



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, JUNE 4, 2025, 5:00 PM
Immediately following Parks Committee.

AMENDED

In person at City Hall, Room 310
Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/82206544400?pwd=NDdlbm5zNUhBWV9XRlVU5cklzMjZ2QT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 822 0654 4400

Passcode: 635662

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

B. Roll Call.

- I. Members: Melinda Eck, Joey Prestley, Ben Delie

C. Approval of the Agenda.

- I. Approval of the agenda for the Wednesday, June 4, 2025, meeting of the Improvement & Services Committee.

D. Approval of Minutes.

- I. Approval of the minutes from the May 14, 2025 Improvement & Services Committee meeting.

E. Regular Business.

1. Consideration with possible action on request by Department of Public Works to approve and submit to WDNR the annual electronic Compliance Maintenance Annual Report (eCMAR) and Resolution approving the WNDR NR 208 – Compliance Maintenance Annual Report.
2. Consideration with possible action on request by Department of Public Works to approve the Offering Price Reports for the Manitowoc Road Sidewalk project.
3. Consideration with possible action on request by Department of Public Works to award 2025 ROOT TREATMENT SERVICES contract to Duke's Root Control, Inc. in the amount of \$67,931.15.
4. Consideration with possible action on request by Department of Public Works to approve the award of contract PARKS 4-25 (EAST RIVER TRAIL-MAIN STREET) to Highway Landscapers, Inc. in the amount of \$578,373.00.
5. Consideration with possible action on request by Department of Public Works to approve the award of contract CITY HALL 1-25 THIRD FLOOR LIGHTING to Frank O. Zeise Construction Co., Inc. in the amount of \$348,209.00.
6. Consideration with possible action on request by Department of Public Works to approve the award of contract BRIDGE 2-25 MAIN STREET BRIDGE B-5-311 (HYDRAULIC REHABILITATION PHASE 3) to Lunda Construction Company in the amount of \$675,468.00.
7. Consideration with possible action on request by Department of Public works to award contract BRIDGE 3-25 (BRIDGE MAINTENANCE & CONCRETE REPAIRS) at a staff level and report the award at the Improvement and Services Committee meeting on July 9, 2025.
8. Report of actions taken by the Department of Public Works.

I. Granting of Licenses

A. Sidewalk Builder

- a. American Custom Concrete, LLC
 - b. Naps Flatwork & Construction
 - c. Total Construction (Joe Mains Concrete)
9. Consideration with possible action on request by Department of Public Works to award PAVEMENT 1-25 CASS STREET RECONSTRUCTION to the lowest responsive, responsible bidder.

F. Public Hearings.

G. Informational.

1. Director's Report on recent activities of the Public Works Department.
2. Next Improvement & Services Committee meeting: June 18, 2025.

H. Adjournment.

I. Adjournment of the Wednesday, June 4, 2025, meeting of the Improvement & Services Committee.

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



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the May 14, 2025 Improvement & Services Committee meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.I

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

BACKGROUND

Each year the City is required to submit an annual report, known as the electronic Compliance Maintenance Annual Report (eCMAR), to Wisconsin Department of Natural Resources for the City's sanitary sewer collection system. A resolution is required for Council approval of the report prior to submittal to WDNR by the Public Works Director. These actions are necessary to maintain compliance with the requirements of ch. NR 208, Wis. Adm. Code. The submittal deadline for the 2024 eCMAR annual report is June 30, 2025.

RECOMMENDATION

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

FISCAL IMPACT

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

ATTACHMENTS

1. eCMAR 2024 Report - DRAFT v. 5.29.2025
2. 2024 CMAR summary memo
3. 2024 CMAR Resolution-06-10-2025

