



**Meeting Agenda - Final**  
**Community & Economic Development Committee**

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Wednesday, October 12, 2022

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[22-1263](#) CEDC Minutes from 9-28-22

**Attachments:** [CEDC Minutes 9-28-22.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[22-1264](#) Request to approve a variance to Section 4.H of the Deed Restrictions and Covenants for the Northeast Business Park Plat No. 3 to allow for an ancillary structure at 2331 E. Evergreen Drive (Tax Id #31-1-6510-41)

**Attachments:** [Parker Johns Variance Request Memo 10-12-22.pdf](#)

[Variance Request Narrative from Parker Johns.pdf](#)

[Storage Shed Sheet A1 Elevations Parker Johns.pdf](#)

[Bldg Remodel Plans Parker Johns.pdf](#)

[NEBP Plat 3 Declaration of Covenants + Restrictions.pdf](#)

[NEBP Map.pdf](#)

6. **Information Items**

[22-1271](#) 2023 Community & Economic Development Department Budget

**Attachments:** [2023 Budget Overview Letter from Mayor.pdf](#)

[2023 Community Economic Development.pdf](#)

[2023 Community Development Grants.pdf](#)

[2023 Community Devel Cap Proj Fund.pdf](#)

[2023 Ind Park Land Capital Proj Fund.pdf](#)

[2023 TIF 3.pdf](#)

[2023 TIF Capital.pdf](#)

7. 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.*

*Any questions about items on this meeting are to be directed to Karen Harkness, Director, Community and Economic Development Department at 920-832-6468.*

*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 Community & Economic Development Committee

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Wednesday, September 28, 2022

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

Chair Alfheim called the meeting to order at 4:30 p.m.

2. Roll call of membership

**Present:** 3 - Thao, Alfheim and Wolff

**Excused:** 1 - Jones

**Absent:** 1 - Del Toro

*Others present:  
Tom Klister, FORE Development*

3. Approval of minutes from previous meeting

[22-1192](#)

CEDC Minutes from 9-14-22

**Attachments:** [CEDC Minutes 9-14-22.pdf](#)

**Thao moved, seconded by Wolff, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:**

**Aye:** 3 - Thao, Alfheim and Wolff

**Excused:** 1 - Jones

**Absent:** 1 - Del Toro

4. Public Hearings/Appearances

5. Action Items

[22-1193](#)

Request to approve Resolution #2022-07 to authorize the submittal of a Community Development Investment (CDI) grant application on behalf of Urbane 115 LLC to Wisconsin Economic Development Corporation (WEDC) in an amount not to exceed \$250,000 for the redevelopment located at 115 E. Washington Street and the City accept the grant funds should they be awarded

**Attachments:** [WEDC\\_CDI Grant Urbane 115 LLC Memo to CEDC 9-28-22.pdf](#)  
[Resolution #2022-07 WEDC CDI Grant Urbane 115 LLC.pdf](#)

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

**Aye:** 3 - Thao, Alfheim and Wolff

**Excused:** 1 - Jones

**Absent:** 1 - Del Toro

[22-1226](#)

Request to approve the First Amendment to the Development Agreement with MF Housing Partners, LLC for redevelopment located on N. Oneida Street, E. Harris Street, and N. Appleton Street (Parcel Nos. 31-2-0441-00, 31-2-0443-00, 31-2-0437-00, and 31-2-0529-00) in Tax Increment Financing District No. 11

**Attachments:** [Rise Apts DA 1st Amendment Memo to CEDC 9-28-22.pdf](#)  
[0718 - Rise Apartments - First Amendment to Dev Agrm - 09-23-2022 \(clean\).pdf](#)

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

**Aye:** 3 - Thao, Alfheim and Wolff

**Excused:** 1 - Jones

**Absent:** 1 - Del Toro

**6. Information Items**

**7. Adjournment**

**Wolff moved, seconded by Thao, that the meeting be adjourned at 4:40 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Thao, Alfheim and Wolff

**Excused:** 1 - Jones

**Absent:** 1 - Del Toro





# MEMORANDUM

---

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

TO: Community & Economic Development Committee (CEDC)

FROM: Matt Rehbein, Economic Development Specialist

DATE: October 12, 2022

RE: Variance Request to the Declaration of Covenants and Restrictions for the Northeast Business Park Plat No. 3 – 2331 E. Evergreen Drive (Tax Id #31-1-6510-41)

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The City has received a request from Quasius Construction on behalf of Parker Johns BBQ for a variance to the Declaration of Covenants and Restrictions, Section 4.H, to allow for an ancillary structure. The subject parcel is located in the Northeast Business Park, at 2331 E. Evergreen Drive.

The proposed structure will be 8' x 16' and located near the southeast corner of the existing building, near the dumpsters. In addition, the structure will be screened by a brick wall per the attached elevations and plan. The Declaration of Covenants and Restrictions as applicable to this parcel is attached.

## **Staff Recommendation:**

A variance to the Declaration of Covenants and Restrictions, Item 4.H, for the Northeast Business Park Plat No. 3 to allow for an ancillary structure at 2331 E. Evergreen Drive (Tax Id #31-1-6510-41) **BE APPROVED.**

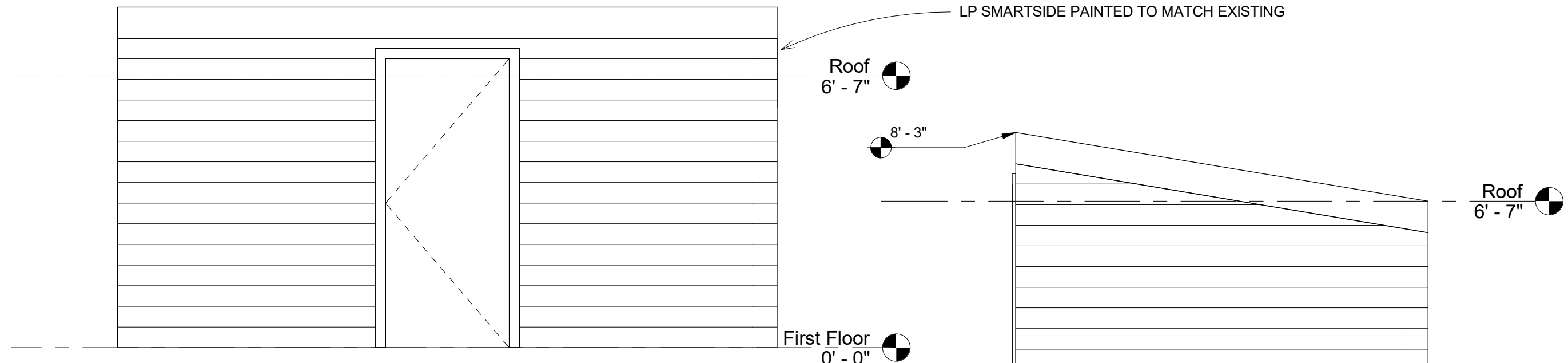
## **Parker John's - Community & Economic Development Committee Narrative**

Parker John's at future location (2331 E. Evergreen Dr.) is proposing an exterior renovation to the existing Beefeaters building. The intent of the project is to renovate the existing exterior as well as adding a new dumpster enclosure area to update and allow room for a prefabricated storage building. The exterior renovations will include the following: elimination of the existing EFIS, installation of corrugated panels in lieu of the EFIS, exterior awnings to be placed over existing windows, new dumpster enclosure configuration, replacement of rear patio concrete, repair of remaining EFIS, and repair of the existing chimney stone at garden room. These renovations will provide a face lift with incorporating the classic Parker John's Theme.

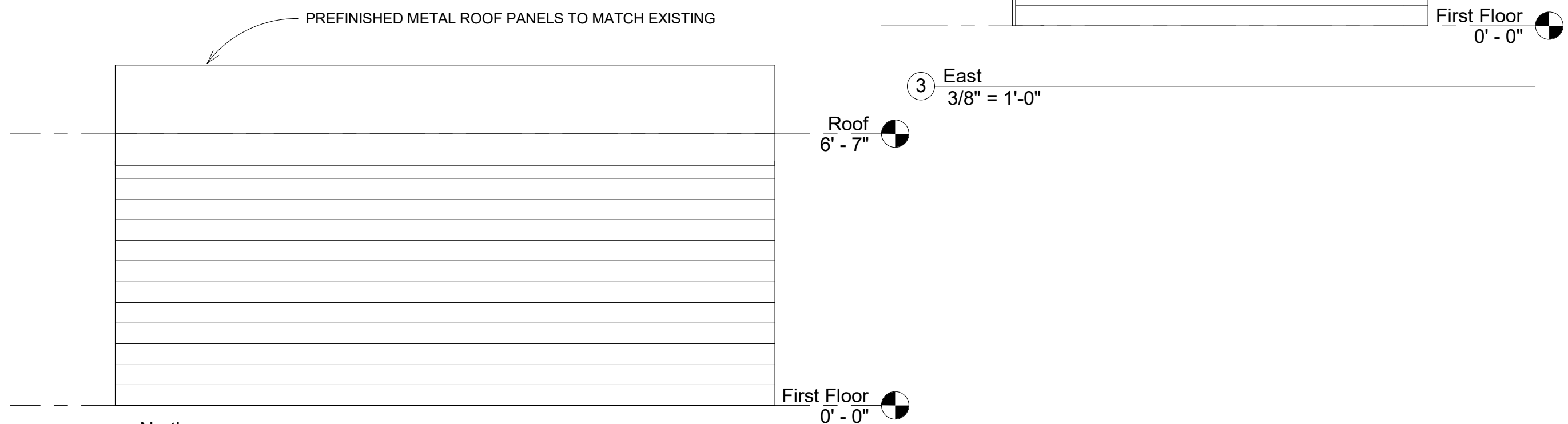
Dumpster enclosure access will be utilized by (2) large, gated entry doors for dumpster disposal and (1) man door in between the new dumpster enclosure and old dumpster location (see plan). This space will be constructed out of structural steel and composite panels.

The additional 8'x16' pre-manufactured building will contain equipment and supplies for catering. This building's exterior walls will have LP wood engineered siding installed in the horizontal orientation. The roof will consist of black painted exposed fastener metal panels with all required trim. Entry point to this building will be allowed through one single 3/4 hr. fire rated hollow metal door and frame which will be located in the 16' side, facing towards the existing building. Orientation can be seen on plan. This storage building will have no electrical, HVAC or plumbing implemented in its design.

These areas will help extend the service offerings and will increase efficiency for the restaurant. The existing building façade will be taken into consideration when this renovation is being completed. This will be a significant upgrade to the building and the provided additional space will greatly help the day-to-day operations of Parker John's. This design has been well considered to preserve the integrity of the community and economic development vision.



② South  
3/8" = 1'-0"



① North  
3/8" = 1'-0"

③ East  
3/8" = 1'-0"

**Elevations**

Project number	10/4/2022
Date	SDL
Drawn by	SDL
Checked by	SDL

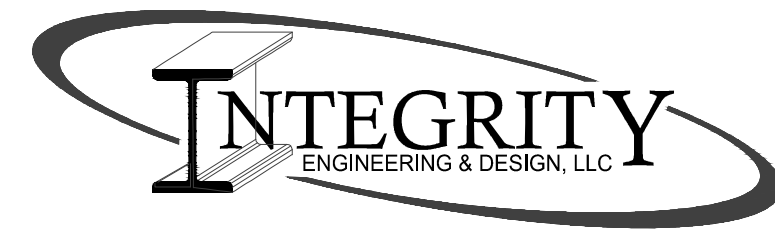
# Parker Johns Storage Shed

# A1



# BUILDING REMODEL FOR: PARKER JOHN'S

APPLETON, WISCONSIN



2637 Tulip Lane Green Bay, WI 54313  
Phone: (920) 469-9288 Fax: (920) 469-6809  
E-mail: Info@IntegrityEngineering.biz

### INTEGRITY MISSION STATEMENT

WE PROVIDE HIGH QUALITY ARCHITECTURAL DESIGN AND STRUCTURAL ENGINEERING. OUR PLANS MOVE SMOOTHLY THROUGH THE STATE REVIEW PROCESS AND MAKE BUILDING CONSTRUCTION MORE ENJOYABLE. OUR SERVICE IS UNMATCHED AND OUR INTEGRITY IS IMPECCABLE.

IF YOU HAVE ANY QUESTIONS OR COMMENTS ABOUT THE CONTENT OR PRESENTATION OF MATERIAL ON THIS PLAN, PLEASE CALL (920) 469-9288

### GENERAL CONDITIONS:

THESE PLANS ARE PRESENTED TO LEAD A HIGH QUALITY DESIGN/BUILD TEAM. EACH CONTRACTOR AND SUBCONTRACTOR IS RESPONSIBLE TO PROVIDE EXCELLENT DESIGN, BUILDING MATERIALS, AND CRAFTSMANSHIP WHICH WE CAN ALL BE PROUD OF. WE ENCOURAGE YOU TO PROVIDE EXPERTISE IN YOUR CHOSEN FIELD AND TO BRING IDEAS AND CONCERNS TO THE ATTENTION OF THE GENERAL CONTRACTOR.

THESE DRAWINGS COVER STRUCTURAL AND GENERAL CONSTRUCTION ONLY. ALL WORK SHALL CONFORM TO STANDARD PRACTICES AND APPLICABLE LAWS, WHETHER THEY ARE SPECIFICALLY STATED IN THESE PLANS OR NOT.

#### EACH CONTRACTOR SHALL:

- VISIT THE SITE TO VERIFY EXISTING CONDITIONS, ACCESS, ETC. PRIOR TO BIDDING
- MAINTAIN A CLEAN JOB SITE AT ALL TIMES.
- OBTAIN AND PAY FOR PERMITS, LICENSES, FEES, ETC. AS MAY BE REQUIRED FOR COMPLETION OF HIS OWN PORTION OF THE PROJECT.
- FIELD VERIFY DIMENSIONS.
- REPORT ANY DISCREPANCY NOTED BETWEEN THESE PLANS AND APPLICABLE CODES TO THE GENERAL CONTRACTOR.
- PROVIDE ALL BARRIERS, FENCES, SAFETY EQUIPMENT AND PRECAUTIONS REQUIRED BY APPLICABLE LAWS AND STANDARD PRACTICES.

ALL MATERIALS SHALL BE INSTALLED PER MANUFACTURERS REQUIREMENTS AND RECOMMENDATIONS.

ANY HAZARDOUS MATERIALS ENCOUNTERED DURING DEMOLITION, REMODELING, OR EXCAVATION SHALL BE REMOVED AND/OR CONTAINED IN ACCORDANCE WITH GOVERNING LOCAL, STATE, AND FEDERAL REGULATIONS.

THIS DESIGN, THESE DRAWING, AND INCLUDED DETAILS ARE THE COPYRIGHTED PROPERTY OF INTEGRITY ENGINEERING & DESIGN, LLC. NO PART SHALL BE COPIED, DISTRIBUTED, OR MADE AVAILABLE TO ANYONE WITHOUT THE EXPRESS WRITTEN CONSENT OF INTEGRITY ENGINEERING & DESIGN, LLC.

### QUICK SPEC

TO MAKE THIS PLAN MORE CONTRACTOR FRIENDLY, WE HAVE PREPARED IT WITH OUR QUICK SPEC SYSTEM.

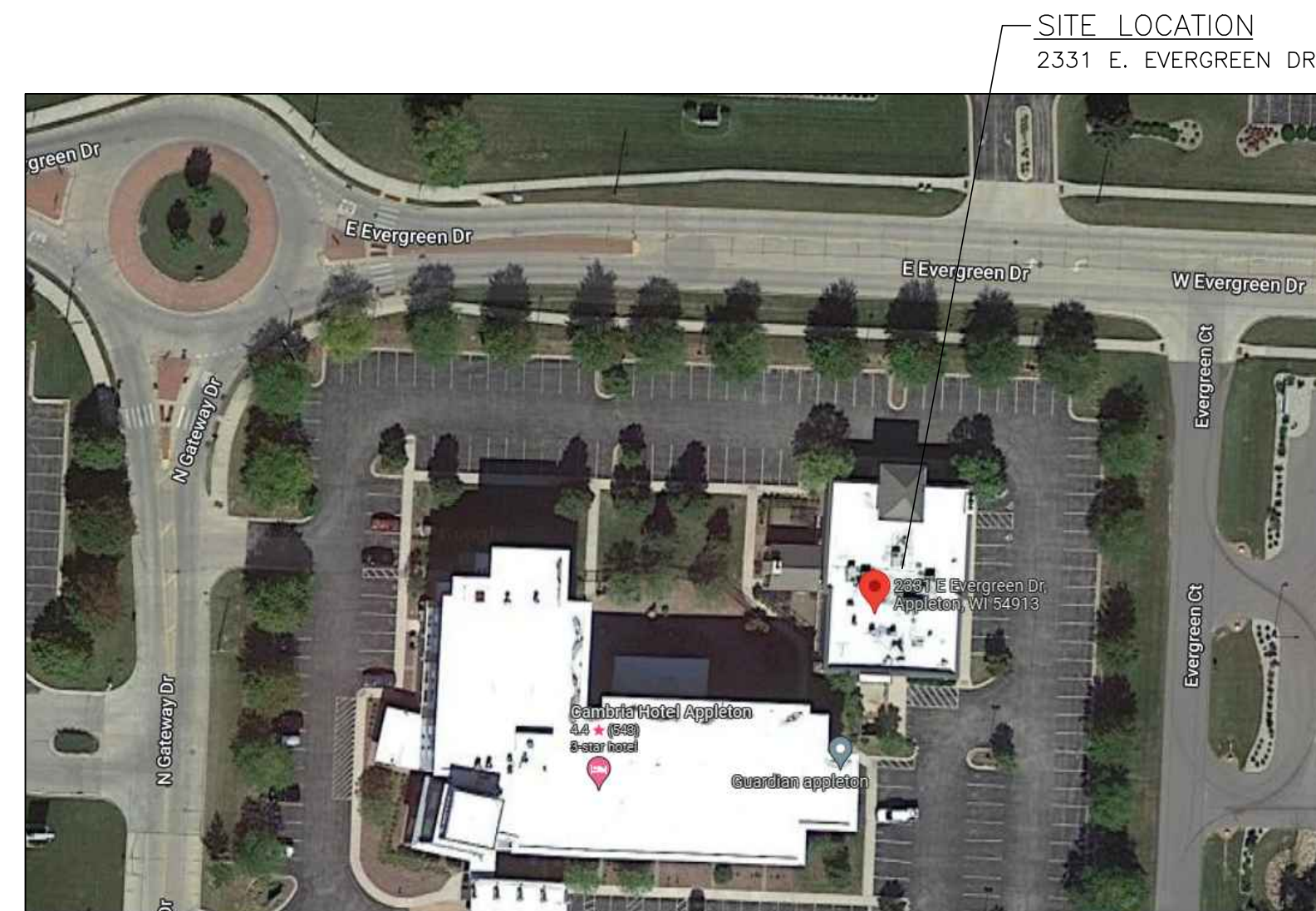
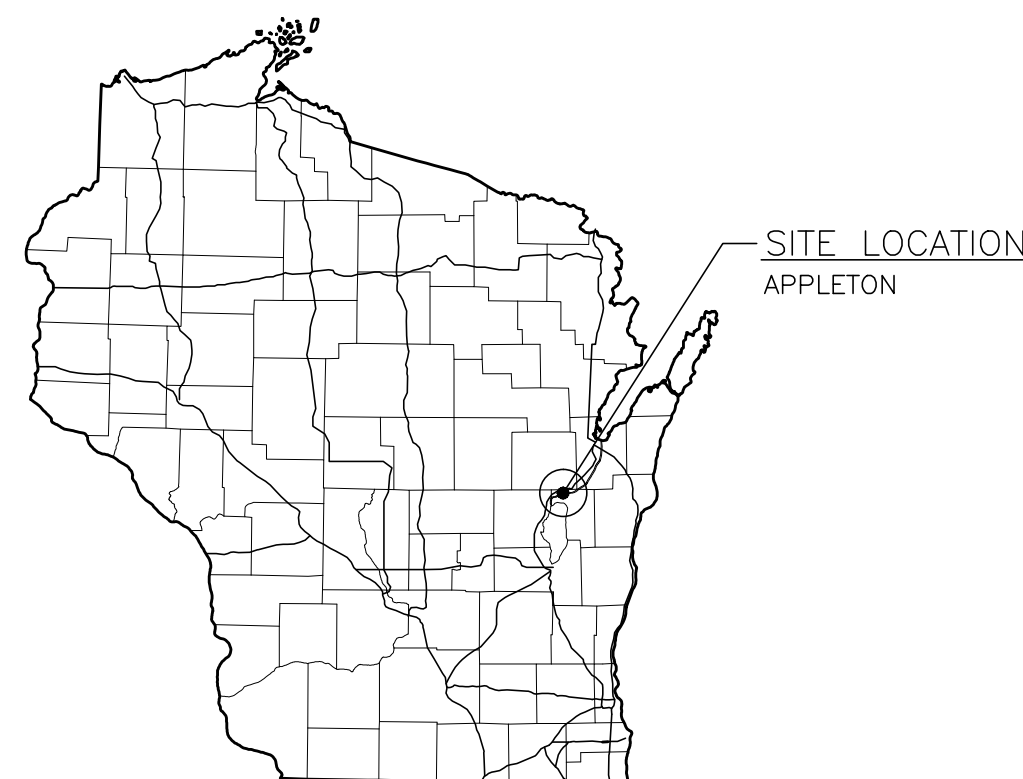
THE WRITTEN SPEC IS GENERAL AND DOES NOT GO INTO DEPTH TO REITERATE STANDARD PRACTICES OR APPLICABLE LAWS. IT IS WRITTEN IN AN EASY TO READ FORMAT. THE SPECIFICATION IS SPLIT INTO APPROPRIATE SECTIONS AND LISTED ON THE PLAN WHERE IT IS NEEDED. YOU WILL FIND THESE SECTIONS QUICKLY BY THE SHADOW BOX AROUND IT (SIMILAR TO THIS ONE).

SPECIFIC CASES THAT CANNOT BE DESCRIBED IN A GENERAL SPEC ARE NOTED ON THE PLANS. IF THERE IS A DISCREPANCY BETWEEN THE PLAN AND THE GENERAL SPEC, THE PLAN NOTES WILL SUPERSEDE THE GENERAL SPEC.

### KEY TO SYMBOLS AND MATERIALS

<h4>SYMBOLS</h4> <p>  ELEVATION   ROOM NAME/NUMBER   DOOR NUMBER   COLUMN LINE   EXISTING COLUMN LINE   FIRE EXTINGUISHER   NOTE   WINDOW IDENTIFICATION   WALL TYPE   NEW MASONRY WALL   NEW STUD WALL   EXISTING WALL TO BE REMOVED   EXISTING WALL TO REMAIN   NEW STUD WALL IN REMODELED SPACE         </p>	<h4>MATERIALS</h4> <p>  LUMBER   BRICK   CONCRETE MASONRY UNIT (CMU)   COMPACTED FILL   RIGID INSULATION   BATT INSULATION   PLYWOOD   CONCRETE         </p>
<h4>DETAIL</h4> <p>  REVISION   SECTION NUMBER   BUILDING SECTION REFERENCE   SHEET NUMBER ON WHICH SECTION WILL BE FOUND   SPOT ELEVATION   EXISTING SPOT ELEVATION   DETAIL NUMBER   DETAIL IDENTIFICATION   SHEET NUMBER ON WHICH DETAIL WILL BE FOUND   PLAN DETAIL REFERENCE   AREA INCLUDED IN DETAIL         </p>	<div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>CALL 3 WORK DAYS BEFORE YOU DIG</p> <p><b>(800) 242-8511</b> FAX (800) 388-3860 WEBSITE: <a href="http://www.diggershotline.com">www.diggershotline.com</a></p> </div>

### SITE LOCATION MAP



### BUILDING DATA

BUILDING CODE: IBC 2015

#### BUILDING SIZE:

REMODELED AREA (SQ. FT.):	6,671
NEW SHED BUILDING AREA (SQ. FT.):	128
EXISTING AREA (SQ. FT.):	6,671
ALLOWABLE AREA PER FLOOR (SQ. FT.):	EXISTING
NUMBER OF STORIES:	1
EAVE HEIGHT:	EXISTING
MAXIMUM OVERALL HEIGHT:	5,500
SHED ALLOWABLE AREA (SQ. FT.):	8'-0"
SHED EAVE HEIGHT:	8'-0"

#### CONSTRUCTION CLASSIFICATION:

EXISTING - TYPE VB  
NEW - TYPE VB

#### OCCUPANCY:

A-2, U (SHED, ACCESSORY OCCUPANCY)

#### DESIGN LOADS: PER IBC 2015, CHAPTER 16

Pg =	40 PSF
ULTIMATE DESIGN WIND SPEED =	115 MPH
WIND EXPOSURE =	B
SEISMIC CATEGORY =	A
SOIL BEARING PRESSURE =	2000 PSF PRESUMED

#### FIRE PROTECTION SYSTEMS

AUTOMATIC FIRE SPRINKLER SYSTEM - EXISTING  
STANDPIPE SYSTEMS - NOT REQUIRED SEE IBC 905  
FIRE ALARM SYSTEM - NOT REQUIRED  
SMOKE DETECTORS - INSTALL PER APPLICABLE CODES  
EXIT SIGNS - PROVIDE EXIT SIGNS PER IBC SECTION 1013  
FIRE EXTINGUISHERS - INSTALL PER NFPA 1 AND APPLICABLE LOCAL CODES

### DRAWING INDEX

- T1.0 COVER SHEET
- T1.1 RENDERINGS
- T1.2 RENDERINGS
- D1.0 EXISTING/DEMO FLOOR PLAN
- D2.0 EXISTING/DEMO ELEVATIONS
- S1.0 FOUNDATION AT DUMPSTER ENCLOSURE
- A1.0 REMODELED FLOOR PLAN
- A1.1 REFLECTED CEILING PLAN AND INTERIOR ELEVATIONS
- A2.0 ELEVATIONS
- A3.0 SECTIONS AND SECTION DETAILS
- A4.0 SCHEDULES / HEAD, JAMB, AND SILL DETAILS

#### NOTE:

THE STAMP OF INTEGRITY ENGINEERING'S SUPERVISING PROFESSIONAL ON THIS SET OF DRAWINGS IS IN NO WAY ATTESTING TO THE ACCURACY AND COMPLETENESS OF THE DRAWINGS PREPARED BY SUB-CONSULTANTS INCLUDED HEREIN. THE RESPONSIBILITY FOR THE DRAWINGS BY SUB-CONSULTANTS LIES WITH THE RESPECTIVE SUB-CONSULTANTS (CIVIL, MEPFP, ETC.) THEY ARE INCLUDED HERE FOR CONVENIENCE AND INFORMATIONAL PURPOSES ONLY.



ISSUE DATE	ISSUE NO	REVISIONS

BUILDING REMODEL FOR:  
**QUASIUS CONSTRUCTION**  
**PARKER JOHN'S**  
2331 E. EVERGREEN DR.  
APPLETON, WI

Project number: 22145  
 Date: 29 August, 2022  
 Drawn by: A. WOLF  
 Checked by: K. KUEPER

# T1.0

ISSUED FOR CONSTRUCTION





ISSUE NO	REVISIONS	ISSUE DATE

BUILDING REMODEL FOR:  
**QUASIUS CONSTRUCTION**  
**PARKER JOHN'S**  
 2331 E. EVERGREEN DR.  
 APPLETON, WI

Project number: 22145  
 Date: 29 August, 2022  
 Drawn by: A. WOLF  
 Checked by: K. KUEPER

**T1.1**





PRELIMINARY, NOT FOR CONSTRUCTION



ISSUE NO	REVISIONS	ISSUE DATE

BUILDING REMODEL FOR:  
**QUASIUS CONSTRUCTION**  
**PARKER JOHN'S**  
 2331 E. EVERGREEN DR.  
 APPLETON, WI

Project number: 22145  
 Date: 29 August, 2022  
 Drawn by: A. WOLF  
 Checked by: K. KUEPER

**T1.2**



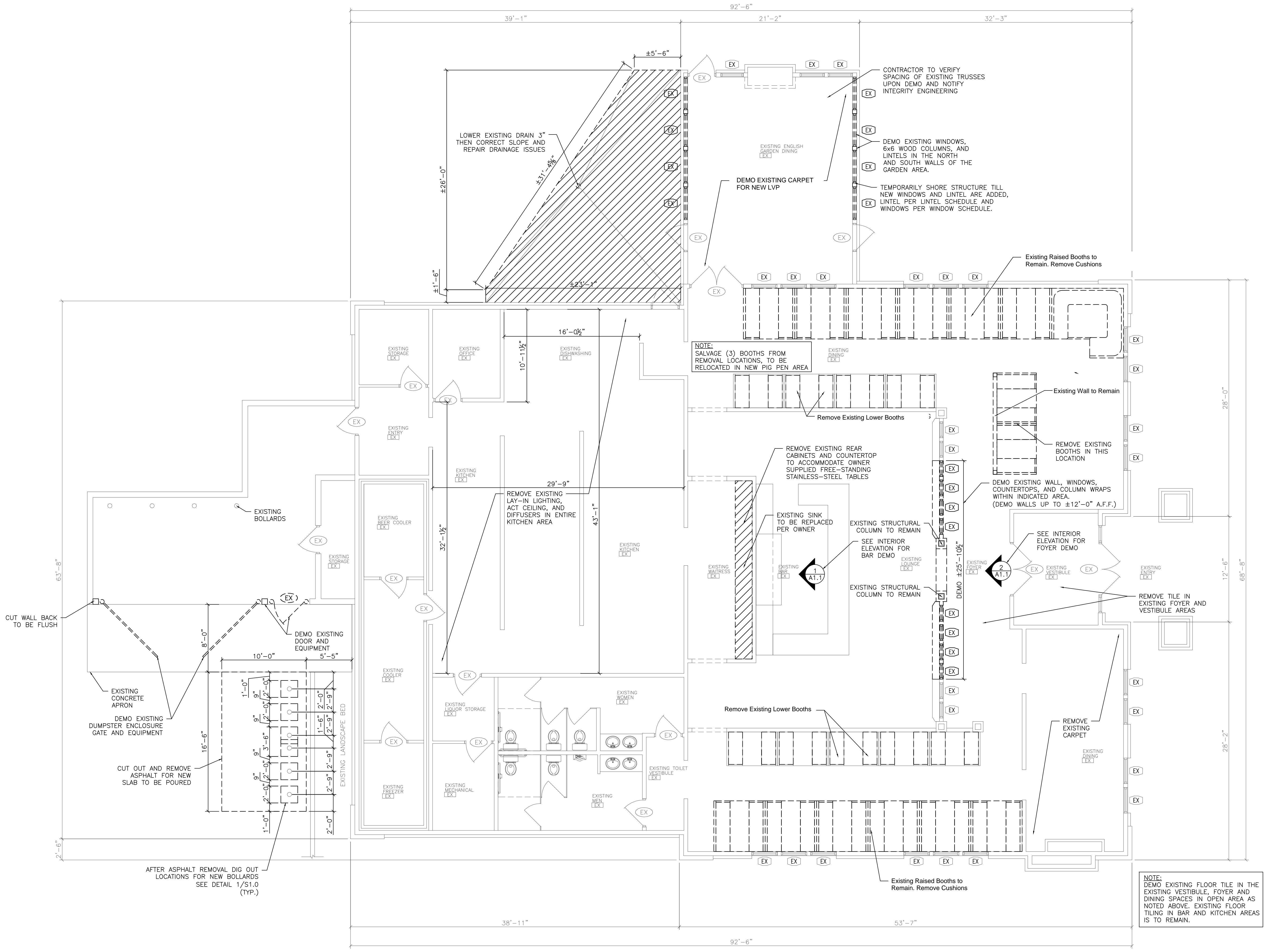


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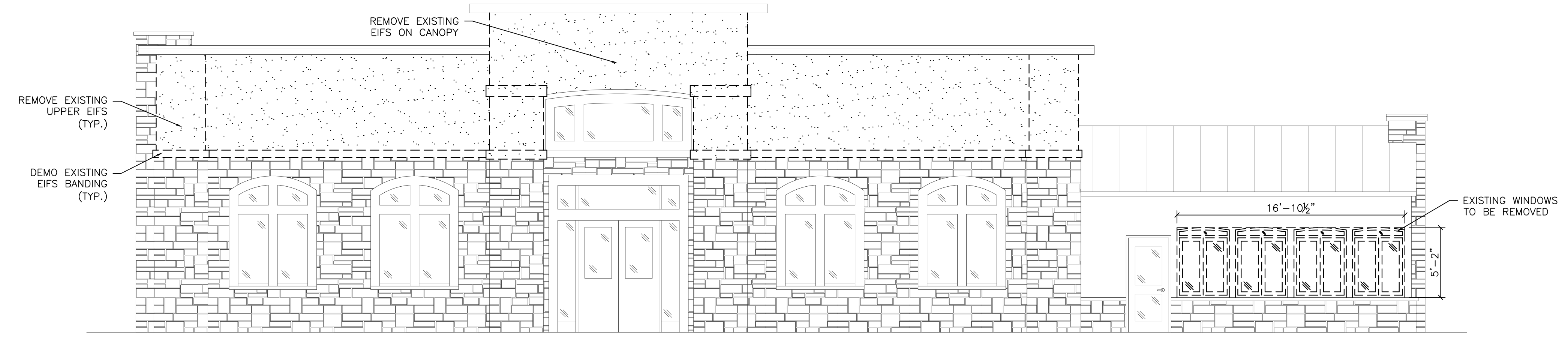
**D1.0**



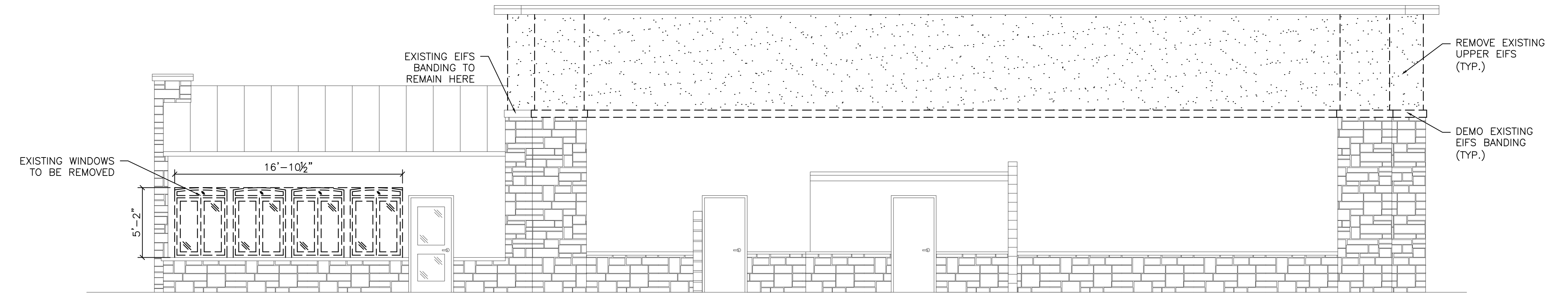
**EXISTING/DEMO FLOOR PLAN**  
SCALE: 3/16" = 1'-0"

**ISSUED FOR CONSTRUCTION**

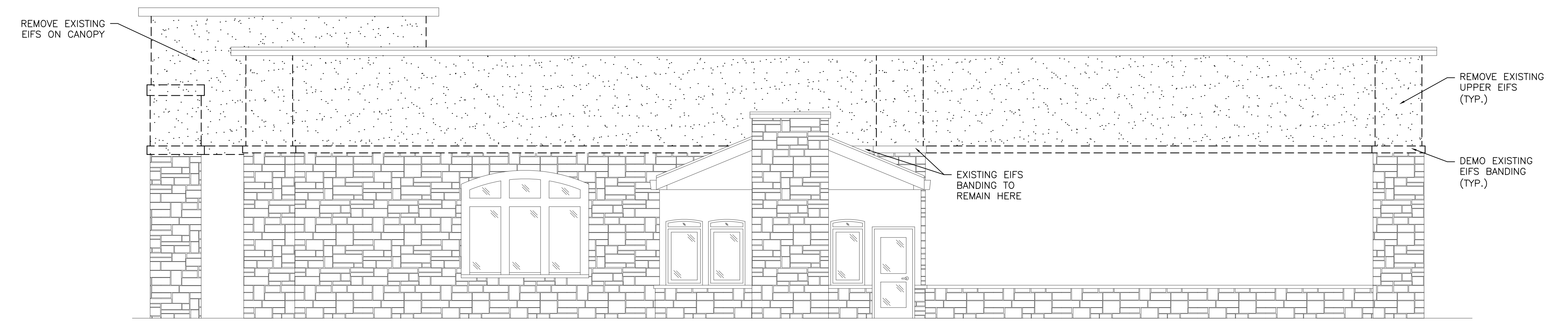
NOTE:  
DEMO EXISTING FLOOR TILE IN THE EXISTING VESTIBULE, FOYER AND DINING SPACES IN OPEN AREA AS NOTED ABOVE. EXISTING FLOOR TILING IN BAR AND KITCHEN AREAS IS TO REMAIN.



