove tree nursery from this park.

### Eastman Park

*General Information:*

Small neighborhood park (2.75 acres). Amenities include one softball/Little League field, a double basketball court, a park shelter, a playground, and a splashpad.

*Proposed Activities:*

- Redevelop east end of park.
- Improve park drainage.
- Renovate the ball field.
- Re-stain the splash pad concrete.
- Re-locate the current playground to a dryer location on site.

### Eighth Street Park

*General Information:*

Small neighborhood park (1.97 acres). Amenities include one basketball court, a playground, a shelter, and a community garden.

*Proposed Activities:*

- Renovate or replace the shelter.
- Add security lighting within the park.
- Explore the possibility of expanding or improving the community garden; this may include ADA access, a parking area, raised beds, etc.
- Install a large bioswale to collect runoff and alleviate flooding concerns by storing and treating rainwater before conveying it to a nearby storm sewer.
- Add pollinator corridor planting.

### Farlin Park

*General Information:*

Medium-sized neighborhood park (11.39 acres). Amenities include a medium-sized soccer field, two tennis courts, one basketball court, a playground, shelter, open shelter, and splash pad.

*Proposed Activities:*

- Renovate or replace the shelter.
- Convert grass to native planting on the hillock area.
- Repair or replace the tennis courts.

### Fireman's Park

*General Information:*

Medium-sized neighborhood park (13.72 acres). Amenities include a popular sledding hill, one softball/Little League field, one basketball court, one playground, and nature trails leading to the adjacent Beaver Dam Creek Greenway. The park also shares restrooms and a park shelter room with the adjacent fire station.

*Proposed Activities:*

- Replace basketball court.
- Research feasibility of adding tow ropes on sledding hill.
- Add more winter facilities to the park.
- Add pollinator corridor planting.
- Analyze the need for long term use of the shelter room for park activities.

### (Ted) Fritsch Park

*General Information:*

Large neighborhood park (20.98 acres). Amenities include one lit softball/Little League field, one soccer field, two tennis courts, one court is painted for pickleball, one basketball court, playground, shelter, and nature trails leading to the adjacent LaCount Greenway.

*Proposed Activities:*

- Coordinate with the neighborhood and Oneida Tribe to design and install a splash pad.
- Connect to sanitary sewer.
- Repave asphalt around the shelter.
- Add ADA-accessible walk to playground.
- Improve the trail system.
- Preserve natural areas.
- Create linkage to neighborhoods to the west by installing a pedestrian bridge, crossing the ravine in the greenway.

### He-Nis-Ra Park

*General Information:*

Large neighborhood park (54.94-acres) consisting of expansive natural areas with developed hiking, biking, and fat tire biking trails throughout. He-Nis-Ra Park is located adjacent to King Elementary School and Lombardi Middle School and shares facilities with the schools. Amenities within the park include, a heavily wooded forest, open prairie area, playground, open shelter, nature trails, and a parking lot.

*Proposed Activities:*

- Protect native woodlands and wetlands and restore the prairie area near the shelter.
- Improve the existing trail system. Extend the trail system into the south wetland areas.
- Add parking lot in the prairie area to accommodate open shelter and nature trails.

### JBS Park and Boulevard Park

*General Information:*

Medium sized neighborhood park (11.05 acres) adjacent to the Kroc Center. Amenities include splashpad, playground, urban plaza, urban farm, adult swing benches, gas fire pits, walkways, and multi-use trail. This park will be constructed in 2025 and open to the public in 2026.

*Proposed Activities:*

- Work with Wello and other partners to implement the urban farm program.
- Secure funding to construct an urban barn/community room.

### (John F.) Kennedy Park

*General Information:*

Small neighborhood park (7.00 acres). Amenities include one soccer field, one basketball court, playground, and shelter.

*Proposed Activities:*

- Renovate shelter.

### Lakeside Park

*General Information:*

Small neighborhood park (2.61 acres) consisting of shelter, playground, one basketball court, and open space. The park is segmented into three separate blocks, so it feels smaller than it really is.

*Proposed Activities:*

- Research possible ways to combine the three individual park sections into one continuous park site.
- Renovate or replace the shelter.

### Marquette Park

*General Information:*

Medium sized neighborhood park (7.90 acres). Amenities include two soccer fields, two football fields, one practice ball field, three tennis courts, one basketball court, playground, shelter, and a wading pool.

*Proposed Activities:*

- Replace wading pool with splash pad.
- Add ADA-accessible walk to playground.
- Renovate the shelter.

### Mather Heights Park

*General Information:*

Small neighborhood park (5.93 acres). Amenities include one basketball court, one small soccer field, a playground, a shelter, and a wading pool.

*Proposed Activities:*

- Replace aging wading pool with splash pad.
- Add ADA-accessible walk to playground.
- Replace playground.
- Install underground stormwater storage area within the park.
- Place a bioswale near the removed ballfield to intercept runoff from the park's open space.

### (Christa) McAuliffe Park

*General Information:*

Large neighborhood park (39.02 acres). Amenities include one lit softball/Little League field, one football field, two soccer fields, one basketball court, shelter, playground, ice rink, and parking lot. The park contains large natural area with a storm water pond and a nature trail system connecting to the adjacent Baird Creek Greenway.

*Proposed Activities:*

- Connect this park with a multi-use trail to the existing Baird Creek Trail.
- Construct two tennis courts or pickleball courts.
- Explore the feasibility of installing a splash pad.
- Restore and maintain prairie plantings.

### (John) Muir Park

*General Information:*

Large neighborhood park (21.98 acres). Amenities include two softball/Little League fields, two lit tennis courts, one court is painted for pickleball, one basketball court, playground, shelter, ice rink, sledding, and parking lot. The park also contains a large natural wooded area with informal trails.

*Proposed Activities:*

- One-half of the playground was recently replaced. Replace the remaining playground equipment.
- Replace the paving around the shelter and parking lot.
- Renovate the shelter.
- Improve the plaza areas between the parking lot and shelter.
- Work with youth softball group to continue to improve the ball diamonds.

### Murphy Park

*General Information:*

Medium sized neighborhood park (13.82 acres). Amenities include two softball/Little League fields, four pickleball courts, one basketball court, playground, shelter, wooded area with mature trees, and a parking lot.

*Proposed Activities:*

- Create a park master plan.
- Replace parking lot.
- Expand the pickleball courts if the demand increases.
- Research the feasibility of constructing a joint use indoor facility with the Military Avenue Business District to be used for park and recreation purposes and the weekly farmer's market.

### Navarino Park

*General Information:*

Small neighborhood park (3.32 acres). Amenities include a playground, seating area, a large Adirondack chair, bioswales, rain gardens, and interior park walks.

*Proposed Activities:*

- Secure funding to install the remaining amenities shown in the master plan. These elements include a shelter, splash pad, and pedestrian scale park lighting.

### Olde Preble Neighborhood Park

*General Information:*

Small neighborhood park (5.28 acres) consisting of one softball/Little League field, a parking lot, walkways, open shelter, and a playground.

*Proposed Activities:*

- Renovate ballfield.
- Install concessions building.
- Replace the parking lot.
- Install a habitat garden.

### St. James Park

*General Information:*

Small neighborhood park (2.27 acres). Amenities include a band shell, one-half basketball court, shelter with restrooms, open shelter, and a playground. The City Band plays weekly concerts here.

*Proposed Activities:*

- Add ADA-accessible walk to playground.
- Research permanent seating for bandshell.

### St. Johns Park

*General Information:*

Small neighborhood park (1.37 acres) consisting of park shelter, basketball court, playground, and an open space area.

*Proposed Activities:*

- Work with the police and Homeless Task Force to find ways to improve the park, addressing the issues associated with the homeless population within the park and creating a positive experience that will benefit the neighborhood.
- Replace playground. Consider placing the new playground at an alternative park location.

### St. Phillip Park

*General Information:*

Small neighborhood park (4.99 acres) consisting of one basketball court, playground, shelter, and a parking lot. The City currently leases the park property from the adjacent landowner.

*Proposed Activities:*

- Work with church to secure long-term lease of property.
- Work with user groups to continue to improve the park.
- Renovate or replace the park shelter.

### Seymour Park

*General Information:*

Medium neighborhood park (9.47 acres). Amenities include one basketball court, two playgrounds, ice skating, shelter, open shelter, splash pad, community garden, food forest, edible landscape garden, two stormwater ponds, and native plantings. There is an active park gardening program for neighborhood children.

*Proposed Activities:*

- Explore the purchase of the south railroad yard for park expansion
- Replace playground. Consider downsizing to one playground
- Re-stain the splash pad concrete
- Continue to develop and expand the food forest area

### VT Pride

*General Information:*

Small neighborhood park (3.08 acres) consisting of a playground, shelter, and a multi-use trail to the Kroc Center.

*Proposed Activities:*

- Secure funding to implement master plan.
- Install walkway to playground per ADA-requirements.
- Renovate or replace shelter.

### Whitney Park

*General Information:*

Small neighborhood park (3.05 acres) consisting of a parking lot, playground, small bandshell, small dog run, shelter, half basketball court, and pollinator corridor planting.

*Proposed Activities:*

- Shelter renovations.

## Park/School Recommendations

### (Henry S.) Baird Park/School

*General Information:*

Medium sized park/school site (20.05 acres). Amenities include one lit softball/Little League field, tennis courts, pickleball court striped over one tennis court, playground, and access to the greenway. Within the school building there is a shelter room available for park use in the summer months.

*Proposed Activities:*

- Improve trail access to Baird Creek Greenway.
- Improve tennis courts.

### Beaumont Park/School

*General Information:*

Small park/school site (8.82 acres). Amenities include two softball/Little League fields, two lit tennis courts, two courts are painted for pickleball, one soccer field, shelter, playground, and a parking lot.

*Proposed Activities:*

- Renovate shelter; consider adding an open shelter wing.
- One-half of the playground was recently replaced. Replace the remaining playground equipment.
- Add ADA-accessible walk from school and shelter to playground.
- Improve the two ball fields. Work may include, but is not limited to, new fencing, infield mix, drainage improvements, concrete dugouts, bleacher areas, etc.
- Resolve the property line conflicts with the Green Bay Area Public School District.
- Install sidewalk from Sue Lane to Beaumont Elementary School per Safe Walk and Bike Plan.

### Beaver Dam Park/School

*General Information:*

Large park/school site (22.89 acres) adjacent to MacArthur School. Amenities include three lit softball/Little League fields, two football fields, two tennis courts, one basketball court, playground, open shelter, ice hockey, ice rink, and parking lot.

*Proposed Activities:*

- The adjacent school will close permanently in 2026. Work with the School District to determine the feasibility of converting the school property to parkland.
- Continue to improve the softball/Little League complex.
- Install a central concession stand with restrooms.
- Relocate and add parking stalls.
- Add ADA-accessible walk to playground.
- Replace culvert under existing entrance parking lot drive.

### Chappell Park/School

*General Information:*

Small park/school site (11.40 acres). Amenities include two-half basketball courts, playground, cricket field, and a community garden.

*Proposed Activities:*

- Work with School District on a possible property trade to accommodate additions to the school and school parking lot.
- Find alternate location for the existing cricket field due to the School District plans for expansion.

### Danz Park/School

*General Information:*

Large park/school site (34.55 acres). Amenities include one baseball field, one softball/Little League field, roller hockey court, basketball court, park shelter, and a playground. East of Danz Avenue there is also a tot playground, one soccer field, wetland stormwater pond, Green Bay Parks Century Grove tree planting, seating area, access to the Baird Creek Trail, and a pollinator corridor planting.

*Proposed Activities:*

- Possibly renovate roller hockey to permanent regulation sized court.
- Pave entrance walks leading to the Baird Creek Trail.
- Determine the feasibility of adding a dog park.
- Either eliminate the ballfields or renovate the ballfields to address the wet conditions.
- Add flood storage area.

### Edison Park/School

*General Information:*

Large park/school site (28.15 acres). Amenities include one lit baseball field, one football field, one lit softball/Little League field, one track, one soccer field, two lit tennis courts, ten pickleball courts, one basketball court, ice hockey, ice skating, park shelter, and a playground. Within the school building the indoor pool and a shelter room is available for park use.

*Proposed Activities:*

- Replace basketball court.
- Update sports lighting for softball and hockey.
- Renovate the south shelter.
- Renovate remaining tennis courts to pickleball courts.
- Add concession stand and restroom by baseball field.

### Eisenhower Park/School

*General Information:*

Small park/school site (10.34 acres). Amenities include one practice ball field, one soccer field, two lit tennis courts, one basketball court, park shelter, and a playground.

*Proposed Activities:*

- Seek opportunities for park enhancement.
- Repair foundation to park shelter.

### Fort Howard Park/Jefferson Head Start Learning Center/Park Shop

*General Information:*

Medium sized park/school site (10.76 acres). Amenities include two tennis courts, one basketball court, one splash pad, park shelter, playground, and Forestry Department tree nursery. This park/school site is adjacent to the Park Maintenance Facility.

*Proposed Activities:*

- Expand park shop indoor garage areas.

- Pave Park Maintenance Facility back parking lot.
- Re-stain the splash pad concrete.
- Replace park shop gas tanks.
- Continue to improve and install the new forestry tree nursery.

### Fort Howard Park/School

*General Information:*

Small park/school site (3.66 acres). Amenities include one practice ball field, one basketball court, one playground, and a replica log cabin located on school property.

*Proposed Activities:*

- Work with the School District on a property trade to simplify the boundaries of the park and school properties.

### Lombardi and Martin Luther King Park/School

*General Information: (See He-Nis-Ra Park for more information)*

Large park/school site (27.37 acres). Amenities include two practice softball fields, two soccer fields, one basketball court, two playgrounds, and several parking lots. The park/school site has direct access to He-Nis-Ra Park's trails and natural areas. The original Porlier School is located along West Point Road. The structure has been abandoned for years.

*Proposed Activities:*

- Continue to improve the trail system and to promote this as a fat tire bike location.
- Add ADA-accessible walk to playground.
- Work with School District to evaluate the use of, or removal of, the old Porlier School: This is a school owned building that has been vacant for decades.
- Expand parking along West Point Road.

### Nicolet Park/School

*General Information:*

Small park/school site (5.04 acres). Amenities include one practice ball field, two half basketball courts, one soccer field, and one playground.

*Proposed Activities:*

- Work with the School District on a property trade to simplify the boundaries of the park and school properties.
- One-half of the playground equipment was recently replaced. Replace the remaining playground equipment.

### Red Smith Park/School

*General Information:*

Large park/school site (37.51 acres). Amenities include one practice ball field, one soccer field, two half basketball courts, one shelter with restrooms, two playgrounds, one splash pad, ice hockey, ice skating, nature trails in wooded area, and pollinator corridor planting.

*Proposed Activities:*

- Continue to improve the trail system in the wooded property and to coordinate with the Conservation Corps to use the woodland as a trial demonstration area.
- Continue central walk from park property to the school.
- Install site lighting.
- Explore the possibility of converting the existing practice ball field into a regulation softball/Little League field.

### (Anne) Sullivan Park/School

*General Information:*

Small park/school site (9.26 acres). Amenities include one soccer field, two half basketball courts, one playground, and direct access to the Baird Creek Trail and East River Trail.

*Proposed Activities:*

- Widen walkway from school to playground.
- Work with the School District on a property trade to simplify the boundaries of the park and school properties.

### Tank Park/School

*General Information:*

Small park/school site (11.54 acres). Amenities include one lit softball/Little League field, two tennis courts, one basketball courts, one enclosed shelter, one historic open shelter, one splash pad, and one playground.

*Proposed Activities:*

- The Green Bay Area Public School District recently closed the adjacent school. The City should work with the School District to determine the future use of the school property.
- Renovate enclosed shelter.
- One-half of the playground was recently replaced; replace the remaining playground equipment.
- Install a large bioswale near the basketball court to capture runoff from park and convey to the nearby storm sewer system.

### (Laura Ingalls) Wilder Park/School

*General Information:*

Large park/school site (31.64 acres). Amenities include one softball/Little League field, four soccer fields, one park shelter, and one playground. The park has direct access to the Willow Creek Greenway.

*Proposed Activities:*

- Explore the possibility of adding an open shelter to the existing park shelter.
- Develop nature trail. This effort should continue and possibly extend northward to Van Beek Road. If this trail is developed, special consideration should be given to providing access to the pedestrian bridge at Robinson Avenue.
- Consider adding a cross-country ski trail to the park.

## Community Park Recommendations

### (Enos) Colburn Park

*General Information:*

Large community park (60.13 acres). Amenities include five (one lit) softball/Little League fields, two concession stands, two soccer fields, two tennis courts, two bocce ball courts, one basketball court, two park shelters, two playgrounds, one hockey rink, ice skating, and natural wooded area. There is also one box pool with a bathhouse constructed in 1967 and recently renovated.

*Proposed Activities:*

- Light two Little League/softball fields.
- Renovate Fisk Street park shelter, incorporating a concession stand into the design.
- Install open shelter.
- Add paved walk from Ninth Street parking lot to open shelter.

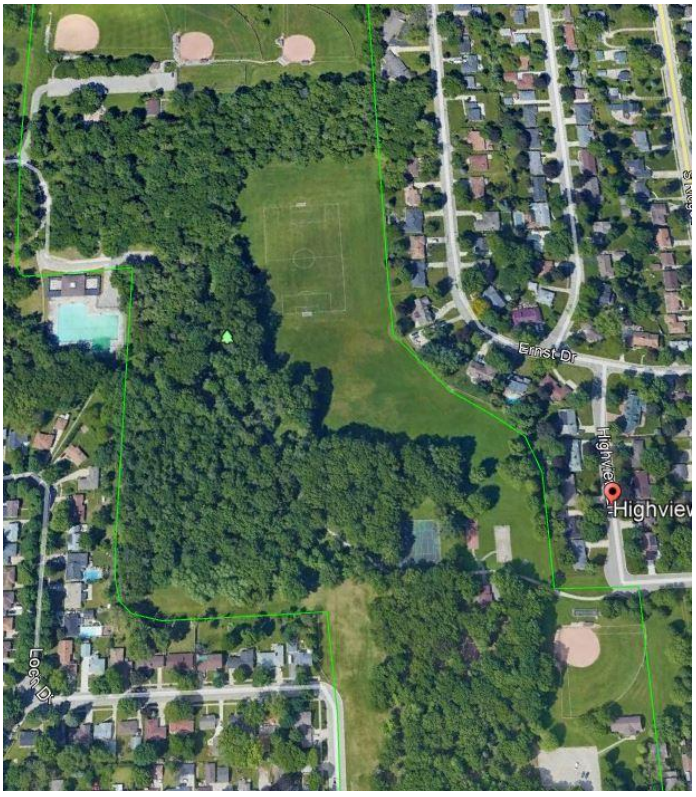
### D6 North Park

*General Information:*

Future large community park (66.90 acres). The site is currently undeveloped due to the lack of residential development in the surrounding areas. Upon completion, the park will be adjacent to a proposed middle school.

