



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, May 20, 2024

4:30 PM

Council Chambers, 6th Floor

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

[24-0656](#) Minutes from May 6, 2024

Attachments: [05-06-24 MSC Minutes.pdf](#)

5. Public Hearing/Appealances

6. Action Items

[24-0661](#) Approve the request from The Trout Museum of Art for a permanent street occupancy permit for an overhang to extend into the College Avenue right of way 4 feet, with a minimum 11 foot clearance.

Attachments: [Trout Permanent Occupancy.pdf](#)

[24-0657](#) Approve the recommendation from the Appleton Public Arts Committee regarding the request from Neo Medina and the Trout Museum of Art to paint a mural to be located inside of the Red Ramp located at 134 S. Superior Street (Tax ID #31-2-0090-00) as described in the attached documents and subject to the conditions in the attached staff memo.

Attachments: [MuniServicesMemo_RedRampMural_PublicArtsCommitteeRecommendation.pc](#)

[24-0658](#) Approve the request from the Commodore Club for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 231 E. College Avenue.

Attachments: [Commodore Club Tables and Chairs Permit.pdf](#)

[24-0659](#) Approve the request to award Unit P-24 Pavement Marking Maintenance Contract (Epoxy) to Century Traffic, Inc. in an amount not to exceed \$178,195.90.

Attachments: [P-24 Pavement Marking Contract Award.pdf](#)

[24-0660](#) Approve the proposed parking change on Second Street (2500W). Follow-up to a six-month evaluation period

Attachments: [2nd Street by Lynndale Dr Post 6-Mo Eval \(new NP\).pdf](#)

7. Information Items

[24-0662](#) Bird Rides

8. Adjournment

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

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



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Meeting Minutes - Final Municipal Services Committee

Monday, May 6, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

4. Approval of minutes from previous meeting

[24-0573](#)

Minutes from April 22, 2024

Attachments: [04-22-2024 MSC Minutes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

5. **Public Hearing/Appearances**

6. **Action Items**

[24-0574](#)

Approve the request to extend street occupancy permit 24-027-T from The Boldt Company for a street occupancy permit for the Fox Commons City Center Plaza project along College Avenue from City Center East to the entrance of City Center West for a period ending on July 1, 2024.

Attachments: [24-027-T Extension.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0575](#)

Approve the revisions to the Downtown Appleton Parking and Meter Bag Policy.

Attachments: [Downtown Appleton Parking and Meter Bag Policy - Revised 04-2024.pdf](#)
[Downtown Appleton Parking and Meter Bag Policy - Final Revised 04-2024.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0576](#)

Approve ordinance change for Clearwater Creek 4th Addition (Sweetwater Way).

Attachments: [Clearwater Creek 4th Addition Ordinance Changes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0577](#)

Approve proposed loading zone stalls by the YMCA (200E Lawrence St). Follow-Up to Six-Month Evaluation Period.

Attachments: [Lawrence St 200E Loading Zone stalls by the YMCA \(follow-up to 6-mo eval\).pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0578](#)

Approve ordinance changes related to the H-23 Lightning Dr. Grade and Gravel Project.

Attachments: [Lightning Dr H-23 Ordinance Changes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0579](#)

Approve ordinance changes related to the A-24 Linwood Av. Reconstruction Project.

Attachments: [Linwood Av A-24 Ordinance Changes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0580](#)

Approve ordinance changes related to the A-24 Owaissa-Wisconsin RRFB Project.

Attachments: [Owaissa-Wisconsin RRFB A-24 Ordinance Changes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0581](#)

Approve ordinance changes related to the A-24 Quest Dr. Paving Project.

Attachments: [Quest Dr A-24 Ordinance Changes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0582](#)

Approve ordinance changes related to the Rise Apartment Project.

Attachments: [Rise Apartments Ordinance Changes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0583](#)

Approve ordinance changes related to the Southpoint Commerce Park G-24 Grade and Gravel Projects (Endeavor Dr/Vantage Dr/Inspire Ct).

Attachments: [Vantage Dr & Endeavor Dr G-24 Ordinance Changes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[23-1251](#)

Resolution #11-R-23 Overnight Parking

Attachments: [#11-R-23 Overnight Parking.pdf](#)
[Overnight Parking Resolution #11-R-23 Staff memo.pdf](#)
[Overnight Parking Resolution Additional Information_Final.pdf](#)
[2024.04.08 Overnight Parking Memo.pdf](#)

Motion to Amend by Ald. Siebers: "That the City of Appleton will initiate a trial program allowing alternate side street parking on all streets within the city limits except on streets where parking is only allowable on one side, areas with more restrictive parking limitations and those where parking is not permitted at any time. Overnight street parking will remain prohibited during the winter months to facilitate snow removal. Snow emergency parking restrictions will remain applicable. DPW & Parking Utility will undertake additional measures to implement the trial, including providing signage, sufficient enforcement staffing within the Parking Utility and altering street sweeping schedules to accommodate overnight parking while still remaining compliant with WDNR requirement for stormwater quality. Be it further resolved that the COA DPW will provide an evaluation of the program to Municipal Services Committee & Common Council for one year after implementation of the trial."

Seconded by Ald. Meltzer. Motion failed 2-3.

Siebers moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion failed 1-4.

Firkus moved, seconded by Fenton, that the Report Action Item be recommended for denial. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Doran, Meltzer and Firkus

Nay: 1 - Siebers

7. Information Items

[24-0584](#)

Bird Rides Update

Attachments: [Bird-Appleton Informational Deck.pdf](#)

Adam Davis, government partnership manager for Bird, spoke to Committee.

8. Adjournment

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : _____
Effective Date: _____
Expiration Date: _____
Non-Refundable Fee: _____
Paid (yes or no): _____

Rev. 10-05-2023

Applicant Information

Name (print): Shawn Thiel Company: The Trout Museum of Art
Address: 111 W College Ave Telephone: 920-733-4089
Appleton, WI 54911 E-mail: sthiel@troutmuseumart.org
Applicant Signature: [Signature] Date: 5/10/2024

Occupancy Information

General Description: Permanent overhang over sidewalk at our new building.

