



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Tuesday, May 9, 2017

4:30 PM

Council Chambers, 6th Floor

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

[17-659](#) Minutes from April 11, 2017

Attachments: [Minutes from April 25, 2017.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[17-660](#) Request from Kris Sarver, 1400 E. Amelia Street, to have his sidewalk snow removal bill of \$75 waived.

Attachments: [1400 E Amelia-fee waived.pdf](#)

[17-661](#) Request from Eric Ehmann, 49-51 Valerie Drive, to have his sidewalk snow removal bill of \$75 waived.

Attachments: [49-51 Valerie-fee waived.pdf](#)

[17-662](#) Request from Garry Kunstman, 703 E. Goodall Street, to have his sidewalk snow removal bill of \$75 waived.

Attachments: [703 E Goodall-fee waived.pdf](#)

[17-663](#) Request from Andrew Graf, 1731 N Briarcliff Drive, for a variance to the Street Terrace Policy to install a 10-foot high hedge along the entire front yard within the street right-of-way.

Attachments: [1731 N Briarcliff-variance.pdf](#)

[17-664](#) Approve Temporary Honorary Street Name Policy.

Attachments: [Temporary Honorary Street Name Policy.pdf](#)

- [17-683](#) Request from Antojitos Mexicanos Restaurant for a Street Occupancy Permit to set up heater lamps within the College Avenue beautification strip at 204 E. College Avenue.

Attachments: [Antjitos Mexicanos Restaurant-heat lamp.pdf](#)

- [17-684](#) Request from Mark Morgan to not have terrace trees planted per the City of Appleton's Tree Planting Policy at 2311 E. Highpond Crossing.

Attachments: [Mark Morgan-2311 E. Highpond Crossing.pdf](#)

- [17-589](#) Approve Intergovernmental Agreement with the Town of Grand Chute for Lanser Road and the Green Grove Plat contingent upon Council approved budget adjustment.

Attachments: [Intergovernmental Agreement Lanser Lane and Green Grove Plat.pdf](#)

Legislative History

4/25/17	Municipal Services Committee	recommended for approval
5/3/17	Common Council	referred to the Municipal Services Committee

- [17-699](#) Award "virtual chalking" parking enforcement system to Tannery Creek Systems, Inc. in the amount of \$68,000.

Attachments: [Award of virtual chalking.pdf](#)

[17-689](#) **Resolution #9-R-17**

May 3, 2017

Submitted by: Alderperson Meltzer - District 2

Referred to: Municipal Services Committee

Whereas the residents in neighborhoods along Lawe Street between College Avenue and Hancock Street are concerned about truck traffic in the area, and

Whereas alternate truck routing has been used in the past when Lawe Street was under construction, Therefore be it resolved that the city explore the feasibility of an alternate truck route.

6. Information Items

[17-665](#)

Update on Railroad Quiet Zone participation by the Town of Grand Chute.

Attachments: [Quiet Zone-Grand Chute.pdf](#)

[17-667](#)

Inspections Division Permit Summary Comparison Report for April, 2017.

Attachments: [Inspections Division Permit Summary Comparison Report April, 2017.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.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible. Please contact Paula Vandehey at 920-832-6474 if you have any questions.



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Tuesday, April 25, 2017

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

3. Approval of minutes from previous meeting

[17-596](#)

Minutes from April 11, 2017

Attachments: [Minutes from April 11, 2017.pdf](#)

Martin moved, seconded by Dannecker, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

4. Public Hearings/Appealances

5. Action Items

[17-588](#)

Request from Appleton Area School District AP Coordinator to reduce or waive the parking fees (\$5) for students taking the AP Exam at the Radisson Paper Valley Hotel.

Attachments: [Appleton Area School District AP Coordinator.pdf](#)

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

Aye: 4 - Croatt, Konetzke, Martin and Dannecker

Abstained: 1 - Coenen

[17-589](#)

Approve Intergovernmental Agreement with the Town of Grand Chute for Lanser Road and the Green Grove Plat contingent upon Council approved budget adjustment.

Attachments: [Intergovernmental Agreement Lanser Lane and Green Grove Plat.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-590

Request from Appleton Downtown Inc. for a street occupancy permit to host a Sidewalk Sale on Saturday, May 13, 2017 from 10:00 a.m. to 2:00 p.m. (in conjunction with Sole Burner 5K) on the beautification strip from 600 W. College Avenue to 300 E. College Avenue.

Attachments: [ADI-Sidewalk Sale-May 13, 2017.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-591

Request from Appleton Downtown Inc. for a street occupancy permit to host a Sidewalk Sale on Saturday, August 5, 2017 from 10:00 a.m. to 6:00 p.m. (during Mile of Music) on the beautification strip from 600 W. College Avenue to 300 E. College Avenue.

Attachments: [ADI-Sidewalk Sale-August 5, 2017.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-592

Request from Appleton Downtown Inc. for street occupancy permits for College Avenue (600 W. College Avenue to 300 E. College Avenue) as follows:

- a. May 19, 2017-Celebrate Culture in the beautification strip area only (1:00 p.m. to 9:00 p.m.)
- b. June 16, 2017-Hidden Textures in the beautification strip area only (1:00 p.m. to 9:00 p.m.)
- c. July 21, 2017-Chalk on the Town in the sidewalk area only (1:00 p.m. to 9:00 p.m.)
- d. August 18, 2017-Paint on the Town in the beautification strip area only (1:00 p.m. to 9:00 p.m.)
- e. September 15, 2017-Park-ing Day in the beautification strip area only (1:00 p.m. to 9:00 p.m.)

Attachments: [ADI Sidewalk Occupancy Permit various events.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

[17-594](#)

Confirm the following:

- Elect Vice-Chairperson-**Aldersperson Konetzke**
- Designate a Contact person-**Director Vandehey**
- Appointment to Board of Building Inspector-**Aldersperson Coenen**
- Appointment to Board of Heating Examiners-**Aldersperson Coenen**
- Appointment to CEA Review Committee-**Aldersperson Croatt**

Konetzke moved, seconded by Dannecker, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

6. Information Items

[17-595](#)

Set Municipal Services meeting date and time-**Monday @4:30**

[17-593](#)

Inspections Division Permit Summary Comparison Report for March, 2017.

Attachments: [Inspections Division Permit Summary Comparison Report for March 2017.pdf](#)

7. Adjournment

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker



1400 E. Amelia St. (address)

7 ✓



1400 E. Amelia St. (before)

8 ✓



1400 E. Amelia St (after)

9 ✓

2017

[illegible]

APPLETON CODE

as to obstruct or unreasonably interfere with the free passage of pedestrians, motor vehicles or other modes of travel. No person shall stand or remain at or near the entrance to any public or private building in such a manner as to annoy persons entering or leaving or passing such entrance. No person shall stand, sit, lie, remain or otherwise occupy any motor vehicle without permission of the owner.

(b) No kiosk, bulletin board or other decorative object shall be placed upon the street right-of-way except upon benches or other seating facilities provided for such purposes by the City.

(c) Sandwich board/temporary signs may be placed in the street right-of-way in conformance with the City of Appleton Sandwich Board/Temporary Sign Policy. (Code 1965, §5.07(1)(d), Ord 164-07, §1, 12-25-07)

Cross reference(s) – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18

Sec. 16-10. Snow and ice removal.

(a) Every person shall, no later than thirty-six (36) hours following cessation of a snowfall, remove all snow and/or ice from the entire width of the sidewalk along the entire perimeter of the premises owned or occupied by him, including any handicap access ramps along the perimeter of the premises; provided that, immediately after the accumulation of ice on such sidewalk, it shall be treated with sand, salt or other substance to prevent it from being slippery. The ice shall continue to be so treated in such a manner as to prevent the ice from being dangerous until it can be removed and shall then be promptly removed. If the owner or occupant of such premises shall fail to remove and keep removed, such snow and ice or to sprinkle a sidewalk as required, the work shall be done under the direction of the Common Council and the expenses thereof made a special tax upon the lot along the entire perimeter of where such work was done.

