

City of Green Bay Wisconsin



2014
DEPARTMENT OF
PUBLIC WORKS
ANNUAL REPORT



Public Works Department

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TO: The Mayor and
Common Council

FROM: Steven M. Grenier, P.E.
Director of Public Works

I am herewith submitting the 2014 Annual Report for the Department of Public Works. This report includes a detailed summary of the activities of the Department for 2014. This report is required by State Statute and summarizes the activities and the operations of the Department of Public Works.

The achievements and activities of the Department were made possible with the cooperation of the Mayor and Common Council and the support of the employees of this Department.

**CITY OF GREEN BAY
DEPARTMENT OF PUBLIC WORKS
2014 ANNUAL REPORT**

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2014 ANNUAL REPORT
DEPARTMENT OF PUBLIC WORKS

The Department of Public Works functions under the Mayor and Common Council, and in particular, the following committees and commissions, which report to the Common Council. In 2014, the members of these committees and commissions were as follows:

1. Improvement and Service Committee

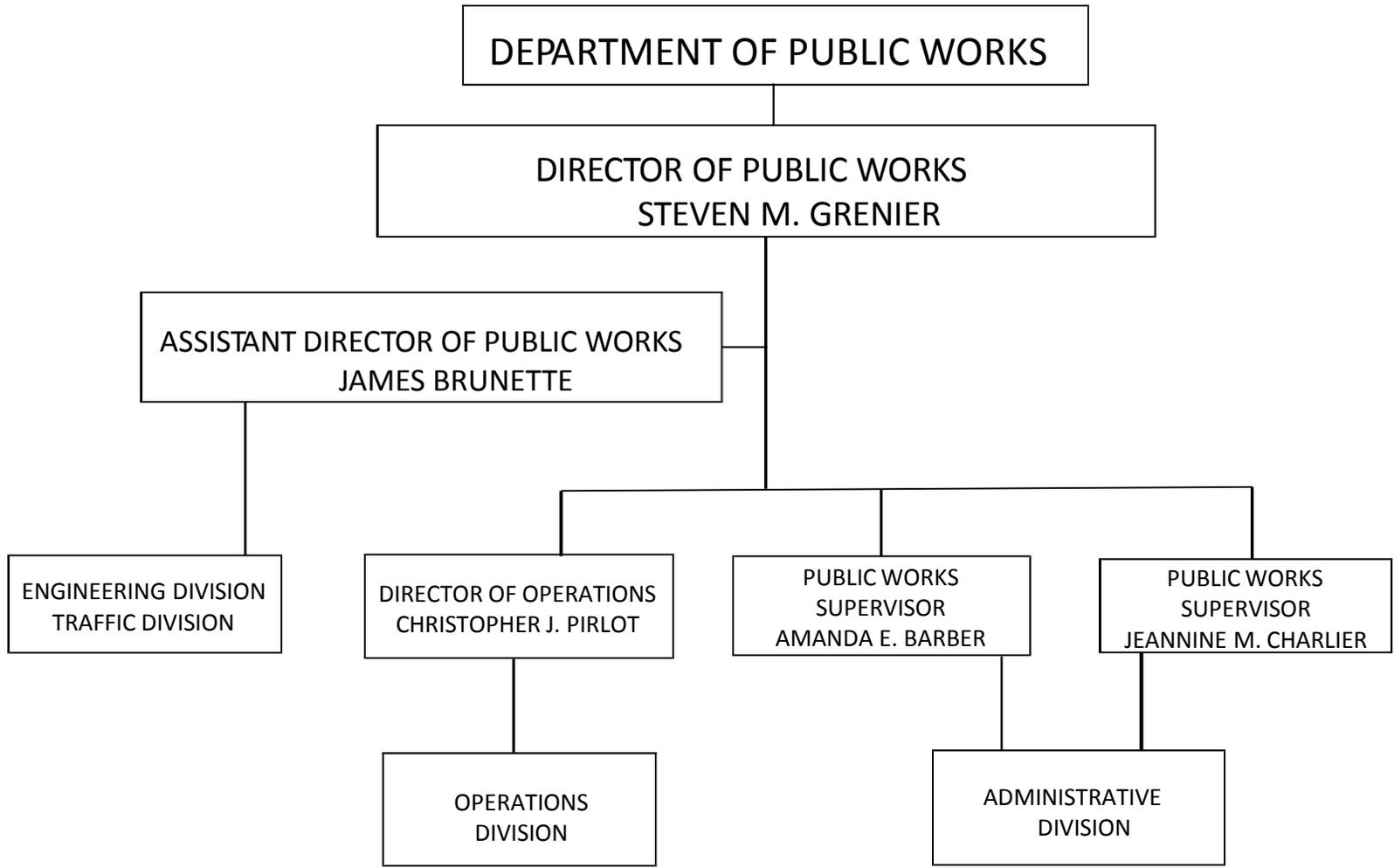
Members: Brian Danzinger, Chairperson
Joseph Moore
David Nennig
Jerry Wiezbiskie

2. Traffic Commission

Members: Matt Kuepers, Chairperson
Bryan Lipke, Vice-Chairperson
Alderman Mark Steuer
Charles Karow
Lieutenant Karl Ackermann
Dan Theno
Victoria Kassab

Following the direction of the Mayor and Common Council, the Improvement and Service Committee, the Traffic Commission, the Director of Public Works, the Department of Public Works, consisting of 213 employees in its five divisions (Engineering, Traffic, Operations, Executive Support, and Parking System Division), provides the basic municipal services to the citizens of Green Bay.

To a large degree, the general safety, welfare and appearance of the community depends on the Department of Public Works carrying out its responsibilities in an expeditious manner through the design, construction and maintenance of street pavements, sewers, bridges, sidewalks, traffic control devices, street lighting, public parking facilities, the issuance of permits, the collection of solid waste, the control of snow and ice, and the control of noxious weeds on public and private property.



2014

DEPARTMENT OF PUBLIC WORKS STATISTICS

Area:	46.08 Square Miles	
Population:	104,779 (Estimate)	
Streets:	Connecting Highways	22.77 Miles
	County Trunk Highways	17.38 Miles
	Local Streets	<u>416.06 Miles</u>
	TOTAL STREETS:	456.21 Miles
Sewers:	Storm Sewers	407.30 Miles
	Sanitary Sewers	<u>464.75 Miles</u>
	TOTAL SEWERS:	872.05 Miles
Lift Stations:	22 Storm	
	13 Sanitary	
Street Lights:	8,384	
Traffic Signals:	100 Intersections	
Bridges:	30	

CONSTRUCTION SUMMARY

Sanitary Sewer Construction/Reconstruction	2.04 miles	\$1,507,887.40
Storm Sewer Construction/Reconstruction	2.79 miles	\$2,548,481.43
Pavement Construction/Reconstruction		\$3,135,165.00
Pavement Repair		\$1,212,024.00
Asphalt Resurfacing/Replacement	3.33 miles	\$1,377,216.20
Sidewalk Construction	0.52 miles	\$48,381.02
Mudjacking		\$12,022.41
Building Construction Repair		\$2,416,168.90
KI Convention Center Expansion		\$19,458,385.53
Water Main Construction	0.81 miles	\$360,000.00
Alley Improvements	0.53 miles	\$87,361.21
Community Development Contracts		\$265,424.67
Storm Water Management		\$660,394.66
Park Improvements		\$358,366.42
Miscellaneous Contracts		\$679,712.50
	TOTAL	\$34,126,991.35

ENGINEERING DIVISION

The Engineering Division was responsible for the administration of the following public works contracts. References to the percentage of work completed relate to project status as of December 31, 2014.

I. BUILDING CONSTRUCTION AND REPAIR CONTRACTS

A. FIRE STATION #2 REROOF

This contract includes the removal of the existing roofing, insulation and gypsum sheathing; furnish and install a new ballasted EPDM roof membrane, insulation and underlayment (approximately 6,500 square feet); and furnish and install all associated flashing, sheet metal, and sealants.

This project was delayed until spring of 2015 due to cold weather: \$119,640.00

B. MAIN AND PINE STREET PARKING RAMP RECLADDING

This contract includes fabrication of wall cladding systems for the south and east facade of the Main St. Ramp and the north facade of the Pine St. Ramp and general construction for installation of systems including railings and chain link fence work.

