

City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, November 6, 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>17-1752</u> Minutes from October 23, 2017

Attachments: Minutes from October 23, 2017.pdf

4. Public Hearings/Appearances

5. Action Items

17-1754 Approve Article V of Chapter 7 of the Municipal Code relating to Health in All Policies.

Attachments: Article V of Chapter 7 of the Municipal Code.pdf

17-1755 Request from Appleton Downtown Inc. to purchase one day hang tags at a rate of \$3 plus tax per day for 31 Saturdays of indoor Famers Market valid until 2:00 p.m. Council approved rate is \$5 plus tax per day.

Attachments: ADI reduce price of hang tags.pdf

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

Attachments: Lanser Lane-Green Grove Plat.pdf

Legislative History

4/25/17 Municipal Services recommended for approval

Committee

5/3/17 Common Council referred to the Municipal Services Committee

5/9/17 Municipal Services held

Committee

Item 17-589 held until May 23, 2017

<u>17-1756</u>	Request to not plant a replacement tree at 1424 N. Racine Street as part of
	the 2017 Fall Tree Planting Program.

17-1759 Approval to delay RFP process for one year and negotiate the 2018 Materials Testing Contract (M-18) with the OMNNI Associates, Inc. without an RFP process.

Attachments: 2018 Materials Testing Contract M-18.pdf

6. Information Items

<u>17-1760</u> 2017 Snow Plow Painting Program

Attachments: 2017 Snow Plow Painting Program.pdf

<u>17-1761</u> Inspection Division Permit Summary Comparison Report for October, 2017.

Attachments: Inspection Summary Permit Report October 2017.pdf

7. Adjournment

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

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



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, October 23, 2017

4:30 PM

Council Chambers, 6th Floor

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

Alderperson Coenen left early

Present: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

- Approval of minutes from previous meeting
 - 17-1605

Minutes from October 9, 2017

Attachments:

Minutes from October 9, 2017.pdf

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

Aye: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

4. Public Hearings/Appearances

17-1672

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

Attachments:

Neighborhood Support for 2019 Pavement Reconstruction.pdf

Public Information Session-Evergreen Dr & Hall St.pdf

Why Sidewalks-Multi-Use Trail and Bike Lanes on Evergreen Dr.pdf

5. Action Items

17-1606

Summit Street, from Spencer Street to College Avenue, be

- Castra In

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.

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

Aye: 3 - Konetzke, Martin and Dannecker

Excused: 2 - Croatt and Coenen

17-1674

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.

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

Ave: 3 - Konetzke, Martin and Dannecker

Excused: 2 - Croatt and Coenen

17-1678

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.

Attachments: Alderperson Croatt letter regarding sidewalk on Hall St.pdf

Memo-Why Sidewalks on Hall St.pdf

Picture-Woodland & Grant Intersection.pdf

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

Aye: 3 - Konetzke, Martin and Dannecker

Excused: 2 - Croatt and Coenen

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

Sketch of 1400 E Capitol Dr.pdf

Amend item 17-1607 to allow the variance under the current ownership. When the property is sold, the new owner needs MSC approval to continue the variance. Amendment passed 4-0.

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

Ave: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

17-1608

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.pdf

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

Ave: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

17-1609

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

Attachments:

17 Riverfront Ct second driveway to Pierce Ct.pdf

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

Aye: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

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

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

Aye: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

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

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

Aye: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

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

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

Ave: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

17-1681

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

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

Aye: 4 - Coenen, Konetzke, Martin and Dannecker

Excused: 1 - Croatt

6. Information Items

17-1667

Inspections Division Permit Summary Comparison Report for

September, 2017.

Attachments:

Inspections Division Permit Summary Comparison Report-September

2017.pdf

17-1668

Discussion of 2018 Executive Budget.

7. Adjournment

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

Aye: 3 - Konetzke, Martin and Dannecker

Excused: 2 - Croatt and Coenen

AN ORDINANCE CREATING ARTICLE V OF CHAPTER 7 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO HEALTH IN ALL POLICIES.

(Name of Committee Generated From – XX-XX-XX (Date))

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

<u>Section 1</u>: That Article V of Chapter 7 of the Municipal Code of the City of Appleton, relating to health in all policies, is hereby created to read as follows:

Art. V. HEALTH IN ALL POLICIES

Sec. 7-200. Findings.

