



AGENDA OF THE FINANCE COMMITTEE

TUESDAY, JUNE 30, 2026, 4:30 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

1. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/87567737346?pwd=WchWqTRhEEbe9eyr6iioqfEayqPHHK.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 875 6773 7346

Passcode: 630553

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

B. Roll Call.

1. Members: Jennifer Grant, Kathy Hinkfuss, Joey Prestley, Jon Shelton

C. Approval of the Agenda.

1. Approval of the agenda for the Tuesday, June 30, 2026, meeting of the Finance Committee.

D. Approval of Minutes.

1. Approval of the minutes from the June 9, 2026, Finance Committee meeting.

E. Regular Business.

1. Consideration with possible action to accept the CLG Subgrant from the State Historic Preservation office of \$20,000 with no local match.
2. Consideration with possible action on the Memorandum of Agreement between the Oneida Nation and City of Green Bay regarding funding for community programs and infrastructure in the amount of \$300,000 for the JBS Redevelopment Project-Urban and Food Production Barn.

3. Consideration with possible action to revise General Ordinance No. 12-26, responsible bidder approval threshold from \$25,000 to \$50,000 to let contract to lowest responsible bidder.
4. Consideration with possible action regarding a 2026 budget amendment resolution for unbudgeted overtime for special events.

F. Informational.

1. 2026 Contingency Account: \$100,000
2. Next Meeting: July 14, 2026

G. Adjournment.

1. Adjournment of the Tuesday, June 30, 2026, meeting of the Finance 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 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

June 30, 2026

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the June 9, 2026, Finance Committee meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. MINUTES - 060926 (I)



MINUTES OF THE FINANCE COMMITTEE

TUESDAY, JUNE 9, 2026, 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/87567737346?pwd=WchVWqTRhEEbe9eyr6iioqfEayqPHHK.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 875 6773 7346

Passcode: 630553

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

B. ROLL CALL.

- I. Members: Jennifer Grant, Kathy Hinkfuss, Joey Prestley, Jon Shelton

Present: Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton

Excused:

Absent:

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Tuesday, June 9, 2026, meeting of the Finance Committee.

Moved by Ald. Jon Shelton, seconded by Ald. Joey Prestley to approve the agenda for the June 9, 2026, meeting of the Finance Committee.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the May 12, 2026, Finance Committee meeting.

Moved by Ald. Joey Prestley, seconded by Ald. Jon Shelton to approve the minutes from the May 12, 2026, Finance Committee meeting.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

E. REGULAR BUSINESS.

1. Consideration with possible action to approve a 2026 budget amendment resolution requested by the Department of Public Works to transfer an amount not to exceed \$71,000 for Traffic Engineering Services due to a vacant position.

Moved by Ald. Joey Prestley, seconded by Ald. Jon Shelton to approve the 2026 budget amendment resolution requested by the Department of Public Works to transfer an amount not to exceed \$71,000 for Traffic Engineering Services due to a vacant position.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

2. Consideration with possible action to accept the AARP Community Challenge Grant agreement for a total of \$15,000 with no local match.

Moved by Ald. Joey Prestley, seconded by Ald. Jon Shelton to approve the acceptance of the AARP Community Challenge Grant agreement for a total of \$15,000 with no local match.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

3. Consideration with possible action to approve the purchase of two (2) 2026 Tesla Model Y (black) for the Police Department for a total of \$89,390.00. This request was referred back to staff on May 12, 2026, to complete an electric vehicle comparison.

Moved by Ald. Joey Prestley, seconded by Ald. Jon Shelton to approve the purchase of two (2) 2026 Tesla Model Y (black) for the Police Department for a total of \$89,390.00. This request was referred back to staff on May 12, 2026, to complete an electric vehicle comparison.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

4. Consideration with possible action to approve the purchase of one ATV Sportsman 570 and two (2) Ranger Crew SP 570 UTV's from Polaris Sales for the police department for a total of \$55,158.09.

Moved by Ald. Jon Shelton, seconded by Ald. Joey Prestley to approve the purchase of one ATV Sportsman 570 and two (2) Ranger Crew SP 570 UTV's from Polaris Sales for the police department for a total of \$55,158.09.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

5. Consideration with possible action to approve the purchase of a police inflatable rescue boat from MilPro Marine for \$50,090.

Moved by Ald. Joey Prestley, seconded by Ald. Jon Shelton to approve the purchase of a police inflatable rescue boat from MilPro Marine for \$50,090.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

6. Consideration with possible action to approve the purchase of an evidence racking system from Global Industrial for a total of \$62,961.20.

Moved by Ald. Jon Shelton, seconded by Ald. Joey Prestley to approve the purchase of an evidence racking system from Global Industrial for a total of \$62,961.20.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

7. Consideration with possible action to accept the State of Wisconsin - Department of Military Affairs Interoperable Radio Grant Program for a total grant award of \$49,807.72 with a required 20% match of \$9,961.54.

Moved by Ald. Jon Shelton, seconded by Ald. Joey Prestley to approve the acceptance of the State of Wisconsin - Department of Military Affairs Interoperable Radio Grant Program for a total grant award of \$49,807.72 with a required 20% match of \$9,961.54.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

8. Consideration with possible action to accept the US Department of Housing and Urban Development 2026 Economic Development Initiative Community Project Funding award of \$5,000,000 to be put toward the new fire station.

Moved by Ald. Jon Shelton, seconded by Ald. Joey Prestley to approve the acceptance of the US Department of Housing and Urban Development 2026 Economic Development Initiative Community Project Funding award of \$5,000,000 to be put toward the new fire station.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

9. Consideration with possible action to accept a donation of \$50,000 from TUFCO for the Green Bay Metro Fire Department.

