

City of Appleton

100 North Appleton Street Appleton, WI 54911-4799 www.appleton.org

Meeting Agenda - Final Municipal Services Committee

Monday, September 11, 2023

4:30 PM

Council Chambers, 6th Floor

- 1. Call meeting to order
- Pledge of Allegiance
- 3. Roll call of membership
- Approval of minutes from previous meeting

<u>23-1088</u> Minutes from August 21, 2023

Attachments: 08-21-23 Meeting Minutes.pdf

- 5. Public Hearing/Appearances
- 6. Action Items

23-1087

Request from The Boldt Company for a permanent street occupancy permit for the Fox Commons City Center Plaza construction site perimeter fencing and staging on Oneida Street south of Washington Street (from E Washington Street to N. Appleton Street) for a period ending on December 31, 2023.

Attachments: Boldt City Center Perm Road Closure Permit.pdf

7. Information Items

23-1089 Inspection Division Permit Summary Comparison Report for August 2023.

Attachments: Permit YTD Summary 8.31.23.pdf

<u>23-1090</u> Bird E-Scooter Monthly Report - August 2023.

Attachments: Appleton Bird August 2023 Report.pdf

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



City of Appleton

100 North Appleton Street Appleton, WI 54911-4799 www.appleton.org

Meeting Minutes - Final Municipal Services Committee

Monday, August 21, 2023 4:30 PM Council Chambers, 6th Floor

- 1. Call meeting to order
- 2. Pledge of Allegiance
- 3. Roll call of membership

Present: 5 - Van Zeeland, Alfheim, Doran, Meltzer and Siebers

4. Approval of minutes from previous meeting

<u>23-1016</u> Meeting minutes from August 7, 2023

<u>Attachments:</u> 08-07-23 Meeting Minutes.pdf

Siebers moved, seconded by Meltzer, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 5 - Van Zeeland, Alfheim, Doran, Meltzer and Siebers

5. Public Hearing/Appearances

6. Action Items

23-1011 Request to approve Wisconsin Department of Transportation Signals

and ITS Standalone Program Grant Application in the amount of

\$220,750

Attachments: SISP Grant Application Request.pdf

Siebers moved, seconded by Alfheim, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Ave: 5 - Van Zeeland, Alfheim, Doran, Meltzer and Siebers

23-1014 Approve Appleton Police Department request for Community Service

Van Parking Only in the 200 block of S. Elm Street.

<u>Attachments:</u> <u>Municipal Services memo for CSO van parking in 200blk of S.</u>

Elm.pdf

Alfheim moved, seconded by Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Van Zeeland, Alfheim, Doran, Meltzer and Siebers

23-1015 Approve new streetlight installation at 1617/1625 W. Weiland Lane in

the amount of \$4,673.49.

Attachments: 1600 W Weiland Ln (Add Streetlight).pdf

Alfheim moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Van Zeeland, Alfheim, Doran, Meltzer and Siebers

7. Information Items

23-1017 Parking Utility Monthly Revenue update for May, June and July 2023.

Attachments: May 2023 YTD Parking Revenues.pdf

June 2023 YTD Parking Revenues.pdf

July 2023 YTD Parking Revenues.pdf

8. Adjournment

Siebers moved, seconded by Meltzer, that the be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Van Zeeland, Alfheim, Doran, Meltzer and Siebers

City of Appleton Page 2

Request for Permanent Street Occupancy Permit

September 5, 2023

City of Appleton Danielle Block 100 N Appleton St 5th Floor Appleton, WI 54911

RE: Street Occupancy Permit

To whom it may concern,

As the General Contractor of Fox Commons City Center Plaza, 100 W College Ave. Appleton, WI 54911 we would like the City of Appleton to consider The Boldt Company's request to close Oneida Street south of Washington street (from E Washington St. to N Appleton St.) during construction activities on Fox Commons (City Center) building. Closure is subject to a special agreement regarding road opening monthly for bill payment.