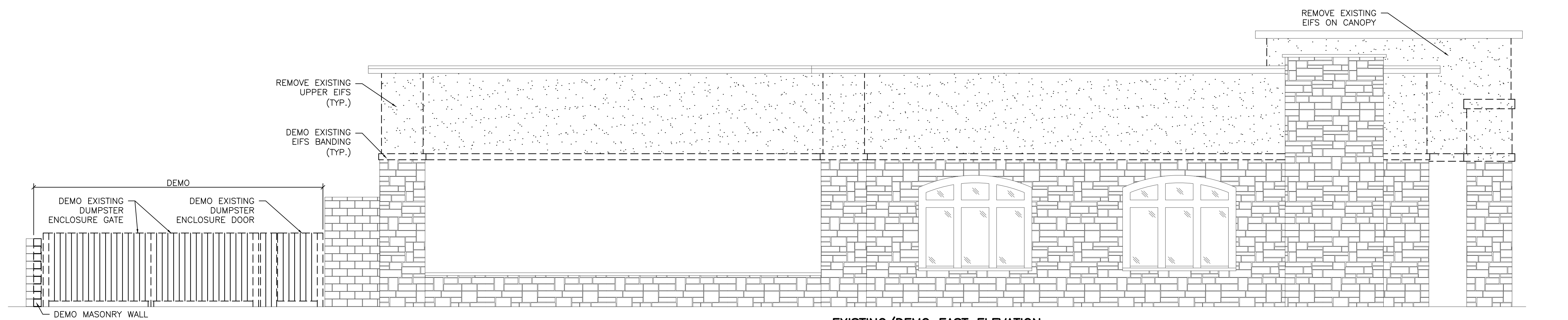
**EXISTING/DEMO NORTH ELEVATION**  
SCALE: 3/16"=1'-0"



**EXISTING/DEMO SOUTH ELEVATION**  
SCALE: 3/16"=1'-0"



**EXISTING/DEMO WEST ELEVATION**  
SCALE: 3/16"=1'-0"



**EXISTING/DEMO EAST ELEVATION**  
SCALE: 3/16"=1'-0"

ISSUE NO	REVISIONS	ISSUE DATE

BUILDING REMODEL FOR:  
**QUASIUS CONSTRUCTION**  
**PARKER JOHN'S**  
2331 E. EVERGREEN DR.  
APPLETON, WI

Project number: 22145  
Date: 29 August, 2022  
Drawn by: A. WOLF  
Checked by: K. KUEPER

**D2.0**

**ISSUED FOR CONSTRUCTION**



**CONCRETE**

CONCRETE CONTRACTOR SHALL VERIFY SOIL CONDITIONS BEFORE PLACING FOUNDATIONS AND SLABS. NOTIFY THE GENERAL CONTRACTOR IF ANY SOIL CONDITIONS APPEAR OUT OF THE ORDINARY.

FOOTINGS SHALL BEAR ON UNDISTURBED SOIL OR STRUCTURAL FILL. DO NOT PLACE FOOTINGS ON FROZEN GROUND.

DESIGN MIXES SHALL BE IN ACCORDANCE WITH ASTM C94.

- 1) FOOTINGS AND WALLS SHALL HAVE STRENGTH EQUAL TO 3,000 PSI AT 28 DAYS.
- 2) SLABS ON GRADE SHALL HAVE STRENGTH EQUAL TO 4,000 PSI AT 28 DAYS.
- 3) EXTERIOR CONCRETE SHALL HAVE STRENGTH EQUAL TO 4,000 PSI AT 28 DAYS.
- 4) COLUMNS, BEAMS AND STRUCTURAL SLABS SHALL HAVE STRENGTH EQUAL TO 4,000 PSI AT 28 DAYS.
- 5) PRE-CAST TOPPING SHALL HAVE STRENGTH EQUAL TO 4000 PSI AT 28 DAYS.
- 6) SLUMP SHALL NOT EXCEED 4".
- 7) ALL CONCRETE EXPOSED TO WEATHER SHALL BE AIR-ENTRAINED WITH 4-7% AIR CONTENT. NO OTHER ADMIXTURES SHALL BE USED WITHOUT THE APPROVAL OF THE GENERAL CONTRACTOR. CALCIUM CHLORIDE SHALL NOT BE USED.
- 8) MAXIMUM AGGREGATE SIZE FOR FOOTING TO BE 1 1/2" AND MAXIMUM AGGREGATE SIZE FOR ALL OTHER WORK TO BE 3/4".

PLACE FLOOR SLABS WITH CONSTRUCTION JOINTS OR SAW JOINTS NOT EXCEEDING A MAXIMUM OF 150 SQUARE FEET OR AS INDICATED ON THE PLANS. SAW CUTTING TO BE DONE AS SOON AS POSSIBLE, BUT NO LATER THAN 24 HOURS AFTER CONCRETE IS PLACED.

INTERIOR SLABS TO HAVE A TROWEL FINISH AND EXTERIOR SLABS TO HAVE A LIGHT BROOM FINISH. MAINTAIN FLOOR LEVEL AT WALLS AND FLOOR SURFACES UNIFORM TO GRADE. CONCRETE TO BE SEALED OR WET CURED FOR 7 DAYS. FLOORS TO RECEIVE TILE OR EPOXY TO BE WET CURED ONLY. EXTERIOR SLABS SHALL BE SEPARATED FROM BUILDINGS WITH CONTINUOUS 1/2" FIBER EXPANSION JOINT.

DESIGN AND CONSTRUCTION OF CAST-IN-PLACE CONCRETE SHALL CONFORM TO ACI 318 AND CRSI STANDARDS.

ANCHOR BOLTS AND THREADED RODS TO BE ASTM F1554, MINIMUM GRADE A36.

**REINFORCING STEEL**

REINFORCING STEEL TO CONFORM TO ASTM-A615, GRADE 60. WELDED WIRE FABRIC SHALL CONFORM TO ASTM-A185. LAP ALL HORIZONTAL REINFORCING AT SPICES AND ROUND CORNERS 30 BAR DIAMETERS. WELDED WIRE FABRIC IS TO BE LAPPED 6" AND PLACED IN THE CENTER OF THE SLAB UNLESS OTHERWISE INDICATED. REINFORCING SHALL BE PLACED IN CONFORMANCE WITH CRSI "RECOMMENDED PRACTICES FOR PLACING BARS" AND ACI 318. THE REINFORCEMENT SHALL NOT BE PAINTED AND MUST BE FREE OF GREASE, OIL OR DEEP RUST WHEN PLACED. PROVIDE CONCRETE PROTECTION FOR BARS PER ACI 318 SECTION 7.7.

**SITE WORK**

THE SITE WORK CONTRACTOR IS REQUIRED TO CONTACT DIGGER'S HOTLINE. ALL UTILITIES SHALL BE LOCATED PRIOR TO STARTING EXCAVATION.

ALL EXCAVATION AND BACK FILL FOR MECHANICALS ARE THE RESPONSIBILITY OF THE RESPECTIVE MECHANICAL CONTRACTOR. THESE TRENCHES ARE TO BE FILLED IN 8" LIFTS AND COMPACTED TO 95% OF THE MODIFIED PROCTOR VALUE. ENSURE TRENCH ROUTE IS CLEAR OF UTILITIES AND OTHER OBSTRUCTIONS PRIOR TO DIGGING.

THE EXCAVATION CONTRACTOR SHALL ADVISE THE GENERAL CONTRACTOR OF ANY SOIL CONDITIONS WHICH APPEAR OUT OF THE ORDINARY. THE SOIL BEARING CAPACITY IS LISTED ON THE COVER SHEET.

ALL ORGANIC TOPSOIL INSIDE THE BUILDING AREA, UNDER PAVED AREAS AND AT SITE FILL AREAS SHALL BE REMOVED. CONTRACTOR SHALL VERIFY TOPSOIL DEPTHS PRIOR TO CONSTRUCTION.

ALL SUB GRADE FILL UNDER PAVED AREAS AND BUILDING AREAS SHALL BE CLEAN GRANULAR FILL CONFORMING TO GRADE 1 OR 2 OF SECTION 209 WDOT STANDARD. PLACE IN 8" MAXIMUM LIFTS AND COMPACT TO 95% OF THE MODIFIED PROCTOR VALUE. GRAVEL BASE BENEATH FLOOR SLABS SHALL BE 6 INCHES OF 3/4" CRUSHED STONE OR SAND COMPACTED TO THE ABOVE STANDARD. GRAVEL BASE BENEATH DRIVES, PARKING AREAS, AND APRONS SHALL BE 12" OF COMPACTED CRUSHED STONE. TYRMS SHALL BE INSTALLED WHENEVER THIS 12" BASE RESTS ON CLAY OR LOOSE SOILS. FILL SHALL NOT BE PLACED ON FROZEN GROUND AND NO FROZEN MATERIALS MAY BE USED FOR BACKFILL.

FOUNDATION TRENCHES MUST BE BACK FILLED UNIFORMLY ON EACH SIDE WITH SAND. PLACE FILL IN 8" LIFTS AND COMPACT TO 95% OF THE MODIFIED PROCTOR VALUE. THE EXTERIOR SIDE MAY BE FILLED WITH COMPACTED NON-STRUCTURAL FILL IF THERE WILL NEVER BE A PARKING LOT OR ADDITION ON THAT SIDE. WHEN IN DOUBT, BACK FILL WITH SAND.

THE BUILDING SITE SHALL BE GRADED TO PROVIDE DRAINAGE AWAY FROM THE BUILDING AT A MINIMUM OF 2% SLOPE FOR 20'-0" AWAY FROM THE BUILDING, STARTING AT 5" BELOW THE FLOOR LINE OR AS INDICATED ON THE PLANS. PROVIDE 6" OF TOPSOIL AT ALL GRASS AND LANDSCAPED AREAS AND GRADE TO +/- 0.10 FEET.

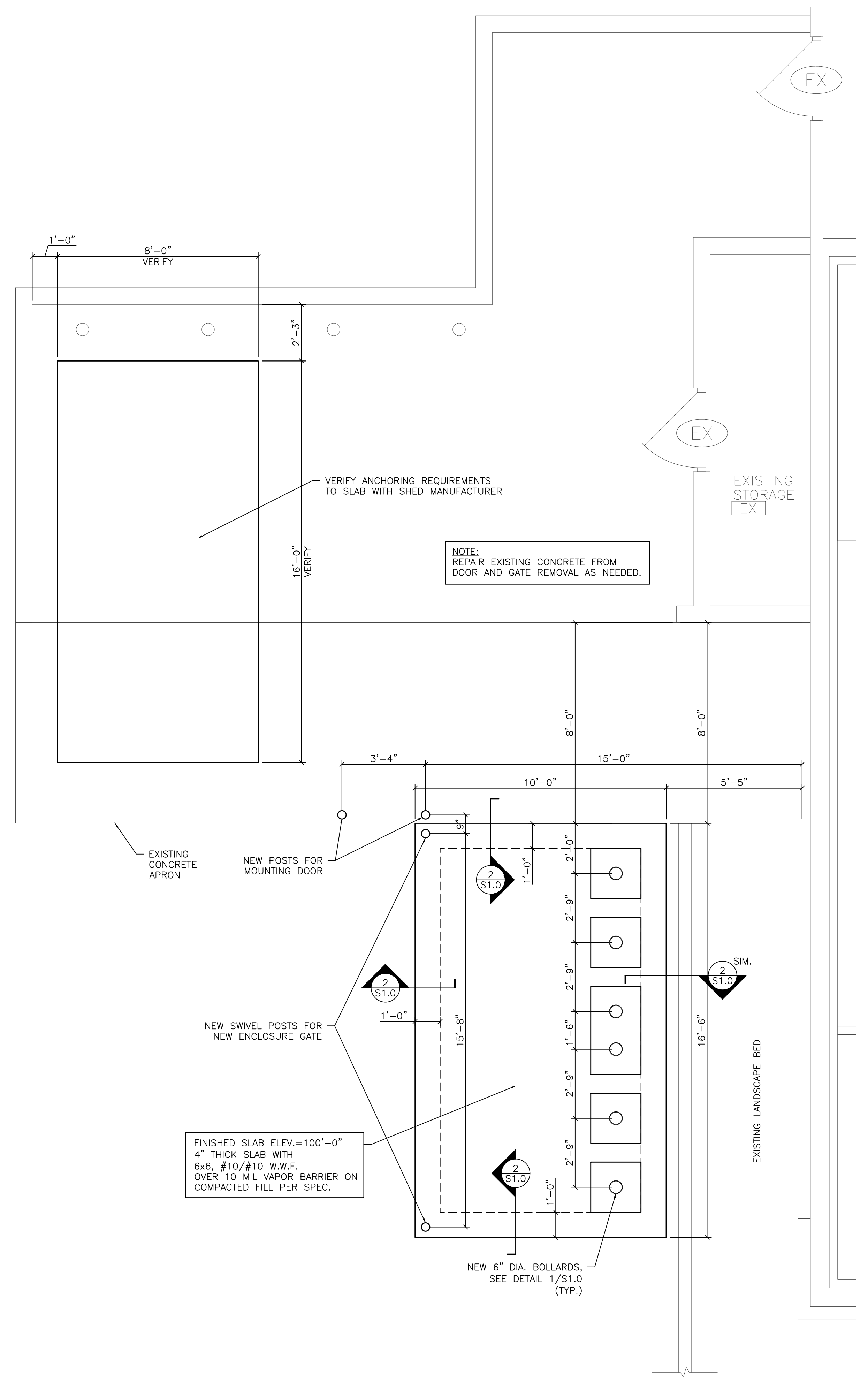
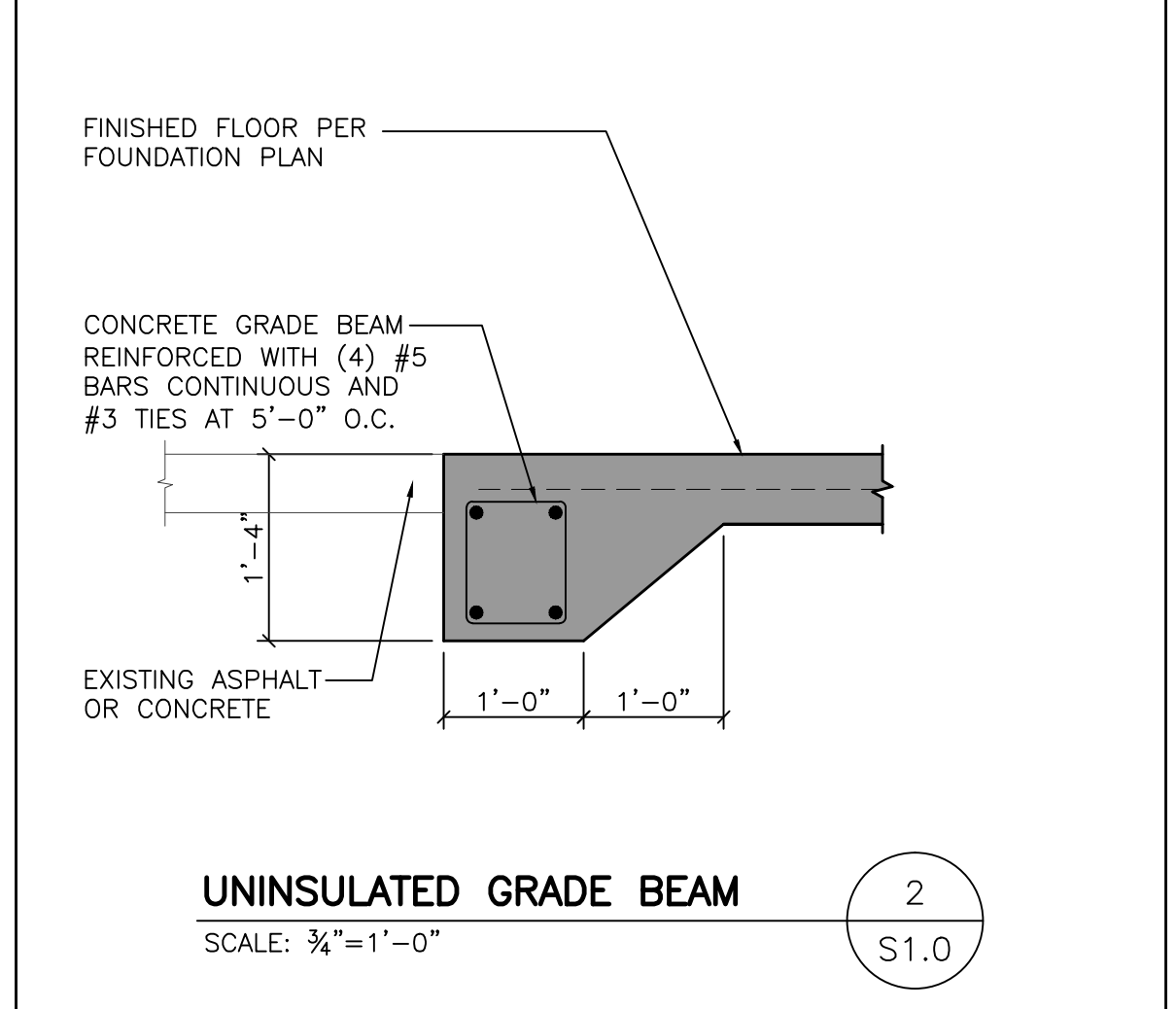
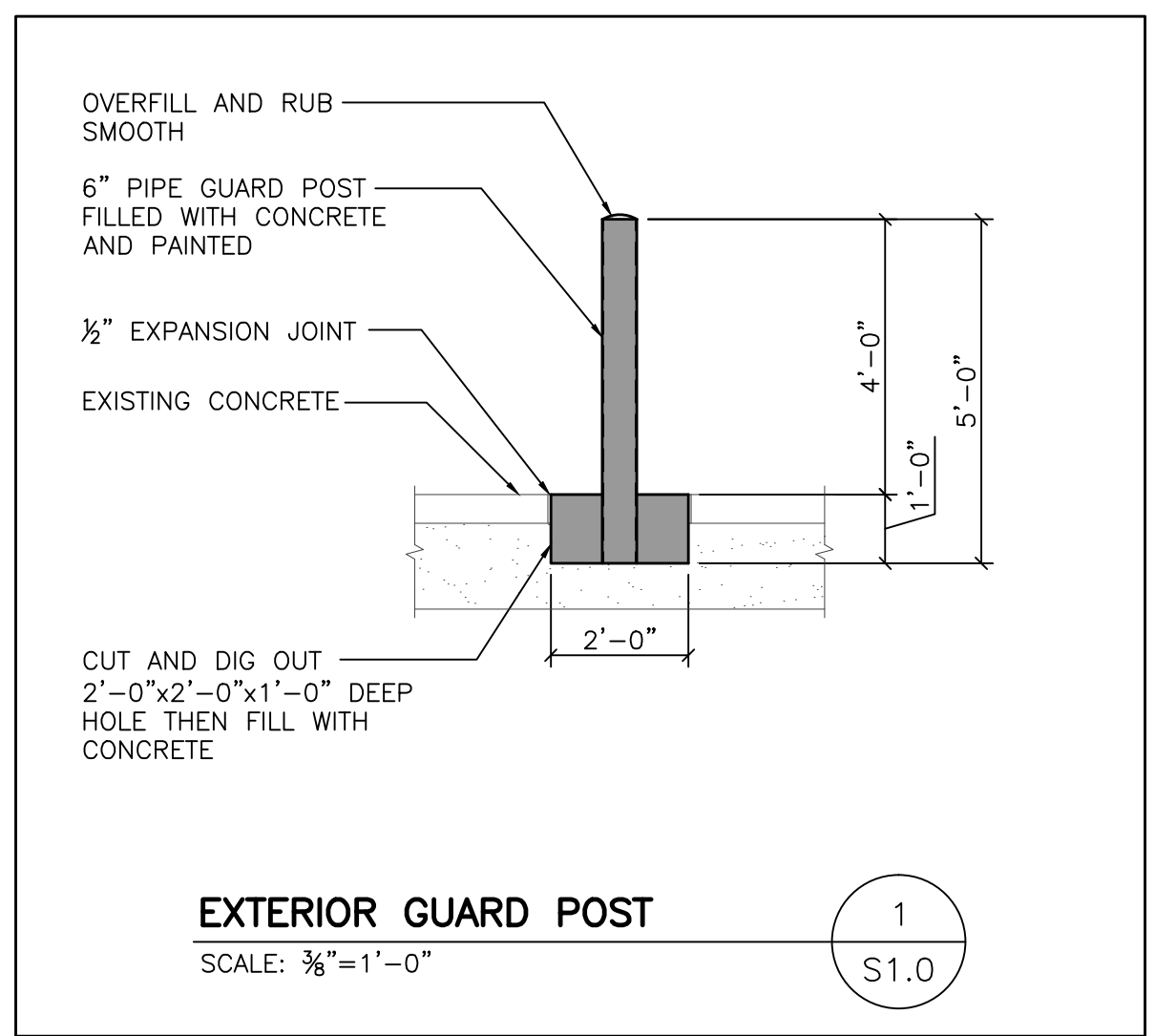
SPLASH BLOCKS ARE TO BE PLACED AT ALL DOWN SPOUTS WHICH DISCHARGE AT GRADE AND AT SPRINKLER DRAIN VALVES.

IF A CURRENT GEOTECHNICAL REPORT OR PLANS BY A CIVIL CONSULTANT ARE AVAILABLE, ALL REQUIREMENTS OF THAT REPORT AND PLANS MUST BE FOLLOWED. WHEN THE STRUCTURAL/ARCHITECTURAL PLANS OR THE INFORMATION ABOVE CONFLICT WITH THE GEOTECHNICAL REPORT OR THE CIVIL PLANS, THE INFORMATION IN THE GEOTECHNICAL REPORT AND CIVIL PLANS SUPERCEDES.

**SITE UTILITIES**

ALL UTILITIES SHALL BE INSTALLED PER INDUSTRY STANDARDS. WATER, SANITARY AND STORM SEWER SHALL BE INSTALLED PER "STANDARD SPECIFICATION FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN". THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING, APPLYING FOR, SCHEDULING AND COORDINATING THE INSTALLATION OF GAS, ELECTRIC, AND COMMUNICATION SERVICES.

LOCATIONS OF SITE UTILITIES ON THIS PLAN ARE PRELIMINARY AND MUST BE VERIFIED BY THE SITE UTILITY CONTRACTOR.



REMODELED FOUNDATION PLAN  
AT DUMPSTER ENCLOSURE AREA  
SCALE: 3/8"=1'-0"

ISSUED FOR CONSTRUCTION



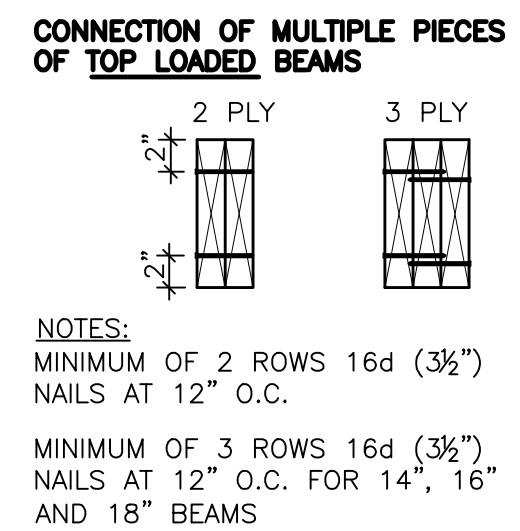
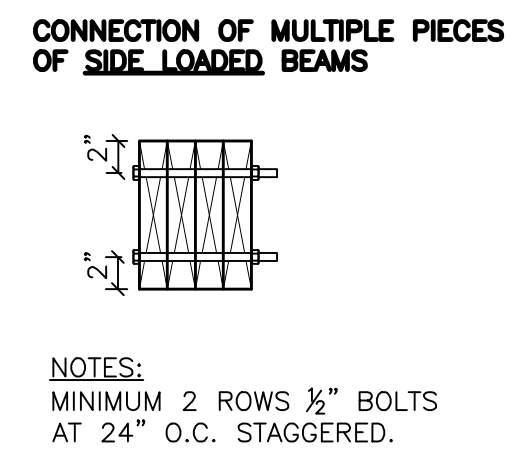
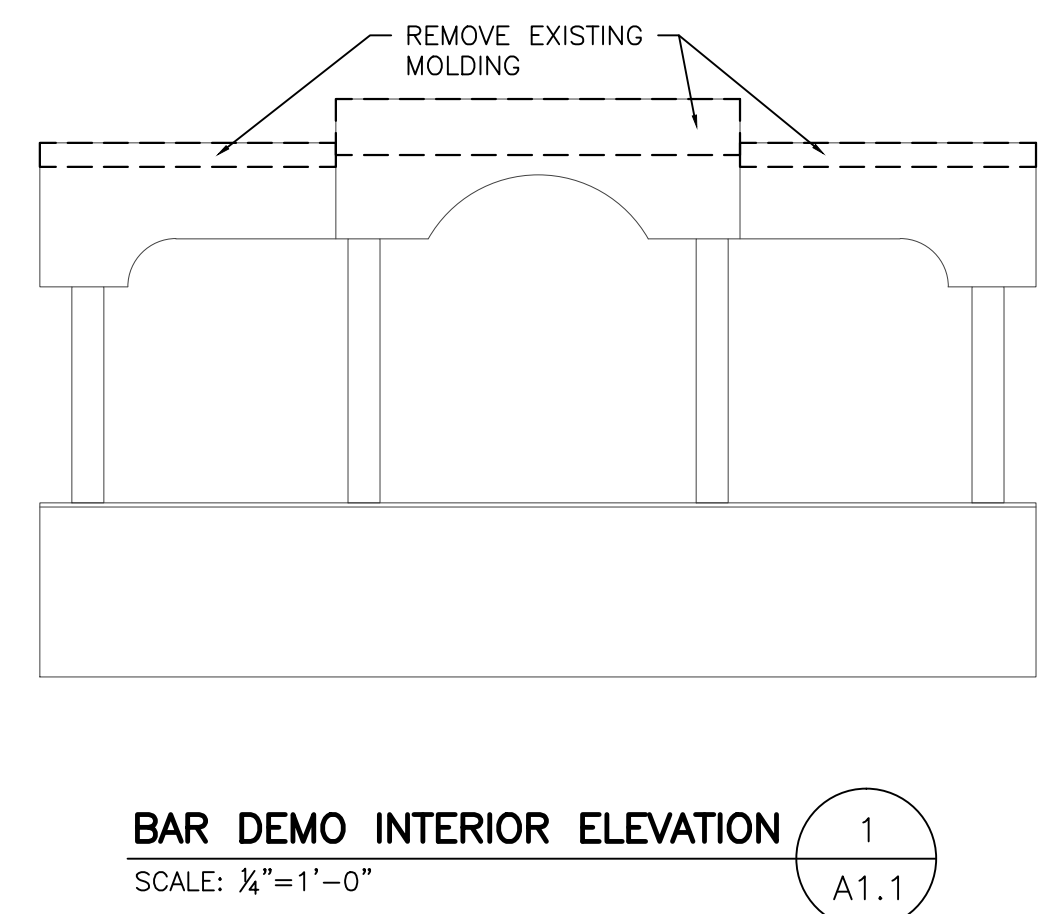
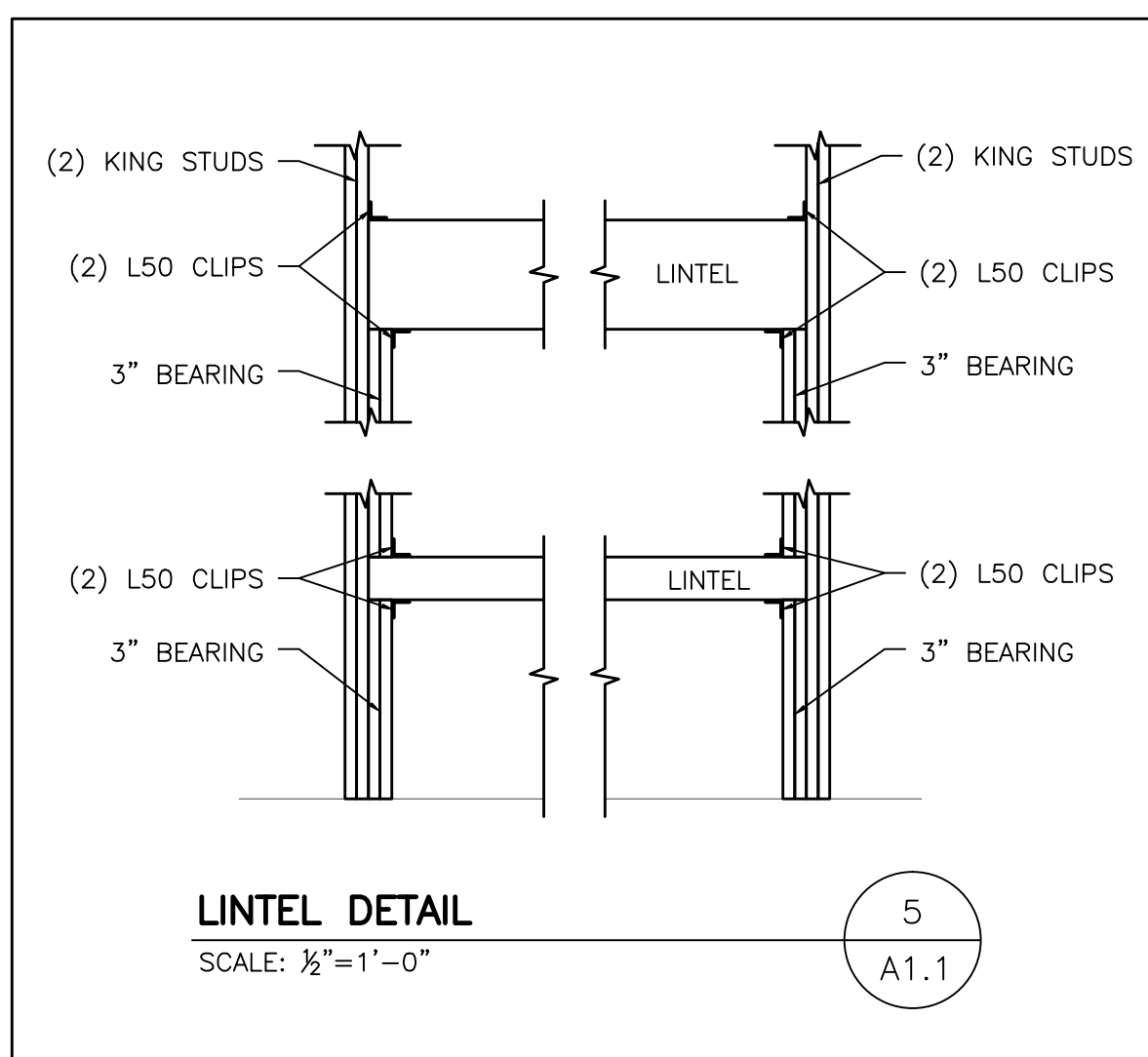
ISSUE NO	REVISIONS	ISSUE DATE

BUILDING REMODEL FOR:  
**QUASIUS CONSTRUCTION  
PARKER JOHN'S**  
2331 E. EVERGREEN DR.  
APPLETON, WI

Project number: 22145  
Date: 29 August, 2022  
Drawn by: A. WOLF  
Checked by: K. KUEPER