(b) No person shall remove or cause to be removed any snow or ice from his premises, residence, parking lot, parking area, business property or other area onto any public right-of-way or property. Snow removed from public sidewalks shall not be stored in any manner which will obstruct or limit vehicular or pedestrian vision, movement or access. Snow accumulations on sidewalks, handicap ramps or driveway aprons resulting from street snow plowing operations shall be removed by the owner of the abutting premises in accordance with the provisions of this section. In those instances where insufficient space exists between the sidewalk and street for the storage of all snow removed, it shall be stored on the abutting premises.

(c) The deposit of any snow or ice upon any sidewalk alley or street of the city contrary to the provisions of this

section is a nuisance, and in addition to the penalty provided for violation of this chapter, the City may summarily remove any snow or ice so deposited and cause the cost of the removal to be charged to the owner of the property from which the snow or ice has been removed. (Code 1965, §5.10; Ord 155-10, §1, 10-26-10; Ord 98-13, §1, 11-26-13)

Cross reference(s) – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 16-11. Compliance with City plans and specifications.

All streets and alleys shall be graded, graveled, paved or improved, all sidewalks shall be constructed or rebuilt, and all underground utilities in public streets, alleys and public grounds, all bridges, and all other public works of any kind whatever shall be built, constructed, erected or completed according to the plans and specifications kept on file in the office of the Director of Public Works. Such work shall be done in a manner and of the materials the specifications prescribe. Said work shall be completed in accordance with the requirements set forth in the City's *Temporary Traffic Control Manual for Street Construction and Maintenance Operations in the City of Appleton*, latest edition.

(Code 1965, §5.06; Ord 143-05, §1, 12-13-05)

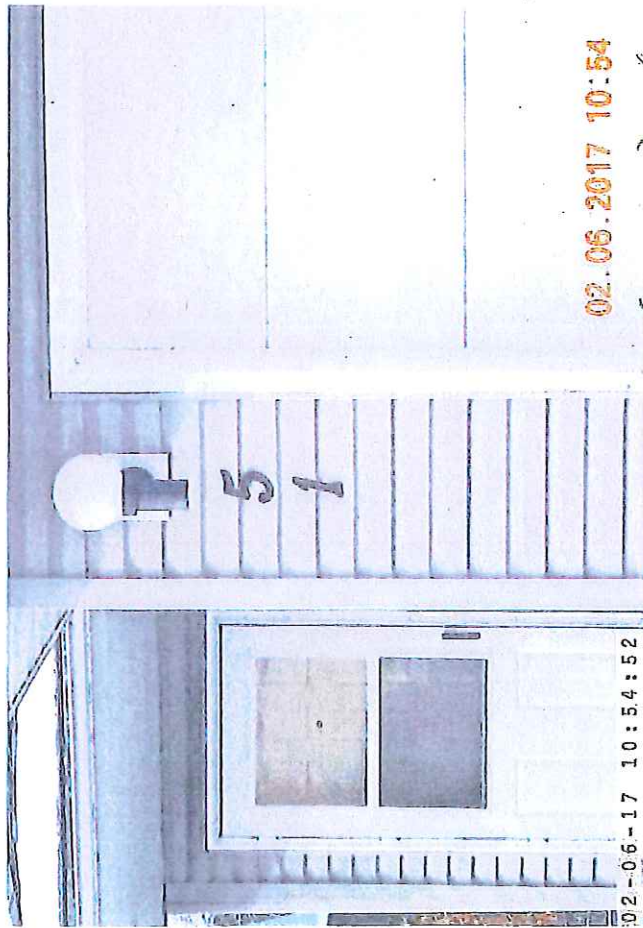
Sec. 16-12. Work in public right-of-way – permit.

(a) **Administrative authority.** Permits shall be issued by the Engineering Division of the Department of Public Works.

(b) **Fee; commencement of work without permit.**

- (1) An established permit fee in the amount which is on file in the Department of Public Works shall be paid for each permit issued under this section. If work is commenced before a permit is obtained and the permit request is denied, the Director of Public Works shall order the work ceased or the condition removed until a permit is obtained, for which the applicant shall pay a fee of four (4) times the established fee.
- (2) If a permit is denied, the Director of Public Works or the Common Council may cause any offending conditions to be removed or corrected and the expense thereof charged to the person responsible.

(c) **Application; issuance.** Permits may be applied for on forms provided in the Department of Public Works. Permits will be issued after the necessary bond, certificate of insurance and Common Council authorization have been



02.06.2017 10:54

49 Valerie Dr. (address) ✓ 19



02.06.2017 10:55

49 Valerie Dr (before) ✓ 20



02.06.2017 10:58

49 Valerie (after) ✓ 21

2017

[illegible]

as to obstruct or unreasonably interfere with the free passage of pedestrians, motor vehicles or other modes of travel. No person shall stand or remain at or near the entrance to any public or private building in such a manner as to annoy persons entering or leaving or passing such entrance. No person shall stand, sit, lie, remain or otherwise occupy any motor vehicle without permission of the owner.

(b) No kiosk, bulletin board or other decorative object shall be placed upon the street right-of-way except upon benches or other seating facilities provided for such purposes by the City.

(c) Sandwich board/temporary signs may be placed in the street right-of-way in conformance with the City of Appleton Sandwich Board/Temporary Sign Policy. (Code 1965, §5.07(1)(d), Ord 164-07, §1, 12-25-07)

Cross reference(s) – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18

Sec. 16-10. Snow and ice removal.

(a) Every person shall, no later than thirty-six (36) hours following cessation of a snowfall, remove all snow and/or ice from the entire width of the sidewalk along the entire perimeter of the premises owned or occupied by him, including any handicap access ramps along the perimeter of the premises; provided that, immediately after the accumulation of ice on such sidewalk, it shall be treated with sand, salt or other substance to prevent it from being slippery. The ice shall continue to be so treated in such a manner as to prevent the ice from being dangerous until it can be removed and shall then be promptly removed. If the owner or occupant of such premises shall fail to remove and keep removed, such snow and ice or to sprinkle a sidewalk as required, the work shall be done under the direction of the Common Council and the expenses thereof made a special tax upon the lot along the entire perimeter of where such work was done.

(b) No person shall remove or cause to be removed any snow or ice from his premises, residence, parking lot, parking area, business property or other area onto any public right-of-way or property. Snow removed from public sidewalks shall not be stored in any manner which will obstruct or limit vehicular or pedestrian vision, movement or access. Snow accumulations on sidewalks, handicap ramps or driveway aprons resulting from street snow plowing operations shall be removed by the owner of the abutting premises in accordance with the provisions of this section. In those instances where insufficient space exists between the sidewalk and street for the storage of all snow removed, it shall be stored on the abutting premises.

(c) The deposit of any snow or ice upon any sidewalk alley or street of the city contrary to the provisions of this

section is a nuisance, and in addition to the penalty provided for violation of this chapter, the City may summarily remove any snow or ice so deposited and cause the cost of the removal to be charged to the owner of the property from which the snow or ice has been removed.

(Code 1965, §5.10; Ord 155-10, §1, 10-26-10; Ord 98-13, §1, 11-26-13)

Cross reference(s) – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 16-11. Compliance with City plans and specifications.