This closure would be in effect from 10/06/2023 to 12/31/2023

- A copy of the certificate of Insurance or release form is attached.
- The \$40.00 permit fee is attached/has been paid.

Any additional information may be obtained by contacting Brad Hechimovich at (920) 639-9991

Sincerely,

Brad Hechimovich – Sr Project Manager, The Boldt Company



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #:	
Effective Date:	
Expiration Date:	
Fee:	
Paid (yes or no):	

D 04 40 45		Paid (yes or no):			
Rev. 04-10-15					
Applicant Information		,			
Name (print):					
Address:	Telephone:	FAX:			
	e-mail:				
Applicant Signature:		Date:			
Occupancy Information					
General Description:					
Street Address:		Tax Key No.:			
- or- Street: From:		То:			
		10.			
Multiple Streets:		,			
(Department use only)					
Occupancy Type Sub-Type		<u>Location</u>			
Permanent (\$40) Sandwich Board		Sidewalk			
Temporary - max. 35 days (\$40)		Terrace			
Amenity/Annual (\$40) Dumpster		Roadway			
Blanket/Annual (\$250) POD / Container		Roduway			
Block Party (\$15) Obstruction / Oth	her				
<u>Additional Requirements</u>					
Plan/Sketch Certificate of Ins	surance	Bond			
Other:					
<u>Traffic Control Requirements</u> N/A		Contact Traffic Division (832-2379) 1 business day prior to any			
<u>Type of Street:</u> <u>Proposed Traffic Control:</u>		lane closure, or 2 business days prior to a full road closure.			
Arterial/CBD City Manual Page(s)		Additional Requirements:			
Collector State Manual Page(s)					
Local Other (attach plan)					
Approved by: Date:					
This permit approval is subject to the following conditions:					
1. Permittee is responsible to obtain any further permits that may be required	•	·			
2. Permittee shall adhere to any plan(s) that were submitted to the City of App	•	••			
3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MU 4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic con		·			
4. This permit is subject to minied at a Revocation if unlavorable trains conditions develop during the period the occupancy is permitted. 5. Meter Bag charges - attached.					
6. Permittee shall open Oneida Street/City Center Street for access to the City Fi	inance window	on Oct. 19-20, 30-31, 2023, Nov. 1, 17-20, 2023 and Dec. 11-31, 2023.			
This permit is issued to the applicant upon payment of the permit fee and is expressly limite permit, warranties that all street occupancies will be performed in conformity to City ordinan manner. By applying for and accepting this permit, the applicant assumes full liability and/ocompliance with said ordinances, standards, policies and permit conditions. No occupancy	nces, standards a for any costs incu	and policies, be properly barricaded and lighted, and be performed in a safe urred by the City for corrective work required to bring the subject area into			
The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidev any sub-contractor working for them. The Grantee shall assume complete and full liability a damage to persons or property resulting from their facilities within the public right-of-way.					
APPROVED BY:		DATE:			