**S1.0**

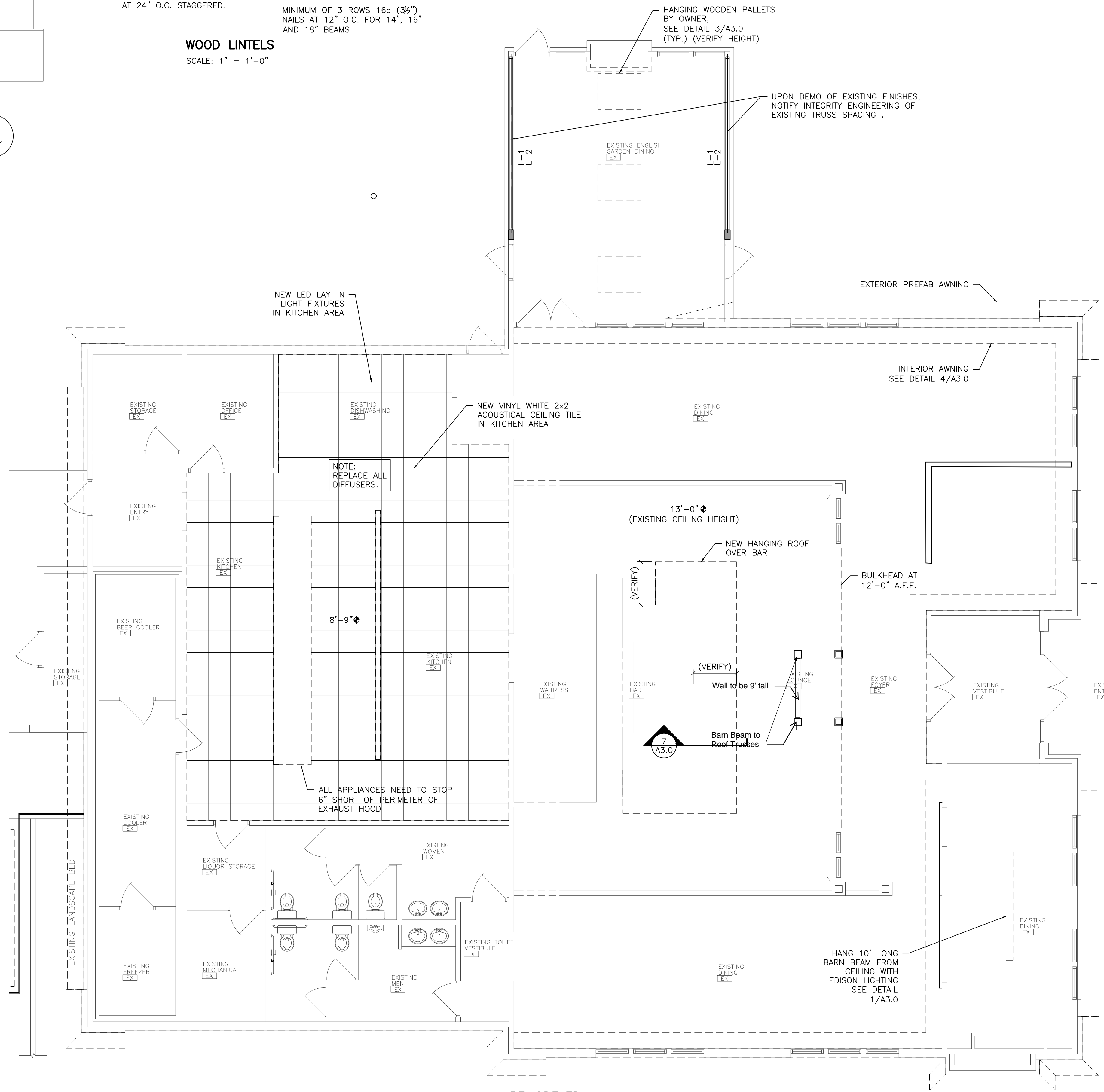
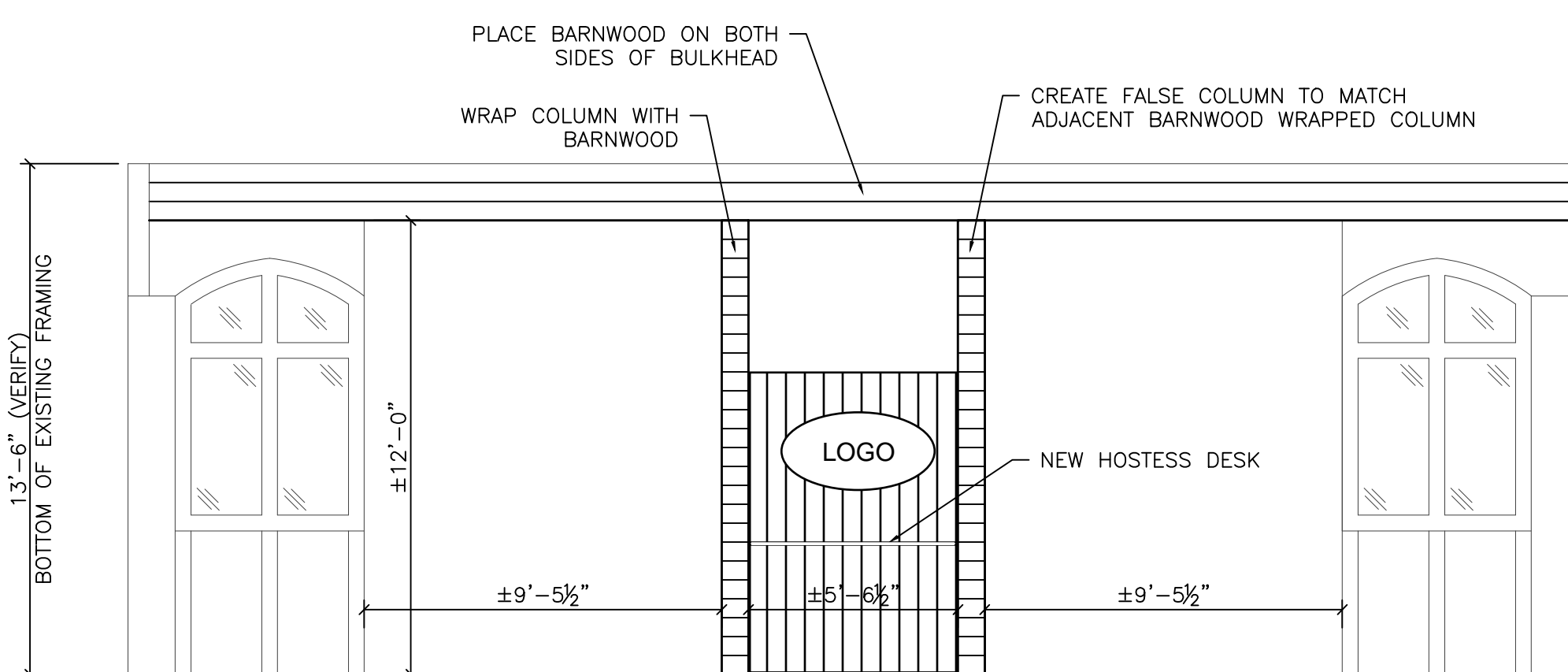
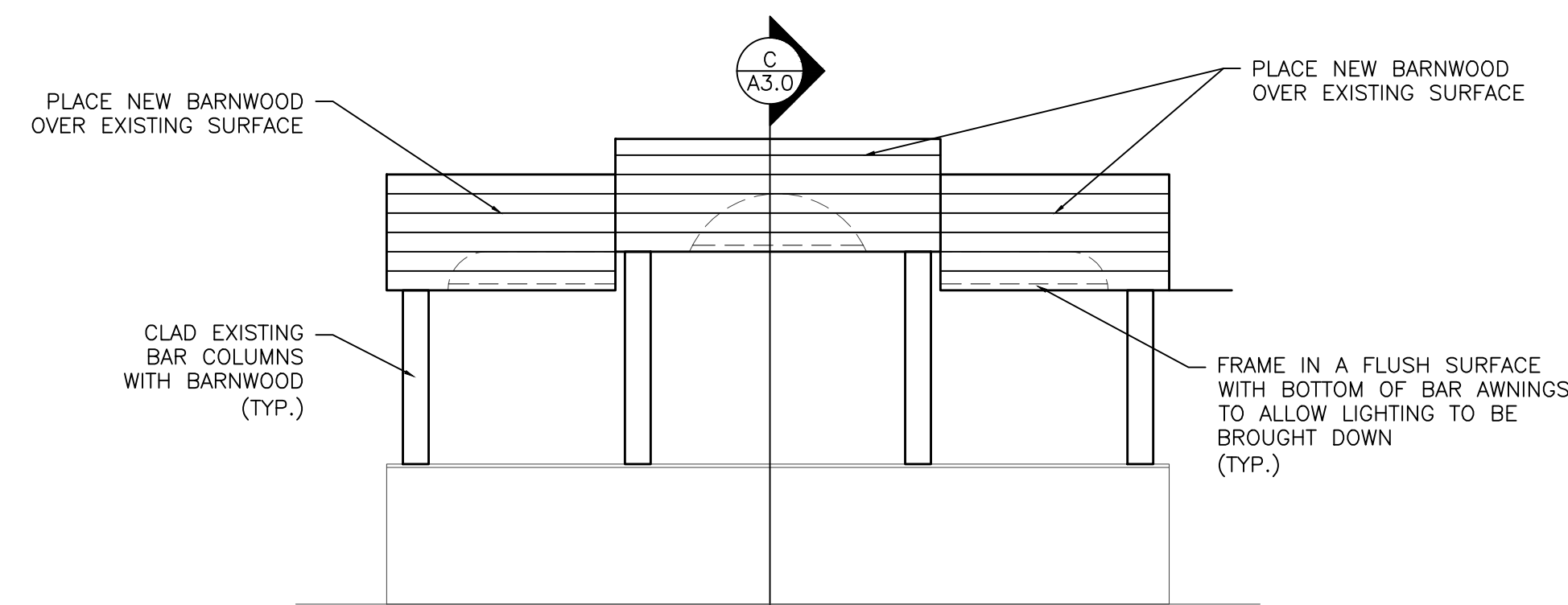
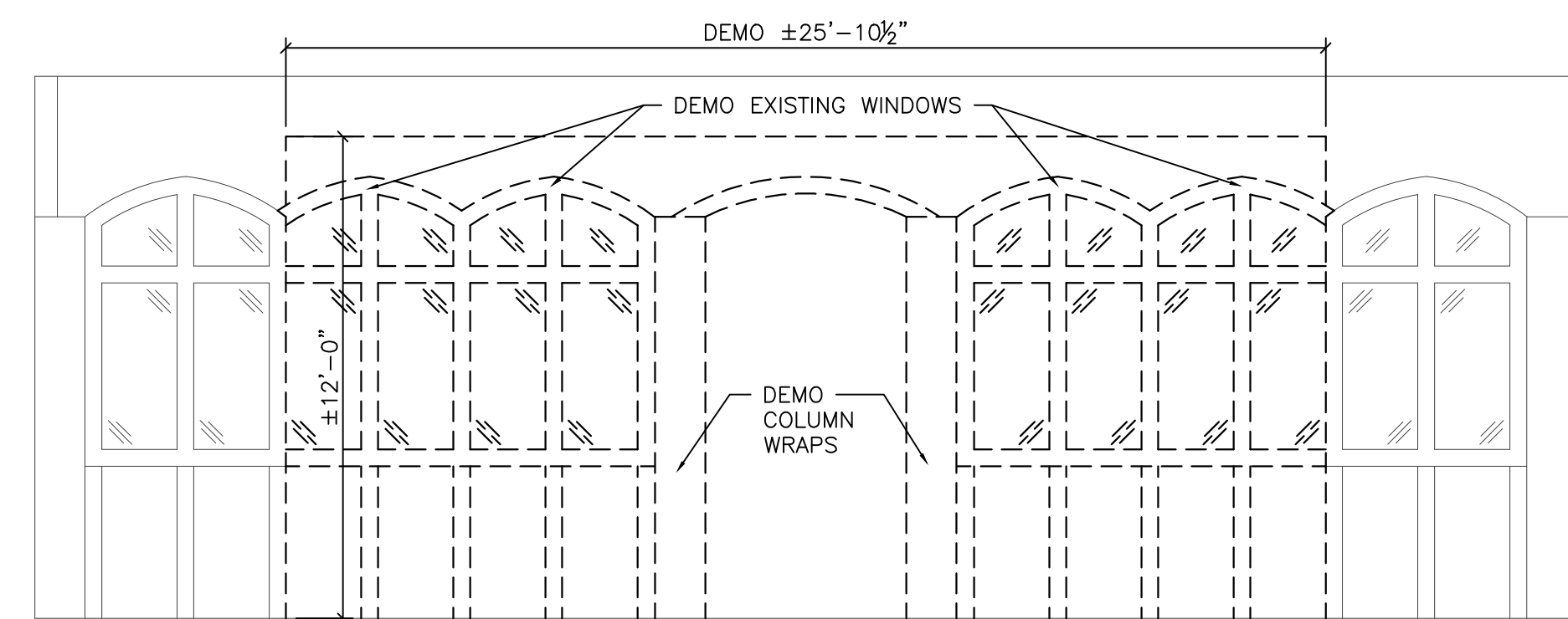




**WOOD LINTELS**  
SCALE: 1" = 1'-0"

MARK	LINTEL	BEARING (EACH SIDE)	BEARING HEIGHT	REMARKS
L-1	(3) PLY 1 1/4"x14" LVL	3"	7'-9"	DOUBLE KING STUDS REQUIRED ON EACH SIDE. PROVIDE (2) SIMPSON L50 CLIPS ON EACH END OF THESE LINTELS. SEE DETAIL 5/A1.1.
L-2	(3) PLY 2x6 (SILL)	3"	LINTEL SILL AT WINDOW TYPE (A)	

NOTE: 1. PROVIDE A BOND BEAM WITH (2) #5 BARS AT ALL MASONRY OPENINGS NOT LISTED IN THIS SCHEDULE. USE 8" OF BEARING.  
2. PROVIDE (1) #5 BAR IN GROUTED SOLID CORE AT EACH SIDE OF ALL MASONRY OPENINGS UNLESS NOTED OTHERWISE IN THE REMARKS ABOVE. VERTICAL BARS TO BE CONTINUOUS THROUGH LINTEL TO TOP OF WALL.  
3. OTHER OPENINGS NOT LISTED IN THIS SCHEDULE REQUIRE NO SPECIAL STRUCTURAL HEADERS.



**ISSUED FOR CONSTRUCTION**



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2331 E. EVERGREEN DR.  
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Checked by

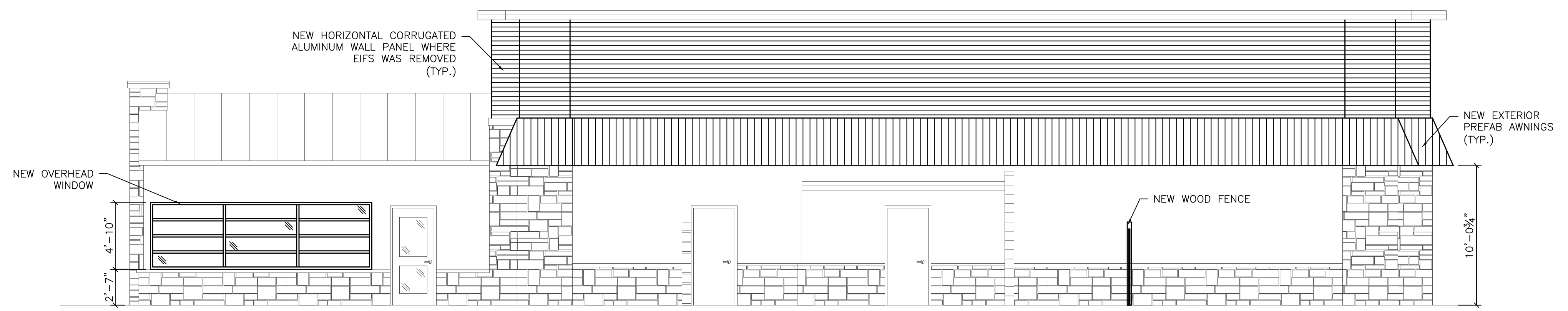
22145  
29 August, 2022  
A. WOLF  
K. KUEPER

**A1.1**

AWNINGS  
AWNINGS AND CANOPIES MUST MEET THE REQUIREMENTS OF IBC 3105.

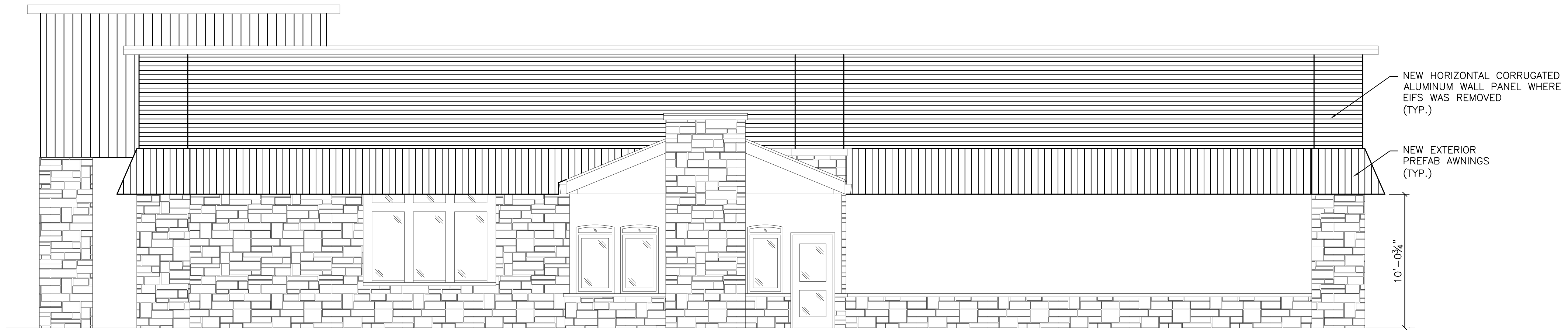


**NORTH ELEVATION**  
SCALE: 3/16"=1'-0"

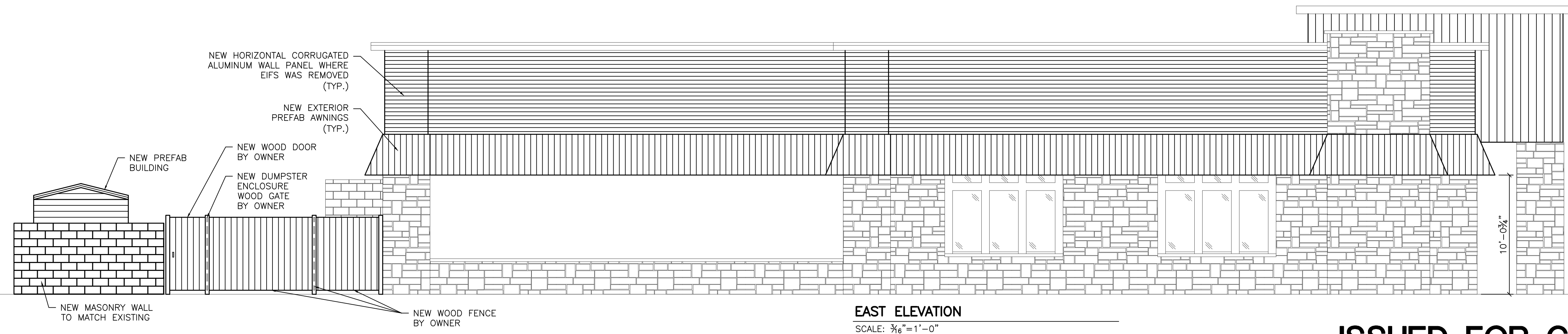


**SOUTH ELEVATION**  
SCALE: 3/16"=1'-0"

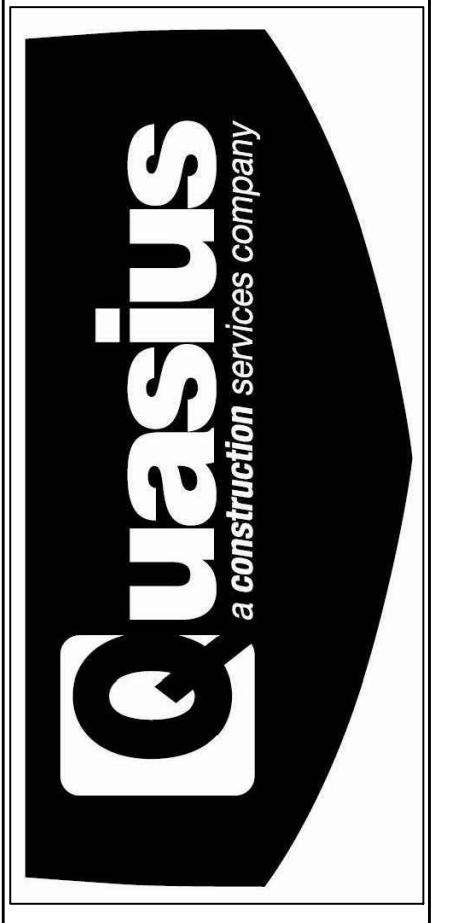
NOTE:  
ALIGN BOTTOM OF AWNINGS WITH  
BOTTOM OF ARCH ON WINDOWS.



**WEST ELEVATION**  
SCALE: 3/16"=1'-0"



**EAST ELEVATION**  
SCALE: 3/16"=1'-0"



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2331 E. EVERGREEN DR.  
APPLETON, WI

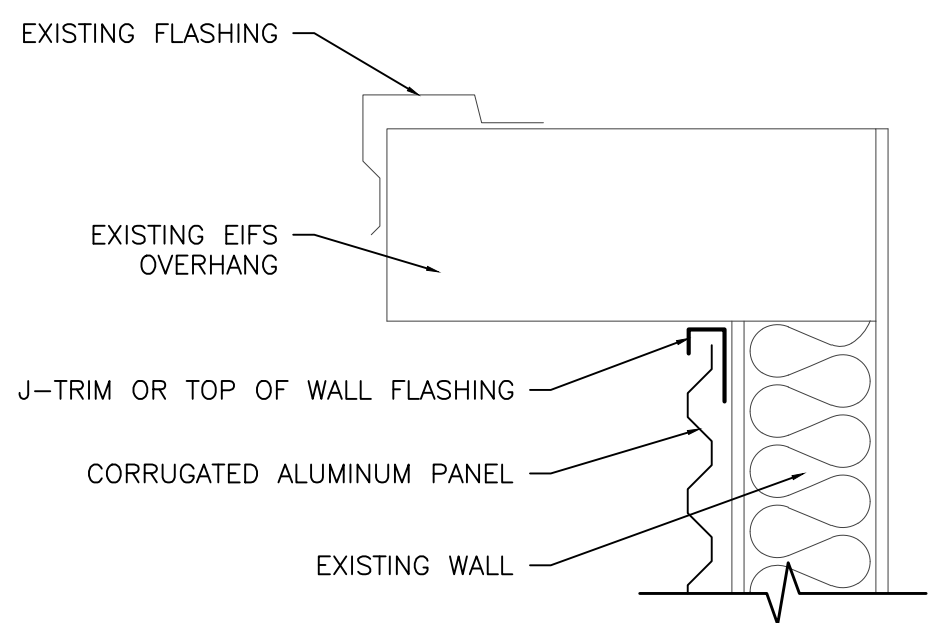
Project number  
Date  
Drawn by  
Checked by

22145  
29 August, 2022  
A. WOLF  
K. KUEPER

**A2.0**

**ISSUED FOR CONSTRUCTION**

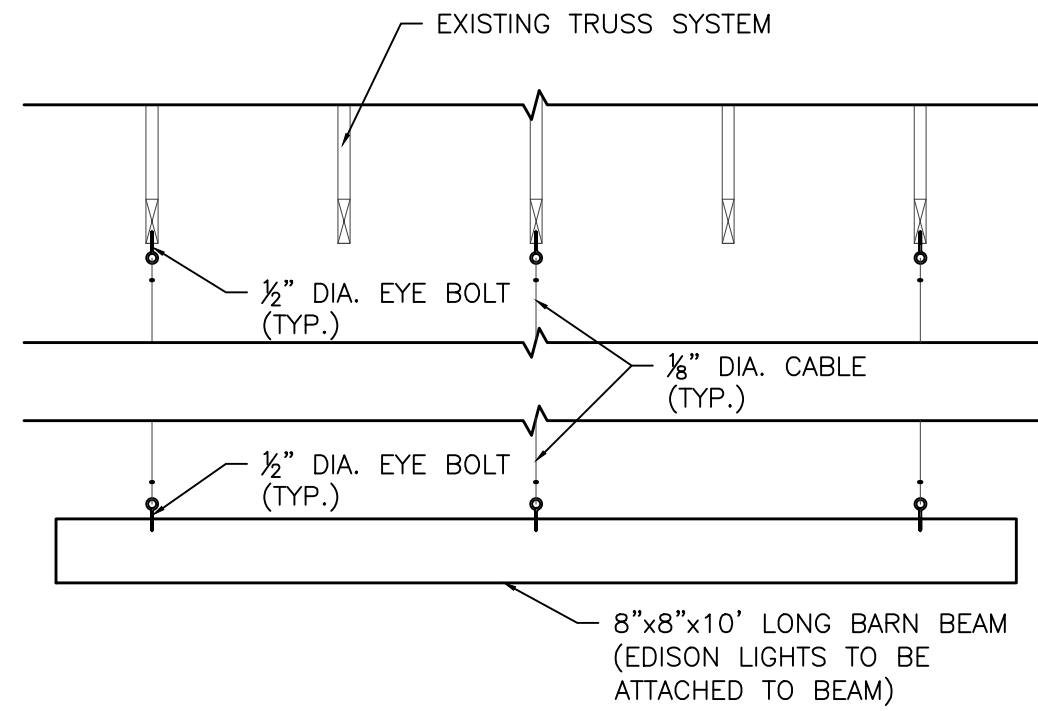




**ALUMINUM WALL PANEL AT TOP OF WALL**

SCALE: 1"=1'-0"

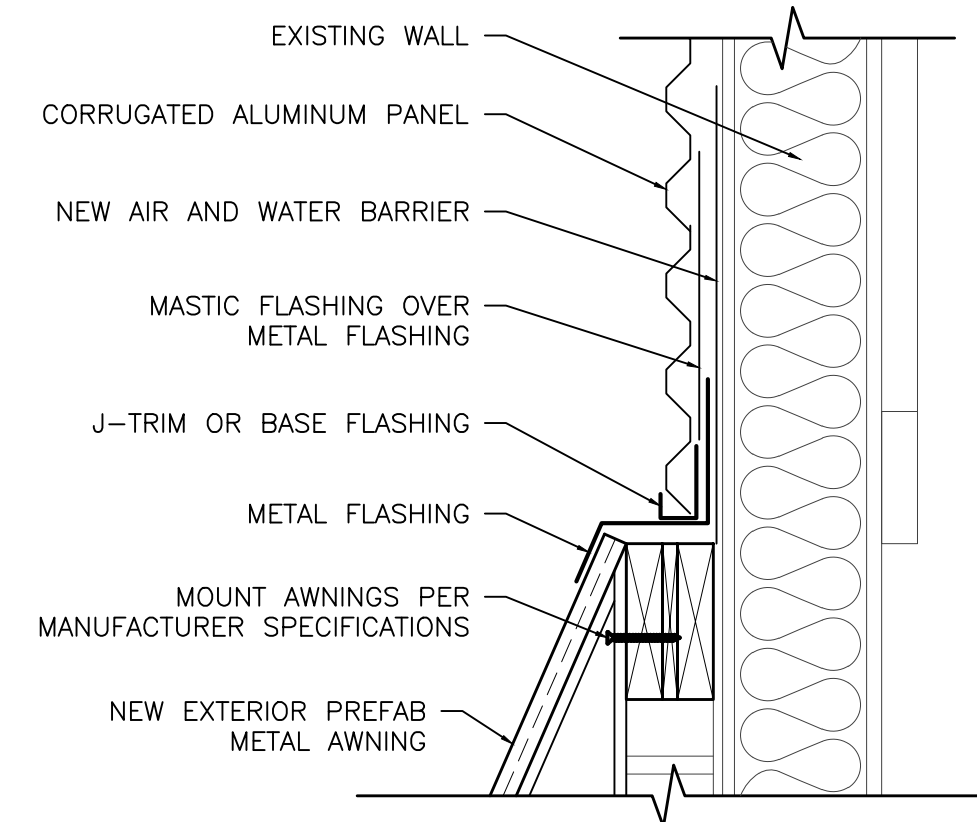
5  
A3.0



**HANGING BARN BEAM DETAIL**

SCALE: 1/2"=1'-0"

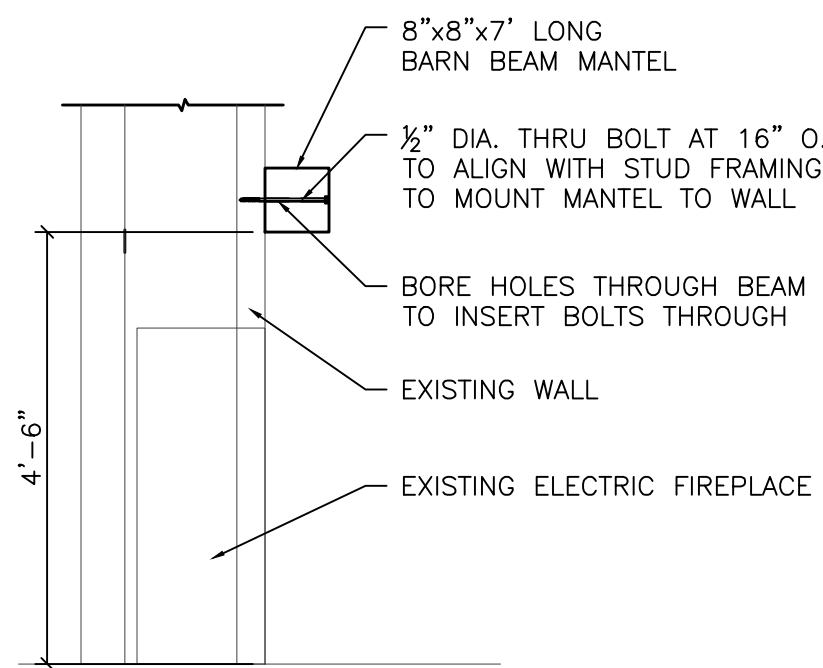
1  
A3.0



**ALUMINUM WALL PANEL AT BOTTOM OF WALL**

SCALE: 1"=1'-0"

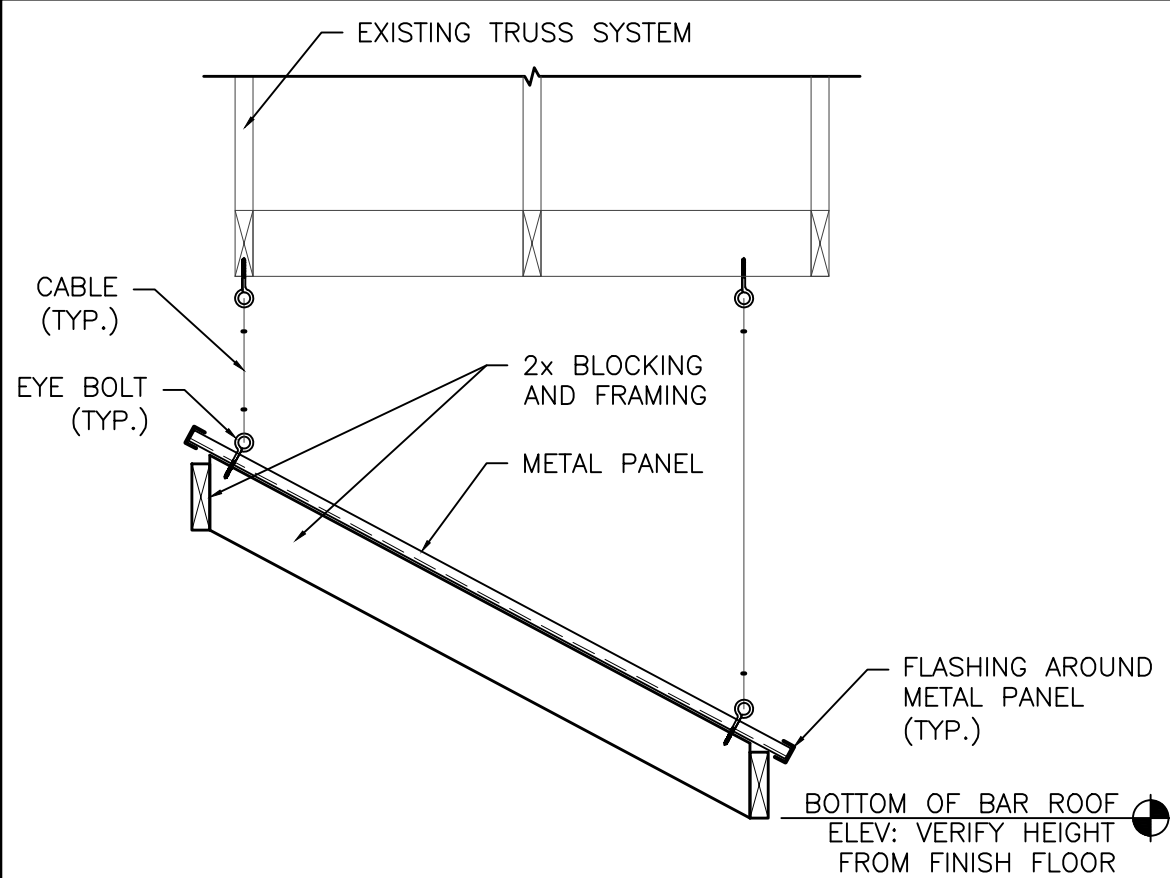
6  
A3.0



**BARN BEAM MANTEL DETAIL**

SCALE: 1/2"=1'-0"

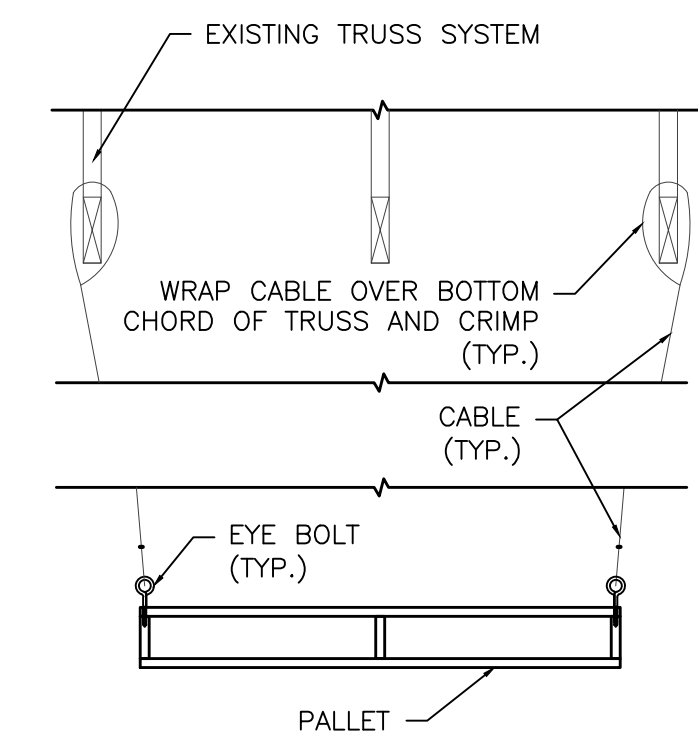
2  
A3.0



**BAR ROOF CONNECTION DETAIL**

SCALE: 3/4"=1'-0"

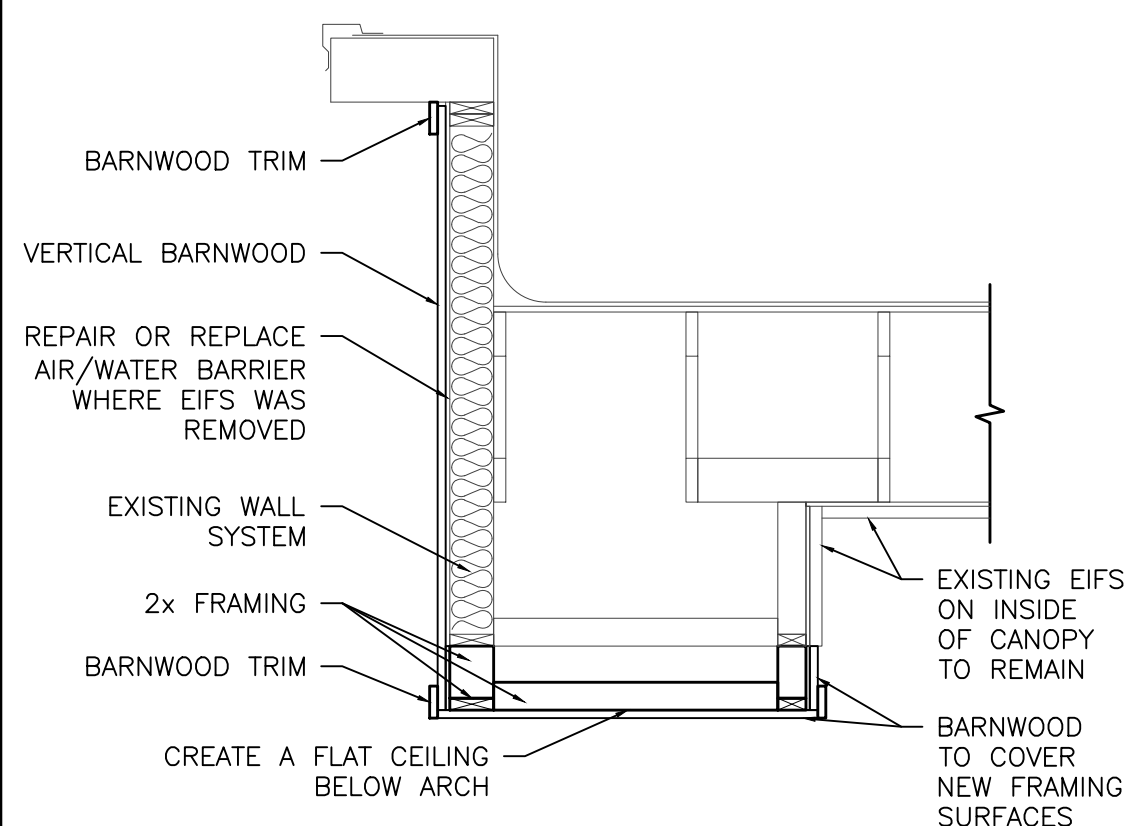
7  
A3.0



**PALLET CONNECTION TO TRUSS SYSTEM ABOVE**

SCALE: 3/4"=1'-0"