Moved by Ald. Joey Prestley, seconded by Ald. Jon Shelton to approve the acceptance of a donation of \$50,000 from TUFCO for the Green Bay Metro Fire Department.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

10. Consideration with possible action regarding a 2026 budget amendment resolution for unbudgeted overtime for special events.

Moved by Ald. Jon Shelton, seconded by Ald. Joey Prestley to approve the 2026 budget amendment resolution for unbudgeted overtime for special events.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.

F. INFORMATIONAL.

1. 2026 Contingency Account: \$100,000

2. Next Meeting: June 30, 2026

G. ADJOURNMENT.

1. Adjournment of the Tuesday, June 9, 2026, meeting of the Finance Committee.

Moved by Ald. Jon Shelton, seconded by Ald. Joey Prestley to adjourn.

Motion Passed.

Yes-Kathy Hinkfuss, Jennifer Grant, Joey Prestley, Jon Shelton, No-None, Abstain-None.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

June 30, 2026

PREPARED BY

AGENDA ITEM # E.1

Consideration with possible action to accept the CLG Subgrant from the State Historic Preservation office of \$20,000 with no local match.

BACKGROUND

The City of Green Bay has been awarded another Certified Local Government (CLG) subgrant from the State Historic Preservation Office. This has been a regular award over the past six (6) years.

This grant will be used to complete the nomination process for a new historical district surrounding Astor Park. This was recommended from results of our Historical Intensive Survey.

This will allow more property owners to utilize our Historic Preservation Revolving Loan fund to make improvements to their homes.

RECOMMENDATION

Acceptance of the award.

FISCAL IMPACT

ATTACHMENTS

1. City of Green Bay, CLG 2026 Grant Application, 12.11.25, signed
2. MOA+SOW - Green Bay 2026 nom - DRAFT - signed
3. CLG 2026-2027 Grant Tracking Form



WISCONSIN
HISTORICAL
SOCIETY

CERTIFIED LOCAL GOVERNMENT GRANT PROGRAM

2026

APPLICATION

Federal Grant Funding to
Certified Local Governments in Wisconsin

For assistance CLG grant funding contact:
Wisconsin State Historic Preservation Office

Jason Tish, CLG Coordinator
jason.tish@wisconsinhistory.org
608-264-6512

Collecting, Preserving, and Sharing Stories since 1846
816 State Street Madison, Wisconsin 53706

wisconsinhistory.org



Application

Federal Historic Preservation Funding to Certified Local Governments in Wisconsin Federal Fiscal Year 2026

HISTORIC PRESERVATION FUND GRANTS IN AID (CFDA 15.904)
SUBGRANT ADMINISTERED BY
WISCONSIN STATE HISTORIC PRESERVATION OFFICE

2026 Grant Cycle Timeline

- Mar. 1, 2025 - CLG Grant cycle opens
- Sept. 12, 2025 - Letter of Intent due
- Dec. 12, 2025 - Application due

Minimum Requirements

1. Applicant consulted with SHPO staff prior to submission of this *Application*
2. *Letter of Intent* was submitted by applicant before LOI deadline (Sept. 12, 2025)
3. *Application* was submitted on or before application deadline (Dec. 12, 2025)
4. *CLG Annual Report* was submitted by applicant in January for previous year
5. Applicant complies with all state and federal requirements of the CLG program
6. Applicant has no incomplete grant-funded projects in the past five years
7. For intensive surveys, applicant has reviewed survey boundaries with SHPO staff
8. For **historic district nominations to the NRHP**, applicant has consulted with SHPO staff on the eligibility of the district and has held a public engagement meeting within 12 months of the application deadline to introduce the project to property owners and gage support for NRHP designation.

Grant Amount Requested \$20,000.00

Applicant

(Must be a local government in Wisconsin certified under the CLG program)

Name of CLG community: City of Green Bay

Year of CLG Certification: 2019

Project Title: Astor Park Historic District NRHP Nomination

Local government's EIN: 39.60005458

Local government's UEI Number: ZCUZDCHFP7C6

A Unique Entity ID (UEI) is a 12-character alpha-numeric code used in federal government systems as a way to identify a unique entity for managing grant awards.

Project Manager

(The person who will manage the project and coordinate the grant with the SHPO)

Name: Stephanie Hummel, AICP

Email address: stephanie.hummel@greenbaywi.gov

Phone number: 920.448.3424

Mailing address: 100 N Jefferson Street, Room 608, Green Bay, WI 54301

Financial Agent

(The person who can confirm that funding is available for the project prior to reimbursement)

Name: Linda Chosa

Email address: linda.chosa@greenbaywi.gov

Phone number: 920.448.3020

Mailing address: 100 N Jefferson Street, Green Bay, WI 54301

This program receives Federal financial assistance for identification and preservation of historic properties. Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally-assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C Street NW, Washington, D.C. 20240

Project Type (*check one*)