SSMITH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

	nis certificate does not confer rights to				ıch enc	lorsement(s)		require an em	uorsemen	t. A s	
PRODUCER Robertson Ryan - Milwaukee 330 East Kilbourn Avenue, Suite 850			CONTACT Shari Smith PHONE (A/C, No, Ext): (414) 221-0362 362 E-MAIL ADDRESS: Ssmith@robertsonryan.com								
								Milv	waukee, WI 53202		
							. ,	RDING COVERAGE			NAIC #
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	Boldt Capital LLC				INSURE	RC:					
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	Will Waukee, WI 33203				INSURE	RE:					
					INSURE	RF:					
CO	VERAGES CER	TIFI	CATI	E NUMBER:				REVISION NU	MBER:		
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	CLAIMS-MADE X OCCUR	X		A0084899002		7/1/2023	7/1/2024	DAMAGE TO REN PREMISES (Ea oc	TED currence)	\$	500,000
								MED EXP (Any on	e person)	\$	5,000
								PERSONAL & AD	/ INJURY	\$	1,000,000
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	OWNED SCHEDULED AUTOS							BODILY INJURY (I	•	\$	
	HIRED NON-OWNED AUTOS ONLY							PROPERTY DAMA (Per accident)	AGE	\$	
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	DED X RETENTION\$ 0									\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							PER STATUTE	OTH- ER	Ψ	
								E.L. EACH ACCID		\$	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A						E.L. DISEASE - EA			
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - PO		\$	
	22001 11011 01 01 21							2.2. 3.027.02	<u> </u>	Ψ	
DES	CRIPTION OF OPERATIONS / LOCATIONS / VEHIC	LES (ACORI	D 101. Additional Remarks Schedu	ıle. mav b	e attached if mor	e space is requi	red)			
RE:	City of Appleton, Wisconsin; Additiona	l Ins	ured/	Primary & Non-Contributo	ry: City	of Appleton.		,			
CE	RTIFICATE HOLDER				CANO	ELLATION					
UE	ITH IOATE HOLDER				CANC	JELEA HON					
	City of Appleton 100 N. Appleton St.				THE	EXPIRATION	N DATE TH	DESCRIBED POLI HEREOF, NOTIC CY PROVISIONS.	E WILL		
Appleton, WI 54911			AUTHORIZED REPRESENTATIVE								



CITY OF APPLETON OFFICE OF THE MAYOR

FOR IMMEDIATE RELEASE August 17th, 2023

City of Appleton Announces Construction Project Impacting City Center Access

APPLETON, Wis., August 17th, 2023 - The City of Appleton announces updates on the Fox Commons construction project that is expected to commence on or around August 22. However, this project will have temporary impacts on access to certain areas. The project is part of the city's continuous efforts for the vitality of downtown Appleton and create a better experience for the residents and visitors.

Starting on or around August 22, the demolition phase of the project will commence, followed by subsequent renovations. Key Information:

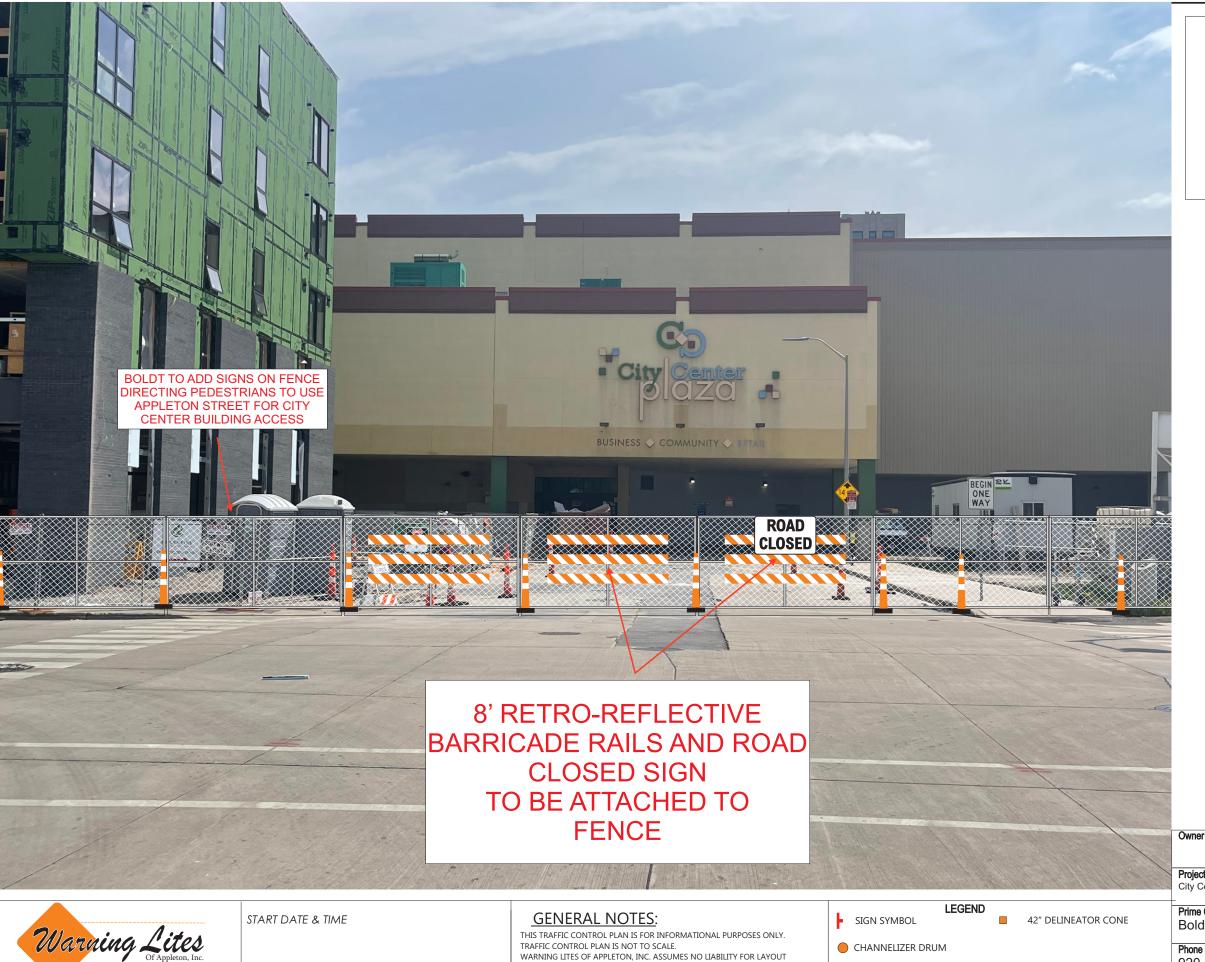
- Start Date of Demolition: The construction staging and demolition activities are estimated to begin on or around August 22. During this phase, certain access points will be temporarily closed for safety reasons.
- Impact to Oneida St / Alley to Finance Customer Service window: During the demolition phase, the alley will be closed at least through October, with the exception of days surrounding utility due dates. The alley will be open: September 18th-20th, October 19th-20th, and October 30th-November 1st.
- Impact on Interior Access: The City Center Plaza (CCP) will be closed to public traffic, as all fire doors leading into CCP will be closed. This closure will prohibit any access to or through CCP, including the interior access from the Yellow Ramp to City Center West (CCW), which includes City Hall. We apologize for any inconvenience caused and assure you that this measure is essential to maintain a safe and secure construction zone.
- Walkway Accessibility: Pedestrian access through City Center West (CCW) will remain
 available throughout the construction period. We anticipate that there will be no impacts to the
 CCW entrances adjacent to Appleton Street and College Avenue sidewalks.

The city is committed to minimizing disruptions and completing the construction project efficiently. As the project progresses, more updates would be shared.

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MEDIA CONTACT:

Andy Anaam
Communications & Public Engagement Manager
920-832-6400
anindita.anaam@appleton.org
https://www.appleton.org/



STREET VIEW OF **ROADWAY OPEN** TO TRAFFIC FOR **DRIVE-THRU**



DURATION:

& SETUP OF ACCEPTED TRAFFIC CONTROL PLAN.

THE CITY OF APPLETON DECIDES FINAL APPROVAL OF TRAFFIC CONTROL PLAN. ADVANCED WARNING SIGNS WILL BE MOUNTED ON PORTABLE SUPPORTS. THE EXACT NUMBER, LOCATION, AND SPACING OF ALL SIGNS AND DEVICES.
SHALL BE ADJUSTED TO FIT FIELD CONDITIONS AS APPROVED BY THE ENGINEER. TYPE III BARRICADE

☐ DIRECTION OF TRAFFIC

Project Number Project Name City Center Plaza Prime Contractor Traffic Control Contractor Warning Lites of Appleton, Inc. **Boldt Companies** Sheet Number 920-725-0757 08/06/2023 Prepared By Lance G Mauel

CITY OF APPLETON



STREET VIEW OF FENCE **OPEN TO ALLOW ACCESS** TO DRIVE-THRU

CITY OF APPLETON Project Number Project Name

Warning Lites Of Appleton, Inc. www.warningliteswi.com

DURATION:

THIS TRAFFIC CONTROL PLAN IS FOR INFORMATIONAL PURPOSES ONLY. TRAFFIC CONTROL PLAN IS NOT TO SCALE.