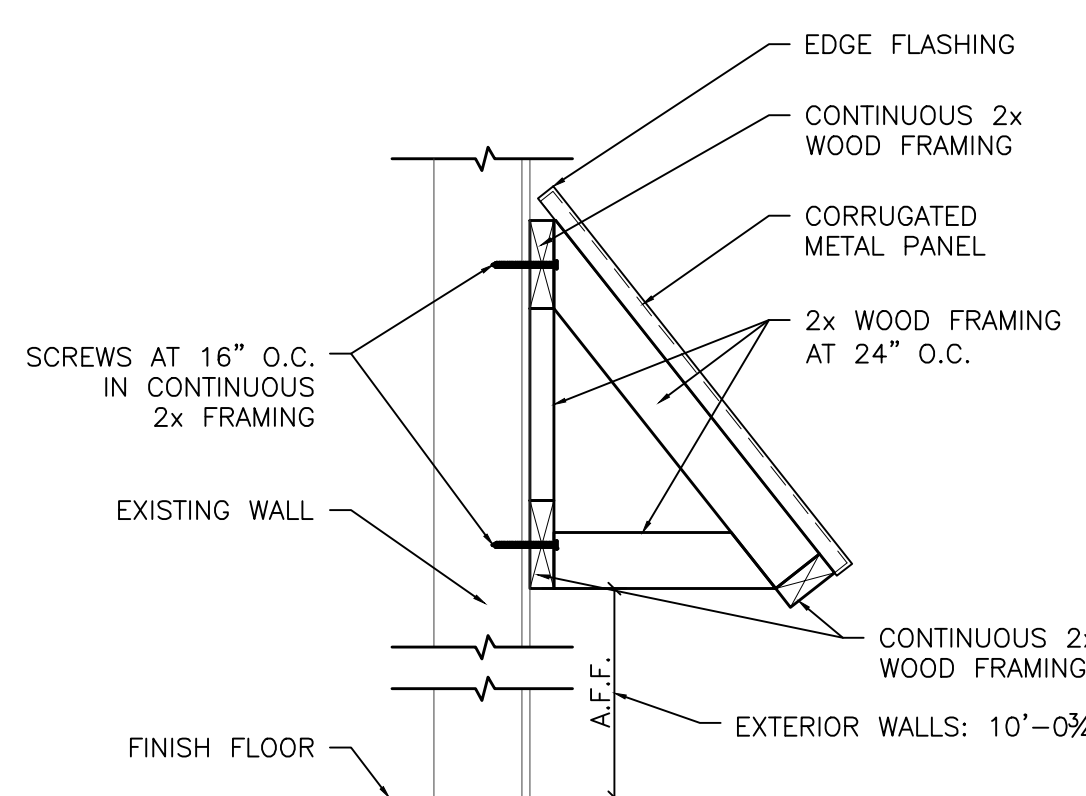
3  
A3.0



**CANOPY SECTION DETAIL**

SCALE: 1/2"=1'-0"

8  
A3.0



**AWNING DETAIL**

SCALE: 1"=1'-0"

4  
A3.0

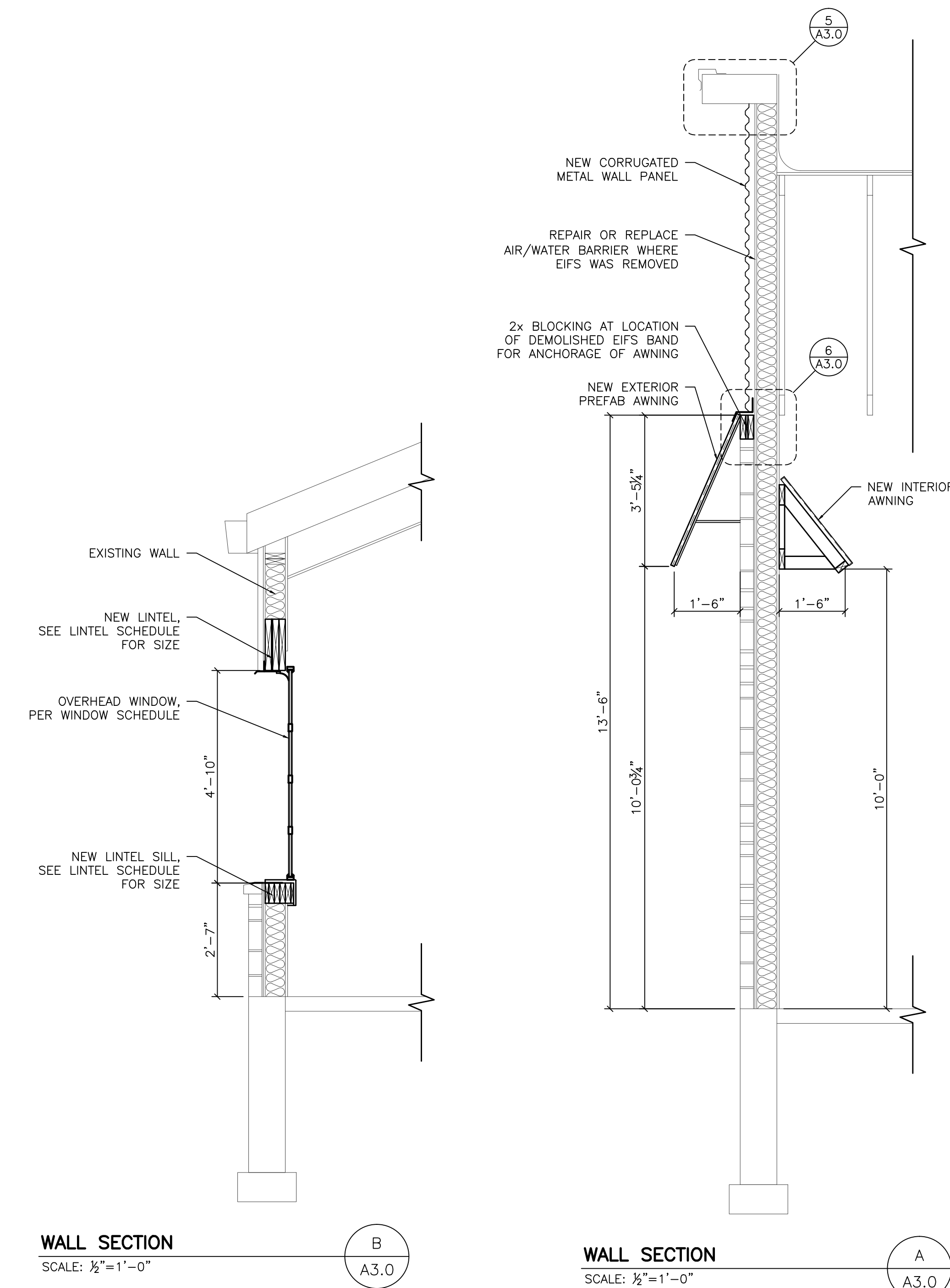
**Design No. U303**  
Bearing Wall Rating — 1 Hr

- Wood Studs** — Nom 2 by 4 in. spaced 16 in. OC, effectively cross-braced.
- Gypsum Board** — 5/8 in. thick, with square or tapered edges, applied vertically or horizontally with vertical joints centered over studs. Horizontal joints need not be backed by framing. Fastened to studs and plates with 1-7/8 in. long 6d cement coated nails spaced 7 in. OC or with 1-7/8 in. long Type S or Type W screws spaced 8 in. OC. 54 in. widths applied horizontally.  
CANADIAN GYPSUM COMPANY —Types AR, C, IP-AR, IP-X1, IP-X2, IPC-AR, SCX, WRC, WRX.  
UNITED STATES GYPSUM CO —Types AR, C, ERX-G, IP-AR, IP-X1, IP-X2, IPC-AR, SCX, WRC or WRX.  
USG MEXICO S A DE C V —Types AR, C, IP-AR, IP-X1, IP-X2, IPC-AR, SCX, WRC or WRX.
- Joints** — When tapered edge gypsum board is used, joints covered with joint compound and paper tape. As an alternate, gypsum veneer plaster may be applied to the entire surface of Classified veneer base-board with joints reinforced. When square-edge gypsum board is used, treatment of joints is optional.
- Batts and Blankets** — Min 3 in. thick mineral wool batts, friction fit between studs.  
THERMAFIBER LLC —Type SAFB
- Sheathing** — Min 15/32 in. thick, 4 ft wide, wood structural panels, min grade "sheathing" applied vertically, with vertical joints centered over studs. Attached to studs with 10d galv nails 6 in. OC at the perimeter and 12 in. OC in the field. Sheathing fully covered with a weather resistive barrier.
- Cementitious Backer Units** — 1/2 or 5/8 in. thick, installed vertically or horizontally over the sheathing with vertical joints centered over studs. All joints offset min 12 in. from underlying sheathing joints. Fastened to studs and plates with corrosion resistant 2-1/4 in. long chamfered, ribbed washer head screws with a minimum head diameter of .400 inches or 2-1/4 in. hot-dipped galvanized roofing nails spaced 8 in. OC.  
UNITED STATES GYPSUM CO — DUROCK Exterior Cement Board or DUROCK Brand Cement Board.
- Joints** — Cement board joints need not be treated.
- Vapor Retarder, Water Barrier or Weather Resistive Barrier** — (Optional, not shown) — As required

\*Bearing the UL Classification Mark

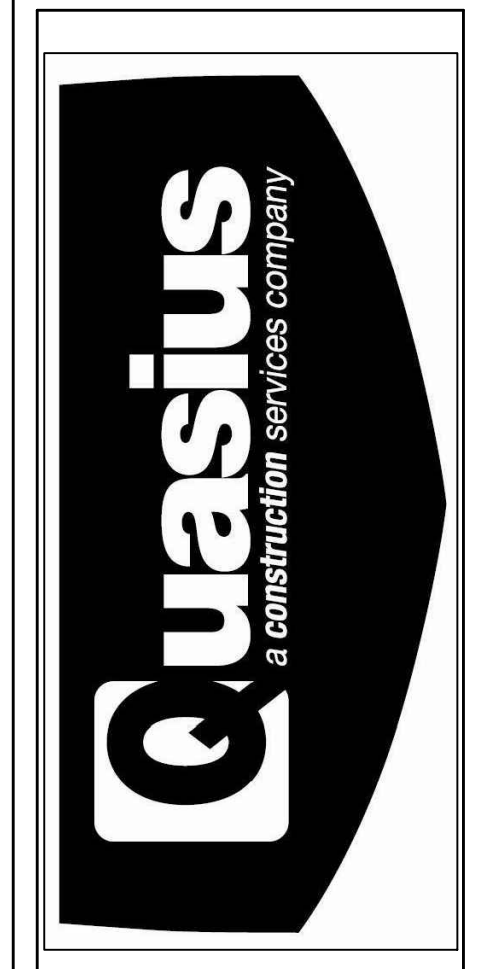
**1-Hour Fire Rating**  
Design Reference: UL U305, U337, WHI 495-0702, GA WP 8130

**30-34 STC Sound Trans.**  
Test Reference: OR 64-8  
Wall Thickness: 4-3/4" (121 mm)  
Weight per Sq. Ft.: 7.5 psf (37 Kg/m<sup>2</sup>)  
Exterior: 5/8" (15.9 mm) DensGlass® Fireguard® Sheathing applied vertically (U337, U305) or horizontally (U305) to 2" (51 mm) x 4" (102 mm) wood studs 16" (406 mm) o.c. with 1-3/4" (45 mm) galvanized roofing nails 7" (178 mm) o.c. for all framing members. Exterior surface covered with weather exposed cladding or finish system.  
Interior: 5/8" (15.9 mm) DensArmor Plus® Fireguard® interior panels or 5/8" (15.9 mm) ToughRock® Fireguard X® gypsum board applied vertically (U337, U305) or horizontally (U305) to studs with 1-7/8" (48 mm) 6d coated nails 7" (178 mm) o.c. Stagger joints each side.



**WALL SECTION B**  
SCALE: 1/2"=1'-0"  
A3.0

**WALL SECTION A**  
SCALE: 1/2"=1'-0"  
A3.0



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APPLETON, WI

Project number: 22145  
Date: 29 August, 2022  
Drawn by: A. WOLF  
Checked by: K. KUEPER

**A3.0**

**ISSUED FOR CONSTRUCTION**



**DOORS, WINDOWS AND FRAMES**  
 FURNISH AND INSTALL ALL DOORS AND WINDOW ASSEMBLIES AS INDICATED ON THE PLANS. INCLUDE ALL HARDWARE INDICATED AND THAT MAY BE REQUIRED FOR A COMPLETE JOB. DOORS AND WINDOWS SHALL OPERATE SMOOTHLY WITHOUT BINDING AND BE INSTALLED PLUMB AND TRUE. HARDWARE SHALL FIT PROPERLY AND BE ADJUSTED AS REQUIRED. PROVIDE INSECT SCREENS ON ALL OPERABLE WINDOW UNITS.

**HARDWARE**  
 UNLESS SPECIFIED IN THE HARDWARE SCHEDULE:  
 -ALL LOCK SETS SHALL BE LEVER TYPE AS REQUIRED TO MEET REQUIREMENTS OF THE A.D.A.  
 -ALL OTHER HARDWARE SHALL CONFORM TO THE REQUIREMENTS OF THE A.D.A.  
 -ALL EXIT DOORS SHALL BE EQUIPPED WITH LEVER TYPE EXIT HARDWARE OPERABLE FROM THE INSIDE WITHOUT THE USE OF A LATCH, KEY, OR BOLT.

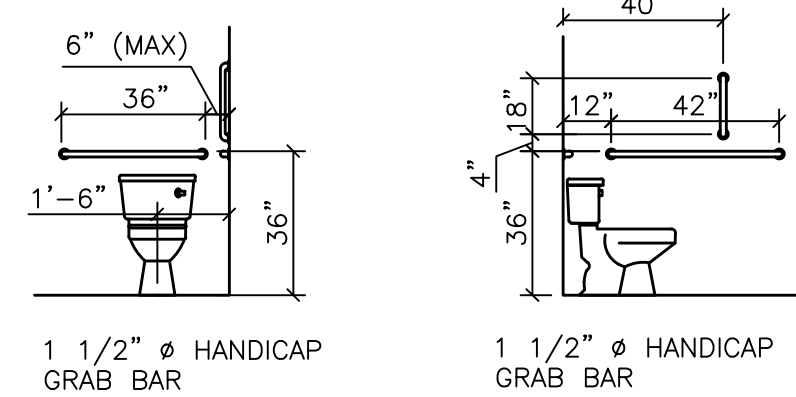
**FINISHES**  
 PROVIDE AND INSTALL ALL FINISHES AS INDICATED ON PLANS. INSTALL ALL MATERIALS PER MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS. FINISH INSTALLER INSPECT SUBSURFACE AND PREPARE AS REQUIRED PRIOR TO INSTALLATION OF THE PRODUCT.  
 INTERIOR FINISHES TO MEET THE REQUIREMENTS OF IBC CHAPTER 8.

**PAINTING**  
 PAINT ALL AREAS REQUIRED FOR A COMPLETE JOB.  
 APPLY PAINT AS RECOMMENDED BY STANDARD PRACTICE AND MANUFACTURER'S RECOMMENDATIONS.  
 REMOVE OR PROTECT HARDWARE, PLATES, LIGHT FIXTURES, SPRINKLER HEADS, ETC. THAT ARE NOT INTENDED TO BE PAINTED. PROVIDE MASKING AS REQUIRED.  
 DISPOSAL OF EXCESS PAINT MATERIALS IS THE RESPONSIBILITY OF THE PAINTING CONTRACTOR. DISPOSAL MUST BE IN ACCORDANCE WITH APPLICABLE LAWS AND CODES.

**SEALANTS**  
 PROVIDE CAULKING AND BACKER ROD AS RECOMMENDED BY THE MANUFACTURER TO SEAL EXTERIOR AND INTERIOR JOINTS, AT EXPANSION JOINTS, FRAMES OF DOORS, WINDOWS, AND OTHER EXTERIOR OPENINGS. ALSO CAULK AROUND PLUMBING FIXTURES, COUNTERTOPS, ROOF OPENINGS, ETC. AND AS REQUIRED FOR A COMPLETE JOB. CAULK TO BE INSTALLED AFTER FINISH IS APPLIED TO SURFACES. PENETRATIONS THROUGH FIRE RATED ASSEMBLIES MUST MEET U.L. REQUIREMENTS.

**SIGNAGE**  
 SIGNAGE SHALL MEET THE REQUIREMENTS OF THE A.D.A.  
 WHERE PERMANENT IDENTIFICATION IS PROVIDED FOR ROOMS AND SPACES, SIGNS SHALL BE INSTALLED ON THE WALL ADJACENT TO THE LATCH SIDE OF THE DOOR, WHERE THERE IS NO WALL SPACE TO THE LATCH SIDE OF THE DOOR, INCLUDING AT DOUBLE-LEAF DOORS, SIGNS SHALL BE PLACED ON THE NEAREST ADJACENT WALL.  
 MOUNTING HEIGHT SHALL BE 60" ABOVE FINISH FLOOR TO THE CENTERLINE OF THE SIGN UNLESS INDICATED OTHERWISE.

PROVIDE HANDICAP PARKING SIGNS AS INDICATED ON THE PLANS AND AS REQUIRED BY APPLICABLE LAWS.



1 1/2" Ø HANDICAP GRAB BAR

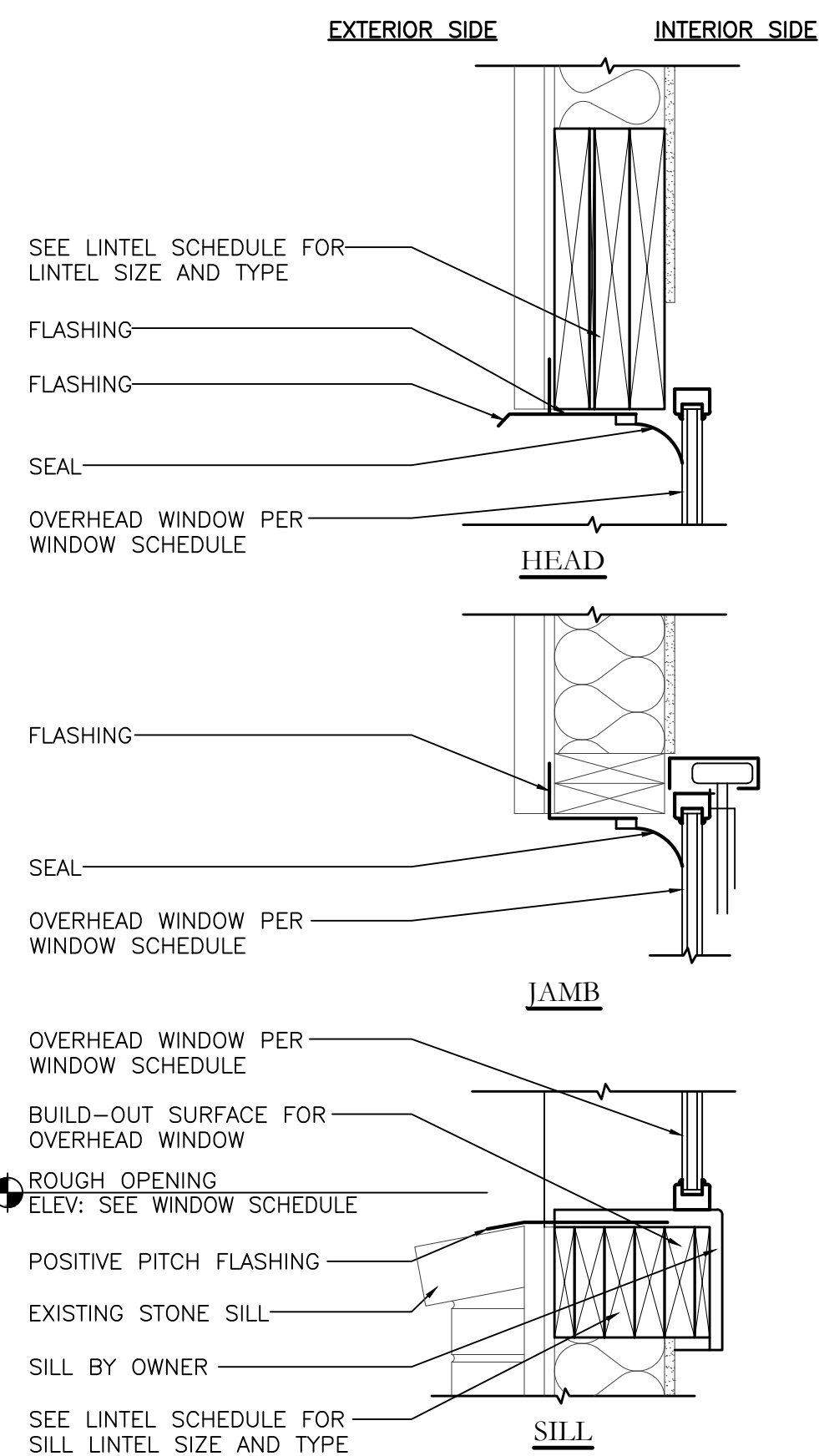
NOTE: STANDARDS SHOWN ARE PER ANSI A117.1

**TYP. TOILET ROOM ACCESSORIES**

SCALE: 1/4"=1'-0"

1  
A4.0

INTERIOR WALL FINISHES PER ROOM FINISH SCHEDULE



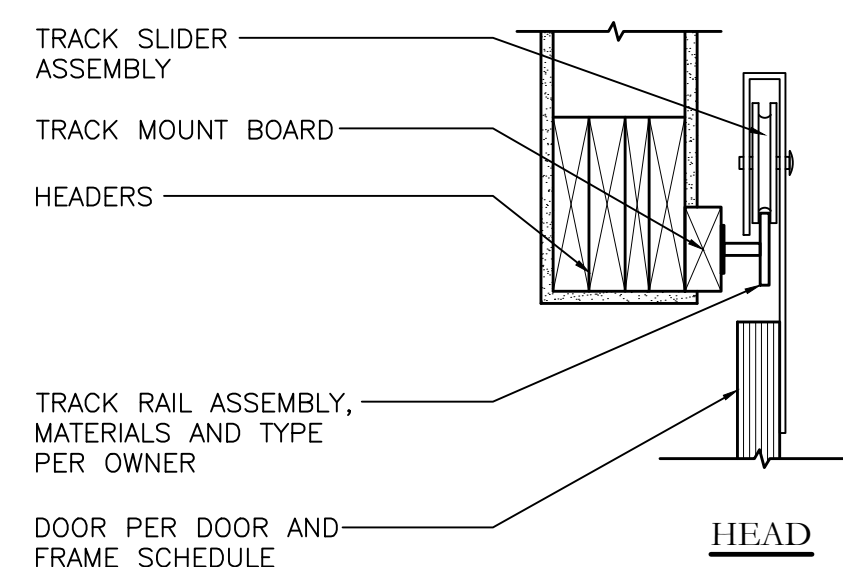
SHIM, FLASH, AND CAULK AS REQUIRED

**ALUMINUM WINDOW**

SCALE: 1/2"=1'-0"

2  
A4.0

INTERIOR WALL FINISHES PER ROOM FINISH SCHEDULE



SHIM, FLASH, AND CAULK AS REQUIRED

**WOOD SLIDING RAIL MOUNT**

SCALE: 1/2"=1'-0"

3  
A4.0

**DOOR SCHEDULE**

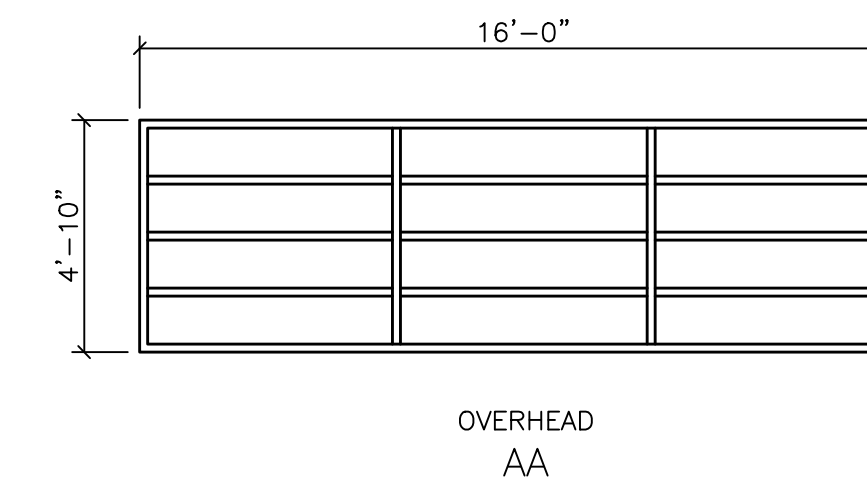
NO.	DOOR DESCRIPTION			FRAME			HARDWARE			REMARKS
	SIZE (WxH)	DIAGRAM	MATERIAL	DIAGRAM	MATERIAL	DETAIL	FUNCTION	PANIC	CLOSER	
121	(2) 3'-7"x7'-2"	A	WOOD	-	-	3/A4.0	SLIDING	-	-	SLIDING DOOR ON RAIL
	<b>PASSAGE</b> Both levers always unlocked.			 <b>SINGLE DUMMY TRIM</b> Single dummy trim for one side of door. Used for door pull or as molding/inactive trim.			 <b>OFFICE</b> Push-button locking. Push-button locks outside lever until unlocked with key or by rotating inside lever.			 <b>CLASSROOM</b> Outside lever locked and unlocked by key. Inside lever always unlocked.
	<b>EXIT</b> Blank plate outside. Inside lever always unlocked.			 <b>PRIVACY</b> Push-button locking. Can be opened from outside with small screwdriver. Turning inside lever or closing door releases button.			 <b>ENTRANCE</b> Turn/push-button locking: pushing and turning button locks outside lever requiring use of key until button is manually unlocked.			 <b>STOREROOM</b> Outside lever fixed. Entrance by key only. Inside lever always unlocked.
	<b>PUSH/PULL</b> Blank plate on push side. Lever on pull side.			 <b>STOREFRONT</b> Blank plate on push side. Handle on pull side. Deadbolt lock.						

NOTES: 1. ALL EXTERIOR DOORS TO BE INSULATED AND HAVE WEATHER-STRIPPING AND A THRESHOLD.  
 2. THE GLAZING CONTRACTOR IS REQUIRED TO PROVIDE TEMPERED GLASS WHERE REQUIRED BY CODE.  
 3. COLOR OF DOOR, FRAME AND HARDWARE TO BE DETERMINED BY OWNER.  
 4. DOOR PROVIDER MUST MEET ALL APPLICABLE CODES.  
 5. DOCK DOORS INTO CONDITIONED SPACES ARE REQUIRED TO HAVE WEATHERSEALS PER IECC 502.4.6.  
 6. FIRE RATED ROLLING SHUTTER DOORS REQUIRE A SMOKE ACTIVATED CLOSER PER IBC 716.5.9.3 AND APPLICABLE CODES.

**WINDOW SCHEDULE**

NO.	QTY.	WINDOW		FRAME			GLAZING			REMARKS
		SIZE (WxH)	HEAD HEIGHT	MATERIAL	DIAGRAM	DETAIL	THICKNESS	TINT	LOW-E	
A	2	16'-0" x 4'-10"	4'-10"	ALUM.	AA	2/A4.0	1"	-	-	

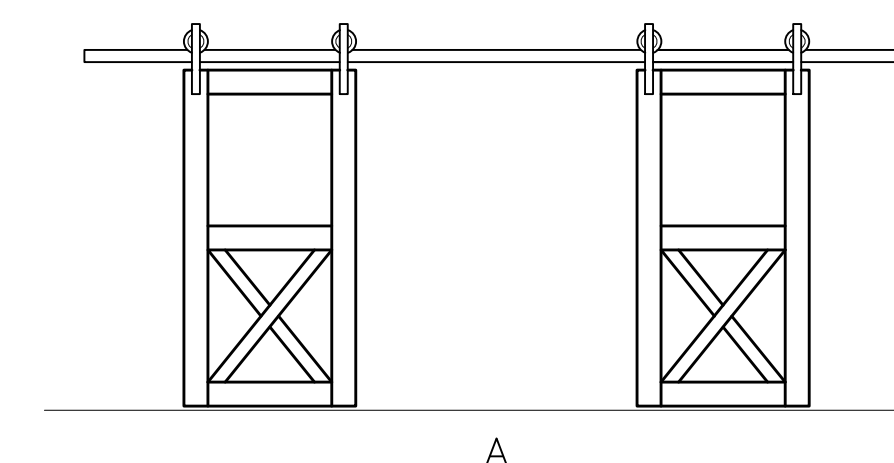
NOTES: 1. THE GLAZING CONTRACTOR IS REQUIRED TO PROVIDE TEMPERED GLASS WHERE REQUIRED BY CODE.  
 2. THE GLAZING CONTRACTOR SHALL PROVIDE ALL FLASHING AND CAULK AS REQUIRED FOR A COMPLETE JOB.  
 3. THE COLOR OF THE FRAME IS TO BE DETERMINED BY THE OWNER.



**WINDOW DIAGRAMS**

NOT TO SCALE

NOTE:  
 • ALL OVERALL DIMENSIONS INDICATE ROUGH OPENING SIZE.  
 • ALL METAL FRAMES AND MULLIONS ARE DRAWN AS 2" UNLESS DIMENSIONED OTHERWISE.



**DOOR DIAGRAMS**

NOT TO SCALE



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**PARKER JOHN'S**  
 2331 E. EVERGREEN DR.  
 APPLETON, WI

Project number: 22145  
 Date: 29 August, 2022  
 Drawn by: A. WOLF  
 Checked by: K. KUEPER

**A4.0**

**ISSUED FOR CONSTRUCTION**



# NORTHEAST BUSINESS PARK

QUALITY ATTRACTS QUALITY

## DECLARATION OF COVENANTS AND RESTRICTIONS

APPLICABLE TO ALL PROPERTIES SOLD IN  
NORTHEAST BUSINESS PARK NO. 3

This conveyance is made subject to the following conditions, covenants, and understandings, which shall be binding upon the vendee and his/her heirs, successors, and assigns:

1. *Statement of Purpose:*

The general purpose of this Declaration is to help assure that the Development will become and remain an attractive place to do business; to insure the most appropriate improvement of each Lot; to guard against the erection thereon of poorly designed or poorly proportioned structures; and to promote and maintain the highest and best uses of the lands commensurate with the zoning and the use classifications and demographics of this Development.

2. *Land Uses and Development Standards:*

Lots 27, 28, 32, 33, 34

6510-27      6510-32  
6510-49      6510-33  
6510-47      6510-34  
6510-28

A. **Permitted Uses** include:

1. Offices;
2. Professional Services, except as provided for in Section 23-113(e), special uses;
3. Personal Services, except as provided for in Section 23-113(e), special uses;
4. Medical Clinic;
5. Optical and Pharmaceutical Sales Incidental to a Clinic;
6. Parking Lot, Surface.

B. **Accessory Uses** include:

1. Refuse containers and enclosures.

C. **Special Uses** include:

1. Any building that exceeds 35 feet in height.
2. Day Care as an accessory use to office.

D. **Building Height** shall not exceed 35 feet.

E. **Setbacks** shall be as follows: \*

1. Front - 20 feet
2. Rear - 25 feet
3. Sides - 10 feet
4. Parking - 15 feet

\* All buildings must be set back a minimum of 80' from U. S. 41 street right of way.

Lots 29, 30

6510-29      6622  
6510-38  
6510-30  
6510-39

A. **Permitted Uses** include:

1. Offices;
2. Professional Services, except as provided for in Section 23-113(e), special uses;
3. Personal Services, except as provided for in Section 23-113(e), special uses;
4. Parking Lot, Surface.

B. **Accessory Uses** include:

1. Refuse containers and enclosures.

B. **Special Uses** include:

1. Any building that exceeds 35 feet in height.
2. Day Care as an accessory use to office.

D. **Building Height** shall not exceed 35 feet.

E. **Setbacks** shall be as follows:\*

1. Front - 50 feet
2. Rear - 50 feet
3. Sides - 25 feet
4. Parking - 15 feet

\* All buildings must be set back a minimum of 80' from U. S. 41 street right of way.

Lot 31

6510-41  
6510-31  
6510-36  
6510-37

A. **Permitted Uses** include:

1. Offices;
2. Professional Services, except as provided for in Section 23-113(e), special uses;
3. Personal Services, except as provided for in Section 23-113(e), special uses;
4. Medical Clinic;
5. Optical and Pharmaceutical Sales Incidental to a Clinic;
6. Full Service Hotel;
7. Full Service Restaurant with or without alcohol (No Drive Through);
8. Parking Lot, Surface.



**B. Accessory Uses include:**

1. Refuse containers and enclosures.

**C. Special Uses include:**

1. Any building that exceeds 35 feet in height.
2. Microbrewery Incidental to a Full Service Restaurant.
3. Day Care as an accessory use to office.

**D. Building Height shall not exceed 35 feet.**

**E. Setbacks shall be as follows:**

1. Front - 20 feet
2. Rear - 25 feet
3. Sides - 10 feet
4. Parking - 15 feet

Other land uses may be considered for approval by the Community Development Committee if a determination is made that the project fits the development objectives of the City.

**3. *Nuisance Factors and Hazards:***

- A. In order to protect the interests of all Tenants, no operation shall be conducted which emits offensive or objectionable noise, vibration, smoke, odors, dust, or gases. Precautions should be taken in all research and other approved operations for radiation, radioactivity, fire, and explosion hazards.
- B. No fuel or chemical in-ground or outdoor storage shall be allowed in the Park.

**4. *Building Standards:***

- A. Any building erected shall be at least 7,500 square feet in area and have a gross floor area equal to at least 10 percent of the land area.
- B. The maximum ratio of building area (footprint) to total parcel size shall in no event exceed forty (40) percent, exclusive of parking and loading areas. The building footprint, all parking, driveways, and loading areas, when combined, may not exceed seventy (70) percent of the total Parcel size.
- C. Buildings shall be designed by an Architect or Engineer. Complete architectural design must be given to all façades of all buildings with all sides and rear elevations being given architectural treatment compatible with the front elevation of the building.
- D. This Business Park encourages a variety of architectural styles. However, it is intended that a basic harmony of architecture prevail among the buildings so that no one structure detract from the attractiveness of the overall development.

