



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, October 18, 2017

7:00 PM

Council Chambers

- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. PUBLIC PARTICIPATION
- G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES
- H. BUSINESS PRESENTED BY THE MAYOR

[17-1588](#) Presentation of Neighborhood Bike Challenge Award to Erb Park Neighborhood

[17-1589](#) Appointment of Jake Woodford to the Appleton Redevelopment Authority

Attachments: [Appt. to ARA - Jake Woodford; 10-18-17CC.pdf](#)

- I. PUBLIC HEARINGS

- J. SPECIAL RESOLUTIONS

[17-1560](#) Resolution Approving a Change of Polling Place for Aldermanic District 8

Attachments: [2017 Resolution Changing District 8 Polling Place.pdf](#)

Legislative History

| | | |
|----------|-----------------------------------|-----------|
| 10/11/17 | Safety and Licensing Committee | presented |
|----------|-----------------------------------|-----------|

[17-1561](#) Resolution Approving a Change of Polling Place for Aldermanic District 11

Attachments: [2017 Resolution Changing District 11 Polling Place.pdf](#)

Legislative History

| | | |
|----------|-----------------------------------|-----------|
| 10/11/17 | Safety and Licensing Committee | presented |
|----------|-----------------------------------|-----------|

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[17-1553](#) Award Downtown Appleton Parking Study Update to Walker Parking Consultants in an amount not to exceed \$30,000.

Attachments: [Update to Walker Parking Consultants.pdf](#)

Legislative History

10/9/17 Municipal Services recommended for approval
Committee

[17-1554](#) Award of contract for 2018-2022 Snow Plowing & Snow Removal Services in City of Appleton Parking Facilities.

Attachments: [2018-2022 Snow Plowing & Snow Removal Services.pdf](#)

Legislative History

10/9/17 Municipal Services recommended for approval
Committee

[17-1555](#) Approve Intergovernmental Agreement with Outagamie County for the Ballard Road Box Culvert Maintenance Project south of Northland Avenue.

Attachments: [Intergovernmental Agreement for Ballard Rd Box Culvert Project..pdf](#)

Legislative History

10/9/17 Municipal Services recommended for approval
Committee

[17-1556](#) Approve modifications to Municipal Code, Sections 4-206 through 4-212 regarding moving of buildings and structures.

Attachments: [Modifications to Municipal Code 4-206 through 4-212.pdf](#)

Legislative History

10/9/17 Municipal Services recommended for approval
Committee

[17-1557](#) Approve waiving of electrical permit fee associated with adjusting the existing electrical meter service from overhead to underground ahead of the S. Oneida Street Reconstruction at Houdini's Escape.

Legislative History

10/9/17 Municipal Services recommended for approval
Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[17-1498](#) Operator's Licenses

Attachments: [Operator's Licenses for 10-11-17 S & L.pdf](#)

Legislative History

| | | |
|----------|--------------------------------|--------------------------|
| 10/11/17 | Safety and Licensing Committee | recommended for approval |
|----------|--------------------------------|--------------------------|

[17-1499](#) "Class B" Beer/Liquor License application of Mango Tree Inc. d/b/a Koreana Restaurant, Kou Lee, Agent, 201 W. Northland Ave., contingent upon approval from all departments.

Attachments: [Koreana Restaurant application.pdf](#)

Legislative History

| | | |
|----------|--------------------------------|--------------------------|
| 10/11/17 | Safety and Licensing Committee | recommended for approval |
|----------|--------------------------------|--------------------------|

3. MINUTES OF THE CITY PLAN COMMISSION**4. MINUTES OF THE PARKS AND RECREATION COMMITTEE**

[17-1546](#) Sustainability Resolution #21-R-17

Submitted by Alderperson Croatt - District 14
October 4, 2017

Attachments: [Resolution #21-R-17.doc](#)

Legislative History

| | | |
|---------|--------------------------------|--------------------------|
| 10/9/17 | Parks and Recreation Committee | recommended for approval |
|---------|--------------------------------|--------------------------|

5. MINUTES OF THE FINANCE COMMITTEE

[17-1521](#) Request to approve authorization request to sell water plant membrane cartridges and decommissioned ultrafiltration equipment through a consignment agreement(s) (item also appears as an informational item on the Utilities Committee agenda).

Attachments: [Membrane Consignment Request 08-04-17.pdf](#)

Legislative History

| | | |
|---------|-------------------|--------------------------|
| 10/9/17 | Finance Committee | recommended for approval |
|---------|-------------------|--------------------------|

- [17-1522](#) Request to reject bid from Miron Construction, Inc for \$1,847,815 for the Jones Park Renovation Phase I project.

Attachments: [2017 Jones Park Renovation Phase I \(Reject Bids\).pdf](#)

Legislative History

10/9/17 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

- [17-1510](#) Award Unit N-17 CIPP Liner, Spot Repairs, Protruding Tap & Mineral Deposit Removal to Great Lakes TV & Seal, Inc in an amount not to exceed \$171,000.

Attachments: [N-17 attachment.pdf](#)

Legislative History

10/10/17 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

- [17-1532](#) Request to approve changes to the Salary Administration Policy

Attachments: [Salary Administration Policy 2017.pdf](#)

Legislative History

10/11/17 Human Resources & Information Technology Committee recommended for approval

Motion to separate out and approve Section H - Overtime only.

10/11/17 Human Resources & Information Technology Committee held

Motion to hold remainder of policy and schedule an October 25 committee meeting for this action item.

- [17-1545](#) Request to approve Aldermanic salary for the 2019 election year

Attachments: [Elected Alderperson Salaries.pdf](#)

Legislative History

10/11/17 Human Resources & Information Technology Committee recommended for approval

Motion to approve the 2019 aldermanic salary with a 0% increase.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**10. MINUTES OF THE BOARD OF HEALTH****M. CONSOLIDATED ACTION ITEMS****N. ITEMS HELD****O. ORDINANCES**

[17-1587](#) Ordinance 78-17

Attachments: [Ordinance going to Council 10-18-17.pdf](#)

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION**Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION****R. OTHER COUNCIL BUSINESS****S. ADJOURN**

Kami Lynch, City Clerk

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.



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

OFFICE OF THE MAYOR

Timothy M. Hanna
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-6400 FAX (920) 832-5962
email: mayor@appleton.org

October 6, 2017

Members of the Common Council:

The following will be presented for your confirmation at the October 18 Council meeting:

APPLETON REDEVELOPMENT AUTHORITY

Appointment of one (1) member to fill the vacated term of Will Weider:

JAKE WOODFORD

5 year term to expire November 2019

Jake Woodford, longtime resident of Appleton, serves as the Secretary to the Board of Trustees and Assistant to the President at Lawrence University (2015-present).

Jake is involved extensively in community affairs in Appleton and the Fox Valley region. He is a member of the board of directors of the Northeast Wisconsin Land Trust, and a member of the Rotary Club of Appleton, along with several other affiliations.

It is with pleasure that I make this recommendation.

Sincerely,

TIMOTHY M. HANNA
Mayor of Appleton

CITY OF APPLETON
RESOLUTION

**Resolution declaring the change in polling place for Aldermanic District 8 in
the City of Appleton pursuant to Section 5.25 Wisconsin Statutes**

WHEREAS, City of Appleton Aldermanic District 8 is comprised of Wards 24, 25, and 26 and;

WHEREAS, the current polling place for District 8, McKinley Elementary School has expressed concerns regarding remaining a polling place due to conflicting events, and lack of parking and;

WHEREAS, it is in the best interest of the City of Appleton to change the District 8 polling place to a facility that would better accommodate voters and Election Day operations;

NOW THEREFORE BE IT RESOLVED that the City of Appleton District 8 Polling place be changed **to First Congregational United Church of Christ located at 724 East South River Street, Appleton, WI 54915** effective beginning with the February 20, 2018 Spring Primary Election.

Adopted: _____

Published: _____

S/ TIMOTHY M. HANNA (Mayor)

S/ KAMI L. LYNCH (Clerk)

CITY OF APPLETON
RESOLUTION

**Resolution declaring the change in polling place for Aldermanic District 11 in
the City of Appleton pursuant to Section 5.25 Wisconsin Statutes**

WHEREAS, City of Appleton Aldermanic District 11 is comprised of Wards 31, 32, 33,
and 34 and;

WHEREAS, the current polling place for District 11, Riverview Evangelical Lutheran
Church & School has expressed concerns regarding remaining a polling place and;

WHEREAS, it is in the best interest of the City of Appleton to change the District 11
polling place to a facility that is amenable to accommodate voters and Election Day
operations;

NOW THEREFORE BE IT RESOLVED that the City of Appleton District 11 Polling
place be changed to **Paper Discovery Center at 425 West Water Street, Appleton, WI
54911** effective beginning with the February 20, 2018 Spring Primary Election.

Adopted: _____

Published: _____

S/ TIMOTHY M. HANNA (Mayor)

S/ KAMI L. LYNCH (Clerk)



September 29, 2017

Paula Vandehey, P.E.
Director of Public Works
City of Appleton
Appleton, WI 54911

WALKER PARKING CONSULTANTS
850 West Jackson Blvd.
Suite 310
Chicago, IL 60607

Office: (312) 633-4260

Transmitted via email: paula.vandehey@appleton.org

Re: *Proposal to Perform Parking Consulting Services
Downtown Appleton Parking Study Update
Appleton, WI*

Dear Paula:

Walker Parking Consultants ("Walker") is pleased to submit for your review this proposal to provide Parking Consulting Services to evaluate current and future parking needs in downtown Appleton, Wisconsin. Included herein is Walker's understanding of the project, along with our proposed scope of services, fee, and schedule. We appreciate and thank you for requesting this proposal.

