

### **City of Appleton**

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

# Meeting Agenda - Final Municipal Services Committee

Monday, October 23, 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

<u>17-1605</u> Minutes from October 9, 2017

Attachments: Minutes from October 9, 2017.pdf

### 4. Public Hearings/Appearances

<u>17-1672</u> Design Hearing for the following streets in the 2019 pavement reconstruction program:

- a. Alvin Street from Evergreen Drive to cul-de-sac
- b. Evergreen Drive from Alvin Street to Haymeadow Avenue

### 5. Action Items

17-1606

**Summit Street**, from Spencer Street to College Avenue, be reconstructed with asphalt pavement and concrete curb and gutter to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street. A new splitter island will be reconstructed at the south end of Summit Street, located at the intersection with Spencer Street and the railroad crossing. The proposed splitter island will restrict left turns from Summit Street on to Spencer Street in an effort to improve the safety at the railroad crossing, and is a part of the city-wide quiet zone implementation for all railroad crossings. Existing on-street parking provisions within the project limits will remain unchanged.

<u>17-1674</u>	Durkee Street, from Atlantic Street to Summer Street, be reconstructed
	with asphalt pavement and concrete curb and gutter to a width of 31' from
	back of curb to back of curb, which is 2' narrower than the existing street.
	Existing on-street parking provisions within the project limits will remain
	unchanged.

- Hall Avenue, from Woodland Avenue to Grant Street, be reconstructed with asphalt pavement and concrete curb and gutter to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street. New concrete sidewalk would be constructed along the east side of Hall Avenue within the project limits. Existing on-street parking provisions within the project limits will remain unchanged.
- 17-1607 Request from Raymond and Claudine Green, 1400 E. Capitol Drive, for a variance to Municipal Code 19-91(f)(5) to extend his driveway 16 feet into the front yard.

Attachments: Driveway variance-Raymond & Claudine Green.pdf

<u>17-1608</u> Approve revised State/Municipal Agreement for the US 10/Oneida Street Interchange Project to include intelligent transportation system installations for a revised total Municipal Fund share of \$34,463.

Attachments: Revised State-Municipal Agreement for the US10-Oneida St. Interchange Project

17-1609 Request from John Houlihan and Nancy Miles, 17 Riverfront Court, to appeal the denial for a second driveway to Pierce Court.

Attachments: 17 Riverfront Ct second driveway to Pierce Ct.pdf

17-1610 Request from the Radisson Paper Valley Hotel to convert the 4 metered stalls in the 300 W Lawrence Street block (planned to be installed as part of the Lawrence Street reconstruction project) to a 10-minute loading zone.

Attachments: Radisson Paper Valley Hotel-metered stalls to a 10 minute loading zone.pdf

17-1611 Request by staff to have two properties (tax key 1-9300-53 and tax key 1-9300-38) officially precluded from access to Canyon Lane.

Attachments: Two properties precluded from access to Canyon Lane.pdf

17-1669 Award 5-Year (2018-2022) Neglected Sidewalk Snow Shoveling Services to Special Forces Building and Grounds, LLC.

Attachments: Special Forces Building and Grounds, LLC.pdf

Approve Contract Amendment/Change Order No. 1 to contract 64-17 for Red Ramp Structural Repairs to increase for the repair of an additional 95 square feet of deteriorated structural concrete beam, identified at time of adjacent column repairs in the amount of \$22,705.00 resulting in a decrease to contingency from \$5,292.00 to \$0.00. Overall contract increased from \$40,572.00 to \$57,985.00.

Attachments: Red Parking Ramp Structural Column Repairs.pdf

### 6. Information Items

17-1667 Inspections Division Permit Summary Comparison Report for September,2017.

Attachments: Inspections Division Permit Summary Comparison Report-September 2017.pdf

<u>17-1668</u> Discussion of 2018 Executive Budget.

### 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 call Paula Vandehey at 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

Monday, October 9, 2017

4:30 PM

Council Chambers, 6th Floor

- 1. Call meeting to order
- Roll call of membership

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

3. Approval of minutes from previous meeting

17-1551

Minutes from September 25, 2017

Attachments:

Minutes from September 25, 2017.pdf

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

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

### 4. Public Hearings/Appearances

17-1552

Design Hearing for the following streets in the 2019 pavement reconstruction program:

- a. Summit Street from Spencer Street to College Avenue
- b. Durkee Street from Atlantic Street to Summer Street
- c. Hall Avenue from Woodland Avenue to Grant Street

Attachments:

Design Hearing for 2019 pavement reconstruction program.pdf

### 5. Action Items

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

Dannecker 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

17-1554

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

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

17-1555

Approve Intergovernmental Agreement with Outagamie County for the Ballard Road Box Culvert Maintenance Project south of Northland Avenue.

Attachments:

Intergovermental Agreement for Ballard Rd Box Culvert Project..pdf

Dannecker moved, seconded by Martin, 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

17-1556

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

Dannecker 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

17-1557

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.

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

### 6. Information Items

17-1558

Discussion of 2018 Executive Budget.

Attachments:

2018 Public Works.pdf

2018 Sanitation.pdf

2018 Subdivision DPW Cap Project Fund.pdf

2018 Parking.pdf

2018 CEA.pdf

2018 CEA Replacement.pdf

2018 Public Works Wheel Tax Fund.pdf

2018 Subdivision DPW Cap Project Fund.pdf

17-1559

October 24, 2017 meeting with neighborhoods adjacent to Lawrence

University regarding proposed 2-hour parking.

Attachments:

Letter to neighborhoods adjacent to Lawence University.pdf

### 7. Adjournment

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

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

### Raymond B and Claudine A. GREEN

1400 E. Capitol Drive Appleton, Wisconsin, 54911-8477 **920.939.2111** 

Appleton, WI. Dept. of Public Works 100 N Appleton, Street Appleton, WI. 54911-4799

06 OCT 2017

REF. FILE NO: 2017.0911

Dear Mr. Craanen:

I am writing to request a variance to Appleton Code 19-91 (f) (5), in relation to a small concrete pad that I recently had installed off of the driveway in my front yard. As I will explain in more detail below, the purpose of the pad is not to park vehicles, but instead to serve as a small area that allows my wife and I to turn our garage-parked vehicles around in order to exit our driveway in the safest manner possible.