*Proposed Activities:*

- Develop master plan.
- Parks Department to coordinate athletic field court development with the school needs.
- The first development to take place should include parking, playgrounds, simple ball diamonds, and soccer fields.
- The next facilities to consider are usually shelter construction, lighted softball fields, baseball facilities, and tennis courts



### (Hiram C.) Fisk Park

*General Information:*

Small community park (21.53 acres) adjacent to West High School. Amenities include one practice football field, one track, one school football field, seven tennis courts, two lit basketball courts, one enclosed shelter, one open shelter, one playground, greenhouse and garden area, one splash pad, and one aquatic center. Most of the park has been recently redeveloped.

*Proposed Activities:*

- Consider purchasing residential properties on west end for park expansion.
- Remove or replace the 13-plus year-old playground.
- Re-stain the splash pad concrete.
- Expand parking lot.

### Joannes Park

*General Information:*

Medium sized community park (30.3 acres) adjacent to East High School. Amenities include one aquatic center, the Joannes Baseball Stadium, seven tennis courts, one basketball court, skatepark, police community center, shore fishing, one playground, and one park shelter.

*Proposed Activities:*

- Install walk from southeast parking lot to high school.
- Complete the master plan for modifications to the aquatic center. Secure funding to implement any modifications and improvements to the pool and amenities.
- Add a few new skating features to the skate park.
- Improve the Joannes Baseball Stadium.

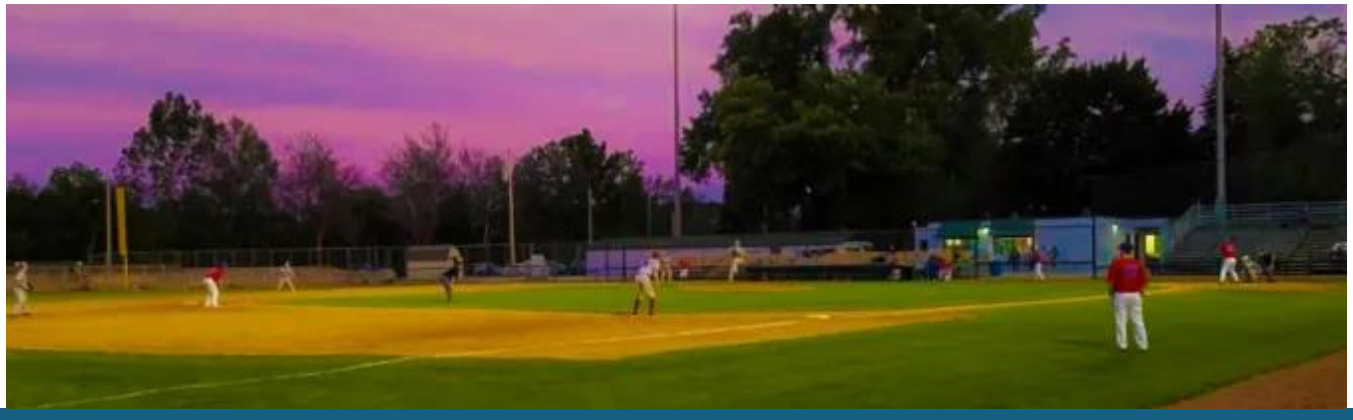
### Perkins Park

*General Information:*

Large community park (59.14 acres). Amenities include two (one lit) baseball fields, one soccer field, two tennis courts, one basketball court, ice skating, one park shelter with restrooms, playground, disc golf course, a large, wooded area along the east end of the park, and a pollinator corridor planting.

*Proposed Activities:*

- Repave the parking lot on Fisk Street.
- Add ADA-accessible walk to playground.
- Research installation of splash pad and an open shelter.
- Recently many trees in the natural area were removed due to Emerald Ash Borer. A new master plan is being finalized for this area showing modifications to the disc golf course, habitat restoration, and tree



plantings. The PRF will begin implementing portions of this plan as funding becomes available.

- Convert the east parking lot into permeable pavement.
- Install a bioswale at a low point to the north of the park to capture the runoff from the baseball diamond.
- Install shared use path from N. Fisk Street to Moraine Way per Safe Walk and Bike Plan.
- Add lighting to unlit baseball field.
- Reconfigure disc golf course.

### Preble Park

*General Information:*

Small community park (14.55 acres). Amenities include one softball/Little League field, two soccer fields, one basketball court, one park shelter, playground, large mature trees, and an east side park shop.

*Proposed Activities:*

- Add ADA-accessible walk to playground.
- Add walk from playground to park shelter.
- Repave Skyline Boulevard parking lot and drives
- Stabilize the northern steep slope along Hillside Lane.
- Update the ballfield and install batting cages to serve the needs of the Green Bay Area Public School District.

### The Shipyard

*General Information:*

This future park (11.03 acres) is located north of Mason Street along the west bank of the Fox River. Current amenities include a shore walk, multi-use trail, transient boat dock, canoe/kayak launch, riverfront seating, fishing area, and in-water habitat improvements.

*Proposed Activities:*

- An open green space, outdoor beer garden, fountain splash pad, playground, outdoor exercise equipment, dog park, restrooms, and urban beach are planned to be installed starting in 2025
- Work with other City departments to secure funding to construct a retail shipping container area. Ownership, maintenance, and program management of various facilities is yet to be determined and may involve a public/private partnership. In any case, all facilities will be for public use.

## Large Urban Park Recommendations

### Bay Beach Amusement Park

*General Information:*

Bay Beach Amusement Park (76.45 acres) is one of the few remaining municipal owned amusement parks in the country. The park was established in 1892 and is the ninth oldest amusement park in the United States. Bay Beach has found its niche in providing traditional, historic amusement rides at an affordable price to the public. Bay Beach has activities, such as, amusement rides, play equipment, picnic facilities, inclusive playground, rentable shelters, gift shop, food services, and a pavilion with ballroom.

*Proposed Activities:*

- Work with Friends of Bay Beach Amusement Park to construct the proposed developments of the master plan.
- Implement a site wide storm water management plan.
- Phase 1 desired shoreline improvements include replacing the shoreline walk and the installation of a 450” long wildlife viewing platform. Phase 1 work will begin in 2025.
- Phase 2 desired shoreline improvements include the installation of a sand swimming beach that is approximately 1,000 linear feet, and a bathhouse with restrooms/concession stand. Work will also include wetland habitat restoration and improved fishing habitat near the wildlife viewing platform.
- Pave additional parking stalls in the main parking lot. There is currently no funding in place to implement phase 2.
- Replace the Falling Star with a new ride.
- Renovate the main pavilion into a year-round destination facility.
- Pavilion renovations may include dance hall renovations, converting the west side storage area into an alternate use, restaurant improvements, adding an outdoor dining terrace and replacement of all electrical.
- Additional desired improvements include, constructing additional rentable open shelters, a kiddie coaster, a new maintenance/storage building, additional rides, and a west end rental shelter.
- Coordinate with the Department of Public Works to implement the developing Connect the Bay in water improvements.
- Install sidewalk along Irwin Avenue per Safe Walk and Bike Plan.
- Install habitat improvements along the shoreline and within the waterway as part of the DNR Area of Concern initiative.

## Sports Complex Recommendations

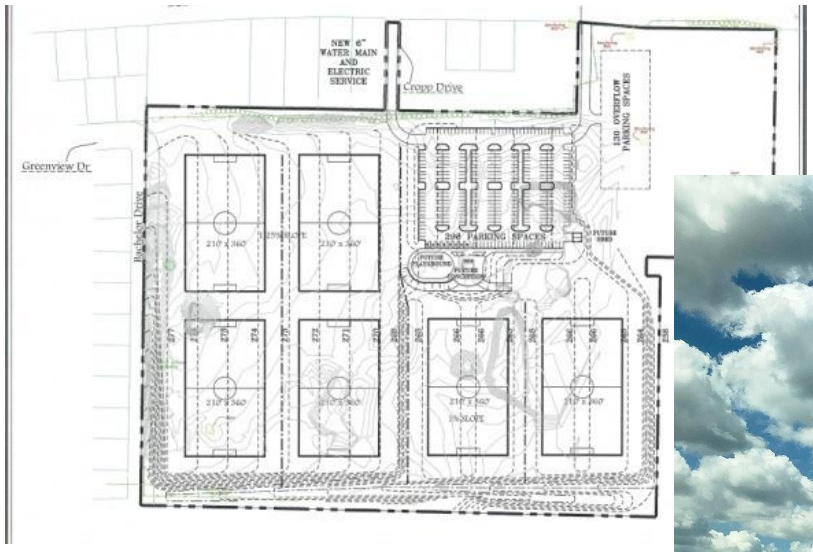
### Arnie Wolff Sports Complex

*General Information:*

This facility (38.27 acres) sits atop a former fill site with six soccer fields, a parking lot, and a concession stand with restrooms.

*Proposed Activities:*

- Install an ADA-accessible gravel walk around the perimeter of the soccer fields.
- Install playground equipment and an open shelter adjacent to the proposed concession stand.
- Future field improvements to the primary soccer field may include irrigation, sports lighting, and permanent seating areas.
- Consider expanding the park as opportunities arise.



### Finger Road Ballfield Complex

*General Information:*

This (25.81 acres) facility consists of a tournament softball/Little League complex containing four fields constructed on top of the clay cap of an abandoned fill site and concession stand with restrooms.

*Proposed Activities:*

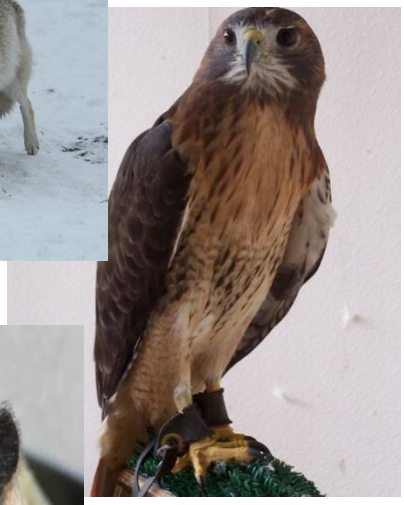
- Work with the user group to install a storage shed and open shelter.
- Improve the infield drainage.
- Continue to coordinate with the Public Works Department to monitor and maintain the landfill systems to the satisfaction of the DNR.

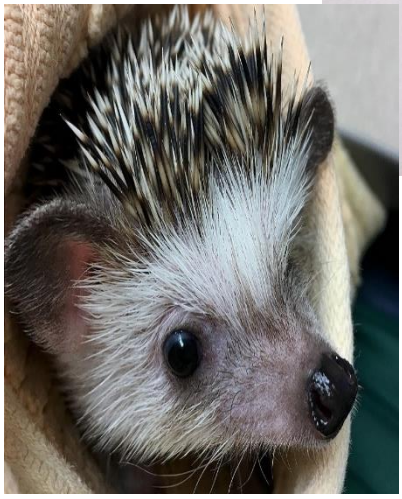
## Special Use Park Recommendations

### Bay Beach Wildlife Sanctuary

*General Information:*

- The Bay Beach Wildlife Sanctuary is Green Bay's largest city park. With 542.98 acres of land, 55 acres of lagoons, scenic waterfall, outdoor amphitheater, outdoor raptor theater, and 6.2 miles of hiking and skiing trails.
- The Nature Education Center offers hands-on educational exhibits (walk through diorama with otter slide, walk in live bee tree, and a crawl through burrow for families), resource library, classrooms, meeting rooms, full kitchen, auditorium, and a gift shop.
- The Dick Resch and Family Learning and Conservation Center offers a rental banquet facility with a 250-person capacity and the OAK Learning Center (Outdoor Adventures for Kids), a four-year old nature-based kindergarten. The students are taught by a licensed teacher and a naturalist. They spend the majority of their school day outdoors while they are prepared academically, physically, and emotionally for kindergarten.
- The Observation Building sells corn for waterfowl feeding, has an animal nursery viewing window, along with an animal care and rehabilitation center. The Resch Conservation Wing exhibits include, live snakes, bats, a forest, field, and beach songbird aviary.
- The Raptor Trail has outdoor exhibit viewing of waterfowl, cranes, native hawks, falcons, owls, eagles, and vultures. All exhibits are handicap accessible.
- The Habi-Trek Trail is an accessible hard surfaced path that meanders from the Nature Center to the Woodland Building with indoor nocturnal exhibits of, turtles, flying squirrels, mice, snakes, and mink. Outdoor habitats include, otter viewing tank/grotto, fisher, bobcat and cougar canyon, a pack of timber wolves, a raven aviary, and a crow/porcupine exhibit.
- A grassland community featuring white-tailed deer, coyotes, turkeys, sandhill cranes, and eco-learning stations.
- Manger Lagoon is a public fishing area for youth 15 years and younger and handicapped individuals of all ages. There is an informational kiosk, fishing docks, and chimney swift nesting tower.
- Resch Falls and Kress Trail are the centerpiece of the lagoon renovation project.



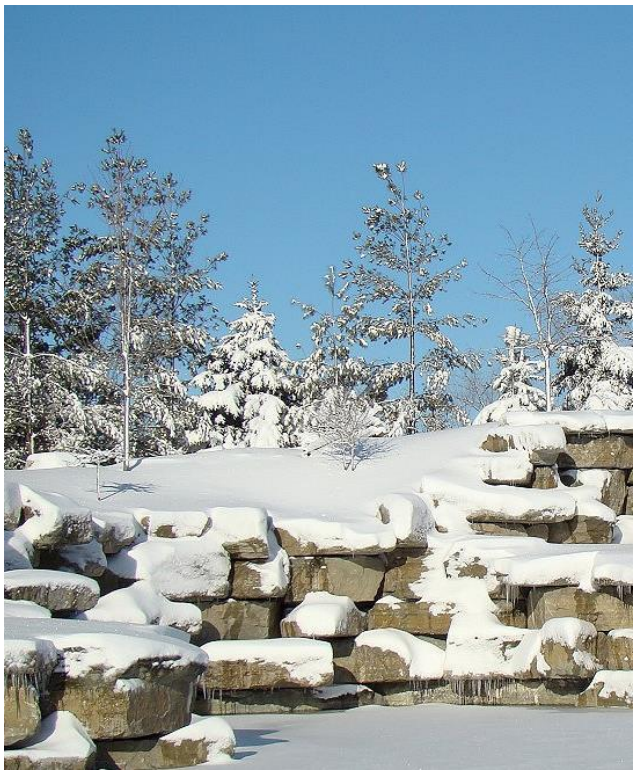


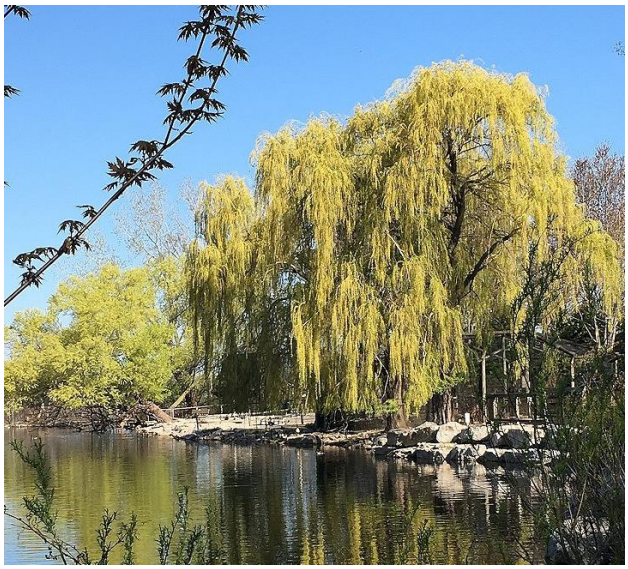
*Proposed Activities:*

- Develop a five-year strategic plan. Develop a new master plan for the entire facility to guide improvements, additions and renovations including, refuge habitat and wildlife management areas.

*Facility goals for the next five years include:*

- Add security cameras throughout the facility.
- Replace the floating boardwalk.
- Replace the raptor theater.
- Replace aging equipment and materials in buildings (e.g. heat pumps and carpeting in the 21-year-old Nature Center).
- Replace the Chipmunk Trail boardwalk.
- Repave the residence parking lot.
- Repair residence house siding.
- Replace the flooring in the Nature Center.
- Replace a great deal of fencing throughout the facility.
- Install a new deer shed and public exhibit area.





- Improve signage throughout the trail system.
- Fine tuning of the physical site including plant material replacement around the core buildings.
- Investigate the design, fabrication, and installation of new educational exhibits utilizing touch screen technology.
- Explore the feasibility of an addition to the Animal Care Center to accommodate the increase in rehabilitation admissions.
- Explore the addition of a new larger cougar habitat exhibit.
- Convert existing cougar exhibit into a lynx exhibit.
- Upgrade/retrofit our facilities to meet accessibility standards.
- Develop and continue to implement long-term management strategy for invasive plant species, including biological control release research site and grant writing to effect management practices.
- Improve vegetation and natural wildlife habitat whenever possible.
- Convert from propane to natural gas.
- Replace walk-in freezers.
- Complete a large-scale habitat improvement project as part of the DNR Area of Concern Improvement initiative.

### CityDeck

*General Information:*

This (1.79 acres) special use park is located in the heart of Green Bay's downtown along the east bank of the Fox River. Amenities include several overlook decks, boat launch, docking, rentable plaza spaces, outdoor seating, a river walk, and a splash pad.

*Proposed Activities:*

- Construct the proposed overlook platform adjacent to the Walnut Street Bridge.
- Continue to promote this facility for downtown events.
- Develop a maintenance plan to accommodate aging sitting areas and landscaping.

### Green Bay Metro Boat Launch

*General Information:*

This (12.95 acres) facility is the only City managed public boat launch facility. Amenities include a large parking lot, a comfort station with restrooms, and ten boat launch slips.

*Proposed Activities:*

- Replace aging parking lot paving and landscaping as necessary.
- Replace concrete entrance ramps.
- Enhance shoreline fishing.
- Secure funding for additional amenities, which may include a fishing pier, picnic area, and an overlook structure.
- Explore the possibility of linking this property to Bay Beach Amusement Park with a paved, multi-use trail.
- The land is owned by NEW Water and leased to the City. If possible, this land should be purchased or develop a long-term lease (in lieu of existing short-term) to protect the public investment.
- Work with NEW Water to improve and promote the existing shelter as a meeting location for various organizations.

### Jackson Square

*General Information:*

Small (1.37 acres) special use park consisting of walkways, stone wall, and flower beds.

*Proposed Activities:*

- Move overhead wires underground.
- Improve landscape beds.
- Explore other possible park amenities to increase the usage of the space.
- Consider adding a playground to this park.

### Joliet Park

*General Information:*

This (3.68 acres) special use park consists of, bay frontage, shore fishing, a gravel drive, and natural areas.