PROJECT UNDERSTANDING

The primary goal of this engagement is to determine future parking adequacy in downtown Appleton considering the impending removal of 401 parking stalls from the current downtown parking supply. In combination with the removal of the Blue parking ramp, near-term downtown plans include the absorption of vacant commercial space that will increase daily parking demand. The parking evaluation will consider these changing dynamics in downtown Appleton and the impact on public and private parking assets.

Specific questions this study will address include:

How many additional parking spaces are needed in the defined downtown study area?

Where is the optimal location for constructing a new parking ramp, ramps, lots, or a combination?

What is the projected cost to build, maintain, and operate a new parking ramp, ramps, lots, or a combination?

How do similar size communities address requests for marked stalls in public ramps?

PROPOSED STUDY AREA

The proposed study area is bounded by Richmond Street to the west, North Street to the north, Drew Street to the east, and College Avenue to the south.

Exhibit 1: Proposed Study Area



Legend

Proposed Study Area — Former Study Area (2014 Walker Study) - - - - -



Source: Walker, Google Earth

SCOPE OF SERVICES

TASK 1 – PARKING SUPPLY AND DEMAND ANALYSIS

1. Attend a kick-off meeting with representatives of development community and the City of Appleton to discuss the study objectives, review the scope of work, and confirm the project schedule.
2. City will provide all relevant land use and local market information that may impact the analysis. This information would include but not be limited to electronic copies of recent market studies, transportation studies and plans, pedestrian counts, Comprehensive Plan (including housing study and vacancy study), TIF 11 and TIF 12 project plans, and master plans that may impact the study area.
3. Review and update current parking inventory denoting the physical parking capacity, user characteristics, and restrictions for all on- and off-street parking facilities within the study area.
4. Conduct parking occupancy counts on a weekday for all on- and off-street parking within the study area. The parking occupancy counts will be performed hourly on a typical weekday between 8:00 AM and 6:00 PM.
5. Determine the surplus or shortfall within the study area under current conditions, and create a tabular and graphic illustration of the public and private parking adequacy on a block-by-block basis.
6. Project future parking needs to be derived from anticipated changes in the defined study area. Future parking demand projections will consider up to three (3) market condition scenarios to be developed in coordination with City staff.
7. Present the calculated parking surplus or shortfall within the study area for up to three future market condition scenarios.
8. Review Task 1 results with City staff and obtain feedback.

TASK 2 – SITE ANALYSIS

1. Review parking inventory and utilization data collected in Task 1. If data indicates opportunities for demand management solution, recommend management and policy changes that could reduce congestion in affected areas, particularly in areas near the Blue and Soldier Square parking ramps.
2. Identify up to three (3) potential areas for new parking ramps, lots, or combination. Site selection criteria will consider but not be limited to the surrounding development density, proximity to demand generators, proximity to existing parking, proximity to proposed new development, land cost, project cost, land assembly cost and time, cost per net space gained, and the opportunity for mixed use development.

3. Prepare conceptual parking ramp layout for each site identifying the total number of spaces, functional design, entry/exit locations, and number of supported levels
4. Rank development options based on the quantitative and qualitative analysis.
5. Present Task 2 results to City staff for review and comment.

TASK 3 – PRELIMINARY FINANCIAL ANALYSIS

1. Using Walker's database of operating expenses, project annual operating expenses for a ten-year period, including but not limited to: direct labor, utilities, supplies, daily maintenance (contracts and equipment), and routine structural maintenance.
2. Provide a probable estimate of constructions cost, contingency costs, consulting fees, and financing costs.
3. Calculate the average annual debt service for the improvements based on financing inputs provided by City staff.
4. Recommend a parking rate structure to be charged at a new parking ramp.
5. Projected the annual operating revenue for a new parking ramp.
6. Based on the findings from previous tasks and the recommended rate structure, develop up to three (3) ten-year financial pro forma and net operating income for a new parking ramp.
7. Prepare a parking ramp implementation plan, including phasing of funding, design, and construction timeline.

TASK 4 – FINAL REPORT

1. Prepare a draft report in PDF format and submit via email to City staff for City staff and development community review and comment.
2. Attend one on-site work session with City staff to discuss Walker's parking supply/demand findings, site and financial analysis, and recommendations contained in the draft report, and obtain consolidated comments on the material provided for review.
3. Prepare a final report in PDF format, submitted via email, that appropriately incorporates City staff's review comments into the final report.

SCHEDULE

We are prepared to begin work immediately upon receipt of written acceptance of this proposal and notice to proceed. The overall project is anticipated to take approximately five (5) to six (6) weeks.

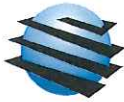
| Task Description | Week 1-2 | Week 3-4 | Week 5-6 |
|----------------------------------------------------------------------------------------------|----------|----------|----------|
| Task 1: Project Kick-Off, Inventory and Occupancy Counts, Parking Supply and Demand Analysis | | | |
| Task 2: Site Analysis | | | |
| Task 3: Preliminary Financial Analysis | | | |
| Task 4: Final Report | | | |

Please note that the schedule provided above is preliminary and will be confirmed with the Client during the first week of the project to account for local key dates, holidays/events, and project goals.

We anticipate receiving one set of consolidated comments/questions on the draft report within ten (10) business days of sending. In the event that no comments and or questions are received within twenty (20) business days, we will assume that the Client is satisfied with the document and we will reissue as a final report to complete our scope of service for the project.

PROFESSIONAL FEES

Walker proposes to perform the tasks outlined in the above scope of services for a lump sum fee of thirty thousand dollars (\$30,000), which includes reimbursable expenses. Other terms of our agreement will be in accordance with the attached General Conditions of Agreement.



WALKER
PARKING CONSULTANTS

Paula Vandehey, P.E.
September 29, 2017
Page 6

Walker appreciates the opportunity to provide you with this proposal for Parking Consulting Services. We are fully committed to understanding your requirements for this project. If this proposal does not meet your requirements, we ask that you please bring it to our attention so that we can further customize our scope of services to meet your specific requirements better. If you need additional information, or if you have questions on the information presented in this proposal, please do not hesitate to call me at (312) 533-5385.

Sincerely,
WALKER PARKING CONSULTANTS

Philip J. Baron
Director of Studies

Enclosure: *General Conditions of Agreement for Consulting Services*

AUTHORIZATION

Trusting that this meets with your approval, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one signed original of this agreement for our records.

City of Appleton

Accepted by (Signature): _____

Printed Name: _____

Title: _____

Date: _____

GENERAL CONDITIONS OF AGREEMENT

FOR CONSULTING SERVICES



PAGE 7 OF 7

SERVICES

Walker Parking Consultants ("WALKER") will provide the CLIENT professional services that are limited to the work described in the attached letter ("the services"). Any additional services requested will be provided at our standard hourly rates or for a mutually agreed lump sum fee. The services are provided solely in accordance with written information and documents supplied by the CLIENT, and are limited to and furnished solely for the specific use disclosed to us in writing by the CLIENT. No third-party beneficiary is contemplated. All documents prepared or provided by WALKER are its instruments of service, and any use for modifications or extensions of this work, for new projects, or for completion of this project by others without WALKER's specific written consent will be at CLIENT's sole risk.

PAYMENT FOR SERVICES

Prior to commencement of services the CLIENT agrees to make an Initial Payment to WALKER in an amount equal to 20% of the total fee or as stated in the attached letter. This amount will be credited to the last invoice(s) sent to the CLIENT. WALKER will submit monthly invoices based on work completed plus reimbursable expenses. Reimbursable expenses will be billed at 1.15 times the cost of travel and living expenses, purchase or rental of specialized equipment, photographs and renderings, document reproduction, postage and delivery costs, long distance telephone and facsimile charges, additional service consultants, and other project related expenses. Payment is due upon receipt of invoice. If for any reason the CLIENT does not deliver payment to WALKER within thirty (30) days of date of invoice, WALKER may, at its option, suspend or withhold services. The CLIENT agrees to pay WALKER a monthly late charge of one and one-half percent (1½%) per month of any unpaid balance of the invoice.

STANDARD OF CARE

WALKER will perform the services in accordance with generally accepted standards of the profession using applicable building codes in effect at time of execution of this Agreement. WALKER's liability caused by its acts, errors or omissions shall be limited to the fee or \$10,000, whichever is greater.

Any estimates or projections provided by WALKER will be premised in part upon assumptions provided by the CLIENT. WALKER will not independently investigate the accuracy of the assumptions. Because of the inherent uncertainty and probable variation of the assumptions, actual results will vary from estimated or projected results and such variations may be material. As such, WALKER makes no warranty or representation, express or implied, as to the accuracy of the estimates or projections.

PERIOD OF SERVICE

Services shall be complete the earlier of (1) the date when final documents are accepted by the CLIENT or (2) thirty (30) days after final documents are delivered to the CLIENT.



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

DEPARTMENT OF PUBLIC WORKS - Engineering Division

MEMO

TO: Members of the Municipal Services Committee

FROM: Ross Buetow, Deputy Director of Public Works

SUBJECT: Award of contract for 2018-2022 Snow Plowing & Snow Removal Services in City of Appleton Parking Facilities

DATE: October 4, 2017

In response to a request for proposals issued by our office, we received one response for Snow Plowing & Snow Removal Services in City of Appleton Parking Facilities. The proposal was submitted by Lakeshore Cleaners, Inc. and was opened on Monday, October 2, 2017. Attached is a summary of Lakeshore's proposed hourly billing rates for various types of snow plowing and hauling equipment, including associated labor costs.

The facilities covered under this contract include:

- Yellow Parking Ramp
- Blue Parking Ramp
- Red Parking Ramp
- Green Parking Ramp
- Police Department Ramp
- Library Plaza Lot

Although we only received one response, we are confident in recommending award of this contract to Lakeshore Cleaners. They have performed this identical work over the past several years with excellent quality, dependability and response times. Work under this contract would be billed on an hourly basis under the direction of the Parking Utility Manager and Director of Facilities Management. Their proposed hourly rates are reasonable in comparison to rates from previous contracts.