This project is complete: \$1,055,272.00

C. PARKING RAMP REPAIRS - 2014

This contract includes patching existing deteriorated concrete; routing and sealing existing cracks and joints; installing/replacing of control joints; repairing deteriorated concrete curb; and installing traffic bearing membrane.

This project is 65% complete: \$521,877.00

D. PARKING RAMP REPAIRS - 2013

This contract includes patching existing deteriorated concrete; routing and sealing existing cracks and joints; installing/replacing of control joints; repairing deteriorated concrete curb; and installing traffic bearing membrane.

This project is complete: \$591,060.00

E. FIRE STATION NO. 6 MECHANICAL SYSTEM REPLACEMENT AND REROOFING

This contract includes installation of rooftop mechanical systems with appropriate duct/electrical service and reroofing of both ends of existing roof system.

This project is complete: \$128,319.90

F. KI CONVENTION CENTER EXPANSION-DEMOLITION AND UTILITIES PACKAGE - 2013

This contract includes demolition of building structures, site demolition, and utility relocation.

This project is complete: \$454,324.00

G. KI CONVENTION CENTER EXPANSION-FOUNDATION PACKAGE - 2013

This contract includes excavation of existing grades and removal of existing pavement, and construction of foundations only for the KI Convention Center Expansion.

This project is complete: \$1,149,917.96

H. KI CONVENTION CENTER EXPANSION – PHASE II - 2014

This contract includes the addition of approximately 67,000 square feet of new ballrooms, meeting rooms and pre-function areas, 18,000 square feet of existing facility renovation, demolition of existing structures, site utility construction and general site work including new concrete curb and asphalt parking areas.

This project is 55% complete: \$17,854,143.57

II. PAVEMENT CONTRACTS

A. SIDEWALKS - 2013

This contract includes 31,000 square feet of concrete sidewalk construction and reconstruction, and 1,600 square yards of terrace restoration various locations throughout the City.

This project is 98% complete: \$259,929.38

B. PAVEMENT 1-14 (Northland Avenue)

This contract includes approximately 215 linear feet of 12” storm sewer; 1,800 square yards of concrete pavement removal; 750 cubic yards of 1¼” crushed aggregate base course, 420 square yards of 8” concrete sidewalk and driveway, 2,350 square yards of 8” concrete pavement, 1,100 square yards of 4” concrete sidewalk and driveway, and electrical work for street lighting.

This project is complete: \$255,612.25

C. PAVEMENT 2-14 (Atkinson Drive)

This contract includes approximately 2,200 square feet of concrete driveway reconstruction, 3,800 square yards of milling surface, 525 tons of crushed aggregate base course, and 1,260 tons of HMA pavement Type E-10, for the resurfacing of Atkinson Drive from Hurlbut Street to the North end.

This project is 99% complete: \$124,748.25

D. PAVEMENT 3-14 (Largo Ridge Estates)

This contract includes 2,100 linear feet of water main, 2,150 linear feet of sanitary sewer, 2,180 linear feet of storm sewer, excavating, grading, base, 4,100 linear feet of concrete curb and gutter, concrete pavement repair, 680 ton of asphalt pavement, and site restoration.

This project is 90% complete: \$660,527.97

E. RESURFACING 1-14

PART A

This contract includes 5,565 square feet of concrete sidewalk and driveway reconstruction, 256 square feet of curb ramp detectable warning field cast iron, 6,966 linear feet of reconstruction of concrete curb and gutter, and 1,316 square yards of terrace restoration at various locations associated with asphalt streets resurfaced in 2014.

This project is complete: \$317,897.87

PART B

This contract includes resurfacing and patching 12,771.26 tons of asphalt pavement and 67,540 square yards of milling surface. The work includes 4,724 cubic yards of base excavation, 9,118 tons of crushed aggregate base course, and 4,963 square yards of geo grid.

This project is complete: \$1,059,318.33

F. MUDJACKING 2014

This contract includes mudjacking/raising 3,379 linear feet of curb and gutter, 126 square yards of concrete apron/ramp, which had settled and was causing ponding and unsafe conditions. This work was completed by purchase order after quotations were received.

This project is complete: \$12,022.41

G. SIDEWALKS - 2014

This contract includes 18,500 square feet of concrete sidewalk construction and reconstruction, and 3,000 square yards of terrace restoration various locations throughout the City.

This project is 100% complete: \$175,181.17

H. PAVEMENT REPAIR - 2014

This contract includes 4,500 square feet of concrete sidewalk and driveway reconstruction, 2,700 square yards of concrete pavement reconstruction, replacement of 30 units of inlets, replacement of 150 linear feet of inlet leads, and reconstruction of 1,700 linear feet of concrete curb and gutter at various locations throughout the City.

This project is complete: \$402,061.84

III. SEWER CONTRACTS

A. CHRISTA McAULIFFE PARK STORMWATER FACILITY

This contract includes approximately 44,500 cubic yards of excavation, grading, 526 linear feet of 18" to 42" storm sewer, inlet and outlet structures, topsoil placement, and native seeding and planting.

This project is 98% complete: \$643,731.78

B. MORAINES TERRACE LIFT STATION REHABILITATION

This contract includes a sanitary sewer lift station rehabilitation consisting of installation of new forcemain access vault and valves, 55 linear feet of 4" forcemain PVC pipe, 80 linear feet of 2" pump guide rails, and new pumps.

This project is complete: \$68,418.84

C. SEWERS 1-14 (INCLUDING WATER MAIN)

This contract includes approximately 2,060 linear feet of 8" and 16" water main; 240 linear feet of 8" sanitary sewer construction including sanitary lateral relays, 640 linear feet of 8" to 10" CIPP sanitary sewer, sanitary manhole construction and rehabilitation; 2,500 linear feet of 12" to 24" storm relay and construction, 360 linear feet of 12" to 15" CIPP storm sewer; and storm manhole construction, and rehabilitation.

This project is complete: \$631,358.68

D. SEWERS 2-14

PART A

This contract includes approximately 765 linear feet of 8", 10", and 12" sanitary sewer, sanitary manhole remove and replace, sanitary manhole rehabilitation, sanitary sewer spot repairs, storm sewer spot repairs, storm manhole rehabilitation, storm inlet lead construction, repairs, and replacements.

This project is complete: \$288,322.45

PART B

This contract includes approximately 1,622 linear feet of 8" CIPP sanitary sewer, 3,567 linear feet of 10" CIPP storm sewer, and 315 linear feet of 12" CIPP storm sewer.

This project is 100% complete: \$147,600.25

E. SEWERS 3-14

This contract includes approximately 2,200 linear feet of 6" mini-storm sewer, inlets, inlet leads, and other storm sewer appurtenances, 3,300 square feet of 6" concrete sidewalk and driveways, 800 square feet of 4" concrete sidewalk, curb and gutter, pavement replacement, and terrace restoration.

This project is 98% complete: \$164,899.07

IV. PARK IMPROVEMENTS

A. WILDLIFE SANCTUARY BRIDGE REPLACEMENT

This contract includes the removal of an existing single span steel and concrete bridge structure, the installation of approximately 45 linear feet of precast concrete modular bridge units, 235 cubic yards of excavation, 269 cubic yards of fill, 265 cubic yards of crushed aggregate base course 1 1/4", 283 linear feet of curb and gutter, 125 tons of asphalt pavement, and 2,134 square feet of concrete sidewalk.

This project is complete: \$359,053.00

B. PARKS PROJECT 1-14

This contract includes construction of approximately 1,100 square yards of stripping topsoil, 500 cubic yards of borrow, 120 cubic yards of 1 1/4" crushed aggregate base course, 70 tons of HMA Pavement, 162 square yards of 8" cast-in-place concrete slab, 380 linear feet of 8" sanitary sewer, and restoration.

This project is 97% complete: \$90,754.92

C. PARKS PROJECT 2-14

This contract includes construction of approximately 725 cubic yards of borrow, 400 cubic yards of 1 1/4" crushed aggregate base course, 2,100 square yards of HMA Pavement, 1000 square feet of 6" concrete, restoration, and pavement marking.

This project is 98% complete: \$132,557.59

D. PARKS PROJECT 3-14

This contract involves excavation and grading, bio-filter and storm sewer construction, asphalt paving, pavement marking, and site restoration.