All streets and alleys shall be graded, graveled, paved or improved, all sidewalks shall be constructed or rebuilt, and all underground utilities in public streets, alleys and public grounds, all bridges, and all other public works of any kind whatever shall be built, constructed, erected or completed according to the plans and specifications kept on file in the office of the Director of Public Works. Such work shall be done in a manner and of the materials the specifications prescribe. Said work shall be completed in accordance with the requirements set forth in the City's *Temporary Traffic Control Manual for Street Construction and Maintenance Operations in the City of Appleton*, latest edition.

(Code 1965, §5.06; Ord 143-05, §1, 12-13-05)

Sec. 16-12. Work in public right-of-way – permit.

(a) **Administrative authority.** Permits shall be issued by the Engineering Division of the Department of Public Works.

(b) **Fee; commencement of work without permit.**

(1) An established permit fee in the amount which is on file in the Department of Public Works shall be paid for each permit issued under this section. If work is commenced before a permit is obtained and the permit request is denied, the Director of Public Works shall order the work ceased or the condition removed until a permit is obtained, for which the applicant shall pay a fee of four (4) times the established fee.

(2) If a permit is denied, the Director of Public Works or the Common Council may cause any offending conditions to be removed or corrected and the expense thereof charged to the person responsible.

(c) **Application; issuance.** Permits may be applied for on forms provided in the Department of Public Works. Permits will be issued after the necessary bond, certificate of insurance and Common Council authorization have been



703 E. GOODALL ST

2017

[illegible]

APPLETON CODE

as to obstruct or unreasonably interfere with the free passage of pedestrians, motor vehicles or other modes of travel. No person shall stand or remain at or near the entrance to any public or private building in such a manner as to annoy persons entering or leaving or passing such entrance. No person shall stand, sit, lie, remain or otherwise occupy any motor vehicle without permission of the owner.

(b) No kiosk, bulletin board or other decorative object shall be placed upon the street right-of-way except upon benches or other seating facilities provided for such purposes by the City.

(c) Sandwich board/temporary signs may be placed in the street right-of-way in conformance with the City of Appleton Sandwich Board/Temporary Sign Policy. (Code 1965, §5.07(1)(d), Ord 164-07, §1, 12-25-07)

Cross reference(s) – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18

Sec. 16-10. Snow and ice removal.

(a) Every person shall, no later than thirty-six (36) hours following cessation of a snowfall, remove all snow and/or ice from the entire width of the sidewalk along the entire perimeter of the premises owned or occupied by him, including any handicap access ramps along the perimeter of the premises; provided that, immediately after the accumulation of ice on such sidewalk, it shall be treated with sand, salt or other substance to prevent it from being slippery. The ice shall continue to be so treated in such a manner as to prevent the ice from being dangerous until it can be removed and shall then be promptly removed. If the owner or occupant of such premises shall fail to remove and keep removed, such snow and ice or to sprinkle a sidewalk as required, the work shall be done under the direction of the Common Council and the expenses thereof made a special tax upon the lot along the entire perimeter of where such work was done.

(b) No person shall remove or cause to be removed any snow or ice from his premises, residence, parking lot, parking area, business property or other area onto any public right-of-way or property. Snow removed from public sidewalks shall not be stored in any manner which will obstruct or limit vehicular or pedestrian vision, movement or access. Snow accumulations on sidewalks, handicap ramps or driveway aprons resulting from street snow plowing operations shall be removed by the owner of the abutting premises in accordance with the provisions of this section. In those instances where insufficient space exists between the sidewalk and street for the storage of all snow removed, it shall be stored on the abutting premises.

(c) The deposit of any snow or ice upon any sidewalk alley or street of the city contrary to the provisions of this

section is a nuisance, and in addition to the penalty provided for violation of this chapter, the City may summarily remove any snow or ice so deposited and cause the cost of the removal to be charged to the owner of the property from which the snow or ice has been removed. (Code 1965, §5.10; Ord 155-10, §1, 10-26-10; Ord 98-13, §1, 11-26-13)

Cross reference(s) – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 16-11. Compliance with City plans and specifications.

All streets and alleys shall be graded, graveled, paved or improved, all sidewalks shall be constructed or rebuilt, and all underground utilities in public streets, alleys and public grounds, all bridges, and all other public works of any kind whatever shall be built, constructed, erected or completed according to the plans and specifications kept on file in the office of the Director of Public Works. Such work shall be done in a manner and of the materials the specifications prescribe. Said work shall be completed in accordance with the requirements set forth in the City's *Temporary Traffic Control Manual for Street Construction and Maintenance Operations in the City of Appleton*, latest edition.

(Code 1965, §5.06; Ord 143-05, §1, 12-13-05)

Sec. 16-12. Work in public right-of-way – permit.

(a) **Administrative authority.** Permits shall be issued by the Engineering Division of the Department of Public Works.

(b) **Fee; commencement of work without permit.**

(1) An established permit fee in the amount which is on file in the Department of Public Works shall be paid for each permit issued under this section. If work is commenced before a permit is obtained and the permit request is denied, the Director of Public Works shall order the work ceased or the condition removed until a permit is obtained, for which the applicant shall pay a fee of four (4) times the established fee.

(2) If a permit is denied, the Director of Public Works or the Common Council may cause any offending conditions to be removed or corrected and the expense thereof charged to the person responsible.

(c) **Application; issuance.** Permits may be applied for on forms provided in the Department of Public Works. Permits will be issued after the necessary bond, certificate of insurance and Common Council authorization have been

Paula Vandehey

From: Kurt Craanen
Sent: Thursday, April 20, 2017 6:55 PM
To: Paula Vandehey
Subject: Fwd: 1731 briarcliff

Muni srv request

Sent from my iPhone

Begin forwarded message:

From: "Andrew Graf" <andrewgrafwebmaster@gmail.com>
To: "Kurt Craanen" <Kurt.Craanen@Appleton.org>
Subject: Re: 1731 briarcliff

Hi Kurt,

The bushes I want to plant are almost full grown, they only get **8 to 10 feet tall** and **3 to 4 feet wide**. I am the last house on the street so they definitely wont interfere with any traffic or home owners. It has always been a dream of mine to have a beautiful hedged lot line. I would be willing to come to the meeting so that I am available to answer any question anyone might have.

Please call or email me with any questions or details regarding our future meeting or question you have.

