



AGENDA OF THE FINANCE COMMITTEE

TUESDAY, APRIL 29, 2025, 4:30 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/88142524379?pwd=ekliUHNVYTJlRFpOUHVubTdXOHZYZz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 881 4252 4379

Passcode: 846368

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

B. Roll Call.

- I. Members: Ald. Jennifer Grant, Ald. Brian Johnson, Ald. Bill Galvin, Ald. Kathy Hinkfuss

C. Approval of the Agenda.

- I. Approval of the Finance Committee agenda for the Tuesday, April 29, 2025 meeting.

D. Approval of Minutes.

- I. Approval of the Finance Committee minutes from the April 8, 2025, meeting.

E. Regular Business.

- I. Consideration and possible action to approve the crossing guard service award to All City Management Services for an estimated amount of \$1,140,000 for a three-year contract, or \$380,000 per year effective June 1, 2025.
2. Consideration with possible action on approving up to \$75,000 of contingency funding to repair the water slides at the Joannes Aquatic Center.
3. Consideration with possible action on hiring Beson and Houle for \$56,200 to complete the

necessary steel repairs on the water slides at the Joannes Aquatic Center.

4. Consideration with possible action on a request for a City resolution authorizing Investment Creations LLC to submit a Community Development Investment (CDI) grant application to the Wisconsin Economic Development Corporation (WEDC) for the proposed rehabilitation of 109 N. Adams St., 101 N. Adams St., and 227 E. Walnut St. (Parcels 12-118, 12-122, 12-119).
5. Consideration with possible action to approve a resolution to refund 2024 real estate taxes on parcel 21-4988 for Beth Wielgus (Conrad) at 811 Amberly Trail.

F. Informational.

1. 2025 Contingency Account: \$100,000.
2. The next Finance Committee meeting will be held on May 13, 2025, at 4:30 PM.

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Finance Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 29, 2025

PREPARED BY

AGENDA ITEM # E.1

Consideration and possible action to approve the crossing guard service award to All City Management Services for an estimated amount of \$1,140,000 for a three-year contract, or \$380,000 per year effective June 1, 2025.

BACKGROUND

2024 actuals = \$358,000
2025 Budget = \$360,000
2025/2026 school year = \$380,000

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. Finance Request Crossing Guard Service 4-2025.pdf V7



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

4/22/2025

Finance Committee 4/29/2025.

Consideration and possible action to approve The City of Green Bay Crossing Guard Services starting June 1, 2025 for school years 2026-2027-2028. The amount of \$1,140,000 is for the three-year contract. The estimated average annual commitment is \$380,000 per year. Annual spend will be subject to GBSD Green Bay School District's needs and requirements. This contract allows for a two-year contract renewal option after year three. Recommended contract award is All City Management Services formerly Cross Safe who is our current incumbent.

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski Procurement Manager
City of Green Bay



Purchasing Department
100 North Jefferson Street • Room 410
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

4/7/2025

RE: Notice of Intent to Award
RFP 2025-04 Police Crossing Guards Service

Dear Sir/Madam:

The evaluation of proposals received for this RFP has been completed and the following is recommended for award:

The City of Green Bay Police is recommending awarding Crossing Guards Service to All City Management Services. In the amount of \$1,140,000 for the three-year contract, with a two-year contract renewal in the annual average amount of \$380,000 per year.

The recommended award will be brought for approval before the next Finance Committee meeting scheduled for April 29 at 4:30pm.

The meeting is open to the public and attendance is not required. As the room and time may change, please confirm the date, time, and location if you plan to attend.

Please see the summary of bids received for this project.

Thank you for your continued interest in doing business with the city of Green Bay. If you have any questions, or require additional information, please feel free to contact me at 920-448-3049.