Therefore, we recommend award of contract for 2018-2022 Snow Plowing & Snow Removal Services in City of Appleton Parking Facilities to Lakeshore Cleaners, Inc. in accordance with the hourly rates included in their proposal dated September 29, 2017. The term of this contract will be from October 2017 through June of 2022, conditioned upon satisfactory performance by the contractor.

Thank you for your consideration.

PROPOSAL

10/02/17

SNOW PLOWING & SNOW REMOVAL SERVICES AT CITY OF APPLETON PARKING FACILITIES

| Description | WINTER 2017-2018 | WINTER 2018-2019 | WINTER 2019-2020 | WINTER 2020-2021 | WINTER 2021-2022 |
|------------------------------------------------------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Hourly Rate per piece of <u>PLOWING</u> equipment including operator. | <u>\$75.21</u> /hr. | <u>\$77.46</u> /hr. | <u>\$79.46</u> /hr. | <u>\$81.46</u> /hr. | <u>\$83.40</u> /hr. |
| Hourly Rate per piece of <u>LOADING</u> equipment (Front-end Loader) including operator. | <u>\$87.14</u> /hr. | <u>\$88.89</u> /hr. | <u>\$91.54</u> /hr. | <u>\$93.00</u> /hr. | <u>\$96.00</u> /hr. |
| Hourly Rate per piece of <u>LOADING</u> equipment (skid steer) including operator. | <u>\$79.93</u> /hr. | <u>\$82.32</u> /hr. | <u>\$84.50</u> /hr. | <u>\$87.50</u> /hr. | <u>\$89.50</u> /hr. |
| Hourly Rate per piece of <u>HAULING</u> equipment including operator. | <u>\$67.50</u> /hr. | <u>\$68.90</u> /hr. | <u>\$70.00</u> /hr. | <u>\$75.00</u> /hr. | <u>\$76.00</u> /hr. |
| Hourly Rate per <u>SNOW BLOWER</u> (including operator) | <u>\$72.10</u> /hr. | <u>\$73.54</u> /hr. | <u>\$75.74</u> /hr. | <u>\$77.94</u> /hr. | <u>\$84.99</u> /hr. |
| Hourly Rate per <u>FOREMAN</u> for Sidewalks | <u>\$58.71</u> /hr. | <u>\$60.47</u> /hr. | <u>\$67.21</u> /hr. | <u>\$64.07</u> /hr. | <u>\$65.99</u> /hr. |
| Hourly Rate per <u>LABORER</u> for Sidewalks | <u>\$48.41</u> /hr. | <u>\$49.86</u> /hr. | <u>\$51.35</u> /hr. | <u>\$52.89</u> /hr. | <u>\$54.47</u> /hr. |
| Other Equipment | | | | | |
| | \$ /hr. | \$ /hr. | \$ /hr. | \$ /hr. | \$ /hr. |
| | \$ /hr. | \$ /hr. | \$ /hr. | \$ /hr. | \$ /hr. |
| | \$ /hr. | \$ /hr. | \$ /hr. | \$ /hr. | \$ /hr. |

BIDDER: Lake Shore Cleaners, Inc.
 ADDRESS: 4623 N. Richmond St.
 CITY, STATE, ZIP: Appleton, WI 54913
 BY: [Signature]
 PRINT: Ronald G. Wolff, Jr.
 TITLE: President
 TELEPHONE: 920-734-0757
 FAX: 920-830-2922
 DATE: 9.29.17

CITY OF APPLETON

DEPARTMENT OF PUBLIC WORKS

**INTER-GOVERNMENTAL AGREEMENT
FOR HIGHWAY IMPROVEMENT PROJECTS**

Description: Ballard Road Box Culvert (P-44-715) south of Northland Avenue (CTH "OO")

The City of Appleton, through its undersigned duly authorized officers or officials hereby request Outagamie County to initiate and affect the bridge structure improvements.

PROPOSED IMPROVEMENTS:

Provide maintenance on the Ballard Road Box Culvert (P-44-715).

TERMS AND CONDITIONS:

1. The City of Appleton will be the lead agency for this project.
2. Transfer of ownership from Outagamie County to the City of Appleton occurs upon completion of the Ballard Road Box Culvert Maintenance Project (late 2018).
3. All plans and specifications for the improvements will be provided for Outagamie County's review and approval.
4. The project cost in the agreement is an estimate. The County shall pay the City of Appleton upon completion of the project based on actual costs.

COST ESTIMATE AND PARTICIPATION

| PHASE | ESTIMATED COST | | | |
|------------------------------|------------------|------------------|------------------|----------------|
| | Estimated Cost | County | City | % County Share |
| Design Engineering | \$ 20,000 | \$ 10,000 | \$ 10,000 | 50% |
| R/O/W Acquisition Roadway | \$ 0 | \$ 0 | \$ 0 | 0% |
| CONSTRUCTION: | | | | |
| Structure | \$ 40,000 | \$ 20,000 | \$ 20,000 | 50% |
| Contingencies | \$ 5,000 | \$ 2,500 | \$ 2,500 | 50% |
| Construction Engineering | \$ 5,000 | \$ 2,500 | \$ 2,500 | 50% |
| CONSTRUCTION TOTAL: | \$ 50,000 | \$ 25,000 | \$ 25,000 | |
| TOTAL PROJECT COST: | \$ 70,000 | \$ 35,000 | \$ 35,000 | |
| | | | | |

This request is subject to the terms and conditions listed above, and is made by the undersigned under proper authority to make such request and upon acceptance by Outagamie County shall constitute agreement between City of Appleton and Outagamie County.

Signed on behalf of
Outagamie County

Dean Steingraber
Highway Commissioner

Signed on behalf of
City of Appleton

Timothy Hanna
Mayor

Date

Kami Lynch
City Clerk

Date

Tony Saucerman
Finance Director

Date

Jim Walsh
City Attorney

Date

DIVISION 4. MOVING OF BUILDINGS AND STRUCTURES*

Sec. 4-206. Permit required; application.

(a) No building or other structure shall be moved over the streets of the City unless a permit has been granted by the Common Council, except as provided in §4-211.

(b) Any person wishing to move a building over the streets of the City shall make application to the Director of Public Works on a form provided by the Director of Public Works. Such application shall also be signed by the owner of the property to which the building is to be moved.

(Code 1965, §15.08(1), (2))

Cross reference(s)-Street, sidewalks and other public places, ch. 16; traffic and vehicles, ch. 19.

Sec. 4-207. Issuance of permit; permit fee.

No permit shall be granted by the Common Council for the moving of buildings over the streets of the City without the following conditions being met:

- (1) The axle load shall be such that there will be no damage to the road surface as determined by the Director of Public Works.
- (2) The building shall be of such length, height and width that, in the opinion of the ~~Municipal Services Committee~~ Director of Public Works, it will not unreasonably interfere with power lines, trees and other structures along the route to be traveled.
- (3) No building shall be moved over a bridge in the City unless it can be shown to the satisfaction of the Director of Public Works that such move will not result in undue stress on or physical damage to the bridge.
- (4) The applicant shall file with the City Clerk proof of workers compensation, automobile and general liability insurance equal to or greater than that required by the City and approved by the City's Risk Manager, which shall be kept in full force and effect for one (1) year after the building has been moved.
- (5) The applicant shall file with the Department of Public Works a permit bond in the penal sum of five thousand dollars (\$5,000) executed by the applicant as principal and a surety company authorized to do business in the State of Wisconsin, running in favor of the City so that in the event the City should suffer any loss or damage by any negligence, malfeasance or misfeasance in the conduct of the work of this section shall have the right to institute an action for recovery against the applicant and the surety upon such bond. The bond must further state that the applicant shall fully comply with all provisions of State law and City ordinances and that the applicant will save and indemnify the City against any costs, expenses or damages which may in any way accrue against the City due to the work of this section, and will keep the City harmless against all liabilities, judgments, costs and expenses as a consequence of the work.

- (6) The applicant shall pay to the Director of Finance a fee as provided in §4-161(7).

(Code 1965, §15.08(4); Ord 73-89, §1, 6-7-89; Ord 4-93, §1, 1-6-93; Ord 9-97, §1, 2-19-97; Ord 38-12, §1, 5-16-12; Ord 100-16, §1, 12-13-16)

Sec. 4-208. Approval of relocation in city; old buildings.

(a) No building shall be moved from one location to another location within the City without the conditions provided in this division being met.

(b) The Inspection Supervisor shall issue a building permit for the relocation of the building in compliance with

all building and zoning regulations, provided that the permit has been approved by the Municipal Services Committee and the Common Council.

(c) The Inspection Supervisor shall notify the alderperson of the ward and all property owners within 100 feet of the proposed relocation of the date and time of the Municipal Services meeting where the proposed relocation will be heard.

~~—(d) A relocation shall not be made if there is a protest of the relocation duly signed and acknowledged by the owners of twenty percent (20%) or more of the land immediately adjacent to the property extending one hundred (100) feet therefrom or by the owners of twenty percent (20%) or more of the land directly opposite thereto extending one hundred (100) feet from the street frontage of such opposite land, unless so granted by a three-fourths (¾) vote of the Common Council.~~

~~—(e) No building shall be moved from one location to another location within the City if the building has been in existence more than fifty percent (50%) of its estimated life expectancy as set forth in Boeckh's Manual of Appraisals Depreciation Table for Buildings.~~

~~(fd) No old-existing building shall be moved from outside the corporate limits of the City to within the corporate limits of the City. Newly constructed factory-built homes and parts thereof may be moved from outside the City to within the City in compliance with all other provisions of this division. The permit fee for the move to the first permanent location shall be as provided in §4-161(7). The Chief of Police may require a police escort for moving factory-built housing and, if required, a fee of twenty dollars (\$20.00) per hour per man shall be charged.~~

~~(ge) No old-existing building shall be moved to a new location within the City unless it fully complies with or is remodeled to fully comply with all minimum requirements of the plumbing, heating and ventilating, building and housing and electrical codes for new construction.~~
(Code 1965, §15.08(6); Ord 32-92, §1, 3-18-92; Ord 174-93, §1, 10-19-93; Ord 118-96, §1, 12-18-96, Ord 108-04, §1, 8-10-04; Ord 39-12, §1, 5-16-12)

Sec. 4-209. Route, time limits and safety requirements.