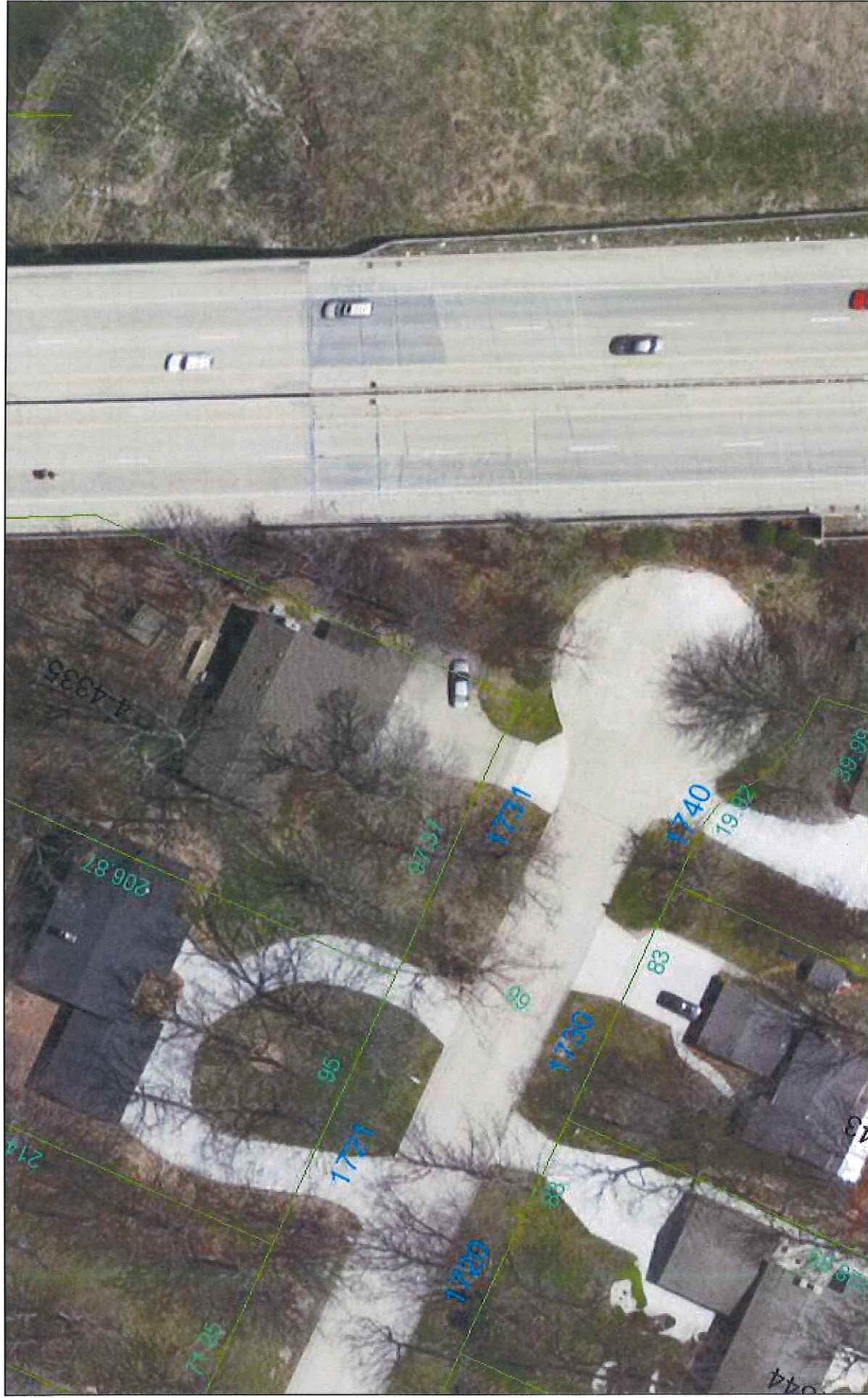
Andrew Graf
920-292-0039
andrewgrafwebmaster@gmail.com
1731 N Briarcliff Dr
Appleton, WI 54915

I have included:

- Pictures of a mockup before/after.
- A picture of the actual bushes.
- Picures of other houses in my neighborhood that also have privacy bushes in the front yard.

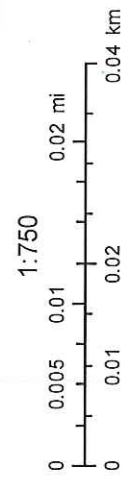


ArcGIS Web Map



April 21, 2017

- City Parcels
- Easements





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

DEPARTMENT OF PUBLIC WORKS

Engineering Division

100 North Appleton Street

Appleton, WI 54911

(920) 832-6474

FAX (920) 832-6489

Adopted January 1, 2011

**CITY OF APPLETON
STREET TERRACE POLICY**

The following conditions are **not** acceptable uses of street terraces unless a street occupancy permit request is approved by the Municipal Services Committee and Common Council:

1. Plants in excess of 3 feet in height.
2. Hedges.
3. Traffic hazards such as rocks, railroad ties, etc.
4. Loose stone, mulch or sand surfaces.
5. Vegetable gardens.
6. Trees
7. Plants within 3 feet of a fire hydrant

All other uses of street terraces are acceptable contingent upon the following:

1. Compliant with Weed Control Ordinance.
2. Elevation flush with sidewalk.
3. City's restoration cost to work in the terrace limited to cost of typical terrace.

All Council approved exceptions to this policy require a certificate of insurance and a \$40 annual street occupancy permit.



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

Effective Date:

CITY OF APPLETON

Temporary Honorary Street Name Policy

The objective of this policy is to establish the guidelines in which temporary honorary street names may be used in the City of Appleton.

GUIDELINES

1. Requests must be submitted to the Department of Public Works for consideration at least 45 days prior to the date such signage is desired to be installed.
2. Requests must be tied to an event or date of a historically significant community event.
3. Costs of all signage and associated installation shall be at the sole expense of the requesting party.
4. Approved Temporary Honorary Signs shall be brown with white lettering.
5. Approved Temporary Honorary Signs shall be designed and installed by the Department of Public Works directly below the official street name sign.
6. Approved Temporary Honorary Signs shall be installed for not longer than 30 days.
7. Does not impact official emergency response records in any manner.
8. Address numbering will not be permitted as part of the Temporary Honorary Signs.

APPEAL PROCESS

Anyone denied a Temporary Honorary Street Name may appeal the decision to the Common Council through the Municipal Services Committee.

★ ★ HONORARY STREET NAME ★ ★

Patriot Way

I've copied the Mayor and the Director of Public Works on my response.

Mayor / Paula - is this cool idea possible?

Let's make it special for East!

Edward Baranowski
Aldersperson - District 5
District5@Appleton.org
920.749.1713
[District 5 Facebook](#)
[@Aldersperson5](#) on Twitter

From: OTIS, COREY <OTISCOREY@aasd.k12.wi.us>
Sent: Thursday, April 20, 2017 10:40 AM
To: Ed Baranowski
Cc: SLOWINSKI, MICHAEL; BEND, MARY
Subject: Change Emmers Dr. to Patriot Place

Mr. Baranowski,

My name is Corey Otis, and I'm an English Language Arts instructor at Appleton East High School. As you may know, this is East's 50th year, and we have a big celebration planned for Saturday, May 20: Patriotfest. We'll feature tours, reunions, bands, burgers, and beverages all day long. The day will end with a nighttime performance in the Stanley Ore Auditorium.

I'm contacting you because you're listed as "East's" alderman, and I'm hoping you can help the Patriots.

1. What would it take to change the address of East from 2121 Emmers Drive to 1976 Patriot Place? (See the idea below.)
2. Would the city be able to designate May 20 (or Sept. 7, which is East's 50th birthday) as Appleton East Day?

If you have any questions or concerns about our requests, feel free to contact me.

Thanks,
Corey

-----Original Message-----

From: Kloiber, Bill [<mailto:Bill.Kloiber@legis.wisconsin.gov>]
To: ALLINGER, LEE <allingerlee@aasd.k12.wi.us>
Subject: Change Emmers Dr. to Patriot Place

Lee,
An idea for the East 50th Anniversary celebration...
Yesterday when I researched Winneconne HS address, they are on Wolf Run, their mascot.

How about changing the street name at East HS.
It would only affect a few homes.

And maybe change the street # to 1776 Patriot Place Since it's the only bldg on that side of the street

Keep up the great work !

Sent from my iPhone



Paula Vandehey

From: Paula Vandehey
Sent: Tuesday, April 25, 2017 2:31 PM
To: Mike Michlig
Subject: Fwd: Tree Donation

He can appeal to Muni Services Committee.

Paula

Sent from my iPhone

Begin forwarded message:

From: Mark Morgan <mark.morgan@twineagle.com>
Date: April 25, 2017 at 1:57:32 PM CDT
To: Mike Michlig <Mike.Michlig@Appleton.org>
Cc: Paula Vandehey <Paula.Vandehey@Appleton.org>, Nathan Loper <Nathan.Loper@Appleton.org>
Subject: RE: Tree Donation

Thank you for the prompt response Mike. I do take exception to the fact that plantings are "not optional". I can appreciate what the City is trying to accomplish but you need to be mindful of what neighborhood you are in. I've spent in excess of \$100,000 on my landscape including plantings. In that landscape plan I would never even contemplate putting in something as young and unsightly as what I've seen in the neighborhood thus far. As far as the "markings" on the terrace, there are none on mine. If you would rather me take this issue up with someone else in your department please let me know.