My wife and I recently moved to Appleton from Illinois in early May 2017, in order to be closer to our only daughter, son-in-law and grandchildren, who moved here in August 2016. At the time we were looking for a home to purchase, the real estate inventory in Appleton was, as I am sure you are aware, very tight. Homes were selling within hours of going on the market. When we found the home we ultimately purchased at 1400 E. Capitol Drive, we loved many features it offered. However, we had significant concerns about the fact that the driveway opened directly onto Capitol, requiring us to back out into oncoming traffic. First, my wife and I will both turn 73 this year – we are not quite as nimble as we once were, which can make backing onto a busy street difficult. Second, my wife suffers from Cervical Dystonia, which restricts how far she can turn her head to the right - this necessarily impacts her ability to get a full view of the road behind her when backing up. Third, Capitol is a busy, heavily traveled thoroughfare, with Ferber Elementary to the west, Memorial Park's entrance almost directly across the street from our house, and the busy Ballard Rd./41 interchange just to the east. Fourth, although the speed limit in front of our house is 25 mph, traffic frequently moves along much faster than that sometimes at speeds approaching 35-40 mph. Fifth, the sidewalk in front of our house is also heavily used by pedestrians in the neighborhood – people walking dogs, children riding bikes and families pushing baby strollers.

After considering the issue and discussing it with our real estate agent in light of the lack of available homes to purchase, we thought a reasonable solution to our safety concerns would be to add a small concrete pad off the side of the driveway, which would allow us to safely turn our vehicles around on our property and exit our driveway onto Capitol in a forward-facing direction.

Because the driveway also needed some repair, I was referred to Tony Boe for a quote to perform the necessary repairs and to add the small "turn around pad." Tony provided an estimate of \$2,750.00 to do the work, without any mention of a permit requirement. When I asked him if a permit would be necessary, he responded that permits were not required for driveway repairs. I hired Tony to do the work, which he completed promptly and professionally. The site was kept clean and orderly, with all debris being removed quickly. From start to finish, the job took 3 days.

On the final day of work (August 25, 2017), after the pad had already been poured, John Peters (Erosion Control Inspector, Public Works Department) stopped by to ask about the project. He informed me that Public Works had received a complaint about the project, although he was not at liberty to reveal who had lodged the complaint. After I explained the scope of the work and the reasons we were having it done, he explained that where we had poured the pad (to the west of our driveway/garage, in front of our house) required a permit. He further explained that had we poured the pad on the opposite side of the driveway (to the east of our driveway/garage, and thus abutting directly up to our next door neighbor's property line) no permit would have been required.

Before the project was begun, I had looked on the Appleton website to determine whether any permits would be required. I was not able to find any information there suggesting I should obtain a permit. Indeed, what I read on the website expressly stated no permit was required to redo a driveway. Mr. Peters told me there was, indeed, a code applicable to our project, but he was not able to give me the exact citation. Before leaving, Mr. Peters took a few photographs and stated that he would be in touch with respect to how we might seek a variance for the project. He returned on September 29, 2017, gave us his and your business cards and suggested we write this letter to your attention.

Between Mr. Peters' visits, I spent several hours reading through the majority of the Appleton Code, page by page, to find the code section Mr. Peters had briefly referenced. I finally found the section on page 1244-1246. After carefully reading the entire section of code, I understood that the intent behind the relevant section was to prevent residents from parking boats, trailers, snowmobiles, RVs or other large vehicles directly in front of homes. My wife and I own no such vehicles. I can assure you, with our advancing age, neither of us have any intention of purchasing any such vehicles. The sole purpose for the small concrete pad is to allow us to turn our vehicles around safely before exiting onto Capitol in a forward-facing direction. This allows us and those pedestrians and vehicles using Capitol to proceed in the safest manner possible.

I would also like to add, in response to Mr. Peters' suggestion that we could have installed the pad on the opposite side of our driveway, we felt that option would have been less appealing for a couple of reasons. Not only would we have had to remove a mature, healthy tree that provides lovely shade and aesthetics, but the pad would end right at our neighbor's property line, which we felt would impinge his enjoyment of his property.

It is our intention to install low-lying plants around the west and south sides of the pad in the spring, in order to beautify the area and provide some visual cover of it. And, I would like to reiterate one last time — we have no intention of ever parking a vehicle on the concrete pad.

For the reasons set forth in this letter, we respectfully ask that you consider and grant a variance, allowing the pad to remain where poured. Requiring us to dig it up and re-pour it on the other side of the driveway would be needlessly expensive, and would more negatively impact the overall visual aesthetics. We will, of course, pay any permit fees or fines required. We thank you, in advance, for your kind consideration of this matter.

& Algreen

Respectfully submitted:

Raymond B. and Claudine A. GREEN

### CITY OF APPLETON INSPECTION DEPARTMENT NOTICE OF NONCOMPLIANCE

TAX KEY: 31-1-5402-00 1400 E CAPITOL

DR PAGE: 1

FILE NO: 2017.0911 BUILDING

INSPECTION DATE: 9/29/17

COMPLIANCE DATE BY: October 19, 2017 INSPECTOR: JOHN PETERS

SENT TO: RAYMOND GREEN ET AL

1400 E CAPITOL DR APPLETON WI

54911

COPIES TO:

ORDER# CODE SECTION

1.0

Municipal Code CORRECTION: Driveway extensions may 19-91(f)(5) only extend into the front yard a maximum of 4 feet and require a permit. The driveway turn around you installled exceeds that distance. Either initiate the process to obtain approval from the City of Appleton Municipal Services Committee or remove the portion of concrete exceeding 4 feet, and obtain a permit. For information on obtaining Municipal Services Committee approval for the turn around, Contact Kurt Craanen, Inspections Supervisor at 920-832-6413,

COPY

For a full description of the code sections specified, see the Municipal Code at www.appleton.org or State codes at http://nxt.legis.state.wi.us

### CITY OF APPLETON INSPECTION DEPARTMENT NOTICE OF NONCOMPLIANCE

TAX KEY: 31-1-5402-00 1400 E CAPITOL FILE NO: 2017.0911 BUILDING

DR PAGE: 2

INSPECTION DATE: 9/29/17 COMPLIANCE DATE BY: October 19, 2017 INSPECTOR: JOHN PETERS

SENT TO: RAYMOND GREEN ET AL

COPIES TO:

1400 E CAPITOL DR

APPLETON WI 54911

All cited violations shall be corrected by October 19, 2017 unless an extension of time is granted in writing by the Inspector. Each day that the violation continues after the date for compliance shall constitute a separate offense subject to remedies and penalties by the authority having jurisdiction.

AVOID DELAY.

REPORT CORRECTIONS TO THE INSPECTION DIVISION AS SOON AS COMPLETED.