Street Address: 325 E College Ave Appleton, WI 54911 Sidewalk/roadway obstruction requested Y or N

- OR -
Multiple Streets: _____

Date(s) From: _____ To: 35 days or < 35 days or > (Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- Permanent - Obstruction (\$40)
- Temporary - Obstruction (\$40)
- Amenity/Annual (\$40)
- Blanket/Annual (\$250)
- Block Party (\$15)

Sub-Type

- Awning
- Dumpster
- Sign
- Obstruction / Other
- POD / Container
- Sandwich Board
- Table / Chairs

Location

- Sidewalk
- Terrace
- Roadway

Additional Requirements

- Plan/Sketch
- Other : _____
- Certificate of Insurance
- Bond

Traffic Control Requirements

N/A

Type of Street: _____ Proposed Traffic Control: _____ Contact Traffic Division 920-832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure. Additional Requirements:

- Arterial/CBD
- Collector
- Local
- City Manual Page(s)
- State Manual Page(s)
- Other (attach plan)

Approved by: _____ Date: _____

This permit approval is subject to the following conditions:

1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
5. _____
6. _____

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: _____ DATE: _____
(Department of Public Works)

Subject: Application for Permanent Right-of-Way Occupancy Permit

Dear Danielle,

I am writing to apply for a Permanent Right-of-Way Occupancy Permit for the purpose of constructing and maintaining a permanent overhang over the sidewalk at 325 E. College Ave. Appleton, WI 54911. The overhang is intended to enhance the aesthetic appeal and functionality of the building, providing shelter to pedestrians, and designate the entrance to the museum versus the university.

The new building construction is anticipated to last until June 2025. Upon completion, the overhang will be part of the new structure and permanently occupy a portion of the city's right-of-way above the sidewalk.

Attached to this application is a copy of the required Certificate of Insurance that the Trout Museum of Art currently holds, ensuring compliance with the standards required for a Permit to Occupy the Right of Way. During construction, the Boldt company holds insurance for the construction of the building. Once the new condo association is formed, this new entity will hold the insurance for the building. The insurance covers all potential liabilities associated with both the construction and the permanent existence of the overhang.

The fee of \$40.00 for this permit will be paid online and I will ensure that all necessary confirmations of payment are provided.

Thank you for considering this application. I am committed to adhering to all city guidelines and ensuring a smooth and compliant construction process. Please feel free to contact me at sthial@troutmuseumart.org should you need further information or wish to discuss this application in more detail.

Sincerely,
Shawn Thiel

She/Her/Hers
920.733.4089
111 W College Ave. Appleton, WI 54911

Statement of Insurance Coverage

Insurance Coverage:

Insurance Carrier: **Secura Insurance**

Insurance Agent Name and Phone Number: **Brian Reimer 920-858-5211**

Policy Number: **CP3372842**

Policy Period: **9/3/23 - 9/3/24**

Bond Coverage:

* Bond Carrier: _____

* Bond Agent Name and Phone Number: _____

* Bond Number: _____

* Bond Period: _____

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license.

I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above.

Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: **THE TROUT MUSEUM OF ART**

Print Name: **Shawn Thiel**

Signature: **Shawn Thiel**

Date: **5/7/2024**

** Bonds are required for the following types of work only:*

- *Plumbing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-265)*
- *Demolition of Buildings: \$5,000.00 Permit Bond (Code Section 4-188(d)(2))*
- *Sewer lateral sealing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-188(c))*
- *Moving of Buildings: \$5,000.00 Permit Bond (Code Section 4-207(5))*
- *Cement Finisher's License: \$5,000.00 License Bond (Municipal Code Section 9-33)*
- *Excavation or place facilities in the public right-of-way: \$5,000.00 Permit Bond (Code Section 16-110)*



Step 1: Select Payments Step 2: Review and Submit Step 3: Confirmation and Receipt

Step 3: Confirmation and Receipt

Result: Payment Authorized
Confirmation Number: 155980929

Your payment has been authorized successfully and payment will be processed.

The City of Appleton thanks you for your payment. For questions about your account, please call 920-832-6474. Thank you for using our bill payment services.

Please save or print a copy of this receipt for record keeping purposes.

My Bills

Description	Amount
Public Works Fees payment of \$40.00	\$40.00
Subtotal:	\$40.00
Convenience Fee:	\$1.50
Total Payment:	\$41.50