This project is 73% complete: \$150,035.58

V. COMMUNITY DEVELOPMENT BLOCK GRANT CONTRACTS

A. CD 13-01 WEST SIDE RAILROAD CORRIDOR TRAIL

This contract consists of the installation of an asphalt paved trail. This includes approximately 810 cubic yards of excavation, 950 cubic yards of crushed aggregate base course, 6,620 square yards of asphaltic pavement, and site restoration.

This project is complete: \$283,541.87

B. CD 14-01 KROC CENTER TRAIL

This contract consists of the installation of an asphalt paved trail. This includes approximately 650 cubic yards of excavation, 820 cubic yards of crushed aggregate base course, 185 tons of asphaltic pavement, and clearing and grubbing.

This project is complete: \$80,769.60

C. CD 14-02:

PART A (SIDEWALK AND PAVEMENT REPAIRS)

This contract includes approximately 350 square yards of 8” concrete alley pavement, 20 linear feet of curb and gutter reconstruction, 6,400 square feet of 4” to 8” concrete sidewalk.

This project is complete: \$107,527.42

PART B (ALLEY RESURFACING)

This contract included removal and replacement of 4,200 square yards (0.53miles) of asphalt pavement in alleys.

This project is complete: \$87,361.21

VI. MISCELLANEOUS CONTRACTS

A. 36-INCH TRANSMISSION MAIN INTERCONNECT IMPROVEMENTS

This contract includes adding interconnecting 30-inch and 36-inch pre-stressed concrete cylinder or ductile iron piping in three locations between two parallel 36” pre-stressed concrete cylinder transmission water mains along Finger Road serving the City of Green Bay. Nine 36” butterfly valves and two 30” resilient seated gate valves have been pre-purchased by the Green Bay Water Utility and will be furnished to the Contractor for installation. In addition, five blow off drain connections with 12” gate valves and size air/vacuum release manholes are to be furnished and installed.

This project is 0% complete (delayed to winter 2015/2016): \$0.00

B. GBWU FILTER PLANT AND GRANDVIEW BOOSTER STATION GENERATOR IMPROVEMENTS

This contract includes complete removal and disposal of existing electrical conduits, storage shed and concrete base slab, diesel generator, fuel lines and exhaust, diesel fuel tank and removing posts to below paving; providing new engine generators and concrete pads, electrical conduits, wiring, enclosed circuit breakers, pull boxes, VFD's, and automatic transfer switches; re-use and re-route existing conduits.

This project is 44% complete: \$410,000.00

C. METRO BOAT LAUNCH

This contract includes the removal of existing concrete boat ramp planks, the installation of approximately 9,000 square feet of 8" cast in place concrete boat ramps, and dewatering for construction.

This project is 75% complete: \$269,712.50

TRAFFIC DIVISION

The Traffic Division of the Department of Public Works (DPW) is responsible for the study, engineering, design, installation and maintenance of all City-owned traffic control systems and devices. In addition, the Traffic Division is responsible for all traffic-related studies for the Department. The above tasks are divided among 3 sections: 1) Engineering Section, 2) Signs & Markings Section, and 3) Electrical Section. The Traffic Division is also the custodian for all signing, marking, traffic control signals, and street lighting functions. Both the Signs & Markings Section and the Electrical Section are part of the Operations Division. Their activities are reported in the Operations Division section of this report.

The Engineering Section consists of one Traffic Engineer, one Traffic Technician, and two seasonal employees (May through August) who work under the direction of the Assistant Director of Public Works.

The Traffic Engineer oversees the day-to-day operation of the City's traffic signal systems including timings; determines appropriate intersection control; prepares and reviews engineering drawings and specifications for construction projects; conducts traffic studies (crash, speed zone, pedestrian, parking, street lighting, school zone, work zone, etc.); responds to complaints/suggestions from the public, parking staff, and City Council members; represents DPW at City Traffic Commission meetings; assists the Green Bay Police Department in road user education and enforcement efforts; trains internal/external staff on the proper temporary work zone traffic control practices; reviews and authorizes oversize and overweight vehicle permits (single trip permits); assists in the coordination of daily activities of the Electrical Section and Signs & Marking Section; and oversees the maintenance of the official City ordinance indexes related to traffic and parking regulations.

The Traffic Technician performs duties similar to the Traffic Engineer, but spends more hands-on time with data collection, management of fieldwork assignments, problem solving, CADD design and traffic mapping. The Traffic Technician plans and coordinates DPW work activities for special events, i.e., Cellcom Marathon, Holiday Parade, Packers Home Games, 4th of July 4, etc.; trains and supervises traffic engineering seasonal employees; designs and administers both in-house pavement marking and contracted traffic signal repair programs; maintains traffic maps and related records; designs stall placement and space needs for public parking lots and on-street parking; functions in the capacity of Traffic Engineer during his/her absence; and assists in the coordination of daily activities of the Electrical Section and Signs & Marking Section.

The two seasonal employees primarily conduct intersection turning movement traffic counts at signalized intersections, assist in the maintenance of the City's street sign inventory system, assists in maintaining the official City traffic and parking ordinance indexes, and inspect the condition of City-owned street light poles.

I. TRAFFIC CONTRACTS

A. TRAFFIC SIGNAL AND STREET LIGHT REPAIR

This contract included the replacement of traffic signal equipment at two signalized intersections (Main Street at Auto Plaza Way, and Main Street at Manitowoc Road), and various signal and lighting concrete bases due to condition or damage (West Mason Street at 12th Avenue; Velp Ave near Locust Street). Contract quantities included removing 24 traffic signal concrete bases, removing 10 pull boxes, installing 1,327 lineal feet of underground PVC conduit, installing 8 pull boxes, installing 22 traffic signal concrete bases, and replacing 2 traffic signal controllers.

This project is complete: \$197,087.03

Specific tasks completed by the Traffic Division during 2014 include:

- Assisted WisDOT with the design or construction of the following projects:
 - US 41
 - WIS 29 interchange tub girder installation
 - US 41/I-43/Velp Ave Interchange
 - Leo Frigo Bridge Closure and city detour (traffic signal timing modifications)
 - Monroe Avenue (WIS 54 & WIS 57, Cass Street to Main Street; street lighting, traffic signals, temporary traffic control, business way finding signs)
- Assisted Brown County Public Works with the design and construction of the following projects:
 - S Oneida St at Armed Forces Way (traffic signal and street lighting design and construction)
 - Packerland Drive at Cormier Road (traffic signal design and construction)
- Assisted the Village of Howard with the design of the Taylor-Badgerland (Future Street) traffic signal design
- Assisted Engineering Division with the design or construction of the following projects:
 - Northland Avenue street lighting (Washington St to Adams St)
 - Dousman Street street lighting (Broadway to N Chestnut St)
 - West Side Railroad Corridor Trail (midblock pedestrian treatments)
 - Shawano Avenue at Perkins Avenue (traffic signal detection)
 - Multiple sanitary sewer repair projects (temporary traffic control)
- Began planning and design for the 2015 Traffic Signal Repair project (E Walnut St at Madison St and at Jefferson St)
- Assisted Planning Department with a traffic evaluation of the University Avenue corridor study
- Participated in the Active Communities Green Bay (Live 54218)
- Assisted Risk Management Department in the review of all city vehicle incidents
- Reviewed and coordinated the temporary traffic control of multiple downtown developments including the Meyer Theater addition, CityDeck Landing, Baylake Bank Façade Repair, and the Metreau Apartments)
- Completed annual intersection turning movement count program: 29 signalized intersections; 1 bike-pedestrian intersection
- Performed structural inspection of all city-owned steel street light poles
- Assisted WisDOT in the structural inspection of all citywide connecting highway traffic signal structures
- Coordinated all DPW activities related to citywide special events and Packers game day traffic control
- Received work zone traffic control and safety training from FHWA and Wayne State University
- Assisted Green Bay Water Utility in the design of many temporary traffic control work zones for water main repair projects