Inspector: (

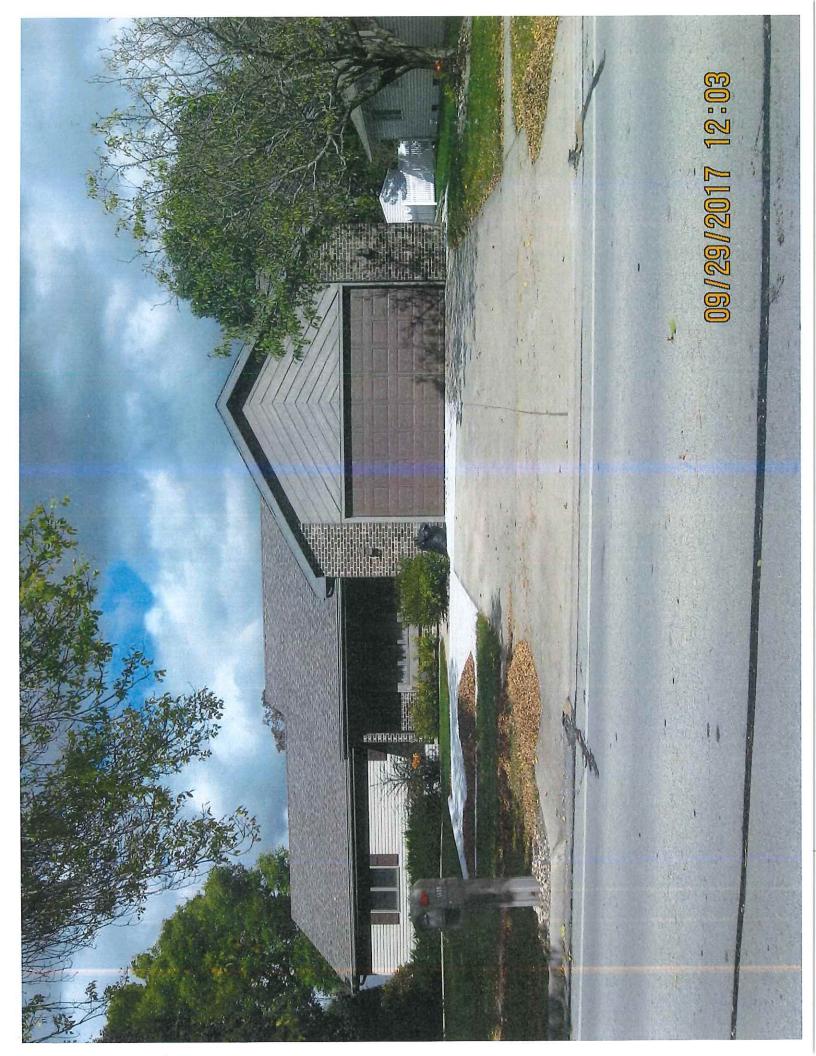
Inspection Department 100 N. Appleton St.

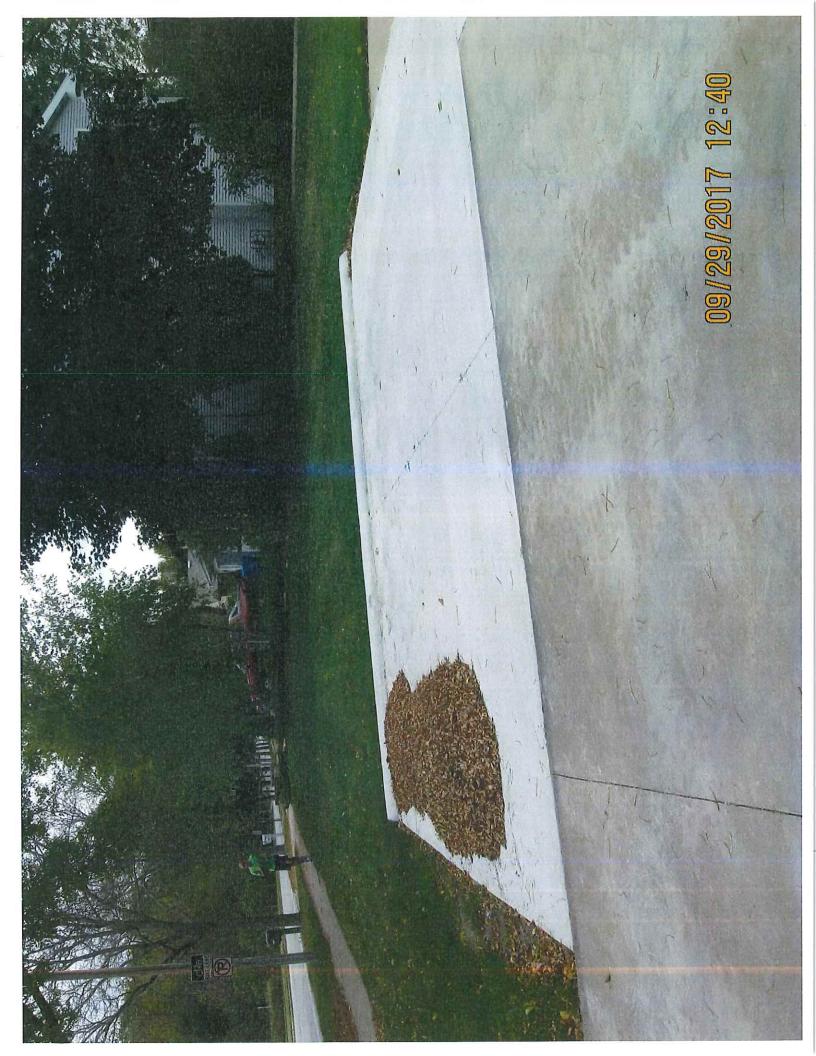
Appleton, WI 54911-4799 Telephone: (920) 832-6411

OFFICE USE ONLY

Date of Distribution: 10/02/17

Date of Completion:







# [#1] REVISION STATE/MUNICIPAL AGREEMENT FOR A STATE- LET HIGHWAY PROJECT

[This agreement supersedes the agreement signed by the Municipality on April 8, 2015 and signed by DOT on April 27, 2015.]

Revised Date:

Date: October 3, 2017

I.D.: 1517-75-79

Road Name: US 10/Oneida Street Interchange

Limits: Midway Road to Valley Road

County: Winnebago

Roadway Length: 0.62 Miles

The signatory city, village, town or county, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

### NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: USH 10/Oneida Street is a four lane, variable width median, Urban Principal Collector with 12' lanes, concrete pavement, and curb and gutter. The existing interchange ramp terminals are controlled by traffic signals. There are also traffic signals at the Midway Road and Valley Road intersections. The 441 corridor expansion project influences the major side roads and interchanges. Oneida Street and the adjacent intersections will be reconstructed to accommodate the corridor improvements.

**Proposed Improvement - Nature of work:** Construct a four lane urban section from Midway Road north to 125 feet north of Valley Road. The proposed roadway is divided and, in each direction, consists of two 12' lanes with integral curb and gutter. Work includes construction of a diverging diamond interchange at WIS 441, and new traffic signals at intersections of Midway Road and Valley Road. Sign structure supports will be constructed for lane designation. Bicycle and pedestrian accommodations are incorporated into the design. Lighting will be installed along USH 10 and at the interchange.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: The Municipality is responsible for costs and labor associated with the adjustment of sanitary manholes and water valves. If any of this work is completed by the State, the Municipality will be responsible for 10% of the costs of these items.

