



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, May 2, 2018

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

[18-0635](#)

Common Council Meeting Minutes of:
April 17, 2018 Informal Organizational Meeting
April 18, 2018 Organizational Meeting
April 18, 2018 Common Council Meeting

Attachments: [CC Minutes 4-17-18 Informal Organizational.pdf](#)
[CC Minutes 4-18-18 Org. Mtg..pdf](#)
[CC Minutes 4-18-18.pdf](#)

- H. BUSINESS PRESENTED BY THE MAYOR

[18-0538](#)

National Historic Preservation Month Proclamation

[18-0636](#)

Presentation of Municipal Clerks Week Proclamation

[18-0641](#)

Historic Preservation Commission Appointment

Attachments: [APPT TO HISTORIC PRES COMM 050218.pdf](#)

[18-0642](#)

Bicycle and Advisory Committee Appointment

Attachments: [APPT TO BICYCLE PED COMM 050218.pdf](#)

[18-0643](#) 2018 Board & Committee Reappointments

Attachments: [COMMITTEE REAPPTS 050218.pdf](#)

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

[18-0634](#) Resolution Changing the Aldermanic District 7 Polling Place

Attachments: [2018 Resolution Changing District 7 Polling Place.pdf](#)

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[18-0600](#) Recommendation to remove the pedestrian ramp and east stairway from the from the Oneida Street Bridge Project and approve amendment No. 3 to Patrick Engineering in an amount of \$222,060.

Attachments: [Oneida Street Bridge Project.pdf](#)

Legislative History

4/23/18	Municipal Services Committee	recommended for approval
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[18-0603](#) Preliminary Resolution 3-P-18 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [Preliminary Resolution 3-P-18.pdf](#)

Legislative History

4/23/18	Municipal Services Committee	recommended for approval
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[18-0604](#) Approve parking changes on the 1500 Block of W. Washington Street (follow-up to 6-month trial).

Attachments: [Parking restriction-1500 W. Washington St.pdf](#)

Legislative History

4/23/18	Municipal Services Committee	recommended for approval
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[18-0606](#) Approve parking change associated with the railroad quiet zone project.

Attachments: [Parking restrictions-Railroad Quiet Zone.pdf](#)

Legislative History

4/23/18	Municipal Services Committee	recommended for approval
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[18-0607](#) Approve Amendment No. 2 to the Railroad Quiet zone consulting contract in the amount of \$1,000 for a total revised not to exceed contract \$32,856.

Attachments: [Railroad Quiet Zone contract.pdf](#)

Legislative History

4/23/18	Municipal Services Committee	recommended for approval
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2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[18-0410](#) Operator's Licenses

Attachments: [Operator's Licenses for 04-11-2018 S&L.pdf](#)

Legislative History

4/11/18	Safety and Licensing Committee	recommended for approval
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[18-0449](#) Operator License application of Darrin S. McElhatton, 1824 E. Pauline Street.

Attachments: [Darrin S. McElhatton.pdf](#)

[SL Denial- 4-11-18.pdf](#)

Legislative History

4/11/18	Safety and Licensing Committee	held
4/25/18	Safety and Licensing Committee	recommended for denial

[18-0536](#) Taxi Cab Company and Limousine Service application of Cavanaugh's Carriages, Rodger Cavanaugh, 3910 Fairview Road, Neenah, contingent upon approvals from all departments.

Legislative History

4/25/18	Safety and Licensing Committee	recommended for approval
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[18-0542](#) Class "B" Beer License - Change of Agent application of Fronteras Restaurant, Eric Mosqueda Lopez, Agent, 2311 W. College Ave., contingent upon approval from the Police Department.

Legislative History

4/25/18 Safety and Licensing recommended for approval
Committee

[18-0543](#) Taxi Cab Driver's License application of Lydia R. Sievers, 1003 1/2 W. 8th Street.

Attachments: [SL Denial- Sievers 4-25-18.pdf](#)
[Lydia R. Sievers.pdf](#)

Legislative History

4/25/18 Safety and Licensing recommended for denial
Committee

[18-0544](#) "Class A" Beer/Liquor license - Change of Agent application of Target Store T-1248, Roberto Corona, Agent, 1800 S. Kensington Dr., contingent upon approval from the Police Department.

Legislative History

4/25/18 Safety and Licensing recommended for approval
Committee

[18-0559](#) Operator's Licenses

Attachments: [Operator's Licenses for 04-25-2018 S&L.pdf](#)

Legislative History

4/25/18 Safety and Licensing recommended for approval
Committee

[18-0560](#) Renewal Operator's Licenses

Attachments: [Renewal Operator's Licenses for 04-25-2018 S&L.pdf](#)

Legislative History

4/25/18 Safety and Licensing recommended for approval
Committee

[18-0611](#) "Class B" Beer/Liquor License Change of Agent application for MIP LLC d/b/a McGuinness Irish Pub, Matthew F. Miller, Agent, 201 S. Walnut Street, contingent upon approval from the Police Department.

Legislative History

4/25/18 Safety and Licensing recommended for approval
Committee

3. MINUTES OF THE CITY PLAN COMMISSION

- [18-0547](#) Request to approve Certified Survey Map #2-18, which crosses a plat boundary, to combine two adjacent lots located at 23 Crestview Court (Tax Id #31-4-4372-00 and Tax Id #31-4-5092-00), subject to the conditions in the attached staff report and as shown on the attached maps

Attachments: [StaffReport_CrestviewCt_CrossingPlatBoundary_For04-24-18.pdf](#)

Legislative History

4/24/18 City Plan Commission recommended for approval

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

- [18-0580](#) Request to accept awards from the Fox River Greenway Fund partnership grant program

Attachments: [2018 Fox River Greenway Fund \(3\).pdf](#)

- [18-0586](#) Request to award Unit D-18 Sidewalk Construction to Al Dix Concrete, Inc in an amount not to exceed \$290,000.

Attachments: [Award of Contract Unit D-18.pdf](#)

- [18-0587](#) Request to approve Finance Committee Report 3-P-18 for Concrete Pavement, Sidewalk Construction and Driveway Aprons.

Attachments: [Report 3-P-18.pdf](#)

- [18-0591](#) Request to award the 2018 Scheig Center Redevelopment project to Vinton Construction Company in the amount of \$91,120 with a contingency of \$4,556 for a project total not to exceed \$95,976 and approve the following 2018 Budget Adjustment:

Parks, Recreation & Facilities Management Fund

2017 Lutz Park Trail & Riverbank Project	- \$8,226
2018 Scheig Center Redevelopment Project	+\$8,226

to record transfer of the positive balance from the Lutz Park Trail & Riverbank project to the Scheig Center Redevelopment project.