(a) Every permit issued under this division shall state all conditions to be complied with and designate the route to be taken and the limit of time for removal.

(b) The moving of the building shall be continuous during all hours of the day, and day by day, ~~if the Common Council, Mayor or Director of Public Works so orders,~~ until the moving is completed, to cause the least possible obstruction to streets, unless otherwise ordered by the Director of Public Works.

~~—(c) No building shall be allowed to remain overnight on any street crossing or intersection.~~

(dc) Red warning lights shall be placed conspicuously at both ends of the building during the night.

(ed) The mover of the building shall report daily to the Police and Fire Department the location of the building on the street.

~~(f) If a building being moved must remain stationary on a street for any period of time, permission for such shall be obtained from the Mayor and Director of Public Works and the building shall be so placed as to permit easy access to any fire hydrant.~~
(Code 1965, §15.08(3))

Sec. 4-210. Supervision of operation; trimming of trees.

The mover of the building to whom a permit has been granted under this division shall notify the Director of Public Works of the time when moving is to begin. The Director of Public Works may appoint an inspector to be present during the moving operation to supervise such moving. The appointment of an inspector in no way relieves the mover from any liability for damage that may be done during the moving operation. The Director of Public Works

may also ~~request-instruct~~ the Forestry Division to trim the necessary trees along the route. The costs of the inspector and tree trimmers ~~shall-may~~ be billed at actual cost to the mover.
(Code 1965, §15.08(5), Ord 40-12, §1, 5-16-12)

Sec. 4-211. Small buildings; buildings to be moved out of city.

(a) Smaller buildings of one story in height and not more than fourteen (14) feet wide including cornice may be moved on a truck or trailer equipped with pneumatic tires.

(b) The permit required for moving any building from a location in the city to a location outside the city may be issued by the Engineering Division provided all conditions required for moving buildings shall be met.

(c) In the case of small buildings all conditions shall be met except §4-207(6) and the following shall apply:

(1) A police escort shall be required if a bridge is to be crossed;

(2) The fee shall be five dollars (\$5.00) per one hundred (100) square feet of the area of the building.
(Code 1965, §15.08(7); Ord 73-89, §1, 6-7-89)

Sec. 4-212. Police escort.

Whenever a permit is issued for the moving of a building, a police escort ~~shall-may~~ be required ~~and may be required when moving factory-built houses or other small buildings pursuant to §4-211(c)~~. A fee of twenty dollars (\$20.00) per hour per man assigned to the escort ~~shall-may~~ be charged.
(Code 1965, §15.08(8))

Operator's Licenses for 10/11/17 S & L

Approved

| | |
|----------------------------|-----------------------------------------|
| Monique L. Abram | 1001 S. East Street, #18 |
| Natalie J. Certo | 1 Daniel Drive, Hilbert |
| Gail A. Fernandez | 96 Mathewson Street, Menasha |
| Sandeep Gill | 800 E. Northland Avenue |
| Anna M. Goelz | 506 ½ W. College Ave., #3 |
| Nicole M. Hietpas | W5674 Cty Rd O |
| Curt J. Konetzke | 612 S. Fidelis Street |
| Vincent J. Lebrun | 1709 E. Wyndmere Drive |
| Travis P. Oskar | 732 Manitowoc Road, Menasha |
| Danielle M. Pollak | 1008 E. Windfield Place |
| Amanda L. Resen | 57 Valerie Drive |
| Nathaniel J. Salazar | 615 N. Center Street |
| Kyle D. Schmitz | 1713 N. Owaissa Street |
| Heidi Tease | 528 6 th Street, Menasha |
| Lynn Zetzman | 339 W. 6 th Street |
| Jonathan D. Aimers | 324 E. Brooklyn Street, Chilton |
| Summer A. Alswager | 408 Isabella Street, Neenah |
| Anastasia R. Aytche | 3321 Woodman Drive, #2 |
| Cassandra M. Blom | N4754 County Rd C, Freedom |
| Lisa M. Bright | 1607 N. Erb Street |
| Jamie L. Busse | 728 W. Bell Avenue |
| Janet M. DeHaven | 1913 W. Russet Court, #4 |
| Danny J. Delaney-Pritchard | 726 Arthur Street, Little Chute |
| Nikol A. Diaz | 1214 E. Fremont Street |
| Matthew J. Erhard | 1608 S. Irma Street |
| James P. Gaffney | 4516 N. Providence Ave., #3 |
| Maranda L. Gradl | 1042 Brookwood Street, Neenah |
| Nicholl M. Green | 218 E. Spring Street |
| Alexandra J. Griffith | 1275 Wittmann Park Ln., #6, Menasha |
| Elias B. Hubbard | 711 E. Boldt Way, SPC 641 |
| Brenda L. Jorstad | W7635 Hillwood Court, Hortonville |
| Daniel J. Kiley | 1215 S. Lee Street |
| Brian R. Kuklinski | 1603 Jay Lane, Green Bay |
| Lindsay A. Love | 1518 S. Jackson Street |
| Nannette C. Nimmer | 537 W. Verbrick Street |
| Nathan S. Rickert | 925 E. Northwood Drive |
| David R. Sier | 633 E. Dennison Street |
| Kayla M. Sinclair | 3350 E. Paris Way, #8 |
| Chee M. Thao | 2417 N. Owaissa Street |
| Drew D. VanEss | 3221 N. Country Run Drive |
| Mai Vang | 412 W. 9 th Street, Kaukauna |

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 17
ending June 30 20 18

TO THE GOVERNING BODY of the: ☐ Town of }
☐ Village of } Appleton
☒ City of }

County of Outagamie Aldermanic Dist. No. _____ (if required by ordinance)

1. The named ☐ INDIVIDUAL ☐ PARTNERSHIP ☐ LIMITED LIABILITY COMPANY
☒ CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): MANGO TREE, INC.

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

| Title | Name | Home Address | Post Office & Zip Code |
|-----------------------|------------------|-------------------------------|------------------------|
| President/Member | <u>KOU LEE</u> | <u>525 INVERARY CT HOBAUT</u> | <u>54155</u> |
| Vice President/Member | <u>JANEY LEE</u> | <u>525 INVERARY CT HOBAUT</u> | <u>54155</u> |
| Secretary/Member | | | |
| Treasurer/Member | | | |
| Agent | <u>KOU LEE</u> | | |
| Directors/Managers | <u>NA</u> | | |

3. Trade Name KOREANA RESTAURANT Business Phone Number 920.733.3205
4. Address of Premises 201 WEST NORTHLAND AVE. APPLETON Post Office & Zip Code 54911

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☐ Yes ☒ No
6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☒ Yes ☐ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) Corporate/limited liability company applicants only: Insert state WISCONSIN and date 9.12.17 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 4560 Sq. Ft. Full service restaurant with dining room and bar area
10. Legal description (omit if street address is given above): in the front, storage in the back of the bar and small hall.
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No
(b) If yes, under what name was license issued? Koreana Restaurant
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officers, members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 27 day of September, 20 17

Linda Maus
(Clerk/Notary Public)

My commission expires Notary Public, State of Wisconsin
Commission Expires July 23, 2019

NOTARY PUBLIC
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

| | | | |
|-------------------------------------------------------------|--------------------------------|---------------------------------|-----------------------------------|
| Date received and filed with municipal clerk <u>9-27-17</u> | Date reported to council/board | Date provisional license issued | Signature of Clerk / Deputy Clerk |
| Date license granted | Date license issued | License number issued | |

City of Appleton – Resolution #21-R-17
October 4, 2017

Submitted by: Alderperson Croatt – District 14

Referred to: Parks & Recreation Committee

Sustainability Resolution

Whereas, the City of Appleton's mission statement is "The City of Appleton is dedicated to meeting the needs of our community and enhancing the quality of life".

And Whereas, the City of Appleton recently completed an update to its Comprehensive Plan which provided numerous opportunities for public input and engagement with the primary intent to use the plan to guide the growth and development of the community.

And Whereas, the Comprehensive Plan becomes a major tool in project identification and establishes a vision for future land use, physical development, and quality of life in the City, as well as provides a comprehensive set of goals, policies and initiatives to achieve that vision.

And Whereas, the Comprehensive Plan is one of several tools used to drive city initiatives and becomes an integral part of the overall operations.

And Whereas, the City of Appleton also has a Sustainability Master Plan which identifies many initiatives to work towards sustainability through evaluation of the following: conservation, energy efficiency opportunities, restorative redevelopment, increased facilities efficiencies, pollution reduction, green building and buying, reductions in greenhouse gas (GHG) emissions, lower dependence on pesticides, restoring urban waterways, promote environmental stewardship, improve transportation infrastructure, and improve and expand green infrastructure.

And Whereas, the City of Appleton takes its responsibilities on sustainability very seriously and has demonstrated that through past efforts and future plans. All plans, including but not limited to the Comprehensive Plan and the Sustainability Plan are used to meet the needs of the community and enhance the quality of life in Appleton and support efforts identified in the annual budgets.

And Whereas, the City of Appleton became one of the first five communities to be part of the Legacy Communities – a Green Tier Charter and has been actively involved since becoming a member and has provided Annual Reports for the past 5 years.