PHASE		E	STIMAT	ED COST	
Construction (Participating):	Total Estimated Cost	Federal / State Funds	%	Municipal Funds	%
Project ID 1517-75-79					
Category 1000 - Roadway Items	\$4,169,103	\$4,169,103	100	\$0	0
Category 1100 – Lighting	\$78,826	\$78,826	100	. \$0	0
Category 1200 – ITS	\$108,743	\$108,743	100	\$0	0
Category 1210 – ITS	\$29,147	<b>\$0</b>	0	\$29,147	0
Category 1300 - Traffic Signals	\$241,887	\$241,887	100	\$0	0
Category 1400 - Community Sensitive Solutions — Landscaping Priority 1 capped at \$350,000	\$250,000	\$250,000	100	\$0	0
Priority 2 50% city of Appleton 50% town of Menasha	\$0	\$0	0	\$0	50 50
Category 1700 – Sanitary & Water Valve Adjustments – city of Appleton	\$19,125	\$17,212	90	\$1,913	10
Category 1800 – Sanitary & Water Valve Adjustments– Village of Fox Crossing	\$2,700	\$2,430	90	\$270	10
Category 6000 – S-08-50	\$30,000	\$30,000	100	\$0	0
Category 6010 – S-08-51	\$30,000	\$30,000	100	\$0	0
Category 6020 – S-08-53	\$30,000	\$30,000	100	\$0	0
Category 6030 – S-70-238	\$30,000	\$30,000	100	\$0	0
Category 6040 – S-70-239	\$30,000	\$30,000	100	\$0	0
Category 6050 – S-70-256	\$30,000	\$30,000	100	\$0	0
TOTAL COST DISTRIBUTION (without Delivery)	\$5,079,531	\$5,048,201		\$31,330	
Construction Delivery (10% of Total)	\$507,953	\$504,820		\$3,133	
TOTAL COST DISTRIBUTION (includes Delivery)	\$5,587,484	\$5,553,021		\$34,463	

This request is subject to the terms and conditions that follow (pages 3-7) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signed for and in beh	alf of the City of Appleton (please sign in blue	e ink)
Name	Title	Date
Signed for and in beh	alf of the State (please sign in blue ink)	
Name	Title	Date

### TERMS AND CONDITIONS:

- 1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
- The Municipality shall pay to the State all costs incurred by the State in connection with the improvement that exceed Federal/State financing commitments or are ineligible for Federal/State financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
- 3. Funding of each project Phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
- (a) Design engineering and state review services.
- (b) Real Estate necessitated for the improvement.
- (c) Compensable utility adjustment and railroad force work necessitated for the project.
- (d) The grading, base, pavement, curb and gutter, and bridge costs to State standards, excluding the cost of parking areas.
- (e) Storm sewer mains (not including additional upsizing of storm sewer main requested by Municipality or needed to carry additional municipal storm water), culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
- (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
- (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
- (h) Conditioning, if required, and maintenance of detour routes.
- (i) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk within the project limits at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.

- (j) Replacement of existing driveways, in kind, necessitated by the project.
- (k) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
- 4. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or Facility Owner includes the following items:
  - (a) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
  - (b) Roadway and bridge width in excess of standards.
  - (c) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
  - (d) Parking lane costs.
  - (e) Coordinate, clean up, and fund any hazardous materials encountered for city utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
  - (f) Coordinate, clean up, and fund any hazardous materials encountered outside of State right of way.
- As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
- 6. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
- 7. The work will be administered by the State and may include items not eligible for federal/state participation.
- 8. The Municipality shall at its own cost and expense:
  - (a) Prohibit angle parking.
  - (b) Regulate parking along the highway. The Municipality will file a parking declaration with the State.
  - (c) Regulate or prohibit all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
  - (d) Use the WisDOT Utility Accommodation Policy unless the Municipality adopts a policy which has equal or more restrictive controls.
  - (e) Coordinate with the responsible party regarding remediation, including locating a suitable local site for storage of contaminated soils from the sanitary sewer and water main excavation which cannot be replaced in the project trenches or roadway excavations and coordinate with the responsible party regarding the disposal of such soils.
  - (f) Coordinate with the Wisconsin Department of Natural Resources regarding the discharge into sanitary sewers of contaminated groundwater originating from dewatering of trench excavations for sanitary sewer and water main.
  - (g) Coordinate with the State on changes to highway access within the project limits.
  - (h) In cooperation with the State, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.

- 9. The Municipality agrees to waive any noise ordinances/restrictions pertaining to the construction of the WIS 441 Project, for the duration of the WIS 441 Project.
- 10. All costs contained in this agreement are estimated costs and include 10% for delivery. Actual construction costs will be based upon as-let bid prices and the final contract quantities required to complete the work.
- 11. Once the maintenance responsibility of the project has been transferred to the Municipality, the State is released from any and all costs associated with the future maintenance and/or removals of improvements included in the project on right-of-way under local jurisdiction.

### **Project Specific Terms and Conditions**

The Municipality shall at its own cost and expense:

#### 1. General

- a) Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and shall make ample provision for such maintenance each year. This agreement does not remove the current municipal maintenance responsibility.
- b) Maintain all features outside or under the traveled way within the project limits, to include but not limited to parking lanes, curb and gutter, drainage facilities (including all storm sewers, inlets, related manholes and structures, local lighting, sidewalks, multi-use paths, retaining walls, pedestrian refuge islands, medians, and landscaping features and amenities funded by Community Sensitive Solutions (CSS).
- Maintain all sidewalks and multi-use paths constructed with the project. Maintenance includes, but is not limited to, sidewalk repair, snow removal, ice control, repainting/staining of the colored portions and future replacement (other than future highway projects) of the sidewalk, mowing of the grass in the terrace between any roadway and the sidewalk, and between the sidewalk and right-of-way. Maintenance will include all sidewalks around the intersections and on the approaches. Snow removal and ice control will be completed based on municipal policies.
- d) The Municipality will be responsible for all non-structural repairs at the modular block wall and 42inch railing resulting from graffiti, surface deformation, and/or other cosmetic imperfections. The Department will be responsible for all structural repairs.