Attachments: [Scheig Center Redevelopment and Budget adjustment.pdf](#)

- [18-0637](#) Request to approve acceptance of a \$350,506 Federal Transit Administration capital grant and approval of the following 2018 Budget adjustment:

Valley Transit

Federal Grant Revenue	+\$350,506
Depreciation Fund Balance	+ \$87,627
Vehicles	+\$438,133

to record receipt of FTA capital grant (2/3 vote required)

Attachments: [FCTC Grant acceptance memo 5339 - 2018.pdf](#)

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

- [18-0476](#) Award Unit F-18, Sewer Cleaning & Televising to Green Bay Pipe & TV, LLC in an amount not to exceed \$247,500.

Attachments: [Unit F-18.pdf](#)

Legislative History

4/24/18 Utilities Committee recommended for approval

- [18-0495](#) Request to sole source contract to Patrick Engineering for a contract fee of \$130,000 and a contingency of 10% for professional services needed to complete the Wastewater Electrical Distribution Upgrades Phase 2 for a contract not to exceed \$143,000.

Attachments: [2018 Electrical Distribution System Upgrades Design PH 2.pdf](#)

Legislative History

4/24/18 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

- [18-0605](#) Request to approve the addition of up to a Full-time Health Coach and up to a Full-time Physical Therapist to the Connecting Care Clinic Staffing with staffing levels being determined based upon customer demand.

Attachments: [CCC additional staff memo 4-20-18.pdf](#)

[CCC Health Coach proposal.pdf](#)

Legislative History

4/25/18 Human Resources & recommended for approval
Information Technology
Committee

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[18-0565](#) Accept Federal Transit Administration Section 5339 Discretionary Grant funds of \$350,506

Attachments: [FCTC Grant acceptance memo 5339 - 2018.pdf](#)

Legislative History

4/25/18 Fox Cities Transit recommended for approval
Commission

[18-0566](#) Resolution FCTC 18-01 Authorization of Grant Application for Volkswagen Mitigation Plan Grant

Attachments: [Memo to support Resolution FCTC 18-01.pdf](#)
[Resolution FCTC 18-01 for Authorization of Grant Application.pdf](#)

Legislative History

4/25/18 Fox Cities Transit recommended for approval
Commission

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

[18-0481](#) Request to approve Special Use Permit #1-18 for a personal storage facility located at 2400 W. College Avenue (Tax Id #31-7-0026-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote required)

Attachments: [StaffReport PrimeStorageGroup SUP For04-10-18.pdf](#)

Legislative History

4/10/18 City Plan Commission recommended for approval
4/18/18 Common Council held

O. ORDINANCES

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.



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Meeting Minutes - Final Common Council

Tuesday, April 17, 2018

6:00 PM

Council Chambers

Informal Organizational Meeting

A. CALL TO ORDER

The meeting was called to order by Mayor Hanna at 6:00 p.m.

B. OATHS OF OFFICE

The Oaths of Office were administered to Alderpersons in the even-numbered districts.

C. ROLL CALL OF ALDERPERSONS

Present: 14 - Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Joe Martin, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Mayor Timothy Hanna, Alderperson Keir Dvorachek, Alderperson Bob Baker and Alderperson Rachel Raasch

Excused: 2 - Alderperson Kathleen Plank and Alderperson Kyle Lobner

D. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

City Attorney Walsh, City Clerk Lynch, Director of Information Technology Fox and Director of Parks, Recreation & Facilities Gazza

All remaining departments were excused.

E. DISCUSSION ON RULES OF COUNCIL & DEPARTMENT AND COMMITTEE FUNCTIONS

[18-0524](#)

Rules of Council

Attachments: [Council Rules - ADOPTED - 04-19-2017.pdf](#)
[Council Rules - REDLINED - 04-18-2018 1.pdf](#)

[18-0525](#)

Department & Committee Functions

Attachments: [Dept-Comm Functions - ADOPTED - 04-19-2017.pdf](#)

F. DISCUSSION ON RESOLUTIONS SUBMITTED BY ALDERPERSONS

[18-0527](#)

Resolution #25-R-17 regarding communication of audio/video malfunctions during live meetings

Submitted by: Alderperson Spears

Attachments: [#25-R-17 Meeting Communication for Audio & Video.pdf](#)

G. OTHER COUNCIL BUSINESS

H. ADJOURN

Alderperson Baranowski moved, seconded by Alderperson Martin, that the meeting be adjourned at 6:28 p.m. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Joe Martin, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Mayor Timothy Hanna, Alderperson Keir Dvorachek, Alderperson Bob Baker and Alderperson Rachel Raasch

Excused: 1 - Alderperson Kathleen Plank

Kami Lynch, City Clerk



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Meeting Minutes - Final Common Council

Wednesday, April 18, 2018

6:00 PM

Council Chambers

Organizational Meeting

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mayor Hanna.

B. ROLL CALL OF ALDERPERSONS

Present: 15 - Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Joe Martin, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Mayor Timothy Hanna, Alderperson Keir Dvorachek, Alderperson Bob Baker and Alderperson Rachel Raasch

Excused: 1 - Alderperson Kathleen Plank

C. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

D. REPORT OF THE INFORMAL ORGANIZATIONAL MEETING

[18-0524](#)

Rules of Council

Attachments: [Council Rules - ADOPTED - 04-19-2017.pdf](#)
[Council Rules - REDLINED - 04-18-2018_1.pdf](#)

Alderperson Croatt moved, seconded by Alderperson Baker, that the Rules of Council be approved as revised at the Informal Meeting. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Joe Martin, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Alderperson Keir Dvorachek, Alderperson Bob Baker and Alderperson Rachel Raasch

Excused: 1 - Alderperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

[18-0525](#)

Department & Committee Functions

Attachments: [Dept-Comm Functions - ADOPTED - 04-19-2017.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Baker, that the Department & Committee Functions be approved with no changes. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

[18-0527](#)

Resolution #25-R-17 regarding communication of audio/video malfunctions during live meetings
Submitted by: Aldersperson Spears

Attachments: [#25-R-17 Meeting Communication for Audio & Video.pdf](#)

The Resolution was withdrawn by the author, Aldersperson Spears. No action was taken.