MM

MARK T. MORGAN
VICE PRESIDENT
WHOLESALE NATURAL GAS | ENERGY SERVICES

TWIN EAGLE™
100 WEST LAWRENCE STREET
APPLETON, WI 54911
920.831.2526 office
920.450.4908 cell
twineagle.com

From: Mike Michlig [<mailto:Mike.Michlig@Appleton.org>]
Sent: Tuesday, April 25, 2017 7:38 AM
To: Mark Morgan <mark.morgan@twineagle.com>
Cc: Paula Vandehey <Paula.Vandehey@Appleton.org>; Nathan Loper <Nathan.Loper@Appleton.org>
Subject: RE: Tree Donation

Mark,

Thank you for the email and voicemail.

The tree planting on newly constructed streets is part of the construction process. The trees are an important part of the streetscape and the neighborhoods in which they are planted. The tree planting is not optional. I can look into adjusting the location of each of the trees on your terrace if you have concerns with where they are marked.

The trees that were selected for Highpond Crossing are Swamp White Oaks. They were just delivered to our nursery and they look great. I am not sure which trees you were referring to that "look terrible".

The City of Appleton plants a wide variety of tree species, some of which are not the most attractive when they are young. They do however grow to be outstanding trees. The trees on Purdy Parkway are a mixture of Skyline Honey Locust and Kentucky Coffee Trees. Each of those trees are a bit of an ugly duckling, but they do grow out of it in a few years.

We are beginning our tree planting program on Thursday, April 27, starting with the trees on Smoketree, Highpond and Barton.

Please contact me with any additional questions or concerns.

Mike Michlig
City Forester

From: Mark Morgan [<mailto:mark.morgan@twineagle.com>]
Sent: Monday, April 24, 2017 4:03 PM
To: Mike Michlig <Mike.Michlig@Appleton.org>
Subject: Tree Donation

Mike,

As a follow-up to my voicemail, I wish to donate my tree(s) to a location of the city's choosing. **I do not wish to have them planted on my terrace.**

My address is as follows:

2311 E. Highpond Crossing
Appleton, WI

If you should have any questions please let me know.

MM

MARK T. MORGAN
VICE PRESIDENT
WHOLESALE NATURAL GAS | ENERGY SERVICES

TWIN EAGLE™
100 WEST LAWRENCE STREET
APPLETON, WI 54911
920.831.2526 office
920.450.4908 cell
twineagle.com



2311 E Highpond Crossing
Appleton, Wisconsin
[View on Google Maps](#)

Google

© 2017 Google - Image Data: October 16, 2016



DEPARTMENT OF PUBLIC WORKS

Engineering Division
100 North Appleton Street
Appleton, WI 54911
(920) 832-6474
FAX (920) 832-6489

CITY OF APPLETON
TREE PLANTING POLICY

Trees are planted on new street construction and street reconstruction projects during the planting season following the completion of construction. Trees are also planted on request and as replacement for trees that are removed if space allows.

Species selection is based on the site and its limitations. A wide variety of species are available. Planting of new streets and reconstruction is done on a block by block basis with one species on each block.

Spacing Requirements:

1. 40 – 60' lateral spacing
2. 60' from approach side of intersections
3. 30' from exit side of intersection
4. 10' from driveway aprons
5. 10' from water shut off valves
6. 10' from gas line T's
7. 20' minimum from street lights
8. Appropriate spacing from existing landscaping

Guarantee:

All trees carry a full guarantee unless damage or neglected by the homeowner.

CITY OF APPLETON/TOWN OF GRAND CHUTE

Lanser Lane and Green Grove Plat

INTERGOVERNMENTAL AGREEMENT

FOR PULVERIZING, ASPHALT PAVING & STORM SEWER PROJECT

DATE: April 6, 2017

PROJECT TITLE: Lanser Lane and
Green Grove Plat

The Town of Grand Chute, hereinafter called the "Town", through its undersigned duly authorized officers or officials, hereby enters into an agreement with the City of Appleton, through its Public Works Department, hereinafter called the "City", to pulverize, asphalt pave and install storm sewer in the Green Grove Plat and asphalt reclamation on Lanser Lane.

PROPOSED IMPROVEMENT

Pulverize, asphalt pave and install storm sewer in the Green Grove Plat and asphalt reclamation on Lanser Lane in 2017.

COST ESTIMATE AND PARTICIPATION

PROJECT	TOWN SHARE	CITY SHARE
Lanser Road		
Pavement		\$ 2,626.25
Green Grove Plat		
Storm Sewer	\$ 531,570.72	\$ 6,924.84
Pavement	\$ 426,807.29	\$ 37,562.64
TOTAL COST		\$ 47,113.73

TERMS AND CONDITIONS:

1. The Town of Grand Chute will be the lead agency for this project.
2. All plans and specifications for the improvements will be provided for City of Appleton's records.
3. The project cost in the agreement is a fixed amount for the City of Appleton.

City of Appleton

Attest:

Printed Name:

By:

Timothy M. Hanna, Mayor

Attest:

Printed Name:

By:

Kami Scofield, City Clerk

Provision has been made to pay the liability
that will accrue under this contract.

Approved as to form:

Anthony D. Saucerman, Finance Director

James P. Walsh, City Attorney

Town of Grand Chute

Attest:

Printed Name:

By:

David A. Schowalter, Town Chairman

Attest:

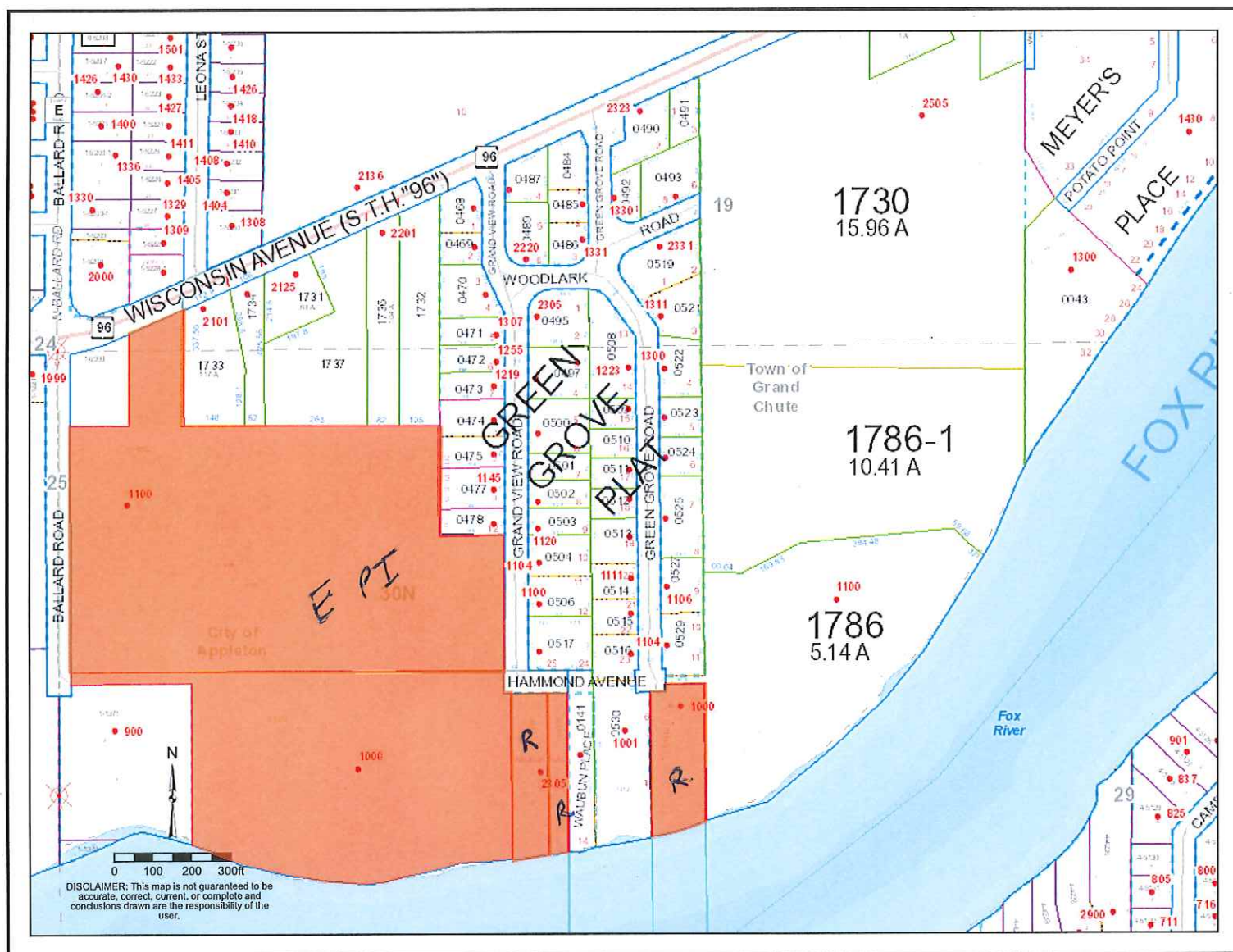
Printed Name:

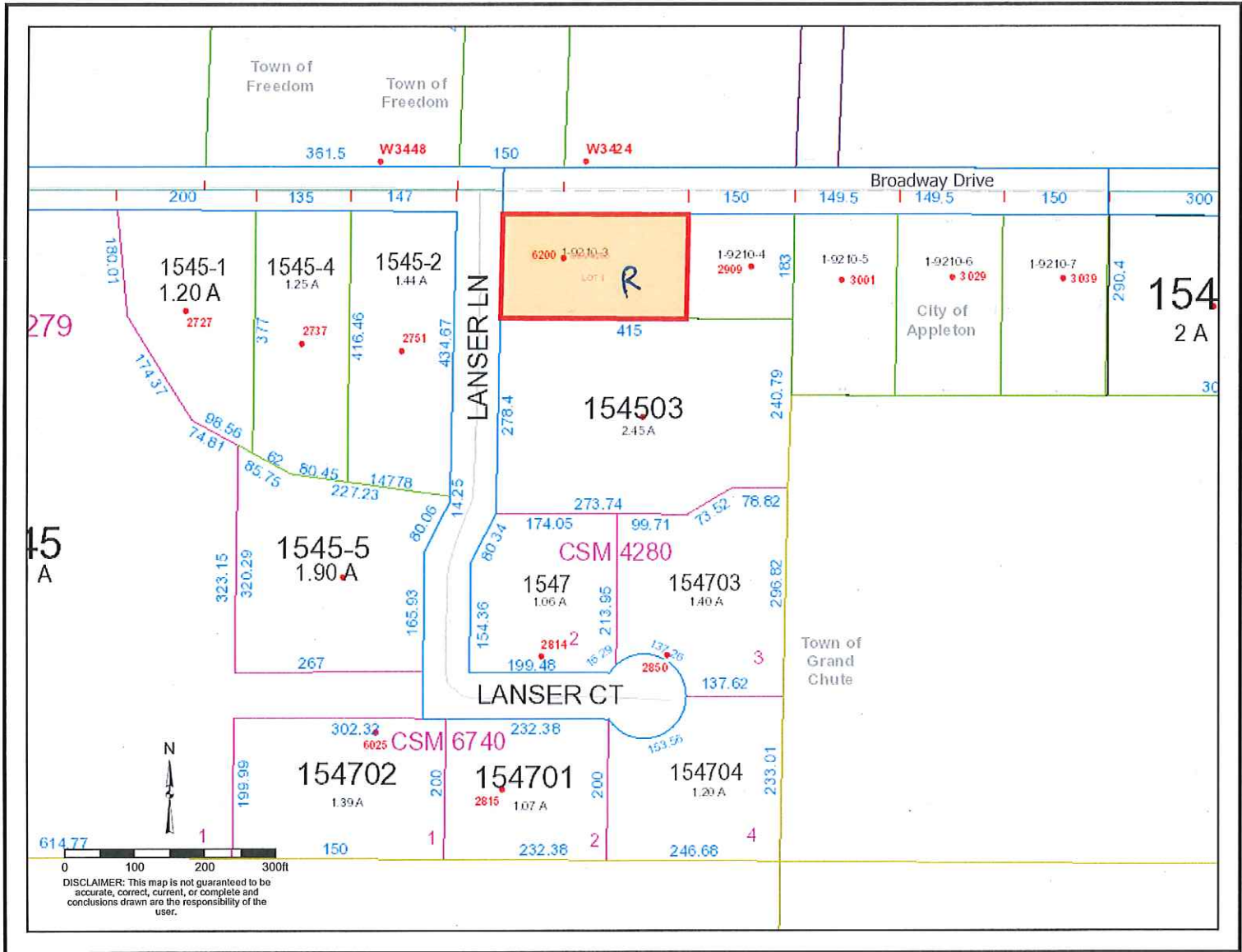
By:

Karen L. Weinschrott, Town Clerk

Approved as to form:

Charles D. Koehler
Attorney for the Town of Grand Chute







MEMO

TO: Municipal Services Committee

FROM: Paula Vandehey, Director of Public Works

DATE: May 4, 2017

SUBJECT: Award “virtual chalking” parking enforcement system to Tannery Creek Systems, Inc. in the amount of \$68,000.

In 2014 the City of Appleton hired Walker Parking Consultants to perform a Downtown Parking Study. The Final Report included recommendations for improvement in areas of technology, enforcement, demand management and planning. To date we have accomplished many of the recommendations including the following:

1. Reduced meter hours from 9:00 am – 9:00 pm to 9:00 am – 6:00 pm, Monday through Saturday, with Sundays remaining free.
2. Changed on-street meter limit from 2 hours to 12 hours and the rate from \$0.75/hour to \$0.20/hour for all on-street meters north of Washington Street.
3. Implemented new pay-on-exit parking system in the Green, Yellow and Red Parking ramps, including credit card and validation capabilities with new fee structure.
4. Implemented new ramp permit fee rates of \$35/month in the Blue Ramp and \$30/month in all other ramps.
5. Currently implementing the parking meter pay-by-phone program.

The next recommendation on our list to implement is the “virtual chalking” parking enforcement system. This system recognizes infracting vehicles by using a combination of license plate and vehicle recognition technology to accurately determine plate color, contour and length of each scanned vehicle. Using GPS technology, vehicles staying beyond the allowed time limit are located, documented and cited.

The City solicited proposals from five different companies and received proposals from two of them (Tannery Creek \$68,000 and Cardinal \$93,399.55). Based on the cost proposals, as well as the documented customer satisfaction of communities such as the City of Madison, we recommend awarding the “virtual chalking” parking enforcement system to Tannery Creek Systems, Inc. in the amount of \$68,000.



A Proposal for the City of Appleton

We are delighted to offer you our proposal for *autoChalk*, Tannery Creek's drive-by digital chalking and automated License Plate Recognition (ALPR) and "Virtual Chalking" parking enforcement system.