Sincerely,

Thomas Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay

Attachment

CC: Kevin Warych

CITY OF GREEN BAY BID SUMMARY
RFP #2025-04 POLICE CROSSING GUARDS SERVICE
ISSUED: 02/11/2025 DUE: 03/20/2025
CC: 96100; 99000; 95800; 99027
Scoring Criteria & Points

		Highest Score (Avg.)			---->		
Evaluation Team Total Possible Points		All City Management Services			Crossing Guard Services		
	Categories	Option #1			Option #2		
		EV1	EV2	EV3	EV1	EV2	EV3
20	Overall Vendor Qualifications and experience along with Supervisory Personnel's qualifications and experiences.	20	15	18	15	10	16
20	Traning Program/ Implementation/ Gernerall	20	15	18	20	10	16
10	Reports/ Invoicing / Payment Terms	5	10	10	10	5	9
20	References for which school crossing guard services are currently being provided.	20	20	19	10	10	17
30	Cost Proposal	28	30	28	20	20	22
100	Vendor Score(s) (Total Possible Points = 100)	93	90	93	75	55	80
		92			70		

Recommendation: Award All City Management Services (Option #1) as the highest scoring vendor that provided the best overall solution and value to the City of Green Bay. All City Management Services
Proposal Cost: Rate Per Hour \$ 28.40 Crossing Guard Rate and Billable Supervisory hours/ Hours per Day Total 66-70 hours / Days per Year 183 Days per year = \$380,000 year one, additional years subject to potential price increase range. Contract will allow for negotiated supervisor billable hours and new charge back fee for COGBPD for any fill positions throughout the year. All City Management Services includes supervisory fees in \$28.40 labor rate offer, that is different from our current contract. Labor Rate fill is being changed from \$6.00 per hour to \$50.00 in the new contract.



ALL CITY MANAGEMENT SERVICES

March 10, 2025

Thomas J. Walenski
City of Green Bay Police Department
RFP No. 2505-04 Crossing Guard Services
100 N. Jefferson St., Green Bay, WI 54301

Dear Procurement Manager:

On behalf of All City Management Services, Inc. (ACMS), I would like to express our sincere appreciation for the potential opportunity to serve the City of Green Bay Crossing Guard Services Program.

We have received the Request for Proposal and have reviewed the Scope of Services, Proposal Requirements and agree with the terms and conditions set forth

Our goal is simple, to relieve the City of Green Bay Police Department of the day-to-day responsibilities of managing a School Crossing Guard Program. As your service provider, we will assume complete responsibility for the day-to-day operations of the City of Green Bay Crossing Guard Services program. This includes recruitment, background clearance, hiring, training, equipment, payroll, supervision and management of the program.

Our experience managing similar programs of the same scope and size of the Green Bay Crossing Guard Services program has provided ACMS with a unique understanding of the scheduling requirements and the staffing needs of your program. We remain committed to providing on-site service consistent with the schedule and coverage currently in place.

We will maintain local supervision, alternate guards, a paging system and a 24-hour 800 number to ensure adequate response and immediate back-up for any Crossing Guard absent from duty for any reason. We also establish communication with each school to ensure proper scheduling.

We have become the nation's largest provider of private crossing guard services as a result of our singular focus to this industry, as well as the development of benchmark training. This includes our **"Employee Handbook for School Crossing Guards"** which details our Job Requirements, the initial and ongoing Training we provide, including our Site Evaluations, our Rules of Conduct, Crossing Guard of the Year recognition and the Certification Requirements for all ACMS Crossing Guards.

ACMS is an S-Corp corporation and has been providing School Crossing Guard services since 1985 and currently services over 325 clients in over 22 states.

We are certainly excited about the possibility of providing Crossing Guard services for the City of Green Bay Police Department Crossing Guard Services program. If you have any questions, please feel free to contact me at 800 540-9290

Sincerely,

Brian Brooks
Chief Operations Officer
10440 Pioneer Blvd., Suite 5
Santa Fe Springs, CA 90670
800 540 9290, Ext 102
brianb@thecrossingguardcompany.com



ALL CITY MANAGEMENT SERVICES

DATE: April 22, 2025
TO: Mr. Thomas Walenski, City of Green Bay
FROM: Brian Brooks, Chief Operating Officer
SUBJECT: RFP follow-up questions

All City Management Services, Inc. (ACMS) is pleased to provide clarifying details regarding our submitted proposal. On Attachment C – Cost Proposal – RFP 2025-04, ACMS provided a rough listing of items included in the hourly billing. The proposed hourly bill rate of \$28.40/hour includes the expenses to cover tax and insurance burdens (such as FUTA, SUTA, General liability, Workers' Compensation, etc.), any operating expenses to manage your program, and includes the absorption of supervisory hours and burden. The ACMS model would not invoice you separately for supervisor hours or administrative assistant hours.