E. RE-COMMITMENT TO THE CODE OF CONDUCT

[18-0526](#)

Code of Conduct

Attachments: [Code of Conduct.pdf](#)

Aldersperson Croatt moved, seconded by Aldersperson Baranowski, that the Council re-commit to the Code of Conduct. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

F. APPOINTMENT OF COMMITTEES & COMMITTEE CHAIRMEN

[18-0612](#)

2018 Committee Appointments

Attachments: [2018 Committee Appointments.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Lobner, that the Committee Appointments be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

G. ELECTION OF COMMON COUNCIL PRESIDENT

Aldersperson Croatt and Plank were nominated for Council President.

By a vote of 10/4 Aldersperson Croatt was selected as the 2018-2019 Council President.

H. ELECTION OF COMMON COUNCIL VICE-PRESIDENT

Alderspersons Lobner, Konetzke, Meltzer & Baranowski were nominated.

Aldersperson Baranowski withdrew.

After a vote Aldersperson's Lobner and Konetzke tied for Vice President. Aldersperson Lobner withdrew and Aldersperson Konetzke was selected as the Council Vice President.

I. ELECTION OF COMMON COUNCIL MEMBER TO THE CITY PLAN COMMISSION

Aldersperson's Lobner & Meltzer were nominated as the City representative on the Plan Commission.

After a vote of 10/4 Aldersperson Lobner was selected as the City representative on the Plan Commission.

J. OTHER COUNCIL BUSINESS**K. ADJOURN**

Aldersperson Baranowski moved, seconded by Aldersperson Croatt, that the meeting be adjourned at 6:22 p.m. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Joe Martin, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Mayor Timothy Hanna, Alderperson Keir Dvorachek, Alderperson Bob Baker and Alderperson Rachel Raasch

Excused: 1 - Alderperson Kathleen Plank

Kami Lynch, City Clerk



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Meeting Minutes - Final Common Council

Wednesday, April 18, 2018

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Hanna at 7:00 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Croatt.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 15 - Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Joe Martin, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Mayor Timothy Hanna, Alderperson Keir Dvorachek, Alderperson Bob Baker and Alderperson Rachel Raasch

Excused: 1 - Alderperson Kathleen Plank

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

City Attorney Walsh, Deputy City Attorney Behrens, City Clerk Lynch, Director of Community & Economic Development Harkness, Diversity Coordinator Nelson, Director of Finance Saucerman, Deputy Fire Chief Baker, Director of Human Resources Matz, Environmental Health Supervisor Mirkes, Parks, Recreation & Facilities Director Gazza, Police Chief Thomas, Public Works Director Vandehey, Director of Utilities Shaw, Valley Transit General Manager Mc Donald.

The following were excused:

Library

Information Technology

F. PUBLIC PARTICIPATION

G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[18-0537](#)

Common Council Meeting Minutes of April 4, 2018

Attachments: [CC Minutes 4-4-18.pdf](#)**Aldersperson Baranowski moved, seconded by Aldersperson Lobner, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

H. BUSINESS PRESENTED BY THE MAYOR

[18-0545](#)

Recognition of Appleton East and Appleton North DECA Students

[18-0539](#)

Reappointment of Pamela Rae De Leest to the Police & Fire Commission

Aldersperson Croatt moved, seconded by Aldersperson Baranowski, that the Reappointment be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

[18-0540](#)

Reappointment of Diane Dexter to the Valley Transit Commission

Aldersperson Konetzke moved, seconded by Aldersperson Croatt, that the Reappointment be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

I. PUBLIC HEARINGS

[18-0453](#)

Public Hearing on Special Resolution 2-P-18; Sanitary Laterals, Storm Laterals and Storm Main

Center Street from North Street to Atlantic Street
Durkee Street from Atlantic Street to Summer Street
Hall Street from Woodland Avenue to Grant Street
Roosevelt Street from Morrison Street to Durkee Street
Summit Street from Spencer Street to College Avenue

Attachments: [2-P-18 Public Hearing Notice.pdf](#)

Dale Sontag, 230 E Winnebago St spoke during the public hearing

[18-0532](#)

Public Hearing - Rezoning #2-18

Attachments: [RZ #2-18 Public Hearing Notice N. Edgewood.pdf](#)

The public hearing was held and no one spoke during the hearing.

[18-0533](#)

Public Hearing - Rezoning #3-18

Attachments: [RZ #3-18 Public Hearing Notice Applewood.pdf](#)

The public hearing was held and no one spoke during the hearing.

J. SPECIAL RESOLUTIONS

[18-0531](#)

Resolution 2-P-18; Sanitary Laterals, Storm Laterals and Storm Main

Center Street from North Street to Atlantic Street
Durkee Street from Atlantic Street to Summer Street
Hall Street from Woodland Avenue to Grant Street
Roosevelt Street from Morrison Street to Durkee Street
Summit Street from Spencer Street to College Avenue

Attachments: [2-P-18 Final Resolution.pdf](#)

Aldersperson Croatt moved, seconded by Aldersperson Lobner, that the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

K. ESTABLISH ORDER OF THE DAY

[18-0435](#)

Request to approve Rezoning #2-18 for the North Edgewood Estates Annexation, formerly part of Town of Grand Chute, located east of N. French Road between E. Edgewood Drive and E. Broadway Drive, including to the centerline of the adjacent right-of-way, as shown on the attached maps, from Temporary AG Agricultural District and P-I Public Institutional District to R-1B Single-Family District

Attachments: [StaffReport_NorthEdgewoodEstates_Rezoning_For03-27-18.pdf](#)

Aldersperson Croatt moved, seconded by Aldersperson Lobner, that the Rezoning be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

[18-0439](#)

Request to approve the North Edgewood Estates Preliminary Plat as shown on the attached maps and subject to the attached conditions

Attachments: [StaffReport_NorthEdgewoodEstates_PrePlat_For03-27-18.pdf](#)

Aldersperson Croatt moved, seconded by Aldersperson Dvorachek, that the Preliminary Plat be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

18-0481

Request to approve Special Use Permit #1-18 for a personal storage facility located at 2400 W. College Avenue (Tax Id #31-7-0026-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote required)

Attachments: [StaffReport_PrimeStorageGroup_SUP_For04-10-18.pdf](#)

Aldersperson Meltzer moved, seconded by Aldersperson Lobner, that the Special Use Permit be held until the next Council meeting. Roll Call. Motion carried by the following vote:

Aye: 10 - Aldersperson William Siebers, Aldersperson Ed Baranowski, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Nay: 4 - Aldersperson Curt Konetzke, Aldersperson Patti Coenen, Aldersperson Joe Martin and Aldersperson Chris Croatt

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

18-0489

Request for City of Appleton to waive 710 feet of sidewalk and concrete paving special assessments for the Trail View Estates Development (east side of Cherryvale Drive) as long as that portion of the parcels remain undeveloped.