- E. The majority of exterior and externally visible opaque surfaces shall be constructed of not more than three of the following types of materials (provided, however, that such list shall not be deemed to exclude the use of other accent or exterior trim materials, glass and glazing, and earth berms):
1. Brick;
  2. Architectural precast concrete panels (surface finish to be painted, stained or exposed aggregate). When using concrete panels as an exterior surface the architect should be careful to avoid a monolithic or monotonous appearance and the use of various textures, colors and accents will be encouraged.
  3. Decorative face concrete block. When using decorative face concrete block as an exterior surface the architect should be careful to avoid a monolithic or monotonous appearance and the use of different types and textures (split face, fluted, scored or striated ) to provide variety and relief will be encouraged.
  4. Cut natural stone;
  5. Exterior insulation and finish systems (EFIS);
  6. Other building materials being developed and to be developed by the construction industry. The use of such materials will be reviewed by the Site Plan Review Committee on a case-by-case basis.
- F. Building materials will be selected for their ability to present a visual statement of a building or structure's strength, attractiveness, and permanence. The building materials used shall be harmonious with the natural environment and with the general character of other buildings and structures in the Park.
- G. Metal trim materials may be used when in keeping with the architectural and aesthetic character of the building or structure.
- H. Ancillary structures will be approved by the Community Development Committee. Approval may be granted only if such structures are necessary to the principal use of the building site, are in architectural and aesthetic conformance with other buildings or structures on the site, are properly screened, meet all requirements of these covenants and are otherwise satisfactory to the Community Development Committee at its sole discretion.

5. ***Site Plan Requirements:***

- A. No lot shall contain more than one primary commercial or office building, and no more than one attached or detached storage structure. Any storage structure shall be of like design and building components as the primary structure. Storage structures shall be single story and not less than 250 square feet or more than 1,000 square feet.

Storage structures shall be located on the rear side of the primary Building (street address side being front).

- B. Each lot in the Plat shall be limited to two driveway accesses to the public street fronting the lot. Two or more lots shall not provide ingress/egress easements across lot lines for common use of more than one driveway.
- C. Each lot is require to maintain a minimum of 30% of the total square footage of the lot as green space planted with mowed grass or landscaped plantings of tress and shrubs.
- D. Fencing shall be limited to decorative fencing. Security fencing and chain link fencing are prohibited. No fencing is allowed on the street side of the Building.

6. *Landscaping:*

- A. *Landscape Plan:* The landscaping upon any building site or lot shall be carried out in accordance with a detailed landscaping plan which has been reviewed and approved in writing by the City's Site Plan Review Committee. The landscape plan shall include, but not be limited to, plant location, common and botanical names of plant material, planting size, root condition, and quantity of all plant material. The plan shall show all ground cover and mulch areas, landscape and construction materials, and construction details.
- B. *Landscaping Methods:* Landscaping may include grading, earth berms, seeding, sodding, raised planters, architectural decorative walls or fencing, trees and shrubs, ground cover and other landscape materials including permanent sprinkler systems, fountains, storm run-off retention ponds, reflective ponds, and landscape lighting.
- C. *Plant Material:* Selected plant material should provide for a variety of shade trees, evergreen trees, and shrubs, ornamental trees and shrubs and ground covers. Plant material selection shall take into consideration the following:
  - 1. Disease and insect resistance;
  - 2. Hardiness to the area;
  - 3. The ability to provide seasonal interest;
  - 4. Future maintenance considerations;
  - 5. Ability of plant material to accomplish its intended purpose in each placement.
- D. *Time for Completion:* All landscaping shall be completed within ninety (90) days following occupancy, or as soon thereafter as weather will allow if such period occurs within winter months.

- E. *Maintenance:* The owner shall be responsible for maintaining all landscaping as approved on the original plan for his site. Any variation or changes to the landscape plan must be reviewed and approved in writing by the Department of Planning. Landscaped areas, materials, fixtures, and improvements shall be maintained by the owner of the building site, or by such owner's long-term lessee(s) in good condition at all times. Such maintenance shall include watering, mowing, trimming, pruning, spraying, fertilizing, repairing, replacement of dead plantings, planting, transplanting, dusting, treating, and other common landscape maintenance activities necessary to keep the building site landscaping in a healthy state of growth and visually attractive in appearance.

All ground surfaces on each lot not covered by hard surface composed of driveways, parking lots, pedestrian walk ways, and building surface shall be landscaped, mowed, and maintained substantially free from the accumulation or growth of weeds or other wild vegetation.

If the owner or the owner's assigns fail to maintain the landscaping and site per the approved landscaping plan in this section, the City of Appleton or its Agent may seek an inspection warrant to enter the site and conduct such maintenance and to seek full reimbursement.

7. *Utility Controls:*

All utility lines shall be located underground where feasible except for high voltage lines. In the event high voltage lines are required, rear locations nearest and parallel with rear lot lines shall be encouraged.

8. *Parking, Loading:*

Off-street parking and loading areas shall be provided on each building site and shall be of sufficient size to accommodate all planned or anticipated parking and loading needs of all site occupants and visitors and comply with the City's Zoning Ordinance regarding parking standards.

1. All truck maneuvering must be confined within the boundaries of the property.
2. All parking, driveways, and loading areas shall be paved.
3. Parking shall be permitted within the minimum front yard setback area, however, it shall be located no closer than fifteen (15) feet to the public right-of-way line.

Truck loading and receiving areas shall occur in the rear of any buildings or structures on any lot except for the lots abutting U.S. 41 where it shall be located on the side. Truck loading and receiving areas shall be permitted on the side of such building if sufficient visual screening is installed to screen the dock area from the street.

Truck loading and receiving is normally not permitted in the front of such building unless dictated by the site conditions and only if fully screened from the street. In that event, the Community Development Committee shall review and approve the location of the loading dock. The Community Development Committee may assign this review of plans to the Economic Development Department.

9. ***Outdoor Storage:***

No outside storage of any kind shall be permitted.

10. ***Exterior Equipment:***

- A. Roof mounted equipment shall be so located and/or screened, and painted to minimize visibility from the street and adjacent owners.
- B. Exterior antennas, towers, poles, dishes, and solar collector panels are expressly prohibited excepting only satellite dish antenna not greater than 24 inches in diameter, flag poles, and light poles.

11. ***Signs:***

Identification signs shall be permitted to promote only the name and/or trademark of the owner or tenant of the parcel on which the sign is placed. The signs shall not advertise business services. Signs, lighting, etc., are to be indicated on the final site plan submitted to the Site Plan Review Committee for review.

- 1. Ground signs must be set back a minimum of 10 feet from the right-of-way line and must be of a low profile design subject to approval by the Committee.
- 2. Signs may not be of unusual size or shape when compared to the improvements situated on the site on which the sign is located.
- 3. Signs may not be installed above the roof line of a building.
- 4. Pole signs are prohibited.
- 5. Signs may not contain or utilize any flashing, blinking, intermittent or moving light as source of illumination.
- 6. No signs shall be located in or painted on any window.
- 7. Building signs must comply with the City Sign Code.

12. ***Maintenance Responsibilities:***

- A. Each owner shall keep its property, all contiguous street right-of-way to the edge of the pavement, and all drainage and easement areas in a well-maintained, safe, clean, and attractive condition at all times. Such maintenance includes, but is not limited to the following:
1. The removal of all litter, trash, refuse, and wastes;
  2. Compliance with the City's noxious weed control ordinance, including the regularly mowing of all grass areas to a height not over 4";
  3. The maintenance of exterior lighting, signs, and mechanical facilities;
  4. The keeping of all exterior building surfaces in a cleaned, well-maintained condition;
  5. The maintenance of all drainage ways including the removal of all debris, weeds, and silt.
- B. The owner of any undeveloped lands shall maintain said lands free of rubbish, noxious weeds, and mosquito breeding pond conditions.

13. ***Site Plan Review:***

Before commencing the construction or alterations of any buildings, additions, enclosures, fences, loading docks, parking facilities, or any other structures or permanent improvements on or to the real estate conveyed hereby, the owner shall first submit its building plans, specifications, site and landscape plans, elevations of all sides of the building, samples of materials proposed for all external surfaces including colors and textures, and an artist's rendering of the project or a scale model to the Site Plan Review Committee in accordance with Section 23-171 of the City Zoning Code. Renderings should show adjacent buildings, landscaping, screening, signs etc.

14. ***Repurchase Rights:***

**Failure to Build:** In the event the owner of land purchased from the City of Appleton does not commence construction of a building within one (1) year after the date of purchase, the City has the option to repurchase said property. The City shall pay the following repurchase price: the sum of the original purchase price and all special assessments which may have been paid by the buyer or levied against the property after the date of purchase minus the sum of any unpaid property taxes, pro-ration of the current years property taxes to date of closing, title insurance policy premium, real estate commission paid at time of original closing, and any liens and encumbrances on the property of a definite or ascertainable amount. Further, repurchase price shall be adjusted by the amount equal to the amount of an option fee for that

year had the property been under option between the City and the Buyer. Conveyance shall be by warranty deed.

**Resale of Vacant Land:** In the event the owner of land purchased from the City of Appleton elects to sell any portion thereof which is vacant, the property shall first be offered, in writing, to the City of Appleton. The City of Appleton shall have sixty (60) days from date of receipt of such offer to accept or reject repurchase of the property unless an extension of time may be mutually agreed upon and set forth in writing. The purchase price shall be computed as in the paragraph above (Failure to Build). Conveyance shall be by warranty deed. The seller shall furnish a title insurance policy at the seller's expense. In the event the City does not elect to repurchase the property, the owner may sell the land, but these Declarations of Covenants and Restrictions shall run with the land and be binding on the subsequent owner.

15. ***Subdivision of Lots:***

After a lot has been purchased, such lot shall not be further subdivided without the written consent of the Community Development Committee. No owner may sell, lease or rent less than all of the lot without the prior written consent of the Community Development Committee. The Community Development Committee may delegate this approval authority to the Economic Development Department. The foregoing prohibition shall not apply to occupancy leases of space in a building made in the ordinary course of business.

16. ***Waiver of Notice:***

All land sold before major assessable improvements are completed in the business park site shall be subject to the purchaser's waiving notice of assessments and hearings, and such waiver shall be part of the negotiations.

17. ***Variances:***

Notwithstanding anything contained herein to the contrary, the City of Appleton expressly reserves the right at any time to authorize in writing variances from the strict applications of these covenants and restrictions, or any one or more of them, where the circumstances, in its sole and exclusive judgement, justifies the granting of same.

18. ***Enforcement:***

The Community Development Committee has the responsibility to ensure compliance with the covenants and restrictions through any and all lawful means. In the event that the owner fails to perform in accordance with these covenants and restrictions, the Common Council, upon recommendation of the Community Development Committee, may take whatever corrective measures it deems appropriate and assess the cost thereof against the property in the same manner as a special charge. The Common Council shall give at least thirty (30) days notice to the vendee of any violation and the steps required to correct it prior to taking any action to cure such violation.

19. ***Invalidation:***

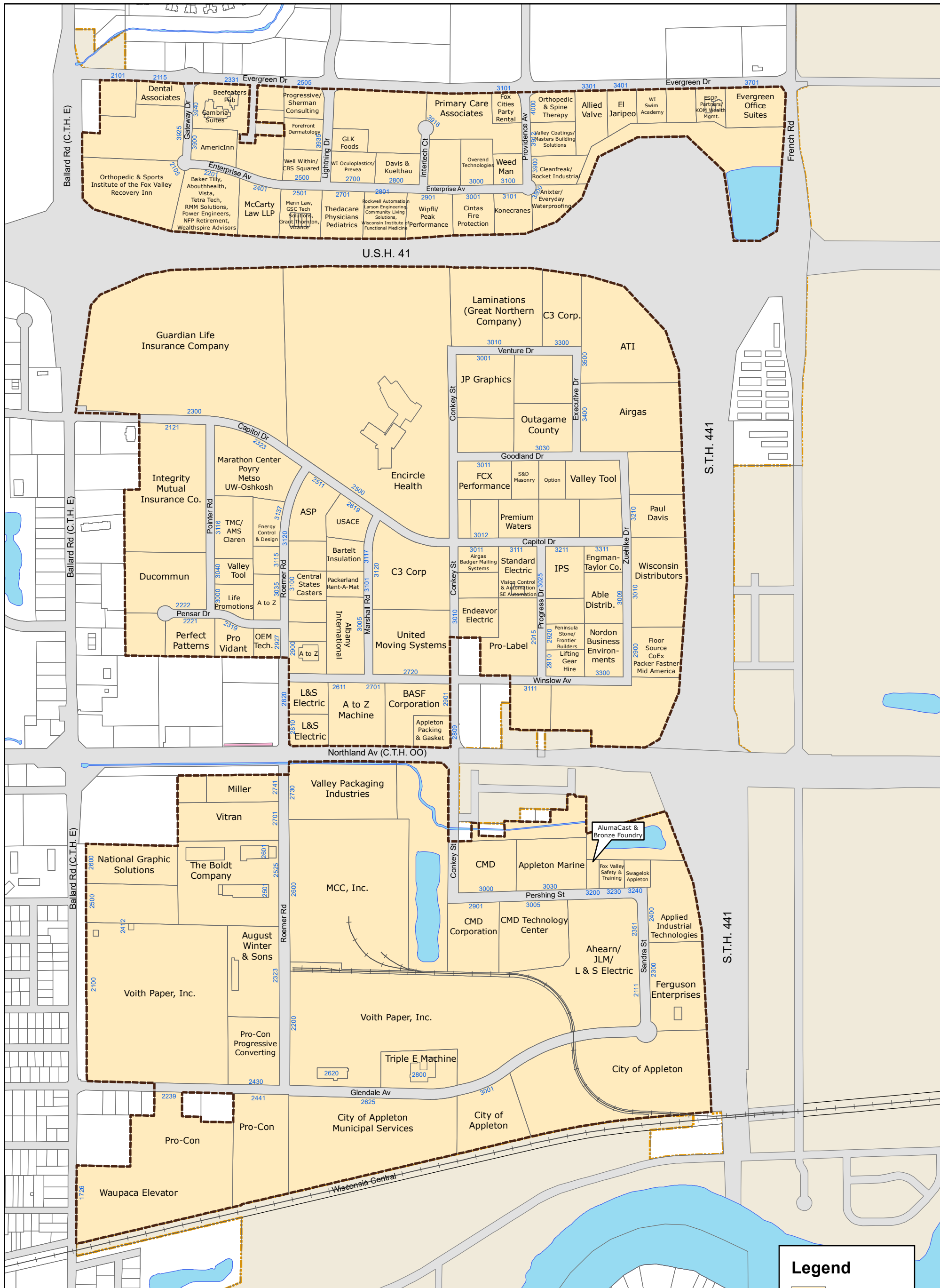
The invalidation of any one of the covenants or restrictions herein set forth or the failure to enforce any of said covenants and restrictions at the time of its violation shall in no way affect any of the other covenants or restrictions nor be deemed a waiver of the right to enforce the same thereafter.

20. ***Term:***

Each lot shall be conveyed subject to the covenants and restrictions set forth herein, all of which are to run with the land and shall be binding on all parties and all persons claiming them for a period of thirty (30) years from the date of this Declaration of Covenants and Restrictions is recorded, after which time said covenants and restrictions as are then in force and effect shall be automatically renewed for successive periods of ten (10) years each, unless an instrument terminating such covenants and restrictions is recorded with the Outagamie County Register of Deeds by the Common Council as evidenced by a resolution duly adopted by a majority of all members of the Common Council.



# Northeast Business Park Appleton, Wisconsin



## Legend

- Park Parcels
- Cparcel
- Park Boundary
- City Limits

0 0.25 0.5 Miles





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

**OFFICE OF THE MAYOR**  
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October 5, 2022

Members of the Common Council and Community  
City of Appleton  
Appleton, Wisconsin

Dear Fellow Appletonians,

Enclosed is the 2023 Executive Budget and Service Plan, which is the result of the efforts of the City's leadership team, budget managers, and especially on the part of Finance Director Jeri Ohman, Deputy Finance Director Katie Demeny, Budget and Accounting Manager Lee Thomas, Enterprise Accounting Manager Kelli Rindt, and Data Analyst Johanna Kopecky. I am grateful for the hard work of this team in preparing this year's Budget, and for the work of the employees of the City of Appleton for executing our budget each year.

Extraordinary inflation has placed serious pressure on just about every facet of the City's budget – from equipment to energy, facilities to personnel. Though the City of Appleton reached a net-new-construction rate of 1.9 percent, which was better than the statewide average, the Consumer Price Index (CPI) increased at a rate of over 8 percent. This growing gap between the overall rate of inflation and the City's tax levy for operations continues to force the City to adjust or reduce services to our residents and to defer necessary maintenance on our infrastructure.

As an employer of over 640 full time staff and hundreds more seasonal and part time employees, the City of Appleton has also faced increasing wage pressure. Competition among municipalities, and even across sectors, has presented challenges in retaining current, and recruiting new, employees. We recently completed an organization-wide compensation and classification study, which has reinforced the need for continued emphasis on appropriately compensating our workforce. To that end, the leadership team has worked to reallocate funds internally to support a recommended 5 percent merit-based increase for non-represented employees. As a point of emphasis: this increase is being made possible primarily by reallocation of existing budget funds.

The City of Appleton continues to make significant investments in information technology, from security to public user experience. Technological advancements and an evolving software-as-a-service business model necessitate more transitions to cloud-based services. This will present both opportunities and challenges as we move forward. In part, this transition over time will

reduce the City's capital liability for servers and other IT infrastructure and improve security, however, it will also put more pressure on already constrained operating budgets.

Despite the many financial pressures beyond our control, the enclosed budget reflects the City of Appleton's continued commitment to delivering excellent services that meet the community's needs and enhance quality of life for all. The City's leadership team and employees continue to rise to the challenges before us, and this budget was no exception.

The 2023 Executive Budget and Service Plan represents a continuation of the work of the City of Appleton to carefully steward our community's resources, and wherever possible, to enhance the quality of life our community provides. With this budget, we also seek to improve Appleton's competitive position as a premier municipality not only in our region, but also statewide.

### **GENERAL OBLIGATION DEBT MANAGEMENT**

The 2023 Executive Budget and Service Plan continues implementation of a general obligation (G.O.) debt management strategy for the City set in motion in 2021. Working with our financial advisors and with the leadership team, we have developed a strategy that aims to stabilize and ultimately reduce annual G.O. debt service payments. With rising interest rates, our work to stabilize municipal debt is well-timed and will serve our residents well. Effectively, our debt management plan is sunsetting a period of aggressive capital borrowing just as interest rates rebound from historic lows. Continued results of this plan, including improvements in the trend over time can be observed on the chart on page 589.

General obligation debt was once leveraged primarily for special or sizable municipal projects, such as bridge replacements, major arterial road reconstructions, facility projects like new buildings and renovations, and certain park and trail improvements. Over time, the constraints of Wisconsin's levy limits, rising costs, and residents' rejection of special assessments for road, sidewalk, and infrastructure maintenance have pushed the City to borrow for these projects rather than to pay for them up-front as had been the practice in the past.

While the elimination of special assessments is generally regarded as a positive change for residents, the funding that program once provided for roads, sidewalks, and infrastructure has not been replaced. Instead, a regressive City-wide wheel tax was imposed and collects a fraction of the total needed to appropriately maintain our City. As a result, beginning in 2016, new G.O. debt issues increased significantly as the cost of infrastructure maintenance was layered on top of the projects traditionally funded through G.O. debt.

Our debt management strategy recognizes the need to continue to leverage G.O. debt for infrastructure maintenance projects such as those included in this budget. However, it begins to move us away from the practice of utilizing G.O. debt funding for higher-cost regular maintenance activity that came to represent over half of the City's borrowing in recent years. Exploration of maintenance funding options such as a Transportation Utility, as initiated by the Common Council in fall 2021, though currently on hold as of publishing of the 2023 Executive Budget and Service Plan, are reflective of the need to find fiscally responsible and sustainable ways to keep up our infrastructure.

## **DEBT SERVICE**

While G.O. debt service costs continue their upward trend due to past borrowing, as discussed previously, considerable effort has been made to reduce future borrowing needs including developing a ten-year debt management plan. Difficult choices were made in the development of this plan as future debt service limitations were set and projects were evaluated, prioritized, and spread out over this longer time horizon to fit within the annual limitations. Looking out over a longer time frame allowed projects to be scheduled beyond five years giving departments confidence that projects would be undertaken without the urgency to have them included in the five-year plan.

For the 2023 Budget, total G.O. debt service costs are scheduled to be \$14,693,353, an increase of \$2,553,671 over the 2022 budgeted payments of \$12,139,682. The property tax levy necessary to support this increase rose \$2,563,397 (23.6%) from \$10,874,291 in the 2022 Budget to \$13,437,688 in 2022.

Total G.O. debt outstanding on December 31, 2022 is projected to be \$86,597,125 compared to \$80,946,625 outstanding on December 31, 2021, an increase of \$5,650,500. However, despite the increase in outstanding debt, the City is well below its legal debt limit of \$375,575,820 as well as the City's guideline of 40% of this amount of \$150,230,328.

For 2023, \$19,978,529 in G.O. bonds and notes are expected to be issued to fund various capital projects in the areas of infrastructure (\$5,415,929), facility construction and improvements (\$11,822,500), equipment (\$715,100), and parks and trails (\$2,025,000). Of the amount borrowed, \$2,998,776 will be paid back with funds from the City's TIF District 11 while the remainder will be supported by general property taxes. A complete list of anticipated debt-financed projects for 2023 can be found in the "Five Year Plan" section of this Budget.

## **COMMUNITY AND ECONOMIC DEVELOPMENT**

In support of the updated Comprehensive Plan 2010-2030 and the Economic Development Strategic Plan's primary goals and key strategies, the Community and Economic Development Department's 2023 Budget contains funding to support local and regional community economic development activities. The Budget also provides funding for the continued management of the Southpoint Commerce and the Northeast Business Parks, and the Department continues to be a source of information and support to businesses, not-for-profit organizations, and the community.

Tax Incremental Financing Districts 11 and 12 (TIF 11 and TIF 12), which are located on the east and west ends of the downtown, are the City's newest districts and have generated several development projects to date. The 2023 Budget provides continued funding for the successful Business Enhancement Grants program for businesses within these districts. The grants are intended to encourage rehabilitation of properties, eliminate blight, increase property values, and improve the overall appearance of the areas. In support of these goals, \$42,000 has been included in TIF 11 and \$21,000 included in TIF 12 Budgets for this grant program.

Finally, in the City’s role as lead fiscal and administrative agent, in collaboration with our local non-profit partners, this Budget continues to promote the application for, and allocation of, State and Federal grant funding to benefit low to moderate income (LMI) persons in need of housing rehabilitation, emergency shelter, transitional housing, and homeless prevention and diversion services.

## **FISCAL**

The following section provides an overview of budget activity across the major sections of the budget:

- General fund revenues and expenditures both totaled \$68,946,539 in the 2023 Budget, an increase of \$2,738,084 or 4.13%. The revenue increase is attributable mainly to the allowable increase in the property tax levy along with the closing of TIF #6.
- The general fund tax levy increased \$744,720, or 2.00%, to \$37,824,720 in the 2023 Budget. At the same time, the tax levy for debt service increased \$2,563,397, or 23.6%, to \$13,437,688. Overall, the tax levy for the City is expected to increase \$3,308,117, or 6.61% in 2023. This increase is within State-imposed levy limits.
- Tax Rates – The City’s equalized value increased 12.31% to \$7,511,516,400 in 2022. The City’s estimated assessed values are projected to grow a more modest 0.40%. Applying the 2022 total estimated assessed value (excluding TIDs) of \$5,630,285,174 to the tax levy results in the following projected assessed tax rates:
  - Outagamie County – \$9.48, an increase of 58 cents, or 6.56%
  - Calumet County – \$9.46, an increase of 35 cents, or 3.79%
  - Winnebago County – \$9.24, an increase of 49 cents, or 5.60%

On an equalized value basis, the tax rate is projected to be \$7.52, a decrease of 34 cents, or 4.27%.

### **Contingency Funds**

- All unused contingency funds in the General Administration section of the Budget are again anticipated to be carried over from 2022 to 2023. Estimated balances in the contingency funds available for carryover at the conclusion of 2022 include:

○ State Aid Contingency	\$812,267
○ Operating Contingency	\$402,298
○ Fuel Contingency	\$137,315
○ Wage Reserve	\$1,200,057
- Included in the General Administration section of the 2023 Budget is the addition of \$17,500 to the wage reserve for increases based on results from the compensation and classification study.

## Utilities

- Water – The Budget includes \$350,000 for clearwell repairs and \$300,000 for the removal of a valve at the Lake Station to improve hydraulic performance. The meter operations budget includes \$83,000 for the purchase of new meters which will be used for residential and multi-family development as well as on-going replacements. The distribution operations budget includes \$40,000 for the on-going purchase of hydrant diffusers and supplies to meet Wisconsin DNR requirements for chlorine reduction during hydrant flushing. Additionally, this budget includes \$1,150,00 for equipment updates at the Water Treatment Facility that were identified during the Corrosion Control study, \$450,000 to upgrade chemical storage, and \$725,000 to replace the parking lot at the Treatment Facility. Water Utility infrastructure improvements planned for 2023 include \$2,300,000 for the replacement of aging distribution and transmission mains. There are no planned water rate increases for 2023.
- Wastewater – The 2022 Budget includes an additional \$4,900,000 for belt filter upgrades and replacements project that was part of the 2022 budget, and \$4,200,000 for Blended Sludge Piping and HEX replacement. The Budget also includes \$1,875,000 for multiple building and grounds improvement and replacement projects at the treatment facility. Finally, included in the Budget is \$1,600,000 for the replacement of aging mains of the wastewater collection system. In accordance with the recommendations from the 2020 rate study, the 2023 Budget includes a rate increase of 4% for general service and 5% for the special hauled waste program. The rate increase is necessary for continuing support of needed capital projects. The effect of the rate increase on the average residential customer's quarterly City service invoice is projected to be slightly less than \$3.
- Stormwater – Continuing the implementation of the City's Stormwater Management Plan, this Budget dedicates \$3,600,000 to ongoing infrastructure improvements and \$1,500,000 for pond construction and other land needs to support best management practices. The budget also includes a \$375,000 transfer to CEA for leaf vacuum equipment upgrades to facilitate a new leaf collection process that will begin in the fall of 2022. There are no planned stormwater rate increases for 2023.

## Personnel

Included in the 2023 Executive Budget are the following personnel additions:

- Finance Department – A full-time Finance Associate position to support the continuation of data analysis and additional grant application support for all departments.
- Information Technology – The elimination of a Software Engineer position and the addition of a Deputy Director position to adjust to changing work processes within the department.

- Fire Department – The elimination of a Resource Development Specialist position and the addition of a Battalion Chief – EMS position to focus on developing and updating policies and programs for the benefit of the community.
- Health Department – The addition of an Environmentalist position to meet statutory, contractual, and Municipal Code requirements. This position will be funded with DHS ARPA grant funds in the first year, with subsequent years funded by additional revenue in the Environmental Health program.
- Police Department – The elimination of a Police Communications position and the addition of a Traffic Safety Officer to continue the pilot program on a permanent basis.

Other changes approved by Council during 2022 included:

- The increase of the Purchasing Clerk positions in the Department of Public Works from 1.5 FTE to 2.0 FTE.
- The addition of 1.0 FTE position at Valley Transit for a Safety and Compliance Specialist.
- The change of the Civilian Fire Protection Engineer (1.0 FTE) to a Public Education Specialist/Civilian Fire Inspector (1.0 FTE).
- The addition of a 0.20 FTE HR/IT Administrative Support Assistant in the Information Technology Department.

## **CAPITAL IMPROVEMENT PROGRAM**

Highlights of the 2023 Capital Improvement Projects (CIP) not discussed prior are as follows:

- Construction will begin on the library renovation which is expected to break ground in the spring of 2023. Included in this Budget is \$13,500,000 for construction in 2023 with the project expected to be completed in early 2024. This is the final tranche of City funding for the project.
- As discussed previously, maintaining and improving public infrastructure remains a top priority of the City as this Budget invests over \$8,400,000 in road, bridge, and sidewalk improvement projects. Additionally, as previously discussed, approximately \$10,450,000 is planned to be invested in water distribution, sewer collection, and stormwater management infrastructure improvements.
- To ensure the condition, safety, and longevity of City facilities and properties, the 2023 Budget includes investments in the following areas: \$1,725,000 for HVAC upgrades at Municipal Services Building, Fire Station #6, and Wastewater Treatment Plant; and \$1,475,000 for trails and roads in Telulah and Peabody Parks, roads at the Wastewater Treatment Plant, and the parking lot at the Water Utility.

- Quality of life improvements in the 2023 Budget focus on maintaining our parks and expanding our trail systems. This budget promotes the expansion of our park system by including \$2,000,000 for the development of Lundgaard Park, which will be supplemented by an outside fundraising campaign.
- Public Safety improvements include \$532,000 to replace radio communication equipment, used by the Fire Department. A portion of the cost, \$217,700, will be funded with a grant award through the Assistance to Firefighters Grant (AFG).

## CONCLUSION

The 2023 Executive Budget and Service Plan reflects our continued commitment to providing excellent services and a well-maintained community for the people of Appleton. It also continues the practice of challenging, but essential, prioritization of projects and initiatives in the interest of the long-term financial sustainability of our community. By working together, we can ensure a careful use of resources aligned with the high expectations we have for our community.

Sincerely,



JACOB A. WOODFORD  
Mayor of Appleton



**CITY OF APPLETON 2023 BUDGET**

**COMMUNITY & ECONOMIC DEVELOPMENT**

**Director Community & Economic Development: Karen E. Harkness**

**Deputy Director Community & Economic Development: Monica N. Stage**

# CITY OF APPLETON 2023 BUDGET COMMUNITY & ECONOMIC DEVELOPMENT

## MISSION STATEMENT

The Community and Economic Development Department proactively fosters a healthy economy and a strong, welcoming community.

## DISCUSSION OF SIGNIFICANT 2022 EVENTS

- \* Supporting the business and not-for-profit community during the recovery from the COVID-19 pandemic has continued with efforts including social media, regular business retention visits, and partnerships with community organizations that help build relationships that benefit the City and support recovery. Staff has written application letters for the WI Tomorrow Main Street Bounceback Grant to qualifying businesses.
- \* Staff was directly involved in the application/allocation process for Phase One of the American Rescue Plan Act (ARPA) Special Revenue funds. The Common Council approved \$250,000 in grants to local non-profit organizations that bolster the local economy, community wellness, and pandemic recovery. In January 2022, grant applications were open to non-profit organizers of community events supporting others, as well as organizations that provide mental health services. The ARPA Grant Team reviewed all eligible applications, that were due in February, and made recommendations. CEDC and subsequently the Common Council approved the awards in March 2022. Organizations awarded a grant have until November 30, 2022 to spend the allocated funds.
- \* Industrial development saw a continued increase in 2022. F Street Development will begin construction of a new 240,000 square foot building in the Southpoint Commerce Park (Phase II) and has an additional 30 acres of land under contract for future phases. In the Northeast Business Park, Valley Tool exercised their option to purchase a 1.44 acre parcel adjacent to their new building.
- \* Downtown Appleton continues to see construction of new residential and mixed-use residential developments, furthering the City's goal of creating over 465 new residential units in the downtown area per the City's Comprehensive Plan 2010-2030. Projects under construction in 2022 include 320 E. College, the Zuelke Building and 318 W. College. Merge Urban Development will begin construction later this year on Phase I, and they have signed a development agreement for Phase II. A development agreement for Rise Apartments was signed in 2022. These projects will result in 318 new residential units in the downtown area, 36 of which will be for low-income residents. Finally, staff continued collaboration with US Venture to potentially construct their headquarters on the Bluff Site.
- \* A development agreement was completed with Merge Urban Development for a mixed-use development on the former Blue Ramp site.
- \* The process to create a College Avenue North Neighborhood Plan has been an interactive and highly collaborative approach since the consultant, RDG, was awarded the contract in 2021. City staff has worked closely with RDG, along with seeking input from the Steering Committee (various public members) and Technical Review Committee (various City staff). Numerous meetings were held, as well as focus groups, 1:1 meetings, design studios for the public, and a public open house. This Plan provides a framework for future development for the area north of College Avenue that facilitates greater connectivity between the City, adjacent neighborhoods, existing businesses, and not-for-profits, while recognizing the influences between buildings, social settings, and the surrounding environment.
- \* Business enhancement grants from TIF District #11 and TIF District #12 continue to leverage significant investment in downtown Appleton for property improvements. As of July, 2022, half of the TIF #11 grant funding has been committed to projects to support property improvement. TIF District #12 has also seen interest with half the funding pending and applications waiting on final bids for construction contracts as of July 1, 2022.
- \* The Appleton Redevelopment Authority Business Enhancement Grant Program has awarded \$109,097 in grants to leverage \$270,355 in private investment to improve 21 commercial properties throughout the City. The ARA grants are available to properties outside of the TIF #11 and TIF #12 program boundaries.
- \* Implementation of the Comprehensive Plan continued in 2022, with highlights that include redevelopment and reuse projects in/near downtown, new residential subdivisions on the north side, increased development along Evergreen Drive, upgrades in existing parks, and continued progress on the Appleton Public Library project.
- \* During the second half of 2021 and the first half of 2022, the site plan review team approved approximately 39 multi-family dwelling units, 275,100 square feet of industrial space, 40,700 square feet of office/commercial space, and 27,700 square feet of institutional space.
- \* Staff facilitated and approved the Lightning Drive, Ziegler, and Spartan Drive annexations, resulting in roughly 18 acres of land being annexed.
- \* Final plat approval resulted in the recording of 209 residential lots, including the First Addition to Broadway Hills Estates, Apple Ridge 2, North Edgewood Estates 3, Apple Fields, and Trail View Estates South 2. Staff anticipates approximately 10 additional lots will be approved in 2022.
- \* The Assessor team made significant progress on a 2023 Citywide revaluation by updating all commercial properties to 100% of market value. This work included: performing sales studies, collecting and analyzing rental income, surveying brokers and lenders, inspecting buildings not inspected for the last revaluation, creating valuation models to maintain equity, and accurately applying the three approaches to value.
- \* The City's equalized value increased by 12% in 2022 from \$6,688,360,800 to \$7,511,516,400 which was 2% less than the Statewide gain of 14%.
- \* Appleton GIS provided technical support for the 2021-2022 redistricting project for the City. GIS worked closely with the Clerk's Office, Redistricting Committee, 3 counties, and the State to create new wards and districts. The project extended from 2021 into 2022, concluding in May. Work also entailed recreating maps for polling places and internet sites and ensured voting information was updated at all locations where the City posts maps.
- \* The ArcGIS Enterprise system security was upgraded to align with Information Technology security policy.
- \* GIS released the 2022 City of Appleton Map for use by City and local agencies.
- \* In May, staff organized and delivered the Neighborhood Program spring meeting, an informal "roundtable" discussion for neighborhood leaders, at Wilson Middle School. In total, there were 14 participants representing 4 different neighborhoods. The fall Neighborhood Program meeting is anticipated in October. The Lawrence-City Park Neighborhood was awarded funds through the Neighborhood Grant Program to support a neighborhood block party.
- \* The Appleton Public Arts Committee replaced the photos in the Houdini Welcome Tower with images from the Rhythms of the World event. Staff will continue to work with the Art Committee to replace the photos annually.