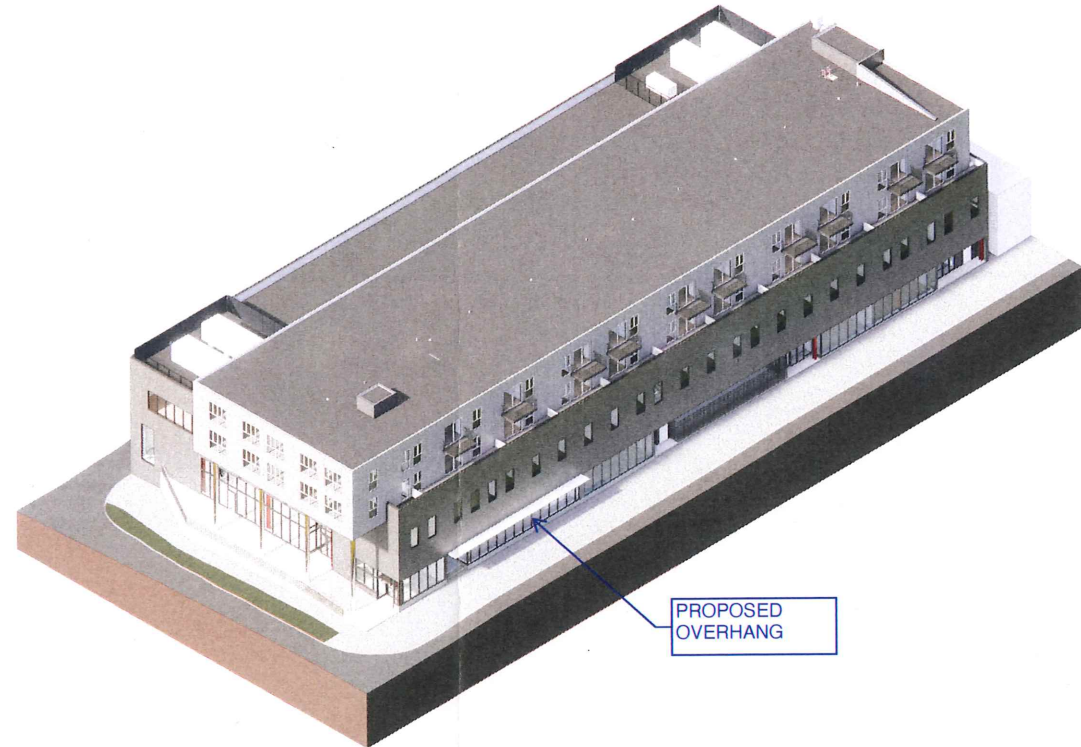
Customer Information

First Name: Shawn
 Last Name: Thiel
 Address Line 1: 111 W. College Ave
 Address Line 2:
 City: Appleton
 State: Wisconsin
 Zip Code: 54911
 Phone Number: 9207334089
 Email Address: sthiel@troutmuseumart.org

Payment Information

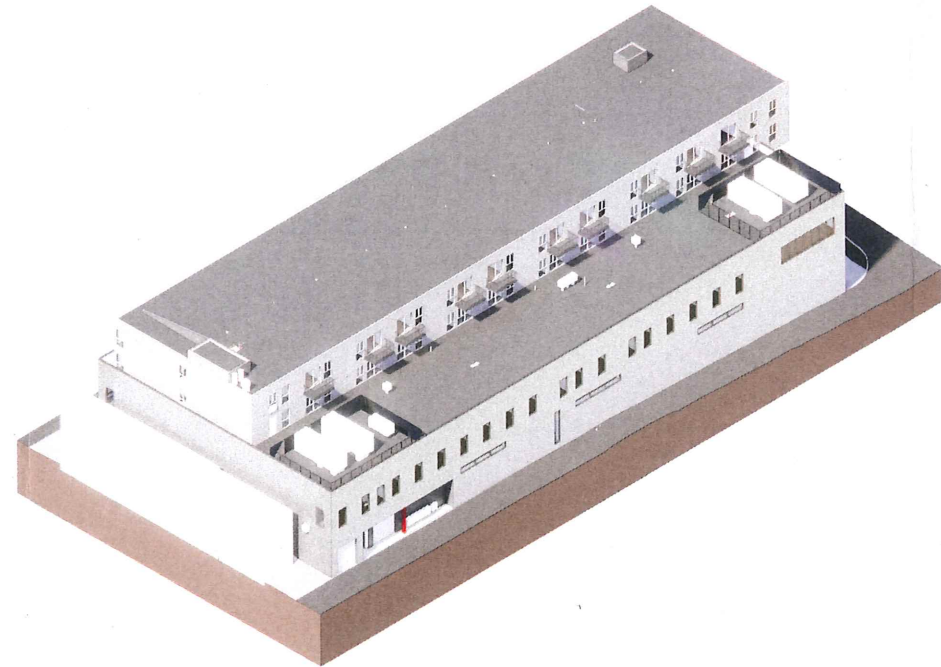
Payment Date: 05/10/2024
 Card Type: Visa
 Card Number: *****3311