*Proposed Activities:*

- Pave the entrance drive and parking lot.
- Encourage fishing. Representatives of the Wisconsin Department of Natural Resources have indicated that this site is one of the top fishing spots in the region.
- Maintain and enhance natural areas.
- Implement Area of Concern habitat restoration plans with enhanced public access.

### Leicht Memorial Park

*General Information:*

This (11.32 acres) special use park is primarily used for downtown festivals and activities. Amenities include dock wall for large vessels, floating transient docks, shore fishing, boat launch, stage, Flags of Diversity display, statue, and parking.

*Proposed Activities:*

- Research the purchase of the north leased area.
- Construct a beer concession stand with restrooms, a rental shelter space, outdoor seating, and an upper balcony.
- Construct a permanent stage structure on the existing park owned land along with gathering spaces and water access improvements.
- Continue to promote temporary docking location for cruise ships.

### Riverview Place

*General Information:*

Small (0.77 acres) park designated as an informal boat launch for canoes and kayaks.

*Proposed Activities:*

- Explore the feasibility of park expansion. This may include, property purchase, installation of a parking lot, and formal boat launch facility.

### Triangle Sports Area

*General Information:*

This (31.29 acres) special use facility consists of, a ski hill, tubing hill, disc golf course, bike skills course, and a rentable shelter.

*Proposed Activities:*

- Repair erosion issues around the disc golf course tees and baskets.
- Continue to coordinate with the Baird Creek Preservation Foundation on prairie

restoration and trail improvement efforts in the area.

- Install new snow equipment storage shed and install the necessary permanent utilities to accommodate snow making.
- Install new snow tube storage facility.
- Install gas service to existing shelter.
- Expand parking lot.

### Veteran's Memorial Park

*General Information:*

Small special use park (0.88 acres) consisting of a memorial plaza dedicated to veterans. The park is directly adjacent to the west bank of the Fox River, the Neville Museum, Leicht Memorial Park, and a river walk.

*Proposed Activities:*

- Repair or replace brick paver walk.
- Create a master plan to determine the long-term vision of the shoreline and park. The master plan should also address the linkage to the Neville Museum and to the shopping district on Broadway Avenue.
- Add underpass to Leicht Memorial Park.
- Review and rejuvenate landscaping.

## Natural Resource Area Recommendations

### Ken Euers Nature Center

*General Information:*

This large natural resource area (129.24 acres) consists of a natural area converted from a former landfill, as well as a linear greenway along the bay, a managed waterfowl habitat wetland, parking, and nature trails.

*Proposed Activities:*

- Coordinate other wildlife and habitat restoration projects with other agencies and Public Works.
- Coordinate with Ducks Unlimited to install a northern spawning channel in the bay.
- Improve fishing access.
- Relocate the parking lot.
- Install an overlook tower.
- Improve trails and add ADA-accessibility along the recently improved cells. Complete trail extensions to Bay Port Drive.
- Install overlooks along the water's edge.

- Coordinate to implement National Estuarine Research Reserve System designation components into the site.
- Add a canoe/kayak launch.
- Provide additional environmental and trail signage.
- Continue to work with various agencies to help control the removal of invasive plant species along the bay. Currently the high-water levels are doing a good job controlling invasive vegetation, but they will likely return when the water levels go back to normal.
- Explore the feasibility of creating a second managed waterfowl habitat wetland west of the existing parking lot.

## Greenway Recommendations

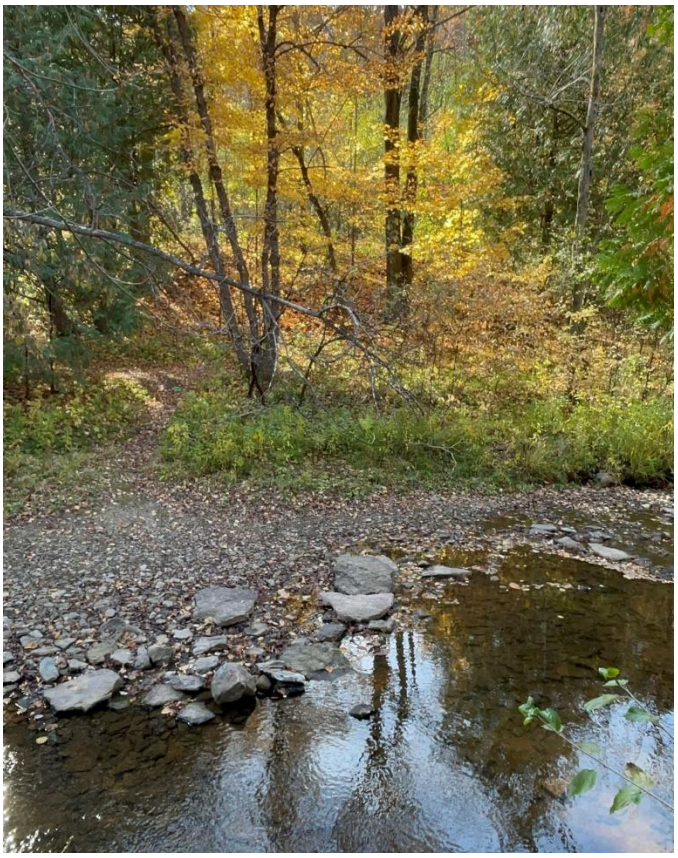
### Baird Creek Greenway

*General Information:*

Baird Creek Greenway (524.95 acres) includes a combination of facilities including cross country ski trails, mountain bike trails, a multi-use trail, parking areas, nature trails, and a shelter/warming facility.

*Proposed Activities:*

- Continue property acquisition prior to development occurring.
- Continue the multi-use trail from Baird Creek Road to Christa McAuliffe Park. Hire a consultant to complete an engineering analysis of the proposed route.
- Continue informal trail development and install boardwalks where necessary.
- Work with mountain bike group to continue maintenance of the existing mountain bike trails and bike skills course.
- Address excessive erosion along the creek and within the greenway.



- Efforts should continue to expand the restoration efforts and find other opportunities for prairie development.
- The Baird Creek Preservation Foundation, a non-profit organization dedicated to protecting the Baird Creek Greenway, completed the Baird Creek Greenway Master Plan. The City will work closely with the Foundation to ensure that all future development corresponds with the master plan objectives.
- Continue to work with the Baird Creek Preservation Foundation to secure funding for acquisition, development, and maintenance projects. The City will also work with the group to manage volunteers on various initiatives.
- Add flood storage areas.

### Barina Creek Greenway

*General Information:*

Small (15.68 acres) drainage corridor and storm water retention area with gravel walks.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway.

### Beaver Dam Greenway

*General Information:*

Small narrow drainage way (54.18 acres) on the west side of Green Bay. Many informal trails have been created throughout the greenway. There is one paved trail connecting Stoneybrook Lane to Beaver Dam Drive.

*Proposed Activities:*

- Continue to protect the natural vegetation/ waterway and encourage nature trails when appropriate.
- Address erosion issues.

### Ellis Creek Greenway South Branch

*General Information:*

Small (15.31 acres) drainage corridor and storm water retention area with gravel walks.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway and encourage nature trails when appropriate.

### Fox Greenway East Bank

*General Information:*

This (15.28 acres) greenway is located in the heart of Green Bay's downtown. Most of the Fox River's east bank has been redeveloped over the last 15 years. Recent developments include, CityDeck, The Metreau Apartments, Hagemeister Park, Riverfront Lofts, St. Brendan's Inn, Johnson Bank, and Nicolet Bank. The City has worked closely with these developers to ensure that the City maintained sufficient greenway corridors with necessary linkages to businesses and the rest of the downtown. The Fox River State Trail is located within this greenway and is one of the most heavily used trails in the state. A sculpture walk was recently added along the trail in the downtown area.

*Proposed Activities:*

- Support adjacent redevelopment of downtown properties that encourage active participation to the greenway.
- If ever available, the City should consider the purchase of the shoreline property between Porlier Street and Mason Street.
- Expand the sculpture walk as funding becomes available.
- Encourage and seek out alternate recreational opportunities.
- Develop and promote a more structured canoe/kayak launch near Porlier Street.
- Reconstruct or remove the Porlier Pier.
- Research options to cross the Fox River with a multi-use trail to connect the Fox River Trail to the West Side Trail.

- Widen and replace the Fox River Trail near Monroe Avenue and connect the Fox River Trail to the East River Trail.
- Work to develop enhanced seating to support the farmer's markets along the Doty Street right-of-way connection and Fox River Trail.

### Fox River Greenway West Bank

*General Information:*

The (2.20 acres) Fox River West Bank Greenway is located in the heart of downtown Green Bay. The City currently owns property along the bank from Walnut Street to Dousman Street. This greenway is adjacent to, Veteran's Memorial Park, the Neville Museum, and Leicht Memorial Park. This narrow strip of shoreline property consists of, a riprap edge, a brick river walk, and a firefighter's memorial.

*Proposed Activities:*

- Develop a master plan that addresses the potential re-design of Veteran's Memorial Park, a new riverfront walkway, shoreline treatments, along with connections to the Broadway Shopping District, the Neville Museum, and Leicht Memorial Park.
- Actively pursue the relocation of the coal piles.
- Better connect the neighborhood and walkways to The Shipyard.
- Replace brick trail with asphalt walk.

### He-Nis-Ra Greenway

*General Information:*

Large (63.45 acres) drainage corridor and natural area south of He-Nis-Ra Park.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway and encourage nature trails when appropriate.

### Hutchinson Bog

*General Information:*
This (9.74 acres) wetland area donated to the City adjacent to a new subdivision development. There is very little potential for recreational activities other than a passive trail system.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway and encourage nature trails when appropriate.

### LaCount Creek Greenway

*General Information:*

This (10.72 acres) small drainage way is located just west of Ted Fritsch Park. Due to the steep topography and mature vegetation this property has minimal recreational potential other than trail use.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway and encourage nature trails when appropriate.
- Connect the adjacent neighborhood to Ted Fritsch Park with an access bridge crossing LaCount Creek.

### Mahon Creek Greenway

*General Information:*

With a direct access to the University of Wisconsin-Green Bay's Arboretum Trail, this (24.54 acres) parcel is connected to one of the most natural largely undisturbed areas to be found along the bay shore.

*Proposed Activities:*

- Explore the possibility of adding a trail link under Highway 54-57 to the University's campus.
- When feasible, purchase additional property to the south to extend the

greenway through the entire drainage way and work with property owners to develop conservation easements when purchase is not possible.
- Install a small neighborhood park in the grass area off Mahon Court. Mahon Park is currently an undeveloped mini-park. This three-acre site is now owned by the University of Wisconsin-Green Bay, but may be used by the Parks, Recreation and Forestry Department under an agreement with the University. The park is located adjacent to the University campus and Cofrin Arboretum. Active park development should be considered if the majority of the neighborhood residents request it, otherwise, it will remain a passive use open space.

### Newberry Conservancy

*General Information:*

This (16.66 acres) natural area, immediately east of Preble High School. Small unnamed tributary stream.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway and encourage nature trails when appropriate.

### Nicholson Creek Greenway

*General Information:*

This small (6.43 acres) drainage way has minimal recreational potential to the public other than those that live adjacent to the creek.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway and encourage nature trails when appropriate.

### Oneida Creek Greenway

*General Information:*

This small (5.23 acres) drainage way has minimal recreational potential to the public other than those that live adjacent to the creek.

*Proposed Activities:*

- Continue to protect the natural vegetation/waterway and encourage nature trails when appropriate.

### Willow Creek Greenway North Branch

*General Information:*

This (60.23 acres) greenway provides existing linkages to Wilder Park and NEW Lutheran High School, thus providing excellent public access opportunities.

*Proposed Activities:*

- A trail should be constructed and extend northward from Wilder Park to Van Beek Road. Consideration should be given to providing access to the Robinson Avenue pedestrian bridge.
- Protect the natural vegetation and waterway.

### Willow Creek Greenway South Branch

*General Information:*

Situated within the I-43 Business Park, this (40.06 acres) drainage way has minimal recreational potential other than informal trails.

*Proposed Activities:*

- Create a trail system through the greenway to provide recreational benefits for the public and workers in the area.
- Work with Aurora Hospital to link their multi-use trail running to the informal trail system within the greenway.
- Protect the natural vegetation and waterway.

## Urban Green Space Recommendations

### East River Greenway – North Trail

*General Information:*

The majority of the East River Greenway within the City limits is broken up into smaller sections and classified as various neighborhood parks. The North Trail section is the only section not defined as a neighborhood park. This (6.22 acres) greenway consists of several smaller parcels recently acquired for the expansion of the East River Trail.

*Proposed Activities:*

- Continue to work with the property owners from Irwin Avenue to Main Street to secure the necessary property and development of the property.
- Install the trail section from Baird Street to Irwin Avenue.
- Repave west bank of trail from Grignon Street to Goodell Street.

### West Side Trail Corridor

*General Information:*

Located within the (16.01 acres) of the West Side Trail Corridor, a paved pedestrian trail has been built within an abandoned railroad line.

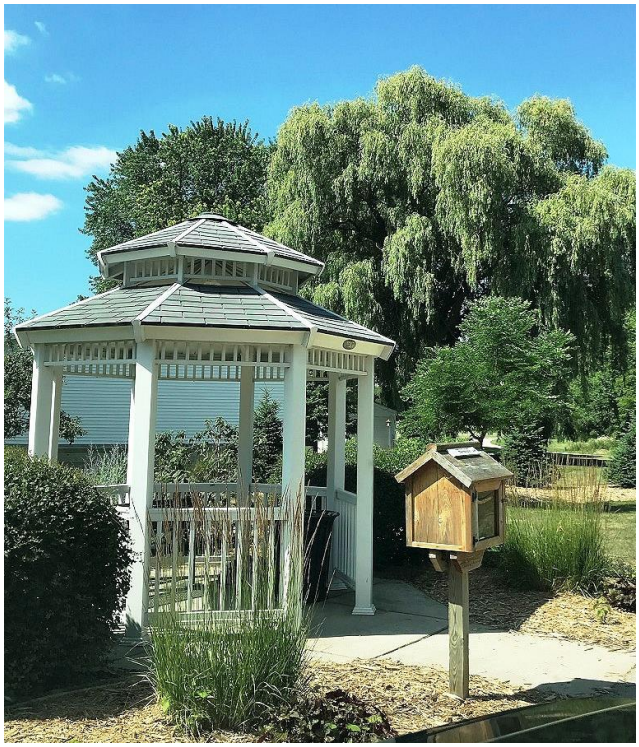
*Proposed Activities:*

- Secure funding and the necessary easements to extend the trail to the northwest to connect to the Mountain Bay Trail section of trail located in the Village of Howard.

## Non-Municipal Area Recommendations

### Green Bay Area Public School District

The school system and park system of Green Bay have a long history of cooperation over the



years. This of course should continue in the future on jointly used park/school facilities. Whenever feasible, new schools should continue to be built in conjunction with neighborhood park facilities. This avoids unnecessary expenditures and duplication of facilities and provides larger expanses of open space. More cooperation is needed, however, in developing recreational facilities in school sites not adjacent to parks. With the recent consolidation of the school system there is a possibility for park expansion opportunities on the sites where the schools are closing. We should take this opportunity to resolve many of the park/school boundary issues.

### Oneida Nation Reservation Lands

The Oneida's Water Resources Report has proposed several water restoration projects throughout their open space conservancy system. This may involve acquiring property for conservancy or park use and developing that property for passive recreational trails and fishery management.

The City should work cooperatively with the Oneida Nation to develop parkland and coordinate projects on the west side of Green Bay that will benefit both the City of Green Bay and Oneida Nation residents.

### Niagara Escarpment Scenic Pathway

Designate an open space corridor along Bay Settlement Road to serve as a link in a regional path system and to help preserve the scenic Niagara Escarpment. Coordinate City plans with the University of Wisconsin-Green Bay, Brown County Planning Commission, Bay Lakes Regional Planning Commission, and the Town of Scott's plans in an effort to implement this.

### Northeast Business Park

Park staff will work with the Green Bay Planning Department to acquire greenway corridors as opportunities arise. The adopted Tax Increment Financing (TIF) district for this area is seen as a major funding source for the construction and possible long-term maintenance of the trails.

### University of Wisconsin-Green Bay

The Cofrin Arboretum currently contains 180 acres of various plant communities and wildlife habitats. There is a well-used multi-use trail around the perimeter of the UWGB campus which also provides public access to the bay. The City should explore the possibility of connecting City trails to the popular UWGB trail. The Niagara Escarpment, a limestone outcrop, is a unique geologic and scenic resource. Part of the escarpment is found on UWGB property (the eastern boundary of the university). The University has developed an observation tower, as well as trails in the area. This green space is a valuable environmental site and should continue to be preserved in a natural state.

### Cooke Park

The site is owned by the City of Green Bay and leased/maintained by the National Railroad Museum. Although the City has ownership of the land the City does not manage the Park. The City should continue to support future efforts by the National Railroad Museum to expand and improve the museum.

## Operations and Maintenance Recommendations

The City of Green Bay is very similar to many other communities in Wisconsin in the fact that it is often times easier to secure funding to build new facilities than it is to maintain existing facilities. Historically, it seems as though shelters, paving, athletic fields, and landscaping have suffered the most through budget constraints. It is not only difficult to find adequate funding for materials and supplies, but it can be just as difficult to find the available staff to complete the work. Over the last 15 years the Green Bay Parks, Recreation and Forestry Department has been very proactive in securing annual funding to begin renovating aging park facilities. This process should continue over the next five years. Whenever a new facility is proposed within the park system the City should analyze the current staffing levels and propose amendments if necessary.

### Shelters

The Green Bay Parks Department currently maintains 16 open shelters without restrooms and 42 shelters with restrooms. The PRF has executed a considerable amount of shelter improvements regarding, ADA-accessibility, restroom modifications, and the installation

of vandal resistant materials, as well as automatic locks on restrooms. The City should continue to secure funding on an annual basis to keep the shelters current and in good condition, as well as continue the addition of automatic locks on restroom doors.

### Paving

This category includes parking lots, roadways, walkways, trails, and bridges. The Green Bay Parks, Recreation and Forestry Department maintains 48 parking lots. Many of these lots are in rough condition and need total replacement. New lots are developed in new and expanding park areas and as demand dictates in older parks where there are inadequate parking facilities. Walkways in and adjacent to parks are also repaired on a regular basis. Several walkways are currently in need of total replacement. Over the next five years the City will also continue to develop and expand its trail system. Creating ADA-walkways to all playgrounds is a current priority of our park system.

### Athletic Field Renovations and Maintenance

Approximately, 15 years ago the Green Bay Parks Department began annual budgeting to correct the many years of deferred athletic field maintenance. Many fields need new fencing, player benches, bleachers, sports lighting, grading, drainage improvements, etc. The City has recently dedicated a large amount of funding to improve the ball fields and create athletic field complexes. This process should continue over the next five years to encourage first class athletic fields in Green Bay.