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

Financial Management

1. Provider of Financial Information			
Name:	Valerie Joosten		
Telephone:	920-448-3112	(XXX) XXX-XXXX	
E-Mail Address (optional):	valerie.joosten@greenbaywi.gov		
2. Treatment Works Operating Revenues			
2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?			
● Yes (0 points) ☐			
○ No (40 points)			
If No, please explain:			
2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?			
Year: 2024			0
● 0-2 years ago (0 points) ☐			
○ 3 or more years ago (20 points) ☐			
○ N/A (private facility)			
2.3 Did you have a special account (e.g., CWWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?			
● Yes (0 points)			
○ No (40 points)			
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]			
3. Equipment Replacement Funds			
3.1 When was the Equipment Replacement Fund last reviewed and/or revised?			
Year: 2024			
● 1-2 years ago (0 points) ☐			
○ 3 or more years ago (20 points) ☐			
○ N/A			
If N/A, please explain:			
3.2 Equipment Replacement Fund Activity			
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	3,750,006.92
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		+	\$ 3,339.71
3.2.3 Adjusted January 1st Beginning Balance			\$ 3,753,346.63
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)		+	\$ 893,381.50

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

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

- \$ 652,400.00

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

\$ 3,994,328.13

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

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

In 2024, the City purchased a sewer vacor truck, a 1-ton pickup, a cab for a UTV and CCTV camera equipment for inspections.

3.3 What amount should be in your Replacement Fund? \$ 3,994,328.13

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

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

● Yes

○ No

If No, please explain.

4. Future Planning

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

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

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	13th - W Mason to Howard Reconstruction	\$530,000	2026
2	13th - W Mason to 9th	\$840,000	2027
3	4th street - Broadway to S Maple Reconstruction	\$190,000	2025
4	Bridge St - Pearl to East Termini	\$40,000	2024
5	Cass Street - Madison to Monroe Reconstruction	\$111,000	2024
6	Chronic Sewer Repairs - Citywide	\$1,000,000	2025
7	Congress St - Madison to Monroe	\$100,000	2026
8	Division - Norwood to Northern Reconstruction	\$515,000	2026
9	Emilie Street - S Webster to Roosevelt	\$340,000	2027
10	Hinkle Street - Frontage Road to Hutson	\$495,000	2026
11	Hinkle - NR Frontage Road to W Mason Reconstruction	\$260,000	2025
12	Infiltration and Inflow program	\$750,000	2026
13	Mather Street - Gray to Locust	\$1,300,000	2026
14	N Irwin - St Clair to N Termini	\$55,000	2025
15	Oakland - Howard to Seymour Ct	\$205,000	2024
16	Oxford - Dousman to Reed Reconstruction	\$170,000	2025
17	Reed - Oxford to Allard Reconstruction	\$105,000	2025
18	resurfacing Program	\$600,000	2025
19	S Maple - Kellog to Mather	\$350,000	2025

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

20	S Roosevelt - Eliza to Grignon	\$300,000	2027
21	Emergency Sewer Repairs - City wide	\$400,000	2025
22	Spring Street - Madison to Monroe Reconstruction	\$110,000	2025
23	Chicago - S Madison to S Monroe	\$95,000	2026
24	Chicago - S Webster to S Roosevelt	\$335,000	2028
25	Christina - S Oakland to Hazel Ave	\$285,000	2029
26	Clay St - E. Mason to Main	\$1,005,000	2028
27	N Maple Ave - Mather to Phoebe	\$215,000	2026
28	Quincy - Chicago to Bodart	\$860,000	2028
29	S. Chestnut - 7th to 8th	\$185,000	2028
30	S Maple Ave - Walnut to Kellogg	\$500,000	2025
31	Sanitary Lift Station Upgrade	\$150,000	2025
32	St Clair - Baird to Roosevelt	\$465,000	2025
33	Mary St. Sewer extended	\$525,000	2025
34	Augusta: Lincoln - Termini reconstruct	\$70,000	2027
35	Elmore: Gray to S. Ashland	\$1,030,000	2026
36	Elmore: Ashland - Broadway	\$270,000	2027
37	N. Jackson: Reber to Eastman	\$100,000	2028
38	Oak Street: Howard - Railroad Crossing	\$190,000	2025

5. Financial Management General Comments

None.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

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

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	4,069	
February	3,363	
March	4,024	
April	4,366	
May	4,312	
June	5,023	1
July	2,657	
August	3,451	
September	4,704	
October	4,409	
November	5,558	1
December	4,968	
Total	50,904	2
Average	4,242	1

6.1.2 Comments:

Energy usage is for the City's pump/lift stations. Data obtained from WPS Utility bills.