Print

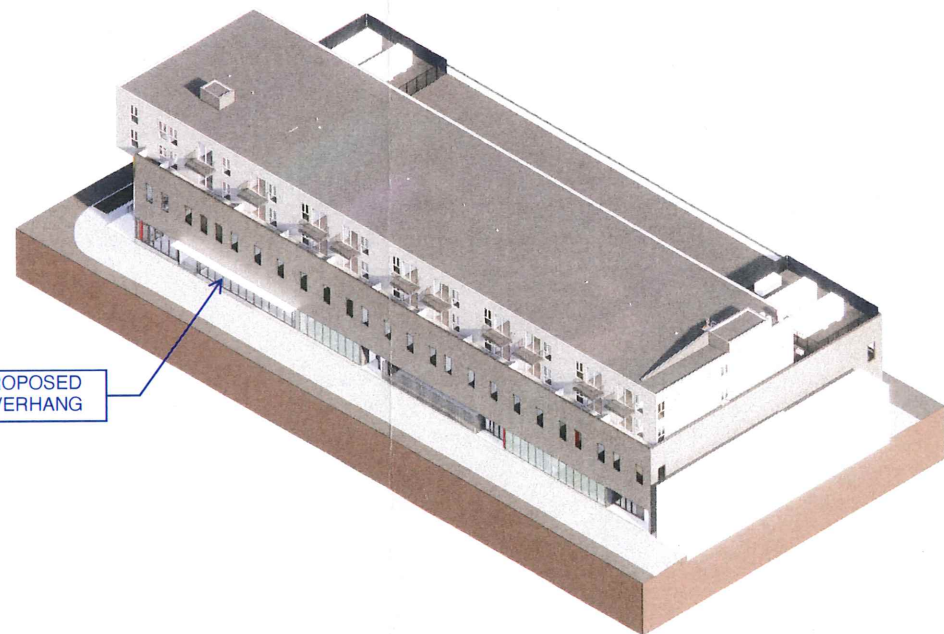


PROPOSED OVERHANG

VIEW OF BUILDING FROM NORTHEAST

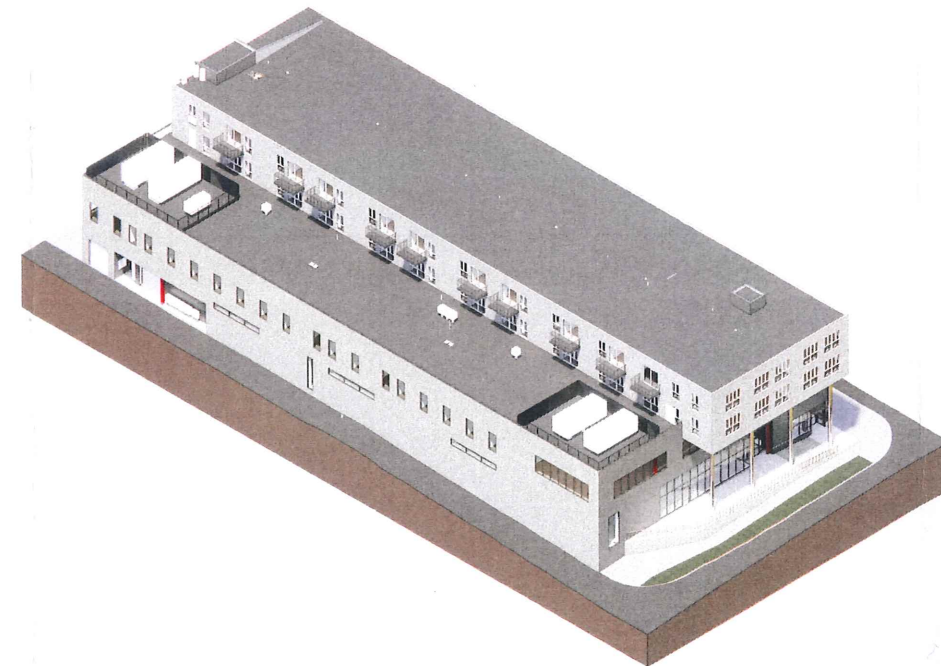


VIEW OF BUILDING FROM SOUTHWEST



PROPOSED OVERHANG

VIEW OF BUILDING FROM NORTHWEST

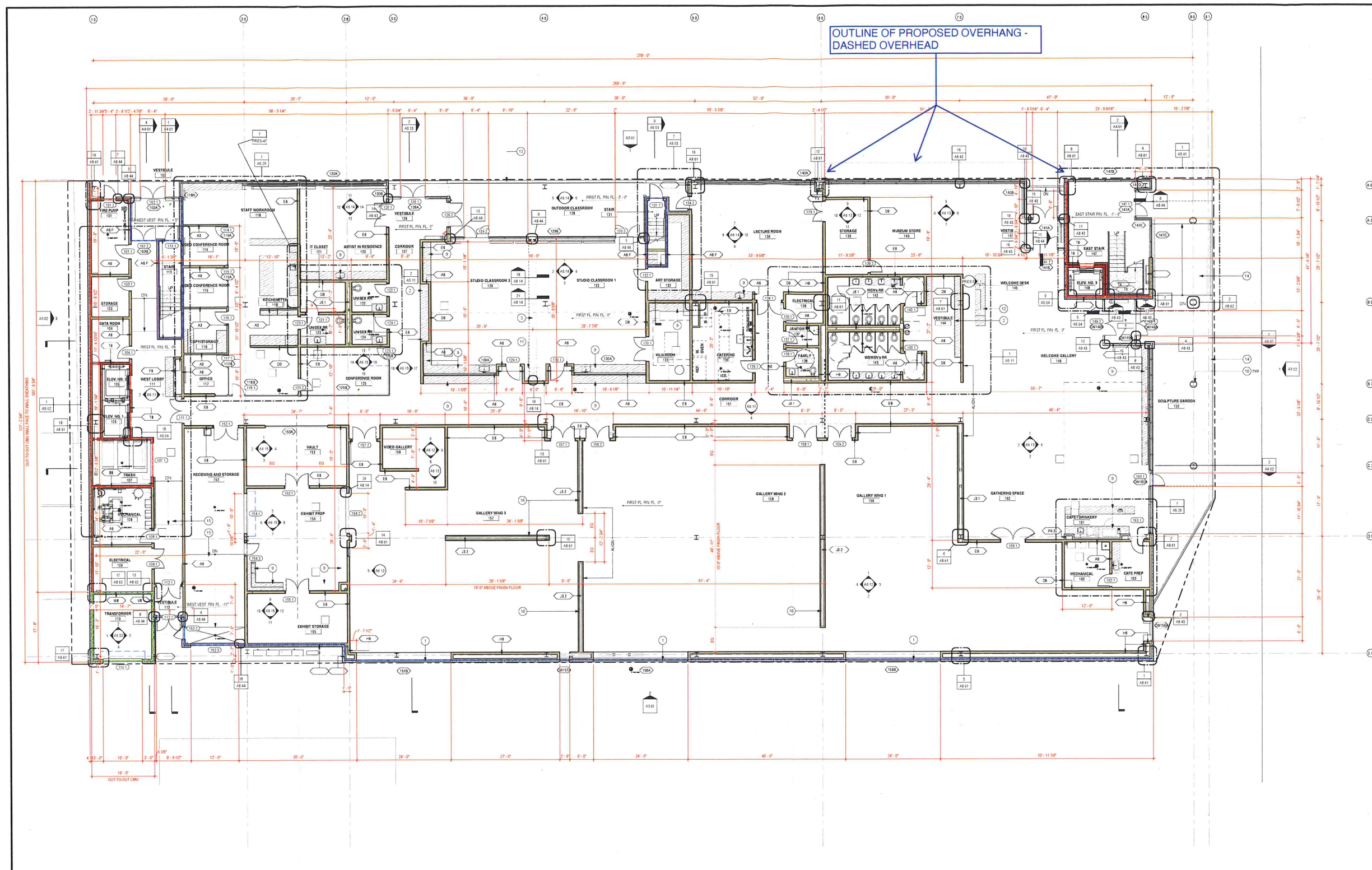


VIEW OF BUILDING FROM SOUTHEAST

No.	Description	Date

CAMPUS WEST LAWRENCE UNIVERSITY
7 TROUT MUSEUM OF ART
395 EAST COLLEGE AVENUE
APPLETON, WISCONSIN 54911
AXONOMETRIC VIEWS