Attachments: [Trail View Estates.pdf](#)

Aldersperson Lobner moved, seconded by Aldersperson Croatt, that the request be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Aldersperson Baranowski moved, Aldersperson Croatt seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Joe Martin, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Alderperson Keir Dvorachek, Alderperson Bob Baker and Alderperson Rachel Raasch

Excused: 1 - Alderperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[18-0503](#)

Request from McFleshman's Commons, Inc. for a permanent street occupancy permit to install a sign that extends 6 feet into State Street right-of-way at 115 S. State Street be approved with a minimum clearance of 8 feet.

Attachments: [McFleshman's Commons, Inc..pdf](#)

This Report Action Item was approved.

[18-0504](#)

Request from Sarah Semrow, 2023 N. Oneida Street, for a variance to Municipal Code 19-91 (f)(5) to extend the driveway 6 feet into the front yard.

Attachments: [Variance-Sarah Semrow.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[18-0410](#)

Operator's Licenses

Attachments: [Operator's Licenses for 04-11-2018 S&L.pdf](#)

[18-0415](#)

"Class B" Beer/Liquor License application of Bark Entertainment LLC d/b/a Skyline Comedy Club, Hailee Sturm, Agent, 1004 S. Old Oneida St., contingent upon approval from all departments.

Attachments: [Skyline Comedy Club application.pdf](#)

This Report Action Item was approved.

[18-0416](#)

"Class B" Beer/Liquor License Premise Amendment application of Sangrias Mexican Grill 2 LLC, Sarah Gregory, Agent, 215 S. Memorial Dr., contingent upon approval from all departments.

Attachments: [Sangria's Mexican Grill-change of description.pdf](#)

This Report Action Item was approved.

[18-0473](#)

Reserve "Class B" Beer/Liquor License - Change of Agent of Player 2 LLC, Anna M. Goelz, Agent, 215 E. College Ave., contingent upon approval from the Police Department.

This Report Action Item was approved.

[18-0474](#)

Class "A" Beer License - Change of Agent of FKG Oil Company d/b/a Motomart, Anne M. Stichman, Agent, 320 S. Kensington Dr., contingent upon approval from the Police Department.

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[18-0437](#)

Request to approve Rezoning #3-18 for the Applewood Properties, LLC/Ronald Viaene Annexation, formerly part of Town of Grand Chute, located at 1712 E. Edgewood Drive, as shown on the attached maps, from Temporary AG Agricultural District to R-1B Single-Family District

Attachments: [StaffReport Rezoning ViaeneAnnexation 3-27-18.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[18-0508](#)

Request for approval of Amended and Restated Municipal Room Tax Ordinance

Attachments: [Exhibition Center - Amended Restated Municipal Room Tax Ordinance .pdf](#)

This Report Action Item was approved.

[18-0509](#)

Request for approval of Fox Cities Room Tax Fiscal Agency Agreement

Attachments: [Appleton RDA 2018 Exhibition Center - Fox Cities Room Tax Fiscal Agency Agreement.pdf](#)

This Report Action Item was approved.

[18-0490](#)

Request permission to sell the 2006 Ford F250 3/4 Ton crew cab pickup truck to the Princeton Fire Department for \$8,000.

Attachments: [Request to Sell Haz-Mat Pickup Truck to Princeton Fire Department.pdf](#)

This Report Action Item was approved.

[18-0491](#)

Request to award the 2017 Wastewater Sidewalk Repair project contract to Martell Construction, Inc in the amount of \$36,468 with a contingency of 10% for a project total not to exceed \$40,115.

Attachments: [2017 Wastewater Sidewalk Repairs.pdf](#)

This Report Action Item was approved.

[18-0496](#)

Request to award contract for Unit E-18 Miscellaneous Concrete and Street Patch Repair to Fischer-Ulman Construction in an amount not to exceed \$636,000.

Attachments: [E-18 Misc Concrete and Street Excav Repair.pdf](#)

This Report Action Item was approved.

[18-0499](#)

Request for City of Appleton to waive the sidewalk special assessment for 1143 W. Cedar Street in exchange for dedication of 850 SF of property needed to construct the wide sidewalk/multi-purpose sidepath.

Attachments: [Cedar St Memo.pdf](#)
[Cedar Street Drawing.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[18-0494](#) Request approval of the changes to the Salary Administration Policy.

Attachments: [Salary Administration Policy March 2018-2.pdf](#)
[Work Rule Current versus Proposed.pdf](#)
[Work Rule Change Cost Analysis.pdf](#)

This Report Action Item was approved.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

[18-0208](#) Resolution # 2-R-18 Noise Variances

Attachments: [#2-R-18 Noise Variances.pdf](#)
[Memo RE Noise Resolution dated 2018.03.08.pdf](#)
[Appleton Municipal Code-Noise.pdf](#)

The recommendation to deny this Resolution was approved

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[18-0541](#) Ordinances 38-18 to 40-18

Attachments: [Ordinances going to Council 4-18-18.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Croatt, that the Ordinances be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Abstained: 1 - Mayor Timothy Hanna

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

Resolution #3-R-18 Solicitation Hours

Submitted by: Cathy Spears, District 12

Date: April 18, 2018

Referred to: Safety & Licensing Committee

Whereas, the City of Appleton has both Commercial Solicitation and Charitable Solicitation Licenses that allow solicitation from 8 a.m. to 9 p.m. daily. This has led to concerns and complaints from the citizens of Appleton, Therefore be it resolved that the Commercial Solicitation and Charitable Solicitation License time be changed to allow solicitation from 9 a.m. to 6 p.m.