## CITY OF APPLETON 2023 BUDGET COMMUNITY & ECONOMIC DEVELOPMENT

### MAJOR 2023 OBJECTIVES

- \* Implement the City's updated 2010-2030 Comprehensive Plan, providing input to development proposals and initiating zoning code changes (when necessary and in compliance with State Statutes) as identified in the Plan.
- \* Continue creation, execution and implementation of the City's Economic Development Strategic Plan, primary goals and key strategies that will result in development within targeted districts of the City and enhance the business climate and vibrancy of the community.
- \* Contact at least forty businesses in the City with information on business assistance programs and City support.
- \* Attract development to the City that will result in substantial tax base enhancement; target the percent increase of net new construction at the Statewide average each year.
- \* Continue to market and sell business park land.
- \* Continue the on-going process of amending the zoning ordinance and subdivision ordinance.
- \* Coordinate and increase communication and shared vision between the technical review group, City departments, the Plan Commission, Community and Economic Development Committee, the Historic Preservation Commission, registered neighborhoods, Appleton Redevelopment Authority, Appleton Public Arts Committee, Common Council and the community.
- \* Work with the development community, elected and appointed officials, neighborhoods, non-government organizations, businesses and other City departments to formulate development proposals that align with City plans, ordinances and policies, as well as recognized industry practices.
- \* Continue to allow easier access to the City's GIS system by expanding and creating mobile applications utilizing ArcGIS Online and ArcGIS portal.
- \* Upgrade GIS architecture to the latest software release; this includes all desktop software, mobile applications, web applications and servers.
- \* A Citywide revaluation will occur in 2023. This is a large two-year project to be accomplished in two phases: All 1,700 commercial property values will be updated by August 2022, and all 23,800 residential property values will be updated between August 2022 and August 2023. Valuation change notices will be mailed to all owners upon completion of the revaluation in 2023.
- \* Continue to be a source of information and support to businesses, not-for-profits and our community through the recovery from the COVID-19 pandemic.
- \* Support the Mayor's task force on the economic development experience.

### DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	Change *
<b>Program Revenues</b>		\$ 24,205	\$ 15,464	\$ 18,300	\$ 18,300	\$ 18,300	0.00%
<b>Program Expenses</b>							
15010	Administration	542,998	553,063	602,810	602,810	632,390	4.91%
15020	Planning	296,849	306,496	290,057	290,057	328,345	13.20%
15030	Marketing	176,730	174,666	178,213	178,213	151,325	-15.09%
15040	New & Redevelopment	209,645	261,032	222,759	267,759	220,424	-1.05%
15050	Assessing	590,732	606,858	619,422	619,422	624,456	0.81%
<b>TOTAL</b>		\$ 1,816,954	\$ 1,902,115	\$ 1,913,261	\$ 1,958,261	1,956,940	2.28%
<b>Expenses Comprised Of:</b>							
Personnel		1,679,448	1,723,328	1,758,218	1,758,218	1,850,029	5.22%
Training & Travel		11,279	11,413	17,000	17,000	16,490	-3.00%
Supplies & Materials		15,427	14,402	33,999	33,999	30,215	-11.13%
Purchased Services		110,800	152,972	104,044	149,044	60,206	-42.13%
<b>Full Time Equivalent Staff:</b>							
Personnel allocated to programs		16.97	16.93	16.93	16.93	16.93	

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**Administration**

**Business Unit 15010**

**PROGRAM MISSION**

For the benefit of staff so that productivity, efficiency, product quality, delivery of service and job satisfaction are optimized, we will provide a healthy work environment including proper supervision, training, evaluation, coaching and support services to better the quality of life in Appleton.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategies #1: "Responsibly deliver excellent services", #2: "Encourage active community participation and involvement", #3: "Recognize and grow everyone's talents," #4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures."

**Objectives:**

Develop policies, procedures and processes, and perform required reporting for the department

Continue to develop a standardized, coordinate-based and positionally accurate geographic information system (GIS) that meets the needs of all users

Provide access to geographic and demographic information to City staff and, as appropriate, to the public

**Major changes in Revenue, Expenditures, or Programs:**

The Community Development Specialist's salary and fringe benefit costs are recorded in both this budget and in the Housing and Community Development Grants budget. The portion of the Specialist's salary and fringes reimbursable through the grant is charged to the grant budget while the remainder is charged here.

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**Administration**

**Business Unit 15010**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
480100 General Charges for Svc	\$ 295	\$ 599	\$ 300	\$ 300	\$ 300
Total Revenue	<u>\$ 295</u>	<u>\$ 599</u>	<u>\$ 300</u>	<u>\$ 300</u>	<u>\$ 300</u>
<b>Expenses</b>					
610100 Regular Salaries	\$ 380,303	\$ 381,868	\$ 400,164	\$ 400,164	\$ 424,842
610500 Overtime Wages	1,247	305	-	-	-
615000 Fringes	136,396	147,806	164,737	164,737	171,990
620100 Training/Conferences	2,882	2,559	8,240	8,240	7,000
620600 Parking Permits	7,562	7,560	7,560	7,560	8,640
630100 Office Supplies	1,404	1,667	2,244	2,244	2,000
630200 Subscriptions	315	337	400	400	400
630300 Memberships & Licenses	3,047	1,119	3,200	3,200	3,200
630500 Awards & Recognition	270	285	285	285	285
630700 Food & Provisions	546	434	450	450	450
631500 Books & Library Materials	63	-	75	75	-
632001 City Copy Charges	5,731	6,224	11,550	11,550	10,250
632002 Outside Printing	555	488	-	-	-
632700 Miscellaneous Equipment	-	281	200	200	-
641200 Advertising	1,234	849	1,333	1,333	1,333
641307 Telephone	1,038	1,015	1,332	1,332	1,200
641308 Cellular Phones	405	266	1,040	1,040	800
Total Expense	<u>\$ 542,998</u>	<u>\$ 553,063</u>	<u>\$ 602,810</u>	<u>\$ 602,810</u>	<u>\$ 632,390</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

None

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**Planning**

**Business Unit 15020**

**PROGRAM MISSION**

For the benefit of the community, we are committed to advancing the goals of the City's Comprehensive Plan and guiding customers through the development review process, while ensuring compliance with relevant codes, ordinances and regulations.

**PROGRAM NARRATIVE**

**Link to Key Strategies:**

Implements Key Strategies #2: "Encourage active community participation and involvement", #4: "Continually assess trends affecting the community and proactively respond," #6: "Create opportunities and learn from successes and failures", and #7: "Communicate our success through stories and testimonials".

**Objectives:**

- \* Provide timely services to the public, development community and other agencies; provide technical and administrative support to the Common Council, the Plan Commission, Community and Economic Development Committee, Appleton Public Arts Committee and the Historic Preservation Commission in matters relating to the Comprehensive Plan, neighborhood program, zoning and subdivision ordinances, annexations, rezoning, special use permits, historic building and site designations, historic certificate awards, zoning text amendments, future streets, subdivisions, site plan appeals, business licenses and public land dedications and discontinuances
- \* Encourage the continued economic development of the City by working with developers, their representatives and the general public to facilitate and expedite their requests for development approval or general planning assistance
- \* Improve and protect the health, safety and welfare of Appleton citizens consistent with the Appleton subdivision ordinance, zoning ordinance, Comprehensive Plan and policies adopted by the Common Council with good land use planning and zoning practices
- \* Continue to maintain effective and efficient procedures for meeting legal requirements that set forth the most expeditious time period in which planning and historic preservation applications must be processed
- \* Continue to coordinate the technical review group and site plan review process
- \* Continue to monitor and maintain all elements of the Comprehensive Plan, all sections of the zoning ordinance and subdivision ordinance. Process all suggested and required amendments to the comprehensive plan, zoning ordinance, subdivision ordinance and land use plan map, zoning map and official street map
- \* Continue to implement the goals, objectives and policies of the statutory elements of the comprehensive plan
- \* Provide expertise and technical assistance in administering the City's neighborhood program, including assisting residents in registering their neighborhood, marketing the program to City residents, and working with Appleton residents, other City staff and outside agencies to leverage resources to help improve Appleton's neighborhoods

**Major changes in Revenue, Expenditures, or Programs:**

No major changes.

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

Planning

Business Unit 15020

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Revenues					
500200 Zoning & Subdivision Fees	\$ 23,910	\$ 14,865	\$ 18,000	\$ 18,000	\$ 18,000
Total Revenue	<u>\$ 23,910</u>	<u>\$ 14,865</u>	<u>\$ 18,000</u>	<u>\$ 18,000</u>	<u>\$ 18,000</u>
Expenses					
610100 Regular Salaries	\$ 217,403	\$ 219,908	\$ 219,037	\$ 219,037	\$ 233,448
615000 Fringes	79,446	86,588	71,020	71,020	94,897
Total Expense	<u>\$ 296,849</u>	<u>\$ 306,496</u>	<u>\$ 290,057</u>	<u>\$ 290,057</u>	<u>\$ 328,345</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

None

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**Marketing & Business Services**

**Business Unit 15030**

**PROGRAM MISSION**

For the benefit of Appleton's current and prospective businesses and developers, so that business assistance services are identified and conveyed, and Appleton is selected as the prime location for investment, we will provide information and expertise to address business issues and promote the community.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategies #2: "Encourage active community participation and involvement", #3: "Recognize and grow everyone's talents", #4: "Continually assess trends affecting the community and proactively respond," #6: "Create opportunities and learn from successes and failures", and #7: "Communicate our success through stories and testimonials".

**Objectives:**

Continue to enhance the environment in Appleton to promote business and industry and attract investment

Continue to examine ways in which City government can be improved to be more responsive, supportive and proactive to business needs

Promote Appleton to the broader public, especially business and industry

Conduct business retention visits

Provide technical assistance for start-up and growing companies

Assist and be responsive to prospective and established businesses and developers

Promote the City's interest and develop positive relationships through active participation on various boards, committees and organizations

Continue implementation of the Comprehensive Plan 2010-2030 and Economic Development Strategic Plan

**Major changes in Revenue, Expenditures, or Programs:**

The contribution to the Fox Cities Regional Partnership is an allowable use of TIF funding and is being allocated proportionally to the districts in 2023. The total contribution will be \$25,000.



**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**Marketing & Business Services**

**Business Unit 15030**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Expenses					
610100 Regular Salaries	\$ 83,671	\$ 85,239	\$ 84,299	\$ 84,299	\$ 89,862
615000 Fringes	24,866	26,787	27,914	27,914	29,463
630300 Memberships & Licenses	-	-	12,000	12,000	10,000
641200 Advertising	-	-	12,000	12,000	10,000
659900 Other Contracts/Obligation	68,193	62,640	42,000	42,000	12,000
Total Expense	<u>\$ 176,730</u>	<u>\$ 174,666</u>	<u>\$ 178,213</u>	<u>\$ 178,213</u>	<u>\$ 151,325</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

None

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**New and Redevelopment Projects**

**Business Unit 15040**

**PROGRAM MISSION**

For the benefit of targeted businesses and/or developers so that desired development occurs, we will prospect, encourage, direct, negotiate, coordinate and secure development projects.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategies #2: "Encourage active community participation and involvement", #4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures".

**Objectives:**

Provide quality information and direction, as well as financial and technical assistance, to businesses seeking to expand or locate within the City

Act as an ombudsman for developers pursuing investments in the City

Increase the commercial and industrial components' respective shares of the City's tax base, giving highest priority to redevelopment areas and tax incremental financing districts

Create developable parcels throughout the City, especially within the City's industrial and business parks, redevelopment districts, tax incremental financing districts and registered neighborhoods

Identify Brownfield sites within Appleton and, when feasible and appropriate, mitigate those sites to bring them back to community use

Plan and manage projects conducted to acquire land for industrial and business park expansion, provide necessary infrastructure to facilitate developments of raw land, and secure the appropriate public approvals to allow development to occur

**Major changes in Revenue, Expenditures, or Programs:**

The budget amount for Consulting Services to complete due diligence for development projects has been reduced due to the financial constraints of the 2023 budget.

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**New and Redevelopment Projects**

**Business Unit 15040**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Expenses					
610100 Regular Salaries	\$ 142,174	\$ 143,472	\$ 143,238	\$ 143,238	\$ 152,692
615000 Fringes	43,872	44,408	49,521	49,521	52,732
640400 Consulting Services	23,599	73,152	30,000	75,000	15,000
Total Expense	<u>\$ 209,645</u>	<u>\$ 261,032</u>	<u>\$ 222,759</u>	<u>\$ 267,759</u>	<u>\$ 220,424</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Consulting Services

Environmental assessments,  
site analysis, development  
due diligence, etc.

\$ 15,000
<u>\$ 15,000</u>

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**Assessing**

**Business Unit 15050**

**PROGRAM MISSION**

The Appleton Assessor's Office, as a professional team, exists to maintain equitable market value assessments and serve as an informational resource to the community.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy #4: "Continuously assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

**Objectives:**

Wisconsin Law requires assessed values to be at full market value once in every five-year period. Full market value is the amount that property would sell for on the open market. A Citywide revaluation is currently underway for the 2023 tax year to meet this requirement. All 25,000 assessed values are being reviewed and adjusted using property data collected over the last 15 years. Statistical sales studies and computer-assisted valuation models are being updated to aid in the process. The Assessor team began this large project in August 2021. Upon completion of the revaluation in August 2023, change notices will be mailed to all property owners. The goal of a revaluation is to establish assessment equity and uniformity.

**Major changes in Revenue, Expenditures, or Programs:**

Overtime wages have been increased to allow for the timely completion of the 2023 citywide revaluation. An estimated 20 hours of overtime will be needed for each of the five non-exempt assessor positions, four of which are new to their positions after retirements and are a combination of internal advancements and new hires.

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

**Assessing**

**Business Unit 15050**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Expenses					
610100 Regular Salaries	\$ 421,088	\$ 425,797	\$ 425,666	\$ 425,666	\$ 420,640
610500 Overtime Wages	290	(13)	1,366	1,366	5,437
615000 Fringes	148,692	161,162	171,256	171,256	174,026
620100 Training/Conferences	835	1,294	1,200	1,200	850
630200 Subscriptions	1,726	1,787	1,800	1,800	1,850
630300 Memberships & Licenses	370	380	375	375	380
632700 Miscellaneous Equipment	1,400	1,400	1,420	1,420	1,400
641308 Cellular Phones	624	710	1,000	1,000	925
642501 CEA Operations/Maint.	1,948	852	1,600	1,600	3,909
642502 CEA Depreciation/Replace.	1,618	1,312	1,539	1,539	1,539
659900 Other Contracts/Obligation	12,141	12,177	12,200	12,200	13,500
Total Expense	<u>\$ 590,732</u>	<u>\$ 606,858</u>	<u>\$ 619,422</u>	<u>\$ 619,422</u>	<u>\$ 624,456</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

None

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY & ECONOMIC DEVELOPMENT**

	2020 <u>ACTUAL</u>	2021 <u>ACTUAL</u>	2022 <u>YTD ACTUAL</u>	2022 <u>ORIG BUD</u>	2022 <u>REVISED BUD</u>	2023 <u>BUDGET</u>
<b>Charges for Services</b>						
480100 General Charges for Service	295	599	-	300	300	300
500200 Zoning & Subdivision Fees	23,910	14,865	8,600	18,000	18,000	18,000
<b>TOTAL PROGRAM REVENUES</b>	<u>24,205</u>	<u>15,464</u>	<u>8,600</u>	<u>18,300</u>	<u>18,300</u>	<u>18,300</u>
<b>Salaries</b>						
610100 Regular Salaries	1,117,437	1,087,260	418,662	1,271,904	1,271,904	1,321,484
610200 Labor Pool Allocations	-	-	-	-	-	-
610500 Overtime Wages	1,536	292	392	1,366	1,366	5,437
611000 Other Compensation	500	500	500	500	500	-
611400 Sick Pay	999	12,635	-	-	-	-
611500 Vacation Pay	125,703	155,891	29,701	-	-	-
615000 Fringes	433,273	466,750	170,197	484,448	484,448	523,108
<b>TOTAL PERSONNEL</b>	<u>1,679,448</u>	<u>1,723,328</u>	<u>619,452</u>	<u>1,758,218</u>	<u>1,758,218</u>	<u>1,850,029</u>
<b>Training~Travel</b>						
620100 Training/Conferences	3,717	3,853	2,007	9,440	9,440	7,850
620600 Parking Permits	7,562	7,560	7,560	7,560	7,560	8,640
<b>TOTAL TRAINING / TRAVEL</b>	<u>11,279</u>	<u>11,413</u>	<u>9,567</u>	<u>17,000</u>	<u>17,000</u>	<u>16,490</u>
<b>Supplies</b>						
630100 Office Supplies	1,404	1,667	662	2,244	2,244	2,000
630200 Subscriptions	2,041	2,124	452	2,200	2,200	2,250
630300 Memberships & Licenses	3,417	1,499	3,660	15,575	15,575	13,580
630500 Awards & Recognition	270	285	-	285	285	285
630700 Food & Provisions	546	434	224	450	450	450
631500 Books & Library Materials	63	-	-	75	75	-
632001 City Copy Charges	5,731	6,224	1,631	11,550	11,550	10,250
632002 Outside Printing	555	488	253	-	-	-
632700 Miscellaneous Equipment	1,400	1,681	1,400	1,620	1,620	1,400
<b>TOTAL SUPPLIES</b>	<u>15,427</u>	<u>14,402</u>	<u>8,282</u>	<u>33,999</u>	<u>33,999</u>	<u>30,215</u>
<b>Purchased Services</b>						
640400 Consulting Services	23,599	73,152	25,850	30,000	75,000	15,000
641200 Advertising	1,234	849	3,678	13,333	13,333	11,333
641307 Telephone	1,038	1,015	429	1,332	1,332	1,200
641308 Cellular Phones	1,029	976	734	2,040	2,040	1,725
642501 CEA Operations/Maint.	1,948	852	887	1,600	1,600	3,909
642502 CEA Depreciation/Replace.	1,618	1,312	458	1,539	1,539	1,539
659900 Other Contracts/Obligation	80,334	74,816	54,630	54,200	54,200	25,500
<b>TOTAL PURCHASED SVCS</b>	<u>110,800</u>	<u>152,972</u>	<u>86,666</u>	<u>104,044</u>	<u>149,044</u>	<u>60,206</u>
<b>TOTAL EXPENSE</b>	<u>1,816,954</u>	<u>1,902,115</u>	<u>723,967</u>	<u>1,913,261</u>	<u>1,958,261</u>	<u>1,956,940</u>

**CITY OF APPLETON 2023 BUDGET**

**HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

**Director Community & Economic Development: Karen E. Harkness**

**Deputy Director Community & Economic Development: Monica N. Stage**

# CITY OF APPLETON 2023 BUDGET

## HOUSING AND COMMUNITY DEVELOPMENT GRANTS

### MISSION STATEMENT

The primary goal of the City's Housing and Community Development Grant programs is the creation of a thriving urban community and improved quality of life in neighborhoods through provision of assistance to low-income households in the forms of affordable homeowner and rental housing opportunities, neighborhood education and revitalization projects.

### DISCUSSION OF SIGNIFICANT 2022 EVENTS

#### **Community Development Block Grant (CDBG & CDBG-CV)**

For the 2022-2023 award of \$565,880, \$244,649 was allocated as detailed below for City programs and \$321,231 was awarded through a competitive application process.

- Homeowner Rehabilitation Loan Program \$29,892
- Appleton Housing Authority \$41,170
- Fair Housing Services \$25,000
- CDBG Administration \$57,433

Additionally, as a direct response to the COVID-19 pandemic, the City was awarded three tranches of CDBG-CV funding: CDBG-CV1 = \$348,255; CDBG-CV2 = \$148,008; CDBG-CV3 = \$343,268. These funds were allocated to community partners that administered housing assistance, prevention and diversion programming, at-risk youth programming, street outreach efforts, small business support, and emergency shelter activities.

The 2021 Consolidated Annual Performance Evaluation Report (CAPER) was submitted as a second program year for the 2020-2024 Consolidated Plan. The 2022 Annual Action Plan was submitted in June and approved by HUD in July.

#### **Emergency Housing & Homeless Grant Program/Housing Assistance Programs Grant (EHH/HAP & ESG-CV)**

The City, in collaboration with Pillars Inc., ADVOCAP, Salvation Army of the Fox Cities, and Harbor House, was successful in applying for Emergency Homeless and Housing (EHH) grant funds for the 2022-2023 program year, receiving a total of \$312,672.

For the 2022 program year, the City was unsuccessful in retaining three Housing Assistance Payment (HAP) grants through the Wisconsin Balance of State Continuum of Care (WIBOSCOC).

#### **Continuum of Care Programs (CoC) #1 (RRH), #2 (RRH EXP), #3 (HP RRH) & #4 (CE-SSO)**

In 2022, the City, in collaboration with Pillars Inc., Salvation Army of the Fox Cities, and ADVOCAP, was successful in renewing all three of the Rapid Re-Housing (RRH) program grants and the CoC CE-SSO grant. This role has been responsible for all Coordinated Entry duties in the Fox Cities Continuum of Care under the City of Appleton umbrella since May 2020. All three CoC RRH grants operate October 1, 2022-September 30, 2023, while the CoC CE-SSO grant operates on a July 1, 2022-June 30, 2023 program year.

#### **Homeowner Rehabilitation Loan Program**

This program benefits the City of Appleton by improving residential properties where property owners were unable to obtain financing to make the improvements on their own. In 2022, the Homeowner Rehabilitation Loan Program is projected to rehabilitate 20-24 owner-occupied housing units and invest nearly \$500,000 in home improvement loans.

#### **Neighborhood Program (NP)**

Staff continues to promote competitive grant funds available to registered neighborhoods through the Neighborhood Grant Program (TNGP). We encourage Registered Neighborhoods to apply for grant funding to support identified initiatives such as surveys, fun runs, public spaces enhancements, etc. Recent examples of TNGP awards for 2021 and 2022 include support for the Historic Central Neighborhood front porch music event (Porchfest) and the Lawrence-City Park Neighborhood block party.

In October 2021, staff organized and delivered the Neighborhood Program fall meeting, an informal "roundtable" discussion for neighborhood leaders, using a virtual meeting platform. In total, there were 12 participants representing four different neighborhoods. The Neighborhood Program spring meeting was held in May 2022 at Wilson Middle School where 14 participants represented four neighborhoods. The fall Neighborhood Program meeting is anticipated to be in person for October 2022.



# CITY OF APPLETON 2023 BUDGET

## HOUSING AND COMMUNITY DEVELOPMENT GRANTS

### MAJOR 2023 OBJECTIVES

The following grant funded programs are intended to benefit both low- and moderate-income (LMI) households and eliminate slum and blight conditions in the City. Below are the specific objectives of each of these programs:

**Homeowner Rehabilitation Loan Program (HRLP)**

(Program Year: April 1 to March 31)

Improve Appleton's affordable single-family homes by rehabilitating 24 homes for LMI homeowners

**Neighborhood Program (NP)**

(Program Year: April 1 to March 31)

Award grants to the participating registered neighborhoods from CDBG and general funds based on the application criteria

**Community Development Block Grant (CDBG)**

(Program Year: April 1 to March 31)

Create and maintain decent and affordable housing opportunities for low-income residents  
 Strengthen community services by offering new and improved access for low-income residents  
 Expand economic opportunity through financial counseling and business revitalization activities  
 Improve various public facilities throughout Appleton to create better availability/accessibility

**Continuum of Care Rapid Re-Housing Grant (COC RRH) #1, #2, #3 and #4**

(Program Year: October 1 to September 30)

Provide for adequate and successful operation of transitional and permanent supportive housing programs  
 Provide for utilization of Housing First Model

**Emergency Housing & Homeless Grant/Housing Programs (EHH/HAP)**

(Program Year: July 1 to June 30)

Prevent homelessness among City of Appleton residents through housing counseling and financial assistance  
 Provide essential services and adequate facilities for transitional housing and Rapid Re-housing program participants utilizing the Housing First Model  
 Provide emergency shelter and associated services to persons experiencing homelessness

### DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	Change *
<b>Program Revenues</b>		\$ 1,983,252	\$ 2,598,205	\$ 1,770,717	\$ 1,770,717	\$ 1,721,127	-2.80%
<b>Program Expenses</b>							
2100	CDBG	576,746	863,182	508,363	517,335	544,453	7.10%
2140	Emergency Shelter	272,471	805,590	342,353	342,353	281,192	-17.86%
2150	Continuum of Care	364,545	341,120	385,140	388,028	353,136	-8.31%
2170	Homeowner Rehab Loan	486,354	435,617	454,861	1,011,925	462,346	1.65%
2180	Neighborhood Program	1	3,423	86,484	87,872	83,791	-3.11%
<b>TOTAL</b>		<b>\$ 1,700,117</b>	<b>\$ 2,448,932</b>	<b>\$ 1,777,201</b>	<b>\$ 2,347,513</b>	<b>\$ 1,724,918</b>	<b>-2.94%</b>
<b>Expenses Comprised Of:</b>							
	Personnel	192,850	236,280	216,522	216,522	224,082	3.49%
	Training & Travel	1,639	2,521	8,963	8,963	7,860	-12.31%
	Supplies & Materials	1,225	1,125	2,567	2,567	2,567	0.00%
	Purchased Services	17,680	3,335	4,690	4,690	7,890	68.23%
	Miscellaneous Expense	1,486,723	2,205,671	1,544,459	2,114,771	1,482,519	-4.01%
<b>Full Time Equivalent Staff:</b>							
	Personnel allocated to programs	2.23	2.35	2.35	2.35	2.35	

\* % change from prior year adopted budget

**CITY OF APPLETON 2023 BUDGET  
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

**Community Development Block Grant**

**Business Unit 2100**

**PROGRAM MISSION**

In order to provide decent housing, create suitable living environments and expand economic opportunities for low-income persons, the City will administer the receipt and expenditure of Federal Community Development Block Grant (CDBG) proceeds for affordable housing rehabilitation, public facilities improvements, neighborhood revitalization projects, provision of public services and various other community development projects.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implement Key Strategy #2: "Encourage active community participation and involvement".

**Objectives:**

The creation of a thriving urban community through provision of assistance to low- and moderate-income (LMI) households in the forms of basic shelter, affordable housing opportunities, expanded economic opportunities, suitable living environments and supportive services related to residential, financial and social stability.

**Major changes in Revenue, Expenditures, or Programs:**

Revenues and expenditures associated with this program are subject to the final entitlement award amount, as well as the Community and Economic Development Committee and Common Council approval of CDBG subrecipient awards.

The estimated award for the 2023-2024 program year is \$589,453. The allocation of the funds is as follows:

CDBG - Community Dev/Finance Admin	\$ 83,829 *
Homeowner Rehab. Loan Program	45,000
	<u>\$ 128,829</u>
Awarded through competitive application process	460,624
Total estimated award	<u><u>\$ 589,453</u></u>

\* Includes requirement for Fair Housing Services

Target funding for 2023 is an estimate based on the last three years' average, excluding CV funding.

**CITY OF APPLETON 2023 BUDGET  
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

**Community Development Block Grant**

**Business Unit 2100**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
421000 Federal Grants	\$ 576,747	\$ 863,182	\$ 508,363	\$ 508,363	\$ 544,453
Total Revenue	<u>\$ 576,747</u>	<u>\$ 863,182</u>	<u>\$ 508,363</u>	<u>\$ 508,363</u>	<u>\$ 544,453</u>
<b>Expenses</b>					
610100 Regular Salaries	\$ 16,133	\$ 10,937	\$ 36,387	\$ 36,387	\$ 36,956
610500 Overtime Wages	-	219	-	-	-
615000 Fringes	6,344	5,327	15,005	15,005	15,411
620100 Training/Conferences	1,265	350	3,600	3,600	2,975
630100 Office Supplies	120	-	127	127	127
630300 Memberships & Licenses	940	940	940	940	940
632001 City Copy Charges	-	-	500	500	500
640100 Accounting/Audit Fees	3,903	-	1,460	1,460	1,460
641200 Advertising	469	384	400	400	400
641307 Telephone	48	48	60	60	60
659900 Other Contracts/Obligation	-	-	-	-	-
660800 Block Grant Payments	547,524	844,977	449,884	458,856	485,624
Total Expense	<u>\$ 576,746</u>	<u>\$ 863,182</u>	<u>\$ 508,363</u>	<u>\$ 517,335</u>	<u>\$ 544,453</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

**Block Grant Payments**

Fair Housing Services	\$ 25,000
Awards and loans to community organizations and individuals for the benefit of low- and moderate-income (LMI) persons	460,624
	<u>\$ 485,624</u>

**Summary of the Appleton CDBG Allocation Process**

Each program year, administration costs, funding for fair housing requirements, the Homeowner Rehabilitation Loan Program and the Neighborhood Services Program, plus any other City programs that qualify for CDBG funding, are subtracted from the entitlement award amount to determine an adjusted dollar figure of CDBG funds available for subrecipient projects.

**CITY OF APPLETON 2023 BUDGET  
HOUSING, HOMELESS AND BLOCK GRANTS**

**Emergency Housing & Homeless Grant/Housing Assistance Programs (EHH/HAP)**

**Business Unit 2140**

**PROGRAM MISSION**

To promote efficient and cooperative use of resources by local non-profit agencies for the benefit of persons in need of emergency shelter, transitional housing and homeless prevention services in the City of Appleton and the greater Fox Cities region.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implement Key Strategy #2: "Encourage active community participation and involvement".

**Objectives:**

The purpose of this grant is to benefit persons in need of emergency shelter, transitional housing and homeless prevention services. Emergency Housing & Homeless Grant/Housing Assistance Programs (EHH/HAP) funds are disbursed by the Wisconsin Department of Administration through a competitive grant application process.

As the lead fiscal and administrative agent, the City of Appleton applies for EHH/HAP funding in collaboration with other local non-profit partners. The City serves as a pass-through for funding to local non-profit agencies that meet the niche requirements of the EHH/HAP program. In exchange for serving as the lead fiscal and administrative agent, the City of Appleton receives a small amount of funding for administration costs. The City uses some of the administration funds to support the Homeless Management Information System (HMIS), a statewide information system maintained by the Institute for Community Alliances as the lead organization for the State of Wisconsin.

EHH/HAP funds may be used in the following areas related to emergency shelter and housing programs: rapid re-housing programs, homeless prevention programs, emergency shelter programs, street outreach programs, HMIS, and administration costs. The shelter programs may include shelters for victims of domestic violence, runaway adolescents, and persons with disabilities, as well as generic shelter and transitional housing programs. Any city, county or private non-profit agency may apply for funding during the State's annual competition for EHH/HAP funding.

The current partner agencies receiving EHH/HAP funding are: Pillars, Inc., ADVOCAP, Salvation Army of the Fox Cities, and Harbor House.

**Major changes in Revenue, Expenditures, or Programs:**

The State of Wisconsin DEHCR issued a one-time double payment of HPP funding for the actual 2021 allocations.

The budgeted 2023 ESG grant award is an estimate based on the last three years' average, excluding CV funds.

**CITY OF APPLETON 2023 BUDGET  
HOUSING, HOMELESS AND BLOCK GRANTS**

**Emergency Housing & Homeless Grant/Housing Assistance Programs (EHH/HAP)**

**Business Unit 2140**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
422400 Miscellaneous State Aids	\$ 265,601	\$ 782,409	\$ 342,353	\$ 342,353	\$ 281,192
423000 Miscellaneous Local Aids	6,870	23,181	-	-	-
<b>Total Revenue</b>	<b>\$ 272,471</b>	<b>\$ 805,590</b>	<b>\$ 342,353</b>	<b>\$ 342,353</b>	<b>\$ 281,192</b>
<b>Expenses</b>					
610100 Regular Salaries	\$ 16,761	\$ 47,648	\$ 18,090	\$ 18,090	\$ 19,763
615000 Fringes	6,667	22,442	9,592	9,592	9,741
640400 Consulting Services	5,700	-	-	-	-
663000 Other Grant Payments	243,343	735,500	314,671	314,671	251,688
<b>Total Expense</b>	<b>\$ 272,471</b>	<b>\$ 805,590</b>	<b>\$ 342,353</b>	<b>\$ 342,353</b>	<b>\$ 281,192</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Other Grant Payments

Awards and loans to community organizations and individuals for the benefit of low- and moderate-income (LMI) persons:

	ESG/HPP	HAP RRH	HAP RRH EXP	HAP HP RRH	Total
ADVOCAP	52,451	12,500	4,259	-	69,210
Pillars	99,399	12,500	4,259	9,417	125,575
Salvation Army of the Fox Cities	26,292	-	4,260	-	30,552
Harbor House DV Shelter	26,351	-	-	-	26,351
<b>Total</b>	<b>\$ 204,493</b>	<b>\$ 25,000</b>	<b>\$ 12,778</b>	<b>\$ 9,417</b>	<b>\$ 251,688</b>

**CITY OF APPLETON 2023 BUDGET  
HOUSING, HOMELESS AND BLOCK GRANTS**

**Continuum of Care Program (CoC)**

**Business Unit 2150**

**PROGRAM MISSION**

To provide necessary case management and support services to individuals and families enrolled in transitional and permanent supportive housing programs, the City of Appleton will serve as a pass-through entity and administer funds to local non-profit organizations that directly serve the target population in Appleton and the Fox Cities.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implement Key Strategy #2: "Encourage active community participation and involvement".

**Objectives:**

Continuum of Care (CoC) funds support programs that offer both housing opportunities and related support services for persons transitioning from homelessness to independent living. Specifically, CoC funds support housing in the following environments: (1) transitional housing; (2) permanent housing for homeless persons with disabilities; (3) other types of innovative supportive housing for homeless people.

CoC funds are disbursed by the U.S. Department of Housing & Urban Development, but are awarded to the City of Appleton as a partner in the Balance of State (Wisconsin) via a competitive grant application process. As the lead fiscal and administrative agent, the City of Appleton applies for four separate CoC grants in collaboration with other local non-profit partners -- three grants are for collaborative Rapid Re-housing programs (RRH), and the fourth grant, the CE-SSO grant, is an administrative grant that supports the City's new Coordinated Entry Specialist role. The role is responsible for all Coordinated Entry duties in the Fox Cities Continuum of Care.

The City serves as the lead agency for this funding to local non-profit agencies that meet the niche requirements of the CoC program. Three agencies, Pillars, Inc., Salvation Army, and ADVOCAP, receive RRH funding through two of the four grants, with Pillars, Inc. receiving the third RRH award solely, and the City being the direct recipient of the fourth grant (CE-SSO). In exchange for serving as the lead fiscal and administrative agent, the City also receives a small amount of funding for administration costs.

**Major changes in Revenue, Expenditures, or Programs:**

No major changes.