Therefore, be it resolved, the City of Appleton reaffirm its position on Sustainability by:

1. Continuing its membership with the Green Tier Charter Communities and work with other municipalities to attain the goals of the organization and strive to be a leader in key measurement areas while taking into account all financial impacts any action may result in.
2. Reviewing and updating the city's own Sustainability Master Plan on an annual basis.
3. Providing an opportunity for members of the public to provide input on the Sustainability Master Plan as part of inclusion on standing committee meeting agendas under the appropriate committee of jurisdiction.
4. Providing an annual update to any standing committee that has jurisdiction over any component of the plan including but not limited to Utilities, Parks & Recreation, Community and Economic Development, Municipal Services, and Finance. The annual update to include an agenda information item for a summary of completed initiatives, information on any impacts to the annual budget, and an outline of short-term and long-term plans. Also included in the annual update would be the presentation of the Annual Report provided as part of membership with the Green Tier Charter Communities.
5. Make available on the City of Appleton website a portal specifically identified as Sustainability and included all pertinent information relative to the City of Appleton's plans and budgetary impacts.
6. The Mayor and/or Facilities Director or designee shall attend the Annual Sustainability Summit and Exposition event held in Wisconsin and include a memo as part of the annual update to standing committees.



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

Water Treatment Facility
2281 Manitowoc Rd.
Menasha, WI 54952
920-997-4200 tel.
920-997-3240 fax

TO: Chairperson Kathy Plank and Members of the Finance Committee

CC: Chairperson Greg Dannecker and Members of the Utilities Committee

FROM: Utilities Director Chris Shaw

DATE: Wednesday, October 04, 2017

RE: *Authorization Request to Sell Water Plant Membrane Cartridges and Decommissioned Ultrafiltration Equipment through a Consignment Agreement(s)*

BACKGROUND:

The Appleton Water Treatment Facility (AWTF) no longer utilizes ultrafiltration as a unit process within the facility's treatment train. The replacement process technology, ultraviolet light, has now been in operation for more than one year and has reached an excellent level of performance. Recently, with State regulatory approval, the ultrafiltration process was decommissioned and now serves no purpose to the water utility. As such, the utility would like to explore an agreement to consign existing inventory including membrane cartridges, parts, and equipment through a consignment house.

A consignment house was chosen as a method of liquidating AWTF's unused inventory and equipment for a number of reasons. Unlike online auctions, such as eBay, the seller has limited control over bidding which could result in a poor sale price. Selling out right requires advertising and/or marketing which comes with costs and no guarantee of reaching the target audience. Due to these considerations, city staff from the Attorney's Office, Finance and Utilities Departments recommend that an industry specific consignment house would best serve the utility.

The utility has completed a preliminary exploration of this method and finds that there appears to be modest value in used equipment albeit having 18 years of service life. It should be recognized that the ultrafiltration process produced over 50 billion gallons of potable water.

RECOMMENDATION:

Authorize the City Attorney and Utilities Department to execute a consignment agreement(s) and negotiate terms for the sale of membranes, ultrafiltration parts and equipment. Funds derived from these sales would be returned to the water utility. If you have any questions, regarding this project please contact me at 997-4200.



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

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 10/9/2017

RE: Action: Reject bid from Miron Construction, Inc. for \$1,847,815 for the Jones Park Renovation Phase I Project.

The 2017 Capital Improvement Plan includes \$1,550,000 to renovate Jones Park. Bids were opened on September 21, 2017 for the installation of utilities, excavation and the installation of the new ramp.

We received one bid from Miron Construction for a cost of \$1,847,815. This amount exceeds our current allocated budget. In reviewing this bid with our architect and engineers, we decided the best strategy is to rebid this work to exclude and defer the ramp and include it in the Phase II bid package. The Phase II bid package will include the remainder of the park including the pavilion, playground, paths, etc. This will allow more time for the ramp construction, better weather to avoid winter conditions and provide the architect and engineers to review their current design for an opportunity to reduce costs.

The Parks, Recreation and Facilities Management Department recommends rejecting this bid.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: ☐ **Finance Committee**
 ☐ **Municipal Services Committee**
 ☒ **Utilities Committee**

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:

N-17, CIPP Liner, Spot Repairs, Protruding Tap & Mineral Deposit Removal

Be awarded to:

Name: Great Lakes TV & Seal, Inc.

Address: 3600 Kewaunee Rd.

Green Bay, WI 54311

In the amount of : \$168,128.00

With a % contingency of : \$2,872.00

For a project total not to exceed : \$171,000.00

**** OR ****

In an amount Not To Exceed : _____

Budget: \$170,000.00

Estimate: \$180,000.00

Committee Date: 10/10/17

Council Date: 10/18/17

CIPP Liner, Spot Repairs, Protruding Tap and Mineral Deposit Removal

Unit N-17

October 2, 2017

BID TABULATION

| ITEM | DESCRIPTION | Quantity | Units |
|------|-----------------------|----------|-------|
| 1. | Erb Park Liner | 1 | each |
| 2. | Brewster St | 1 | each |
| 3. | Frances St | 1 | each |
| 4. | Winnebago St | 1 | each |
| 5. | Story St | 1 | each |
| 6. | Glendale Av | 1 | each |
| 7. | Appleton St | 1 | each |
| 8. | Commercial St | 1 | each |
| 9. | Seymour St | 1 | each |
| 10. | Alton St | 1 | each |
| 11. | Maple St | 1 | each |
| 12. | Rankin St | 1 | each |
| 13. | Racine St | 1 | each |
| 14. | Racine St | 1 | each |
| 15. | Clark St | 1 | each |
| 16. | Commercial St | 1 | each |
| 17. | Commercial St | 1 | each |
| 18. | Drew St | 1 | each |
| 19. | Drew St | 1 | each |
| 20. | Commercial St | 1 | each |
| 21. | Rankin St | 1 | each |
| 22. | Kenilworth Av n/s | 1 | each |
| 23. | Grant St | 1 | each |
| 24. | Greenfield St | 1 | each |
| 25. | Pacific St | 1 | each |
| 26. | Weiland Av | 1 | each |
| 27. | Allantic St | 1 | each |
| 28. | Quietwind Way | 1 | each |
| 29. | Waterford Dr | 1 | each |
| 30. | Evergreen Dr | 1 | each |
| 31. | Linwood Av | 1 | each |
| 32. | Eugene St | 1 | each |
| 33. | Glendale Av | 1 | each |
| 34. | Pierce Park Pavillion | 1 | each |
| 35. | Richmond St | 1 | each |
| 36. | Richmond St | 1 | each |
| 37. | Foster St | 1 | each |
| 38. | First Av | 1 | each |
| 39. | Brewster St | 1 | each |
| 40. | Roosevelt St | 1 | each |
| 41. | Park Drive La | 1 | each |
| 42. | Hall Av | 1 | each |

| Great Lakes TV Seal, Inc. | | Michels Corp. | |
|---------------------------|-------------|---------------|-------------|
| Unit Price | Total | Unit Price | Total |
| \$27,128.00 | \$27,128.00 | \$17,312.29 | \$17,312.29 |
| \$2,675.00 | \$2,675.00 | \$4,341.99 | \$4,341.99 |
| \$2,200.00 | \$2,200.00 | \$2,325.09 | \$2,325.09 |
| \$2,350.00 | \$2,350.00 | \$2,501.62 | \$2,501.62 |
| \$1,690.00 | \$1,690.00 | \$1,851.83 | \$1,851.83 |
| \$3,575.00 | \$3,575.00 | \$2,256.20 | \$2,256.20 |
| \$1,900.00 | \$1,900.00 | \$2,245.52 | \$2,245.52 |
| \$5,100.00 | \$5,100.00 | \$4,924.06 | \$4,924.06 |
| \$3,990.00 | \$3,990.00 | \$4,337.81 | \$4,337.81 |
| \$1,990.00 | \$1,990.00 | \$1,867.87 | \$1,867.87 |
| \$1,800.00 | \$1,800.00 | \$1,793.05 | \$1,793.05 |
| \$2,900.00 | \$2,900.00 | \$5,604.54 | \$5,604.54 |
| \$5,100.00 | \$5,100.00 | \$8,854.32 | \$8,854.32 |
| \$1,800.00 | \$1,800.00 | \$2,208.11 | \$2,208.11 |
| \$5,000.00 | \$5,000.00 | \$7,312.02 | \$7,312.02 |
| \$2,600.00 | \$2,600.00 | \$5,289.18 | \$5,289.18 |
| \$3,000.00 | \$3,000.00 | \$5,488.16 | \$5,488.16 |
| \$19,500.00 | \$19,500.00 | \$5,704.23 | \$5,704.23 |
| \$2,800.00 | \$2,800.00 | \$5,704.23 | \$5,704.23 |
| \$2,500.00 | \$2,500.00 | \$5,289.18 | \$5,289.18 |
| \$2,500.00 | \$2,500.00 | \$5,704.23 | \$5,704.23 |
| \$2,500.00 | \$2,500.00 | \$5,289.18 | \$5,289.18 |
| \$675.00 | \$675.00 | \$415.05 | \$415.05 |
| \$675.00 | \$675.00 | \$415.05 | \$415.05 |
| \$675.00 | \$675.00 | \$531.64 | \$531.64 |
| \$800.00 | \$800.00 | \$2,285.35 | \$2,285.35 |
| \$700.00 | \$700.00 | \$2,285.35 | \$2,285.35 |
| \$800.00 | \$800.00 | \$1,938.01 | \$1,938.01 |
| \$800.00 | \$800.00 | \$1,938.01 | \$1,938.01 |
| \$700.00 | \$700.00 | \$5,240.49 | \$5,240.49 |
| \$795.00 | \$795.00 | \$1,869.35 | \$1,869.35 |
| \$1,200.00 | \$1,200.00 | \$1,461.25 | \$1,461.25 |
| \$875.00 | \$875.00 | \$1,412.62 | \$1,412.62 |
| \$975.00 | \$975.00 | \$3,339.25 | \$3,339.25 |
| \$3,200.00 | \$3,200.00 | \$2,551.80 | \$2,551.80 |
| \$1,900.00 | \$1,900.00 | \$1,721.49 | \$1,721.49 |
| \$975.00 | \$975.00 | \$2,115.70 | \$2,115.70 |
| \$975.00 | \$975.00 | \$1,412.62 | \$1,412.62 |
| \$975.00 | \$975.00 | \$1,433.46 | \$1,433.46 |
| \$975.00 | \$975.00 | \$1,426.52 | \$1,426.52 |
| \$1,200.00 | \$1,200.00 | \$1,412.62 | \$1,412.62 |
| \$975.00 | \$975.00 | \$1,412.62 | \$1,412.62 |