WARNING LITES OF APPLETON, INC. ASSUMES NO LIABILITY FOR LAYOUT & SETUP OF ACCEPTED TRAFFIC CONTROL PLAN.

THE CITY OF APPLETON DECIDES FINAL APPROVAL OF TRAFFIC CONTROL PLAN. ADVANCED WARNING SIGNS WILL BE MOUNTED ON PORTABLE SUPPORTS. THE EXACT NUMBER, LOCATION, AND SPACING OF ALL SIGNS AND DEVICES.
SHALL BE ADJUSTED TO FIT FIELD CONDITIONS AS APPROVED BY THE ENGINEER. CHANNELIZER DRUM TYPE III BARRICADE

DIRECTION OF TRAFFIC

Prime Contractor **Boldt Companies**

Traffic Control Contractor Warning Lites of Appleton, Inc.

Phone 920-725-0757 Sheet Number 08/06/2023

Prepared By

Lance G Mauel





START DATE & TIME

DURATION:

GENERAL NOTES:

THIS TRAFFIC CONTROL PLAN IS FOR INFORMATIONAL PURPOSES ONLY. TRAFFIC CONTROL PLAN IS NOT TO SCALE.

WARNING LITES OF APPLETON, INC. ASSUMES NO LIABILITY FOR LAYOUT WARNING LITES OF AFFECTION, INC. ASSUMES NO LIABILITY OF EATON'S

& SETUP OF ACCEPTED TRAFFIC CONTROL PLAN.

THE CITY OF APPLETON DECIDES FINAL APPROVAL OF TRAFFIC CONTROL PLAN.

ADVANCED WARNING SIGNS WILL BE MOUNTED ON PORTABLE SUPPORTS.
THE EXACT NUMBER, LOCATION, AND SPACING OF ALL SIGNS AND DEVICES.
SHALL BE ADJUSTED TO FIT FIELD CONDITIONS AS APPROVED BY THE ENGINEER.

LEGEND SIGN SYMBOL 42" DELINEATOR CONE CHANNELIZER DRUM

TYPE III BARRICADE

DIRECTION OF TRAFFIC

Project Name Project Number City Center Plaza N/A Traffic Control Contractor
Warning Lites of Appleton, Inc. Prime Contractor **Boldt Companies** Phone 920-725-0757 Sheet Number 08/06/2023 Prepared By Lance G Mauel

CITY OF APPLETON

DEPARTMENT OF PUBLIC WORKS

METER BAG APPLICATION

Fee is \$9.00 per day plus tax or any part thereof. **THIS FEE WILL BE CHARGED FOR EVERY DAY THE METER BAG IS RESERVED** (excluding Sundays and Holidays).

<u>NOTE:</u> Meter bags shall not be used on red meters. If a red meter is found bagged, the bag will be removed and the vehicle will be ticketed.

	Company Name	
	Agent	
	Company Address	
	Phone Number	
	Reason	
	Location	
	Meter Zone & Space#	
	Date(s)	
(Departi	ment use only)	PAID - 5580-0001
	Amount Due	
	(\$9.00 per bag per day plus tax) Approved by	
	Approved by	•••••
	Department of Public Works Representative	
	Today's Date	

TOTAL BAG DAYS = 444 Rate = \$9.00/day + tax \$ 4,449.99

TOTAL BAG DATS	, –	444	nate - 35.00/day + tax	3 4,445.55			
DATE	0	neida Street (WEST side	e s/o Washington Stree	Oneida Street (EAST side s/o Washington Street)			
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12/27/23							

Permit Summary Count YTD Comparison

Report Date: 8/31/2023

01/01/23 Thru 08/31/23

Per "... meeting community needs... enhancing quality of life."