**CITY OF APPLETON 2023 BUDGET  
HOUSING, HOMELESS AND BLOCK GRANTS**

**Continuum of Care Program (COC)**

**Business Unit 2150**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
422400 Miscellaneous State Aids	\$ 369,457	\$ 339,096	\$ 385,140	\$ 385,140	\$ 353,136
<b>Total Revenue</b>	<b>\$ 369,457</b>	<b>\$ 339,096</b>	<b>\$ 385,140</b>	<b>\$ 385,140</b>	<b>\$ 353,136</b>
<b>Expenses</b>					
610100 Regular Salaries	\$ 38,520	\$ 34,518	\$ 30,571	\$ 30,571	\$ 31,330
610500 Overtime Wages	360	-	-	-	-
615000 Fringes	13,964	16,249	15,116	15,116	15,350
620100 Training/Conferences	323	1,751	4,343	4,343	3,290
620600 Parking Permits	-	420	420	420	480
630100 Office Supplies	-	-	1,000	1,000	1,000
630300 Memberships & Licenses	165	185	-	-	-
640400 Consulting	1,420	-	-	-	-
641307 Telephone	126	249	270	270	270
663000 Other Grant Payments	309,667	287,748	333,420	336,308	301,416
<b>Total Expense</b>	<b>\$ 364,545</b>	<b>\$ 341,120</b>	<b>\$ 385,140</b>	<b>\$ 388,028</b>	<b>\$ 353,136</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Other Grant Payments

Awards and loans to community organizations and individuals for the benefit of low- and moderate-income (LMI) persons:

	COC #1 RRH	COC #2 HP RRH	COC #3 RRH EXP	Total
ADVOCAP	\$ 45,212	\$ -	\$ 13,552	\$ 58,764
Pillars, Inc.	19,764	59,360	22,776	101,900
Salvation Army	102,852	-	37,900	140,752
<b>Total</b>	<b>\$ 167,828</b>	<b>\$ 59,360</b>	<b>\$ 74,228</b>	<b>\$ 301,416</b>

**CITY OF APPLETON 2023 BUDGET**  
**HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

**Homeowner Rehabilitation Loan Program**

**Business Unit 2160/2170/2190**

**PROGRAM MISSION**

In order to assist low- and moderate-income (LMI) homeowners in protecting the investment in their single-family homes or owner-occupied duplex, the Homeowner Rehabilitation Loan Program (HRLP) will utilize CDBG funds, HOME Homeowner funds, and Lead Hazard Control funds to provide them with no interest/no monthly payment loans to make necessary repairs and eliminate lead-based paint hazards to increase the value and extend the life of their homes.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategies #2: "Encourage active community participation and involvement" and #7: "Communicate our success through stories and testimonials".

**Objectives:**

Provide LMI homeowners in the City of Appleton with financial and related technical assistance for the rehabilitation of their single-family homes or owner-occupied duplexes in order to maintain affordable home ownership opportunities for all residents.

The HRLP is a revolving loan program supported by the following funding sources:

- Program Income from the repayment of HOME Homeowner Rehabilitation loans (Business Unit 2160)
- Program Income from the repayment of HOME Rental Rehabilitation loans (Business Unit 2160)
- CDBG funds from the U.S. Department of Housing and Urban Development (HUD) (Business Unit 2170)
- Program Income from the repayment of CDBG loans (Business Unit 2170)
- Program Income from the repayment of Lead Hazard Control Grant loans (Business Unit 2190)

**Major changes in Revenue, Expenditures or Programs:**

Due to an increase in loan repayments this year, new CDBG funding has been decreased to the amount needed for program delivery only. All other project and program delivery costs will be paid out of program income. In the future, if CDBG funds are eliminated, the Housing Coordinator's salary and fringes may come out of the City's General fund or from other revenue sources.



**CITY OF APPLETON 2023 BUDGET  
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

**Homeowner Rehabilitation Loan Program**

**Business Unit 2160/2170/2190**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
421000 Federal Grants	\$ 129,146	\$ 137,224	\$ 120,000	\$ 120,000	\$ 45,000
471000 Interest on Investments	26	(133)	-	-	-
503500 Other Reimbursements	181	-	-	-	-
505000 Project Repayments	635,224	453,246	334,861	334,861	417,346
<b>Total Revenue</b>	<b>\$ 764,577</b>	<b>\$ 590,337</b>	<b>\$ 454,861</b>	<b>\$ 454,861</b>	<b>\$ 462,346</b>
<b>Expenses</b>					
610100 Regular Salaries	\$ 76,983	\$ 80,084	\$ 74,060	\$ 74,060	\$ 77,763
615000 Fringes	17,119	18,854	17,701	17,701	18,283
620100 Training/Conferences	50	-	600	600	600
641307 Telephone	56	55	200	200	50
641308 Cellular Phones	186	249	-	-	150
659900 Other Contracts/Obligation	5,771	2,351	2,300	2,300	5,500
660800 Block Grant Payments	386,189	333,709	334,000	408,158	205,000
663000 Other Grant Payments	-	315	26,000	508,906	155,000
<b>Total Expense</b>	<b>\$ 486,354</b>	<b>\$ 435,617</b>	<b>\$ 454,861</b>	<b>\$ 1,011,925</b>	<b>\$ 462,346</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

**Block Grant Payments**

Loans to low- and moderate-income households for the rehabilitation of their homes.

Rehab projects \$ 205,000  
\$ 205,000

**Other Grant Payments**

Loans to low- and moderate-income households for the rehabilitation of their homes.

Rehab projects \$ 155,000  
\$ 155,000

**CITY OF APPLETON 2023 BUDGET  
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

**Neighborhood Program**

**Business Unit 2180**

**PROGRAM MISSION**

For the benefit of Appleton neighborhoods, the Neighborhood Program (NP) will help create and/or maintain suitable living environments by providing opportunities that encourage and facilitate private and public investment in residential and commercial areas of the City. This community investment provides the impetus for overall neighborhood improvements -- such as strengthening existing neighborhoods, attracting new businesses, and enhancing public spaces -- that contribute to the social, cultural and economic vitality of neighborhoods.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategies #2: "Encourage active community participation and involvement" and #7: "Communicate our success through stories and testimonials".

**Objectives:**

The goal of this program is to foster communication between neighborhoods and the City of Appleton by providing the expertise and technical assistance in administering the City's Neighborhood Program including: assisting residents on how to register their neighborhood; marketing the program to City residents; and working with Appleton residents, other City staff and outside agencies to leverage resources to help improve Appleton's neighborhoods.

The Neighborhood Program (NP) delivery will incorporate the use of multiple CDBG national objectives as a means of facilitating and completing projects in a timely and effective manner.

**Major changes in Revenue, Expenditures or Programs:**

Staff organized and delivered the Neighborhood Program Spring and Fall Meetings, which are informal "roundtable" discussions for neighborhood leaders. Facilitating opportunities for neighborhoods to report out their successes, solicit peer review and learn about City resources may continue to replace the conventional Neighborhood Academy.

Grant funds will continue to be available to registered neighborhoods through the CDBG and tax levy funding sources. Neighborhood grants totaling \$80,000 (CDBG) and \$5,311 (General Fund) are anticipated in 2023. The NP will not request additional CDBG funding in 2023 in order to draw down funds from prior year allocations. Once those funds are allocated, future CDBG funding requests are anticipated. After drawing down funds from prior year allocations, this budget includes a request of \$3,000 for the general fund source that is available to all neighborhoods, not just those limited neighborhoods qualified by HUD.

**CITY OF APPLETON 2023 BUDGET  
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

**Neighborhood Program**

**Business Unit 2180**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
411000 Property Tax	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
421000 Federal Grants	-	-	80,000	80,000	80,000
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 83,000</b>	<b>\$ 83,000</b>	<b>\$ 83,000</b>
<b>Expenses</b>					
660800 Block Grant Payments	\$ -	\$ -	\$ 80,000	\$ 80,000	\$ 80,000
663000 Other Grant Payments	1	3,423	6,484	7,872	3,791
<b>Total Expense</b>	<b>\$ 1</b>	<b>\$ 3,423</b>	<b>\$ 86,484</b>	<b>\$ 87,872</b>	<b>\$ 83,791</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Block grant payments

Targeted Neighborhood Investment grants to create strong neighborhoods	\$ 80,000
	<u>\$ 80,000</u>

**CITY OF APPLETON 2023 BUDGET  
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

	2020 <u>ACTUAL</u>	2021 <u>ACTUAL</u>	2022 <u>YTD ACTUAL</u>	2022 <u>ORIG BUD</u>	2022 <u>REVISED BUD</u>	2023 <u>BUDGET</u>
<b>Program Revenues</b>						
411000 Property Tax	-	3,000	3,000	3,000	3,000	3,000
421000 Federal Grants	705,893	1,000,407	46,550	708,363	708,363	669,453
422400 Miscellaneous State Aids	635,058	1,121,507	99,839	727,493	727,493	634,328
423000 Miscellaneous Local Aids	6,870	23,181	-	-	-	-
471000 Interest on Investments	26	(133)	-	-	-	-
503500 Other Reimbursements	180	-	-	-	-	-
505000 Project Repayments	635,225	453,248	166,406	334,861	334,861	417,346
<b>TOTAL PROGRAM REVENUES</b>	<u>1,983,252</u>	<u>2,601,210</u>	<u>315,795</u>	<u>1,773,717</u>	<u>1,773,717</u>	<u>1,724,127</u>
<b>Personnel</b>						
610100 Regular Salaries	139,127	159,211	49,872	159,108	159,108	165,812
610500 Overtime Wages	679	1,334	-	-	-	-
611400 Sick Pay	532	347	-	-	-	-
611500 Vacation Pay	8,419	12,514	5,180	-	-	-
615000 Fringes	44,093	62,874	19,561	57,414	57,414	58,270
<b>TOTAL PERSONNEL</b>	<u>192,850</u>	<u>236,280</u>	<u>74,613</u>	<u>216,522</u>	<u>216,522</u>	<u>224,082</u>
<b>Training~Travel</b>						
620100 Training/Conferences	1,639	2,101	4,014	8,543	8,543	7,380
620600 Parking Permits	-	420	420	420	420	480
<b>TOTAL TRAINING / TRAVEL</b>	<u>1,639</u>	<u>2,521</u>	<u>4,434</u>	<u>8,963</u>	<u>8,963</u>	<u>7,860</u>
<b>Supplies</b>						
630100 Office Supplies	120	-	129	1,127	1,127	1,127
630300 Memberships & Licenses	1,105	1,125	-	940	940	940
632001 City Copy Charges	-	-	-	500	500	500
<b>TOTAL SUPPLIES</b>	<u>1,225</u>	<u>1,125</u>	<u>129</u>	<u>2,567</u>	<u>2,567</u>	<u>2,567</u>
<b>Purchased Services</b>						
640100 Accounting/Audit Fees	3,903	-	-	1,460	1,460	1,460
640400 Consulting Services	7,120	-	-	-	-	-
641200 Advertising	470	384	-	400	400	400
641307 Telephone	230	351	216	530	530	380
641308 Cellular Phones	186	249	173	-	-	150
659900 Other Contracts/Obligation	5,771	2,351	1,168	2,300	2,300	5,500
<b>TOTAL PURCHASED SVCS</b>	<u>17,680</u>	<u>3,335</u>	<u>1,557</u>	<u>4,690</u>	<u>4,690</u>	<u>7,890</u>
<b>Miscellaneous Expense</b>						
660800 Block Grant Payments	933,713	1,178,686	224,051	863,884	947,014	770,624
663000 Other Grant Payments	553,010	1,026,985	588,753	680,575	1,167,757	711,895
<b>TOTAL MISCELLANEOUS EXP</b>	<u>1,486,723</u>	<u>2,205,671</u>	<u>812,804</u>	<u>1,544,459</u>	<u>2,114,771</u>	<u>1,482,519</u>
<b>TOTAL EXPENSE</b>	<u>1,700,117</u>	<u>2,448,932</u>	<u>893,537</u>	<u>1,777,201</u>	<u>2,347,513</u>	<u>1,724,918</u>

**CITY OF APPLETON 2023 BUDGET**  
**HOUSING AND COMMUNITY DEVELOPMENT GRANTS**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected*	2023 Budget
Property Taxes	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Intergovernmental	1,347,821	2,145,092	1,435,856	1,435,856	1,303,781
Other	635,431	453,113	334,861	334,861	417,346
Total Revenues	<u>1,983,252</u>	<u>2,601,205</u>	<u>1,773,717</u>	<u>1,773,717</u>	<u>1,724,127</u>
<b>Expenses</b>					
Program Costs	<u>1,700,117</u>	<u>2,448,932</u>	<u>1,777,201</u>	<u>2,343,237</u>	<u>1,724,918</u>
Total Expenses	<u>1,700,117</u>	<u>2,448,932</u>	<u>1,777,201</u>	<u>2,343,237</u>	<u>1,724,918</u>
Revenues over (under) Expenses	283,135	152,273	(3,484)	(569,520)	(791)
<b>Other Financing Sources (Uses)</b>					
Operating Transfers In	-	-	-	-	-
Net Change in Equity	283,135	152,273	(3,484)	(569,520)	(791)
Fund Balance - Beginning	134,903	418,038	570,311	570,311	791
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	<u>\$ 418,038</u>	<u>\$ 570,311</u>	<u>\$ 566,827</u>	<u>\$ 791</u>	<u>\$ -</u>

\* Due to the variability of the various grant awards, the 2022 amended budget figures have been used



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**NOTES**

Lined area for notes.

## CITY OF APPLETON 2023 BUDGET

### CAPITAL PROJECTS FUNDS

**Community & Economic Development**

**Business Unit 4330**

#### PROGRAM MISSION

This fund provides for the City's investment in the redevelopment of targeted areas of the City.

#### PROGRAM NARRATIVE

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement".

**Objectives:**

The City's updated Comprehensive Plan 2010-2030, including the downtown plan and Fox River chapters, and the economic development strategic plan have identified areas where redevelopment may be appropriate. The ability of the City to acquire properties in these areas as they become available will enhance our ability to influence meaningful redevelopment. Supporting the retention, growth and long-term economic vitality of Appleton's businesses is also a priority.

Project	Amount	Page
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No funds have been budgeted for 2023. If a development project arises, a separate action requesting applicable funding will be presented to the Council for approval at that time.

**Major changes in Revenue, Expenditures, or Programs:**

No major changes.

#### DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	Change *
<b>Program Revenues</b>		\$ 2,185	\$ (445)	\$ -	\$ -	\$ -	\$ -
<b>Program Expenses</b>		\$ -	\$ -	\$ -	\$ -	\$ -	N/A
<b>Expenses Comprised Of:</b>							
	Personnel	-	-	-	-	-	N/A
	Administrative Expense	-	-	-	-	-	N/A
	Supplies & Materials	-	-	-	-	-	N/A
	Purchased Services	-	-	-	-	-	N/A
	Utilities	-	-	-	-	-	N/A
	Repair & Maintenance	-	-	-	-	-	N/A
	Capital Expenditures	-	-	-	-	-	N/A



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**COMMUNITY DEVELOPMENT**

**Business Unit 4330**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Revenues					
471000 Interest on Investments	\$ 2,185	\$ (445)	\$ -	\$ -	\$ -
503500 Other Reimbursements	-	-	-	-	-
Total Revenue	<u>\$ 2,185</u>	<u>\$ (445)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
632700 Miscellaneous Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
640400 Consulting Services	-	-	-	-	-
Total Expense	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

None

**CITY OF APPLETON 2023 BUDGET  
COMMUNITY DEVELOPMENT**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b>Revenues</b>					
Interest Income (Loss)	\$ 2,185	\$ (445)	\$ -	\$ -	\$ -
	-	-	-	-	-
Total Revenues	<u>2,185</u>	<u>(445)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenses</b>					
Program Costs	-	-	-	-	-
Total Expenses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues over (under) Expenses	2,185	(445)	-	-	-
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Equity	2,185	(445)	-	-	-
Fund Balance - Beginning	<u>76,512</u>	<u>78,697</u>	<u>78,252</u>	<u>78,252</u>	<u>78,252</u>
Fund Balance - Ending	<u>\$ 78,697</u>	<u>\$ 78,252</u>	<u>\$ 78,252</u>	<u>\$ 78,252</u>	<u>\$ 78,252</u>



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Industrial Park Land**

**Business Unit 4280/4281**

**PROGRAM MISSION**

The Industrial Park Land Fund is the clearing house for the City's industrial and business park land sale revenue, acquisition of associated land, and land development costs associated with industrial/business park infrastructures. This fund is utilized for these purposes exclusive of the industrial/business park areas developed and financed with tax incremental financing district(s).

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 4: "Continually assess trends affecting the community and proactively respond".

**Objectives:**

The 2023 budget includes funds for maintenance of the remaining 2.28 acres of land and berm maintenance in the City's Northeast Business Park in addition to the Southpoint Commerce Park. This includes weed cutting, soil testing, environmental reviews, surveys, real estate commissions, title insurance, and other costs associated with selling land. Maintenance costs and rental income associated with the home and land acquired in 2016 at 110 and 210 W Edgewood Drive are also included in this budget. In addition, funds to cover the cost of lighting the two business park identification signs marking the main entrances to the Northeast Business Park and Southpoint Commerce Park are included in this budget. There are currently four parcels sold in the Northeast Business Park that remain undeveloped. Per the covenants, the owners have one year to develop these parcels. The City has first right of refusal on these properties if the current owners wish to sell.

**Major changes in Revenue, Expenditures or Programs:**

Funds are not included in the 2023 budget for the potential repurchase of lots in the Northeast Business Park and Southpoint Commerce Park that may fall out of compliance with the protective covenants for construction. Since purchases are only made at the direction of the Common Council, if any such parcels become available, a separate action to purchase the parcel(s) will be brought forward in 2023.

Rental income includes leasing the home at 110 W Edgewood, farmland associated with the Edgewood Drive properties, and the farming of Southpoint Commerce Park. Due to site constraints, the lease rate for the 21.25 farmable acres on Edgewood Drive was set at \$66.15 per acre. The farm lease for vacant Southpoint Commerce Park land was updated in 2020 following an RFP process. The revenue account reflects the new lease rate of \$160 per acre and assumes 78.4 acres of leasable land after pending and recent sales in the business park. This lease revenue is payable to the IPLF and is no longer split with TIF District #6 due to its closure in 2023.

Demand for land in Southpoint Commerce Park remains strong. With recent lot sales, and pending lot sales, it is projected only 33 acres of ready-to-build land will be available in 2023. The 2023 Budget, and subsequent years in the five-year CIP plan, include funding for engineering, platting, and permitting in anticipation of the 2024 infrastructure construction for the approximately 80 acres east of Eisenhower Drive and west of Coop Road. This would open the last piece of Southpoint Commerce Park as ready-to-build lots. A potential future TIF District is planned to support the investment in the next phase of Southpoint.

**DEPARTMENT BUDGET SUMMARY**

Programs		Actual		Budget			% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
	<b>Program Revenues</b>	\$ 615,418	\$ 1,193,059	\$ 27,441	\$ 27,441	\$ 184,326	571.72%
	<b>Program Expenses</b>	\$ 163,527	\$ 52,473	\$ 150,957	\$ 150,957	\$ 151,857	0.60%
<b>Expenses Comprised Of:</b>							
	Personnel	-	-	-	-	-	N/A
	Purchased Services	31,220	36,125	150,957	150,957	151,857	0.60%
	Capital Expenditures	132,307	16,348	-	-	-	N/A

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Industrial Park Land**

**Business Unit 4280/4281**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
471000 Interest on Investments	\$ 15,322	\$ (8,320)	\$ 5,000	\$ 5,000	\$ -
500400 Sale of City Property	565,333	915,516	-	-	160,000
501500 Rental of City Property	34,763	35,863	22,441	22,441	24,326
592100 Transfer In - General	-	250,000	-	-	-
<b>Total Revenue</b>	<b>\$ 615,418</b>	<b>\$ 1,193,059</b>	<b>\$ 27,441</b>	<b>\$ 27,441</b>	<b>\$ 184,326</b>
<b>Expenses</b>					
640400 Consulting Services	\$ -	\$ 10,467	\$ 90,000	\$ 90,000	\$ 90,000
641200 Advertising	13,462	9,352	18,000	18,000	18,000
641301 Electric	607	198	975	975	975
641306 Stormwater	6,555	5,313	6,153	6,153	7,053
642500 CEA Expense	197	2,109	-	-	-
659900 Other Contracts/Obligation	10,399	8,686	35,829	35,829	35,829
680100 Land	63,917	-	-	-	-
680903 Sanitary Sewers	68,390	16,348	-	-	-
<b>Total Expense</b>	<b>\$ 163,527</b>	<b>\$ 52,473</b>	<b>\$ 150,957</b>	<b>\$ 150,957</b>	<b>\$ 151,857</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Consulting Services

Platting and lot grading	\$ 10,000
Engineering for SPCP next phase	60,000
Testing and analysis, title work and due diligence for land sales	20,000
	<u>\$ 90,000</u>

Advertising

Marketing	\$ 18,000
	<u>\$ 18,000</u>

Other Contracts/Obligations

Maintenance of 110 W Edgewood Real Estate Commissions	\$ 3,000
(4 Acres @ \$40,000)	12,800
Weed cutting/maintenance/debris clean-up at Edgewood, Southpoint & NE Business Parks	20,029
	<u>\$ 35,829</u>

**CITY OF APPLETON 2023 BUDGET  
INDUSTRIAL PARK LAND**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b>Revenues</b>					
Interest Income	\$ 15,322	\$ (8,320)	\$ 5,000	\$ 5,000	\$ -
Other	34,763	35,863	22,441	22,441	24,326
Total Revenues	<u>50,085</u>	<u>27,543</u>	<u>27,441</u>	<u>27,441</u>	<u>24,326</u>
<b>Expenses</b>					
Program Costs	163,527	52,473	150,957	150,957	151,857
Total Expenses	<u>163,527</u>	<u>52,473</u>	<u>150,957</u>	<u>150,957</u>	<u>151,857</u>
Revenues over (under) Expenses	(113,442)	(24,930)	(123,516)	(123,516)	(127,531)
<b>Other Financing Sources (Uses)</b>					
Sale of City Property	565,333	915,516	-	-	160,000
Transfer In - General Fund	-	250,000	-	-	-
Total Other Financing Sources (Uses)	<u>565,333</u>	<u>1,165,516</u>	<u>-</u>	<u>-</u>	<u>160,000</u>
Net Change in Equity	451,891	1,140,586	(123,516)	(123,516)	32,469
Fund Balance - Beginning	602,336	1,054,227	2,194,813	2,194,813	2,071,297
Fund Balance - Ending	<u>\$ 1,054,227</u>	<u>\$ 2,194,813</u>	<u>\$ 2,071,297</u>	<u>\$ 2,071,297</u>	<u>\$ 2,103,766</u>

**CITY OF APPLETON 2023 BUDGET**

**TAX INCREMENTAL FINANCING DISTRICTS**

**Community & Economic Development Director: Karen E. Harkness**

**Finance Director: Jeri A. Ohman, CPA**

**CITY OF APPLETON 2023 BUDGET  
SPECIAL REVENUE FUNDS**

**Tax Incremental District #3**

**Business Unit 2040**

**PROGRAM MISSION**

Tax Incremental Financing (TIF) District #3 includes the area bounded by Richmond and Superior Streets, from the County Courthouse to the School Administration building. This program accounts for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

Primary projects include the Green and Yellow Parking Ramps, the Radisson Paper Valley Hotel expansion, the Evans Title building, Appleton Retirement Community, the Copper Leaf Hotel, and the Richmond Terrace property. This district was scheduled to close in 2021, but in 2011 was designated as distressed as allowed by Act 310. This designation allows the extension of the district's life by up to ten years (2029) beyond the original termination date.

	General Fund Advance	Parking Utility Advance		General Fund Advance	Parking Utility Advance
1993	\$ -	\$ 129,877	2008	239,309	900,000
1994	-	604,290	2009	(568,726)	1,000,000
1995	-	703,516	2010	222,838	1,000,000
1996	-	1,254,622	2011	643,980	1,000,000
1997	639,211	764,308	2012	676,179	1,000,000
1998	1,141,212	787,831	2013	(417,512)	1,200,000
1999	1,756,773	827,222	2014	(1,360,888)	1,200,000
2000	1,774,640	868,584	2015	(1,428,932)	1,200,000
2001	1,341,515	1,568,974	2016	(2,000,000)	1,400,000
2002	2,235,558	969,870	2017	(1,500,000)	1,200,000
2003	1,498,145	1,892,733	2018	(1,500,000)	1,000,000
2004	1,575,103	1,338,592	2019	(1,500,000)	600,000
2005	393,108	800,000	2020	(1,150,000)	-
2006	207,763	900,000	2021	(1,000,000)	-
2007	423,151	900,000	2022	(1,250,000)	-
			2023	(1,092,427)	-
			12/31/23 Balance	\$ -	\$ 27,010,419

**Major changes in Revenue, Expenditures, or Programs:**

TIF #3 is expected to repay the general fund advances, including interest, in 2023. Beginning in 2024, the annual property tax increments will be used to repay the Parking Utility until the closure of the TIF in 2029.

TIF #3 was amended in 2021 to transfer under-valued and under-utilized parcels to TIF #12 in order to encourage development, increase the tax base, and meet the goals and objectives as detailed in the Comprehensive Plan. This territory amendment was completed in February 2022.

**DEPARTMENT BUDGET SUMMARY**

Programs		Actual		Budget			% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
	<b>Program Revenues</b>	\$ 42,861	\$ 32,395	\$ 11,000	\$ 11,000	\$ 13,500	22.73%
	<b>Program Expenses</b>	\$ 198,268	\$ 144,328	\$ 87,521	\$ 87,521	\$ 28,960	-66.91%
<b>Expenses Comprised Of:</b>							
	Purchased Services	2,396	2,207	1,650	1,650	1,650	0.00%
	Other Expense	195,872	142,121	85,871	85,871	27,310	-68.20%

\* % change from prior year adopted budget



**CITY OF APPLETON 2023 BUDGET  
SPECIAL REVENUE FUNDS**

**Tax Incremental District # 3**

**Business Unit 2040**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
411000 Property Taxes	\$ 1,102,513	\$ 1,215,752	\$ 1,150,000	\$ 1,150,000	\$ 1,285,000
413000 Payment in Lieu of Taxes	25,000	25,000	-	-	-
422700 State Aid - Computers	5,141	5,140	5,000	5,000	5,000
422800 State Aid - Personal Property	3,593	983	1,000	1,000	3,500
471000 Interest on Investments	9,127	1,272	5,000	5,000	5,000
<b>Total Revenue</b>	<b>\$ 1,145,374</b>	<b>\$ 1,248,147</b>	<b>\$ 1,161,000</b>	<b>\$ 1,161,000</b>	<b>\$ 1,298,500</b>
<b>Expenses</b>					
640100 Accounting/Audit	\$ 1,246	\$ 2,057	\$ 1,500	\$ 1,500	\$ 1,500
640202 Legal Fees	1,150	150	150	150	150
672000 Interest Payments	195,872	142,121	85,871	85,871	27,310
<b>Total Expense</b>	<b>\$ 198,268</b>	<b>\$ 144,328</b>	<b>\$ 87,521</b>	<b>\$ 87,521</b>	<b>\$ 28,960</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

None

## CITY OF APPLETON 2023 BUDGET

### TAX INCREMENTAL DISTRICT #3

#### SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Property Taxes	\$ 1,102,513	\$ 1,215,752	\$ 1,150,000	\$ 1,111,592	\$ 1,285,000
Payment in Lieu of Taxes	25,000	25,000	-	-	-
Intergovernmental	8,734	6,123	6,000	8,734	8,500
Interest Income	9,127	1,272	5,000	5,000	5,000
Total Revenues	<u>1,145,374</u>	<u>1,248,147</u>	<u>1,161,000</u>	<u>1,125,326</u>	<u>1,298,500</u>
<b>Expenses</b>					
Interest Expense	195,872	142,121	85,871	85,871	27,310
Administrative Expenses	2,396	2,207	1,650	1,650	1,650
Total Expenses	<u>198,268</u>	<u>144,328</u>	<u>87,521</u>	<u>87,521</u>	<u>28,960</u>
Revenues over (under) Expenses	947,106	1,103,819	1,073,479	1,037,805	1,269,540
<b>Other Financing Sources (Uses)</b>					
Operating Transfers In - Other Funds	-	-	-	-	-
Operating Transfers Out - Debt Service	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Equity	947,106	1,103,819	1,073,479	1,037,805	1,269,540
Fund Balance (Deficit)- Beginning	<u>(4,158,727)</u>	<u>(3,211,621)</u>	<u>(2,107,802)</u>	<u>(2,107,802)</u>	<u>(1,069,997)</u>
Fund Balance (Deficit)- Ending	<u>\$ (3,211,621)</u>	<u>\$ (2,107,802)</u>	<u>\$ (1,034,323)</u>	<u>\$ (1,069,997)</u>	<u>\$ 199,543</u>

#### SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	\$ 209,628	\$ (2,567)
+ Net Change in Equity	1,037,805	1,269,540
- General Fund Advance Repayment	<u>(1,250,000)</u>	<u>(1,092,427)</u>
Working Cash - End of Year	<u>\$ (2,567)</u>	<u>\$ 174,546</u>

**CITY OF APPLETON 2023 BUDGET**  
**CAPITAL PROJECTS FUNDS**

**NOTES**

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**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #6**

**Business Unit 4090**

**PROGRAM MISSION**

TIF District #6 supports the City's southeast growth corridor, financing land assembly for both public purposes and industrial development as well as infrastructure installation to the area. This fund accounts for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

Overall administration of the Southpoint Commerce Park, including costs for maintenance, real estate commissions, surveys, title insurance, and other costs associated with selling land and maintaining a high quality business park are funded from the Industrial Park Land Fund (IPLF). The expenditure period for TIF District #6 expired on February 14, 2018; the district is scheduled to close in 2023.

**Summary of General Fund Advance**

2010	\$ 1,025,000	2016	1,853,245
2011	1,877,500 *	2017	1,900,000
2012	145,125	2018	(1,000,000)
2013	(360,119)	2019	(1,000,000)
2014	134,375	2020	(2,000,000)
2015	141,094	2021	(2,716,220)
		2022	-
		12/31/23 Balance	\$ -

\* \$781,707 was part of the general levy for TIF #6 debt service in the 2011 Debt Service Fund.

**Major changes in Revenue, Expenditures, or Programs:**

The City will complete the closeout process for TIF District #6 in 2023.

**DEPARTMENT BUDGET SUMMARY**

Unit	Programs Title	Actual		Budget			% Change *
		2020	2021	Adopted 2022	Amended 2022	2023	
	<b>Program Revenues</b>	\$ 143,909	\$ 429,387	\$ 108,426	\$ 108,426	\$ 90,388	-16.64%
	<b>Program Expenses</b>	\$ 726,398	\$ 1,398,535	\$ 1,735,857	\$ 1,735,857	\$ 4,732,899	172.65%
<b>Expenses Comprised Of:</b>							
	Personnel	-	-	-	-	-	N/A
	Supplies & Materials	-	-	-	-	-	N/A
	Purchased Services	424,466	1,330,630	1,735,857	1,735,857	2,768,551	59.49%
	Miscellaneous Expense	185,811	67,905	-	-	-	N/A
	Capital Expenditures	-	-	-	-	-	N/A
	Transfers Out	116,121	-	-	-	1,964,348	N/A

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #6**

**Business Unit 4090**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
411000 Property Tax	\$ 2,516,742	\$ 3,262,974	\$ 2,677,332	\$ 2,677,332	\$ 3,174,467
422700 State Aid - Computers	66,726	66,726	66,000	66,000	66,726
422800 State Aid - Personal Prop	23,662	42,421	30,000	30,000	23,662
471000 Interest on Investments	35,315	2,652	10,000	10,000	-
500400 Sale of City Property	12,982	313,364	-	-	-
501500 Rental of City Property	5,224	4,224	2,426	2,426	-
<b>Total Revenue</b>	<b>\$ 2,660,651</b>	<b>\$ 3,692,361</b>	<b>\$ 2,785,758</b>	<b>\$ 2,785,758</b>	<b>\$ 3,264,855</b>
<b>Expenses</b>					
640100 Accounting/Audit Fees	\$ 1,246	\$ 1,057	\$ 1,500	\$ 1,500	\$ 7,500
640202 Recording/Filing Fees	150	150	150	150	-
642500 CEA Expense	69	-	-	-	-
659900 Other Contracts/Obligation	423,001	1,329,423	1,734,207	1,734,207	2,761,051
672000 Interest Payments	185,811	67,905	-	-	-
791100 Transfer Out - General Fund	-	-	-	-	1,964,348
791300 Transfer Out - Debt Service	116,121	-	-	-	-
<b>Total Expense</b>	<b>\$ 726,398</b>	<b>\$ 1,398,535</b>	<b>\$ 1,735,857</b>	<b>\$ 1,735,857</b>	<b>\$ 4,732,899</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Other Contracts/Obligations

TIF Fund Balance Closeout Allocation:

Kimberly Area School District	\$ 1,514,490
Fox Valley Technical Institute	225,874
Calumet County	1,020,687
	<u>\$ 2,761,051</u>

Transfer Out - General Fund

City of Appleton	\$ 1,964,348
	<u>\$ 1,964,348</u>

# CITY OF APPLETON 2023 BUDGET

## TAX INCREMENTAL DISTRICT #6

### SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Property Taxes	\$ 2,516,742	\$ 3,262,974	\$ 2,677,332	\$ 2,374,196	\$ 3,174,467
Intergovernmental	90,388	109,147	96,000	90,388	90,388
Interest Income	35,315	2,652	10,000	3,000	-
Other	5,224	4,224	2,426	3,264	-
Total Revenues	2,647,669	3,378,997	2,785,758	2,470,848	3,264,855
<b>Expenses</b>					
Operation & Maintenance	539,191	1,329,423	1,734,207	1,734,207	2,761,051
Interest Expense	185,811	67,905	-	-	-
Administrative Expense	1,396	1,207	1,650	1,650	7,500
Total Expenses	726,398	1,398,535	1,735,857	1,735,857	2,768,551
Revenues over (under) Expenses	1,921,271	1,980,462	1,049,901	734,991	496,304
<b>Other Financing Sources (Uses)</b>					
Operating Transfers Out - General Fund	-	-	-	-	(1,964,348)
Sale of City Property	12,982	313,364	-	88,447	-
Total Other Financing Sources (Uses)	12,982	313,364	-	88,447	(1,964,348)
Net Change in Equity	1,934,253	2,293,826	1,049,901	823,438	(1,468,044)
Fund Balance - Beginning	(3,583,473)	(1,649,220)	644,606	644,606	1,468,044
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	\$ (1,649,220)	\$ 644,606	\$ 1,694,507	\$ 1,468,044	\$ -

### SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	\$ 644,606	\$ 1,468,044
- Net Change in Equity	823,438	(1,468,044)
+ Advance from General Fund	-	-
- General Fund Advance Repayment	-	-
Working Cash - End of Year	\$ 1,468,044	\$ -



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #7**

**Business Unit 4100**

**PROGRAM MISSION**

This fund provides for commercial redevelopment of the area of South Memorial Drive from Calumet Street to Valley Road and for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

The City created TIF District #7 in 2007 to provide targeted investments in the commercial area of South Memorial Drive from Calumet Street to State Highway 441 which had deteriorated significantly over the prior ten years. The abandonment of Valley Fair Mall and the underutilization of former retail and service buildings were cause for concern. The TIF District provides for a 22 year expenditure period (September 5, 2029) to make investments to support the goals of the District, including eliminating blight and encouraging the rehabilitation of properties, enhancing the viability of the businesses, retention of businesses and attraction of new businesses, stabilizing and increasing property values and improving the overall appearance of public and private spaces. The maximum life of the District is September 5, 2034.

Major commercial projects which have occurred thus far (not all received TIF assistance) include construction of a grocery store, a gas station/convenience store, and renovation of a former department store to office space. Three businesses also benefited from the creation of the TIF #7 Business Enhancement Grant program for the renovation of building facades, parking lots, landscaping and signage. The TIF remains a tool to support and encourage investment in this area. No new funds are being requested for the program in 2023.

**Major changes in Revenue, Expenditures, or Programs:**

No major changes.