- A. Initial intensive survey of the community (30 pts.)
- X B. Nomination of historic district to the NRHP (25 pts.)
- C. Nomination of historic district under a local historic preservation ordinance (25 pts.)
- D. Resurvey of a community that was surveyed more than 25 years ago (20 pts.)
- E. Nomination of individual, *publicly-owned* property or archaeological site to NRHP (15 pts.)
- F. Local Landmark - nomination of individual, *publicly-owned* property (15 pts.)
- G. Archaeology - survey (literature search) of the whole community (15 pts)
- H. Archaeology - Phase I survey (on the ground) of any area in the community (15 pts)
- I. Nomination of individual, *privately-owned* property to the NRHP (10 pts.)
- J. Nomination of individual, *privately-owned* property under a local HP ordinance (10 pts.)
- K. Public outreach and educational projects (5 pts., *plus potential Bonus**)
- L. Design guidelines or Historic Preservation plan (5 pts., *plus potential Bonus**)
- * **Bonus** – Applicable to Project Types K and L only if the community has a current survey of their entire community *and* has made reasonable efforts to nominate to the NRHP all properties and districts determined eligible by the survey (20 pts.)
- M. CAMP – Host a [CAMP](#) training workshop in collaboration with the National Alliance of Preservation Commissions [NAPC](#) (up to 100 pts). CAMP events are a priority every other year. A fully developed CAMP proposal will include:
1. venue for the event
 2. plan for food and/or refreshments
 3. lodging availability
 4. marketing plan defined in consultation with SHPO staff
 5. registration protocol defined in consultation with NAPC and SHPO
 6. consultation initiated with NAPC and SHPO to select sessions and presenters
 7. complete list of items to be covered by grant
 8. itemized budget.

Project Description

Describe the scope of the project you propose to undertake with requested funding.
We would like to nominate the Astor Park Historic District to the National Register of Historic Places. The City of Green Bay updated its Intensive Survey Report between 2021 and 2024. Both the 2022 phase of these reports (Architectural and Historical Intensive Survey Report Phases 2, 3, & 4) and the preceding 1988 Intensive Survey Report identified the Astor Park neighborhood as a potential NRHP district. Per the 2022 Survey Report, the proposed Astor Park Historic District is a well-defined cluster of 167 resources (167 unique property addresses, each with a house and potentially one or more significant outbuildings) situated near Astor Park in the City of Green Bay and has boundaries roughly delineated by South Webster Avenue, Porlier Street, South Roosevelt Street, and Grignon Street. Construction in this area of large and modestly sized homes began in 1869 and was developed over the next eight decades until reaching full build-out. Representative of the prevailing architectural styles of their time, Vernacular, Bungalow, and Revival style residences are prominent within the district.

Local historic preservation objectives

How would the project support or advance the goals in a Historic Preservation Plan, Comprehensive Plan, or other plan?

How would this project support or advance the protection of historic resources or economic development opportunities?

If applicable, how would this project support or advance the history of racial, ethnic, sexual, or gender minority communities who have been underrepresented in past surveys or plans?

City of Green Bay Preservation Plan drafted in 2015. Accomplishments include:
2016 - City's Historic Preservation Revolving Loan Fund (HPRLF) created. City will loan up to \$10k for qualifying rehabilitation expenses.
2018 - Revised CLG-compliant ordinance adopted
2019 - Downtown NRHP district (42 buildings) designated, nomination written by city staff at city expense (1 HP tax credit project here since)
2019 - CLG designation obtained
2020 - Phase 1 of Intensive Survey begun (report published 2021)
2021 - Phases 2, 3, & 4 of Intensive Survey begun (report published 2022)
2022 - Phases 5, 6, & part 7 of Intensive Survey begun
2022 - NRHP nomination of Mason Manor apartment building (Phase 4 area), nomination written by city staff at city expense
Survey work is a primary goal of the City's preservation plan, to be followed by NRHP nominations. Now that survey work is complete, it is now time for us to bring forward a district nomination.

Prior CLG Grant-funded projects completed

List projects funded by CLG grant in the past five years. Include the year of the grant award, and discuss whether the projects were completed successfully and how they benefited the community.

2020 - Phase 1 of Survey, \$33k subgrant, Legacy Architecture hired

2021 - Phases 2, 3, & 4 of Survey, \$50k subgrant, Legacy Architecture hired

2022 - Phases 5, 6, & part 7 of Survey, \$36.5k subgrant, Legacy Architecture hired

All successful to date. 1 NRHP nomination for Mason Manor (Phase 4) submitted.

Training

Describe recent technical or policy training in which your Historic Preservation staff or Commissioners have participated including, but not limited to, webinars, conferences, online modules, technical workshops, CAMP, or any other formats that include training on historic preservation policies, best practices, or technical methods.

Jason Flatt - Landmarks Commission staff - attended 2025 Wisconsin Historical Society Preservation Conference. Attended 2025 WAHPC Conference. Completed presentations at both conferences.

Stephanie Hummel - City Planner & Landmarks Commission staff - attended 2025 Wisconsin Historical Society Preservation Conference. Attended 2025 WAHPC Conference. Completed presentations at both conferences.

Experience

Describe the experience of key staff, officials, and volunteers who will be involved in this project. Outline their expected roles in this project and their experience with similar projects

The contracted consultant will have primary responsibility for preparing the NRHP nomination for the Astor Park Historic District (see attached consultant proposal and qualifications). City staff will be responsible for administering the grant, organizing and facilitating public meetings, and working with the contracted consultant to assist with gathering information and documenting properties. City staff has managed prior CLG grant-funded survey work and has extensive experience in preparing NRHP nominations (including Green Bay nominations for Mason Manor in 2022 and the Downtown Historic District in 2019). Additionally, City staff has, between 2023 and 2025, done historical research for most of the properties in the proposed Astor Park district.

Quotes

List all consultants from whom quotes were solicited (not just received) for this project. Also, attach a copy of any written requests sent to consultants, and their responses.