- Attended 10 Traffic Commission meetings, including preparation of meeting minutes and Council Reports, and implementation of all ordinance changes related to traffic and parking (ordinance book and sign installations)
- Managed the Village of Bellevue and City of De Pere annual pavement marking program
- Conducted numerous studies as follows:
 - Signing
 - Sidewalk
 - School zone
 - Southwest High School
 - St Paul Lutheran
 - Leonardo da Vinci School for Gifted Learners
 - Jackson Elementary
 - Danz Elementary
 - Parking
 - Signal Timings
 - W Mason & Military System (15 signals; design only)
 - Mason-Mitchell
 - Mason-Oneida
 - Deckner-Henry
 - Dousman-Taylor
 - E Mason System (Time-Based timing revisions only)
 - Ninth St (Fisk St – Gross Ave)
 - New Technology (GridSmart vehicle detection system)
 - Street Lighting
 - Participated and evaluated WPSC LED Pilot Program
 - Lombardi Ave at Lambeau Field
 - Traffic Signal / STOP / YIELD Warrants
 - Roosevelt-Cass
 - Traffic Impact Analysis
 - VA Clinic
 - Walmart Downtown
 - Mason/Ontario C-Store
 - Traffic and Intersection Safety
 - Assisted Brown County Planning Department in 3-year intersection crash safety study
 - Neighborhood traffic calming
 - Pedestrian
 - Design of West Side Railroad Corridor Trail midblock crossing of Military Ave
 - Speed
- Coordinated installation of multiple neighborhood association identity signs
- Continued development of Citywide streetlight database

OPERATIONS DIVISION

The Operations Division of the Department of Public Works (DPW) is responsible for 1) maintenance of all City streets, alleys and associated traffic control devices, 2) maintenance of flood control dikes, storm water and sanitary sewer systems, 3) operation of the City's lift bridges, 4) collection and transportation of trash and residential recyclable material, 5) acquisition, disposal, maintenance and repair of all DPW equipment and vehicles. The Operations Division consists of the Street Section, Sanitation Section, Sewer and Bridge Section, Motor Equipment Section, and Administrative Section. The Operations Director leads activities of the Operations Division. Coordination of daily assignments is managed by four (4) Superintendents.

SANITATION SECTION

DPW Operations Division Sanitation Section is responsible for collection and transportation of most residential and some commercial solid waste generated within the corporate limits of Green Bay. In July of 2014, the final phase of the change-over to automated solid waste collection was completed. Sanitation Section operates five (5) trash collection routes per day on the east side and five (5) trash collection routes per day on the west side of the Fox River, providing weekly collection service to all participants. An average of 438 tons of trash were collected by DPW and delivered to the Brown County Transfer Station each week during 2014. During 2014, 29,984 total tons of trash was collected. The tipping fee (the fee paid to landfill waste material) on January 1 of 2014 was \$42.75 per ton.

Sanitation Section also removes white goods (refrigerators, stoves, washer, dryers, etc.) at curbside for a fee. During 2014, 53 appliances were removed at the request of residents. Prior to 2011, the City removed non-Freon-containing appliances at no charge. Beginning in 2011, a collection fee was instituted similar to that in other Green Bay metropolitan area communities. As a result, DPW saw a marked decrease in appliances set to the road for collection. The volume of appliances set out for City collection continued to decline in 2014.

City of Green Bay ordinance does not allow refuse and recycling materials to be set out earlier than twelve (12) hours prior to the beginning of the scheduled day of collection. DPW enforces the early setout ordinance. When violations are identified, property owners are invoiced for DPW's actual cost of collection. Habitual violators can receive citations. During 2014, DPW did not issue any citations for early set-outs due to ongoing education public activity efforts related to the transition to fully-automated trash collection. Regular/routine enforcement will continue in 2015.

2013 marked the last year that DPW collected residential (bulk/special) waste material at no charge. Bulk/special waste material that was placed at the curb outside a tipper cart needs to be collected using a dump truck and loader. This material includes but is not limited to concrete, roofing, carpet/flooring, other construction/remodeling debris, and large household items such as mattresses and furniture. Household waste placed at the curb for collection was charged at the following rates:

- Up to three (3) cubic yards of material per address per project - \$70
- Three (3) to ten (10) cubic yards of material per address per project - \$140
- Over ten (10) cubic yards of material per address per project - \$210

DPW also established a curbside collection rate of \$48 per cubic yard for building, remodeling, and construction waste. The above rates were introduced to offset the cost of these special collections, which are above and beyond the standard scope of sanitation services offered by DPW. In addition, 31 waste concrete piles were removed at curbside and diverted from the landfill to a recycler.

DPW also maintains two (2) bulk waste drop-off centers for residents to drop off their own waste material at no charge. It should be noted that these sites are intended to accept ONLY bulk household waste that is too large to fit in a trash tipper cart. Construction debris and overflow/regular bagged household waste is not accepted at these sites. During 2014, a total of 1,454 tons of bulk household waste and construction/demolition/remodeling debris were collected during 2,993 stops. Invoices totaling \$89,500 were issued for the curbside collection portion of these waste items.

Residential recycling of paper, cardboard, plastic, glass, tin and aluminum is mandatory in the State of Wisconsin. Every resident is required to separate recyclable material from other solid waste and place it in a City-approved recycling container for collection and proper processing. Sanitation Section operates six (6) recycling routes on the east side and six (6) recycling routes on the west side of the Fox River to provide weekly service to residents. Recycling collection alternates on each side of the Fox River, using a bi-weekly collection process. The automated single-stream recycling process was first offered in July of 2010. At that time, residents were offered the option of continuing to use their manual recycling collection bin, or acquiring a recycling cart for use with the automated recycling collection process. Mandatory use of automated recycling collection carts became effective in July of 2013.

Prior to the introduction of recycling carts, 20.3% of solid waste collected by DPW was recycling. In 2010 when recycling carts were introduced, 21.5% of solid waste collected by DPW was recycling. The percentage of recyclable solid waste collected has risen every year since introduction of DPW's automated co-mingled recycling collection program. During 2014, DPW collected 7,191 tons of recyclable material through its curbside collection program, which equates to 24% of total solid waste tonnage. Revenue from recyclables collected during 2014 varied between \$15 and \$20 per ton with an average of \$16.25 per ton. Recycling revenue rates fluctuate with market values for various commodities. During 2014, domestic market rates for recyclable material were down due to lower demand. At the present time, a significant amount of recyclable material is going overseas. This increases shipping costs and reduces sale cost to recycling collectors like the City of Green Bay.

Interestingly, total tonnage of solid waste collected (total of both trash and recyclables) reduced each year between 2003 and 2013, and bottomed out in 2013. In 2014, that total started going back up. However, the percentage of recyclable material collected from the City's solid waste stream has steadily increased. DPW speculates that this is due to increased concern for the environment and economy. Also, less packaging material is now used for consumer products, more recyclable material types are now accepted by the County, and more consumers are recycling, selling, or donating their used-but-nice items instead of throwing them out.

Sanitation Section also collects brush on a routine basis. Brush crews are not scheduled unless a full day's work is available. Approximately 29,400 brush stops were made in 2014. The brush is chipped and hauled to one of two (2) City-operated yard waste centers for processing and re-use.

During 2014, the City of Green Bay continued its yard waste-recycling program. This is a very popular program that includes maintaining and operating two (2) yard waste collection and composting facilities. One facility is located on the west side of the City at 1470 Hurlbut Street. The other facility is located on the east side of the City at 2530 East Shore Drive. Both sites are open to the public daily from April to December from 8:00 a.m. to sunset; and during the winter months on Saturdays from 8:00 a.m. to sunset. Yard and garden waste, and brush that cannot be recycled can be delivered to the sites by residents, and composted by DPW. The final product is made available at no charge to Green Bay residents, and sold to vendors. The product is also sold to vendors for use as ground cover, boiler fuel, and lawn/garden nutrient manufacturing.

DPW also maintains two (2) waste oil recycling centers for public use. One is located at the West Side Municipal Garage (519 South Oneida Street) and the other is located at the East Side Municipal Garage (1820 Mills Street). Both locations are available to the public 24 hours per day every day of the year. These sites are provided for

Green Bay residents to drop off waste engine oil, transmission fluid, power steering fluid, hydraulic oil, gear oil, and other lubricants. Gasoline, fuel oil, and brake fluid are not allowed.