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

6.2 Energy Related Processes and Equipment

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

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

6.2.2 Comments:

In 2024, the City replaced two pumps at the West Point lift station. In addition, the City's electrical division built a mobile emergency pump system that could be used at any of the sanitary lift/pump stations, if needed.

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

● No

○ Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

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

The City regularly inspects and maintains its lift stations and pump stations. The City has a technical maintenance worker dedicated to monitoring and maintaining all of the City's lift stations. The City is planning upgrades to its SCADA software in 2025 and is planning electrical and VFD upgrades over the next several years.

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

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 2024

Sanitary Sewer Collection Systems

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

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

- ☒ Yes
- ☐ No

If No, explain:

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

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

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

- ☐ Goals [NR 210.23 (4)(a)]

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

Goals set within the 2023 eCMAR report:

1. Continue to update written policies and procedures related to CMOM.
2. Evaluate program goals to continue to improve the operation, maintenance, and management of the City's sanitary sewer system.
3. Evaluate lift station operation and energy usage.
4. Continue to implement the FOG maintenance program. Coordinate with NEW Water regarding FOG outreach.
5. Continue on-going sewer inspection, cleaning and repairs.
6. Focus on monitoring and reducing I/I by developing a workplan and evaluate the feasibility of a lateral replacement program.
7. Continue to participate on the NEW Water I&I Technical Advisory Committee.

Did you accomplish them?

- ☐ Yes
- ☒ No

If No, explain:

- The City accomplished many goals in 2024; however, certain efforts are on-going.
1. The City completed a full review and update of the SSO Response procedures manual. Staff received refresher training and copies of the manual are kept in Sewer Section vehicles. Updates to the lift station management manual and other SOPs are on-going.
 2. The City continues to review and set CMOM goals annually.
 3. The City is focusing on updating its SCADA software and plan for future VFD upgrades at the lift/pump stations. Evaluation is ongoing and work is expected to occur in 2026.
 4. The City has continued to utilize the FOG BMP program to track grease trap maintenance. Outreach in high FOG areas was done at the end of 2023 and into 2024.
 5. Sewer inspection, cleaning and repairs have continued on the City's rotation schedule.
 6. The City completed planning for a lateral replacement program to be implemented in 2025.
 7. In 2024, the City presented at the NEW Water I&I workshop on the topic of SmartCovers, which the City uses for monitoring depth of flow in the sewers, amount of I&I and for early warning of potential issues.

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

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 2024

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

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	34.3	% of system/year
Root removal	1.1	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	19.5	% of system/year
Manhole inspections	3.8	% of system/year
Lift station O&M	10	# per L.S./year
Manhole rehabilitation	1.5	% of manholes rehabbed
Mainline rehabilitation	0.9	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	32	% of pipe crossings evaluated or maintained

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

Cleaning: In prior years, SL-RAT ratings of clean pipe were counted towards the sewer cleaning. In 2024, the City began only classifying lines that were jetted as cleaned. The City continues to do SL-RAT inspections; however, they are not reflected in the above data.
Root Removal: Includes lines that are treated with herbicide. The City also cuts roots when observed during televising. The City will begin reporting data for roots cut in 2025.
Flow monitoring: While the City does not currently utilize traditional flow monitoring devices, the City does monitor flows and sewers throughout the City using portable SmartCovers.
Private sewer I/I removal: The City is planning a pilot private lateral replacement program for street reconstruction projects in 2025.

3. Performance Indicators

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

33.18	Total actual amount of precipitation last year in inches
31.61	Annual average precipitation (for your location)
466.52	Miles of sanitary sewer
13	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
2	Number of basement backup occurrences
106	Number of complaints
12.7	Average daily flow in MGD (if available)
475.6	Peak monthly flow in MGD (if available)
0	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.23	Complaints (number/sewer mile)
37.4	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

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

Date	Location	Cause	Estimated Volume
None reported			

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

5. Infiltration / Inflow (I/I)

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

☒ Yes

☐ No

If Yes, please describe:

Infiltration and inflow is an ongoing concern within the City of Green Bay due to the age of the City's infrastructure and private laterals.

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

☐ Yes

☒ No

If Yes, please describe:

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

Rainfall was slightly higher in 2024. However, peak monthly flow was less than the prior year.