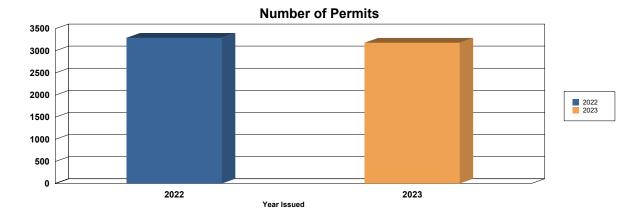
, Ti	01		Total	Total
Permit	Year	Permit	Estimated	Receipt
Туре	Issued	Count	Cost	Amount
BUILDING				
	2022	807	112,858,938	432,217.41
	2023	799	121,252,450	385,793.08
		-0.99 %	7.44 %	-10.74 %
DISPLAY SIGN				
	2022	100	789,866	4,080.00
	2023	132	1,191,336	5,428.00
		32.00 %	50.83 %	33.04 %
ELECTRICAL				
ELECTRICAL	2022	643	9,029,625	93,348.76
	2023	633	15,043,411	109,324.41
	2023	-1. 56 %	66.60 %	17.11 %
		-1.55 /6	00.00 /6	17.11 /6
EROSION CNTL				
	2022	34		4,550.00
	2023	10		1,400.00
		-70.59 %	%	-69.23 %
HEATING				
	2022	734	11,031,872	65,409.08
	2023	660	13,517,815	67,199.44
		-10.08 %	22.53 %	2.74 %
PLAN REVIEW				
	2022	85		28,240.00
	2023	72		27,105.00
		-15.29 %	%	-4.02 %
PLUMBING				
	2022	641	6,335,843	34,432.00
	2023	544	5,986,342	29,794.00
		-15.13 %	-5.52 %	-13.47 %
SEWER				
	2022	249	2,961,596	27,629.00
	2023	325	12,075,727	22,065.00
		30.52 %	307.74 %	-20.14 %
WELL				
**	2022	2		80.00
	2023	10		400.00
	2023	400.00 %	%	400.00 %
		100 .00 /6	76	400.00 /6

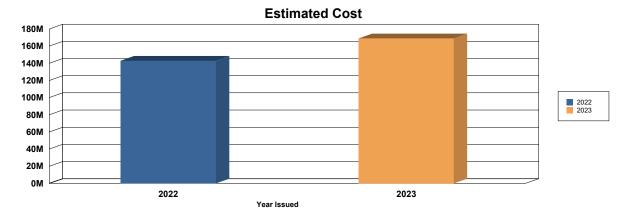


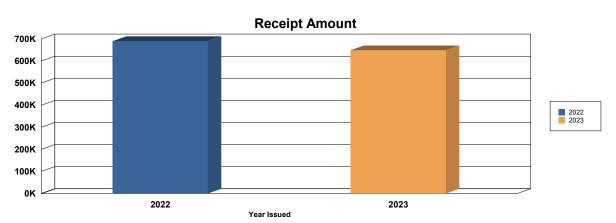
01/01/23 Thru 08/31/23

Report Date: 8/31/2023

	2022	2023
Permits	3295	3185
Estimated Cost	143,007,740.00	169,067,081.00
Receipt Amount	689,986.25	648,508.93









APPLETON, WI + BIRD AUGUST 2023 REPORT



Data	August 2023
Number of Rides	5735
Total # of Users	1754
# of Commuter Trips	347
Miles Traveled	15981
Maintenance	17
Reported Incidents/Injuries	2
Reported Issues/Complaints	38

Complaint Type: Damaged = 22 Bad Parking = 16



August 2023 Heat Map