### Planting and Plant Maintenance

Landscaping is ongoing in the park system, in order to replace diseased, overgrown, or inappropriate plant materials. Plant renovation does not mean extensive planting, but rather, carefully thought-out landscaping to accentuate spaces, as well as provide shade and buffers. Most parks in the City could use some form of plantings to enhance existing spaces or create new passive areas. Another planting priority should be to establish and protect more natural areas or convert underutilized turf areas to natural areas. These areas are extremely valuable for passive recreation, environmental education, wildlife habitat, climate moderation, ground water regeneration, and control of stormwater runoff. With the increased awareness of non-point source pollution, the Parks Department should promote more unmowed areas within the parks. In addition, the City should continue to promote the planting of native vegetation and prairie development. Due to the shortage of funds, park staff is often working with private groups within the community to plant and maintain the plant beds and native plantings throughout the City. The City has also been reducing the number of annual beds and relying more on perennial flowers and grasses to reduce labor and maintenance costs. All these measures should continue.

## Urban Forest

The Forestry Division of the Parks, Recreation and Forestry Department is responsible for maintaining the urban forest within the City's public lands including all of the trees within the parks and along City street rights-of-way. The Forestry Division conducts a regular schedule of mulching and pruning and monitors trees for signs of insect/disease and decline to ensure trees do not pose a safety risk. The Forestry Division annually removes and replaces trees as needed. They also operate a tree nursery where all of the City trees are cared for until they are ready to plant. The Forestry Division should continue to be funded and staffed to ensure a well-maintained urban forest for the many benefits it provides. The Forestry Departments should develop a policy for the enhancement of Urban Tree Canopy (UTC). Promoting a diverse, sustainable UTC provides economic and environmental benefits to the residents and visitors of Green Bay. Efforts to replant and restore the UTC lost to Emerald Ash Borer (EAB) should be a priority to ensure a sustainable UTC exists into the future.

## Emerald Ash Borer

Emerald Ash Borer (EAB) was first identified in Green Bay in July 2009. Since that time, the Green Bay Forestry Division has been working to manage this invasive pest on many different fronts.

Green Bay Forestry has taken a proactive approach of treating desirable and healthy ash trees in the parks and along the streets. One goal of these treatments is to protect desirable ash trees for long term survival to provide environmental and economic benefits to the residents of Green Bay. A second goal of treating ash trees is to slow the spread of EAB and allow more time for forestry crews to remove ash trees that are not deemed desirable for long term retention.

Forestry crews have been active reducing the ash tree population with pre-emptive removals and removals of infested ash trees to keep the population of EAB as low as possible to continue the "slow the spread" campaign. To date, forestry crews have removed approximately 5,000 ash street trees. Current ash tree representation is ~8% of the city street tree population. This level of species representation is considered healthy and sustainable. These trees continue to be treated on a regular schedule to help protect them from becoming infested by EAB. In the coming years the EAB population will crash due to the lower number of ash trees on the landscape. This population crash will help the remaining ash trees rebound from insect attacks and help improve the overall health and vigor of the remaining ash trees.

In the past, the City of Green Bay has partnered with the WIDNR and the Animal and Plant

Health Inspection Service (APHIS) to create a parasitic wasp release program to further slow the spread of EAB in areas where insecticide treatments are not practical. These small stingless parasitic wasps specifically target EAB adults and larvae to naturally decrease the populations of EAB in environmentally sensitive areas. These tiny insects are no bigger than mosquitos and their sole mission is to seek out and attack EAB populations. Reproducing populations of these beneficial insects will remain, if EAB populations persist. This program helps to reduce the number of EAB in natural areas. Once the EAB population crashes, the population of these insects will also crash.

In the next five years Green Bay Forestry will continue a multi-pronged approach in its continued effort to manage this devastating pest. By the end of the next five-year cycle all pre-emptive removals will be complete and the remaining desirable trees will be on treatment protocol that will treat over half the ash tree population annually to provide the most effective protection from EAB. The ultimate goal is to have a healthy ash tree population representing no more than 10% of the street tree population.

The latest implementation to our ash tree program is wood utilization. Past practice of disposing woody material produced during tree removal was for all ash wood to be tub ground into wood chips. Tub grinding all ash wood prevented the spread of EAB through firewood and the seasoned wood chips were utilized in the City parks. Given the amount of wood chips produced and the fact that the ash wood was still a very usable material, Green Bay Forestry has implemented a wood utilization program that finds the best use for woody material produced during tree removal. Ash wood is now being used in several markets including, paper pulp, pallet material, railroad switch ties, furniture, dimensional lumber, flooring, and artisanal work. Proceeds from the sale of ash wood are put back into the forestry program to offset the costs of tree planting and tree maintenance for the trees replacing the ash trees that have been removed.

# Chapter 6: Funding and Implementation

## In this Chapter


- Overview
- Funding Mechanisms


## Overview

The recommended improvements described in this plan will be phased in over time. The projects specified in Chapter 5 are a compiled list of all potential projects that could occur within the next five years. However, this list is much larger than the Parks Department could accomplish in this time frame. On a yearly basis City staff will work with the Mayor and City Council to select the highest priority projects within the City's means to accomplish and fund these projects accordingly.

At the first possible opportunity any property identified for purchase should be placed on the Official City Map to reserve the right for future purchase of the property. When any properties are purchased, the City should always seek financial assistance to minimize the cost to the community. The Parks Department has identified priority property acquisitions and capital projects for the coming year or two, as well as some long-range initiatives that are being implemented. Some funding for these projects has been identified using various funding mechanisms.

## Funding Mechanisms

### Direct City Funding

The City will continue to budget for projects through department budgets or secure bonding for the development of park and

recreational facilities on a yearly basis as identified in priority plans. Additional dollars and/or dedicated lands for park development can be acquired through the land division and development process in expanding urban areas of the City.

When City land is subdivided in Urban Expansion Areas before final plat approval, the developer shall pay a parkland development fee. Developers may also negotiate dedication of land for park purposes in lieu of paying a fee as specified in the Subdivision and Platting Codes. There is no specific formula for the dedication of new park land, and this is dealt with on a case-by-case basis.

### Grants

Grants often fund a major part of land acquisition and construction costs for large capital projects. The City will continue to pursue federal and state matching grants, such as Stewardship Funding, Aids for the Acquisition and Development of Local Parks, Acquisition of Development Rights Grants, Great Lakes Restoration Initiative, Urban Green Space Program Grants, Urban Rivers Program Grants, Recreational Trails Act Grants, Land and Water Conservation Fund Program Grants, Wisconsin Coastal Management Program Grants, AmeriCorps Grants, and Transportation Enhancement Program Grants through the Wisconsin Department of Transportation. The City's many planned trail projects are good candidates for these grants. Specialty grants from organizations such as KaBoom also present funding opportunities for more specialized projects such as playgrounds.

The Parks Department works with the City's Planning Department and Redevelopment Authority on an annual basis to obtain federally funded Community Development Block Grants to help fund park projects in targeted low-income areas.

### User Fees and Concessions

Across the country, user fees are gradually becoming a prevalent part of the public recreation funding scheme. At this time in Green Bay, fees are assessed for such things, as shelter and facility rentals, user fees, recreation classes, souvenirs, concessions, facility admissions, and amusement park rides. Other fundraising opportunities include things such as, donor brick sales, memorial benches, and plaques. Naming rights provide another source of income. Alternate funding methods, such as these should continue to be investigated whenever feasible.

### Foundations and Volunteer Efforts

The City utilizes many partnerships to help fund and implement projects of various sizes within the parks. Foundations such as the Baird Creek Preservation Foundation (BCPF) have been instrumental in raising capital funds through donations and grants. The BCPF has helped fund the purchase of property to expand the Baird Creek Greenway.

The City has also been successful in partnering with local corporations such as the Green Bay Packers to fund the purchase of materials and equipment for playgrounds and to provide employee volunteers to assist with installation. Local construction and supply companies have also provided donations of materials and construction services. Many new playgrounds have been built through

these partnerships. In addition, the Green Bay Area Public School District has partnered with the City on both development projects and recreational programming at all the school locations.

Various community and special interest groups, such as, neighborhood associations, Optimist Clubs, church groups, biking organizations, and Eagle Scouts have donated time and materials to help construct facilities within the parks and perform general maintenance. Concession stands, batting cages, mountain bike trails, and disc golf courses are some of the park facilities that have been constructed with the help of these organizations.

### The Friends of the Wildlife Sanctuary

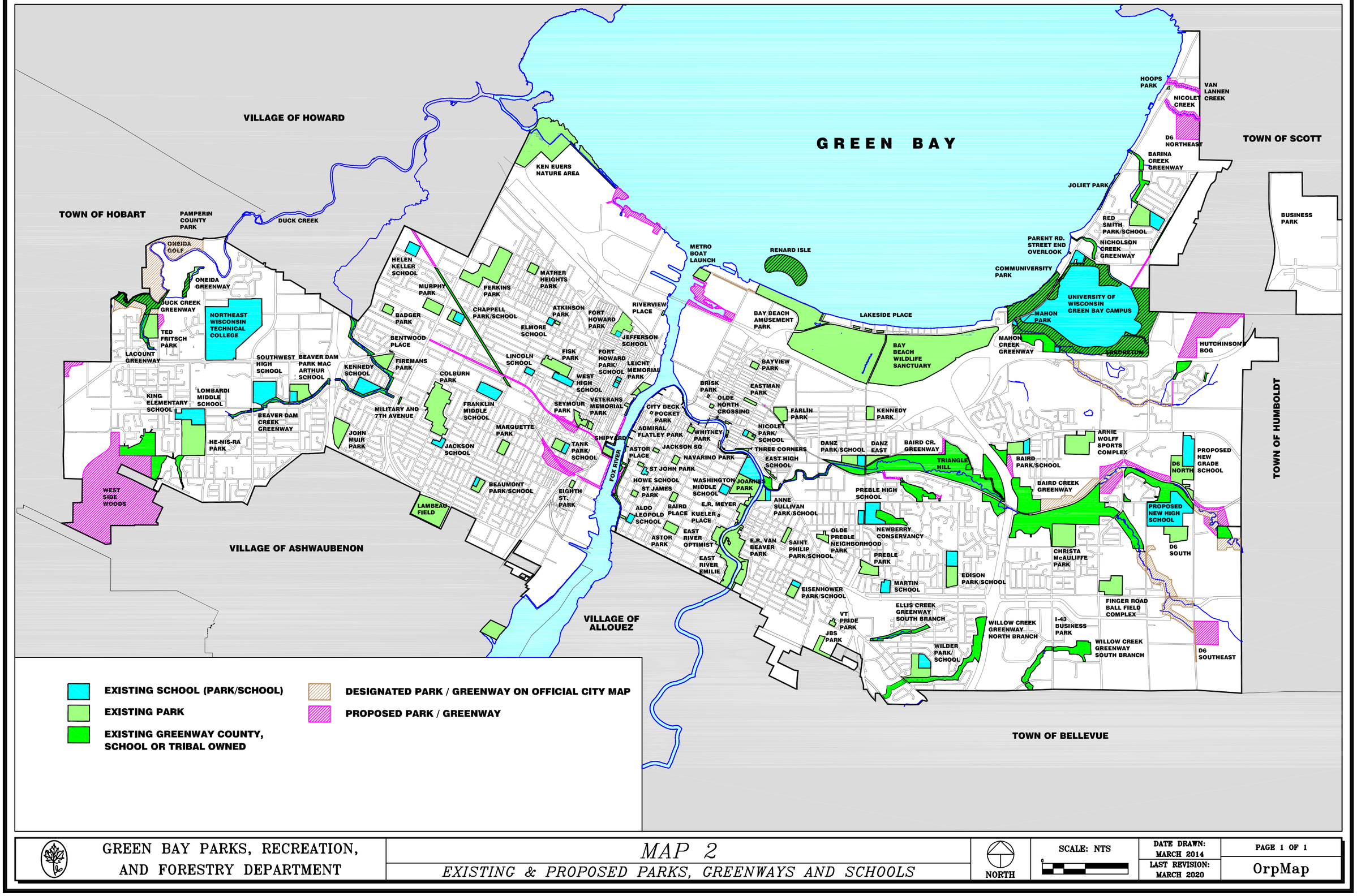
The Bay Beach Wildlife Sanctuary will continue to receive funding and support through the Friends of the Wildlife Sanctuary. Funds generated through events, fundraisers, donations, and various sales at the Wildlife Sanctuary are used to implement various projects and improvements at the Wildlife Sanctuary.

### The Friends of Bay Beach Amusement Park

In 2012 in conjunction with an updated master plan, the City created a special revenue fund for Bay Beach Amusement Park. Bay Beach is now responsible to pay all of its operating expenses, but in return it is able to retain all of the revenue generated from the park instead of it going back into the City's general fund. Therefore, monies generated at the park will stay in the park to pay for continued improvements. In addition, a Friends of Bay Beach group was formed with a mission of generating fundraising dollars specifically to fund various capital projects and help implement elements of the master plan over the next ten years. These changes have put the park in a good position to fund its master plan elements and continue expansion in the coming years.

### Sponsorship

The City currently receives funding through sponsorships and the Parks, Recreation and Forestry Department is working on a policy for sponsorship of park amenities and programming.