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

Annually, the City televises 20-25% of the city's sanitary sewers for potential issues. Defects are mapped in GIS. The City budgets at least \$1,000,000 annually for repair and replacement of the City's sewers based on the results of the televising. Additional funds have been budgeted beyond the \$1 million to tackle I&I issues and additional repair/replacement is done during street reconstruction or resurfacing. In 2025, the City is planning to pilot a lateral replacement program for street reconstruction projects. The City is evaluating new software to improve the process of planning and prioritizing repairs. The City uses the I/I feature in the Smart Cover System and has repositioned the Smart Covers in locations to monitor I/I. I/I will be a continued focus going forward.

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

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

Grading Summary

WPDES No: 0047341

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

Notes:

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

Compliance Maintenance Annual Report

Green Bay Sewage Collection System

Last Updated: Reporting For:
5/29/2025 **2024**

Resolution or Owner's Statement

Name of Governing Body or Owner:	City of Green Bay
Date of Resolution or Action Taken:	2025-06-10
Resolution Number:	
Date of Submittal:	

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

The City evaluates rates annually and revenues collected fund the Sanitary Sewer Utility. The City will continue to fund the equipment replacement fund and budget for operating expenses and capital projects.

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

No SSOs were reported in 2024. However, the City will continue to review and make improvements to its CMOM and set goals to continue to improve the operation, management and maintenance of the system.
In 2024, the City hired an additional sewer maintenance worker for the Sewer Section. Sewer section staff completed additional NASSCO training. The City kept the number of basement back-ups cause by the City to a low number. The FOG BMP program continues to track grease trap maintenance by restaurant owners. The City remained on schedule to proactively clean, inspect and maintain the City's sewer system on the set rotation. In 2024, the City updated the SSO emergency response plan. In 2025, the City will continue to focus on reducing I/I, FOG outreach, and continue to improve processes related to maintenance and planning repairs.

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 4.00

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



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www.greenbaywi.gov

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Operations 920.448.3535
Parking 920.448.3431
Fax 920.448.3102

TO: Improvement & Services Committee

FROM: Valerie Joosten – Utility Manager

DATE: May 29, 2025

RE: Compliance Maintenance Annual Report Summary

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

The City's eCMAR is complete and ready for submittal to the Wisconsin Department of Natural Resources (WDNR). The report documents the compliance status of the City's sanitary sewer collection system for 2024.

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

The Financial Management section of the report addresses whether the City has sufficient revenue to cover operational and maintenance expenses and ensures that the City is planning for capital projects and expenses, related to the City's sanitary sewer collection system. The report collects data related to energy efficiency and usage of the collection pumping systems. In 2024, the City received an "A" rating for the Financial Management section.

The Sanitary Sewer Collection System section of the report addresses the various components of the City's CMOM (Capacity, Management, Operations & Maintenance) program and addresses the City's performance related to the maintenance, management and operation of the City's sanitary sewer collection system. The City's written CMOM plan has been in place since 2015, following an EPA mandate. WDNR regulations required the implementation of a CMOM for collection facilities beginning in 2016. The CMOM plan is a living document that is reviewed, revised, and implemented on an annual basis. The City receive an "A" rating in 2024 for the Sanitary Sewer Collection System section of the report.

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

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

City of Green Bay – eCMAR Rating and Data Summary

Year	Financial Rating	Sewer System Rating	Overall Rating	% System Cleaning	% System Televised	Total No. of Sewer Complaints	Back-ups from City Main	Sanitary Sewer Overflow (SSO)
2006	A	A	A	33.53 ¹	3.19	323	207	0
2007	A	A	A	30.6 ¹	3.2	332	249	0
2008	A	A	A	29.3 ¹	2.9	364	239	0
2009	A	C	C+	8.85	3.5	359	267	2
2010	A	A	A	11.37	2.4	317	238	0
2011	A	A	A	24.75	10.59	299	72	0
2012	A	A	A	19.5	9.7	281	57	0
2013	A	A	A	43	19.4	272	43	0
2014	A	A	A	31.2	34.9	321	25	0
2015	A	A	A	31.03	16.04	248	42	0
2016	A	A	A	38.06	16.44	178	13	0
2017	A	A	A	61.9	16.1	174	11	0
2018	A	A	A	71.6	25.9	214	6 ²	0
2019	A	A	A	58.1	25.0	182	7 ²	1
2020	A	A	A	55.4	19.6	192	6 ²	0
2021	A	A	A	40.94	21	160	12	0
2022	A	A	A	43.2	23.8	159	7	0
2023	A	A	A	43.4	21.4	140	6	0
2024	A	A	A	34.3 ³	19.5	106	2	0