Project Number	105548
Drawn By	Author
Checked By	Checker



OUTLINE OF PROPOSED OVERHANG - DASHED OVERHEAD

1 OVERALL FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

GENERAL NOTES

- ALL PARTITION TYPES ARE "A" UNLESS OTHERWISE NOTED. ALL ROOMS LABELED AS CORRIDOR ARE TO HAVE WALL TYPE "AS" UNLESS OTHERWISE NOTED. REFER TO WALL TYPES SHEET FOR INTERIOR PARTITIONS.
- REFER TO WALL ASSEMBLY SHEETS FOR EXTERIOR WALL TYPES, FLOOR TYPES, AND ROOF TYPES.
- REFER TO "L" SERIES FOR WALL RATING DESIGNATION. ALL FIRE AND SMOKE PARTITIONS SHALL BE TIGHTLY SEALED TO THE UNDERSIDE OF DECK ABOVE.
- REFER TO FINISH PLANS FOR ROOM FINISH SCHEDULES, NOTES, AND FINISH LEGENDS.
- REFER TO ENLARGED PLANS FOR FURTHER DIMENSIONAL INFORMATION.
- ALL WINDOWS TO RECEIVE HORIZONTAL WINDOW BLINDS.
- PROVIDE 12" CLEAR SPACE ON THE PUSH SIDE (LATCH SIDE) OF ALL ENTRY DOORS AND THE REQUIRED MINIMUM CLEARANCE MUST BE WITHIN 6" OF THE FACE OF THE DOOR.
- PROVIDE 18" CLEAR SPACE ON THE PULL SIDE (LATCH SIDE) OF ALL DOORS AND THE REQUIRED MINIMUM CLEARANCE MUST BE WITHIN 6" OF THE FACE OF THE DOOR.
- ALL DOOR FRAME OPENINGS SHALL BE LOCATED 4" FROM THE FACE OF THE ADJACENT PERPENDICULAR WALL, UNLESS OTHERWISE NOTED.
- DIMENSIONS ARE FROM FACE OF STUD, UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL VERIFY ALL CONDITIONS SHOWN TO AS EXISTING AND NOTIFY ARCHITECT WITH ANY DISCREPANCIES.
- PROVIDE BACKING AS REQUIRED FOR ALL WALL MOUNTED EQUIPMENT AND CASEWORK, INCLUDING THOSE NOTED AS NOT IN CONTRACT (N/C). VERIFY SIZE AND EXACT LOCATION OF BACKING WITH INDIVIDUAL EQUIPMENT MANUFACTURER.

GENERAL FF&E NOTES

- PENETRATIONS IN FIRE-RATED PARTITIONS FOR CONDUIT, PIPING, CABLE TRAYS, DUCTWORK, ETC. FORMING OPENINGS SHALL BE FIRE-SAFED WITH APPROPRIATE "UL" LISTED ASSEMBLY.
- ALL CASEWORK ROUGH-IN DIMENSIONS SHALL BE FIELD VERIFIED PRIOR TO LAUNCH FABRICATION.
- DIMENSIONS FOR ROOMS WITH TILT WALL FINISHES ARE TO FACE OF **STUD WALL FINISH**; OTHERWISE, TYPICAL, UNLESS OTHERWISE NOTED.
- ALIGN CENTERLINE OF PARTITIONS WITH CENTER OF WINDOW MULLIONS, UNLESS OTHERWISE NOTED.
- ALL WALLS TO BE LEVEL 4 FINISH, UNLESS OTHERWISE NOTED.
- ALL INDIVIDUAL "TOILET ROOMS" TO INCLUDE MIRROR, TOILET PAPER HOLDER, TOILET SEAT COVER, PAPER TOWEL DISPENSER, SOAP DISPENSER, AND DRAINAGE.
- PROVIDE 3/4" THICK FIRE-RATED SCHEDULE 40 WOOD TO FACE OF SCHEDULED PARTITION AT TELECOM/ELECTRICAL ROOMS. PAINT BACKGROUND COLOR OF ADJACENT WITHOUT COVERING THE FIRE-RATED STAMP.

FLOOR PLAN LEGEND

- BUILT-IN CASEWORK. SEE ENLARGED PLANS & EXTERIOR ELEVATIONS.
- 1-HOUR FIRE BARRIER.
- 2-HOUR FIRE BARRIER.
- 3-HOUR FIRE BARRIER.

KEYED NOTES - CONSTRUCTION:

- CELESTORY WINDOW ABOVE. REFER TO STOREFRONT SCHEDULE.
- BUILT-IN LOCKERS.
- BULKHEAD ABOVE.
- ROOF ACCESS LADDER.
- HVAC EQUIPMENT. REFER TO MECHANICAL PLANS.
- HVAC UNIT. REFER TO MECHANICAL PLANS. PROVIDE INSULATED CURB PER ROOFTOP UNIT REQUIREMENTS. PROVIDE ROOF CRACKETS AS REQUIRED TO MAINTAIN POSITIVE DRAINAGE OF ROOFING SYSTEM.
- MECHANICAL EQUIPMENT SCREENING.
- MAN AND OVERFLOW ROOF DRAINS.
- BUILT-IN CASEWORK.
- STRUCTURAL COLUMN CLAD IN PREFABRICATED COLUMN COVER.
- OPERABLE PARTITION.
- MOVABLE WELCOME DESK.
- 8'-0" TALL METAL TUBE SITE FENCING.
- METAL PAVING.
- CONCRETE SITE PAMP 1:12 MAX. SLOPE. REFER TO STRUCTURAL & CIVIL DRAWINGS.
- EXTERIOR, PRE-FABRICATED DECK.
- GALLERY WALLS AT 15'-0" ABOVE FINISH FLOOR.
- CONCRETE ROOF FINISHERS (2'-0" x 2'-0").