This will be a convenient change and simplification to your current billing model (previously Cross Safe) that included line itemization for Crossing Guard Services, Asst Supervisor, and Supervisor positions. This model would end with the current 2024/2025 school year.

The ACMS invoice in the new 2025/2026 contract will be a singular line for “School Crossing Guard Services”. The single rate will be inclusive for how we internally compensate and provide supervision hours. ACMS will only ever submit billing for the hours crossing guards are out on shift. If we have an open site covered by the PD or schools are out of service, we will not bill for those locations in the hours of service.

**Included in the following pages is an example Invoice for reference. Along with the invoice, we submit a Work Summary that details each site, each day, and the hours worked by the guards at that site for a 2-week period.

Additionally, ACMS offers a \$50 charge back for PD covered shifts. Having a strong partnership with the PD is important to keep a safety presence for the children and pedestrians. More importantly as a service provider, it is incumbent as the vendor to meet those obligations and only minimally call on PD resources. Getting PD support should be appropriately valued and offer the credit rate/charge back to be \$50/hour.

I hope this helps provide more context and we look forward to potentially providing services into the next school year under the new contract structure. Please let me know if there is any additional support I may provide.

Best regards,

Brian Brooks



All City Management Services, Inc.
PO BOX 847436
LOS ANGELES, CA 90084-7436



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 29, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.2

Consideration with possible action on approving up to \$75,000 of contingency funding to repair the water slides at the Joannes Aquatic Center.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. Joannes Park Water Slides - 5 year structural inspection report - 4.23.25

STRUCTURAL ASSESSMENT REPORT

JOANNES PARK WATER SLIDE TOWER STRUCTURES

SLIDE A/B TOWER & SLIDE C TOWER

CITY OF GREEN BAY

4.23.25



Figure 1 - SLIDE A&B



Figure 2 - SLIDE C

STRUCTURAL INSPECTION REPORT

Prepared by:	Erik Johnson, P.E.
Job Name:	JOANNES PARK WATER SLIDES
Client:	CITY OF GREEN BAY
Date:	4.23.25

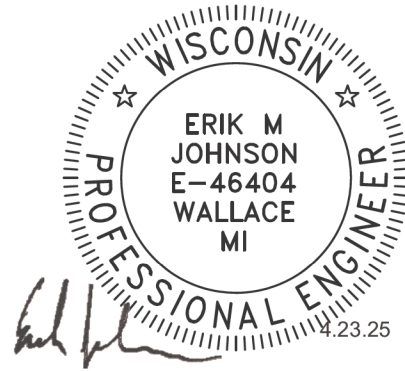


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- I. Introduction and overview
- II. Summary of Inspection and Repair Requirements
 - SLIDE A&B
 - SLIDE C
- III. Appendix
 - A. Inspection Photos
- IV. References

ATTACHMENTS:

Existing drawings with repair notes

I. Introduction and Overview

The Joannes park water slide tower structures were built approximately 1996. There have been minor repairs and some painting done since then, but the majority of structural members appear to be original.

Original design drawings were reviewed and an onsite inspection of all wood, steel and exposed concrete members were reviewed for structural integrity.

The goal of the inspection and required repairs is to provide continued safe use for at least the next five years.

The report contains a summary of inspection findings, repair recommendations, photos and marked up existing drawings indicating required repairs.

II. Summary of Inspection

Date of Inspection: April 8, 2025

Location: Joannes Park Aquatic Center, Green Bay, WI

Weather: Sunny and 48 Degrees F

Equipment: Tape Measure, Screwdriver/awl, camera

Inspector: Erik Johnson, PE

Definitions:

Good: Considered to be in average or better-than-average condition and functioning properly. Normal weathering or wear and tear may be evident.

Fair: Considered to be in average or worse-than average condition, but still functioning properly. Significant weathering or moderate decay may be setting in indicating remaining life is limited. Maintenance may be required. Repair or replacement soon is necessary to maintain proper function.