Notes: ¹ Double counting of footages

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

³ Beginning in 2024, the City is no longer including SL-RAT inspections to calculate the % of system cleaned. The City continues to use SL-RAT, but it is used for inspection purposes to determine whether more frequent cleaning is needed.

Action Requested

The Public Works Department requests the Improvement & Service Committee and Common Council adopt the Resolution approving the WDNR Compliance Maintenance Annual Report, authorize the Mayor and City Clerk to execute the resolution, and allow the Director of Public Works to forward these documents to WDNR. These actions are necessary to maintain compliance with the requirements of ch. NR 208, Wis. Adm. Code. The submittal deadline for the 2024 annual report is June 30, 2025.

**RESOLUTION APPROVING THE
WISCONSIN DEPARTMENT OF NATURAL RESOURCES
NR 208 – COMPLIANCE MAINTENANCE ANNUAL REPORT
June 10, 2025**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the following voluntary actions will be taken by the City in 2025:

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

Adopted _____, 2025

Approved _____, 2025

Eric Genrich, Mayor

ATTEST:

Celestine Jeffreys, City Clerk



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on request by Department of Public Works to approve the Offering Price Reports for the Manitowoc Road Sidewalk project.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Manitowoc Rd Sidewalk Pricing

Offering Price Report Summary for Manitowoc Rd Sidewalk

Parcel No.	Owner	Temporary Area(SF)	Fee Simple(SF)	Cost
1	Indian Head Oil Co., LLC	1688	51	\$ 3,900.00
2	Bradley J Clark & Allison M. Clark	350		\$ 200.00
3	Javier C. Lopez & Silvia R. Lopez	472		\$ 200.00
4	Rhode Properties, LLC	1037		\$ 1,400.00
5	Carib Investment Group, LLC	1037		\$ 3,900.00
6	Kos Hatcheries, LLP	1204		\$ 600.00
7	Moski Corporation	499		\$ 200.00
8	Daniel L Karbon	424		\$ 200.00
9	Roberto Carlos Vallarta Delgadillo & Nely Vallarta	424		\$ 200.00
10	David L & Priscilla G Smith	420		\$ 200.00
11	Kevin M. DeGreef, Amanda L. DeGreef, Earl R. Peterson & Nancy L. Peterson	400		\$ -
12	Clifford F. Hayes & Donna M. Hayes	753		\$ 300.00
		Total		\$ 11,500.00



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on request by Department of Public Works to award 2025 ROOT TREATMENT SERVICES contract to Duke's Root Control, Inc. in the amount of \$67,931.15.

BACKGROUND

The City contracts for annual root treatment of sanitary sewer lines affected by roots. Roots are retreated two years after the first treatment and every 3 years, thereafter, until the sewer line is lined or repaired. The City previously conducted this work under a 5-year contract with Duke's Root Control, Inc., which expired in 2024. In 2025 the City's Purchasing Division approved a sole source procurement process for this contract.

RECOMMENDATION

To award the 2025 ROOT TREATMENT SERVICES contract to Duke's Root Control, Inc.

FISCAL IMPACT

\$67,931.15 This work is budgeted for under the 2025 Sanitary Sewer Utility budget.

ATTACHMENTS

None



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on request by Department of Public Works to approve the award of contract PARKS 4-25 (EAST RIVER TRAIL-MAIN STREET) to Highway Landscapers, Inc. in the amount of \$578,373.00.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Parks 4-25 East River Trail - Main Street



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

05/22/25

To: Steven Grenier, P.E.

From: Kaurie Mihm, PLA

Re: Parks 4-25 East River Trail-Main Street

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

The Parks, Recreation and Forestry Department supports awarding the Base Bid without Alternates for Parks 4-25 East River Trail-Main Street to the lowest responsive and responsible Bidder Highway Landscapers, Inc., for the Base Bid amount of \$578,373.00. Below is a summary of the bids received.