Solicited: Mead & Hunt, University of Milwaukee Cultural Resource Management, and Legacy Architecture

Received: University of Milwaukee Cultural Resource Management

We received a cost estimate from Legacy Architecture during the last grant cycle for the same project; this is also attached.

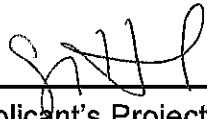
Budget

Maximum award amount is \$50,000 with no local match required. Provide an estimate of project costs in **whole dollars**. The applicant is **reimbursed** upon project completion up to the award amount; if project costs exceed the award, the applicant will be expected to pay for additional costs. **Two** rough estimates prepared by professional consultants must be submitted with this application.

Item	Estimated Costs
CLG Personnel - salaries/wages	\$
fringe benefits	\$
supplies/materials	\$
travel/per diem	\$
equipment	\$
Consultant fees	\$ 20,000
Other (specify)	\$
Total	\$ 0 20,000

I affirm that all information on the application is true to the best of my knowledge.

The agents acting on behalf of the Applicant agree to comply with Title IV of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to the Department of the Interior regulations issued pursuant to that title. No person in the United States shall, on the ground of race, color, national origin, disability, or age be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity for which financial assistance is received from the National Park Service and hereby give assurance that we will immediately take any measures to effectuate this agreement.



Applicant's Project Manager

12/11/2025

Date

Stephanie Hummel

Printed Name

stephanie.hummel@greenbaywi.gov

Email 920.448.3424 phone

I affirm that municipal funding is available to complete the proposed project prior to the disbursement of grant funding.



Applicant's Financial Agent

12/11/25

Date

Linda Chosa

Printed Name

linda.chosa@greenbaywi.gov

Email

phone 920-448-3015

100 N. Jefferson Street, Green Bay, WI 54301

Mailing Address

MEMORANDUM OF AGREEMENT
BETWEEN
WISCONSIN STATE HISTORIC PRESERVATION OFFICE
AND
CITY OF GREEN BAY, WISCONSIN

SUBJECT: Funding up to \$20,000 from federal Historic Preservation Fund through a subgrant from the Wisconsin State Historic Preservation Office to the city of Green Bay, Wisconsin.
SHPO Project No. WI-26-10011

DATE OF GRANT AWARD: Feb. 27, 2026

POINT OF CONTACT: Jason Tish: jason.tish@wisconsinhistory.org 608-264-6512

GRANTEE PROJECT MANAGER: Stephanie Hummel

This agreement between the State Historic Preservation Office (SHPO), and the City of Green Bay, Wisconsin (Grantee) stipulates the terms and conditions of the funding for the above-referenced project, as well as the scope of work for the project. The grantee will undertake and coordinate a project to nominate the Astor Park historic district in Green Bay to the National Register of Historic Places (NRHP)

Completion of this nomination is supported by a grant of up to \$20,000 from the federal Historic Preservation Fund (HPF) through a subgrant from the Wisconsin SHPO in support of the historic preservation activities in Wisconsin. The HPF was established in 1977 to provide financial assistance to states and local governments to carry out activities related to preservation. Funding is provided from Outer Continental Shelf oil and gas lease revenues, not tax dollars, and is appropriated annually by Congress. The Catalog of Federal Domestic Assistance number is 15.904.

The SHPO and the Grantee agree to the following:

Scope of Work

The Grantee shall carry out the project as stipulated herein and in the attached *Scope of Work*.

Period of Work Performance

All work related to this project shall be conducted between the date of the *Purchase Order* issued by the Wisconsin Historical Society for this project and **September 30, 2027**, with intermediate deadlines as stipulated below. A *Purchase Order* for reimbursement from the grant award will be issued after this MOA is signed by both parties.

Intermediate Deadlines

There are intermediate deadlines for project activities, reporting, and deliverables stipulated below and in the *Scope of Work*. Intermediate deadlines may be amended subject to the *Amendments* section below.

Oct. 23, 2026 – **Consultant** must be hired. First **Progress Report** to SHPO is due.

Jan. 22, 2027 – Second **Progress Report** to SHPO is due.

Apr. 30, 2027 – Third **Progress Report** to SHPO is due.

July 30, 2027 – All **deliverables** in the *Scope of Work* are due.

Aug. 27, 2027 – **Project work must be complete**, final reimbursement requests prepared.

Sept. 10, 2027 – Final **Reimbursement Request** is due.

Sept. 30, 2027 – End of grant period.

The Grantee shall notify the SHPO if any situation arises that may adversely affect the timely or successful completion of this project.

Qualified Professional Consultation

To complete the *Scope of Work*, the Grantee will enter into a contract with a principal investigator whose professional qualifications meet the [Secretary of the Interior Professional Qualifications Standards for Architectural History, Historic Architecture, or History](#). (Professional Standards)

Subcontractors hired by the principal investigator to conduct project work shall also meet the Professional Standards. The Grantee shall verify that subcontractors meet the Professional Standards. SHPO staff shall assist in this verification if requested.

SHPO staff shall maintain contact with the project manager and principal investigator for the duration of the project and provide any training, advice, and technical assistance needed for the successful completion of project work.

Contracts

If requested by SHPO, the Grantee shall allow SHPO staff to review and approve drafts of contracts for project-related work prior to executing such contracts.

The Grantee will comply with federal procurement standards in Chapter 17 of the [Historic Preservation Fund Grants Manual](#) (*HPF Manual*) when obtaining professional consulting services, and will submit documentation of such *prior to contracting* with a vendor.

The Grantee will not contract with any party who is disbarred, suspended, or is otherwise excluded from or ineligible for participation in Federal assistance programs under *Executive Order 12549, Debarment and Suspension*.