CIPP Liner, Spot Repairs, Protruding Tap and Mineral Deposit Removal

Unit N-17

October 2, 2017

BID TABULATION

| ITEM | DESCRIPTION | Quantity | Units |
|------|-----------------------|----------|-------|
| 43. | Moorpark Av | 1 | each |
| 44. | Kay St | 1 | each |
| 45. | Leminwah St | 1 | each |
| 46. | Randall Av | 1 | each |
| 47. | John St | 1 | each |
| 48. | John St | 1 | each |
| 49. | John St | 1 | each |
| 50. | Frances St | 1 | each |
| 51. | Frances St | 1 | each |
| 52. | Greenfield St | 1 | each |
| 53. | Meade St | 1 | each |
| 54. | Racine St | 1 | each |
| 55. | Marquette St | 1 | each |
| 56. | Outagamie St | 1 | each |
| 57. | College Av | 1 | each |
| 58. | Lawrence St | 1 | each |
| 59. | Railroad R.O.W. | 1 | each |
| 60. | Cedar St | 1 | each |
| 61. | Brewster St | 1 | each |
| 62. | Badger Av | 1 | each |
| 63. | Badger Av | 1 | each |
| 64. | Cherry Ct | 1 | each |
| 65. | Alley n/o College Av | 1 | each |
| 66. | Prospect Av | 1 | each |
| 67. | Peabody St | 1 | each |
| 68. | Jefferson St | 1 | each |
| 69. | John St | 1 | each |
| 70. | John St | 1 | each |
| 71. | Sylvan St | 1 | each |
| 72. | Birchwood Av (ext) | 1 | each |
| 73. | Birchwood Av | 1 | each |
| 74. | Grant St | 1 | each |
| 75. | Rainbow Ct | 1 | each |
| 76. | Strawberry La n/leg | 1 | each |
| 77. | Esmnt n/o Newberry St | 1 | each |
| 78. | Joint Sealing Grout | 300 | gals |
| 79. | Extra Hours | 20 | each |

| Great Lakes TV Seal, Inc. | | Michels Corp. | |
|---------------------------|------------|---------------|------------|
| Unit Price | Total | Unit Price | Total |
| \$1,950.00 | \$1,950.00 | \$1,461.25 | \$1,461.25 |
| \$895.00 | \$895.00 | \$1,461.25 | \$1,461.25 |
| \$975.00 | \$975.00 | \$1,426.52 | \$1,426.52 |
| \$895.00 | \$895.00 | \$1,469.03 | \$1,469.03 |
| \$1,470.00 | \$1,470.00 | \$1,728.43 | \$1,728.43 |
| \$650.00 | \$650.00 | \$1,679.80 | \$1,679.80 |
| \$975.00 | \$975.00 | \$1,679.80 | \$1,679.80 |
| \$2,000.00 | \$2,000.00 | \$2,490.33 | \$2,490.33 |
| \$2,400.00 | \$2,400.00 | \$2,490.33 | \$2,490.33 |
| \$600.00 | \$600.00 | \$830.11 | \$830.11 |
| \$850.00 | \$850.00 | \$4,983.30 | \$4,983.30 |
| \$600.00 | \$600.00 | \$830.11 | \$830.11 |
| \$1,900.00 | \$1,900.00 | \$2,240.17 | \$2,240.17 |
| \$7,600.00 | \$7,600.00 | \$6,108.61 | \$6,108.61 |
| \$2,000.00 | \$2,000.00 | \$6,175.73 | \$6,175.73 |
| \$2,000.00 | \$2,000.00 | \$3,028.53 | \$3,028.53 |
| \$4,500.00 | \$4,500.00 | \$2,108.33 | \$2,108.33 |
| \$7,100.00 | \$7,100.00 | \$4,127.58 | \$4,127.58 |
| \$2,100.00 | \$2,100.00 | \$1,894.59 | \$1,894.59 |
| \$3,150.00 | \$3,150.00 | \$3,397.25 | \$3,397.25 |
| \$3,750.00 | \$3,750.00 | \$2,092.30 | \$2,092.30 |
| \$1,900.00 | \$1,900.00 | \$1,873.21 | \$1,873.21 |
| \$5,200.00 | \$5,200.00 | \$3,619.93 | \$3,619.93 |
| \$3,500.00 | \$3,500.00 | \$2,140.39 | \$2,140.39 |
| \$5,900.00 | \$5,900.00 | \$4,754.40 | \$4,754.40 |
| \$3,400.00 | \$3,400.00 | \$3,358.52 | \$3,358.52 |
| \$2,550.00 | \$2,550.00 | \$2,179.60 | \$2,179.60 |
| \$2,450.00 | \$2,450.00 | \$2,323.88 | \$2,323.88 |
| \$2,600.00 | \$2,600.00 | \$1,980.51 | \$1,980.51 |
| \$1,050.00 | \$1,050.00 | \$3,286.69 | \$3,286.69 |
| \$750.00 | \$750.00 | \$4,148.72 | \$4,148.72 |
| \$1,300.00 | \$1,300.00 | \$1,238.60 | \$1,238.60 |
| \$990.00 | \$990.00 | \$1,238.60 | \$1,238.60 |
| \$990.00 | \$990.00 | \$1,238.60 | \$1,238.60 |
| \$990.00 | \$990.00 | \$1,238.60 | \$1,238.60 |
| \$13.75 | \$4,125.00 | \$13.90 | \$4,170.00 |
| \$255.00 | \$5,100.00 | \$417.92 | \$8,358.40 |

\$216,198.00

\$245,674.76

| CITY OF APPLETON PERSONNEL POLICIES | TITLE: SALARY ADMINISTRATION | |
|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ISSUE DATE: February 18, 2005 | LAST UPDATE: September 4, 2001 February 2006 September 10, 2003 October 2006 February 18, 2004 July 2008 February 17, 2005 August 2009 December 2011 September 2012 September 2013 July 2014 | SECTION: Human Resources |
| POLICY SOURCE: Human Resources Department | AUDIENCE: All regular full and part-time benefited employees covered by the Non-represented compensation plan. Excludes represented employees. | TOTAL PAGES: 7 |
| Reviewed by Legal Services Date: December 2000 September 12, 2003 February 2006 September 2009 August 2013 July 2014 | Committee Approval Date: March 9, 2000 September 24, 2003 May 12, 2004 February 9, 2005 February 22, 2006 July 23, 2008 October 28, 2009 December 12, 2011 September 24, 2012 September 9, 2013 August 11, 2014 October 6, 2014 | Council Approval Date: March 15, 2000 October 1, 2003 May 19, 2004 February 16, 2005 March 1, 2006 August 6, 2008 November 4, 2009 December 21, 2011 October 3, 2012 September 18, 2013 August 20, 2014 October 15, 2014 |

I. PURPOSE

To outline the guidelines utilized for administration of the compensation plan.

II. POLICY

It is the policy of the City of Appleton to provide competitive compensation to attract and retain competent staff and to encourage and reward superior performance within the financial resources available.

III. DISCUSSION

This policy provides the current salary administration guidelines. This policy is subject to change with approval of the Common Council. The Human Resources Director shall be responsible for the administration of the compensation policy.

IV. DEFINITIONS

- A. Fair Labor Standards Act (FLSA): A federal act that sets minimum wage, overtime pay, equal pay, record keeping and child labor standards for employees who are covered by the act and who are not exempt from specific provisions. An employee classified in the compensation plan as “Exempt” is

not eligible for the overtime compensation provisions of FLSA.

B. Base Pay: An employee's initial rate of compensation, excluding extra lump sum compensation, shift differential etc. An employee's base pay can be expressed as a base hourly rate of pay or as an annual salary.

C. Compensation Plan: A schedule of pay ranges listing the job classifications Minimum, Maximum and Control Points. All regular positions shall be placed in one of these ranges based on a job questionnaire and point factor job evaluation.

~~C.~~D. Emergency: For purposes of this policy, an emergency shall be defined as an unplanned, significant event that affects the operation of the department (as determined by the Department Director and/or the Mayor)

~~D.~~E. Interim Assignment: When an employee is assigned to a different position on a temporary basis, because of a vacancy.

~~E.~~F. Job-Questionnaire (JQ): A job analysis that outlines the responsibilities and the requirements necessary to perform the functions of the position. The JQ is utilized to evaluate the position responsibilities using the City' point factor job evaluation system for allocation to the appropriate pay grade. A JQ also functions as the key document for pay plan maintenance.

~~F.~~G. Non-base pay adjustment: Pay adjustments generally in the form of a lump sum or other forms that do not increase the employee's base pay.

~~G.~~H. Red-circled: The maintenance of an employee's pay rate above the established range maximum. An employee whose pay rate is at or above the range maximum shall not be eligible for general pay adjustments but may be eligible for a non-base performance adjustment. Exception: Employees who are above the maximum of the assigned pay grade as a result of implementation of the 2013 pay plan shall be eligible for a general pay adjustment and for a non base performance adjustment until the employee changes positions or leaves City employment.