Tanner Creek's *autoChalk* triples the productivity of your parking enforcement staff yielding better city coverage, more tickets, stiffer enforcement, less cheating, and a more automated method for enforcing timed parking (digital chalking or "virtual chalking"), scofflaw, permits, pay by plate (PBL) and pay by space (PBS). Easy to use, and built for every day operation, *autoChalk* facilitates chalking in any weather.

Tannery's *autoChalk* excels at:

- Mobile and fixed camera automated License Plate Recognition enhanced with shape and color recognition
- External laser trigger catches virtually all vehicles regardless of a visible license plate
- Digital chalking, PBS, PBL and scofflaw processes two cars per second
- Superb photographic evidence that enforcement officers and courts rely on
- Exceptionally easy to use, tough and reliable and needs only one operator (PEO)
- Automatic zone policy adjustment as the PEO scans different zones
- Back office system with comprehensive and easy to use features and reports and integrates with other vendors' citation management systems

Tannery's core values are:

- Quality and Toughness: We strive to use the toughest and highest quality components
- Ease of use: We are driven by a passion for ease of use and intuitive functionality
- Innovation: Our engineers and clients work together to solve tough problems
- Customer support: Our relationship only begins when you buy our equipment. We work tirelessly to fix problems and keep your staff running 7/24 remotely via internet, telephone or on-site. New solutions and features are regularly deployed.

Our clients find *autoChalk* makes a very positive contribution to their operations and we believe the City of Appleton would also enjoy these benefits too!

Bill Franklin, P.Eng.
President
Tannery Creek Systems Inc.

April 12, 2017

Proposal for autoChalk (dual sided) Purchase

Date created: April 12 2017
Date revised:

Prepared for: **City of Appleton VA**

Prepared by: Bill Franklin, Tannery Creek Systems Inc
160 Applewood Crescent, Unit 32
Vaughan ON L4K 4H2
Office: 905.738.1406 Cell: 416.579.3565 Toll-free: 1.855.738.1406
bfranklin@autoChalk.com

Introduction:

Tannery Creek is pleased to present this proposal to the City of Appleton. This pricing includes:

- All equipment and software including mobile and office application
- Full installation
- Training
- Full warranty and at least one site visit for each year with paid up maintenance
- Price for Optional support and maintenance of equipment and software in an "in perpetuity" model

Prominent features include:

- Pay by License (PBL) plate integrated with companies such as Digital Payment Technologies (now T2)
- Scofflaw
- Permits using license plates
- Digital Chalking including simultaneous timing of PBL parkers
- Parking zone mapping and automatic zone policy application by autoChalk Mobile
- Sophisticated survey grade GPS equipped with gyroscopic instrumentation for better accuracy in tree foliage and urban canyons
- Remarkable easy to use and very reliable
- Very high level of customer support
- Laser triggering on all vehicles regardless of the visibility of a plate

Item	Sub-Item		Price (\$US)
1	autoChalk, Drive-by Automated Digital Chalking for Dual Sided scanning		
	Each unit includes the following items:	1	\$ 44,500 \$ 44,500
	A Panasonic Toughbook-CF31 rugged laptop/tablet or equivalent	1	included
	B Computer cradle and mount, power supply	1	included
	C Survey grade precision GPS with gyroscope, microwave speed measurement & dead reckoning	1	included
	D Wiring, data routing, autoChalk hub	1	included
	E High performance Sony or Pint Grey industrial digital cameras with tough weather resistant cases	4	included
	F MDL precision laser measurement devices with tough weather resistant cases	2	included
	G Aluminum and stainless steel mounts and frame for camera and laser components	Set	included
	H Wiring and cables kit and spares	1	included
	I DC-DC Uninterruptable Power Supply to condition and provide clean power supply	1	included
	J 5A Trickle Charger	1	included
	K autoChalk Mobile Software System & Vehicle Recognition Digital Chalking and LPR	1	included
	L Instruction and maintenance manual	1	included
	M Logmein Remote control software for diagnostics and training	1	included
2	autoChalk Office application for storage and display of infracting vehicles, reports, policy etc Includes LogMeIn for remote control for diagnostics and training	1	\$ 15,000 \$ 15,000
3	A Printer including cradle and application software	1	\$ 4,000 \$ 4,000
4	Installation and Training		
	A Installation on vehicle of client's choice	1	included
	B Up to 3 days of integration included, overages as per Tannery's hourly rate.	3	included
	C Training (days) and on site help in operation	3	included
5	Full warranty for 1 year from date of installation. Includes all hardware and software.	1	included
	Total costs for Software and Hardware excluding taxes, shipping and travel		\$ 63,500

6	Shipping	1	\$ 1,000	\$ 1,000
7	Travel: Per diem cost for food, lodging and airfare for 2 people	1	\$ 3,500	\$ 3,500
8	Total Price Including Shipping, Installation, Training, Travel and Full Warranty for 1 Year			\$ 68,000

9 OPTIONS

A Integration software and customization available for \$150/hour.

B "in-perpetuity" maintenance @ 20% per year.

1 20% \$ 13,600

This is a yearly fee. In perpetuity maintenance starts second year and is optional (first year is included in base payment for autoChalk system). Fully covers all software and hardware with no end of life for the products as long as yearly fees are paid. Includes at least one visit per 18 months, and service calls more frequently if product is not performing properly and is not serviceable from remote location. Includes all defects and wear caused by normal operation. Does not include accident, deliberate damage, misuse or failure of customer repaired components. It is worth noting that most of our clients chose this option as it facilitates repairs, guidance and troubleshooting help, updates in hardware and software, and guidance for our clients in terms of operation efficiencies, technical and legal considerations, interfacing to other equipment and other challenges that arise in the course of parking management.

- Notes:
- 1) Damage to equipment (software or hardware) will be repaired and billed to Customer.
 - 2) Material or design defects fixed at no charge.
 - 3) Terms are net 30 days.
 - 4) Lead time for delivery ranges from 6 weeks to 10 weeks
 - 5) Client to provide a dry well lit heated area to install equipment
 - 6) Staff to be trained include one technical liaison for remote troubleshooting. All trainees require basic computer skills.
 - 7) Performance of autoChalk Mobile can be adversely impacted by other vendor's applications. Other software may require disabling or adjusting.
 - 8) Deposit of 30% at contract inception, remainder due within 30 days of project completion.

Tannery works closely with our customers to ensure our equipment and solution fulfills your expectations. This is our culture and commitment to you before and after your purchase.

PROPOSAL - Parking Enforcement System

City of Appleton

OPTION #1				
	Item Description	Number of Each Item	Price per Item	Total Price
1	Protruding cameras	4	SEE ATTACHED	SEE ATTACHED
2	Contour-measuring lasers	2	SEE ATTACHED	SEE ATTACHED
3	GPS antenna	1	SEE ATTACHED	SEE ATTACHED
4	Onboard computer	1	SEE ATTACHED	SEE ATTACHED
5	Imaging and symbol recognition software	SET	SEE ATTACHED	SEE ATTACHED
6	Printer	1	SEE ATTACHED	SEE ATTACHED
7	Other recommended equipment SEE ATTACHED			SEE ATTACHED
			Total Price:	
OPTION #2				
	Item Description	Number of Years	Price per Year	Total Price
1	Maintenance Agreement			SEE ATTACHED

FIRM NAME: TANNERY CREEK SYSTEMS INC
 SIGNATURE: Mike P. Franklin P. Eng.
 TITLE: PRESIDENT
 STREET: 160 APPLEWOOD CR UNIT 32
 CITY, STATE, ZIP: WATKINSON ONTARIO L4K 4H2
 PHONE: 905 738 1406
 E-MAIL: bfranklin@autochalk.com
 DATE: APRIL 12 2017



AGENDA REQUEST
May 2, 2017

TOPIC: *Updated request to approve funding for improvements for City of Appleton Quiet Zone.*

<input type="checkbox"/> New Business <input checked="" type="checkbox"/> Unfinished Business <input type="checkbox"/> Reports <input type="checkbox"/> Closed Session <input type="checkbox"/> Ordinance/Resolution	Meeting: Town Board
Department Reporting: Public Works	Submitted By: Karen M. Heyrman, P.E., <i>Kmh</i> Deputy Director of Public Works

ISSUE: In October the Town Board discussed the City of Appleton's proposal for Quiet Zone designation for the rail line from S. Prospect Avenue to, and including, the E. Ballard Road crossing. All public grade crossings must meet pre-qualifying criteria which includes:

- Gates and flashing lights
- Power-out indicators
- Constant warning time detectors

The Town Board deferred this discussion until the first meeting in December and asked staff to provide information on the full benefit, what the County is doing, and how many trains utilize this rail each day.