SEWER AND BRIDGE SECTION

DPW Operations Division Sewer and Bridge Section is responsible for operation of all 3 lift bridges over the Fox River. The 3 lift bridges are staffed on a continuous basis from April 1 to December 1 of each year. The section is also responsible for maintenance of 1 lift span bridge, 23 fixed span bridges and 4 pedestrian bridges. During 2014, DPW completed the following number of bridge lifts over the Fox River:

Mason Street (Donald A. Tilleman) Bridge – 152 total lifts
Walnut Street Bridge – 487 total lifts
Main Street (Ray Nitschke) Bridge – 555 total lifts

In addition to the above, the Sewer and Bridge Section is responsible for maintenance of 465 miles of sanitary sewer, 407 miles of storm sewer, 35 sewer lift stations, 6 storm water sedimentation ponds and 9 storm water sedimentation units. Sewer Section maintenance responsibilities include, but are not limited to:

- Steaming and flushing culvert pipes
- Recording flow levels at 17 sewage metering stations
- Cleaning sewer lift stations
- Flushing dead-end sewers
- Cleaning sanitary sewers
- Cleaning storm sewer catch basins
- Repairing manhole and sewer inlet structures
- Cleaning and maintaining the Lambeau Field sanitary surge tank and sanitary sewer system
- Maintenance and cleaning of the recreational vehicle sanitary center
- Installation, removal, repair, and maintenance of City-owned boat docks at the City marina downtown and Metro boat landing at the mouth of the Fox River
- Assisting with the City's snow plowing functions as necessary
- Assisting with the City's curbside lawn and garden waste collection program during the spring and fall of each year

During 2014, the Sewers and Bridges Section jet-cleaned 545,970 feet of sanitary sewer, recorded 190 sewage meter readings, responded to 316 sewer trouble calls, cleaned 10,869 storm sewer inlets, cleaned 48,116 feet of sanitary sewer pipe on the special grease/trouble spot list, repaired 590 storm sewer inlets and storm manholes, repaired 449 sanitary sewer manholes, flushed 370 dead-end sewers and located 10,087 City-owned sewers for excavation activities conducted by utility companies and contractors.

During 2014, DPW continued to evaluate and adjust its sanitary sewer preventive maintenance program for continued improvement. DPW maintains a current goal to completely clean the City's sanitary sewer system at four (4) year intervals. The 2014 sewer cleaning program rate was equivalent to a 4.45 year system cleaning cycle. In order to achieve the goal of a 4-year City-wide sewer cleaning rotation on a regular/annual basis, a 2013 consultant evaluation identified what activities need to take place. Some of those activities are:

- Improved/new technology equipment
- Higher staffing level
- More training
- Improved maintenance documentation

MOTOR EQUIPMENT SECTION

DPW Operations Division Motor Equipment Section is responsible for specification, acquisition, maintenance, repair, and disposal of all DPW equipment. Preventive maintenance and repair is performed on a wide variety of vehicles and equipment consisting of road graders, front end loaders, dump trucks, garbage compactor units, recycling trucks, excavators, leaf vacuums, tub grinder, tractors, street sweepers, brush chippers, pickup trucks, vans, automobiles, and small equipment such as chain saws, lawn mowers, weed eaters, etc. Repairs are also made to equipment from other governmental units on a cost accounting basis. Thirteen (13) Mechanics and two (2) Parts Clerks are involved with the equipment repair and maintenance process. The Motor Equipment Section is also responsible for seasonal change-over of equipment for snow and ice control, leaf collection, street cleaning and other projects completed by DPW.

In addition DPW's equipment fleet preventive maintenance program, a tracking system is employed to record parts and labor expended on each piece of equipment, identify mechanical issues, and determine when equipment should be replaced. Motor Equipment Section is in the implementation phase for a computerized asset management system that will improve record-keeping and inventory for fleet activities. An in-house engine oil testing program is also in place, which includes oil-sampling at prescribed maintenance intervals. Used oil testing identifies many things about internal combustion engines.

During 2014, DPW vehicles traveled in excess of 1,000,000 miles. To accomplish this task, 198,844 gallons of diesel fuel; 25,373 gallons of unleaded gasoline; 2,416 gallons of motor oil; 1347 gallons of hydraulic fluid; 39 gallons of transmission fluid; 355 gallons of antifreeze; 648 pounds of grease; and 48 gallons of gear oil were dispensed.

Motor Equipment Section is also responsible for preparing specifications for the purchase of new and replacement equipment each year. After new equipment is received, it is verified that it meets all bid specifications. The 2014 DPW equipment replacement program involved specification, build coordination, acquisition, and inspection of the following equipment and vehicles:

- 2 – Single-axle dump trucks with plow, patrol wing and tarp systems
- 2 – 34 cubic yard automated trash collection trucks
- 3 – 34 cubic yard automated trash collection bodies (mounted on existing chassis)
- 2 – Tilt-bed single-axle utility trailers
- 1 – 2 cubic yard dump truck with tailgate spreader and plow
- 1 – Flatbed truck with plow
- 1 – Enclosed service body truck
- 1 – Hot patch roller
- 1 – Zero-turn mower
- 1 – 2-ton asphalt reclaimer hot box trailer
- 1 – Walk-behind floor scrubber
- 1 – Hydraulic pallet stacker
- 1 – Truck-mounted changeable message board
- 1 – Aluminum welding machine
- 1 – Right-hand drive enforcement vehicle
- 1 – Walk-behind sidewalk vacuum
- 1 – Pre-owned street sweeper
- 1 – Pickup truck

DPW purchased less equipment in 2014 than previous years. The downward trend in equipment replacement is

associated with reduced funding available for equipment replacement, and increasing purchase price of commercial vehicles due to increasing emissions equipment and steel prices. Increasing prices are also associated with increasing service life of modern equipment. Longer equipment service life is associated with manufacturer research and development efforts, which cost money. DPW continues to do its best while still working under a restrained equipment budget. Repairs continue to be made to older equipment until it is economically impractical or unsafe to maintain that equipment.

During 2014, the Motor Equipment Section was also instrumental in recovery of \$40,192 for repair refunds, parts credits, warranty repairs, and reimbursements from equipment vendors, original equipment manufacturers, and insurance recoveries.

The Fleet Manager also serves as DPW's Buildings and Grounds Superintendent. As such, responsibility for maintenance and repair of all DPW buildings and grounds falls under this section's leadership. Buildings and Grounds Section currently includes a staff of four (4) Custodians, with assistance from other DPW sections as necessary to complete projects. Custodians work rotating shifts that provide 24/7/365 coverage for emergency response and proper care and maintenance of DPW facilities. This program provides quick first responder assistance for after-hours emergencies such as sewer back-ups, snow/ice issues, and assistance to Water Utility, Fire, and Police Department emergency calls.

STREET SECTION

DPW Operations Division Street Section is responsible for maintenance of 456 miles of street, 22.73 miles of alley, 4 miles of flood-control dike, and 2 yard waste centers. Maintenance responsibilities include but are not limited to snow plowing, snow removal, ice control, street sweeping, dust control, leaf collection, pavement repair, street amenity maintenance and repair, joint sealing, ditch cleaning, greenway clearing, grass/weed cutting, downtown banner/flag maintenance, and other labor tasks associated with maintaining City streets. Street Section is also responsible for daily supervision of the Traffic Signing and Marking Section, which conducts work as assigned by for Traffic Division.

During 2014, Operations Division Street Section completed numerous projects. Following is a list of the most significant Street Section accomplishments:

1. Completed 9 full snow plow operations on all City streets (arterial and residential; accumulation over two (2) inches of snow)
2. Conducted 35 snow/ice control operations (arterial streets and bus routes; accumulation under two (2) inches of snow)
3. Collected over 100,000 cubic yards of curbside yard and garden waste and processed it into compost at the two yard waste sites. Completed four (4) collection rotations in the spring and four (4) rotations in the fall. Made over 1000 leaf bales.
4. Applied 81,930 pounds of rubberized joint/crack filler to local roadways. The 2014 crack/joint seal program nearly doubled the volume of the 2013 program. Sealing pavement joints and cracks extends the life of roadways by minimizing water intrusion. Open pavement cracks and joints allow water to get under pavement which causes more cracking and potholes. Preventive roadway maintenance saves money for the City by extending the life of pavements.
5. Filled 14,807 potholes. The 2014 pothole patching volume has decreased from a high of 36,700 in 2009 primarily due to 1) reconstruction of old pavements such as Military and Velp Avenues, 2) spray asphalt patching on, Humboldt Road, and Monroe Avenue, 3) use of higher durability hot mix asphalt instead of cold mix asphalt, and 4) enhancement of the crack/joint seal program.
6. Repaired 290 pavement excavations (utility cuts) from sewer, water and other underground utility repairs, using 1,880 tons of asphalt hot mix. The 2014 volume is up 60% over the 2013 volume, primarily due to the harsh 2013/14 winter that caused an excessive number of water line failures.