V. PROCEDURES

A. DETERMINATION OF PAY RANGES

The compensation plan shall be based on the principle of equal pay for equal work. Pay ranges within the compensation plan shall be determined with regard to factors including, but not limited to: uniformity of pay for each class; relative difficulty, complexity, and responsibility of work; competitive recruiting, education and experience requirements; and prevailing rates of pay for similar jobs in public and private employment as determined by the City.

B. ENTRANCE PAY RATE

The entrance pay rate shall be within the Minimum and the Control Point of the pay range. All appointments (including department heads) above the Control Point must be authorized, in advance, by a majority of the Mayor, Human Resources Committee Chair and Human Resources Director.

C. RECLASSIFICATION

The Position Classification Review Process is the method for determining pay range assignment of new positions or reclassification actions involving substantial changes in the duties and responsibilities of an existing position.

(a) Classification or Reclassification Consideration

A request for reclassification of a current position or the classification of a new position may be initiated by a staff member seeking reclassification, by the staff member's department director, or by the Human Resource Director. Requests for reclassifications may occur throughout the year as positions are created or become vacant.

Reclassification consideration for existing positions requires that the employee and the department director document substantial changes in existing duties since the most recent review. Duty changes may be from substantial, immediate reassignment of duties due to reorganization, or may be the result of a logical and gradual change of responsibilities over a period of time.

To be considered for reclassification, changes should be stable and typically should have been in effect for at least six months preceding the reclassification request so that it is clear that the changes that exist are likely to remain for some period of time. Reclassification will not be considered for temporary changes in duties.

A request for classification or reclassification consideration must be in writing and include a new JQ with notes indicating duties that have changed since the last review. The Questionnaire must be completed and signed by the employee, then reviewed and signed by the supervisor and department director. The supervisor and department director must verify or comment on the accuracy of the responses.

(b) Review of Requests

Following internal review by the Human Resource Director, the Human Resource Director may submit the Questionnaire and any supporting documentation to the consultant for evaluation if the criteria for reclassification is met. If the reclassification is appropriate, the consultant will recommend a grade assignment for the position. The consultant may request further information from the Human Resource Director and may request that other positions affected by the reclassification changes be reviewed as well.

(c) The Employer's Response to the Consultant's Recommendations

The employee and the department director will be informed of the final decision in writing, ~~and the consultants recommendation will be reported out informationally to the Human Resources Committee. Classification decisions for existing positions will normally take place on the first pay period following approval by the employer.~~ The effective date of any compensation changes will be based on the specific circumstance of the reclassification.

D. COMPENSATION PLAN COMPONENTS

(a) General Pay Range Adjustment

~~General p~~ Pay Range adjustments are typically made on an annual basis. The Human Resources

Director shall recommend such adjustments to the Mayor and Finance Director ~~Common Council~~ based on the general level of pay adjustments in the job markets where the City competes for its staff, as well as internal adjustments (e.g. collective bargaining settlements). These adjustments are also made in consideration of general changes in cost-of-living indices.

The adjustment takes the form of an adjustment to pay ranges ~~and will generally be made to the employee's base pay.~~ With the goal of maintaining market competitiveness of the pay plan.

No increase will be made to an employee's pay as a result of a pay range adjustment.

~~Employees must be rated at least "on target" in each of the goals and competencies to be eligible for a General Pay Adjustment.~~

~~General Pay Adjustments for those employees, who are eligible, will be effective January 1 each year~~

~~An employee, who falls below target in any of the goal and competencies, will be required to have a development plan and will not be eligible for a General Pay Adjustment until after 90 days of sustained "on target" performance. If an employee's performance reaches the "on target" level, (after 90 days) the employee may be eligible for a general pay adjustment at that time. Such General Pay Adjustments shall not be retroactive.~~

~~New Hires after July 1 of the current year may be eligible for a General Pay Adjustment if proper documentation (memo, e-mail etc. to indicate the GPA is warranted) is submitted by the supervisor and approved by the department director and Human Resources.~~

(b) Pay for Performance Adjustments

The amount allocated for performance pay adjustments shall be established each year by the Mayor and included in the annual budget, subject to approval by the Common Council. Upon approval of the budget the amount will be divided and allocated to each individual department based on total base wages of eligible employees within the plan. Upon conclusion of the annual employee performance review process, individual department directors will then divide the allocated amount to individual employees within their department based on the employee's annual performance evaluation score. Employees shall be eligible for pay for performance adjustments as follows:

- ◆ ~~Employees who have a pay rate at or below the Control Point shall be eligible for the following:~~

| Performance Rating | Adjustment |
|-------------------------------|--------------------------------------------|
| 90-100% | 1.5 of a performance adjustment |
| 75- below 90% | 1 performance adjustment |
| 60- below 75% | .5 of a performance adjustment |
| Below 60% of | Not eligible |

- ◆ ~~Employees who have a pay rate above the Control Point shall be eligible for the following:~~

| | |
|--------------------------|-------------------------------------------|
| 90 to 100% | 1 performance adjustment |
| 75- below 90% | .5 of a performance adjustment |
| 60- below 75% | Not eligible |
| Below 60% | Not eligible |

Lump sum ~~Non-base~~ adjustments will be used for employees who are at the maximum of their pay range. Lump sum ~~Non-base~~ adjustments may also be used in unique circumstances, to recognize a one-time adjustment or a circumstance that would deviate from our general policy guidelines.

Employees who fall below target in any of the goals or competencies, will be required to have a development plan and will not be eligible for a performance adjustment for that year (regardless of their % score).

An employee, who meets the required percentage for a particular level of performance, will be eligible for a base performance adjustment. If a Department Director recommends the employee receive the higher level performance adjustment, the Department Director must submit justification in writing to Human Resources. If the additional level of adjustment is approved by Human Resources, it shall be in a lump sum. (Example: an employee above the Control Point is rated 89% will receive .5 of a performance adjustment applied to their base and .5 performance adjustment in a lump sum).

All pay for performance adjustment requests will require supporting documentation through the performance evaluation process (goals & competencies) as outlined in the Performance Management Policy. All supporting documentation will be reviewed and verified by the Human Resources Department.

~~E. ADMINISTRATION OF PERFORMANCE ADJUSTMENTS~~

~~(a) Existing Employees~~

Pay for Performance Adjustments for those employees who are eligible, will be effective on January 1 each year.

Employees promoted throughout the year generally will not be eligible for pay for performance for that year.

~~(b) New Employees~~

A new employee who is hired before July 1 will be eligible to receive a pro-rated performance adjustment on January 1 of the next year based on the number of months they worked in that previous year.

F. PAY RATE ADJUSTMENTS

The Human Resources Director and the applicable Department Director shall determine the pay status of an employee based on the following:

- (a) Transfers - When an employee is transferred from one class to another with a common pay range, he/she shall continue to receive the same pay rate unless a different rate is deemed appropriate.
- (b) Promotion - When an employee is promoted from one class to another having a higher pay range, he/she shall receive an increase as deemed appropriate but not to exceed the Control Point of the range unless approved by the Committee as outlined in the above Entrance Pay Rate section. If the employee's pay rate is higher than the control point of the new position prior to promotion, no authorization is needed from the Committee. For consideration of placement into the new salary range, such factors as the average value of overtime lost, average value of extra hours

worked in a non-exempt capacity as well as other internal and external factors shall be considered.

- (c) Demotion - When an employee accepts a position in a lower pay grade for any reason, a rate of pay shall be determined. For consideration of placement into the new salary range, such factors as experience, qualification, length of service, average value of overtime lost and the level of pay similar to employees in the pay range shall be considered.
- (d) Upward Re-Classification - When an employee's position is reclassified into a higher pay grade, the reclassification shall be treated the same as a promotion under (b) above.
- (e) Downward Re-Classification - When an employee's position is reclassified into a lower pay grade, the reclassification shall be treated the same as (c.) above.

~~(f) Career development - Employees covered under a Council approved Career Development Plan shall be treated the same as an upward reclassification under (d) above.~~

(f) Equity Adjustments

Equity adjustments are salary changes outside of the normal salary programs (as listed above) to remedy salary issues such as external pressure in high demand areas, internal salary compression, and/or retention considerations.

G. MINIMUM AND MAXIMUM RATES

Generally, an employee shall be paid within the pay range of his/her position.

An employee may be paid below the minimum of his/her pay range as the result of not receiving a ~~general~~ pay adjustment due to their performance ~~not meeting expectations~~.

An employee who receives a base pay adjustment cannot exceed the maximum of their pay range.

In the event of a reclassification, or re-evaluation of a pay range that results in an employee's pay falling outside the maximum of the newly assigned pay range, such employee's pay rate may be red-circled.

H. OVERTIME

- (a) Employees in the Compensation Plan who meet the exemption under the Fair Labor Standards Act shall be exempt from all premium pay provisions except as otherwise outlined in this policy.
- (b) Employees who are required to work Sunday, not part of their regular schedule, shall receive double time pay. Utility Department employees who work Sunday, as part of their regular schedule, shall receive double time pay.
- (c.) All non-represented non-exempt employees in the Compensation Plan shall be paid no less than the minimum compensation required pursuant to the FLSA, including ~~eligible for~~ overtime compensation on a time and one half basis, for all hours worked in excess of 40 hours per week subject to the following:- ~~(For purposes of determining overtime pay under this policy, all authorized paid leaves with the exception of PTO Sick and Sick leave shall be considered as time worked for the purpose of computing overtime.) Double time may be paid for all hours worked on Sundays and holidays, only if indicated in departmental policy.~~

1. Compensatory Time, Sick leave and PTO Sick hours shall not be counted as hours

worked for purposes of computing overtime compensation; and,

2. Scheduled City holiday hours, vacation and PTO (except PTO Sick, see #1 above) may be counted as hours worked for purposes of computing overtime compensation (except when employee is called to work, then see #3 below); and,
3. Hours worked and paid at a Sunday or Holiday double time rate*, where the employee is also paid an additional call pay premium, shall not be counted as hours worked for purposes of computing overtime compensation.