GREEN BAY PARKS, RECREATION, AND FORESTRY DEPARTMENT

# MAP 2

*EXISTING & PROPOSED PARKS, GREENWAYS AND SCHOOLS*

NORTH

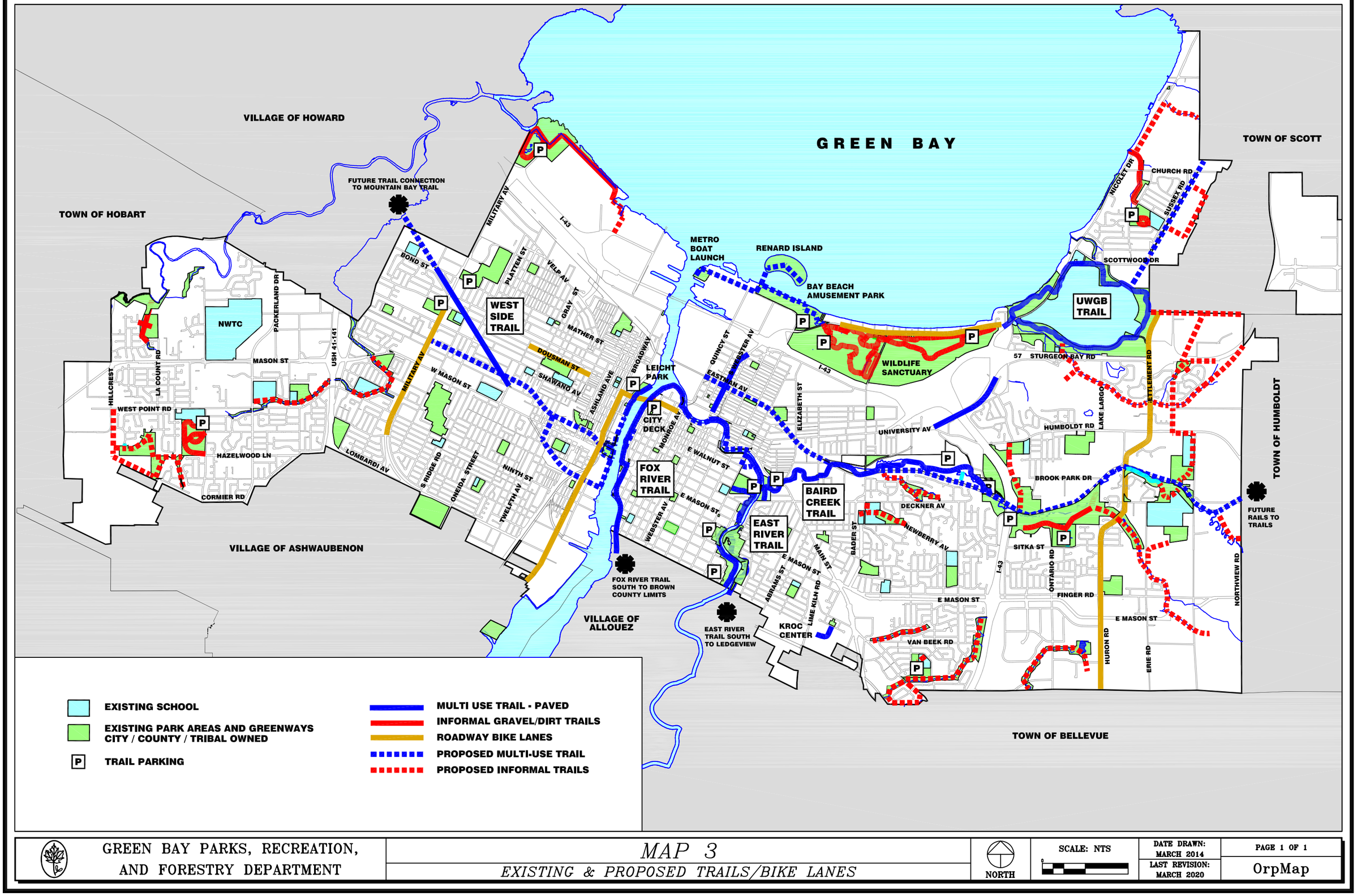
SCALE: NTS

DATE DRAWN: MARCH 2014

LAST REVISION: MARCH 2020

PAGE 1 OF 1

OrpMap




GREEN BAY PARKS, RECREATION, AND FORESTRY DEPARTMENT

# MAP 3

*EXISTING & PROPOSED TRAILS/BIKE LANES*

NORTH

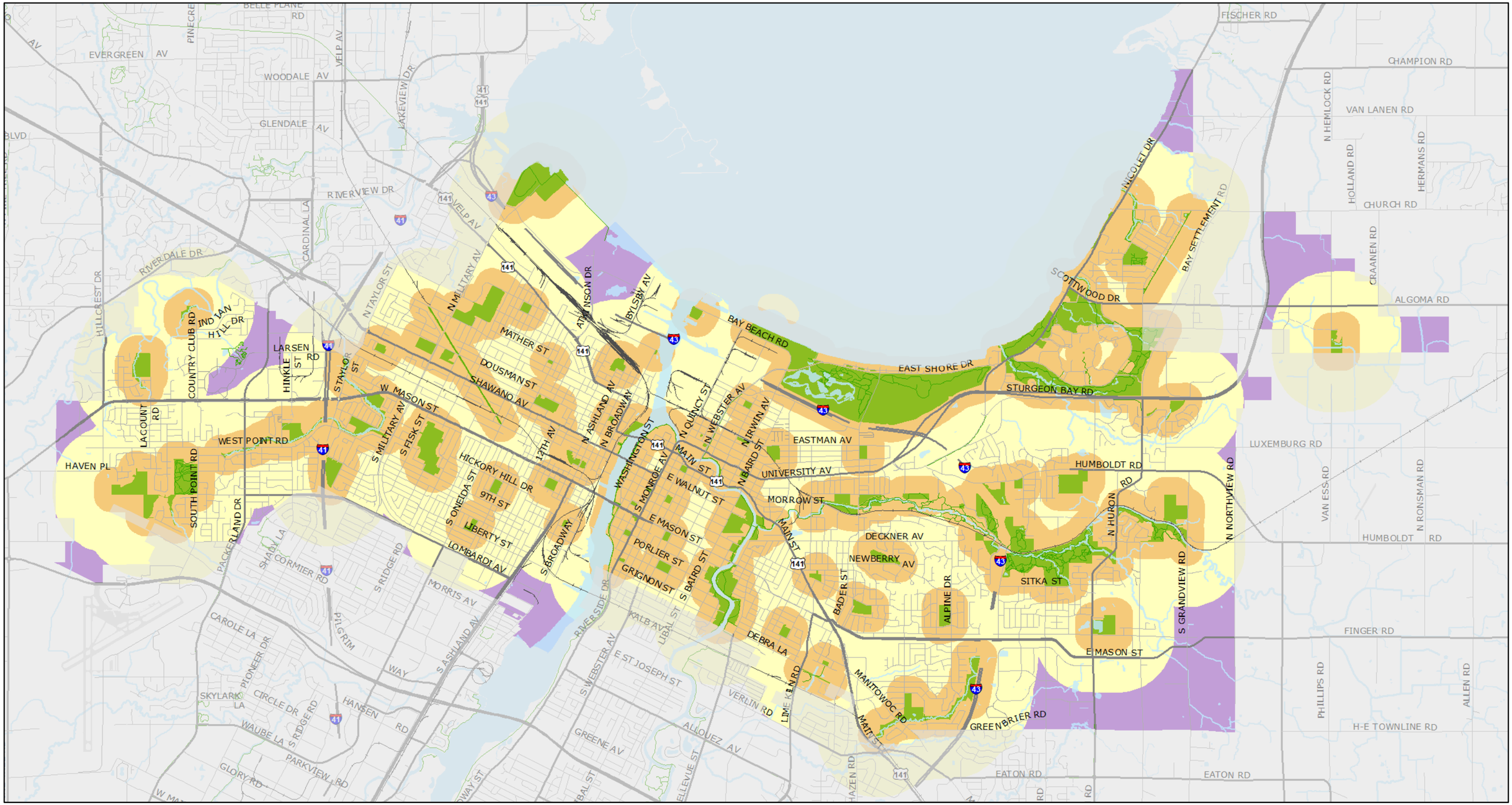
SCALE: NTS

DATE DRAWN: MARCH 2014

LAST REVISION: MARCH 2020

PAGE 1 OF 1

OrpMap




# Map 4
# Distances from Green Space

*This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only.The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. E.R. 10 Feb 2025 X:\Planning\Work Order Requests\2024\24.18 Parks 5yr Plan\NRPA_Distances.mxd*

- Green Space
- Trails
- Areas within 0.2 miles/300m from Green Space
- 0.6 miles/1km from Green Space
- Areas over 0.6 miles/1km from Green Space

0 0.25 0.5 1 1.5 Miles

1 inch = 1 mile

N

Report to the
# Personnel Committee of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # U.1

To approve the request to fill the following positions and all subsequent vacancies resulting from internal transfers.
a. Civil Engineer - Facilities
b. Custodian I

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Personnel Committee Request to Fill Memo
2. 2025.02.11_Request to Fill - Civil Engineer - Facilities
3. Mason Manor Position Request To Fill

# MEMORANDUM

Human Resources Department

To: Personnel Committee

From: Emma Baierl
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: February 25, 2025

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2025 budget and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Civil Engineer - Facilities – Replacement position due to the resignation of Mutasem Jardaneh effective March 4, 2025. This position is budgeted at $73,445 to $92,893 annually (Pay Grade I).

- Custodian I – Replacement position due to the retirement of Thomas Katers effective January 31, 2025. This position is budgeted at $21.25 - $23.60 per hour (Pay Grade C).

**Position Fill Request**
**Justification Report**
February 11, 2025

**Position Title:** Civil Engineer - Facilities

1. **If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

   **__X____ Replacement Position _____ Not a Replacement Position**

   This position will be vacant due to the resignation of Mutasem Jardaneh, effective March 4, 2025.

2. **Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

   This position is funded through the levy-supported budget. The 2025 salary range is $73,445 to $92,893 annually.

3. **Please list the functions and any special information regarding this position.**

   1. Performs architectural and engineering design, cost estimating, specification writing, contract administration, construction inspection and supervision of public works projects that vary from building construction, maintenance, renovations/repairs, demolition, and various other public works projects.
   2. Administers public works contracts of average to moderate difficulty.
   3. Prepared technical reports, studies, and permit and/or grant applications.
   4. Assists in construction supervision and inspects construction of various public works projects. Performs field review to aid in design.
   5. Coordinates Engineering Technicians in preparation of plans and specification and inspections of Special projects construction.
   6. Drafts and administers professional services contracts. Assists in review of plans and specifications prepared by consultants for City projects from scoping the project to project completion.
   7. Reviews contractor material submittals, prepares payments, and reviews and processes change orders for public works contracts.
   8. With assistance from the Facilities Manager, meets with the public contractors, other departments and contractor with respect to public works projects.

4. **Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

   Although this position does not directly generate revenue, the position is critical to the overall success of City operations. This engineer works within the Facilities Division of the Department of Public Works, which is tasked with the maintenance, operation, and capital planning for facilities that serve all departments of City functions. By properly programming both maintenance and capital expenditures on City facilities, this position helps to reduce unnecessary expenditures caused by deferred or delayed maintenance.

**5. Please explain why current staff is unable to absorb duties of this position.**

Current workload exceeds staffing levels. Facilities projects are delayed due to excessive workload.

**6. If duties of position are presently being done, how are they done?**

Projects are not progressing due to workload exceeding staffing levels.

**7. What service would be reduced or eliminated if this position is not filled?**

Facilities projects will continue to be delayed and there will be an increase in deferred maintenance, costing the City additional monies long term.

**8. What are the alternative methods and costs of accomplishing the work?**

Consultant design and construction oversight is already being used to minimize workload on City staff. Consultants workload also exceeds their availability causing delays in project execution. Additionally, consultant work is typically completed at a cost more than double that of in-house staff.

**9. Are there union issues?**

No, this is not a union position.

**10. Other supporting comments.**

To centralize facilities maintenance and capital improvements planning for levy supported facilities, the Assistant City Engineer – Special Projects position was reclassified to Facilities Manager effective 1/1/2024. With the reclassification, two additional staff members (1 aide/tech and 1 engineer) to take over daily project management and construction inspection were approved for the facilities/special projects group with the intent of freeing time for the Facilities Manger to focus on tasked associated with the reclassification. Due to project backlog and ongoing workload, the Facilities Manager has not been able to fully transition to the new role and will not be able to do so without sufficient support staff.

**Position Fill Request**
**Justification Report**
February 25, 2025

**Position Title:** Custodian

1. **If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

   **___x___ Replacement Position _____ Not a Replacement Position**

   This position is currently vacant due to the retirement of Thomas Katers, Custodian I, effective January 31, 2025.

2. **Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

   This position is funded by the Green Bay Housing Authority budget. The salary range is $21.25 - $23.60 per hour (Pay Grade C).

3. **Please list the functions and any special information regarding this position.**

   This position provides maintenance and cleaning of the Mason Manor building.

4. **Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

   Although this position does not directly generate revenue, the position is a key support for the day-to-day function of Mason Manor facilities. The use of in-house labor reduces the need to contract out for those services at a higher cost.

5. **Please explain why current staff is unable to absorb duties of this position.**

   Other full-time staff cannot keep up with the duties/responsibilities of their position and the duties of the vacant custodian position.

6. **If duties of position are presently being done, how are they done?**

   Other full-time staff is doing what they can of custodian I job duties but overtime is being paid as a result when needed.

7. **What service would be reduced or eliminated if this position is not filled?**

   Maintenance/custodial work to the Mason Manor building and individual rental units.

8. **What are the alternative methods and costs of accomplishing the work?**

   Contracting out cleaning services is an alternative which would be much more expensive than having a full-time employee.

9. **Are there union issues?**
No. This is not a union position.

10. **Other supporting comments.**
N/A.

Report to the
# Sustainability Commission of the City of Green Bay

## MEETING DATE

March 4, 2025

## AGENDA ITEM # V.1

To approve the amended 2025 Sustainability Commission Workplan.

## BACKGROUND

The Sustainability Commission annually updates its workplan with current goals, initiatives, and working groups.

## RECOMMENDATION

To approve the 2025 workplan (attached).

## FISCAL IMPACT

None.

## ATTACHMENTS

1. GB Sustainability Commission Plan 2025_FINAL amended 2.19.2025

**City of Green Bay Sustainability Commission 2025 Work Plan**

**Purpose of this Document:** This work plan is intended to focus the work of the Sustainability Commission and provide transparency to the Common Council, Mayor, City staff, and citizens of Green Bay. While there are many sustainability issues that need to be addressed, we have limited our focus to these categories and identified specific goals and actions that we can tangibly address. This plan functions as a working document and outlines how we may consider new issues that are brought to our attention throughout the year. We will update our work plan at the beginning of every year. The duration of this document will coincide with the appointed alderperson's two-year terms.

**Process:** The work plan will inform actions and proposals from the Sustainability Commission, which will be referred to the necessary committee or staff before going to the Common Council. The actions we propose must be rooted in data and make effective use of limited financial and staff resources while addressing environmental impacts and improving the quality of life in Green Bay, considering the long-term economic, social, and environmental costs of the impact of our actions as a community. This work plan is intended to act as an internal tool to drive progress and provide transparency to our work, and we welcome discussion regarding the data and underlying assumptions behind recommendations.

**Clean Energy:**

- **Goals**
  - 100% clean energy and carbon neutrality for the City of Green Bay by the year 2050 (Resolution 5/4/2021).
- **Research, Data, or Evidence**
  - *Clean Energy Green Bay Plan* - adopted December 2023
- **Actions**
  - Assist staff in researching tracking and reporting methods and tools to assess progress on clean energy plan implementation.
  - Lead a business and industry working group to share best practices that result in reducing energy consumption and greenhouse gas emissions.
  - Support Clean Energy Connector employee in education and outreach to the community.
  - Provide support for city operational projects and upgrades.
- **Target Dates**
  - Research possible carbon emissions tracking and reporting tools the City could use by the end of 2025.
  - Quarterly business and industry working group meetings throughout 2025.
  - Other actions are ongoing.
- **Partners**
  - Internal City employee energy team (in-progress)
  - WPS
  - Wisconsin Local Government Climate Coalition
  - Green Bay Metro Transit
  - Green Bay Water Utility
  - Green Bay Neighborhoods
  - Focus on Energy

  - NWTC
  - UWGB
  - NEW North
  - Oneida Nation
- **Funding Sources**
  - Grants
- **Point People:** Christa Kananen, Jenny Brinker

**Climate Resilience:**

- **Goal:** Strengthen the community's resilience to weather-related hazards.
- **Research, Data, or Evidence**
  - Summary document of local climate changes, projections and impacts (UW Sea Grant, 2024)
  - Flood vulnerability analysis (UW Sea Grant, 2024)
  - Heat Vulnerability analysis (UW Sea Grant, 2024)
  - "Perfect storm" coastal flooding scenario (UW Sea Grant)
  - Flood Resilience Community Assessment Summary (East River Collaborative, 2022)
  - City of Green Bay Green Stormwater Infrastructure Plan (2023)
  - City of Green Bay Comprehensive Plan (in development)
- **Actions**
  - Integrate Commission's sustainability goals into comprehensive plan.
  - Evaluate residential GSI and native planting programs.
  - Provide recommendations to the Commission for increasing the impact of residential GSI and native planting programs (incl., removing barriers to participation, reducing administrative burden, and communication and outreach).
  - Identify residential flood hazard mitigation, preparedness, and recovery needs, available programs and resources, and communication channels.
  - Provide recommendations, outreach, communication, and services to support flood mitigation, preparedness, and recovery for flood-impacted residents.
- **Target Dates**
  - Ongoing
- **Partners**
  - UW Sea Grant
  - East River Collaborative
  - NEW Water
  - The Nature Conservancy
- **Funding Sources**
  - Wisconsin Coastal Management Program
  - Fund for Lake Michigan
  - NOAA
  - National Fish and Wildlife Foundation
- **Point Person:** Julia Noordyk

**City of Green Bay Sustainability Commission 2025 Work Plan**

**Healthy Habitat for All:**

- **Goal:** To create and preserve connected, productive, and safe habitat corridors in Green Bay's land, air and water by 2030.
- **Research, Data, or Evidence**
    - Maps of pollinator habitat
    - Other municipality experience with Integrated Pest Management
- **Actions**
    - Assist and recognize pollinator habitat plantings, invasive species removal, and other habitat enhancements by GBCC and other groups.
    - Promote the City's municipal planting policy, including access by the public.
    - Promote the City's pesticide use plan, including access by the public.
    - Promote healthy lawn and landscaping practices that support pollinator habitats and stormwater management.
    - Promote the City's pollinator corridor map, including access by the public.
    - Include biofilters and stormwater facilities in pollinator corridor map.
    - Provide readily accessible information to the public about acceptable turf alternatives on terrace
- **Target Dates**
    - Provide recommendations regarding healthy lawn and landscaping practices that support pollinator habitats and stormwater management by April 2025
    - Secure public access to the City's pollinator corridor map by June 2025
- **Partners**
    - Green Bay Area Public Schools
    - Wild Ones
    - NEW Master Gardeners
    - Green Bay Conservation Corps.
    - DNR
    - U.S. Fish and Wildlife Service
    - Green Bay Conservation Partners
    - Neighborhood Associations
- **Funding Sources**
    - Green Bay Conservation Corps
    - Grants
    - Neighborhood donations
- **Point People:** Ned Dorff, Kaurie Mihm

**Waste Reduction:**

- **Goal:** Reduce the amount of organic waste entering our landfill system
- **Research, Data, or Evidence**
    - USDA Composting & Food Reduction Program
    - US EPA Food waste program
    - ReFED
    - Wisconsin municipal programs
- **Actions**

  - Establish a program to provide home composting bins throughout the community.
  - Establish pilot collection program.
  - Identify end location and use for organic material.
  - Educate the public on food waste reduction.
  - Reduce contamination.
- **Target Dates**
  - Compost bin sales in 2025
- **Partners**
  - Public Works
  - Parks Dept.
  - UWGB
  - NWTC
  - Organics Facility/Farm
  - Compost Collector
- **Funding Sources**
  - USDA Composting & Food Reduction Cooperative Agreements
  - US EPA Grant Programs
- **Point People**: Mark Walter

**Youth Engagement**

- **Goal:** Foster youth participation in sustainability initiatives, ensuring the next generation is informed and empowered to take action on local sustainability issues.
- **Research, Data, or Evidence:**
  - Studies on youth engagement in climate activism
  - Existing youth sustainability programs in other municipalities
- **Actions:**
  - Meet routinely with a youth advisory council to provide input on sustainability initiatives and represent the voices of local students and youth to the commission.
  - Partner with local schools and youth organizations to promote sustainability education.
  - Connect local youth to volunteer opportunities for youth to participate in sustainability efforts.
- **Target Dates:**
  - Establish quarterly meeting cadence with newly formed Youth Action Council in 2025
- **Partners:**
  - Local schools (e.g., Green Bay Area Public Schools)
  - Higher education institutions (e.g., UW-Green Bay, NWTC)
  - Youth organizations (e.g., Boys & Girls Club, Youth Action Council)
  - Green Bay Conservation Corps.
  - Wisconsin K–12 Energy Education Program (KEEP)
- **Funding Sources:**
  - Grants for youth programs
  - Volunteer programs
- **Point People:** Christa Kananen, Ned Dorff

**Criteria for Taking on New Issues:**

**City of Green Bay Sustainability Commission 2025 Work Plan**

The Sustainability Commission will use these goals to guide our work, however we also rely on input from community members. Recommendations from council members, city staff, or citizens will be considered with the following questions in mind:

- How does this fit in with the current goals?
- Can taking this on help further the mission and make an impact on sustainability in Green Bay?
- Who will be leading this effort? Commission members? Citizen? City staff? What is the capacity to take this on?
- What research is required to move forward on this?
- If the Sustainability Commission is unable to take on new issues, can it be revisited in the future?
- Is the Sustainability Commission the most appropriate board to address this? Is there a committee, commission, or department better suited to address it?

**General Goals and Principles:**

- Community Involvement: Our work will be most effective when the public is informed and involved in development and implementation. We will strive to create pathways for involvement in all facets of our work, including but not limited to creating work groups, holding listening sessions, speaking to community organizations, distributing surveys, and seeking the input of our fellow neighbors.
- Public Outreach and Awareness: We will strive to amplify our work in the community. Specifically, we will include information relevant to ongoing work in our web presence.
- Racial Justice and Equity: Often those most impacted by pollution are the marginalized in our society. We recognize the intersections between race, class, and environmental impacts and will center those realities in our work. We will strive to involve community members most impacted by environmental injustice to be a part of proposed solutions.
- Data and Research Driven: There are volumes of peer-reviewed data and research on the issues addressed by this committee. The Sustainability Commission knows it is important to present research alongside proposed solutions and will include this information in any recommendations to be voted on by the Common Council. This Commission includes members with expertise in a variety of areas, with access to networks of experts outside of our skill sets.
- Fiscal Responsibility: Sustainability projects done right can save the city and community money in the long-term. Every policy proposal and action brought forth will demonstrate that. Even with long-term cost savings, we recognize that up-front costs of implementing sustainability proposals can be a constraint. As such, the Sustainability Commission will identify grant funding opportunities and volunteer experts, and will present the Common Council with the most fiscally responsible options in recommended policies.

Report to the
# Sustainability Commission of the City of Green Bay

## MEETING DATE

March 4, 2025

## AGENDA ITEM # V.2

To approve the recommendation of ending the City-sponsored No Mow May program in favor of promoting a more holistic approach to landscape and lawncare practices that promote healthy pollinator habitats

## BACKGROUND

No Mow May is a program that encourages residents to delay or reduce lawn mowing during the month of May. This initiative aims to promote pollinator-friendly habitats early in the growing season by allowing grass to grow longer, which provides food and shelter for bees and other early season pollinators. In addition, No Mow May can be a good way to raise public awareness about the importance of pollinators and the challenges they face. It can encourage people to think differently about their lawn care practices.