7. Repaired 173 mailboxes damaged during the winter plowing operations.
8. Cleaned branches, garbage, and debris seven (7) times from the City's 53 greenway sites and 74 culvert locations. Greenways are natural drainage swales that carry storm water runoff to streams and rivers. Flow blockages can cause water dams and flooding.
9. Swept the equivalent of 17,866 lane miles of street. The City was swept twelve (12) complete times in 2014, totaling 2,877 hopper loads of debris. Street sweeping is completed per State and Federal Rule to remove small sediment particles that get suspended in water. Street sweeping reduces the ability for those particles to reach streams, rivers, and lakes. Small particles remain suspended in water and do not settle out.
10. Maintained shoulders on the rural roads within the City limits, using salvaged asphalt millings. The shoulders are maintained to protect the edge of the blacktop pavement. By building a strong sturdy edge, the pavement is less susceptible to crumbling and alligator cracking.
11. Filled approximately 500 sandbags. Fresh sandbags are kept on hand in the event of a high water event and/or flooding issues per the City's incident response plan. Sandbags are also used to weigh down barricades and other items in strong winds.
12. Installed and maintained 1,900 feet of snow fence at 9 locations to prevent drifting on adjacent roadways.
13. Installed and maintained sandboxes at 11 locations to assist motorists with winter traction on adjacent hills
14. Set up, stored and maintained voting machines for the City Clerk's Office during all elections
15. Trimmed trees and removed brush in overgrown alleys twice during 2014 to accommodate safe and efficient maintenance activities and traffic flow
16. Repaired numerous terraces due to leaf collection damage and/or snow plow damage
17. Hosted and participated in the APWA Wisconsin Chapter Snow Plow Rodeo
18. Organized and managed a weed control contract for select pavement joints and medians
19. Completed hundreds of employee hours of training on subject matter including, but not limited to, winter maintenance, tractor operation, backhoe operation, snow plow and spreader operation, and large equipment maneuvering.
20. Completed 6 full rounds of grass cutting on all City property managed by DPW. Some areas needed cutting more frequently.
21. Invoiced 605 properties for services rendered to correct grass/weed ordinance violations, generating \$48,596 in revenue. City ordinance requires property owners to maintain grass and weeds less than nine (9) inches in height. When made aware of a violation, DPW must cut the grass/weed issue at the owner's expense.
22. Invoiced 194 properties for services rendered to correct snow/ice ordinance violations. City ordinance requires property owners to clear sidewalks of snow/ice within 24 hours after the snow fall event is over. When made aware of a violation, DPW must clear the sidewalk at the owner's expense.
23. Provided traffic control for twelve (12) Green Bay Packer football home games (3 pre-season, 8 regular season, and 1 post season event)
24. Shoveled all intersections crosswalks staffed by City Crossing Guards to make the areas safer for students
25. Assisted with planning, set-up, operation and removal of July 4th festival
26. Completed 2 seasonal changeovers for Christmas and July 4th decorations. Replaced banding for banners, flags, and 100 Christmas decorations.
27. Fabricated 1,740 new street signs, installed 1,129 new signs, and repaired 917 signs and completed 161 traffic control projects
28. Inspected the flood control dike along the Bay of Green Bay south shore, to ensure structural integrity in the event of high water, flooding, or high winds.

In addition to day-to-day responsibilities and special projects noted above, the Street Section completed the following major projects in cooperation with other City departments and organizations:

1. Secured numerous properties for the Redevelopment Authority, Police Department and Planning Department Inspection Division
2. Assisted other City departments with specialized equipment and/or operators

SIGNING AND PAVEMENT MARKING SECTION

Signing and Pavement Marking Section is a sub-section of DPW-Operations Division Street Section consisting of five (5) full-time employees and three seasonal/summer employees. This section is responsible for installation and maintenance of all official traffic control signing and pavement marking in the City. It is also responsible for installing and maintaining work zone traffic control devices for DPW activities. Pavement marking and signing work orders are generated by Traffic Division. Other work orders are generated by Operations Division. All work assigned by Traffic Division is completed by Operations Division Signing and Pavement Marking Section.

In addition to responsibilities noted above, the Signing and pavement Marking Section is also responsible for maintenance of pavement markings in De Pere and Bellevue. The City of De Pere and Village of Bellevue, through inter-governmental agreement, reimburse the City of Green Bay for material and labor required to complete pavement marking work. The City of De Pere began its inter-governmental pavement marking agreement with the City in 1989. The Village of Bellevue began its inter-governmental pavement marking agreement with the City in 2010.

During 2014, the Signing and Pavement Marking Section applied approximately 5,200 gallons of pavement marking paint and 36,000 pounds of reflective glass beads. These materials were used to mark 58 miles of De Pere streets, 15 miles of Bellevue Streets; and 315 miles of Green Bay streets. Green Bay pavement marking tasks including painting 310 intersections with crosswalks, 96 school legends, 98 intersections with stop bars, 210 directional arrows, and 24 bicycle symbols. This section also fabricated nearly 3,000 signs to address sign installation and replacement requests, traffic crash repairs, and vandalism repairs.

The Signing and Pavement Marking Section continues to use the highest visibility retro-reflective sign sheeting material for all new and replacement sign projects. This material provides supreme visibility of signs during both daytime and nighttime hours, which improves motorist guidance. Name-of-street identification signs continue to be enlarged along arterial streets. During 2014, name-of-street signs at an additional six (6) major signalized intersections were replaced with larger signs. In addition, Signing and Pavement Marking Section addressed 3,786 traffic signs while maintaining the City's traffic control system.

In 2009, the technique of relief grinding concrete pavement prior to painting was employed in critical areas. Although more time consuming than just re-painting work lines, this process allows less wear from vehicle tires and snow plows by recessing pavement markings slightly below the surface which translates into longer pavement marking life. The use of thermoplastic (hot-applied) pavement markings is employed at high traffic locations as budget allows. Thermoplastic material has a high resistance to wear and abrasion, and provides a long service life. During 2014, 400 feet of thermoplastic pavement markings were added to City streets.

Traffic signs continue to be installed using a unique V-loc™ system. This installation method causes less damage to vehicles and sign assemblies, and makes sign post replacement easier after damage. V-loc™ sign installations are also less expensive to replace because the part of the assembly in the ground typically sustains no damage. All traffic signs that have a higher probability of being hit by errant vehicles (like KEEP RIGHT signs in

medians) are installed using the V-loc system.

In addition to the above activities, the Signs and Marking Section completed numerous traffic counts, and 161 traffic control/barricading projects during 2014. Signs and Marking Section installs and maintains barricades and traffic control devices for all Green Bay Packers home games, as well as street closures for Artstreet, July 4th, Holiday Parade, weekly Farmer's Markets during summer months, other special events, and DPW maintenance activities that occur within public street right-of-way. Signs and Marking Section also assisted Planning Department by installing multiple Neighborhood Association identification signs.

ELECTRICAL SECTION

DPW Traffic Division Electrical Section consists of six (6) full-time Electricians and part-time assistance from one (1) seasonal employee during the summer months. This section is responsible for the maintenance and repair of City-owned traffic signal equipment at 103 intersections and 27 flashing beacon installations. The Electrical Section is also responsible for the maintenance of electrical equipment in all City-owned buildings, parks, parking ramps, 27 sewer lift stations, The CityDeck, and the Ray Nitschke Bridge over the Fox River. The other two drawbridges over the Fox River are owned and maintained by the State of Wisconsin. In addition, the Electrical Section installs and maintains the network of City-owned data transmission cable for I.T. Department.