- (a) Health starts where we live, learn, work and play, and everyday decisions within the City of Appleton can promote greater health and equity.
- (b) All Appleton residents should have the opportunity to make the choices that allow them to live a long, healthy life, regardless of their job, neighborhood of residence, level of education, immigration status, sexual orientation, ethnic background or religion.
- (c) Good health enhances quality of life, improves workforce productivity, increases the capacity for learning, strengthens families and communities, supports environmental sustainability and helps reduce overall economic and social insecurity.
- (d) In the city of Appleton, those at greatest risk for poor health outcomes are low-income residents, who have a shorter life expectancy than other city residents.
 - (e) Appleton residents are primarily affected by heart disease, cancer and stroke.
- (f) Recognizing the presence of critical health disparities in the community and the opportunity to intervene on health outcomes, the City has developed and defined public health broadly in the City Comprehensive Plan.
- (g) Health in All Policies is fundamentally about creating systems-level change both within City departments and in the community.
- (h) In developing strategies to address health disparities, it is important to recognize that at its heart, promoting equity is not just about providing more services.
 - (i) It is also about how services are developed, prioritized and delivered.
- (j) The Health in All Policies strategy guides the City of Appleton on how to address the social determinants of health, or the root causes of current health disparities in the development, prioritization and delivery of these services and policies.

Sec. 7-201. Definitions.

The definitions in this section apply throughout this ordinance unless the context

- (a) Health in All Policies (HiAP) is both a process and a goal.
 - (1) The goal of HiAP is to address inequities at the systems, policy and structural levels to eliminate the resulting health disparities.
 - (2) At the root of HiAP is an approach to improving health of all people by incorporating health considerations into collaborative decision-making across sectors, agencies, and departments. HiAP brings city departments and community groups together to identify ways in which all policies can take health outcomes into consideration. The HiAP process places health at the center of all work, and through discussion and compromise, gains stakeholder buy-in from all agencies, groups, and departments.
 - (3) Health in All Policies works to create a new policy and organizing framework within city government and beyond in the community. It emphasizes the consequences of public policies, plans, and programs on health determinants, and aims to improve health outcomes at all levels of government within the city and those agencies responsible for serving Appleton residents.
 - (4) Stakeholder engagement is essential for ensuring that Health in All Policies is responsive to community needs. Community-based knowledge provides important information about opportunities and barriers for health and insight into the ways in which policies may impede or promote health.
- (b) *Health* is not simply the absence of disease, but the state of complete physical, mental, cultural and social well-being. HiAP is based on the premise that good health is fundamental for a strong economy and vibrant society, and that health outcomes are largely dependent on the social determinants of health, which in turn are shaped by decisions made within the health sector and internally and externally outside of the health sector.
- (c) *Health equity* refers to efforts to ensure that all people have full and equal access to opportunities that enable them to lead healthy lives, while respecting differences that include but are not limited to culture, language, race, gender, sexuality, economic status, citizenship, ability, age and religion.
 - (1) Health equity entails focused societal efforts to address avoidable inequalities by equalizing the conditions for health for all groups, especially for those who have experienced socioeconomic disadvantage or historical injustices.
 - (2) These communities include, but are not limited to women, people of color, low-income individuals and families, individuals who have been incarcerated, individuals with disabilities, individuals with mental health conditions, youth and young adults, seniors, immigrants and refugees, individuals who are limited-English proficient (LEP), and lesbian, gay, bisexual, transgender, questioning, intersex and asexual (LGBTQIA)

communities, or combinations of these populations.

- (d) *Health disparities* are differences of presence of disease, health outcomes, or access to care among distinct segments of the populations, including differences that occur by race or ethnicity, gender identity, sexual orientation, education or income, immigration status, age, disability or functional impairment, or geographic location, or the combination of any of these factors.
- (e) *Health inequities* are health disparities resulting from factors that are systemic and avoidable and, therefore, considered unjust or unfair.
- (f) Determinants of health equity include the social, economic, geographic, political, institutional and physical environmental conditions that lead to the creation of a fair and just society.
- (g) Social determinants of health refer to everything outside of direct health care services, such as the condition in the environment in which people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality of life outcomes and risks. The social determinants of health include, but are not limited to:
 - (1) The availability of resources to meet our daily needs (e.g., safe housing, access to healthy and affordable food).
 - (2) Access to educational, economic, and job opportunities that lead to sustainable employment.
 - (3) Neighborhood safety and communities free of crime, violence, and social disorder (e.g., presence of trash and other forms of blight); and
 - (4) Accessible built environments that promote health and safety, including improved pedestrian, bicycle, and automobile safety, parks and green space, and healthy school siting.
 - (5) Social norms and attitudes (e.g., discrimination and racism), socioeconomic conditions (e.g., concentrated poverty and the chronically stressful conditions that accompany it).
- (h) Toxic stress refers to prolonged and repeated exposure to multiple negative factors, especially in early childhood. Contributing factors include, but are not limited to, racial profiling, poor air quality, residential segregation and economic insecurity. Toxic stress has known physical and mental health impacts and contributes to a host of chronic conditions such as heart disease and diabetes. Toxic stress has also been shown to have negative intergenerational health effects. Toxic stress does not refer to individual stressful events, but rather the unrelieved accumulation of these events over one's life.