SAFETY: A WAY OF LIFE

BUILDING SUBMITTAL 05/17/2024

DRAWINGS AND SPECIFICATIONS PREPARED BY THE BOLDT COMPANY SHALL NOT BE COPIED, DISTRIBUTED OR USED EXCEPT AS AUTHORIZED BY CONTRACT WITHOUT EXPRESSED WRITTEN CONSENT OF THE BOLDT COMPANY.

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Los Angeles, CA 90025

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CAMPUS WEST LAWRENCE UNIVERSITY
7 TROUT MUSEUM OF ART
325 EAST COLLEGE AVENUE
APPLETON, WISCONSIN 54911
OVERALL FIRST FLOOR PLAN

Project Number 105548
Drawn By Author
Checked By Checker

A2.01



CITY OF APPLETON

MEMORANDUM

Date: May 8, 2024
To: Dani Block, Director of Public Works
From: Jessica Titel, Principal Planner
Subject: Red Ramp Mural Request

The Appleton Public Arts Committee met on May 8, 2024 and recommended approval of the request from Neo Medina and the Trout Museum of Art to paint a mural to be located inside of the Red Ramp located at 134 S. Superior Street (Tax Id #31-2-0090-00) **as described in the attached documents and subject to the following conditions:**

1. An agreement between the applicant and the City will be prepared by the City's Legal Services Department and shall be executed prior to installation. This agreement will memorialize the expectations of the parties including the location of the art, installation and insurance requirements, maintenance, liability, indemnification, and the like.
2. Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size. Any proposed signs and their placement shall be approved by the Department of Public Works.
3. The applicant shall provide the Department of Public Works with a final placement of the mural prior to beginning the installation.
4. The applicant shall coordinate with the Department of Public Works regarding blocking applicable parking spaces and creating a designated area for the work to occur.
5. Applicant shall apply an anti-graffiti coating upon completion of the mural.
6. The mural will be completed during the day July 8 – 13, 2024 by Trout Museum of Art students. The artist will be on site evenings July 10 – 13, 2024.

Per the Art in Public Places Policy, the recommendation from the Appleton Public Arts Committee is forwarded to the committee of jurisdiction, in this case, the Municipal Services Committee. Please place this item on the agenda for the May 20, 2024 Municipal Services Committee meeting. Their recommendation would then be forwarded to the Common Council for consideration on June 5, 2024.

The staff memo prepared for the Public Arts Committee is attached as reference.



CITY OF APPLETON

MEMORANDUM

Date: May 8, 2024
To: Public Arts Committee
From: Jessica Titel, Principal Planner, Community Development Department
Subject: Red Ramp Mural

GENERAL INFORMATION

Owner: City of Appleton

Applicant: Neo Medina c/o Trout Museum of Art

Address/Parcel Number: 134 S. Superior Street (Parcel #31-2-0090-00)

Petitioner's Request: Applicant is requesting to paint a mural on the inside of the Red Ramp. The mural will be located near the west stairwell on the third floor. The mural will be painted by students taking a mural class through the Trout Museum of Art and supervised by their instructor.

Appleton Public Arts Committee Meeting Date: May 8, 2024

Municipal Services Committee Meeting Date: May 20, 2024

Common Council Meeting Date: June 5, 2024

PROJECT DETAILS

Project Summary: Applicant is requesting to paint a mural on the inside of the Red Ramp. The mural will be located near the west stairwell on the third floor. The mural will be painted by students taking a mural class through the Trout Museum of Art and supervised by their instructor, Neo Medina. See attached mural design.

Reason for Choosing the Proposed Location: The mural will be located near the entrance to the skywalk and visible to visitors. The mural will add interest and brighten up the walls of the ramp.

Description of How the Work is Installed/Anchored/Attached: Mural will be painted with top level exterior paint. An anti-graffiti coating can be applied after the mural is complete.

Timeline and Duration of Installation: The mural will be completed during the day July 8 – 13, 2024 by Trout Museum of Art students and the artist. The artist will be on site evenings July 10 – 13, 2024.

Maintenance and Cost: The applicant will apply an anti-graffiti coating to the mural. There is no cost to the City for this project.

Associated Signage: Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size. Any proposed signs and their placement shall be approved by the Department of Public Works.

Appleton Comprehensive Plan 2010-2030: The City of Appleton *Comprehensive Plan 2010-2030* illustrates the importance of the arts community to Appleton and encourages the expansion and promotion of placemaking and arts in the City. The proposed public art project is consistent with the following goals and objectives of the *Comprehensive Plan 2010-2030*.

Chapter 3 – Community Vision #12: Creative place making and public art enhance the public realm and contribute to a vibrant economy.

Chapter 14 – Downtown Plan

- *Strategy 1.4 Install sculpture, murals, and other art in public locations throughout the downtown*
- *Strategy 2.1 Maintain and strengthen the vitality of the arts and entertainment niche*