Poor: Considered to be failing or in danger of imminent failure. Materials may be decayed beyond point of repair and strength may be compromised. Replacement or major repair is required.

Summary of Inspection Findings and recommendations:

SLIDE A&B STRUCTURE

Main timber columns

The main timber columns are in Fair Condition. The bases are starting to split, however no rot was discovered. The only concern was that some of the steel hold down components are significantly corroded and bolts are missing.

Recommendation: Within the next year, repair the significantly corroded steel hold down at column P13 and replace all missing bolts.

Cross Bracing:

The cross bracing is steel round bar and is in good condition. Minor corrosion was noticed at some locations, however it is not affecting the structural integrity of the bracing at this time and is not anticipated to be an issue within the next five years.

No repair required.

Stringers

Most of the stringers are in fair condition, showing signs of significant weathering with seasonal checking and splits. Some of the stringers as noted on the plans have excessive splitting and checking due to age, and the strength of rail connections at these stringers is compromised. Therefore replace the stair stringers indicated on the plans in order to provide safe rail post connections.

Recommendation: Replace stringers indicated on the plans.

Guard rail

The guard rail is in fair condition up to the second landing. Starting at the second landing and going up, the guardrail posts should be replaced. Significant weathering has caused splitting at the connection points.

Recommendation: Replace guard rail posts indicated on the plans.

Misc. Wood members

There are miscellaneous wood members that also require replacement:

- The West 2x12 fascia board at the top platform has excessive splitting due to weathering and is compromising the guardrail connections. Replace this fascia board, along with the guardrail above it as noted on the plans.
- The upper bearing block on column P-14 is splitting and requires replacement See plans for location.

Steel waterslide support framing

The steel framing supporting both water slides appears to have been re-painted at some point, however there is excessive corrosion at main support arms and bearing points. It appears that water may be accumulating inside the tubes and causing corrosion and possibly bursting due to freezing. Many of the main support braces and bearing points are compromised. Measurements taken at bearing points indicated up to 50% section loss due to corrosion.

Recommendation:

Replace the braces at locations indicated on the plans with new braces of the same design. Field measurements should be taken to confirm the dimensions shown on the design documents prior to fabrication.