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Aldersperson Baranowski moved, seconded by Aldersperson Konetzke, that the meeting be adjourned at 7:43 p.m. Roll Call. Motion carried by the following vote:

Aye: 15 - Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Mayor Timothy Hanna, Aldersperson Keir Dvorachek, Aldersperson Bob Baker and Aldersperson Rachel Raasch

Excused: 1 - Aldersperson Kathleen Plank

Kami Lynch, City Clerk



"...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

April 27, 2018

Members of the Common Council:

The following is being presented for your confirmation at the May 2 Council meeting:

HISTORIC PRESERVATION COMMISSION

Appointment of one (1) member to fill the vacant Alternate term:

KAYLA FILEN

3-year term to expire 5/2021

Longtime Appleton resident Kayla Filen, offers both a professional and an educational background in history. Prior to becoming the Election Clerk for the City of Appleton, Kayla received her B.A. in history from the University of Wisconsin, Green Bay and her M.A. in museum studies from the University of Oklahoma. Since 2010, Kyla has worked for several local historical organizations including Voyageur Magazine, Northeast Wisconsin's Historical Review, Heritage Hill State Historical Park, and the History Museum at the Castle.

Annually, Kayla serves as a seasoned judge for the National History Day competition hosted by the University of Wisconsin, Green Bay; a program that supports local youth with an interest in history. Kayla has a passion for history and preservation. She is looking forward to participating in the Historic Preservation Committee and serving her community in another capacity.

It is with pleasure that I make this recommendation.

Sincerely,

TIMOTHY M. HANNA
Mayor of Appleton



"...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

April 27, 2018

Members of the Common Council:

The following is being presented for your confirmation at the May 2 Council meeting:

BICYCLE & PEDESTRIAN ADVISORY COMMITTEE

Appointment of one (1) member to fill the vacant Active Bicyclist/Pedestrian term:

NATE WOLFF

3-year term to expire 12/2019

Nate Wolff moved to Appleton in 2011 after graduating from Little Chute High School. He then attended Fox Valley Technical College for Criminal Justice. He has always had a desire to work for and serve his community. His work experience is long and varied. He has been a painter, construction worker, mechanic, steam cleaner, intercom installer, as well as an independent contractor. He ran for City Council in 2018 and is looking forward to serving his community.

It is with pleasure that I make this recommendation.

Sincerely,

TIMOTHY M. HANNA
Mayor of Appleton




"...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
e-mail: mayor@appleton.org

TO: Members of the Common Council

FROM: Mayor Timothy Hanna 

DATE: April 27, 2018

RE: Committee Reappointments

It is with pleasure that I present the following reappointments for your information at the May 2 Common Council meeting:

BOARD OF HEALTH

Sally Mielke 2-year term as Citizen to expire 4/2020

BOARD OF ZONING APPEALS

Scott Engstrom 3-year term to expire 5/2021

Ken Joosten 3-year term as 1st Alternate to expire 5/2020

PARADE COMMITTEE

Greg Otis 1-year term to expire 12/2018

HISTORIC PRESERVATION COMMISSION

Peter Penegrine 3-year term as Historian to expire 5/2021

EXHIBITION CENTER ADVISORY COMMITTEE OF THE ARA

Dana Reader 2-year term as City of Appleton Representative to expire 1/2020

APPLETON HOUSING AUTHORITY

Thomas Phillips 5-year term to expire 12/2022

BOARD OF REVIEW

Peter Stueck 1-year term to expire 4/2019

Linda Marx 1-year term to expire 4/2019

James Smith 1-year term to expire 4/2019

FOX CITIES AREA ROOM TAX COMMISSION

Karen Harkness	1-year term as City of Appleton Representative to expire 6/2019
Tony Saucerman	1-year term as City of Appleton Representative to expire 6/2019
Linda Garvey	1 year term as City of Appleton Representative to expire 6/2019

CITY OF APPLETON
RESOLUTION

**Resolution declaring the change in polling place for Aldermanic District 7 in
the City of Appleton pursuant to Section 5.25 Wisconsin Statutes**

WHEREAS, City of Appleton Aldermanic District 7 is comprised of Wards 18, 19, 20, 21, 22, 23 and;

WHEREAS, the current polling place for District 7, Fox Valley Lutheran High 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 7 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 7 Polling place be changed to **Pathways Church, 311 W Evergreen Drive, Appleton, WI 54913** effective beginning with the August 14, 2018 Partisan Primary Election.

Adopted: _____

Published: _____

S/ TIMOTHY M. HANNA (Mayor)

S/ KAMI L. LYNCH (Clerk)