SHPO staff will provide the Grantee with a list of qualified consultants who are known by the SHPO to have provided qualified staff for historic preservation projects in Wisconsin.

Allowable Costs

Generally, expenses for the following types of activities directly related to project work are reimbursable under this grant when they are incurred in the completion of the project. See Ch. 13 of the *HPF Manual* for more specific eligibility requirements.

- Professional and consulting service
- Travel
- Equipment, materials, and supplies used for project activities
- Exhibits for public display of progress and accomplishments
- Meeting facilities
- Printing of project materials and deliverables
- Public outreach (print and digital), mailings, public meetings
- Time spent by local government staff coordinating project activities or hiring and collaborating with consultants.

Deviation from items in the budget proposed by the Grantee must be negotiated with and approved by SHPO staff – see *Amendments* below.

Requirements for Federal Funding

All project-related costs are subject to applicable requirements in the [*Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*](#) (2 C.F.R. Part 200)

All project-related expenses shall meet federal requirements in the [*Historic Preservation Fund Grant Manual*](#), conform to the approved project budget and occur within the *Period of Work Performance*, and be necessary and reasonable for the completion of the *Scope of Work*.

If the Grantee receives \$1,000,000 or more annually in federal funding, the Grantee shall comply with the Audit Requirements at [2 C.F.R. 200, Subpart F](#) and submit to the SHPO a copy of the audit report within 30 days of publication.

Reimbursement

The Grantee may request reimbursement for project-related expenses at any time throughout the project period as consultant's invoices are paid. Reimbursement requests will be paid up to 75% of the grant award until all stipulations are satisfied.

The Grantee will request reimbursement for project-related expenses by completing and submitting a *Reimbursement Request* form provided by the SHPO. Each *Reimbursement Request* must be accompanied by:

- Documentation of project-related expenses (receipts, invoices, etc.)
- Documentation that those expenses were paid (receipt, invoices marked as "paid," payment records from a third party, etc.)

On receipt of a *Reimbursement Request*, the SHPO will reimburse the Grantee within 60 days for allowable, incurred, and documented costs directly related to the grant-funded project.

The SHPO will reimburse the Grantee up to 75% of the grant award prior to the completion of the project. The SHPO will release the remaining 25% of the grant award after completion of all project work and receipt of all deliverables stipulated in the SOW.

The Grantee will submit a final *Reimbursement Request* on or before **September 10, 2027**, for the remainder of project-related expenses.

Reimbursement of project-related expenses is subject to availability of federal HPF funding committed to the SHPO from the National Park Service.

Retention of Records

The Grantee will retain all records related to project expenses and the procurement of professional services for at least five years after completion of the project. The Grantee will provide, upon request, access to these records to the State Legislative Audit Bureau, the SHPO, the National Park Service, the Department of the Interior, the Comptroller of the United States, and any of their duly authorized representatives.

Amendments

Scope of Work - After the execution of this MOA, the Grantee may propose changes to the *Scope of Work* or deliverables to the SHPO in writing in accordance with the requirements in section 11 of the *CLG Subgrant Manual*. The SHPO will respond in writing within 30 days, either accepting or rejecting the proposed changes.

Budget - Amendments to line items in the budget proposed in the Grantee's application, and approved by virtue of the grant award, must be approved in consultation with SHPO staff before unexpected costs are incurred.

Period of Performance - The *Period of Performance* may be extended if unforeseen circumstances unexpectedly delay the completion of the project. If the Grantee believes their project has become constrained such that an extension is needed to successfully complete the project, they may request an extension from the CLG Coordinator.

General Stipulations

Because federal funds will be used to complete this project, materials produced with this funding shall remain in the public domain and may not be copyrighted.

The Grantee shall comply with all federal and state laws and regulations concerning equal opportunity, affirmative action, and fair employment practices.

The Grantee will comply with all applicable regulations, laws, policies, guidelines, and requirements of this federal grant program, including applicable Secretary of the Interior's standards.

The Grantee shall comply *with Title VI of the Civil Rights Act of 1964* that states that no person, on the grounds of race, color, marital status, religious creed, or national origin, will be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal assistance.

The Grantee shall comply with the *Rehabilitation Act of 1973* and the *Age Discrimination Act of 1975* and all requirements imposed by or pursuant to the *Department of the Interior Regulations (43 CFR 17)* issued pursuant to these titles, to the end that, no person in the United States will, on the grounds of age or physical ability, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any program or activity for which the Grantee receives financial assistance from the National Park Service, and hereby gives assurance that it will immediately take any measures to effectuate this agreement.

During the period of this grant (execution through **September 30, 2027**), any income earned by a Grantee from any project-related activities for which the Grantee requests reimbursement will be subtracted from the amount of the grant award.

The Grantee does hereby indemnify and hold harmless the State Historic Preservation Office, the Wisconsin Historical Society, and its officers, employees, and agents from actions or claims filed in response to any injury or damage received by any person or property resulting from the Grantee's efforts to accomplish the *Scope of Work*.

Acknowledgment of Federal Assistance

The following acknowledgment of federal assistance will be printed in any publication or visual product resulting from this project. Publications, materials, projects, news releases, speeches, websites, and other dissemination of information relating to this project must also acknowledge the financial support of the National Park Service and the Wisconsin Historical Society.