The Dept. of Public Works began implementing No Mow May in 2022 and it has seen mixed success, including administrative challenges and overall program efficacy. The City of De Pere recently stopped No Mow May and is re-focusing efforts on healthy yards and lawn care practices. Research on the effectiveness of No Mow May is insufficient and likely varies considerably based on local climate, soil, and other site conditions. From a stormwater management perspective, recommended practice for a healthy lawn promotes more frequent mowing as opposed to no mowing, which is further explained in *Milwaukee Metropolitan Sewerage District Lawn Care: Manage Water Where It Falls* (attached).

## RECOMMENDATION

Staff supports ending No Mow May and recommends promoting healthy pollinator habitat through Planned Natural Landscapes, and lawn care practices that benefit stormwater management and pollinators.

## FISCAL IMPACT

## ATTACHMENTS

1. MMSD LawnCare11314

MMSD
PARTNERS FOR A CLEANER ENVIRONMENT

FRESHCOAST 740
MILWAUKEE, WISCONSIN

# LAWN CARE

## Manage Water Where it Falls

# HEALTHY GRASS

## IS A MATTER OF FOLLOWING 5 SIMPLE STEPS

1. MOW
2. AERATE
3. TOP-DRESS
4. FERTILIZE
5. OVERSEED

Transform your lawn into a stormwater sponge. Healthy lawns help absorb more rain, which reduces water pollution and the amount of water that can get into sewers. Healthy grass develops thick root systems that also help minimize soil erosion.

# 1 MOW

**MOW OFTEN.** The best way to mow is often. Follow the one-third rule. For a thriving lawn, never cut away more than one-third of the grass blade in any one mowing. This keeps the grass at optimal height for root development. Stronger and deeper roots mean fewer pests. Consider helping the environment and your fitness level by using a push mower if you can.

**RECYCLE YOUR GRASS CLIPPINGS.** Never put grass clippings in a plastic bag and send them off to the dump or sweep into the street. Grass clippings are valuable organic matter, full of nitrogen and other nutrients. As long as you mow often enough to remove no more than one third of the grass blade, the easiest thing to do is just to leave clippings on the lawn. The pieces break down quickly and reduce the amount of fertilizer you have to use by as much as 25 percent. Research has proven that the clippings don't cause thatch to build up.

## FALL LAWN CARE.

https://www.youtube.com/watch/?v=q5_9nBLNAvg

# 2 AERATE

Aeration pulls cores of soil and grass from your lawn and deposits them on the surface. Aeration loosens compact soil, improves drainage, encourages deep root growth, reduces weeds, increases fertilizer uptake and prevents thatch. Cool season lawns should be aerated in the spring or fall, on an every-other-year basis.

## HOW TO AERATE

You can purchase or rent home aerator equipment at a business specializing in lawn and garden care. If you have a sprinkler system at your house, tag them before you start the aeration process to avoid damage. Space aeration holes 2 to 6 inches apart, and go 1 to 6 inches deep.

Don't feel up to the task? Call your local landscape company or garden center.

**"Research shows that properly fertilized lawns contribute less water runoff and nutrient loss than many fields planted with agronomic crops. Research also shows that even a season without fertilization can reduce grass stand density, increasing water runoff by as much as 70%."**

***— UW-Extension***

# 3 TOP-DRESS

Once the lawn is aerated, it is best to top-dress with high-quality compost, topsoil, or manure. Topdressing is the practice of adding a thin layer of soil over your lawn. Regular topdressing improves drainage and drought resistance, evens out holes in your lawn from winter freeze-thaw cycles, fills bare spots, helps alleviate compaction, and helps build organic matter in the soil profile.

## HOW TO TOP-DRESS

- **Shovel** out a small mound of soil onto your lawn. Work a few square feet at a time.
- **Place** the topdressing using the back of a metal garden rake. Keep working the area until your grass blades begin to peek through.
- **Spread** the topdressing no deeper than a ¼" to ½" thick over your lawn.
- **Top-dress** in spring or early fall (every other year.)

## HOW OFTEN TO TOP-DRESS

Regular, uniform top-dressing does not need to be an annual tradition. Keep in mind that you're adding soil, which over time will raise your grade. Don't go overboard! Plan several light applications if you have a troublesome lawn. Every light application of topdressing brushed into aeration holes can improve the soil without raising the grade.

# 4 FERTILIZE

Select a slow-release fertilizer, like Milorganite®, to provide a consistent nitrogen source for grass between fertilizer applications.

Slow-release fertilizer not only feeds your lawn, but it will also stimulate beneficial soil microorganisms and improve the structure of the soil.

- **Apply** one 36 lb. bag of Milorganite® per 2,500 square feet to your lawn around Memorial Day, 4th of July, Labor Day and Thanksgiving. For other fertilizers, follow the instructions on the bag.
- **Recycle** your grass clippings. When mowing your lawn, return the grass clippings to your lawn. Grass clippings contribute approximately 1 lb. of nitrogen per 1,000 square feet each year to your lawn. **Think of it as free fertilizer!**

# 5 OVERSEED

## HAVE A THIN LAWN?

If you have a thin lawn, thicken it up by overseeding. Overseeding is the planting of grass seed directly into existing grass, without tearing up the grass or the soil. It's an easy way to fill in bare spots that weeds would otherwise take over, improve the density of your grass, establish improved grass varieties and enhance your lawn's color.

## SEEDING BARE SPOTS?

If you have small dead patches in your lawn and want to fill those in, follow these steps:

- **Gently** rake up and remove dead grass.
- **Add** topsoil to the bare area.
- **Fill** in the holes with grass seed mixed with Milorganite®or other fertilizer by hand.
- **Work** the seed into the soil by gently raking the area a second time.
- **Water** the seed in.

## OVERSEEDING YOUR ENTIRE LAWN

- **Choose the right time of year.** Early fall, around September, is the best time to overseed. If early fall is not an option, the next best time is spring.
- **When overseeding mow your lawn short.** Mowing your lawn short helps prevent grass seeds from getting trapped in tall grass and allows more sunlight for new seedlings.
- **Rake up the thatch and grass clippings.** Thatch is a layer of mostly dead organic matter on the top of the soil. A heavy layer of thatch will keep seeds from germinating because seeds need to be in direct contact with the soil in order to germinate.
- **Aerate.** Core aeration increases contact between seeds and soil, improving germination and helping establish the new grass more quickly.
- **Spread grass seed evenly over the entire lawn.** Use the amount specified on the seed package, based on the size of your lawn. To seed, you can either use a rotary spreader, a drop spreader, a hand spreader, or spread by hand. Mixing grass seed with Milorganite® or other fertilizer is an effective way to spread seed accurately, and provides the seedlings with essential nutrients for optimal growth. Mix 4 parts Milorganite® with 1 part seed by weight.
- **Water lawn completely, immediately after overseeding.** Continue to water the lawn frequently for at least the first several weeks to ensure proper germination. Once the grass seed is firmly established, water the lawn for longer periods less frequently.

## MORE DETAILS & REFERENCE MATERIALS

- **Aerating Basics**
  http://www.milorganite.com/Lawn-Care/Lawn-Care-Basics/Aerating.aspx
- **Fertilizer Application Rates**
  http://www.milorganite.com/Lawn-Care/Lawn-Care-Tools/Application-Rates.aspx
- **Spring Lawn Renewal**
  http://www.milorganite.com/Lawn-Care/Lawn-Care-Tools/Lawn-Renewal.aspx
- **5 Steps to a Healthy Lawn**
  http://www.milorganite.com/Lawn-Care/Lawn-Care-Tools/5-Steps-to-a-Healthy-Lawn.aspx

## CONTACT US


**WEB** www.freshcoast740.com
**EMAIL** freshcoast740@mmsd.com
**PHONE** (414) 225-2151


MMSD
PARTNERS FOR A CLEANER ENVIRONMENT

FRESHCOAST 740
MILWAUKEE, WISCONSIN


13-056
Printed on recycled paper.

Report to the
# Sustainability Commission of the City of Green Bay

## MEETING DATE

March 4, 2025

## AGENDA ITEM # V.3

To receive and place on file the Clean Energy workgroup report.

## BACKGROUND

The Clean Energy Working Group held a 'Large Energy Users Roundtable' meeting on 2/4/2025. Key highlights included:

- Attendance by representatives from New North, Oneida Nation, Focus on Energy, WPS, UW Green Bay, NWTC, and City of Green Bay.
- Presentation about NWTC's newly formed Industrial Assessment Center to support small and mid-sized manufacturers in improving energy efficiency.
- Presentation from Focus on Energy program updates and 2025 incentives.
- Discussion about energy efficiency resources available through the WPS Energy Services Team.
- The next Roundtable meeting will be held in early June at NWTC.

## RECOMMENDATION

To receive and place on file the workgroup report.

## FISCAL IMPACT

## ATTACHMENTS

1. Large Energy Users Roundtable Meeting 2 Post Meeting Notes
2. WEP brochure_Draft_1-9-25

**Large Energy User Roundtable** **2-4-25**

- **Participants**: Barb LaMue (New North), Shannon Stone (Oneida), Mike Troge (Oneida), Mark Powless (Oneida), Kyle Thomas (FOE), Dave Nyquist (FOE), Greg Smedema (WPS), John Arendt (UWGB), Melissa Schmitz (City of Green Bay), Mark Hansel (NWTC-Facilities), Lance Vandenelzen (NWTC-facilities), Alex Lange (DOE Industrial Assessment Center)

- **Review of City of Green Bay's Clean Energy Plan & Purpose of Roundtable**
  Roundtable Goals:
  (1) focus on commercial and industrial (C & I) sector, which makes up 72% of the City's 2018 carbon emissions according to the ***Clean Energy Green Bay Plan.*** ***;***
  (2) C & I energy/emissions data tracking; and
  (3) resources and outreach to C & I, especially small/mid-size organizations.

- **NWTC's DOE Industrial Assessment Center**
  See flyer for details on eligibility for energy audits and energy efficiency education.
  Link to website- Wisconsin Energy Partnership
  Link to Keep- https://www.uwsp.edu/wcee/wcee/keep/
  Contact: Alex Lange, Project Manager- DOE Industrial Assessment Center
  Phone # - 920-498-7126, alexander.lange@nwtc.edu

- **Resources shared from roundtable participants:**
  Dave Nyquist & Kyle Thomas shared Focus on Energy incentive and program updates:
  - Always a good idea to reach out to Focus before beginning a project and to ensure the best incentives.
  - 2025 Business Measure Changes Summary:
  - https://assets.focusonenergy.com/production/02-pdf/2025/2025_BIZ_Measure_Change_Summary.pdf
    - Residential size HVAC incentives goes through distributors, and distributors offer discounted prices
    - Non-residential HVAC incentives have increased
  - Benchmarking – Practical Energy Management. Although this shows 2024, this program is continuing.
  - https://assets.focusonenergy.com/production/inline-files/2024/2024_PEM_Enrollment_Guide_Fillable.pdf

  Greg Smedema shared WPS Energy Services Team resources
  - MyMeter may provide hourly energy consumption for customers.
  - Tools such as ultrasonic leak detectors, infrared cameras, and more may be available for loan. Talk to Greg and his EES team.
  - Good jargon to know: data logging is temporary measuring of energy; sub-metering is more permanent and measures energy continuously over time (Jenny's wording)

  Barb Lemue shared that Breakthrough Fuels is offering an event to showcase their ZeroMe technology today, Tuesday, February 4th, at 4pm.

- **Roundtable Discussion**

Messaging to C&I representatives about the Clean Energy Plan may motivate action.

- "Carrots" such as resources to measure energy use, incentives for energy-saving projects, and messages about cost savings could be motivational.
- Any outreach should indicate No Obligation to participate in the resources shared.
- CHALLENGE/NEED: Drafting an effective outreach plan including list of C&I contacts and funding to support the outreach plan.

Large C&I entities seem to be aware of energy-saving resources and most have dedicated energy-saving/carbon-saving initiatives and staff time to invest in these efforts.

- CHALLENGE/NEED: Let's think about ways to ease time and effort for small and medium sized businesses to invest in energy-saving initiatives like benchmarking.
  - Are there ways to fund these activities (Focus on Energy's Practical Energy Management program as a funding resource, for example, but still need someone's time.)

- **Next Steps**
  - Quarterly meetings, doodle poll for availability
  - **Assignment for the group:**
    - Identify Challenges/Needs (a couple are identified as CHALLENGE/NEED above) to progress energy- and carbon-savings for C&I in Green Bay.
    - Identify solutions such as Incentives, Resources, and Communication/Messaging Ideas to progress energy- and carbon-savings for C&I in Green Bay.
    - Be prepared to share your challenges and solutions at the next meeting.

**INDUSTRIAL TRAINING AND ASSESSSTMENT CENTERS (ITACs)** leverage best practices in workforce development to train participants for in-demand clean energy and manufacturing jobs by providing hands-on technical assistance to small and medium-size manufacturers.

Centers provide multiples on federal investment by reducing manufacturing energy costs, increasing the career trajectory of participants, enabling industrial decarbonization, and boosting the supply of qualified workers.

www.energy.gov/mesc/industrial-assessment-centers-iacs

WEP's ITAC is made possible through funding from the US Department of Energy, Office of Manufacturing and Energy Supply Chains, and Office of State and Community Energy Programs Bipartisan Infrastructure Law: Industrial Assessment Center (IAC) Program.

# NATION WIDE SUCCESS

Industrial Training and Assessment Centers have been in place across the country for nearly 40 years!

**To date these programs have:**

- Completed over 21,000 **FREE** assessments
- Provided over 150,000 recommendations for upgrades
- Provide an **average** recommended yearly **savings of $140,000**!

Help us expand this program to include technical training in addition to assessments!

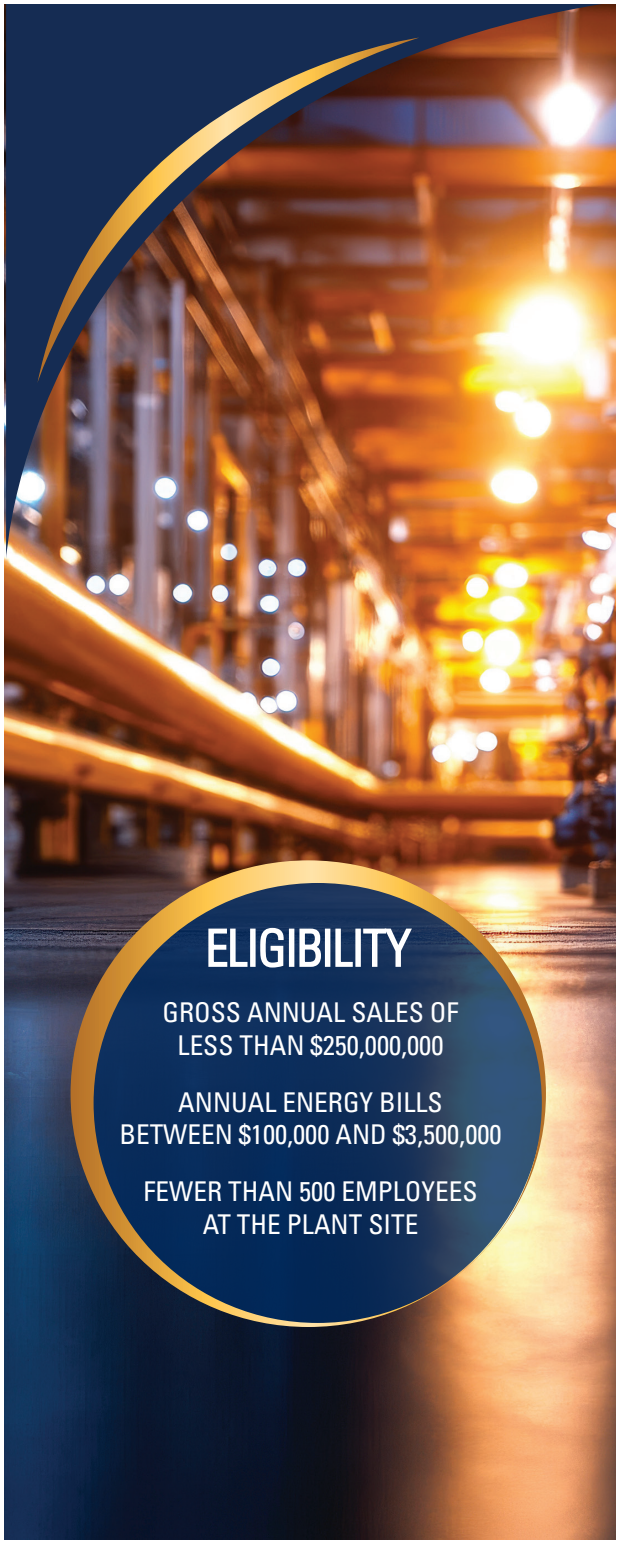
*Get in touch with us!*

business card placeholder

WISCONSIN
ENERGY PARTNERSHIP

US DOE Industrial Training & Assessment Center

# *Enroll today* TO CAPTURE THE OPPORTUNITIES *of tomorrow*



## ELIGIBILITY

GROSS ANNUAL SALES OF LESS THAN $250,000,000

ANNUAL ENERGY BILLS BETWEEN $100,000 AND $3,500,000

FEWER THAN 500 EMPLOYEES AT THE PLANT SITE

# PROGRAM PACKAGE

ENROLLED MANUFACTURERS RECEIVE CUSTOM SUPPORT, INCLUDING:

### CUSTOM ASSESSMENT

Participating manufacturers receive a customized building performance audit or solar site audit. These audits will be customized to each participating company and will explore and identify areas for enhancing and upgrading equipment performance and efficiency.

### TRAIN YOUR TEAM

In conjunction with the building performance or solar audit, participating companies will have access to additional training, which will provide professional development to the site staff that uncovers the what and the why of the audit and how to develop their own energy management strategy.

### ACCESS RESOURCES

Our network comes with perks including access to technical experts within our technical college teaching faculties as well as from private industry. Our network will provide you with valuable insight into funding sources and explore the latest trends in industry.

QR CODE

### ENROLL ONLINE TODAY

(Snap this code with your smartphone or go to www.swtc.edu/wisconsinenergypartnership)

# SMART MANUFACTURING

Manufacturers are central to our economy; when they do well, Wisconsin does well.

**Topics will be targeted to individual facility needs and can include:**

- Historical energy usage analysis
- Solar Site Audit
- ASHRAE energy audit
  - Lighting,
  - Building envelope,
  - Production process specific upgrades,
  - Compressed air systems,
  - HVAC and air quality analysis
  - Renewable energy potential
- Energy 101 professional development
- Planning assistance for capital improvement projects
- Potential for other topics upon request

Report to the
# Sustainability Commission of the City of Green Bay

## MEETING DATE

March 4, 2025

## AGENDA ITEM # V.4

To receive and place on file a staff report of the Resiliency Coordinator and the Clean Energy Connector.

## BACKGROUND

Staff reports from Resiliency Coordinator and Clean Energy Connector.

## RECOMMENDATION

To receive and place on file.