### 2. Signing and Pavement Marking

- Maintain the pavement markings associated with the crosswalks within the project limits, which includes, but is not limited to, any necessary repainting or replacement except those caused by future highway projects. If the crosswalks are to be delineated, the Municipality is responsible for obtaining any required pedestrian crosswalk marking permits for each crosswalk.
- b) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, crosswalk pavement markings not at signalized intersections, etc).
- c) Maintain all local road designation (local road name) signs.
- d) Overhead sign structures at ramp terminals will be maintained by the Department.
- e) Maintain all pavement markings associated with the bicycle lanes within the project limits, which includes, but is not limited to, any necessary repainting or replacement except those caused by future highway projects.

### 4. Municipal Utilities

a) Work necessary to complete improvements required by freeway reconstruction to be financed by 90% Federal/State, 10% Municipality cost share per State Statute 84.295 include the following items:

- i. New installations of, or alteration of, municipal facilities including sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
- b) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.
  - i. Municipality has sanitary and water facilities within the project limits and have requested that WisDOT's contractor make sanitary manhole and water valve adjustments.

### 5. Community Sensitive Solutions

- a) Maintain all Community Sensitive Solutions and/or enhancement funded items within your jurisdictional area of authority including but not limited to:
  - i. Landscaping within the project limits, including trees along the sidewalk, as well as median plantings.
  - ii. Bus Shelters, supporting concrete pads, and other locally-owned facilities such as lighting for the bus shelters.
  - iii. Trash receptacles at bus shelters
  - iv. Bike racks at bus shelters
- b) The Municipality will be responsible for all non-structural repairs resulting from graffiti, surface deformation, and/or other cosmetic imperfections. The Department will be responsible for all structural repairs. The Department will provide five (5) gallons of each color of stain and two (2) formliner panels for each architectural pattern to the Municipality to facilitate participation in maintaining aesthetic treatments for any repairs on decorative facades within project limits. Decorative facades include bridge abutments, piers, retaining walls, noisewalls, and other structures with aesthetic treatments.

### 6. ITS

- a) Maintain all intelligent transportation system installations associated with city camera and signal interconnect that was paid for by the City, which includes, but is not limited to, repairs or replacement of conduit, wiring, bases, or vaults.
- 7. Work outside project limits
  - a) None requested

### **Public Convenience and Safety**

While performing any maintenance activities associated with this agreement, the Municipality shall comply with the following conditions.

- (a) Maintain the safety of the traveling public and control traffic using warnings signs, cones, drums and flaggers consistent with the Manual on Uniform Traffic Control Devices.
- (b) Materials and equipment cannot be stored on the right-of-way.
- (c) The Department shall be notified 7 days prior to erecting any lane closures or lane restrictions.
- (d) Avoid maintenance or lane closures during the peak hours of 6:00-9:00am or 3:00-600pm.

### Basis for local participation

### City of Appleton (ITS)

- Place Conduit (Rigid Nonmetallic Schedule 40 2-Inch): 4,474 LF @ \$5.30/LF = \$23,712
- Place Type 2 Concrete Base: 1 Base @ \$675.00/Each = \$675
- Place Lighting Electrical Wire (10 AWG): 2,267 LF @ \$0.60/LF = \$1,360
- Place Type 1 Communication Vaults: 2 Vaults @ \$1,700.00/Each = \$3,400
  - Total ITS Cost = \$29,147 \* 1.0 (City of Appleton Cost share 100%) = \$29,147

### City of Appleton (Utilities)

- Adjust 15 Sanitary Manholes: 15 Sanitary MH Adjustments @ \$325/Each = \$4,875
- Replace 15 Sanitary Manhole Seals: 15 Sanitary MH Seals @ \$350/Each= \$5,250
- Adjust 20 Water Valves: 20 Water Valve Adjustments @ \$300/Each= \$6,000
- Adjust 20 Water Curb Stops: 20 Water Curb Stop Adjustments @ \$150/Each= \$3,000
  - $\circ$  Total utility Cost = \$19,125 \* 0.10 (City of Appleton Cost Share 90/10) = \$1,913

### City of Appleton total cost share = (\$29,147 + \$1,913) \* 1.10 = \$34,166

#### Village of Fox Crossing

- Adjust 2 Sanitary Manholes: 2 Sanitary MH Adjustments @ \$325/Each = \$650
- Replace 2 Sanitary Manhole Seals: 2 Sanitary MH Seals @ \$350/Each= \$700
- Adjust 3 Water Valves: 3 Water Valve Adjustments @ \$300/Each= \$900
- Adjust 3 Water Curb Stops: 3 Water Curb Stop Adjustments @ \$150/Each= \$450
  - Total Cost = \$2,700 \* 0.10 (Village of Fox Crossing Cost Share 90/10) = \$270

Village of Fox Crossing total cost share = \$270\*1.10 = \$297

[END]

From:

Ross Buetow

To:

chrisbloy@new.rr.com

Cc:

Renee Padgett; Paula Vandehey; Chris Jensen; Scott Hart

Subject: Date:

RE: curb permit #3 Pierce Court

Attachments:

Friday, October 06, 2017 1:23:06 PM image001.png

Hi Chris:

As Renee mentioned in her e-mail below, letters were mailed on 9/29/17 to the neighboring property owners.

Since that time we have received opposition from several of the neighbors regarding the proposed installation of the second driveway to this property.

By policy, the request for the second driveway is therefore denied.

If the property owner wishes to appeal this denial, they will need to submit a written request to the Department of Public Works. The appeals are processed through the City's Municipal Services Committee and Common Council.

Please let me know how the home owner/builder would like to proceed.

Thank you,

Ross Buetow

Deputy Director / City Engineer City of Appleton Department of Public Works

Phone: 920-832-6485

e-mail: ross.buetow@appleton.org

From: Renee Padgett

Sent: Monday, October 02, 2017 12:31 PM

**To:** 'chrisbloy@new.rr.com' <<u>chrisbloy@new.rr.com</u>>

Subject: RE: curb permit #3 Pierce Court

Good Afternoon Chris:

Your request for a street permit regarding the property adjacent to 3 Pierce Ct was the first communication we had of the intentions for a second driveway to 17 River Front Ct.

The process for the second driveway on the Pierce Court frontage of 17 River Front Court property is underway. The City policy requires that 4 property owners affected by this request be notified. The letters to the neighboring home owners, the Forestry Division and the Inspections Division was mailed on Friday 9/29/17. They have until end of business day on Friday 10/06/17 to voice concerns with the Engineering Division before we can proceed.