MEMO

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

TO: Municipal Services Committee

FROM: Paula Vandehey, Director of Public Works *PAV*

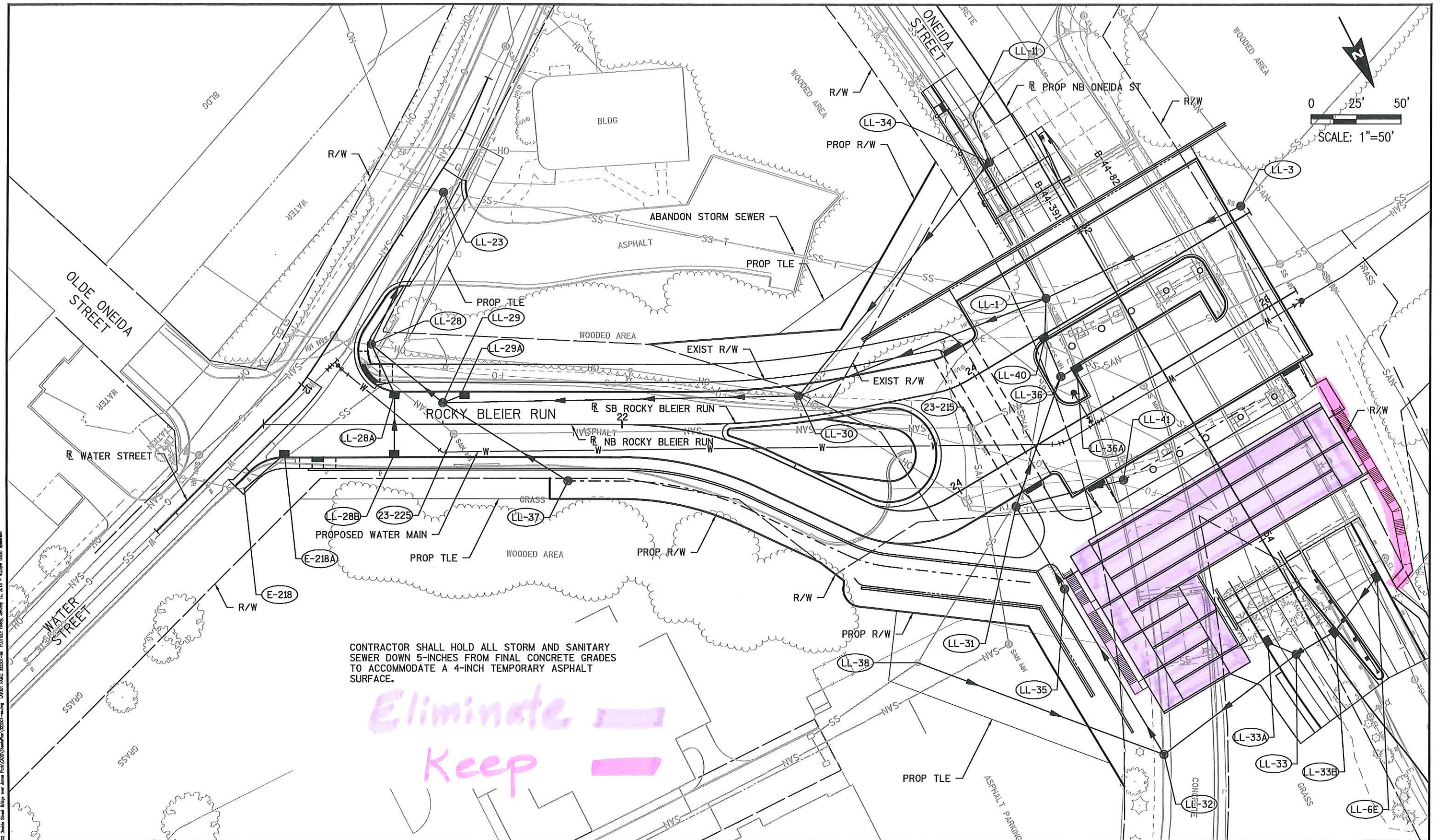
DATE: April 18, 2018

SUBJECT: **Recommendation to remove the pedestrian ramp and east stairway from the Oneida Street Bridge Project and approve Amendment No. 3 to Patrick Engineering in the amount of \$222,060.**

In January, 2018 the City Council postponed the Oneida Street Bridge Project until we had further clarity on other development within the Bluff Site Area. Based on the recent bid prices for the Jones Park pedestrian ramp and the opportunity for a second ADA accessible pedestrian ramp connection with future Bluff Site Development, we are recommending that the pedestrian ramp and east stairway features be removed from the Oneida Street Bridge Project. We would, however, still recommend including a stairway connection on the west side of the new bridge connecting Rocky Bleier to Oneida Street. (See attached drawing.)

If this project change is supported, then a contract amendment in the amount of \$222,060 to Patrick Engineering is required to redesign the retaining wall portion of the Oneida Street Bridge Project and provide construction related services as outlined in the attached letter.

Attachments



-	-	-
REV.	DATE	DESCRIPTION
ISSUES & REVISIONS		
THE INFORMATION CONTAINED ON THESE DRAWINGS IS FOR USE ON THIS PROJECT ONLY		



480 Pilgrim Way, Suite 1250
Green Bay, WI 54304
TEL. (920) 321-2330
www.patrickco.com

ENGINEERING

Project No.: UNIT 1-18		Date: 1/5/2018
Designed By:	JJL	C3.12
Drawn By:	JJL	
Checked By:	RH	
Approved By:	RH	



April 19, 2018

Mr. Chad Weyenberg, P.E.
Project Manager
City of Appleton DPW
100 North Appleton Street
Appleton, WI 54911-4799

Subject: Amendment No. 3 to Oneida Street Bridge Over Jones Park Agreement
Proposal for Project Scope Changes and Bidding Updates

Dear Mr. Weyenberg:

Patrick Engineering Inc. (Patrick) is pleased to submit this proposal to the City of Appleton (City) for the design, plan preparation, estimating, and bid document preparation services for the revised and updated work included in the Oneida Street Bridge over Jones Park project. This proposal is submitted in accordance with the City's request, and is based on meetings and conversations held between the City and Patrick.

PROJECT UNDERSTANDING

In January of 2018, final plans, specifications, and bid documents were prepared for the Oneida Street Bridge Replacement over Jones Park and the Rocky Bleier Run Reconstruction. Bidding was postponed and the project scope has since been revised.

Construction Project scope that will be revised includes:

1. Removal of East Stair Structure S12,
2. Removal of Pedestrian Ramp PR01 including ramp lighting,
3. Modification of West Stair Structures S02A and S02B design due to pedestrian ramp removal,
4. Modification of West Stair Structures S02A and S02B lighting due to pedestrian ramp removal,
5. Modification of storm sewer due to pedestrian ramp and stair removal,
6. Modification of retaining walls RW34 and RW33 due to pedestrian ramp and stair removal,
7. Change of RW34 and RW33 to temporary sheet pile retaining walls,
8. Addition of a new retaining wall in place of Pedestrian Ramp at the north bridge abutment, and
9. Addition of up to 8 power station pedestals within the parking lot under Oneida Street Bridge.

Construction Project scope that will not be revised includes:

1. Oneida Street alignment, profile, and typical section;
2. B-44-391 Bridge plans;
3. Rocky Bleier Run alignment, profile, and typical section;
4. Shared Use Path alignment, profile, and typical section;
5. Parking Lot layout and grades;
6. Retaining Wall RW32; and
7. Water Main alignment and grades.

PROPOSED SCOPE OF SERVICES

Patrick proposes the following Scope of Services for the Amendment to this Project.



Design Services Changes

Patrick will modify the design and update all plans and specifications due to the changes in construction scope described above. Drawing Sections C1 through C5, E1, E2, S1, S4, S5, S6 and XS will be updated accordingly. Drawing Section E3 will be eliminated. Drawing Section S2 Pedestrian Ramp will be removed and replaced with new Drawing Section S2 North Retaining Wall. Drawing Section S3 will not change.

Patrick will revise the electrical drawings (Sections E1 and E2) based on one set of markups provided by the City. Patrick will create new electrical drawings (New Section E3) to incorporate up to 8 power station pedestals within the parking lot under Oneida Street Bridge. The power supply, wiring, and conduit to the pedestals will come from Jones Park.

Patrick will provide updated FEE and TLE requirements for the north side of Rocky Bleier Run and east side of Oneida Street due to the changes in construction scope described above.

Meetings

Patrick will attend up to four (4) design review meetings.