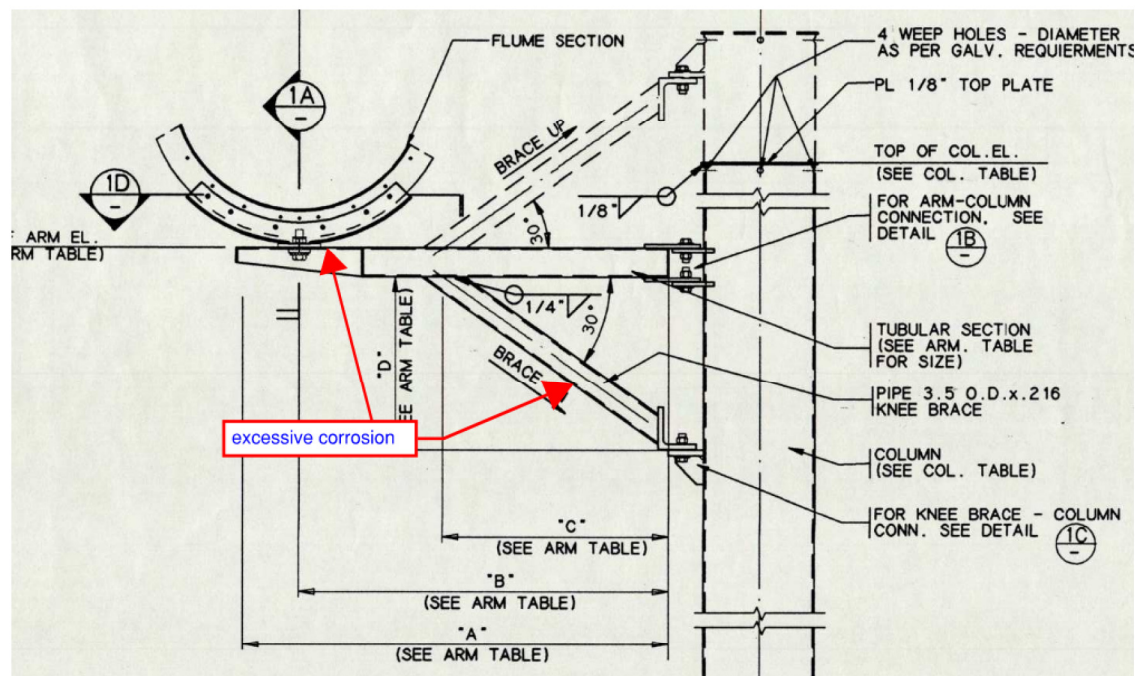


Figure 3 - TYPICAL SUPPORT ARM DETAIL

Conclusion and Scope of Work slides A&B:

The structural integrity of much of the wood tower is fair, with significant weathering apparent. Most wood members, with the exception of items listed below (such as a few stringers, guard rail members and some misc. items) are sufficient for another 5 years of use. Many of the steel support braces are showing excessive corrosion and are not longer safe for use. Steel framing components as indicated below and on the plans should be replaced.

REQUIRED SCOPE OF WORK FOR SLIDES A&B TOWER REPAIRS:

- 1) Replace missing bolts at main column steel hold downs at bases.
- 2) Install new hold down device at column P13 due to excessive corrosion of the existing hold down. See plans for details.
- 3) Replace 2 stringer members as shown on the plans
- 4) Replace guard rail posts starting at the second landing and up thru the top
- 5) Replace entire guard rail and supporting fascia board at the West side of upper platform as indicated on the plans.
- 6) Replace (9) corroded steel brace frames at locations indicated on the plans.

See plans for all required work to be completed.

SLIDE C STRUCTURE

Main timber columns

The main timber columns are in Fair Condition. The bases are starting to split; however no rot was discovered.

No repairs required.

Cross Bracing:

The cross bracing is steel round bar and is in good condition. Minor corrosion was noticed at some locations, however it is not affecting the structural integrity of the bracing at this time and is not anticipated to be an issue within the next five years.

No repair required.

Stringers

Two stringer/landing platform members are showing excessive splitting and should be replaced to provide sufficient strength for rail connections

Recommendation: Replace stringers and members indicated on the plans.

Guard rail

The guard rail is in poor condition. The outside posts require replacement starting at the ground level and up to the second landing due to excessive splitting and rotting. The entire guardrail starting at the upper stair run and including the upper platform requires replacement due to excessive rotting and splitting.

Recommendation: Replace guard rail posts and members as indicated on the plans

Steel waterslide support framing

The steel framing supporting the water slide showed the same excessive corrosion and possible loss of section strength as the first tower. The support arm should be replaced.

Recommendation:

Replace the brace at location indicated on the plans with new brace frame of the same design. Field measurements should be taken to confirm the dimensions shown on the design documents prior to fabrication.

Conclusion and Scope of Work slide C:

The structural integrity of the majority of the wood tower is fair, with significant weathering apparent. Many of the wood members with the exception of the main columns require replacement. The steel support arm shows excessive corrosion and is no longer safe for use. Steel framing components as indicated below and on the plans should be replaced.

REQUIRED SCOPE OF WORK FOR SLIDE C REPAIRS

- 1) Replace 2 stringer/landing members as shown on the plans
- 2) Replace guard rail posts at outside rail up to landing two, and the entire guardrail starting at run 2 and up. See plans for locations.
- 3) Replace steel support arm at slide support frame.

See plans for all required work to be completed.

ADDITIONAL STEEL FINISHING NOTE: The original plans indicated hot dipped galvanized steel components. It is not clear whether they were originally hot-dip galvanized, however the amount of corrosion suggests they may not be. The repairs indicate all new members to be hot-dipped galvanized as a long-term replacement, however if only needed to sustain the next 5 years of service, an epoxy coated carbon steel would be sufficient. This would be more economical and faster to procure.