### Renee Padgett

920-832-5592

City of Appleton | Public Works | Engineering | Traffic

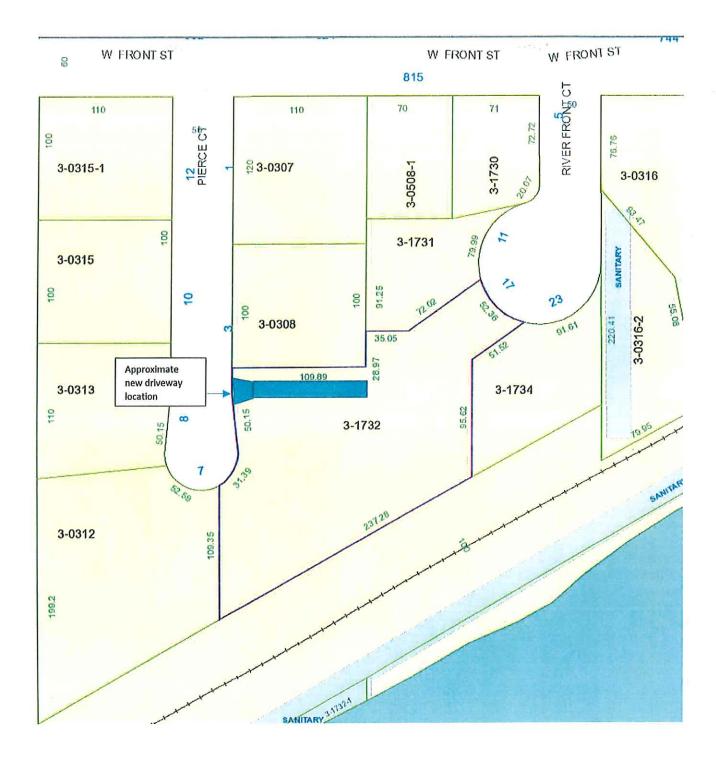


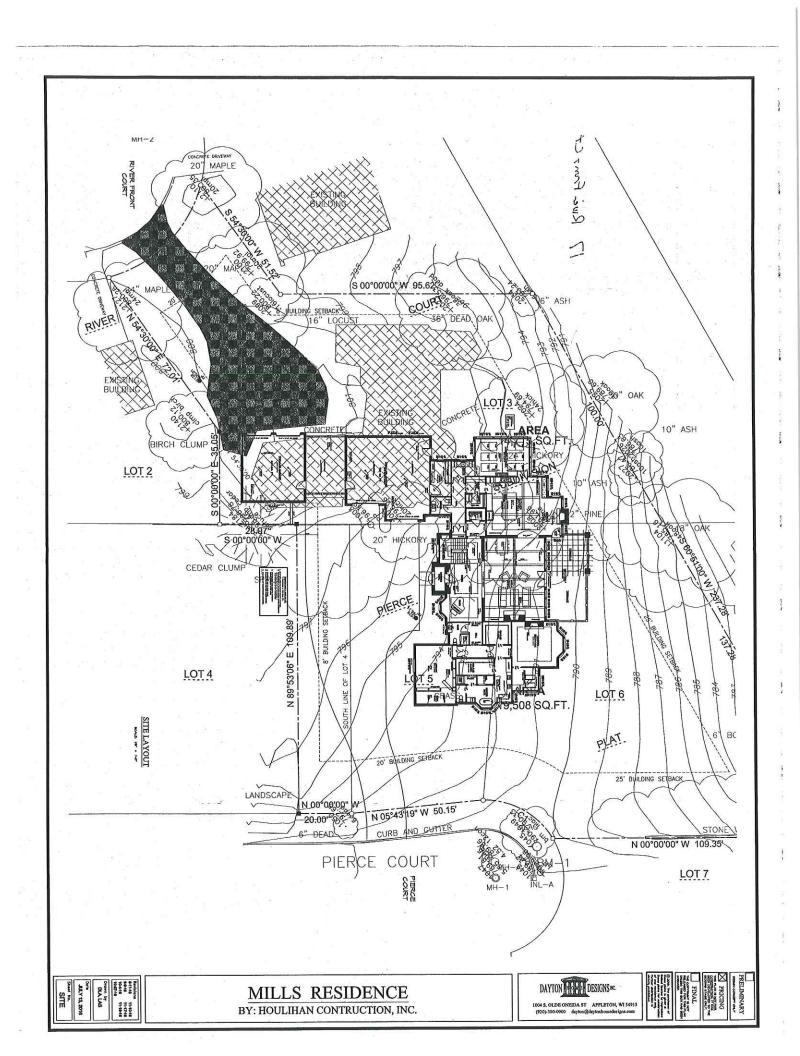


Good morning Renee,

Just wanted to check to see if you will be issuing a permit today for the curb project at #3 Pierce Court (David already called me x3 to check-no patience)? If there is anything further needed to complete permit, just let me know. Thanks for your help with this project-it is appreciated! Chris Bloy

Bloy Concrete Contractors LLC







.r. "

DEPARTMENT OF PUBLIC WORKS

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

Adopted October 28, 2014

# CITY OF APPLETON DRIVEWAY OPENING POLICY

### Permit Required

A Street Excavation Permit from the Department of Public Works is required to construct, repair, replace, or remove any sidewalk, driveway approach, carriage walk, curb and gutter, or surfacing within any public right-of-way.

### **Location and Dimensions**

The location and dimensions of any driveway opening shall be approved by the Engineering Division prior to any building permit being issued by the Inspection Division. For developments subject to site plan review per section 23-171(b) of the Municipal Code, an approved site plan shall be considered a driveway opening approval by the Engineering Division. A Street Excavation Permit is still required prior to constructing the portion of driveway within the public right-of-way.

Anyone denied a driveway opening request administratively may appeal the decision to the Common Council through the Municipal Services Committee.

All driveways must be a minimum of 25 feet from any residential street intersection point of curvature, 100 feet from any collector or arterial street intersection, or 200 feet from any signalized intersection as defined by the property line extended to the curb, perpendicular to the road centerline.

A property owner may be granted a second curb cut if the following conditions are met:

- 1. A sketch showing proposed location of second driveway is submitted to the Engineering Division of the Department of Public Works.
- 2. The Engineering Division does not object to the request.
- 3. The Forestry Division does not object to the request.
- 4. The Inspections Division does not object to the request.

5. The two neighboring properties to each side of the requesting property do not object to the request. (Municipal Services Report, June 18, 1997)

All abandoned or partially abandoned driveways shall be closed when new driveways are constructed. Terrace areas shall be restored to provide uniformity on the street. All construction costs incurred shall be borne by the property owner, except as noted for paving projects below.

### **Driveways on Paving Projects**

Driveways shall be subject to the requirements of the Policy for Special Assessments for the current year. (See section I.A.6)

### **Residential Driveways**

Residential driveway aprons may not exceed 40% of the total width of the side of the property where the driveway is located, or a maximum of 40 feet, whichever is less. In addition, all residential driveways shall conform to Section 19-91 of the City's Municipal Code.