*Holiday double time rate refer to Fringe Benefit Policy.

- (c) Battalion Chiefs and Deputy Fire Chiefs who fill in for other Chief Officers, when overtime would otherwise be required, shall receive straight time pay for all such hours worked in addition to his/her regular bi-weekly rate. Operations Battalion Chiefs who are required by the Chief to attend extended (generally more than four (4) hours) training on his/her off-duty time may be eligible for straight time pay for attendance at such training at the discretion of the Fire Chief.
- (d) Police Lieutenants and Captains will receive compensation at time and one half of the top senior sergeant rate ~~(effective 10/30/2014)~~ when working beyond their normal schedule for Grants, Off-Duty Police Services, ~~and~~ Avenue Detail and special events.
- (e) Overtime shall be approved in advance by the Department Director or supervisor and reviewed periodically by the Department Director. Overtime shall be kept to a minimum and shall be utilized to relieve specific occasional peak workloads or emergencies.
- ~~(f) Overtime shall be scheduled based on an employee's qualifications to perform the job pursuant to departmental policies or guidelines.~~

I. SHIFT DIFFERENTIAL

Non-exempt employees ~~designated by departmental policy may~~ shall receive a shift differential of \$.30 per hour between the hours of 5:00 PM and 5:00 AM. This shall not include Library employees, an extension of the workday or employees working a modified schedule.

J. HIGHER RATE OF PAY

Employees of the Public Works Department assigned for one week or longer shall be paid a higher rate differential of \$1.00 per hour for all actual hours worked performing the approved eligible tasks as-listed below ~~of the Public Works Department shall be eligible for higher rate of pay per departmental policy.~~

Mason work (dig, form and pour)

Water construction work (dig, pipe installation or repair)

Forestry work (tree removal while climbing or in aerial)

Asphalt paver operation

Laborer plowing snow (off-site)

Loader operation (off-site)

Grader operation (off-site)

Backhoe operation (off-site)

Sewer truck operation (Leader)

Parking Operator I temporarily assigned to Supervisory duties

Parking Ramp Attendant temporarily assigned to Parking Enforcement

Wood Hog Chipper

K. CERTIFICATION PAY

1. Public Works Department

Assessor Certification – any Inspection employee who obtains this certification will be paid a \$100.00 lump sum payment at the initial certification and any subsequent required re-certifications.

2. Lead Community Service Officer

Animal Control Certification – the Lead Community Service Officer shall be paid an additional \$.25 per hour to obtain and maintain the Animal Control Certification. The employee must receive approval by their supervisor prior to obtaining the certification.

~~2. Competent Person Trenching/Shoring Certification – any employee who is required to obtain this certification will be paid a \$100.00 lump sum payment at the initial certification and any subsequent required re-certifications. The City shall determine how many employees will get this certification.~~

~~3. Pesticide Application Certification – any employee who is required to obtain this certification will be paid a \$100.00 lump sum payment at the initial certification and any subsequent required re-certifications.~~

2. Utilities Department

Advanced Wastewater Certifications - A \$1.00 certification premium will be applied to the base wage of any Wastewater operations employee who successfully passes and maintains the Advanced General Wastewater exam and the advanced subclass exams for:

- Advanced General Testing
- A1 - Biological Treatment – Suspended Growth
- B – Solids Separation
- C - Biological Solids/Sludge Handling and Processing
- D - Disinfection
- L - Laboratory
- P - Phosphorus
- SS - Sanitary Sewer Collection System*

*Currently not available, will be required after re-issuance of WPDES permit, requiring the subclass SS (i.e., > year 2020). As in the past, it is the employee's responsibility to manage their own certification requirements.

K.L. TELEPHONE CALL

Non-exempt employees who are called by a supervisor on the telephone, outside of his/her regularly scheduled hours, to provide information related to the operation of the department shall be paid for the time actually spent on the telephone, but not less than one hour's straight time pay in either pay or time off to be determined by his/her supervisor. This does not apply to employees receiving the Stand-by Duty pay.

L.M. EMERGENCY CALL-IN/EMERGENCY SHIFT CHANGE

Non-exempt employees who have left the worksite or are in a paid leave status, and who are called to return to work outside of their regularly scheduled hours to handle emergency situations that could not be anticipated, will be eligible for (3) three hours call-in pay. ~~in or whose shift is changed may be eligible for call time or shift change allowance as designated by departmental policy.~~

N. EMERGENCY SHIFT CHANGE

When a non-exempt employee is scheduled for required to work outside their assigned shift as a result of an emergency, of his/her range of typical hours, he/she will be paid a call-time allowance of two (2) hours at straight time in addition to the applicable pay for the time actually worked. The employee shall be eligible for a two (2) hour call time each day that the employee is assigned to work outside their normal shift as a result of the emergency. This will not include extensions to a shift. Notice of the scheduled work will be provided prior to the end of their shift.

O. SCHEDULE CHANGE

When a non-exempt employee is scheduled for work outside his/her range of typical hours, for more than (1) work week, this will be considered a schedule change. Therefore, he/she will be paid a call time allowance of two (2) hours at straight time on the first day of the new schedule. and again when returning from the schedule change. This will not include snow and ice operations.

~~M.~~ P. STAND-BY DUTY

~~Emergency locators and utility maintenance staff,~~ Non-exempt employees who are required by his/her department director to be on stand-by duty (required to remain within a one (1) hour response area, accessible by phone or pager, etc.) shall receive one hour's pay for each day of stand-by and (2) two hours if on the actual holiday (does not include the observed holiday).

All employees required to be on stand-by must remain physically fit and ready for duty and must continue to abide by City policies (i.e., Drug-Free Workplace).

N.Q. CALL DUTY - EMERGENCY RESPONSE (Excludes Directors ~~and~~ Deputy Directors and Assistant Police Chief)

Any exempt employee, who is required to report to duty for emergency operations (e.g. snowplowing, water main breaks, facilities and grounds and technology issues, police investigations, SWAT calls etc.) may be eligible for additional compensation in the form of a bonus as outlined below:

- ◆ If the employee reports for work and works more than one (1) hour but less than four (4) hours, the employee shall be entitled to \$50.00 for each report.
- ◆ If the employee reports for work and works four (4) hours or more, shall be entitled to ~~\$100.00~~

\$200.00 for each report.

- ◆ ~~Police Captains and Lieutenants, who report for work and work four (4) hours or more, shall be entitled to \$200.00 for each report.~~

~~O. SPECIAL CONDITIONS~~

~~It is recognized that external forces such as unique market conditions and compression of wage differentials between employees in the compensation plan and those they supervise can jeopardize the integrity of the plan. The Human Resources Director shall develop appropriate means to address such situations on a case-by-case basis, subject to the approval of the Common Council.~~

ELECTED ALDERPERSON SALARIES

| Council Date | Election Year | Salary | Benefits | Notes |
|--------------|---------------|------------------|----------------------------------|------------------------------------------------------------------------------------------|
| 11-07-2001 | 2002 | No increase | | |
| 11-07-2001 | 2003 | \$5636 – 3% | | |
| 10-16-2002 | 2004 | No increase | | |
| 10-16-2002 | 2005 | No increase | | |
| 12-03-2003 | 2006 | No increase | | |
| 10-19-2005 | 2007 | No increase | | |
| 11-01-2006 | 2008 | No increase | | |
| 01-21-2008 | 2009 | \$5805 – 3% | | |
| 07-02-2009 | 2010 | No increase | | |
| 07-02-2009 | 2011 | No increase | | |
| 10-20-2010 | 2012 | No increase | | |
| 01-04-2012 | 2013 | No increase | | |
| 03-20-2013 | 2014 | No increase | | |
| 11-20-2013 | 2015 | No increase | 5.12% increase with parking pass | Added Parking passes \$297 annual (\$33@9months) effective with the April, 2015 election |
| 9-17-2014 | 2016 | \$5921 – 2% | 6.89% increase with parking pass | Parking Pass \$408 annual (\$33@6 months & \$35@6 months) |
| 11-09-2015 | 2017 | \$5980 – 1% | 1.1% increase with parking pass | Parking Pass \$420 annual |
| 10/19/2016 | 2018 | \$6129.50 – 2.5% | With parking pass | |
| | | | | |

CITY OF APPLETON

**AN ORDINANCE
OFFICIAL NOTICE**

Published by Authority of the Common Council
of the City of Appleton
Office of the City Clerk, Appleton
October 19, 2017

Notice is hereby given that the following Ordinance was adopted by the Common Council on October 18, 2017 and approved by the Mayor on the 18th day of October, 2017, and become effective with this publication.

78-17

AN ORDINANCE AMENDING CHAPTER 23 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON AND THE OFFICIAL ZONING MAP WHICH IS A PART THEREOF, BY MAKING THE FOLLOWING CHANGES IN THE DISTRICT AS NOW PROVIDED.

(City Plan Commission 10-04-2017)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Zoning Ordinance, Chapter 23 of the Municipal Code of the City of Appleton and the Official Zoning Map, which is a part thereof, is amended by making the following changes:

To rezone lands located at 611 North Superior Street (Tax ID #31-2-0687-00) from R-2 Two-Family District to C-2 General Commercial District. (Rezoning #7-17 – BDB Company, LLC / Daniel Densow)

LEGAL DESCRIPTION:

SECOND WARD PLAT 2WD LOT 4 BLK 65, INCLUDING TO THE CENTERLINE OF THE ADJACENT RIGHT-OF-WAY.

COMMON DESCRIPTION:

611 North Superior Street

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication the Director of Community and Economic Development is authorized and directed to make the necessary changes to the Official Zoning Map in accordance with this Ordinance.

/s/Timothy M. Hanna, Mayor

/s/Kami Lynch, City Clerk

RUN: October 23, 2017