V. APPENDIX

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SLIDE A/B WEST RAIL AT UPPER PLATFORM					
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REFERENCES

WHITEWATER ORIGINAL DESIGN DRAWINGS DATED 11.22.1995



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 29, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.3

Consideration with possible action on hiring Beson and Houle for \$56,200 to complete the necessary steel repairs on the water slides at the Joannes Aquatic Center.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. Joannes Slide Repair Quote

Dan Ditscheit

From: Dan Ditscheit
Sent: Friday, April 25, 2025 8:00 AM
To: Dan Ditscheit
Subject: FW: Joannes Waterslide Quote

From: Justin Pupp <jpupp@beson-houle.com>
Sent: Monday, April 21, 2025 11:11:31 AM
To: Emma Browne <Emma.Browne@greenbaywi.gov>
Cc: Matt Krentz <mkrentz@beson-houle.com>; Jesse Houle <jhoule@beson-houle.com>
Subject: [EXTERNAL] Joannes Waterslide Quote

Caution: This email originated from a sender outside of your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Emma,

As discussed, the cost to complete the slide repairs is \$56,200. Our target completion date is June 7, 2025, which we believe is very achievable. At the latest, we are committed to completing the project by June 27, 2025.

The quoted price includes the following scope of work:

- Furnishing and installing approximately 14 support brackets
- All necessary hardware
- Applying the Tnemec paint system finish coat on all new steel
- Providing all necessary shoring

Please let me know if you have any questions or need additional information.

Thank you

Justin Pupp
B&H
Beson and Houle
Cell: (920)850-3868



Neenah Office:

2418 Industrial Drive STE E
Neenah, WI 54956

Northern Office:

W10716 Konow Rd.
Rosendale, WI 54974



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 29, 2025

PREPARED BY

Rebecca Finco, Staff

AGENDA ITEM # E.4

Consideration with possible action on a request for a City resolution authorizing Investment Creations LLC to submit a Community Development Investment (CDI) grant application to the Wisconsin Economic Development Corporation (WEDC) for the proposed rehabilitation of 109 N. Adams St., 101 N. Adams St., and 227 E. Walnut St. (Parcels 12-118, 12-122, 12-119).

BACKGROUND

WEDC's CDI grant program supports urban, small-city and rural community redevelopment efforts by providing financial incentives for catalytic, shovel-ready projects with emphasis on, but not limited to, downtown community-driven efforts. Funded activities should lead to measurable benefits in job opportunities, property values and/or leveraged investment by local and private partners.

To apply for CDI funds, the applicant is required to obtain a resolution from the local municipality authorizing the submittal of the application. Municipalities may only authorize one CDI application per fiscal year, or two per fiscal year if one of the projects is located within a federally designated Opportunity Zone. Investment Creations, LLC intends to apply for a CDI grant and has requested the authorization resolution from the City of Green Bay to complete their application submittal.

If awarded, the CDI grant will be used to support the rehabilitation of the Schauer and Schumacher buildings, located at 109 N. Adams Street, 101 N. Adams Street, and 227 E. Walnut Street for the establishment of an office space, one market-rate residential unit, and at least one commercial retail unit. The Property is listed as a contributing property to the Green Bay Historic District, which is listed on the National Register of Historic Places. At the March 4, 2025 meeting of the City of Green Bay Common Council, a development agreement was approved supporting the project contingent on the Developer securing all necessary approvals through the State Historic Preservation Office (SHPO) and the Landmarks Commission.

The rehabilitation project is expected to increase the property's assessed value from the current value of \$0.00 to \$1,500,000.00 upon completion.

RECOMMENDATION

Approval of a City resolution authorizing Investment Creations LLC to submit a Community Development Investment (CDI) grant application to the Wisconsin Economic Development Corporation (WEDC) for the proposed rehabilitation of 109 N. Adams St., 101 N. Adams St., and 227 E. Walnut St. (Parcels 12-118, 12-122, 12-119).

FISCAL IMPACT

Approval of the request does not obligate the City to provide any additional funds.