The activity that is the subject of this [type of publication] has been financed [in part/entirely] with Federal Funds from the National Park Service, U.S. Department of the Interior, and administered by the Wisconsin State Historic Preservation Office. However, the contents and opinions do not necessarily reflect the views or policies of the Dept. of the Interior or the Wisconsin State Historic Preservation Office. Nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Dept. of the Interior or the Wisconsin State Historic Preservation Office.

Termination of This Agreement

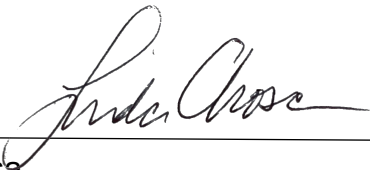
Either party may terminate this agreement by written notification to the other before the project is completed, and at least 60 days prior to the termination of the agreement.

If this agreement is terminated by the SHPO, except for reasons of non-compliance by the Grantee, the SHPO shall reimburse the Grantee up to 100% of the eligible costs incurred up to the termination date.

If this agreement is terminated by the Grantee, the SHPO may, at the discretion of the State Historic Preservation Officer, reimburse the Grantee for a maximum of 50% of the eligible costs incurred to the termination date, or may require the Grantee to return any or all federal funds transferred to the Grantee by the termination date, depending upon the circumstances of the termination.

This agreement becomes effective upon signature by both parties below, and the receipt by the Grantee of a *Purchase Order* for the contract sum from the Wisconsin Historical Society on behalf of the State Historic Preservation Officer.

CITY OF GREEN BAY



Linda Chosa
Assistant Finance Director - City of Green Bay, Wisconsin

06/25/2026

Date

WISCONSIN STATE HISTORIC PRESERVATION OFFICE

Tricia Canaday
State Historic Preservation Officer

Date



Scope of Work

Project No. WI-26-10011

Green Bay, Wisconsin

The State Historic Preservation Office (SHPO) and the City of Green Bay, Wisconsin (Grantee), agree to the following scope of work and conditions for the preparation of National Register of Historic Places (NRHP) nomination documents for the proposed Astor Park Historic District in the city of Green Bay.

Scope

The Grantee shall hire and collaborate with a consultant who meets the [Secretary of the Interior's Professional Qualification Standards for History, Historic Architecture, or Architectural History](#) to complete and submit to the SHPO sufficient documentation and forms for the nomination of the Astor Park Historic District to the NRHP.

Compliance with Federal and State Guidance

Forms and supporting materials for the nomination will be completed in accordance with the guidance in [National Register Bulletin 16A: How to Complete the National Register Registration Form](#).

The nomination will comply with *Additional Wisconsin SHPO Requirements* and will be submitted using the "Wisconsin Preferred" nomination form, both of which are available from the [National Register Coordinator at the Wisconsin SHPO](#). The Grantee will direct the principal investigator to these documents and advise them that compliance is required.

Subgrant Manual

The Grantee will comply with all standards and requirements in the CLG Subgrant Manual available from the [Certified Local Government Program Coordinator at the Wisconsin SHPO](#) for allocation and use of federal funding. The Grantee will direct the principal investigator to the Subgrant Manual and inform them that compliance is required.

Request for Bids

After the execution of the *Memorandum of Agreement* (MOA), the Grantee will issue a Request for Bids (RFB) to qualified historic preservation consultants. The Grantee shall use a competitive process to procure consulting services.

Contract Template

A template for a contract between the Grantee and the selected consultant will be provided for convenience. While this template may be revised to suit the Grantee's specific circumstances, the sections entitled *Ownership of Documents* and *Intellectual Property* (sections XIII and XIV in the template) are critical to the integrity of the National Register program and shall be included unrevised in the executed contract.

Principal Investigator and city staff

The Grantee's Project Manager shall assist the principal investigator as needed. Time spent by city staff to facilitate the project is eligible for reimbursement by the subgrant and may be documented and claimed for reimbursement.

SHPO Review of nomination documents

After draft nominations are submitted to the SHPO, the SHPO shall retain editorial privilege over the nominations. The Grantee shall inform the consultant(s) of their responsibility to assist with an iterative revision of the nominations with the National Register Coordinator at the SHPO, which may extend beyond the Period of Performance.

Deliverables

All deliverables are due on or before **July 26, 2027**.

The completed nomination packet will be submitted to SHPO by **July 26, 2027**, to allow staff to confirm that all deliverables are complete and sufficient prior to the end of the Period of Performance.

The SHPO shall retain non-exclusive, irrevocable, royalty-free license to all copyrightable material ("Material") created within the scope of the agreement without limitation. The SHPO shall have the right to reproduce, alter, modify, publish, and display all Material created under the scope of this agreement as necessary in the opinion of SHPO to comply with Wisconsin SHPO requirements and standards, and those of the National Park Service.

The SHPO shall review all deliverables within 30 days of receipt, and work with the consultant to rectify incomplete or inadequate content. Project-related activities may occur after submission of deliverables.

The following items will be submitted for the nominated district by **February 26, 2027**:

1. One complete electronic and one paper copy of the National Register of Historic Places Nomination Form on the "Wisconsin Preferred" version of NPS Form 10-900.
2. One electronic copy and one paper copy of a 200-300-word summary of the significance of the property.
3. Photographs: One commercially printed set of digitally produced images printed at a size of 4" x 6" and labeled on the back in pencil.
4. A PowerPoint presentation that fully documents the significance and appearance of the property, to be presented at a quarterly meeting of the State Historic Preservation Review Board. The PowerPoint presentation must be compressed to create a file of 15MB or less. The presentation must be submitted on a CD along with the individual original uncompressed image files. Image files must be in JPG format at a minimum resolution of 300 DPI and a minimum width of 2000 pixels on the longest side. This should result in a file size of around 7MB for each image file. The individual image files must contain the Architecture and History Inventory number and some description of the content.
5. Original USGS quadrangle maps (or an [NPS-approved digital equivalent](#)) necessary to identify the nominated property and its entire historic boundary. The map(s) must clearly show the location of the property labeled (in pencil if maps are paper) with the UTM or Latitude/Longitude coordinates.
6. Historic district maps, site plans, and/or floor plans, as needed.
7. A complete list of all current property owners as listed in the land or tax records after the nomination is scheduled for a State Historic Preservation Review Board meeting.
8. One completed submittal checklist.
9. New information about the nominated property shall be entered into the Wisconsin Historic Properties Database (WHPD) by the consultant. The consultant will be given access to WHPD to enter new data on properties included in this project.