Sec. 7-203. Health in All Policies implementation.

To effectively implement and maintain Health in All Policies, the City shall:

- (a) Utilize health equity practices to City actions and endeavor to integrate these practices into the city's strategic, operational and business plans; management and reporting systems for accountability and performance; and budgets in order to eliminate inequities and create opportunities for all people and neighborhoods;
- (b) Use the Health in All Policies Strategy Document as a guide for implementing Health in All Policies in the City. The strategy document will outline the vision, mission and goals, and identify a timeline as well as process to reach these goals. The strategy document will be a living plan that is designed to grow over time as progress is made and the needs of the community and city change;
- (c) Establish the Interdepartmental Health in All Policies Team. The Interdepartmental Team will be comprised of representatives from departments within the City and are responsible for:
 - (1) Selecting health and health equity indicators for each department to track as a way of prioritizing goals and measuring progress aligned with existing City guiding documents including, but not limited to the Comprehensive Plan and Green Tier Charter;
 - (2) Attending regularly scheduled Interdepartmental Team meetings led by the Mayor's Office;
 - (3) Reporting to the Interdepartmental Team on progress and challenges from his or her respective department;
 - (4) Working with his or her respective department to integrate and track health equity indicators for his or her department;
 - (5) Committing to attending ongoing health equity training, such as health equity impact assessments; and
 - (6) Assisting with the writing of the Tri-Annual HiAP Report and provide a report to committees.
- (d) Design and publish a tri-annual report on the status of health and health equity in the city of Appleton and progress of HiAP implementation for the Common Council, City staff, community organizations, residents, businesses, and other governmental agencies within the city.
 - (1) Implementation will be measured based on health and health equity indicators selected by the Interdepartmental HiAP Team.
 - (2) In addition to reporting on indicators, the Tri-Annual Report will include any updates to the HiAP strategy document.
- (e) Develop and implement an ongoing community engagement plan to work directly with stakeholders throughout the process of the HiAP strategy development and implementation to ensure that perspectives are consistently understood, considered, and reflected in decisions.

The goal is to partner with stakeholders in each aspect of decision making in order to develop and implement collaborative solutions.

<u>Section 2</u>: Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such a decision shall not affect the validity of the remaining portions of this ordinance. The Common Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance irrespective of the unconstitutionality or invalidity of any section, subsection, subdivision, paragraph, sentence, clause or phrase.

Section 3: publication.	This	ordinance	becomes	effective	30	days	after	its	final	passage	and
Dated:											
Timothy M. Hanna, N	Mayor			Kami	Lyn	ich, Ci	ty Cle	erk			

October 23, 2017

Paula Vandehey City of Appleton, Public Works 100 N. Appleton St. Appleton, WI 54911

Ms. Vandehey-

Beginning November 4th, the Downtown Appleton Farm Market will move inside City Center Plaza for the twelfth indoor season. The Indoor Market will run for a total of 31 weeks inside, through the end of May, 2018. We request to continue to be able to buy hang tags in bulk for the vendors to park in the City Center ramp at a rate of \$3.00 a day, plus tax. We understand that the tags will be marked "Until 2 pm" on each one, and as in the past; we will have vendors park in "Permit Parking Only" locations, so as to leave the metered stalls open to customers.

Please let me know if you have any questions or concerns.

Thank you for your time and consideration.

Sincerely,

Djuanna Hugdahl

Event Coordinator and Farm Market Director

Appleton Downtown Inc.

CITY OF APPLETON/TOWN OF GRAND CHUTE Lanser Lane and Green Grove Plat

INTERGOVERNMENTAL AGREEMENT

DATE:

November 1, 2017

FOR PULVERIZING, ASPHALT PAVING & STORM SEWER PROJECT

PROJECT TITLE:

Lanser Lane and

Green Grove Plat

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

PROPOSED IMPROVEMENT

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

COST ESTIMATE AND PARTICIPATION

PROJECT	TOWN SHARE		CITY SHARE		
Lanser Road					
Pavement			\$	2,626.25	
Green Grove Plat					
Storm Sewer	\$	531,570.72	\$	6,924.84	
Pavement	\$	426,807.29	\$	37,562.64	
R/R Quiet Zone				0	
Grand Chute Contribution			\$	(10,000.00)	
TOTAL COST			\$	37,113.73	

TERMS AND CONDITIONS:

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

City of Appleton

Attest:	By:				
Printed Name:	Timothy M. Hanna, Mayor				
Attest:	By:				
Printed Name:	Kami Scofield, City Clerk				
Provision has been made to pay the liability that will accrue under this contract.	Approved as to form:				
Anthony D. Saucerman, Finance Director	James P. Walsh, City Attorney				
Town of G	rand Chute				
Attest:	By:				
Printed Name:	David A. Schowalter, Town Chairman				
Attest:	By:				
Printed Name:	Karen L. Weinschrott, Town Clerk				
Approved as to form:					
Charles D. Koehler Attorney for the Town of Grand Chute					



Department of Public Works - Engineering Division

MEMO

TO:

Municipal Services Committee

FROM:

Paula Vandehey, Director of Public Works PW

DATE:

November 2, 2017

RE:

Approval to delay RFP process for one year and negotiate the 2018 Materials Testing Contract

(M-18) with OMNNI Associates, Inc. without an RFP process.

The Department of Public Works requests authorization to delay RFP process for one year and negotiate the 2018 Materials Testing Contract (M-18) with OMNNI Associates, Inc.

In January 2015 a Request for Proposals (RFP) was issued and a Quality Based Selection process was used to award the 2015 Materials Testing contract to OMNNI Associates, Inc. The 2015 RFP also indicated that, with satisfactory performance, an additional two years could be awarded to OMNNI without an RFP process. Based on this process, other departments are able to contract with the selected consultant for the services covered in the RFP.

At this time, both DPW and Parks, Recreation, and Facilities Management have projects with OMNNI Associates that are on-going and changing consultants could cause delays. These projects include the Pierce Avenue storm sewer, the Ballard Road storm sewer, the Northland Pond, the Leona Pond, Evergreen Drive and Alvin Street Ponds, Jones Park, and the Exposition Center.

It is anticipated that these projects will be complete or at logical break points by the end of 2018 and an RFP will be issued for materials testing work beginning in 2019. OMNNI Associates, Inc. has performed well to date by scheduling drilling projects as soon as projects were defined, providing staff to respond to unexpected encounters with contaminated material and working smoothly with the Wisconsin Department of Natural Resources.

Therefore, the Department of Public Works requests authorization to negotiate the 2018 Materials Testing Contract (M-18) with OMNNI Associates, Inc. without an RFP process. The contract award will be brought forward for award after approval of the 2018 Budget.











Janet Bern

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/17 Thru 10/31/17

Permit

Permit

"...meeting community needs...enhancing quality of life." Report Date: 11/1/2017

			Total	Total
Permit	Year	Permit	Estimated	Receipt
Type	Issued	Count	Cost	Amount
BUILDING				
	2016	873	64,137,937	281,842.15
	2017	852	169,330,260	268,174.11
		-2.41 %	164.01 %	-4.85 %
DISPLAY SIGN				
	2016	156	1,156,551	4,690.00
	2017	104	596,047	4,370.94
		-33.33 %	-48.46 %	-6.80 %
ELECTRICAL		- Martin		
ELECTRICAL	2016	839	13,163,391	129,242.00
	2017	738	12,980,452	121,060.40
	2017	-12.04 %	-1.39 %	-6.33 %
		12.01 /6	1.07 /6	0.00 /6
EROSION CNTL	0047	40		F 0/0 00
	2016	43	6	5,260.00
	2017	41	G/	5,110.00
		-4.65 %	%	-2.85 %
HEATING				
	2016	637	13,792,646	54,136.80
	2017	672	18,230,717	57,523.73
		5.49 %	32.18 %	6.26 %
PLAN REVIEW				
8	2016	102		36,610.00
	2017	106		33,397.85
		3.92 %	%	-8.77 %
PLUMBING				
	2016	425	5,520,679	41,748.00
	2017	446	5,609,854	44,026.38
		4.94 %	1.62 %	5.46 %
SEWER				
OLIVER	2016	181	1,631,570	15,559.00
	2017	173	1,796,348	20,532.95
	2017	-4.42 %	10.10 %	31.97 %
WELL		/6	20,20 /0	J-1,51 /6
WELL	2016	4		30.00
		1 1		40.00
	2017		0/	
		%	%	33.33 %

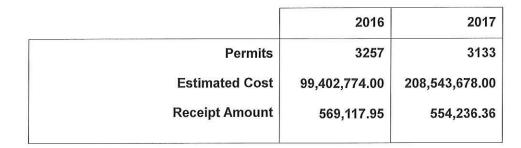
Department of Public Works Inspections Division

Permit Summary Count YTD Comparison



Report Date: 11/1/2017

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