## FISCAL IMPACT

## ATTACHMENTS

1. Staff Report Memo- 02 19 2025

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: Sustainability Commission**

**CC:**

**FROM:** Melissa Schmitz, Resiliency Coordinator & Alex Galt, Clean Energy Connector

**DATE:** February 11, 2025

**RE: Staff report to Sustainability Commission**

---

## Energize Green Bay Update

**Neighborhood Clean Energy Info Sessions:**
As of this meeting, we will have completed half of the scheduled Neighborhood Clean Energy info sessions. While attendance has been modest—consistent with recent trends in community engagement—these sessions have proven valuable for increasing brand awareness and driving significant traffic to our website. Although we had planned to add more sessions, scheduling additional events is currently on hold. *Focus on Energy* has been an excellent partner, supporting our outreach efforts through funding for social media promotions.

*(Attached: Info session poster available for printing and sharing.)*

**Community Partnerships:**
The City Council has approved professional service agreements with several community-based organizations as part of the *Urban Sustainability Directors Network (USDN) Emergent Learning* grant awarded in Fall 2024. With these agreements now in place, we are moving into the planning phase with our partners:

- **NeighborWorks Green Bay**
- **Oneida Nation**
- **We All Rise African American Resource Center**
- **The Einstein Project**
- **Aaron Renier**, local illustrator

These collaborations will help strengthen community-driven sustainability initiatives.

**Sponsorships and Program Support:**
We're finalizing a sponsorship agreement with **Rooted In**, a local nonprofit focused on food security. In

exchange for two induction cooktops, Rooted In will promote induction cooking through their popular cooking demonstrations, including appearances on local morning television.

Additionally, the City is a sponsor of **MREA's Grow Solar Green Bay-Fox Valley** group buy program, aimed at making solar installations more accessible. An RFP will be issued soon to select a solar installer capable of offering volume-based efficiencies. The program will feature tiered pricing to reduce costs for residents, with the City actively participating in both planning and marketing efforts.

**Resilience & Sustainability Hub (RSH):**
Work is underway on the *Resilience and Sustainability Hub*, a new section of the City's website designed to centralize information on sustainability-related programs, actions, and initiatives across City departments. This resource will enhance public access to key sustainability efforts and updates.

## Resiliency Coordinator Update

**East River Emilie Park: Urban Wetland Development**
The East River Emilie Park project aims to mitigate flood risks, improve water quality, enhance biodiversity, and support community recreation. Since its initiation in 2023, key milestones include the completion of topographic surveys, wetland delineation, and tree inventory, with the 90% design finalized in October 2024. To date, $388,000 has been secured, with $550,000 in planned grant applications, and $4 million in pending grant applications. Public engagement remains a priority through ongoing open houses and feedback sessions.
Project Details | Project Website

**East River Van Beaver Park: Flood Solution Planning**
This project, in collaboration with the Great Lakes and St. Lawrence Cities Initiative and NOAA, focuses on converting 12 acres of parkland into wetlands to enhance flood resilience, water quality, and habitat diversity. Key activities include two public input sessions, a design alternatives workshop, and active community engagement. The project is on track to complete the 30% design phase by March 2025, with the 60% design finalized by August 2025. Proposed designs aim to create 64–76 acre-feet of flood storage.
Project Details | Project Website

Report to the
# Equal Rights Commission of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # W.1

Hold until the next Equal Rights Commission meeting the consideration with possible action to revise Section 12-11 Equal Rights Commission of the City's Chapter 12, Civil Rights Ordinance. Link: https://library.municode.com/wi/green_bay/codes/code_of_ordinances?nodeId=COOR_CH12CIRI_S12-11EQRICO

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. Sec._12_11.___Equal_Rights_Commission.12.06.24

## Sec. 12-11. Equal Rights Commission.

(a) *Members.* The Equal Rights Commission shall consist of nine residents of the City, appointed from a diverse and representative cross-section of the community, inclusive of traditionally underrepresented groups, who shall be members only so long as they shall reside in the City. The membership of the Commission shall include one Alder.

(b) *Appointment.* Members of the Commission shall be appointed by the Mayor, subject to confirmation by the Council. The Alder shall be elected for a term of two years, and all other members of the Commission shall be appointed for a term of three years, except that three members initially appointed shall be appointed for a term of two years, and two members initially appointed shall be appointed for a term of one year. Each member shall hold office until a successor is appointed and confirmed. A vacancy occurring other than by expiration of the member's term shall be filled by appointment of the Mayor and confirmation by the Council for the unexpired portion of the term.

(c) *Officers*. A chair and vice chair shall be elected from the membership of the Commission at the first regular meeting of each calendar year by a majority of the members of the Commission.

(d) *Powers and duties.*

(1) The Commission shall meet not less than four times annually for monitoring the employment, contracting, and program activities of the City, and prepare and provide timely reports to the Mayor and Council on efforts to promote equal rights, equal opportunities, positive community relations, and to eliminate discrimination and inequities in City government and the City.

(2) Reporting.

a. *Departments.* The Human Resources Department, with the cooperation of all departments, shall regularly provide the Commission with information of efforts and activities undertaken across City government to achieve the leadership objectives described in sections 12-1 and 12-2, Green Bay Municipal Code. This information shall from time to time identify programs and activities conducted by the City to promote equal rights and equal opportunity, as well as goals, challenges, and strategies for the future. The Human Resources Department shall provide the Commission with information about activities and accomplishments with respect to diversity and equal employment opportunity in City employment. Upon request of the Commission, other City departments, agencies, and units shall report to the Commission orally, in writing, or both, at the pleasure of the Commission.

b. *Mayor and Common Council.* The Commission shall provide a written communication to the Mayor and the Common Council, not less than annually, summarizing the activities of the Commission and the progress of the City in meeting the leadership objectives specified in this chapter. This communication shall further include an examination of those conditions in the City at large which contribute to or detract from equal rights and an environment free from discrimination. The communication shall provide recommendations for furthering the purposes and objectives identified in this chapter.

(3) The Commission may, at its discretion, engage with employers, housing providers, community organizations, and other stakeholders to create positive working relationships focused on providing equal opportunities throughout the City and raising awareness of important equity issues.

(Ord. No. 25-20, § 1, 10-20-2020)

STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION
DIVISION OF EXECUTIVE BUDGET AND FINANCE
DOA-2778 (R11/2023)

STATE CONTROLLER'S OFFICE-CMO
101 E. WILSON STREET, 5th FL
PO BOX 7932
MADISON, WI 53707-7932
DOAMunicipals@wisconsin.gov

# MUNICIPAL COURT MONTHLY FINANCIAL REPORT

| County Name | County Code Number | Report for Month/Year |
|---|---|---|
| Brown | 05 | January, 2025 |
| **Municipal Name** | **Municipal Code Number** | **Telephone Number** |
| Green Bay Municipal Court | 231 | 920-448-3131 |

| I. MUNICIPAL COURT OFFICIAL | Total Amount Collected | Share to be retained by Municipality | Share to be sent to County | Share to be sent to State |
|---|---|---|---|---|
| 1. Forfeitures for Municipal Ordinance Violations (Except for Municipal Ordinances in Conformity with Ch 348,Stats.) | $ 56,963.43 | $ 56,963.43 | | |
| Adjustment (if applicable) | $ .00 | $ .00 | | |
| 2. Municipal Court Costs (Chapter 814, Subchapter II, s. 814.65, Stats.) | $ 25,444.85 | $ 22,194.36 | | $ 3,250.49 |
| Adjustment (if applicable) | $ .00 | $ .00 | | $ .00 |
| 3. Penalty Surcharges (s. 757.05, Stats.) | $ 15,462.36 | | | $ 15,462.36 |
| Adjustment (if applicable) | $ .00 | | | $ .00 |
| 4. County Jail Surcharges (s. 302.46(1)(a), Stats.) | $ 6,429.64 | | $ 6,429.64 | |
| Adjustment (if applicable) | $ .00 | | $ .00 | |
| 5. Driver Improvement Surcharges (s. 346.655, Stats.) | $ 11,892.80 | | $ 4,871.40 | $ 7,021.40 |
| Adjustment (if applicable) | $ .00 | | $ .00 | $ .00 |
| 6. Crime Lab and Drug Enforcement Surcharges (s. 165.755(4), Stats.) | $ 8,399.42 | | | $ 8,399.42 |
| Adjustment (if applicable) | $ .00 | | | $ .00 |
| 7. Domestic Abuse Surcharges (s. 973.055(2)(b), Stats.) | $ .00 | | | $ .00 |
| Adjustment (if applicable) | $ .00 | | | $ .00 |
| 8. Truck Weight Restrictions (Municipal Ordinances in Conformity with Ch. 348, Stats., s. 66.12(3)(c)) | $ .00 | $ .00 | | $ .00 |
| Adjustment (if applicable) | $ .00 | $ .00 | | $ .00 |
| 9. Ignition Interlock Device Surcharge (s. 343.301(5), Stats.) | $ 500.00 | | $ 500.00 | |
| Adjustment (if applicable) | $ .00 | | $ .00 | |
| 10. GPS Tracking Surcharge (for violations of ordinances conforming to s. 813.12 or s.813.125, Stats.) | $ .00 | | | $ .00 |
| Adjustment (if applicable) | $ .00 | | | $ .00 |
| 11. Safe Ride Program (s. 85.55, Stats.) | $ 1,443.20 | | | $ 1,443.20 |
| Adjustment (if applicable) | $ .00 | | | $ .00 |
| 12. Totals | $ 126,535.70 | $ 79,157.79 | $ 11,801.04 | **Pay This Amount** $ 35,576.87 |

**Continue onto the next page.**

STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION
DIVISION OF EXECUTIVE BUDGET AND FINANCE
DOA-2778 (R11/2023)

**MUNICIPAL COURT MONTHLY FINANCIAL REPORT**

STATE CONTROLLER'S OFFICE-CMO
101 E. WILSON STREET, 5th FL
PO BOX 7932
MADISON, WI 53707-7932
DOAMunicipals@wisconsin.gov

**II. CERTIFICATION OF MUNICIPAL COURT OFFICIAL**

I hereby certify that this report reflects all actions requiring forfeitures, court costs and surcharges collected during the month designated.

Name: NEIL BASTEN Signature: Neil Basten Date: 2-1-25

**III. TREASURER'S CERTIFICATION**

I hereby certify that the above amount due the state has been received. After so certifying, a copy of this report will be returned to the signer of this report as a receipt, and the stated amount will be remitted to the Department of Administration with this report.

Treasurer: Linda Gen Date: 2/5/25

In the event the Department of Administration has questions about this report and payment, who should we contact?

| Name: | Telephone Number | Email Address |
|---|---|---|
| Neil Basten | 920-448-3131 | neilba@greenbaywi.gov |

**FINAL PAYMENTS RESOLUTION**
**March 4, 2025**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

That the City Clerk be and is hereby instructed to draw FINAL ORDERS in favor of the following contractors for their projects in the amounts listed as follows:

1. **PAVEMENT 4-24 WOODLAWN AVENUE RECONSTRUCTION**
**DE GROOT, INC.**

| | | |
|---|---|---|
| TOTAL AMOUNT EARNED: | $ | 1,073,048.58 |
| LESS AMOUNT RETAINED: | $ | 0.00 |
| | $ | 1,073,048.58 |
| LESS AMOUNT PREVIOUSLY PAID: | $ | 970,918.75 |
| **AMOUNT DUE THIS PAYMENT:** | **$** | **102,129.83** |

**ACCOUNT NUMBERS**
**412500E-55355-65104: $28,974.23**
**217500-55305-65104: $73,155.60**
**PO #2400136**

2. **BRIDGE 2-24 PAINTING (B-5-141, B-5-154, B-5-275)**
**ZENITH TECH, INC.**

| | | |
|---|---|---|
| TOTAL AMOUNT EARNED: | $ | 357,500.00 |
| LESS AMOUNT RETAINED: | $ | 0.00 |
| | $ | 357,500.00 |
| LESS AMOUNT PREVIOUSLY PAID: | $ | 348,137.50 |
| **AMOUNT DUE THIS PAYMENT:** | **$** | **9,362.50** |

**ACCOUNT NUMBER**
**401500E-55311-69104: $9,362.50**
**PO #2400105**

3. **ASPHALT PAVING 2024**
**NORTHEAST ASPHALT, INC.**

| | | |
|---|---|---|
| TOTAL AMOUNT EARNED: | $ | 493,013.54 |
| LESS AMOUNT RETAINED: | $ | 0.00 |
| | $ | 493,013.54 |
| LESS AMOUNT PREVIOUSLY PAID: | $ | 480,098.06 |
| **AMOUNT DUE THIS PAYMENT:** | **$** | **12,915.48** |

**ACCOUNT NUMBER**
**401500E-55305-65124: $12,915.48**
**PO #2400124**

4. **PAVEMENT 2-24 FINGER ROAD RECONSTRUCTION**
**DE GROOT, INC.**

| | | |
|---|---|---|
| TOTAL AMOUNT EARNED: | $ | 732,758.99 |
| LESS AMOUNT RETAINED: | $ | 0.00 |
| | $ | 732,758.99 |
| LESS AMOUNT PREVIOUSLY PAID: | $ | 596,359.88 |
| **AMOUNT DUE THIS PAYMENT:** | **$** | **136,399.11** |

**ACCOUNT NUMBERS**
**403500-55355-65034: $25,489.10**
**401500E-55305-65034: $110,910.01**
**PO #2400083**

5. **BRIDGE 4-23 (ATKINSON DRIVE OVER CN WC RAILROAD B-5-225 PAINTING)**
**ZENITH TECH, INC.**

| | | |
|---|---|---|
| TOTAL AMOUNT EARNED: | $ | 76,500.00 |
| LESS AMOUNT RETAINED: | $ | 0.00 |
| | $ | 76,500.00 |
| LESS AMOUNT PREVIOUSLY PAID: | $ | 74,087.50 |
| **AMOUNT DUE THIS PAYMENT:** | **$** | **2,412.50** |

**ACCOUNT NUMBER**
**405500E-55311-69263: $2,412.50**
**PO #2300162**

Adopted _____, 2025

Approved _____, 2025

_____
Mayor

ATTEST:

_____
City Clerk

EJNS

# RESOLUTION AUTHORIZING TRANSFER OF FUNDS

## March 4, 2025

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

Pursuant to the recommendation of the Finance Committee at its meeting of February 25, 2025, the following 2024 transfer of funds is hereby authorized:

| | ACCOUNT | AMOUNT |
|---|---|---|
| From: | 101099-59001 Contingency | $59,555.58 |
| To: | 1013310 55201– Building repairs | $41,756.89 |
| | 101300 56201 – Wisconsin Public Service | $16,522.86 |
| | 101300 56402 – Green Bay Water Utility | $ 1,275.83 |

This budget amendment is to cover unbudgeted 2024 expense incurred for 435 E Walnut St (previously Press Gazette building) in the Police Operating budget for the potential new Police Headquarters.

Adopted _____

Approved _____

_____
Mayor

_____
Clerk

Report to the
# Parks Committee
# of the City of Green Bay

| MEETING DATE | PREPARED BY |
|---|---|
| March 4, 2025 | |

## AGENDA ITEM # Y.3

Resolution in support of World Migratory Bird Day.

## BACKGROUND

## RECOMMENDATION

## FISCAL IMPACT

## ATTACHMENTS

1. WMBD Resolution 2025

# RESOLUTION RELATING TO
# WORLD MIGRATORY BIRD DAY

**March 4, 2025**

**BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:**

WHEREAS migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS migratory birds and their habitats are declining throughout Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, since 1993, World Migratory Bird Day ("WMBD"), formerly International Migratory Bird Day, has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in communities throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern United States; and

WHEREAS World Migratory Bird Day is officially celebrated on the second Saturday in May in the US, as migratory birds' journey to nesting sites.

WHEREAS observance of WMBD is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants in accordance with federal, state, and local public health directives; and

WHEREAS WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action.

NOW, THEREFORE, BE IT REOLVED that Saturday, May 10th, 2025, shall be known as **World Migratory Bird Day** in the City of Green Bay, Wisconsin.

BE IT FURTHER RESOLVED that the Common Council of the City of Green Bay urges all citizens to celebrate this observance and to support the efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

**Adopted: _____**

**Approved: _____**

_____

**Eric Genrich, Mayor**

_____

**Celestine Jeffreys, Clerk**

# FINAL RESOLUTION AUTHORIZING ASPHALT PAVEMENT IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS AGAINST PROPERTY
# March 04, 2025

WHEREAS, the Improvement & Services Committee of the City of Green Bay, Wisconsin, held a public hearing at 6:00 p.m. on the 26th day of February 2025, for the purpose of hearing all interested persons concerning the preliminary resolution and Report of the Director of Public Works on the proposed improvement and has heard all persons desiring audience at such hearings on the following streets or portions of streets:

**FOURTH STREET – S. Maple Avenue to Broadway**

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

1. That the Report of the Director of Public Works pertaining to the construction of the above described improvement, including plans and specifications therefore as modified, having been reviewed and discussed by members of the Improvement & Service Committee, is hereby adopted and approved.

2. That the Improvement & Services Committee is directed to advertise for bids and to carry out the work of such improvement in accordance with the Report of the Director of Public Works as approved and authorized by the appropriate Committee.

3. That the payment for improvements be made by assessing the cost to the property as indicated in said Report of the Director of Public Works.

4. That the assessments shown on and confirmed by the Report of the Director of Public Works as modified are true and correct, and found to be in the public interest are hereby confirmed.

5. That those special assessments not paid in cash within thirty (30) days of the date of the billing will be placed on the current tax roll as a lien against the property and shall be payable to the City of Green Bay in five (5) annual installments with interest thereon at the rate of five and nine tenths percent (5.90%)per annum.

6. That the City Clerk shall be directed to publish this resolution in the official newspaper of the City of Green Bay.

7. That the City Clerk shall be further directed to mail a copy of this resolution to every property owner whose name appears on the assessment roll, whose post office address is known, or can with reasonable diligence be ascertained.

Adopted _____, 2025

Approved _____, 2025

_____
Mayor

ATTEST:

_____
City Clerk

law

# FINAL RESOLUTION AUTHORIZING ASPHALT PAVEMENT IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS AGAINST PROPERTY
# March 04, 2025

WHEREAS, the Improvement & Services Committee of the City of Green Bay, Wisconsin, held a public hearing at 6:00 p.m. on the 26th day of February 2025, for the purpose of hearing all interested persons concerning the preliminary resolution and Report of the Director of Public Works on the proposed improvement and has heard all persons desiring audience at such hearings on the following streets or portions of streets:

**HOWARD STREET – 12th Avenue to S. Oakland Avenue**
**HAZEL STREET – School Place to Shawano Avenue**

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

1. That the Report of the Director of Public Works pertaining to the construction of the above described improvement, including plans and specifications therefore as modified, having been reviewed and discussed by members of the Improvement & Service Committee, is hereby adopted and approved.