Other Budget Considerations

1. The consultant hired by the Grantee will be responsible for presenting the nomination(s) in person to the State Historic Preservation Review Board when it is scheduled on the Board's agenda. Travel costs to present the nomination should be included in the consultant's project budget.
2. The consultant will be responsible for any edits or additional information required by the State Review Board or the National Park Service before the property is listed in the NRHP. Costs associated with this review process should be included in the project budget.



GRANT TRACKING FORM

PART #1: Notification of Grant Funds

([emailto:kim.rivest@greenbaywi.gov](mailto:kim.rivest@greenbaywi.gov))

APPLICANT DEPARTMENT: Community & Economic Development **DATE:** 5/18/2026

APPLICANT DEPARTMENT GRANT CONTACT NAME/TITLE: Stephanie Hummel/Planner II

APPROPRIATE COMMITTEE: Landmarks Commission/Finance Committee

NAME OF GRANT/FUNDING SOURCE: CLG Subgrant/State Historic Preservation Office

AMOUNT OF GRANT REQUEST: \$20,000 **LOCAL MATCH REQUIREMENT:** \$0.00

SOURCE OF MATCH: General Fund Non-General Fund Not Applicable

TIMEFRAME OF GRANT: 5/11/2026 through 6/30/2027

TYPE OF GRANT REQUEST: Monetary Other (explain under 'purpose of grant')

PURPOSE OF GRANT (summary): This grant will be used to complete the nomination process for a new historic district surrounding Astor Park; this was recommended from our Historic Intensive Survey Update..

How does the grant meet City/Department needs? This will allow more property owners in the City to utilize our Historic Preservation Revolving Loan Fund, as well as the State's Tax Credit Program, to make improvements to their homes.

What are the personnel requirements (include both existing and new staff) of the grant? Administered by existing staff (Planner II, Community Development Specialist, and accounting/finance staff as needed) using existing budgets.

DEPARTMENT HEAD SIGNATURE: _____

PART #2: Request to Accept Grant Funds

(complete after notification of grant award; [emailto:kim.rivest@greenbaywi.gov](mailto:kim.rivest@greenbaywi.gov))

AMOUNT OF GRANT AWARD: \$20,000 **CFDA/STATE ID #:** 15.904

LOCAL MATCH REQUIREMENT: \$0.00

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 on: New Historic District Nomination

<i>PART</i>	<i>TO:</i>	<i>DATE:</i>	<i>TO:</i>	<i>DATE:</i>
#1: Request to Apply	Finance Dept		FC – Info/Action	
#2: Request to Accept	Finance Dept		FC – Action	

FC = Finance Committee



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

June 30, 2026

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.2

Consideration with possible action on the Memorandum of Agreement between the Oneida Nation and City of Green Bay regarding funding for community programs and infrastructure in the amount of \$300,000 for the JBS Redevelopment Project-Urban and Food Production Barn.

BACKGROUND

Over the past year, the City has approved funding to construct an Urban Food Production Barn with restrooms at the new JBS Park. When the I&S Committee approved the award of the construction contract, the City authorized using a combination of funding sources, with the majority of the funding coming from City ARPA funds and a grant that Wello received from the Department of Administration. It also included approving the JBS TID to fund any remaining budget shortages, with the hopes that Wello would secure additional funding to offset the TID funding.

The Oneida Tribe has agreed to donate \$300,000 to the City, to be used for costs associated with the Urban and Food Production Barn. If this donation is approved and accepted, it will decrease the amount of JBS TID funding that will have to be spent on this project by \$300,000.

RECOMMENDATION

To approve the request.

FISCAL IMPACT

The anticipated cost for this entire project is \$1,612,283.

\$122,700 – Engineering Costs
\$10,000 – Estimated Construction Inspection Costs
\$1,345,075 – Construction Contract Bid Award
\$134,508 – 10% Construction Contingency
\$1,612,283 – Total Cost for entire project

There are multiple funding sources related to this project:

\$752,843 – ARPA funding (Already approved)
\$48,000 – ARPA funding approved for Park solar project (Already approved)
\$468,900 – Wello's Department of Administration Grant (Already approved)
\$42,540 – JBS TID 28 funding (Already approved)
\$300,000 – Oneida Nation Donation (Requesting approval)
\$1,612,283 – Total Funding Available

ATTACHMENTS

- I. Oneida MOU - JBS Barn

MEMORANDUM OF AGREEMENT BETWEEN
THE ONEIDA NATION AND THE CITY OF GREEN BAY
REGARDING FUNDING FOR COMMUNITY PROGRAMS & INFRASTRUCTURE

This Memorandum of Agreement is entered into by and between the Oneida Nation (the “Nation”), a federally recognized and Treaty Tribe, and the City of Green Bay (the “City”), a municipal government organized under the laws of the State of Wisconsin (each a “party” and collectively, the “parties”), for the coordination of financial contributions to support community programs and infrastructure that benefit both the Nation and the City.