Bidder	Base Bid	Alt. #1	Alt. #2
Vinton Construction Company	\$624,828.01	\$75,385.42	\$199,748.22
Highway Landscapers, Inc.	\$578,373.00	\$71,994.50	\$250,921.10
DE GROOT, INC.	\$711,270.51	\$90,159.64	\$250,698.74

Kaurie Mihm, PLA



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action on request by Department of Public Works to approve the award of contract CITY HALL I-25 THIRD FLOOR LIGHTING to Frank O. Zeise Construction Co., Inc. in the amount of \$348,209.00.

BACKGROUND

Contract work includes replacement of florescent lighting and metal ceiling on 3rd floor as well as reconfiguration of offices to make necessary space for employee offices.

RECOMMENDATION

Award the contract to the lowest responsive bidder.

FISCAL IMPACT

Funding for this project was included in CIP request. The project is within budget.

ATTACHMENTS

- I. QuestCDN_project bidsr results_City Hall I-25

CITY HALL 1-25 THIRD FLOOR LIGHTING

Quest Number: 9675711

Closing Date: Tue, 05/27/2025 02:00 PM CDT

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:	Trista Hobbs
Email:	trista.hobbs@greenbaywi.gov
Phone:	920-448-3114
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Frank O. Zeise Construction Co., Inc.	Beckie McDermid	920-437-5426	bmcdermid@zeiseconstruction.com	\$ 348,209.00		



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.6

Consideration with possible action on request by Department of Public Works to approve the award of contract BRIDGE 2-25 MAIN STREET BRIDGE B-5-311 (HYDRAULIC REHABILITATION PHASE 3) to Lunda Construction Company in the amount of \$675,468.00.

BACKGROUND

The contract work includes hydraulic rehabilitation of the east leaf of the Ray Nitschke Memorial Bridge. This contract is the final phase of hydraulic rehabilitation for the bridge.

RECOMMENDATION

To award the contract to the lowest responsive bidder.

FISCAL IMPACT

Project costs will be partially reimbursed by the 1.2 million dollar SMA with the state, the remainder of funds were allocated for in the 2025 CIP.

ATTACHMENTS

- I. QUESTCDN_Project Bid Results - BRIDGE 2-25

BRIDGE 2-25 MAIN STREET BRIDGE B-5-311 (HYDRAULIC REHABILITATION PHASE 3)

Quest Number: 9656261

Closing Date: Tue, 05/20/2025 02:00 PM CDT

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:	Kayla Wasielewski
Email:	kayla.wasielewski@greenbaywi.gov
Phone:	920-448-3134
Award Date:	
Comments:	
Award Status:	Pending

Letting Bid Tabulation: [View on vBid](#)

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
LUNDA CONSTRUCTION	Lunda Estimating	715-284-9491	wiquotes@lundaconstruction.com	\$ 675,468.00		
Zenith Tech, INC. bridge	JASON SAMZ	715-241-6992	ztiquote@walbecgroup.com	\$ 806,370.00		



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.7

Consideration with possible action on request by Department of Public works to award contract BRIDGE 3-25 (BRIDGE MAINTENANCE & CONCRETE REPAIRS) at a staff level and report the award at the Improvement and Services Committee meeting on July 9, 2025.

BACKGROUND

This annual bridge contract includes preventative maintenance activities on structures across the City. Time constraints to award and complete the work in the summer of 2025 and the limited summer Common Council meeting schedule are the reason for the request to approve the award at a staff level.

RECOMMENDATION

To approve award of the project at a staff level to the lowest responsive bidder.

FISCAL IMPACT

Project costs were allocated for in the 2025 CIP.

ATTACHMENTS

None



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.8

Report of actions taken by the Department of Public Works.

I. Granting of Licenses

A. Sidewalk Builder

- a. American Custom Concrete, LLC
- b. Naps Flatwork & Construction
- c. Total Construction (Joe Mains Concrete)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # E.9

Consideration with possible action on request by Department of Public Works to award PAVEMENT I-25 CASS STREET RECONSTRUCTION to the lowest responsive, responsible bidder.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # G.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None