### **Commercial Driveways**

Driveway aprons designed to accommodate truck traffic shall be 7" thick concrete and constructed using a minimum of 15' radii on the flares. (See Exhibit A)

Commercial driveways on streets with average traffic volumes greater than 10,000 vehicles per day shall be constructed with street-type entrances using a minimum of 15' radii on the flares. (See Exhibit A)

### **College Avenue Driveways**

(Street & Sanitation Committee – August 8, 1990)

Resolution 87-R-90-Alderman Rosecky. "Be it resolved, that no curb cuts shall be allowed on College Avenue between Badger Avenue and Linwood Avenue unless approved by the Municipal Services Committee and the Common Council.

### **Driveways in Non-City of Appleton Streets**

If a proposed driveway is located in a right-of-way that does not have City of Appleton jurisdiction (e.g., a County Highway or Town Road), the property owner must submit a copy of the driveway permit (and culvert permit, if applicable) issued by the agency having jurisdiction prior to the issuance of a driveway permit by the City.

# Radisson Paper Valley Hotel

# Memorandum

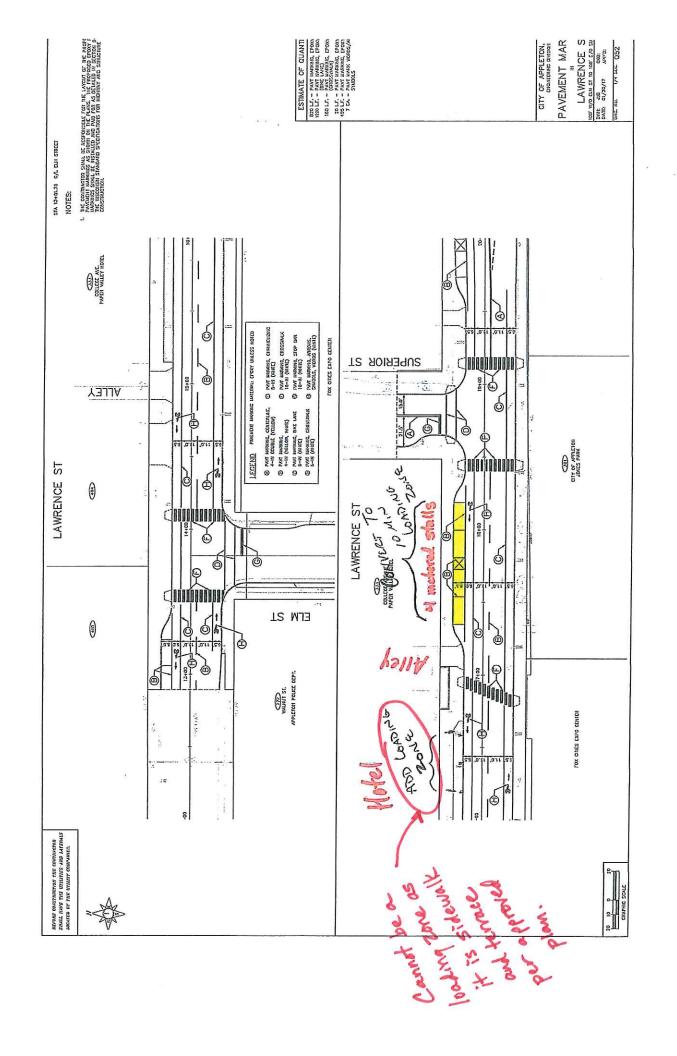
To: Ms. Paula VandeHey, Director of Public Works, City of Appleton From: Jay J Schumerth, Sr. General Manager, Radisson Paper Valley Hotel

### Ms. VandeHey:

Thank you for providing me with the parking plan for the 300W block of Lawrence St after its reconstruction. Before the construction of the Fox Cities Exhibition Center (FCEC), events that were utilizing the hotel for loading and unloading could access the hotel's courtyard area and gain access to the hotel ballroom via the entry into the hotel's conference foyer. With the new connection on the hotel side that contains the stairs, elevator, and escalators, access to the hotel's courtyard will need to be limited to pedestrian and emergency vehicles only. Therefore, I would like to strongly recommend that the four metered stalls remaining on Lawrence St. be changed to a 10 minute loading/unloading zone and inquire about utilizing a designated space east of the connection (perhaps the equivalent of 2 parking spaces) for the same purpose. I noted this area on the parking plan. There will be a high demand for loading/unloading of exhibits, equipment for DJ's and bands, materials for wedding planners, groups conference materials, etc. This loading/unloading zone would not only be beneficial for the Radisson but also for the FCEC and will alleviate a lot of congestion and improper loading and unloading in this area.

I would respectfully request that the proper committee and the common council review this for approval.

Thank you.



# CITY OF APPLETON

# **Department of Public Works**

# **MEMORANDUM**

Mu	ance Committee nicipal Services Committee ities Committee						
SUBJECT: Award	l of Contract						
	f Public Works recommends that the following described work:						
3- Year (2018-2022	Neglected Sidewalk Snow Shoveling Services						
Be awarded to:							
Name:	Special Forces Building and Grounds, LLC						
Address:	Address: P.O. Box 11417, Green Bay, WI 54307-1417						
1617 Cass Street, Green Bay, WI 54302							
With a %	(Per attached 5-Year Fee Schedule)  contingency of:  not to exceed:						
in an amount Not	10 Exceed:						
	lget:\$5,000.00						
	nate:						
	Date: 10/23/17						
Council I	Date: 11/01/17						

## **PROPOSAL**

### NEGLECTED SIDEWALK SNOW REMOVAL SERVICES

Description	Unit	Winter 2017-2018	Winter 2018-2019	Winter 2019-2020	Winter 2020-2021	Winter 2021-202
Remove snow/ice from public sidewalks (initial 100 feet - per location)	Lump Sum	\$ 36.00	\$ 35.00	\$ 36.75	\$ 34.75	\$ 38.50
Remove snow/ice from public sidewalks (per foot beyond initial 100 feet - per location)	\$ / Lin. Foot	\$ . 35 /ft.	\$.35 /ft.	\$,37 /ft.	\$.37 /ft.	\$ <b>,39</b> /ft.
Trip Charge — where sidewalks have already been cleared by Property Owner (per location)	\$ / Lin. Foot	\$25.00/ea.	\$25.00/ea.	\$25.00/ea.	\$25.00/ea.	\$25.00/ea.
BIDDER:	5 PEC	IAL FORCE	S BULDING	AND GROU	mas LLC	
MAILING ADDRESS:				BA, WF	(4)	417
PHYSICAL ADDRESS:				EN BAT, W		
CITY, STATE, ZIP:						
BY:		emos 6	A			
PRINT:	Time	OTHY A.	RINN			
TITLE:	MAN	JAGING N	LEMBER			
TELEPHONE:	92	0-360-9	1978			
FAX: _						
DATE:	10-	15-2017				