Whereas, the parties enjoy a cooperative relationship based upon mutual trust and respect, and

Whereas, both parties provide governmental services within their respective territories, and both recognize the importance of collaborative efforts to mitigate costs and maximize benefits to the community, and

Whereas, the parties agree that by combining their resources to expand and build upon housing and the continued development and expansion of local food systems will benefit our communities,

Whereas, the City of Green Bay is redeveloping the former JBS property, located at 1330 Lime Kiln in Green Bay, WI to include roads, sidewalks, trails, housing opportunities, parks, urban farm and food production barn, and

Whereas, the Nation has placed a high value on food sovereignty, including the opportunity to provide fresh nutritious foods to the community, and expand our network of opportunity for food production, and

Whereas, the Nation believes that contributing toward the construction of the food production barn will provide opportunities for the community to engage in food production activities, and

Now, therefore, the parties agree as follows:

- 1) The Nation will contribute funds in the amount of \$300,000 to the City to assist in supporting the JBS Redevelopment Project.
- 2) The City will use the funds contributed by the Nation to provide for infrastructure and programming for the Urban and Food Production Barn.
- 3) City will provide a copy of receipt of the payment(s) to the Nation.

In witness whereof, the parties have hereunto set their hands on the date(s) set forth below.

Tehassi tasi Hill, Chairman
Oneida Nation

Date: _____

Eric Genrich, Mayor
City of Green Bay

Date: _____

DRAFT



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

June 30, 2026

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action to revise General Ordinance No. 12-26, responsible bidder approval threshold from \$25,000 to \$50,000 to let contract to lowest responsible bidder.

BACKGROUND

This revision is to reflect the state requirements went up with the 25WIS Act 18.

RECOMMENDATION

Approval of the request

FISCAL IMPACT

ATTACHMENTS

- I. Draft G.O. 12-26 Relating to Responsible Bidders

GENERAL ORDINANCE NO. 12-26

AN ORDINANCE
AMENDING SECTION 42-3,
GREEN BAY MUNICIPAL CODE,
RELATING TO RESPONSIBLE BIDDER.

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

SECTION 1. Section 42-3(a) & (b), Green Bay Municipal Code, is hereby amended to read:

Sec. 42-3. Responsible bidder.

- (a) *Purpose.* Pursuant to Wis. Stats. §§ 66.0901 and 62.15, all public works contracts, including any contract for the construction, execution, repair, remodeling, or improvement of any public work or building, or for the furnishing of supplies or material of any kind, where the estimated cost of such work will exceed ~~\$25,000.00~~ **\$50,000.00**, shall be let by contract to the lowest responsible bidder. **If the estimated cost of any public work is between \$10,000.00 and \$50,000.00 the board shall give a class 1 notice before it contracts for the work.** What constitutes a responsible bidder is a determination that requires the exercise of discretion by the City and its departments, officials, and/or employees under reasonably consistent responsible bidder criteria, as provided in this section.
- (b) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Class A Registered Apprenticeship Program means an apprenticeship program that is currently registered with either a State or federal governmental entity and that has a graduated apprentice to journeyman job classification system process as well as a bona fide training program.

Contractor means a person, corporation, partnership, or any other business entity that performs work on a public works contract as a general contractor, prime contractor, or subcontractor at any tier.

Public works contract means any contract for the construction, execution, repair, remodeling, or improvement of any public work or building, or for the furnishing of supplies or material of any kind, where the estimated cost of such work will exceed ~~\$25,000.00~~ **\$50,000.00**.

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 _____, 2026.

APPROVED:

Eric Genrich, Mayor

law

[Date]



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

June 30, 2026

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action regarding a 2026 budget amendment resolution for unbudgeted overtime for special events.

BACKGROUND

Resolution for unbudgeted overtime.

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. Combined Resolution for 6.30.26 Finance Meeting

**RESOLUTION AUTHORIZING
BUDGET AMENDMENT**

July 7, 2026

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

Pursuant to the recommendation of the Finance Committee at its meeting of June 30, 2026, the following 2026 amendment of funds is hereby authorized:

	<u>ACCOUNT</u>		<u>AMOUNT</u>
Increase:	101300 50501	Police-Overtime	\$53,040.48
Increase:	101300 46223	Police Overtime Reimbursement	\$53,040.48

6223

***This budget amendment is for 2026 unbudgeted overtime for staffing at the FBI, ATF, US Marshal and Internet Crimes Against Children Task Forces, unbudgeted special events such as HS Lunch Neighborhood Security-GB Schools, NWTC Car Show, Walk to Mary, Cnesses Temple Security, Epic Marathon, Dick Lytie Classic and the Wednesday and Saturday Farmer's Markets.*

Increase:	101400 50501	Fire-Overtime	\$12,407.32
Increase:	101400 46223	Fire Overtime Reimbursement	\$12,407.32

***This budget amendment is for 2026 unbudgeted overtime for staffing at events such as the Epic Marathon, Luke Combs Concerts, Bellin Run and the Brown County Fire Investigation Task Force.*

Increase:	101400 50501	Fire-Overtime	\$18,067.50
Increase:	101400 43611	Fire-State Overtime Reimbursement	\$18,067.50

***This budget amendment is for 2026 unbudgeted state reimbursements of costs incurred for employees to attend USAR (Urban Search & Rescue) trainings.*

Adopted _____

Approved _____

Mayor

Clerk