The Electrical Section is instrumental in reducing City costs by performing services for all City departments, ranging from design and installation to maintenance and repair of City-owned electrical systems. Items maintained by the Electrical Section include traffic signals, streetlights, parking access and revenue control equipment, lighting controls, electrical and data cabling, sewer lift stations, project planning and project reviews. Following is a list of significant accomplishments of the Electrical Section during 2014:

DPW Projects

1. Completed 103 annual traffic signal controller inspections and tests for City traffic signal installations per Federal rule
2. Designed street lighting electrical system, and fiber-optic traffic signal communication system in association with the Monroe Avenue reconstruction project
3. Designed and installed electrical system for Green Bay Packer Heritage Trail monument
4. Designed and installed pump control and alarm monitoring system for Parkwood Drive sewer lift station
5. Ordered and installed traffic signal and streetlight equipment at Main Street/Auto Plaza Way and Main Street/Manitowoc Road intersections
6. Continued logging location and other data for City-owned streetlight hardware
7. Replaced tree lighting outlet system on S Monroe Avenue in association with Monroe Avenue reconstruction project
8. Designed new streetscape lighting system for 400 block of Dousman Street
9. Provided temporary power sources for traffic signals during KI Convention Center construction
10. Installed optical fiber conduit systems for Main Street Parking Ramp, Main/Madison traffic signals, and Main/Adams traffic signals
11. Designed and installed power center, streetlights, and wiring for new Northland Avenue
12. Repaired 92 traffic signals
13. Repaired 17 streetlight poles/fixtures
14. Repaired 95 traffic signal controllers
15. Repaired 39 traffic signal or streetlight system underground wiring faults
16. Reviewed and/or marked 10,128 Digger's Hotline utility locate requests

17. Reprogrammed numerous traffic signal controllers and pedestrian beacon installations, to accommodate special event, road construction, school and other traffic needs
18. Installed temporary power for numerous festival events
19. Installed pump controls and monitoring system at Irwin Avenue storm water lift station
20. Assisted with pump replacement project at Moraine Terrace sanitary lift station
21. Compiled estimate for conversion to LED architectural bridge lighting systems
22. Installed security camera systems at bulk waste drop off sites
23. Replaced SCADA software system and PC server for sewer lift station monitoring
24. Enhanced documentation for SCADA software system and help files
25. Repaired tree lighting outlets and fixtures on Broadway
26. Updated electrical supply, traffic signal, and streetlight database
27. Assisted with replacement of 11 garage door opener systems
28. Designed and constructed cable spool racks for traffic signal and streetlight wire
29. Assisted with design of security camera system for Walnut Street Bridge and pedestrian underpass
30. Completed LED retrofit of Cherry Street Parking Ramp exterior lighting system
31. Controlled and monitored sanitary sewer surge tank pump-out processes for Lambeau Field
32. Coordinated and assisted with surge tank equipment maintenance at Lambeau Field
33. Installed and documented Cherry Street Parking Ramp elevator heat controls
34. Repaired fixtures and underground wiring in Parking Lot F
35. Repaired approximately 900 feet of conduit and wiring in Pine Street Parking Ramp
36. Installed parking lot lighting under Mason Street Bridge adjacent to Broadway
37. Replaced approximately 75 light fixtures in Pine Street and Main Street Parking Ramps
38. Replaced UPS system batteries in Cherry Street Parking Ramp

Projects for others

1. Responded to numerous traffic signal repair requests for Brown County Department of Public Works
2. Designed and installed electrical system for tubing hill tow rope machinery at Triangle Hill
3. Installed electrical equipment during remodeling of tube storage shed at Triangle Hill
4. Designed and installed hockey rink lighting electrical system at Red Smith Park
5. Assisted with design and specification of UPS replacement at Police Department
6. Compiled exterior lighting information for Transit facility
7. Repaired variable-speed drive motor control system for rollercoaster at Bay Beach
8. Installed touch screen operator panel for rollercoaster at Bay Beach
9. Installed additional grounding and bonding for ten (10) rides at Bay Beach
10. Installed light poles and fixtures for Sea Dragon ride at Bay Beach
11. Assisted with design of animal watering system modifications at Wildlife Sanctuary
12. Installed approximately 18,000 feet of data network cable
13. Designed and installed power and data connections for concessions trailer at Bay Beach
14. Installed 13 illuminated EXIT signs at the Bay Beach pavilion
15. Installed power and lighting for public access channel TV studio at City Hall
16. Installed power and data systems at numerous Fire Department facilities
17. Installed satellite dish at City Hall
18. Planning for standby generator purchase and installation at Transit facility
19. Completed installation of the vacuum monitoring system at the former H&R landfill site
20. Installed power and data circuits for new Park Department Shop office space

21. Installed power and data wiring for point-of-sale systems at Park Department swimming pools
22. Installed power for new rollercoaster entrance sign at Bay Beach
23. Began planning replacement of the electrical distribution system at City Hall
24. Completed installation of pump, controls, and lighting at Marquette Park pool
25. Installed turnout gear laundry equipment for Fire Department

COMMUNICATIONS AND ELECTRONICS SECTION

The Communications and Electronics Section consists of one (1) Communications and Electronics Technician. This section is managed by Operations Division and funded by Traffic Division. Communications and Electronics Section is responsible for the specification, installation, maintenance, and repair of all City-owned two-way radio equipment, public address systems, and closed circuit video systems. Equipment responsibilities include that in all City departments, Water Utility, and Brown County Drug Task Force staffed with City employees. Some Police Department radio equipment is installed and serviced under contract from outside vendors. Communications and Electronics Section services the greater balance of Police Department equipment. Two-way radio equipment includes four (4) repeater systems, forty-one (43) control bases, twenty-two (22) mobile data terminals, eighty-six (86) radio remote units, (534) mobile radios, (488) portable radios, associated antennas, cabling and transmission lines. The Communications and Electronics Section also works with the I.T. Department on telecommunications system and data transfer issues as requested.

During 2014, the Communications and Electronics Section responded to approximately 287 service requests in addition to miscellaneous repairs that occur every business day. Service request volume has increased due to the age of radio equipment. Repair requests are handled in-house. Warranty issues and some repairs go to outside vendors due to limited time or resources of this one-person section.

During 2014, Brown County protective services departments completed its change-over to 700 MHz digital radio system. Communications and Electronics Section worked closely with Brown County Public Safety Department to install and integrate this new system. In addition to this major project and daily work activities, Communications and Electronics Section also completed the following projects:

1. Completed 287 service/repair orders
2. Continued programming and fine-tuning the new 700 MHz radio system for Police Department
3. Specified, acquired and installed new digital radio system for Parking Division
Designed, installed and programmed mobile radio equipment for three (3) new Fire Department vehicles
4. Upgraded mobile data modem equipment for Fire Department
Researched, secured, tested, and installed new headset communication equipment for Lambeau Field Police and Fire Department functions
5. Provided radio repair and programming services to Brown County Drug Task Force
6. Upgraded radio programming software for all departments, related to recent narrow-banding rules
7. Upgraded and replaced radio system for Transit Department
8. Reconditioned hundreds of portable radio batteries to extend battery life and reduce replacement costs
9. Tuned approximately 200 Police Department radios so they would work properly with the new 700 MHz radio system

PARKING SYSTEM DIVISION

The Green Bay Parking System Division operates three (3) parking ramps, containing a total of 3,325 stalls, and one off-street parking facility containing 121 stalls in the core of the downtown area. In addition, Parking Division owns and/or operates 16 parking lots with a total of 878 stalls and 660 metered stalls in and adjacent to the downtown area.

The City's parking system activities are directed by a Parking Manager who develops and oversees the budget, policies and general functions of the division. An Operations Division Supervisor oversees and coordinates daily field activities including maintenance, enforcement, and cashier staff. The Executive Support Division Supervisor oversees office staff, coordinates processing of revenues and citations, and manages established parking agreements. The Parking Division consists of 24 regular and 3 seasonal employees divided among supervision, clerical, maintenance, enforcement, cashiering and custodial duties. These people are responsible for the operation and maintenance of all City-owned off-street parking facilities and on-street meters. In 2014, the Parking Division collected revenue in the following amounts:

Parking ramps	\$1,421,008
Parking lots	\$205,449
Parking meters	\$201,800
Parking citations	\$713,986
Green Bay Gold Program parking tokens	\$1,714
Interest	\$627
Miscellaneous	\$22,240
TOTAL:	<u>\$2,566,824</u>

During 2014, Parking Division continued a strong working relationship with Downtown Green Bay, Inc. (DGBI), Olde Main Street, Inc. (OMSI), and On Broadway, Inc. (OBI) to maintain public relations with business operators, and effectively address parking patron needs. Due to ongoing development and the City's downtown business retention activities, it is important to keep open communication so the City can keep on top of downtown parking needs.