In December the Town Board requested a presentation from the City of Appleton. The City's Director of Public Works provided a discussion of the proposed improvements for the rail crossings, discussed quiet zone risk index requirements, provided the estimated improvement cost, and formally requested a contribution of \$10,000 from the Town of Grand Chute toward the Quiet Zone on April 20, 2017.

BACKGROUND/ANALYSIS: The quiet zone includes 26 mainline crossings; it does not include the spur lines. Initially, each intersection was evaluated to determine a risk index that is averaged across all crossings. Supplemental safety measures such as medians/channelization devices, four-quadrant gates, or closures are added within the quiet zone. The risk index without horns cannot exceed what it was initially.

Raised medians cannot be constructed at the Prospect Avenue crossing due to closely spaced access points. This crossing is part of the proposed quiet zone, so including it drags down the average. The gate circuitry does not have the constant warning time detectors that are estimated to cost between \$100,000 and \$250,000. If it is not included in the quiet zone the engineer will be required to sound the horn 1,000 feet prior to the crossing. Attachment No. 1 *provided in October* shows 74 parcels in Grand Chute that are within ¼ mile of the proposed quiet zone.

According to CN Railroad, on average 22 trains per day are on the mainline. Staff believes the immediate benefit will be up to 22 less whistles, particularly for those living within ¼ mile of the quiet zone. The Constant Warning Time is a motion sensing system with the capability of measuring train presence and speed. It predicts when the train will arrive at the crossing, allowing the system to provide a relatively uniform warning time for trains

approaching the crossing at any speed up to the design speed. Drivers will not be waiting because gates activated when the train (traveling below the design speed) passed a predetermined point. The City has not been officially notified but believes the Counties will not be contributing based on past practice with other communities in similar situations. The Village of Fox Crossing informed staff they will participate but the level of participation is unknown at this time.

RECOMMENDATION: *The staff recommendation is to budget \$10,000 toward the constant warning time detectors for the crossing improvement at Prospect Avenue.*

The City of Appleton plans to include the Quiet Zone Improvements, estimated at \$792,400 for all crossings in the Quiet Zone, in their 2018 and 2019 Budgets.

FISCAL IMPACT: CIP

Funds would be budgeted in the 2018 CIP

ATTACHMENTS: None

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/17 Thru 04/30/17

Report Date: 4/30/2017



Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING	2016	212	30,330,713	130,568.44
	2017	255	52,404,518	80,292.60
		20.28 %	72.78 %	-38.51 %
DISPLAY SIGN	2016	68	521,557	2,050.00
	2017	31	317,150	1,165.00
		-54.41 %	-39.19 %	-43.17 %
ELECTRICAL	2016	276	2,492,883	35,382.63
	2017	253	2,419,519	38,319.98
		-8.33 %	-2.94 %	8.30 %
EROSION CNTL	2016	6		800.00
	2017	16		2,110.00
		166.67 %	%	163.75 %
HEATING	2016	230	4,392,336	23,384.34
	2017	246	7,958,044	21,528.01
		6.96 %	81.18 %	-7.94 %
PLAN REVIEW	2016	40		12,290.00
	2017	45		14,393.50
		12.50 %	%	17.12 %
PLUMBING	2016	167	1,656,509	13,656.00
	2017	194	1,556,802	15,513.85
		16.17 %	-6.02 %	13.60 %
SEWER	2016	67	545,150	6,337.00
	2017	46	232,350	4,714.00
		-31.34 %	-57.38 %	-25.61 %
WELL	2016	1		30.00
		%	%	%

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

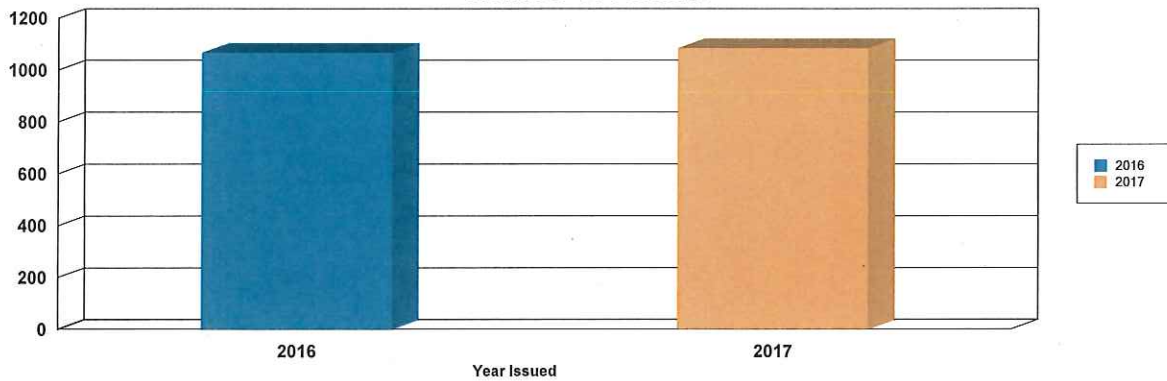
01/01/17 Thru 04/30/17

Report Date: 4/30/2017

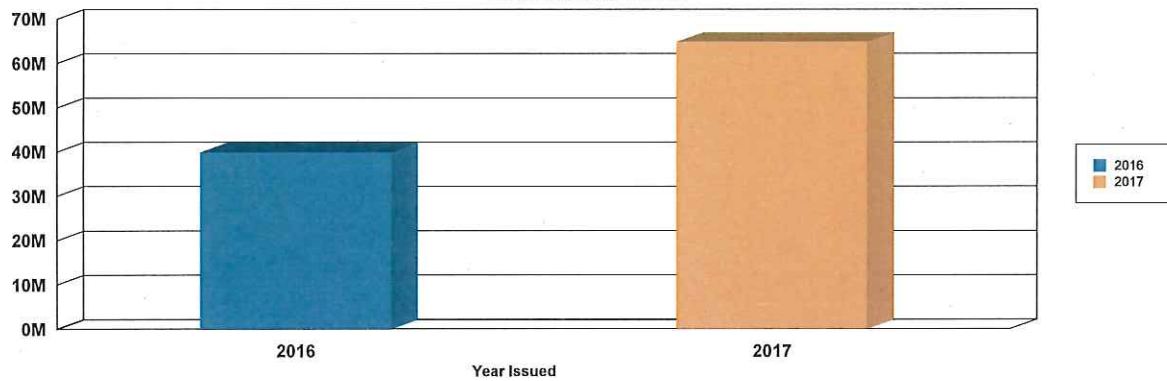


	2016	2017
Permits	1067	1086
Estimated Cost	39,939,148.00	64,888,383.00
Receipt Amount	224,498.41	178,036.94

Number of Permits



Estimated Cost



Receipt Amount