ATTACHMENTS

I. CDI Authorization Resolution 20250506

**RESOLUTION AUTHORIZING THE SUBMISSION OF A COMMUNITY
DEVELOPMENT INVESTMENT GRANT APPLICATION FOR
109 N. ADAMS STREET, 101 N. ADAMS STREET, AND 227 E. WALNUT STREET**

May 6, 2025

WHEREAS, the Community Development Investment (CDI) grant program, managed by the Wisconsin Economic Development Corporation (WEDC), provides incentives for shovel-ready projects that prioritize downtown community development, resulting in measurable benefits such as job creation, increased property values, and leveraged investments from local and private partners; and

WHEREAS, Investment Creations, LLC proposes to rehabilitate existing buildings, located at 109 N. Adams Street, 101 N. Adams Street, and 227 E. Walnut Street, which will allow for the establishment of an office space, one market-rate residential unit, and at least one commercial retail unit; and

WHEREAS, Investment Creations, LLC intends to submit an application for a CDI grant to assist with the project costs; and

WHEREAS, WEDC requires a City resolution authorizing Investment Creations, LLC to submit a grant application as a prerequisite for the CDI grant application process; and

THEREFORE, BE IT RESOLVED, by the Common Council of the City of Green Bay that the City authorizes the submittal of a CDI grant application by Investment Creations, LLC for the rehabilitation of 109 N. Adams Street, 101 N. Adams Street, and 227 E. Walnut Street, which will allow for the establishment of an office space, one market-rate residential unit, and at least one commercial retail unit.

Adopted _____

Approved _____

Mayor

Clerk

Attachment – Map

Project Map – 101 N. Adams St., 109 N. Adams St., and 227 E. Walnut St.



Legend

ParcelLine

- Block boundary
- Bulkhead Line
- Historic Parcel Line (20under)
- Hydrography
- Lines between deeds or lots (20pdashed)
- Lot boundary

- Meander line
- Original Right of Way
- PLSS line
- Parcel line
- Plot boundary
- Private Road Right of Way
- Right of Way line
- Undetermined

- V
- C
- M
- L
- H
- B

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.

Date Printed: 06 Feb 2025

City of Green Bay

GB - GIS



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 29, 2025

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action to approve a resolution to refund 2024 real estate taxes on parcel 21-4988 for Beth Wielgus (Conrad) at 811 Amberly Trail.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. 2024 Real Estate Taxes - Parcel# 21-4988



Office of the City Assessor

DATE: April 23, 2025
TO: Finance Committee
City of Green Bay
FROM: Russ Schwandt
Assessor
RE: Adjustment of **2024** REAL PROPERTY Tax Bill

Please be advised that I recommend that the **2024** tax bill be adjusted for the following REAL PROPERTY account:

<u>PARCEL #</u>	<u>OWNER NAME</u>	<u>ADDRESS</u>
21-4988	Beth A Wielgus (Conard)	811 Amberly Trl

Reason: Made Open Book Adjustment that was not applied to the 2024 assessment.

The assessed value of the real property was \$232,800
The corrected 2024 real property assessment is \$228,700
Difference of \$4,100
The 2024 tax bill has been paid in full.

Refund taxes according to this adjustment.