Due to its home base location in the downtown area, Parking Division has agreed to maintain 40 planters in the downtown area on behalf of Park and Recreation Department. These planters make downtown more attractive to pedestrians, motorists, and potential developers. Parking Division cannot commit to continuous care and maintenance of the planters because this service is outside of the core services provided by any parking operation. However, assistance will continue to be provided as long as Parking Division operations are not adversely affected. DPW will continue to provide whatever services it can to keep City programs and services successful.

During 2014, Parking Division continued a strong working relationship with Downtown Green Bay, Inc. (DGBI), Olde Main Street, Inc. (OMSI), and On Broadway, Inc. (OBI) to maintain positive communication with business operators and patron parking needs. Due to ongoing development and business retention activities in the downtown area, it is important to maintain cooperative efforts for the betterment of the City.

Parking Division has maintained a no-charge parking program (since August of 1999) at all of its facilities on weekends, holidays, and after 6:00 p.m. on weekdays. The Green Bay Gold parking program (since November of 2001) is also offered to businesses operators, to help them incentivize patrons by covering some of their parking fees. These programs benefit downtown visitors and allow Parking Division to streamline its operations. However, use of the evening no-charge program has dwindled because the majority of businesses in the downtown area are open only during the weekday. Use of the Green Bay Gold program has dwindled due to lack of interest by

business operators. In combination with the 2013 downtown parking study, discontinuance of these programs is being considered.

Associated with its commitment to provide clean and safe parking facilities, Parking Division expended \$511,950 in 2014 for structural repair in the Main Street Ramp, and significant repair of two (2) stair towers in the Pine Street Ramp. Repair of deteriorated parking ramp concrete and installation of traffic wear coatings over repaired areas minimize future deterioration. It also improves traction for vehicles and pedestrians. In addition to surface repairs, Parking Division continued an aggressive effort of maintaining parking facilities by high pressure power washing, painting, litter control, spider control, and landscape maintenance.

During 2013, Parking Division sanctioned a downtown parking study to identify functions that can be improved, and document trends and needs for future parking in the downtown area. The report on that study was approved in 2014. An action plan was drafted in 2014 to effectuate recommendations of the study. Several recommendations are being implemented with the 2015 budget. Another activity spurred by the downtown parking study is identifying a feasible site for a new parking ramp in the northern part of downtown.

In addition to the above activity, Parking Division was also involved in the following 2014 projects:

1. Painted all pavement markings in 3 ramps (3100+ stalls) and 7 surface lots (483 stalls)
2. Painted the interior of 3 stair towers in Pine Street Ramp and 1 in Main Street Ramp (all surfaces/all levels)
3. Painted 5 cashier booths at Pine Street Ramp and 2 cashier booths at Cherry Street Ramp
4. Painted PARCS equipment at all facilities (10 entrance lanes and 8 exit lanes)
5. Prepared and painted decorative block on façade of Main Street Ramp and Pine Street Ramp
6. Applied white paint to interior walls of Pine Street Ramp and Main Street Ramp to improve aesthetics and light reflectivity
7. Painted graphics and delineated bicycle/motorcycle parking area safety in Pine Street Ramp to improve safety
8. Utilized 783 Huber Program work-release labor hours to complete painting, landscaping, and insect control projects
9. Removed obsolete cyclone fence from Pine Street Ramp and Main Street Ramp roofs (associated with the defunct mall building) to improve aesthetics and light transmission
10. Installed speed bumps at strategic locations to prevent traffic from driving too fast in ramps
11. Installed cyclone fence under steps in Main Street Ramp. This eliminated hiding spaces for transients, improved parking patron safety, and provided outdoor secure storage for Parking Division.
12. Planted and maintained annuals in 40 downtown planters for Park and Recreation Department
13. Installed 9 benches on sidewalks adjacent to parking ramps
14. Replaced exterior identification signs for Pine Street Ramp and Main Street Ramp
15. Replaced old VHF radio system with a digital radio system to improve two-way communications in the downtown area and parking ramps
16. Cleaned and repaired light diffusers on all stair tower fixtures to improve light transmission and parking patron safety
17. Completed first phase of illuminated EXIT and emergency lighting fixtures in all parking ramp stair towers
18. Implemented a pedestrian way finding sign system to help parking patrons navigate the downtown area
19. Continued building the City safety culture by updating MSDS program, adding high visibility work clothing, training, etcetera
20. Prepared and re-painted 600 parking meter posts
21. Trained Community Service Interns on proper parking enforcement practices

22. Maintained pedestrian skywalk connecting Main Street Ramp to KI Convention Center
23. Issued 31,577 parking citations as follows:
 - a. 8,819 violations (\$10 rate)
 - b. 19,824 violations (\$20 rate)
 - c. 2,638 violations (\$30 rate)
 - d. 4 violations (\$60 rate)
 - e. 180 violations (\$100 rate)
24. Researched and increased parking citation rates, effective January 1, 2015
25. Served 883,498 parking patrons in attendant (cashiered) facilities, documented by vehicle counting equipment
26. Completed 57 snow removal operations in parking lots and ramps. Eighteen (18) events involved over a 3 inch accumulation. A snow removal operation includes clearing snow from parking lots, sidewalks, handicap ramps, parking ramp roofs and interiors, and applying ice control agents. It also includes maintaining pathways between the street and parking meters.
27. Completed annual parking ramp power washing program to remove corrosive materials from the surface and pores of parking ramp structural surfaces
28. Continued aggressive cleaning program at Cherry Street Ramp to deal with roosting pigeons, nesting debris, and bird droppings. Investigated and procured non-invasive bird hazing system including roosting-deterrent spikes. Phase 1 was purchased in 2014. Phase 2 will be completed in 2015.

ADMINISTRATIVE DIVISION

Under the direction of the Director of Public Works, the Administrative Division provides necessary budget management, payroll, parking citation and rental management, and clerical support services for the Department of Public Works. The employees in this division track finances, and complete administrative and clerical tasks requested by members of the City's largest department. In some instances, staff members generate and prepare their own daily assignments within prescribed policies and procedures of the department. Duties performed by the division include:

1. Tracking general and specialized accounts from 3 revenue-generated budgets, a tax-generated budget, and from Federal and State grants;
2. Administering bi-weekly payrolls from prescribed labor union agreements, workers compensation, and from tax-based budget and 3 revenue-generated budgets for departmental employees;
3. Generating, organizing, processing, distributing and maintaining a variety of written departmental materials;
4. Selling solid waste/recycling containers;
5. Distributing contractual bidding documents and collecting fees of same;
6. Processing and distributing meeting agendas and minutes for alderpersons and citizen member committees and commissions supervising the department;
7. Directing incoming callers and persons to appropriate staff;
8. Issuing permits for a variety of street and property work;
9. Issuing invoices, collecting monies owed;
10. Processing documents for the purchase and payment of equipment, materials, tools and supplies;
11. Keeping records of various monthly fees paid;
12. Tracking various records using databases and spreadsheets;
13. Generating and maintaining public notices and newsworthy items on the department's website and official newspaper; and
14. Collecting of parking citations and monthly fees.

2014 PUBLIC WORKS BUDGET

<u>ACCOUNT</u>	<u>SECTION</u>	<u>AMOUNT</u>
101 50 500	Engineering	\$ 1,138,990.00
101 50 503	Operations	\$13,496,850.00
101 50 504	Traffic	<u>\$ 3,432,170.00</u>
	TOTAL:	<u>\$18,068,010.00</u>
201 50 520	Sanitary Sewer District Budget	\$18,623,220.00
202 50 505	Parking Division	\$ 2,603,500.00
205 50 525	Storm Water Utility	\$ 5,214,900.00