Agency and Utility Coordination/Permitting

Patrick will coordinate with:

1. DNR in regards to any permit updates/revisions due to design changes,
2. City in regards to any storm water management updates/revisions due to storm sewer changes,
3. City in regards to sanitary sewer abandonment updates,
4. Utility companies in regards to any utility work plan updates/revisions due to design changes,
5. OMNNI Associates in regards to contaminated soil updates/revisions due to design changes, and
6. Adjacent property owners and developers to coordinate potential property impacts.

Construction Services Changes

The original agreement for construction services included one full time construction inspector for a period of approximately 7-1/2 calendar months and a part time construction leader for management and oversight. The original construction scope of services included only the replacement of the northbound Oneida Street Bridge and was scheduled for construction in 2017. The revised construction scope of services includes the reconstruction of Rocky Bleier Run including storm sewer, water main, parking lot, shared use path, retaining walls, and stair case and is scheduled for construction in 2019. Patrick proposes one additional full time construction inspector for a period of approximately 7-1/2 calendar months.

ASSUMPTIONS AND EXCLUSIONS

The following assumptions and/or exclusions were made by Patrick during the preparation of this proposal:

1. Construction services fees are based on regular weekday hours with no overtime, weekends, or holidays for each inspector. However, construction staff will stagger their onsite time and work hours to accommodate construction operations.



SCHEDULE

All services included in this amendment will begin immediately upon approval. An updated opinion of probable construction costs will be provided no later than May 25, 2018 for budgetary purposes.

Design related services including final plans, specifications, estimate and bidding documents will be completed no later than November 16, 2018 for a December 2018 Bidding. Construction related services will be completed no later than December 20, 2019 based on 2019 construction.

FEE SUMMARY

Original Design and Bidding Services	Lump Sum Total	\$76,160.00	100% Complete
Original Construction Services (Bridge Only)	Actual Cost Total	\$152,701.00	0% Complete
Amendment No. 1 Design	Actual Cost Total	\$125,000.00	100% Complete
Amendment No. 2 Design	Actual Cost Total	\$14,360.00	100% Complete
Amendment No. 3 Design	Lump Sum Total	\$94,310.00	Proposed
Amendment No. 3 Construction Services for Rocky Bleier, Stairs, Retaining Walls, Etc.	Actual Cost Total	\$127,750.00	Proposed

Patrick proposes to perform the design engineering services detailed above for a Lump Sum Total of \$94,310.00 and construction engineering services for an Actual Cost Not to Exceed of \$127,750.00.

Thank you for this opportunity to provide additional engineering services to the City. If you would like to discuss this proposal in further detail, please feel free to contact me at (920) 321-2350.

Sincerely,

PATRICK ENGINEERING INC.

A handwritten signature in black ink, appearing to read "Rowland Hoslet".

Rowland Hoslet, PE
Director of Engineering Services

CONCRETE PAVEMENT, DRIVEWAY APRONS, SIDEWALK CONSTRUCTION

RESOLUTION 3-P-18

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS UNDER SECTION 66.0703 (7) (a), WISCONSIN STATUTES OF 2011-2012.

RESOLVED, by the Common Council of the City of Appleton, Wisconsin:

1. The Common Council hereby declares its intention to exercise its powers under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by improvement of the following area.

CONCRETE PAVEMENT, SIDEWALK CONSTRUCTION AND DRIVEWAY APRONS

Celtic Crossing - Purdy Parkway to Downs Ridge
Downs Ridge - Purdy Parkway to Celtic Crossing
Incline Way - Palladium Court to Applehill Boulevard
Lake Park Road - Plan Road (s/o roundabout) to Midway Road (n/o roundabout)

2. The total amount assessed against such property shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be made under the police power and the amount assessed against each parcel shall be on a cost per front foot, area or unit cost basis.

3. The assessments against any parcel may be paid to the Finance Department on receipt of Special Assessment Notice by one of the following:

- a. In cash, or if entered on the Tax Roll;
- b. One installment, if the assessment is \$1000 or less;
- c. In five equal annual installments, if the assessment is greater than \$1000;

Deferred payments shall bear an interest at the rate of 7.5% per annum on the unpaid balance.

4. The Finance Committee is directed to prepare a report consisting of:

- a. Preliminary plans and specifications for said improvements.
- b. An estimate of the entire cost of the proposed street improvements.
- c. A schedule of proposed assessments showing the properties that are benefited by the work or improvements.

Upon completing such report, the Finance Committee is directed to file a copy thereof in the office of the City Clerk for public inspection.

5. Upon receiving the report of the Finance Committee, the City Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703 (7) (a), Wisconsin Statutes. The hearing shall be held at the Council Chambers in the City Hall at a time set by the City Clerk in accordance with Section 66.0703 (7) (a), Wisconsin Statutes.

S/TIMOTHY M. HANNA (Mayor)

Adopted: May 2, 2018

Attest: Kami L. Lynch (City Clerk)



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DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee
From: Mike Hardy, Assistant City Traffic Engineer
Date: April 11, 2018
Re: Proposed 2-HR parking restriction change on block of 1500 W. Washington St.
Follow-Up to Six-Month Trial Period

In September of 2017, our office was contacted by Alderperson Christine Williams and residents on the 1500 block of W. Washington Street about the existing 2-hr parking restriction. They requested the existing restriction be removed. Concerns were expressed that the current is no longer needed.

Our files indicate the 2-hr restriction was implemented in the 1980's. Unfortunately, our records do not detail the exact reason. We speculate the businesses to the west had a situation where employees were parking all day during work hours on the streets. Thus, the 2-hr restriction was likely implemented to deter these vehicles from parking on the 1500 block. Times change, and our office would concur the existing restriction may no longer be needed. My office did survey the parking conditions over several weeks at various times and did not notice any concerns. We also checked with Aramark and feel their parking needs are limited to the 1600 block of W. Washington Street.