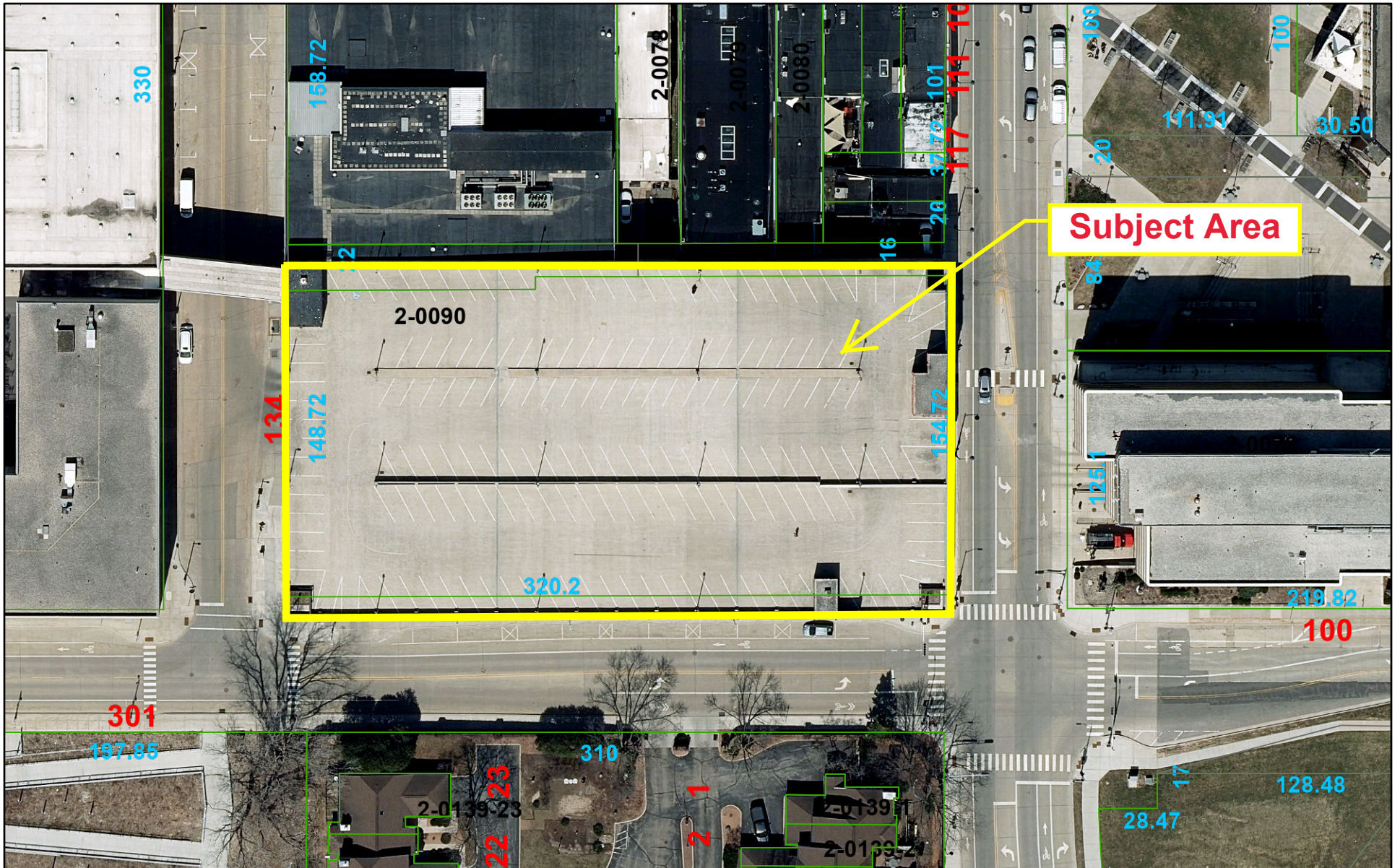
Staff Comments: A certificate of insurance is on file from the Trout Museum, so no additional insurance certificates are needed.

RECOMMENDATION



Based upon the guidelines outlined in the Art in Public Places Policy, staff recommends that the proposed mural, located within the Red Ramp, as described in the attached documents, **BE APPROVED** subject to the following conditions:

1. An agreement between the applicant and the City will be prepared by the City's Legal Services Department and shall be executed prior to installation. This agreement will memorialize the expectations of the parties including the location of the art, installation and insurance requirements, maintenance, liability, indemnification, and the like.
2. Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size. Any proposed signs and their placement shall be approved by the Department of Public Works.
3. The applicant shall provide the Department of Public Works with a final placement of the mural prior to beginning the installation.
4. The applicant shall coordinate with the Department of Public Works regarding blocking applicable parking spaces and creating a designated area for the work to occur.
5. Applicant shall apply an anti-graffiti coating upon completion of the mural.
6. The mural will be completed during the day July 8 – 13, 2024 by Trout Museum of Art students. The artist will be on site evenings July 10 – 13, 2024.

Location Map - Red Ramp Mural

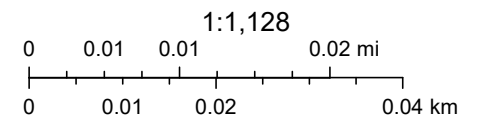


5/2/2024, 8:34:06 AM

City Parcels  Parcels
 Parcels  Closed ROW

Address Text
Taxkey Text

Lot Dim Text



Mural class public art application

This mural will be painted by the trout museum of art mural class that artist Neo Medina teaches.

See attached photo for mural design

Location: will be the wall nearest the West stair well inside the red ramp on the ~~second~~^{third} floor

The mural will be directly painted on the wall with top level exterior paint designed to last. With the mural being inside maintenance should be minimal. An anti graffiti coating can be applied after and that will be worked out between the artist and the Trout museum of art.

Timeline: This mural will be completed during the week of July 8th -13th. Most of the painting will take place during the day with Neo Doing some evening hours on the 10th -13th.





PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : _____
Effective Date: _____
Expiration Date: _____
Non-Refundable Fee: \$40.00
Paid (yes or no): yes/155924976

Rev. 05-2024

Applicant Information

Name (print): PATRICK FRAWLEY Company: FOSTER COCKTAIL COMPANY LLC | COMMODORE CLUB
Address: 231 E COLLEGE AVE Telephone: 920-858-9352
APPLETON WI 54911 E-mail: FOSTERCOCKTAILCO@GMAIL.COM
Applicant Signature: [Signature] Date: 5/15/24

Occupancy Information

General Description/Reason: TABLES AND CHAIRS IN FRONT OF COMMODORE CLUB
Street Address: 231 E COLLEGE AVE Sidewalk/roadway obstruction requested Y or N
Multiple Streets: _____
Date(s) From: _____ To: _____ 35 days or < 35 days or >
(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- Permanent - Obstruction (\$40)
- Temporary - Obstruction (\$40)
- Amenity/Annual (\$40)
- Blanket/Annual (\$250)
- Block Party (\$15)

Sub-Type

- Awning
- Dumpster
- Sign
- Obstruction / Other
- POD / Container

Location

- Sidewalk
- Terrace
- Roadway

Additional Requirements

Plan/Sketch Certificate of Insurance Bond Committee and Council Approval
 Other : _____ Date: _____

Traffic Control Requirements

Type of Street: Arterial/CBD Collector Local
Proposed Traffic Control: City Manual Page(s) _____
 State Manual Page(s) _____
 Other (attach plan)

Contact Traffic Division (920-832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure.
Additional Requirements:

Approved by: _____ Date: _____

This permit approval is subject to the following conditions:

1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
5. **Dumpsters/PODs/Containers shall be located within 12" of face of curb.**
- 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: _____ DATE: _____
(Department of Public Works)



three small bistro
tables with chairs
close to this



Insurance and Bond Coverage:

Insurance Carrier: Society Insurance

Insurance Agent Name and Phone Number: Theresa Verpahl 920-739-0424

Policy Number: BP22007684

Policy Period: 03/16/24 - 03/16/25

* Bond Carrier: _____

* Bond Agent Name and Phone Number: _____

* Bond Number: _____

* Bond Period: _____

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license. I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above. Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: Foster Cocktail Company (Commodore Club)

Print Name: Patrick Frawley

Signature: Pat Frawley

Date: 05/09/24

* Bonds are required for the following types of work only:

- Plumbing in the public right-of-way: \$5,000.00 Performance Bond (Code Section 4-265)
- Sewer lateral sealing in the public right-of-way: \$5,000.00 Performance Bond (Code Section 4-188(c))
- Moving of Buildings: \$2,000.00 Performance Bond (Code Section 4-207(5))
- Cement Finisher's License: \$2,000.00 Performance Bond (Municipal Code Section 9-33)



Step 1: Select Payments

Step 2: Review and Submit

Step 3: Confirmation and Receipt

Step 3: Confirmation and Receipt

Result: Payment Authorized Confirmation Number: 155924976

Your payment has been authorized successfully and payment will be processed.

The City of Appleton thanks you for your payment. For questions about your account, please call 920-832-6474 Thank you for using our bill payment services.

Please save or print a copy of this receipt for record keeping purposes.

My Bills

Description	Amount
Street Occupancy payment of \$40.00 on PermitDescription PM	\$40.00

Customer Information

First Name: Patrick
 Last Name: Frawley
 Address Line 1: 231 E College Ave
 Address Line 2:
 City: Appleton
 State: Wisconsin
 Zip Code: 54911
 Phone Number: 9208589352
 Email Address: fostercocktailco@gmail.com

Subtotal:	\$40.00
Convenience Fee:	\$1.50
Total Payment:	\$41.50

Payment Information

Payment Date: 05/09/2024
 Card Type: MasterCard
 Card Number: *****2280

Print



CITY OF APPLETON

MEMORANDUM

Date: 5/15/24
To: Municipal Services Committee
From: Eric Lom, P.E., City Traffic Engineer
Subject: Recommended award of the Unit P-24 Pavement Marking Maintenance Contract (Epoxy)

Quotes were opened for the *Unit P-24 Pavement Marking Maintenance Contract* on May 14, 2024, as a means of establishing unit prices for this annual maintenance contract, which generally involves the installation and replacement of durable epoxy longitudinal and transverse pavement markings throughout the City.

Quotes were solicited from the only two contractors that provide this service in Wisconsin that we have had positive experiences with. Century Traffic, Inc., of Pewaukee, Wisconsin, submitted the only quote in the total amount of \$168,195.90, which is 5.5% below our engineer's estimate.

Based on this, we recommend award of the contract to Century Traffic, Inc., in an amount not to exceed \$178,195.90 (which includes an additional \$10,000 for unanticipated work). This dollar amount is based on the combination of available budgeted funds for pavement marking maintenance and pavement markings that will be completed for other city projects.



CITY OF APPLETON

MEMORANDUM

Date: 05/07/24
To: Municipal Services Committee
From: Mike Hardy, P.E., Traffic Engineer
Subject: Proposed parking change on Second Street (2500W)
Follow-up to a 6-month evaluation period

In response to concerns raised by Badger Metals, the City's Traffic Section assessed the possibility of a new parking restriction (No Parking 7 a.m. to 5 p.m. except Sat/Sun/Hol) on the north side of Second Street, west of Lynndale Drive. The concern was trucks could not safely maneuver or back in for deliveries with cars parked across the street from their driveway.

We initiated a six-month evaluation of the new restriction in June 2023. This new restriction was approximately 100 feet in length, across the street from Badger Metal's driveway, beginning about 75 feet west of Lynndale Drive.

During the evaluation period, feedback was received that extending the restriction east through the Lynndale Drive intersection would be advantageous. This was in response to a surge of on-street parking from WE Energies employees, which complicated truck turns and visibility at the intersection. In November 2023, this trial was modified to extend the new restriction east by 75 feet to Lynndale Drive, and then about 35 feet north on the west side of Lynndale Drive (see Figure 1).

Our office has received no further feedback and feels the changes have been well received. Based on this, we recommend the changes be made permanent.

To accomplish this, the following ordinance action is required:

1. **Create:** "Parking be prohibited from 7:00 a.m. to 5:00 p.m., except Saturdays, Sundays, and holidays, on the north side of Second Street from Lynndale Drive to a point 175 feet west of Lynndale Drive."
2. **Create:** "Parking be prohibited from 7:00 a.m. to 5:00 p.m., except Saturdays, Sundays, and holidays, on the west side of Lynndale Drive from Second Street to a point 35 feet north of Second Street."

Figure 1