Cc: Diana Ellenbecker

Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

1	Assessment year 2024	Co-muni code 05 - 231	Municipality CITY OF GREEN BAY	County BROWN																																																																								
2	☒ Real estate parcel no. ☐ Personal property account no. 21-4988			Is this parcel in a TID? ☒ No ☐ Yes TID no.																																																																								
3	Property owner name BETH A CONRAD WIELGUS			Personal property category (see instructions) 																																																																								
4	<table border="1"><thead><tr><th colspan="4">Real Estate Assessment BEFORE Adjustment</th><th colspan="4">Assessment AFTER Adjustment</th><th>(g)</th></tr><tr><th>Class</th><th>(a) Land</th><th>(b) Improvement</th><th>(c) Total (a + b)</th><th>Class</th><th>(d) Land</th><th>(e) Improvement</th><th>(f) Total (d + e)</th><th>Total Assessment Difference (c - f)</th></tr></thead><tbody><tr><td>1 Res.</td><td>38,600</td><td>194,200</td><td>232,800</td><td>1 Res.</td><td>38,600</td><td>190,100</td><td>228,700</td><td>4,100</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr><tr><td>Total</td><td>38,600</td><td>194,200</td><td>232,800</td><td></td><td>38,600</td><td>190,100</td><td>228,700</td><td>4,100</td></tr></tbody></table>				Real Estate Assessment BEFORE Adjustment				Assessment AFTER Adjustment				(g)	Class	(a) Land	(b) Improvement	(c) Total (a + b)	Class	(d) Land	(e) Improvement	(f) Total (d + e)	Total Assessment Difference (c - f)	1 Res.	38,600	194,200	232,800	1 Res.	38,600	190,100	228,700	4,100									0									0									0									0	Total	38,600	194,200	232,800		38,600	190,100	228,700	4,100
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7	Net taxes rescinded or refunded to be charged back to taxing jurisdictions – EXCLUDING INTEREST																																																																											
	Code	Name of Taxing Jurisdictions	Net Tax																																																																									
a.		State of Wisconsin																																																																										
b.		County BROWN																																																																										
c.1	05 - 5040	Special district GREEN BAY METRO SEWER DISTRICT																																																																										
c.2		Special district < Select a District >																																																																										
d.		Local CITY OF GREEN BAY																																																																										
e.	05 - 2289	School district GREEN BAY																																																																										
f.		Union high school district																																																																										
g.	1300	Technical college district NORTHEAST WISCONSIN TECH COLLEGE GNB																																																																										
h.		Total net tax rescinded or refunded – EXCLUDING INTEREST (This amount is after School Levy Tax Credit.)																																																																										
8	Select the appropriate statute and explanation why these taxes were rescinded or refunded. Statute no(s). 70.43 - Assessor correction of error Explanation: Arithmetic, Transpositional, or similar error Additional explanation: (If you need more space, include as an attachment) During 2024 Open Book, discussed value change with owner and agreed to change valuation. Sent owner an amended assessment notice that was signed and returned. The value was not changed in the roll for 2024.																																																																											

9	Preparer name JIM PLACEK	Email JIM.PLACEK@GREENBAYWI.GOV
	Daytime phone (920) 448-3069	

BETH A CONARD
WADE & BETH WIELGUS
PO BOX 614
PULASKI WI 54162

BETH A WIELGUS (CONARD)
811 Amberly Trl
GREEN BAY, WI 54311

Calculation for Real Estate - Assessed Value

FILING RECINDED/REFUNDED TAX IN 2025

ORIGINAL TAX BILL 2024

TAX ROLL YEAR

2024

PARCEL

21-4988

LAND	IMPROV	TOTAL ASSESSED VALUE	TAX RATE	TOTAL DUE	RATIO	ESTIMATED FAIR MARKET VALUE
38,600	194,200	232,800	19.92	\$4,637.90	0.7985	291,500
						TOTAL TAX
						\$4,637.92
					Less first \$ Credit	\$ (69.59)
						\$4,568.33
					\$4,637.92	
REVISED TAX BILL 2024						
LAND	IMPROV	TOTAL ASSESSED VALUE	TAX RATE	TOTAL DUE	RATIO	ESTIMATED FAIR MARKET VALUE
38,600	190,100	228,700	19.92	\$4,556.20	0.7985	286,400
						TOTAL TAX
						\$4,556.24
					Less first \$ Credit	\$ (69.59)
						\$4,486.65
					\$4,556.24	
REFUND OR RESCINDED						
LAND	IMPROV	TOTAL ASSESSED VALUE	TAX RATE	TOTAL DUE	RATIO	ESTIMATED FAIR MARKET VALUE
-	4,100	4,100	19.92	\$81.70	0.7985	5,100
						TOTAL TAX
						\$81.68
						\$ (69.59)
						\$12.09
Amount City to refund					\$81.68	

**RESOLUTION AUTHORIZING CANCELLATION
OF 2024 REAL ESTATE PROPERTY TAXES**

May 6, 2025

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

That, pursuant to the recommendation of the Finance Committee at its meeting of April 29, 2025, the real estate property taxes for 2024 for the following parcel is hereby rescinded.

<u>Parcel</u>	<u>Amount</u>
21-4988	\$81.68
Beth Wielgus (Conrad)	
811 Amberly Trail	

Adopted _____

Approved _____

Mayor

Clerk