2. That the Improvement & Services Committee is directed to advertise for bids and to carry out the work of such improvement in accordance with the Report of the Director of Public Works as approved and authorized by the appropriate Committee.

3. That the payment for improvements be made by assessing the cost to the property as indicated in said Report of the Director of Public Works.

4. That the assessments shown on and confirmed by the Report of the Director of Public Works as modified are true and correct, and found to be in the public interest are hereby confirmed.

**5.** That those special assessments not paid in cash within thirty (30) days of the date of the billing will be placed on the current tax roll as a lien against the property and shall be payable to the City of Green Bay in five (5) annual installments with interest thereon at the rate of five and nine tenths percent (5.90%) per annum.

6. That the City Clerk shall be directed to publish this resolution in the official newspaper of the City of Green Bay.

7. That the City Clerk shall be further directed to mail a copy of this resolution to every property owner whose name appears on the assessment roll, whose post office address is known, or can with reasonable diligence be ascertained.

Adopted _____, 2025

Approved _____, 2025

_____
Mayor

ATTEST:

_____
City Clerk

law

# FINAL RESOLUTION AUTHORIZING ASPHALT RESURFACING IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS AGAINST PROPERTY
## March 04, 2025

WHEREAS, the Improvement & Services Committee of the City of Green Bay, Wisconsin, held a public hearing at 6:00 p.m. on the 26th day of February 2025 for the purpose of hearing all interested persons concerning the preliminary resolution and Report of the Director of Public Works on the proposed improvement and has heard all persons desiring audience at such hearings on the following streets or portion of streets:

**OAK GROVE AVENUE – DECKNER AVENUE TO CROOKS STREET**
**BERGER STREET – DECKNER AVENUE TO MILLS STREET**
**PINE TERRACE – BURNS AVENUE TO WESTERN AVENUE**
**RUTGERS STREET – WEDGEWOOD DRIVE TO WESTERN AVENUE**
**WEDGEWOOD DRIVE – PINE TERRACE TO RUTGERS STREET**

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

1. That the Report of the Director of Public Works pertaining to the construction of the above described improvement, including plans and specifications therefore as modified, having been reviewed and discussed by members of the Improvement and Services Committee, is hereby adopted and approved.

2. That the Improvement & Services Committee is directed to advertise for bids and to carry out the work of such improvements in accordance with the Report of the Director of Public Works as approved and authorized by the appropriate Committee.

3. That the payment for improvements be made by assessing the cost to the property as indicated in said Report of the Director of Public Works.

4. That the assessments shown on and confirmed by the Report of the Director of Public Works as modified are true and correct, and found to be in the public interest are hereby confirmed.

**5.** That those special assessments not paid in cash shall be payable to the City of Green Bay in five (5) annual installments with interest thereon at the rate of five and nine tenths percent (5.90%) per annum.

6. That the City Clerk shall be directed to publish this resolution in the official newspaper of the City of Green Bay.

7. That the City Clerk shall be further directed to mail a copy of this resolution to every property owner whose name appears on the assessment roll, whose post office address is known, or can with reasonable diligence be ascertained.

Adopted _____, 2025

Approved: _____, 2025

_____
Mayor

ATTEST:

_____
City Clerk

law

# ZONING ORDINANCE NO. 05-25

## AN ORDINANCE REZONING THE PROPERTY LOCATED AT 1650 MASON WAY FROM VARIED-DENSITY RESIDENTIAL (R3) TO LOW-DENSITY RESIDENTIAL (R1) (ZP 25-01)

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 44-30, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described properties from Varied-Density Residential (R3) to Low-Density Residential (R1):

> THAT PART OF LOT 2, ACCORDING TO THE RECORDED PLAT OF PRIVATE CLAIMS NO'S 3,4,5,6 AND 7, EAST SIDE OF THE EAST RIVER, AS DESCRIBED IN VOLUME 346 DEEDS, PAGE 583, WHICH LIES NORTH OF THE CENTERLINE OF EAST MASON STREET (SAID MASON STREET BEING DESCRIBED IN VOLUME 836 RECORDS, PAGE 172), IN THE CITY OF GREEN BAY, EAST SIDE OF FOX RIVER, BROWN COUNTY, WISCONSIN, EXCEPTING THEREFROM ANY PART USED FOR STREET PURPOSES.
> AND
> THAT PART OF LOT 2 IN SUBDIVISION OF PRIVATE CLAIMS 3,4,5,6,AND 7, EAST SIDE OF THE EAST RIVER, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:
> COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 2 AND RUNNING THENCE NORTH 25 DEG. 33 MIN. 01 SEC. EAST, ALONG THE EAST LINE OF SAID LOT 2, 431.55 FEET, MORE OR LESS, TO THE NORTH LINE OF THE SOUTH ONE-FOURTH OF SAID LOT 2; NORTH 64 DEG. WEST, ALONG SAID NORTH LINE, 208.0 FEET TO THE STARTING POINT; THENCE CONTINUING NORTH 64 DEG. WEST, 43.0 FEET; THENCE NORTH 25 DEG. 33 MIN. 01 SEC. EAST, 45.18 FEET TO THE SOUTH LINE OF MASON STREET; THENCE SOUTH 63 DEG. 57 MIN. 10 SEC. EAST, ALONG THE SOUTH LINE OF MASON STREET, 43.0 FEET; THENCE SOUTH 25 DEG. 33 MIN. 01 SEC. WEST. 45.15 FEET TO THE STARTING POINT.
>
> TAX PARCEL: 21-1288-1-A

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall not take effect until a public hearing is held hereon as provided by Section 44-82, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

sh:
Attachment – Location Map

# (ZP 25-01) Rezone 1650 Mason Way from R3 to R1

Feet
0 25 50 100

N

1650 Mason Way

200' Notification Area

*This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only.The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. E.R. 05 Feb 2025 X:\Planning\Basemaps\template_8.5x11.mxd*

**ZONING ORDINANCE NO. 06-25**

**AN ORDINANCE REZONING PROPERTY LOCATED AT 3385 FINGER ROAD FROM RURAL RESIDENTIAL (RR) AND LOW-DENSITY RESIDENTIAL (R1) TO PUBLIC INSTITUTIONAL (PI) (ZP 25-02)**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 44-30, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property, known as tax parcel 21-44 which is located at 3385 Finger Road from Rural Residential (RR) District and Low-Density Residential (R1) District to Public Institutional (PI) District:

PART OF THE SW ¼ OF THE SE ¼, SECTION 2, TOWNSHIP 23 NORTH, RANGE 21 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH ¼ CORNER OF SAID SECTION 2; THENCE N00°34'56"E, 308.50 FEET ON THE WEST LINE OF SAID SW ¼ OF THE SE ¼ OF SAID SECTION 2; THENCE S88°45'44"E, 50.00 FEET TO THE EAST RIGHT-OF-WAY OF SOUTH HURON ROAD, THE POINT OF BEGINNING; THENCE N00°34'56"E, 512.50 FEET ON SAID EAST RIGHT-OF-WAY; THENCE S88°45'52"E, 600.00 FEET; THENCE N00°34'55"E, 100.00 FEET TO SOUTH RIGHT-OF-WAY OF IRIS COURT; THENCE ON THE EAST RIGHT-OF-WAY OF IRIS COURT 112.12 FEET ALONG THE ARC OF A 55.00 FOOT RADIUS CURVE TO THE LEFT, LONG CHORD BEARS N32°50'01"E, 93.69 FEET; THENCE N00°34'56"E, 111.25 FEET; THENCE S88°34'56"E, 628.55 FEET TO THE EAST LINE OF SAID SW ¼ OF THE SE ¼ OF SAID SECTION 2; THENCE S00°20'35"W, 1070.16 ON SAID EAST LINE TO THE NORTH RIGHT-OF-WAY OF FINGER ROAD; THENCE N88°45'44"W, 989.49 FEET ON SAID NORTH RIGHT-OF-WAY; THENCE N00°34'56"E, 168.50 FEET; THENCE N70°01'00"W, 311.15 FEET TO THE POINT OF BEGINNING. SAID DESCRIBED LANDS CONTAINS 1,124,312 SQUARE FEET OR 25.811 ACRES MORE OR LESS.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** This ordinance shall not take effect until a public hearing is held hereon as provided by Section 44-82, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2025.

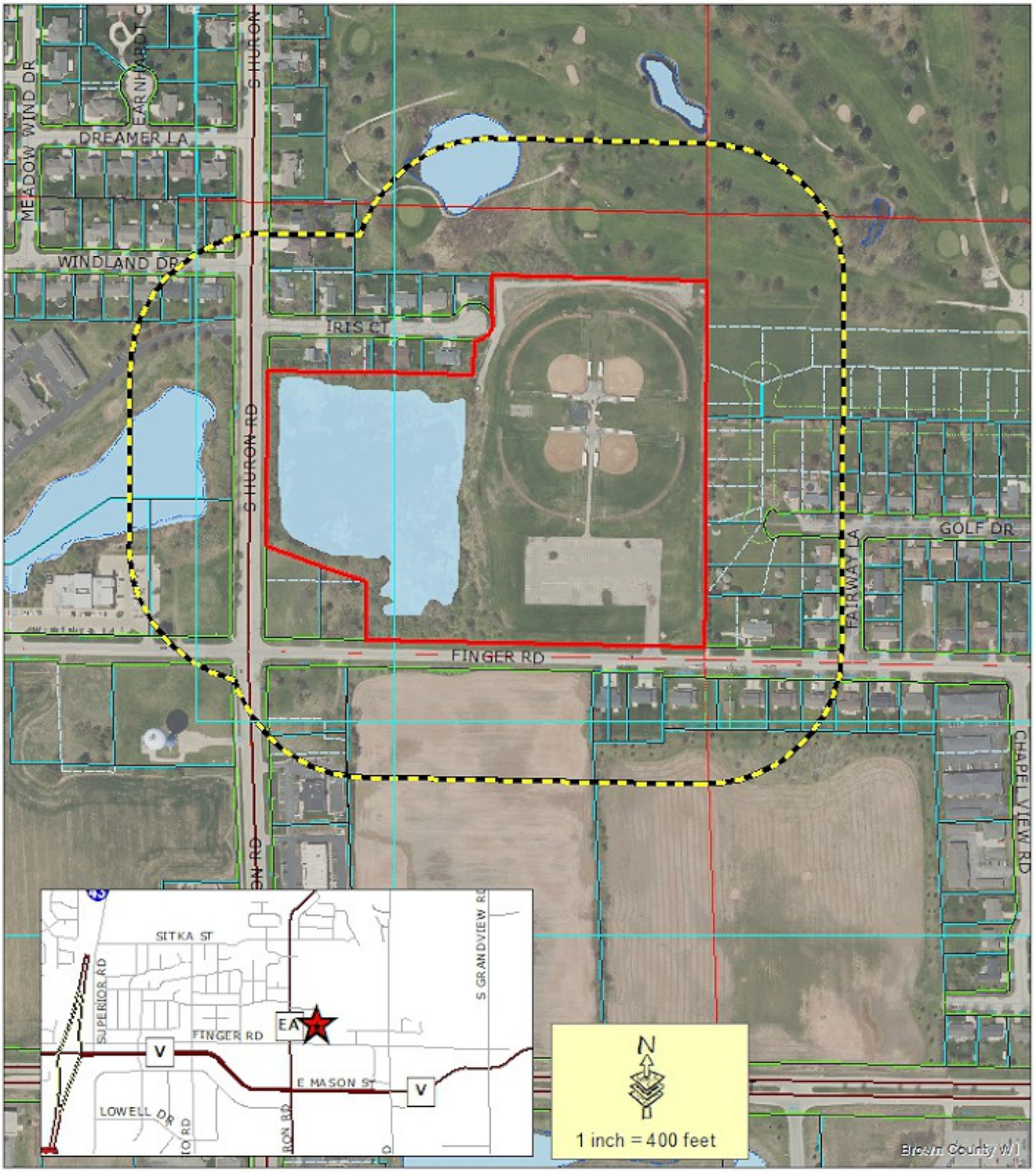
APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, City Clerk

dm
Attachment – Map




Subject Area

400' Property Owner Notice

This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by DM.

# Zoning Petition (ZP 25-02) Rezone at 3385 Finger Road from Rural Residential (RR) and Low-Density Residential (R1) to Public Institutional (PI)

CITY OF GREEN BAY Titletown, USA

GENERAL ORDINANCE NO. 07-25

**AN ORDINANCE**
**AMENDING SECTION 6-3,**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO LICENSE TO KEEP HENS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 6-3, Green Bay Municipal Code, is hereby amended to read:

(a) *License required.* The owner of any hen (female Gallus gallus domesticus) more than ~~eight~~ **twenty (20)** weeks of age shall annually, or on or before the date the hen becomes ~~eight~~ **twenty (20)** weeks of age, pay the hen license fee and obtain a license. The term "owner" shall include every person who owns, harbors, or keeps a hen.

(b) *Fee.* The license fee shall be as provided in the City Fee Schedule ~~for a single license to keep up to four hens~~. The license year commences on January 1 and ends on December 31. **The fee shall not be prorated.**

**(c)** ***Limits.*** **Each license shall allow for a total of five (5) hens.**

**(d)** ***No roosters.*** **Roosters shall be prohibited from the City, and are not permitted to be licensed.**

**(e)** *Late fees.* The City Clerk shall assess and collect a late fee as provided in the City Fee Schedule from every owner of a hen eight weeks of age or older if the owner fails to obtain a license prior to April 1 of each year, or within 30 days of acquiring ownership of a licensable hen, or if the owner fails to obtain a license on or before a hen reaches the licensable age.

**(f)** *Issuance of licenses.* Only one license may be issued to each parcel number. Upon payment of the required hen license fee, the City Clerk shall complete and issue to the owner a license stating the owner's name and address, parcel number, date of issuance, and date of license expiration. The City Clerk shall keep a duplicate copy of the license on file.

**(g)** *Penalties.* Any person who shall violate any of the provisions of this section shall be subject to a forfeiture of not less than $25.00 nor more than $100.00 for the first offense and not less than $50.00 nor more than $200.00 for subsequent offenses.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
03/04/2025

GENERAL ORDINANCE NO. 04-25

**AN ORDINANCE**
**AMENDING SECTION 2-22(b),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO SPECIAL MEETINGS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 2-22(b), Green Bay Municipal Code, is hereby amended to read:

(b) *Special meetings.* The Mayor, upon permission from the Council President, or in the absence of the Council President, the Vice-President, may call a special meeting at any time by ~~a written~~ **giving** notice to each member of the Council, ~~delivered personally to the Alderperson or left at the usual abode~~ at least 24 hours before the time set for the meeting. **Notice shall be given by electronic transmission to the City issued email address of each member of Council.** In cases of emergency or natural disaster, the notice requirement may be reduced to two hours before the time set for the meeting. Upon a petition filed with the City Clerk, containing the signatures of at least one-third of the members of the Council, a special meeting shall be called and notice given as provided herein. Such notice shall specify the object of the meeting and the business to be transacted, and no business may be transacted at a special meeting except that for which the meeting was called.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law

03/04/2025

GENERAL ORDINANCE NO. 08-25

**AN ORDINANCE**
**AMENDING SECTION 10-575(a),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO MOBILE FOOD TRUCK APPLICATION**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 10-575(a), Green Bay Municipal Code, is hereby amended to read:

(a) *Application.* Any person desiring to operate a mobile food establishment shall ~~apply for a~~ **submit a completed** license **application, a completed hold harmless agreement, and pay the proper license fee for each mobile food truck establishment managed. The Clerk shall create and manage the license application, sign completed hold harmless agreements on behalf of the City, and accept payments.** ~~on a form promulgated by the City Clerk and pay the proper license fee for each mobile food establishment managed by the person.~~ The City Clerk shall forward the **completed** application to the Police Department for review. If the Police Department approves the application, the City Clerk shall issue the license to the applicant.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law

03/04/2025

GENERAL ORDINANCE NO. 18-24

AN ORDINANCE
AMENDING SECTION16-82(e)(7),
GREEN BAY MUNICIPAL CODE,
RELATING TO STORMWATER MANAGEMENT
PERMIT REQUIREMENTS

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 16-82(e)(7), Green Bay Municipal Code, is hereby amended to read:

**Sec. 16-82(e)(7). Permitting requirements, procedures and fees.**

A permittee, landowner, or responsible party shall maintain all stormwater management practices specified in the approved stormwater management plan in a healthy and functioning condition until the practices either become the responsibility of the City of Green Bay or ~~are transferred to subsequent private owners~~ **until the responsibility is transferred to another responsible party** as specified in the approved maintenance agreement. This requirement includes~~, but is not limited to~~ **the stormwater management practices**, all trees,~~ vegetated practices,~~ amended soil areas where impervious cover has been removed, and vegetation established according to the stormwater management plan. **The City shall conduct inspections to determine compliance with this requirement and shall assess inspection fees as provided for in the City Fee Schedule.**

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2024.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
07/30/2024

GENERAL ORDINANCE NO. 05-25

**AN ORDINANCE**
**CREATING SECTION 16-40(k),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO CONSTRUCTION SITE**
**EROSION CONTROL REINSPECTION FEE**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 16-40(k), Green Bay Municipal Code, is hereby created to read:

**Sec. 16-40(k). Permitting requirements, procedures and fees.**

**(k)** ***Reinspection.*** **The erosion control permit holder shall pay a reinspection fee as shown in the City Fee Schedule to the Administering Authority when required. Reinspection fees may be charged for reinspection when the erosion control permit holder is in non-compliance with the approved erosion control plan or erosion control permit after being notified of the non-compliance. The reinspection fee shall not preclude the City from conducting enforcement under Sec. 16-44 of this chapter.**

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
03/04/2025

GENERAL ORDINANCE NO. 06-25

**AN ORDINANCE**
**AMENDING SECTION16-82(e)(7),**
**GREEN BAY MUNICIPAL CODE,**
**RELATING TO STORMWATER MANAGEMENT**
**PERMIT REQUIREMENTS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 16-82(e)(7), Green Bay Municipal Code, is hereby amended to read:

**Sec. 16-82(e)(7). Permitting requirements, procedures and fees.**

A permittee, landowner, or responsible party shall maintain all stormwater management practices specified in the approved stormwater management plan in a healthy and functioning condition until the practices either become the responsibility of the City of Green Bay or ~~are transferred to subsequent private owners~~ **until the responsibility is transferred to another responsible party** as specified in the approved maintenance agreement. This requirement includes~~, but is not limited to~~ **the stormwater management practices**, all trees,~~ vegetated practices,~~ amended soil areas where impervious cover has been removed, and vegetation established according to the stormwater management plan. **The City shall conduct inspections to determine compliance with this requirement and shall assess inspection fees as provided for in the City Fee Schedule.**

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____day of _____, 2025.

APPROVED:

_____
Eric Genrich, Mayor

ATTEST:

_____
Celestine Jeffreys, Clerk

law
03/04/2025