# **PROPOSAL**

# NEGLECTED SIDEWALK SNOW REMOVAL SERVICES

Description	Unit	Winter	Winter 2018-2019	Winter 2019-2020	Winter 2020-2021	Winter 2021-202
Remove snow/ice from public sidewalks (initial 100 feet - per location)	Lump Sum	\$ 90.00	\$95.00	\$160.00	\$ 105.00	\$ 110.00
Remove snow/ice from public sidewalks (per foot beyond initial 100 feet - per location)	\$ / Lin. Foot	\$.90 /ft.	\$.95 /ft.	\$\.oo /ft.	\$\.o5 /ft.	\$\.\\\\\\ /ft.
Trip Charge – where sidewalks have already been cleared by Property Owner (per location)	\$/ Lin. Foot	\$25.00/ea.	\$25.00/ea.	\$25.00/ea.	\$25.00/ea.	\$25.00/ea.
BIDDER:	Lake	Shore C	Leoners, Z	nc.		
MAILING ADDRESS:		N. Rich				
PHYSICAL ADDRESS:	462	3 N Rich	amond Sh.			
CITY, STATE, ZIP:			7 /549/3			
BY:	Par	& Sylo	11/-			
PRINT:	Ro	sold G.	Wolfe Tr.			
TITLE:		siden!				
TELEPHONE:	15 SI	o ^ 734 - 0757				
FAX:		o - 830 - 293				
DATE:		16-17				

CITY OF APPLETON

DEPARTMENT OF PUBLIC WORKS

PAGE 1

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CON	

Change Order No.

					Date	10/18/17
Contract No. 64-17	for the following public work	for the following public work: Red Parking Ramp Structural Column Repairs	ıral Column Repairs			>
between Merit Construction Services, Inc.	es, Inc.	*	5441 212th Street West, Farmington, MN 55024	armington, MN 55024		
	(Contractor Name)			(Contractor Address)	· Address)	
and the City of Appleton dated:	10/3/2017	is hereby changed in the following particular wit:	wing particular wit:			
	Current					
Item	Contract	Current	C.O. Amount	Contingency	New Confract	New Contingency
No. Account No.	Amount	Confingency	(-/+)	(-/+)	Total	Total
1 5123.6416	\$35,280.00	\$5,292.00	\$22,705.00	-\$5,292.00	\$57,985.00	\$0.00
2						
e						
4						
S						
9						
00						
ס						
10						
Total	1 \$35,280.00	\$5,292.00	\$22,705.00	-\$5,292.00	\$57,985.00	\$0.00
Reason for Change:	Repair of an additional 95 sc	Repair of an additional 95 square feet of deteriorated structural concrete beam, identified at time of adjacent column repairs.	ctural concrete beam, identii	ied at time of adjacent colu	umn repairs.	
	3)	•				
The Contract Time will be (increased / decreased / unchanged) by this Change Order:	decreased / unchanged) by ti	his Change Order:		Davs		
				<b>5</b> 0%		
The Date of Completion as of the date of this Change Order therefore is:	of this Change Order therefor	e is:	11/17/2017			
Municipal Serices Committee Agenda Date	Date 10/23/17					
:		*				
Date approved by Council:	11/01/17					



#### "Excellence in Concrete Restoration"

Date:

October 18, 2017

**Proposal - 17-D109** 

Job Name:

Appleton WI. Parking ramp beam repairs

To:

Paul DeBraal

Parking Utility Manager 100 North Appleton Street Appleton WI. 54911-4799

We offer the following:

DISCRIPTION	UNITS	TYPE	UNIT COST		TOTAL	
Additional Beam repairs	95	SF	\$	239.00	\$	22,705.00
Additional Mobilization (if needed)	1	LS	\$	1,000.00	\$	1,000.00
			Total	ā E		23,705.00

### **COMMENTS:**

We would welcome an opportunity to discuss this project with you.

### Note:

THIS PROPOSAL IS CONTINGENT UPON A MUTUALLY AGREEABLE CONTRACT. THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS.

- Bonds
- Liquidated damages
- Moving any underground utilities
- Removal or handling of hazardous substances
- Temporary heat as needed
- Relocating of any utilities as needed to perform the work. (Plumbing, electrical, etc....)
- Painting

### OWNER TO PROVIDE;

- 110V Power
- Potable water
- Parking

WE PROPOSE hereby to furnish materials and labor to complete in accordance with the above specifications, for the sum of: \$ TBD

Authorized Signature:	Doug Bruns - President
	Merit Construction Services
Authorized Signature:	

# Department of Public Works Inspections Division

### Permit Summary Count YTD Comparison

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

01/01/17 Thru 09/30/17

Report Date: 10/8/2017

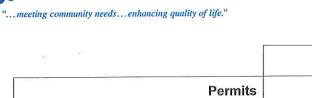
		, <del>20</del>	Total	Total
Permit	Year	Permit	Estimated	Receipt
Туре	Issued	Count	Cost	Amount
BUILDING	224 /		F0.444.F40	0/4 5/7 45
	2016	770	58,144,569	261,567.15
	2017	775	164,507,266	250,022.11
		0.65 %	182.93 %	-4.41 %
DISPLAY SIGN				
	2016	145	1,080,828	4,360.00
	2017	95	562,938	4,010.94
		-34.48 %	-47.92 %	-8.01 %
ELECTRICAL				*
	2016	753	11,239,343	111,812.99
	2017	658	12,588,041	114,236.66
		-12.62 %	12.00 %	2.17 %
EROSION CNTL				
	2016	33		4,010.00
	2017	39		4,860.00
		18.18 %	%	21.20 %
HEATING				
	2016	560	12,589,874	47,161.54
	2017	597	11,894,702	49,541.60
		6.61 %	-5.52 %	5.05 %
PLAN REVIEW				
	2016	96		33,275.00
	2017	92		30,705.50
		-4.17 %	%	-7.72 %
PLUMBING				
1 BOMBAI 10	2016	378	4,259,757	30,352.00
	2017	404	5,256,495	41,421.38
		6.88 %	23.40 %	36.47 %
SEWER				
OLWER	2016	153	1,340,475	13,165.00
	2017	146	1,728,378	17,454.78
	0 <del>=050=4</del>	-4.58 %	28.94 %	32.58 %
WELL		8 T. (188)	8.7	
44 CLL	2016	1,		30.00
	2017	1		40.00
	-01/	%	%	33.33 %
		70	,,,	:

### Department of Public Works Inspections Division

### Permit Summary Count YTD Comparison

01/01/17 Thru 09/30/17

Report Date: 10/8/2017



		2016	2017
P	ermits	2889	2807
Estimate	d Cost	88,654,846.00	196,537,820.00
Receipt A	nount	505,733.68	512,292.97
Receipt A	nount	505,755.00	014,404.0