**DEPARTMENT BUDGET SUMMARY**

Programs		Actual		Budget			% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
<b>Program Revenues</b>		\$ 93,505	\$ 60,371	\$ 77,687	\$ 77,687	\$ 76,187	-1.93%
<b>Program Expenses</b>		\$ 346,479	\$ 335,386	\$ 351,650	\$ 351,650	\$ 404,454	15.02%
<b>Expenses Comprised Of:</b>							
Personnel		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		346,479	335,386	351,650	351,650	404,454	15.02%
Transfers Out		-	-	-	-	-	N/A

\* % change from prior year adopted budget  
TIF 7.xls



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #7**

**Business Unit 4100**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
411000 Property Tax	\$ 342,772	\$ 438,805	\$ 360,000	\$ 360,000	\$ 520,000
422700 State Aid - Computers	62,687	62,687	62,687	62,687	62,687
422800 State Aid - Personal Property	3,497	5,287	5,000	5,000	3,500
471000 Interest on Investments	27,321	(7,603)	10,000	10,000	10,000
<b>Total Revenue</b>	<b>\$ 436,277</b>	<b>\$ 499,176</b>	<b>\$ 437,687</b>	<b>\$ 437,687</b>	<b>\$ 596,187</b>
<b>Expenses</b>					
640100 Accounting/Audit Fees	\$ 1,247	\$ 1,057	\$ 1,500	\$ 1,500	\$ 1,500
640202 Recording/Filing Fees	150	150	150	150	150
659900 Other Contracts/Obligation	345,082	334,179	350,000	350,000	402,804
<b>Total Expense</b>	<b>\$ 346,479</b>	<b>\$ 335,386</b>	<b>\$ 351,650</b>	<b>\$ 351,650</b>	<b>\$ 404,454</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Other Contracts/Obligations

Developer funded incentive - Valley Fair Too, LLC	\$ 400,000
Fox Cities Regional Partnership support	2,804
	<u>\$ 402,804</u>

**CITY OF APPLETON 2023 BUDGET  
TAX INCREMENTAL DISTRICT #7**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Property Taxes	\$ 342,772	\$ 438,805	\$ 360,000	\$ 373,303	\$ 520,000
Intergovernmental	66,184	67,974	67,687	67,687	66,187
Interest Income	27,321	(7,603)	10,000	10,000	10,000
Other	-	-	-	-	-
Total Revenues	<u>436,277</u>	<u>499,176</u>	<u>437,687</u>	<u>450,990</u>	<u>596,187</u>
<b>Expenses</b>					
Operation & Maintenance	345,082	334,179	350,000	350,000	402,804
Administrative Expense	1,397	1,207	1,650	1,650	1,650
Total Expenses	<u>346,479</u>	<u>335,386</u>	<u>351,650</u>	<u>351,650</u>	<u>404,454</u>
Revenues over (under) Expenses	89,798	163,790	86,037	99,340	191,733
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	-	-	-	-	-
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Equity	89,798	163,790	86,037	99,340	191,733
Fund Balance (Deficit) - Beginning	1,024,426	1,114,224	1,278,014	1,278,014	1,377,354
Residual Equity Transfers In (Out)	-	-	-	-	-
Fund Balance (Deficit) - Ending	<u>\$ 1,114,224</u>	<u>\$ 1,278,014</u>	<u>\$ 1,364,051</u>	<u>\$ 1,377,354</u>	<u>\$ 1,569,087</u>

**SCHEDULE OF CASH FLOWS**

Cash - Beginning of Year	\$ 1,278,017	\$ 1,377,357
+ Net Change in Equity	99,340	191,733
+ Advance from General Fund	-	-
- General Fund Advance Repayment	-	-
Working Cash - End of Year	<u>\$ 1,377,357</u>	<u>\$ 1,569,090</u>

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**NOTES**

## CITY OF APPLETON 2023 BUDGET CAPITAL PROJECTS FUNDS

**Tax Incremental District #8**

**Business Unit 4110**

### PROGRAM MISSION

This fund provides for redevelopment of the Fox River corridor in an area that lies just north and south of the College Avenue Bridge and for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

### PROGRAM NARRATIVE

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

The City's updated Comprehensive Plan 2010-2030, including the Downtown Plan and Fox River chapters, identified several redevelopment sites located along the banks of the Fox River, as well as the opportunities that the opening of the Fox River Navigation System provided the community. Several key sites included the former Foremost Dairy property (935 E. John Street) on the north side of the river, RiverHeath on the south, and the Eagle Flats property up the Fox River between Lawe Street and Olde Oneida Street. These sites were identified for future medium to high density residential development, neighborhood commercial development, and public access to the river.

In response, the City created Tax Increment Financing (TIF) District # 8 in 2009 to provide targeted investments in these areas, in conjunction with the private market, while recapturing the cost of participation through increased property tax revenues. The District was amended in 2011 to incorporate the Eagle Flats property, formerly Riverside Paper mill. The TIF District provides for a 22 year expenditure period to make investments to support the goals of the District, including eliminating blight and encouraging the rehabilitation of properties, enhancing the viability of businesses, retaining and attracting new businesses, stabilizing and increasing property values, and improving the overall appearance of public and private spaces.

<u>Summary of Advances</u>	<u>General Fund</u>
2012	\$ 315,000
2013	515,750
2014	41,538
2015	43,614
2016	-
2017	(500,000)
2018	-
2019	-
2020	(350,000)
2021	(65,902)
2022	-
12/31/23 Balance	<u>\$ -</u>

**Major changes in Revenue, Expenditures, or Programs:**

As noted above, TIF District #8 has paid back the general fund advance in full in 2021. Also, the City loan to the developer of the RiverHeath development was paid back in full in 2021.

### DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	Change *
<b>Program Revenues</b>		\$ 190,858	\$ 180,952	\$ 5,600	\$ 5,600	\$ 5,600	0.00%
<b>Program Expenses</b>		\$ 1,212,191	\$ 1,505,741	\$ 1,635,950	\$ 1,635,950	\$ 1,791,110	9.48%
<b>Expenses Comprised Of:</b>							
Purchased Services		943,627	1,248,707	1,546,650	1,546,650	1,702,810	10.10%
Miscellaneous Expense		12,045	1,647	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Transfers Out		256,519	255,387	89,300	89,300	88,300	-1.12%

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #8**

**Business Unit 4110**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
411000 Property Tax	\$ 1,077,616	\$ 1,490,812	\$ 1,750,000	\$ 1,750,000	\$ 1,900,000
422700 State Aid - Computers	3,123	3,123	3,100	3,100	3,100
422800 State Aid - Personal Prop	2,583	2,022	2,000	2,000	2,000
470500 General Interest	10,418	5,287	-	-	-
471000 Interest on Investments	9,734	520	500	500	500
503500 Other Reimbursements	165,000	170,000	-	-	-
<b>Total Revenue</b>	<b>\$ 1,268,474</b>	<b>\$ 1,671,764</b>	<b>\$ 1,755,600</b>	<b>\$ 1,755,600</b>	<b>\$ 1,905,600</b>
<b>Expenses</b>					
640100 Accounting/Audit Fees	\$ 1,247	\$ 1,057	\$ 1,500	\$ 1,500	\$ 1,500
640202 Recording/Filing Fees	150	150	150	150	150
659900 Other Contracts/Obligation	942,230	1,247,500	1,545,000	1,545,000	1,701,160
672000 Interest Payments	12,045	1,647	-	-	-
791300 Transfer Out - Debt Service	256,519	255,387	89,300	89,300	88,300
<b>Total Expense</b>	<b>\$ 1,212,191</b>	<b>\$ 1,505,741</b>	<b>\$ 1,635,950</b>	<b>\$ 1,635,950</b>	<b>\$ 1,791,110</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

**Other Contracts/Obligations**

Tax Development Payment	
RiverHeath	\$ 1,140,000
Eagle Flats	78,000
Eagle Point	470,000
Fox Cities Regional Partnership support	13,160
	<u>\$ 1,701,160</u>

**CITY OF APPLETON 2023 BUDGET  
TAX INCREMENTAL DISTRICT #8**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b>Revenues</b>					
Property Taxes	\$ 1,077,616	\$ 1,490,812	\$ 1,750,000	\$ 1,689,164	\$ 1,900,000
Intergovernmental Revenue	5,706	5,145	5,100	5,100	5,100
Other Reimbursements	165,000	170,000	-	-	-
Interest Income	20,152	5,807	500	500	500
Total Revenues	<u>1,268,474</u>	<u>1,671,764</u>	<u>1,755,600</u>	<u>1,694,764</u>	<u>1,905,600</u>
<b>Expenses</b>					
Program Costs	942,230	1,247,500	1,545,000	1,499,327	1,701,160
Interest Expense	12,045	1,647	-	-	-
Administration	1,397	1,207	1,650	1,650	1,650
Total Expenses	<u>955,672</u>	<u>1,250,354</u>	<u>1,546,650</u>	<u>1,500,977</u>	<u>1,702,810</u>
Revenues over (under) Expenses	312,802	421,410	208,950	193,787	202,790
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	-	-	-	-	-
Sale of City Property	-	-	-	-	-
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	(256,519)	(255,387)	(89,300)	(89,300)	(88,300)
Total Other Financing Sources (Uses)	<u>(256,519)</u>	<u>(255,387)</u>	<u>(89,300)</u>	<u>(89,300)</u>	<u>(88,300)</u>
Net Change in Equity	56,283	166,023	119,650	104,487	114,490
Fund Balance - Beginning	<u>(104,900)</u>	<u>(48,617)</u>	<u>117,406</u>	<u>117,406</u>	<u>221,893</u>
Fund Balance - Ending	<u>\$ (48,617)</u>	<u>\$ 117,406</u>	<u>\$ 237,056</u>	<u>\$ 221,893</u>	<u>\$ 336,383</u>

**SCHEDULE OF CASH FLOWS**

Cash - Beginning of Year	\$ 117,406	\$ 221,893
+ Net Change in Equity	104,487	114,490
+ Advance from General Fund	-	-
- General Fund Advance Repayment	-	-
Working Cash - End of Year	<u>\$ 221,893</u>	<u>\$ 336,383</u>

**CITY OF APPLETON 2023 BUDGET  
TAX INCREMENTAL DISTRICT #8  
LONG TERM DEBT**

Year	2012 DNR Site Remediation Loan	
	Principal	Interest
2023	45,000	-
2024	50,000	-
	<u>\$ 95,000</u>	<u>\$ -</u>

Year	2015 G.O. Notes	
	Principal	Interest
2023	40,000	3,300
2024	45,000	2,025
2025	45,000	675
	<u>\$ 130,000</u>	<u>\$ 6,000</u>

Year	Total		Total
	Principal	Interest	
2023	85,000	3,300	88,300
2024	95,000	2,025	97,025
2025	45,000	675	45,675
	<u>\$ 225,000</u>	<u>\$ 6,000</u>	<u>\$ 231,000</u>

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #9**

**Business Unit 4120**

**PROGRAM MISSION**

This fund provides for redevelopment of the business and industrial corridor located along East Wisconsin Avenue from Meade Street to Viola Street, and for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

The district was created September 19, 2013 and allows a 22 year expenditure period to make investments. Costs can be recouped over the 27 year maximum life (September 18, 2040). The investment in this district will:

- \* Eliminate blight and foster urban renewal through public and private investment
- \* Enhance the development potential of private property within and adjacent to the District
- \* Stabilize property values in the area
- \* Promote business retention, expansion, and attraction through the development of an improved area
- \* Increase the attraction of compatible residential and business uses in this area
- \* Improve the overall appearance of public and private spaces
- \* Strengthen the economic well-being and economic diversity of the area
- \* Provide appropriate financial incentives to encourage business expansion and retention
- \* Reduce the financial risks to the taxpayer by timing the implementation of the project plan with the creation of additional property value
- \* Maximize the district's strategic location close to the central business district

No new funds are being requested for the program in 2023.

**Major changes in Revenue, Expenditures, or Programs:**

No major changes.

**DEPARTMENT BUDGET SUMMARY**

Programs		Actual		Budget			% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
<b>Program Revenues</b>		\$ 117,834	\$ 144,059	\$ 115,287	\$ 115,287	\$ 115,287	0.00%
<b>Program Expenses</b>		\$ 30,921	\$ 31,507	\$ 34,650	\$ 34,650	\$ 39,978	15.38%
<b>Expenses Comprised Of:</b>							
	Personnel	-	-	-	-	-	N/A
	Purchased Services	30,921	31,507	34,650	34,650	39,978	15.38%
	Miscellaneous Expense	-	-	-	-	-	N/A
	Repair & Maintenance	-	-	-	-	-	N/A
	Transfers Out	-	-	-	-	-	N/A

\* % change from prior year adopted budget



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #9**

**Business Unit 4120**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
411000 Property Tax	\$ -	\$ 9,644	\$ 13,000	\$ 13,000	\$ 47,000
422700 State Aid - Computers	73,794	73,793	73,794	73,794	73,794
422800 State Aid - Personal Prop	36,494	72,605	36,493	36,493	36,493
471000 Interest on Investments	7,546	(2,339)	5,000	5,000	5,000
503500 Other Reimbursements	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 117,834</b>	<b>\$ 153,703</b>	<b>\$ 128,287</b>	<b>\$ 128,287</b>	<b>\$ 162,287</b>
<b>Expenses</b>					
640100 Accounting/Audit Fees	\$ 1,246	\$ 1,057	\$ 1,500	\$ 1,500	\$ 1,500
640202 Recording/Filing Fees	150	150	150	150	150
659900 Other Contracts/Obligation	29,525	30,300	33,000	33,000	38,328
<b>Total Expense</b>	<b>\$ 30,921</b>	<b>\$ 31,507</b>	<b>\$ 34,650</b>	<b>\$ 34,650</b>	<b>\$ 39,978</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Other Contracts/Obligations

Tax Development Payment

Union Square Apts

Fox Cities Regional Partnership support

\$ 38,000
328
<u>\$ 38,328</u>

**CITY OF APPLETON 2023 BUDGET  
TAX INCREMENTAL DISTRICT #9**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Property Taxes	\$ -	\$ 9,644	\$ 13,000	\$ 13,659	\$ 47,000
Intergovernmental Revenue	110,288	146,398	110,287	110,287	110,287
Interest Income	7,546	(2,339)	5,000	5,000	5,000
Other Reimbursements	-	-	-	-	-
<b>Total Revenues</b>	<b>117,834</b>	<b>153,703</b>	<b>128,287</b>	<b>128,946</b>	<b>162,287</b>
<b>Expenses</b>					
Program Costs	29,525	30,300	33,000	31,064	38,328
Administration	1,396	1,207	1,650	1,650	1,650
<b>Total Expenses</b>	<b>30,921</b>	<b>31,507</b>	<b>34,650</b>	<b>32,714</b>	<b>39,978</b>
Revenues over (under) Expenses	86,913	122,196	93,637	96,232	122,309
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	-	-	-	-	-
Interest Payments	-	-	-	-	-
Operating Transfers In	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Change in Equity	86,913	122,196	93,637	96,232	122,309
Fund Balance - Beginning	262,033	348,946	471,142	471,142	567,374
Residual Equity Transfers In (Out)	-	-	-	-	-
<b>Fund Balance - Ending</b>	<b>\$ 348,946</b>	<b>\$ 471,142</b>	<b>\$ 564,779</b>	<b>\$ 567,374</b>	<b>\$ 689,683</b>

**SCHEDULE OF CASH FLOWS**

Cash - Beginning of Year	\$ 471,142	\$ 567,374
+ Net Change in Equity	96,232	122,309
+ Advance from General Fund	-	-
- General Fund Advance Repayment	-	-
<b>Working Cash - End of Year</b>	<b>\$ 567,374</b>	<b>\$ 689,683</b>



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #10**

**Business Unit 4130**

**PROGRAM MISSION**

This fund provides for redevelopment of the northside of the West College Avenue corridor from Lilas Drive to Linwood Avenue and for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

The district was created September 19, 2013 and allows a 22 year expenditure period to make investments. Costs can be recouped over the 27 year maximum life (September 18, 2040).

The largest building in TIF District #10 is the Marketplace Commercial Center. Built in 1964 and added to in 1988, it has experienced significant vacancies for several years. The largest vacant parcel in this District is the 12 acre former K-Mart site. The K-Mart store was demolished in 2008, leaving a blighted, vacant parcel. CVS Pharmacy vacated their 17,000 square foot building in 2009 and it remains unoccupied. These sites and buildings are poised for commercial redevelopment/rehabilitation, being located along the gateway to Appleton with easy access to U.S. Highway 41 and Appleton's downtown.

No new funding is requested for this TIF in 2023.

**Major changes in Revenue, Expenditures, or Programs:**

The District realized a drop in value in 2019 following a significant reduction in value of Marketplace Plaza during Open Book for assessment. As of January 1, 2022, the equalized value has risen above the base value and will receive a tax increment in 2023.

In 2018, the City approved a development agreement with Appleton Storage I, LLC for the construction of a commercial storage development on the former K-Mart site. Staff worked with Appleton Storage I, LLC throughout 2019 and 2020 on the site plan approvals and site preparation began in 2021. Construction is underway on the first storage building and is expected to be completed later in 2022. Future phases are anticipated with additional storage buildings. The project is expected to add approximately \$2.2 million in assessed value to the TIF once completed.

**DEPARTMENT BUDGET SUMMARY**

Programs		Actual		Budget			% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
<b>Program Revenues</b>		\$ 7,915	\$ 4,544	\$ 6,163	\$ 6,163	\$ 6,163	0.00%
<b>Program Expenses</b>		\$ 1,396	\$ 1,207	\$ 1,650	\$ 1,650	\$ 1,852	12.24%
<b>Expenses Comprised Of:</b>							
	Personnel	-	-	-	-	-	N/A
	Purchased Services	1,396	1,207	1,650	1,650	1,852	12.24%
	Miscellaneous Expense	-	-	-	-	-	N/A
	Capital Expenditures	-	-	-	-	-	N/A
	Transfers Out	-	-	-	-	-	N/A

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #10**

**Business Unit 4130**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Revenues					
411000 Property Tax	\$ -	\$ -	\$ -	\$ -	\$ 30,027
422700 State Aid - Computers	5,163	5,162	5,163	5,163	5,163
471000 Interest on Investments	2,752	(618)	1,000	1,000	1,000
Total Revenue	<u>\$ 7,915</u>	<u>\$ 4,544</u>	<u>\$ 6,163</u>	<u>\$ 6,163</u>	<u>\$ 36,190</u>
Expenses					
640100 Accounting/Audit Fees	\$ 1,246	\$ 1,057	\$ 1,500	\$ 1,500	\$ 1,500
640202 Recording/Filing Fees	150	150	150	150	150
659900 Other Contracts/Obligation	-	-	-	-	202
Total Expense	<u>\$ 1,396</u>	<u>\$ 1,207</u>	<u>\$ 1,650</u>	<u>\$ 1,650</u>	<u>\$ 1,852</u>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

None

**CITY OF APPLETON 2023 BUDGET**  
**TAX INCREMENTAL DISTRICT #10**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 30,027
Intergovernmental Revenue	5,163	5,162	5,163	5,163	5,163
Interest on Investments	2,752	(618)	1,000	1,000	1,000
Total Revenues	<u>7,915</u>	<u>4,544</u>	<u>6,163</u>	<u>6,163</u>	<u>36,190</u>
<b>Expenses</b>					
Program Costs	-	-	-	-	202
Administration	1,396	1,207	1,650	1,650	1,650
Total Expenses	<u>1,396</u>	<u>1,207</u>	<u>1,650</u>	<u>1,650</u>	<u>1,852</u>
Revenues over (under) Expenses	6,519	3,337	4,513	4,513	34,338
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	-	-	-	-	-
Interest Payments	-	-	-	-	-
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Equity	6,519	3,337	4,513	4,513	34,338
Fund Balance - Beginning	98,825	105,344	108,681	108,681	113,194
Residual Equity Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Ending	<u>\$ 105,344</u>	<u>\$ 108,681</u>	<u>\$ 113,194</u>	<u>\$ 113,194</u>	<u>\$ 147,532</u>

**SCHEDULE OF CASH FLOWS**

Cash - Beginning of Year	\$ 108,681	\$ 113,194
+ Net Change in Equity	4,513	34,338
+ Advance from General Fund	-	-
- General Fund Advance Repayment	<u>-</u>	<u>-</u>
Working Cash - End of Year	<u>\$ 113,194</u>	<u>\$ 147,532</u>



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #11**

**Business Unit 4140**

**PROGRAM MISSION**

This fund provides for redevelopment of East College Avenue from Durkee Street to just west of Superior Street, south to Water Street and to areas north of Packard Street and for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

This area of East College Avenue is characterized by a large blighted and vacant commercial site, a mixture of small businesses, office space, and housing which have the potential to create, and in some cases already have created, a blighting influence on the surrounding area. Assisting with the rehabilitation and conservation of existing properties and businesses, as well as redevelopment of vacant, blighted, and underutilized properties as needed to support the urban renewal of this area, is a priority for the City as outlined in the Comprehensive Plan 2010-2030 (Chapter 14 Downtown Plan). The City created TIF District #11 in 2017 to provide targeted investments in this commercial corridor in conjunction with the private market, while recapturing the cost of participation through the increased property tax revenues. The TIF District provides for a 22 year expenditure period (August 9, 2039) to make investments to support the goals of the District. The maximum life of the District is 27 years (August 9, 2044). Projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Concrete Street Reconstruction Program	2,662,046	Projects, pg. 602
Sidewalk Reconstruction Program	336,730	Projects, pg. 610
	<u>\$ 2,998,776</u>	

Summary of Advances	General Fund
2017	\$ 1,025
2018	348,551
2019	437,729
2020	449,365
2021	(219,468)
2022	(300,000)
2023	(100,000)
12/31/23 Balance	<u>\$ 617,202</u>

**Major changes in Revenue, Expenditures, or Programs:**

The Business Enhancement Grants have continued to experience high demand since the inception of the program in 2018. As of July 1, 2022, \$20,500 of the \$42,000 available in TIF District #11 has been committed, and it has leveraged approximately \$32,000 in private investment. 2023 funding is requested to continue to provide for six (6) Business Enhancement Grants to continue leveraging private investment in this corridor. TIF #11 was amended in 2020 to add under-valued and underutilized parcels from TIF #3 in order to encourage development, increase the tax base, and meet the goals and objectives as detailed in the Comprehensive Plan.

Street (concrete) and sidewalk reconstruction in 2023 includes work on Durkee, Lawrence, Morrison, and Oneida Streets.

**DEPARTMENT BUDGET SUMMARY**

Programs		Actual		Budget			% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
<b>Program Revenues</b>		\$ 1,204	\$ 291,866	\$ 994,375	\$ 994,375	\$ 2,998,776	201.57%
<b>Program Expenses</b>		\$ 156,238	\$ 106,917	\$ 1,312,535	\$ 1,329,992	\$ 3,650,145	178.10%
<b>Expenses Comprised Of:</b>							
Personnel		4,843	7,093	-	-	111,666	N/A
Supplies & Materials		281	-	-	-	142,005	N/A
Purchased Services		81,609	44,851	223,650	241,107	1,055,267	371.84%
Miscellaneous Expense		49,365	54,973	43,360	43,360	35,360	-18.45%
Capital Expenditures		20,140	-	994,375	994,375	1,993,885	100.52%
Transfers Out		-	-	51,150	51,150	311,962	509.90%



**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #11**

**Business Unit 4140**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
<b>Revenues</b>					
411000 Property Tax	\$ 34,029	\$ 379,011	\$ 620,000	\$ 620,000	\$ 935,000
471000 Interest on Investments	204	(807)	-	-	-
500400 Sale of City Property	-	281,673	-	-	-
501000 Miscellaneous Revenue	1,000	11,000	-	-	-
591000 Proceeds of Debt	-	-	994,375	994,375	2,998,776
<b>Total Revenue</b>	<b>\$ 35,233</b>	<b>\$ 670,877</b>	<b>\$ 1,614,375</b>	<b>\$ 1,614,375</b>	<b>\$ 3,933,776</b>
<b>Expenses</b>					
610200 Labor Pool Allocations	\$ 3,265	\$ 5,680	\$ -	\$ -	\$ 85,939
610800 Part-Time Wages	242	-	-	-	-
615000 Fringes	1,337	1,413	-	-	25,727
630804 Plant Material	-	-	-	-	2,700
632503 Other Materials	36	-	-	-	139,305
632800 Signs	245	-	-	-	-
640100 Accounting/Audit Fees	1,246	1,057	1,500	1,500	1,500
640201 Attorney Fees	24,660	3,545	10,000	10,000	-
640202 Recording/Filing Fees	1,150	150	150	150	150
640400 Consulting Services	3,546	2,320	-	10,457	3,500
640600 Architect Fees	-	-	-	-	745,720
642501 CEA Operations/Maint.	33	513	-	-	1,000
642502 CEA Depreciation/Replace.	23	362	-	-	1,000
659900 Other Contracts/Obligation	50,950	36,904	212,000	219,000	304,397
672000 Interest Payments	49,365	54,973	43,360	43,360	33,360
680900 Infrastructure Construction	20,140	-	994,375	994,375	1,993,885
791300 Transfer Out - Debt Service	-	-	51,150	51,150	311,962
<b>Total Expense</b>	<b>\$ 156,238</b>	<b>\$ 106,917</b>	<b>\$ 1,312,535</b>	<b>\$ 1,329,992</b>	<b>\$ 3,650,145</b>

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

**Other Contracts/Obligations**

Property improvement grants	\$ 42,000
TIF contribution payments	
Avant	95,000
Gabriel Lofts	90,000
Park Central	4,000
320 East College Ave	67,000
Fox Cities Regional Partnership support	6,397
<b>Total</b>	<b>\$ 304,397</b>

**Infrastructure Construction**

Streets	\$ 1,669,885
Sidewalks	324,000
<b>Total</b>	<b>\$ 1,993,885</b>

**CITY OF APPLETON 2023 BUDGET**  
**TAX INCREMENTAL DISTRICT #11**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Property Taxes	\$ 34,029	\$ 379,011	\$ 620,000	\$ 607,544	\$ 935,000
Intergovernmental Revenue	-	-	-	-	-
Interest on Investments (Loss)	204	(807)	-	-	-
Miscellaneous Revenue	1,000	292,673	-	-	-
Total Revenues	<u>35,233</u>	<u>670,877</u>	<u>620,000</u>	<u>607,544</u>	<u>935,000</u>
<b>Expenses</b>					
Program Costs	104,477	50,737	1,216,375	1,232,249	3,303,173
Administration	2,396	1,207	1,650	1,650	1,650
Total Expenses	<u>106,873</u>	<u>51,944</u>	<u>1,218,025</u>	<u>1,233,899</u>	<u>3,304,823</u>
Revenues over (under)					
Expenses	(71,640)	618,933	(598,025)	(626,355)	(2,369,823)
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	-	-	994,375	994,375	2,998,776
Interest Payments	(49,365)	(54,973)	(43,360)	(43,360)	(33,360)
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	-	-	(51,150)	(51,150)	(311,962)
Total Other Financing Sources (Uses)	<u>(49,365)</u>	<u>(54,973)</u>	<u>899,865</u>	<u>899,865</u>	<u>2,653,454</u>
Net Change in Equity	(121,005)	563,960	301,840	273,510	283,631
Fund Balance - Beginning	<u>(1,096,330)</u>	<u>(1,217,335)</u>	<u>(653,375)</u>	<u>(653,375)</u>	<u>(379,865)</u>
Fund Balance - Ending	<u>\$ (1,217,335)</u>	<u>\$ (653,375)</u>	<u>\$ (351,535)</u>	<u>\$ (379,865)</u>	<u>\$ (96,234)</u>

**SCHEDULE OF CASH FLOWS**

Cash - Beginning of Year	\$ 372,735	\$ 338,460
+ Net Change in Equity	273,510	283,631
- Decrease in accounts payable	(7,785)	-
+ Advance from General Fund	-	-
- General Fund Advance Repayment	<u>(300,000)</u>	<u>(100,000)</u>
Working Cash - End of Year	<u>\$ 338,460</u>	<u>\$ 522,091</u>

**CITY OF APPLETON 2023 BUDGET  
TAX INCREMENTAL DISTRICT #11  
LONG TERM DEBT**

Year	2019A G.O. Notes		
	Principal	Interest	Total
2023	\$ 260,000	\$ 47,250	\$ 307,250
2024	270,000	39,300	309,300
2025	280,000	31,050	311,050
2026	285,000	22,575	307,575
2027	295,000	15,350	310,350
2028	305,000	9,350	314,350
2029	315,000	3,150	318,150
	<u>\$ 2,010,000</u>	<u>\$ 168,025</u>	<u>\$ 2,178,025</u>

Year	2022 G.O. Notes		
	Principal	Interest	Total
2023	\$ -	\$ 4,712	\$ 4,712
2024	90,000	43,700	133,700
2025	95,000	39,075	134,075
2026	105,000	34,075	139,075
2027	105,000	28,825	133,825
2028	110,000	23,450	133,450
2029	110,000	17,950	127,950
2030	120,000	12,800	132,800
2031	130,000	7,800	137,800
2032	130,000	2,600	132,600
	<u>\$ 995,000</u>	<u>\$ 214,987</u>	<u>\$ 1,209,987</u>

Year	Total G.O. Notes		
	Principal	Interest	Total
2023	\$ 260,000	\$ 51,962	\$ 311,962
2024	360,000	83,000	443,000
2025	375,000	70,125	445,125
2026	390,000	56,650	446,650
2027	400,000	44,175	444,175
2028	415,000	32,800	447,800
2029	425,000	21,100	446,100
2030	120,000	12,800	132,800
2031	130,000	7,800	137,800
2032	130,000	2,600	132,600
	<u>\$ 3,005,000</u>	<u>\$ 383,012</u>	<u>\$ 3,388,012</u>

An anticipated \$2,998,776 general obligation debt issue is planned for 2023

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #12**

**Business Unit 4150**

**PROGRAM MISSION**

This fund provides for rehabilitation and redevelopment of the West College Avenue corridor from Badger/Story Street to Walnut Street and for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

**PROGRAM NARRATIVE**

**Link to City Goals:**

Implements Key Strategy # 2: "Encourage active community participation and involvement."

**Objectives:**

The area of West College Avenue, from Badger/Story Streets to Walnut Street, is experiencing notable vacancies and deteriorated conditions. Assisting with the rehabilitation and conservation of existing properties and businesses, as well as redevelopment of vacant, blighted, and underutilized properties as needed to support the urban renewal of this area, is a priority for the City as outlined in the Comprehensive Plan 2010-2030 (Chapter 14 Downtown Plan). The City created TIF District #12 in 2017 to provide targeted investments in this commercial corridor in conjunction with the private market, while recapturing the cost of participation through the increased property tax revenues. The TIF District provides for a 22 year expenditure period (August 9, 2039) to make investments to support the goals of the District, including eliminating blight and encouraging the rehabilitation of properties, enhancing the viability of the businesses, retention of businesses and attraction of new businesses, stabilizing and increasing property values and improving the overall appearance of public and private spaces. The maximum life of the District is 27 years (August 9, 2044).

Summary of Advances	General Fund
2017	\$ 1,025
2018	7,739
2019	47,100
2020	43,793
2021	(5,267)
2022	(94,390)
12/31/23 Balance	<u>\$ -</u>

**Major changes in Revenue, Expenditures, or Programs:**

As noted above, TIF District #12 has paid back the general fund advance in full in 2022.

The Business Enhancement Grants have continued to experience significant interest since the inception of the program in 2018. As of July 1, 2022, \$14,000 of the \$42,000 available in TIF District #12 has been reserved for three projects that have been accepted into the program and are pending final quotes to complete the grant agreement contracts. While demand continues for the program, 2023 funding is requested for a smaller amount (\$21,000 vs. \$42,000) to continue to provide for three (3) Business Enhancement Grants with the assumption that the remaining 2022 TIF #12 funds would be requested as carryover if contracts are not secured by year-end. This program continues to leverage significant private investment in this corridor.

TIF #12 was amended in 2021 to transfer undervalued and underutilized parcels from TIF #3 into TIF #12 in order to encourage development, increase the tax base, and meet the goals and objectives as detailed in the Comprehensive Plan. This territory amendment was completed in February 2022.

**DEPARTMENT BUDGET SUMMARY**

Programs		Actual			Budget		% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
	<b>Program Revenues</b>	\$ 38	\$ (343)	\$ 500	\$ 500	\$ 500	0.00%
	<b>Program Expenses</b>	\$ 44,235	\$ 37,566	\$ 54,268	\$ 91,578	\$ 34,058	-37.24%
<b>Expenses Comprised Of:</b>							
	Personnel	-	-	-	-	-	N/A
	Purchased Services	40,442	32,833	51,650	88,960	34,058	-34.06%
	Miscellaneous Expense	3,793	4,733	2,618	2,618	-	-100.00%
	Capital Expenditures	-	-	-	-	-	N/A

**CITY OF APPLETON 2023 BUDGET  
CAPITAL PROJECTS FUNDS**

**Tax Incremental District #12**

**Business Unit 4150**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Revenues					
411000 Property Tax	\$ 24,824	\$ 76,827	\$ 135,000	\$ 135,000	\$ 309,000
471000 Interest on Investments	38	(343)	500	500	500
591000 Proceeds of Debt	-	-	-	-	-
Expenses					
610100 Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
640202 Recording/Filing Fees	150	150	150	150	150
659900 Other Contracts/Obligation	39,046	30,626	50,000	87,310	32,408
672000 Interest Payments	3,793	4,733	2,618	2,618	-
680901 Streets	-	-	-	-	-

**DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000**

Other Contracts/Obligations

Property Improvement Grants	\$ 21,000
TIF contribution-McFleshman's Commons	9,300
Fox Cities Regional Partnership support	2,108
	<u>\$ 32,408</u>

**CITY OF APPLETON 2023 BUDGET**  
**TAX INCREMENTAL DISTRICT # 12**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

<b>Revenues</b>	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Property Taxes	\$ 24,824	\$ 76,827	\$ 135,000	\$ 133,832	\$ 309,000
Intergovernmental Revenue	-	-	-	-	-
Interest on Investments	38	(343)	500	500	500
<b>Total Revenues</b>	<u>24,862</u>	<u>76,484</u>	<u>135,500</u>	<u>134,332</u>	<u>309,500</u>
<b>Expenses</b>					
Program Costs	39,046	30,626	50,000	30,000	32,408
Administration	1,396	2,207	1,650	1,650	1,650
<b>Total Expenses</b>	<u>40,442</u>	<u>32,833</u>	<u>51,650</u>	<u>31,650</u>	<u>34,058</u>
Revenues over (under) Expenses	(15,580)	43,651	83,850	102,682	275,442
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	-	-	-	-	-
Interest Payments	(3,793)	(4,733)	(2,618)	(4,733)	-
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>(3,793)</u>	<u>(4,733)</u>	<u>(2,618)</u>	<u>(4,733)</u>	<u>-</u>
Net Change in Equity	(19,373)	38,918	81,232	97,949	275,442
Fund Balance - Beginning	(53,391)	(72,764)	(33,846)	(33,846)	64,103
Residual Equity Transfers In (Out)	-	-	-	-	-
<b>Fund Balance - Ending</b>	<u>\$ (72,764)</u>	<u>\$ (33,846)</u>	<u>\$ 47,386</u>	<u>\$ 64,103</u>	<u>\$ 339,545</u>

**SCHEDULE OF CASH FLOWS**

Cash - Beginning of Year	\$ 60,544	\$ 64,103
+ Net Change in Equity	97,949	275,442
+ Advance from General Fund	-	-
- General Fund Advance Repayment	(94,390)	-
<b>Working Cash - End of Year</b>	<u>\$ 64,103</u>	<u>\$ 339,545</u>