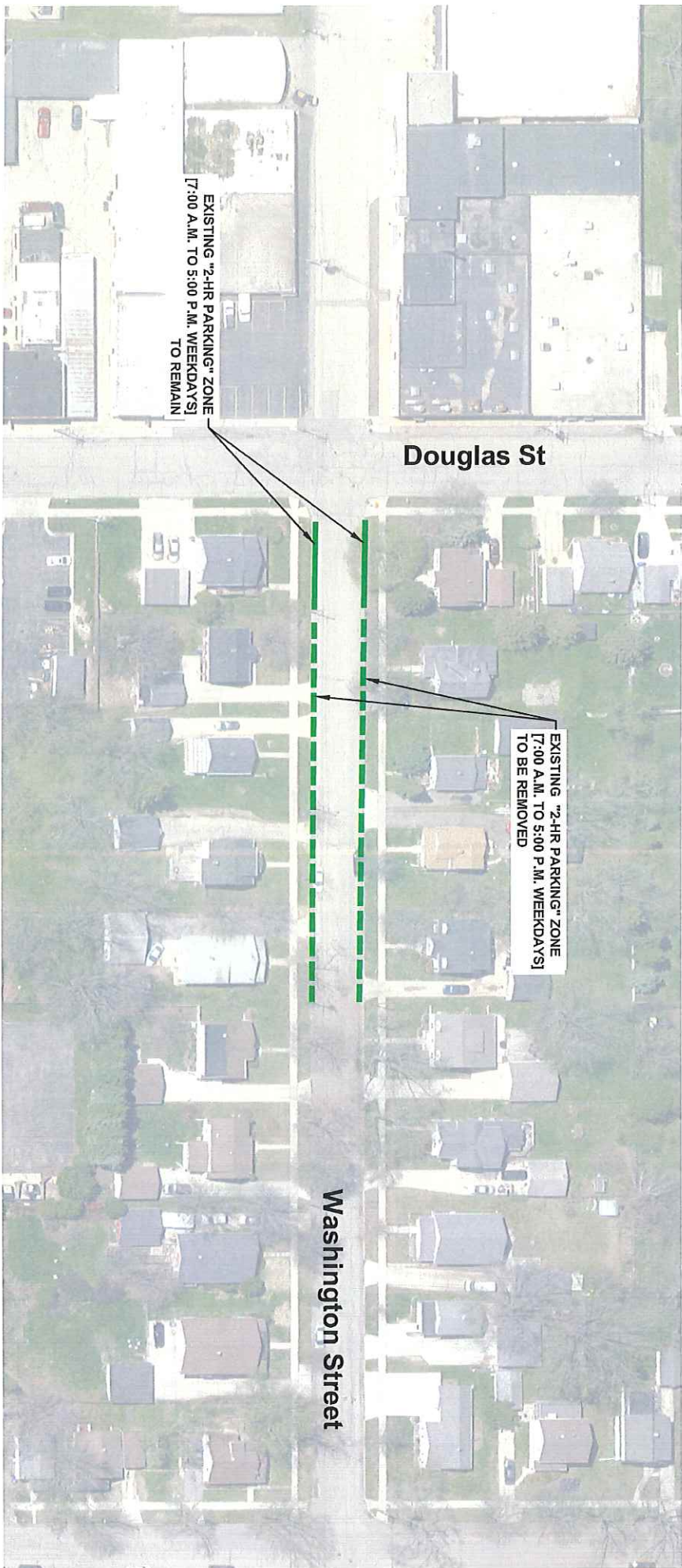
In response, our office tested a change to the on-street parking restriction. The restriction "*Parking be restricted to two (2) hours from 7:00 a.m. to 5:00 p.m., excluding Saturdays, Sundays and Holidays*" which extends approximately 300-ft east of Douglas Street, was reduced to approximately 55-ft east of Douglas Street. We felt that some 2-hr restriction is reasonable to deter the risk that some business parking could return to this block over time. See enclosed illustration for addition detail.

This change was implemented as a trial from October 15th 2017 through April 15th 2018. While other residents expressed concern this change would have the unintended effect of inviting unwanted parking back to this block, we feel this behavior has not prevailed during this trail. There has been an increase of parking on this block, but observations indicate the vehicle belong to the property owners and tenants of the homes the street is intended to serve.

We believe the trial has improved accessibility of on street parking to the residents without the being monopolized by nearby businesses. Also during observations, there was available parking on the west side of Douglas Street closer to the businesses that we feel would be preferred over the block of 1500 W. Washington Street. As such we recommend making the change permanent.

To accomplish this, the following ordinance action is required:

1. **Repeal 124-3-87:** "Parking be restricted to two hours from 7:00 a.m. to 5:00 p.m., excluding Saturdays, Sundays and Holidays on both sides of Washington Street from the east right-of-way line of Douglas Street to 300' east."
2. **Create:** "Parking be restricted to two hours from 7:00 a.m. to 5:00 p.m., except Saturdays, Sundays and Holidays, on both sides of Washington Street from Douglas Street to a point 55' east of Douglas Street."



Douglas St

EXISTING "2-HR PARKING" ZONE
[7:00 A.M. TO 5:00 P.M. WEEKDAYS]
TO BE REMOVED

Washington Street

EXISTING "2-HR PARKING" ZONE
[7:00 A.M. TO 5:00 P.M. WEEKDAYS]
TO REMAIN



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

DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee
From: Eric Lom, City Traffic Engineer
Date: April 18, 2018
Re: Proposed parking restrictions related to railroad quiet zone implementation

Implementation of the railroad quiet zone on the main rail line in Appleton will be taking place during the 2018 construction season. This memo addresses the parking restrictions that are necessary at various crossings to implement the Council-approved railroad quiet zone design.

The following ordinance action is required:

1. **Create:** "Parking be prohibited on Perkins Street from a point 340 feet south of Leonard Street to a point 445 feet south of Leonard Street."
2. **Create:** "Parking be prohibited on Story Street from a point 33 feet south of Eighth Street to a point 235 feet south of Eighth Street."
3. **Create:** "Parking be prohibited on State Street from Johnston Street to a point 135 feet north of Johnston Street."
4. **Create:** "Parking be prohibited on the east side of Morrison Street from Pacific Street to a point 160 feet south of Pacific Street."
5. **Repeal Ord. 65-B-91:** "Parking be restricted to two hours from 9:00 a.m. to 5:00 p.m. excluding Saturdays, Sundays and Holidays on the north side of Lawrence from a point 222' east of the east property line of Badger Avenue to Locust Street."
6. **Repeal Ord. 112-01:** "Parking be prohibited on the north side of Lawrence Street from a point 185' east of Badger Avenue, extending 37' east."
7. **Repeal Ord. 111-01:** "Parking be restricted to two hours from 9:00 a.m. to 5:00 p.m., except Saturday, Sundays and Holidays, on the north side of Lawrence Street from Badger Avenue to a point 185' east of Badger Avenue."
8. **Create:** Parking be prohibited on the north side of Lawrence Street from Badger Avenue to a point 87 feet east of Badger Avenue."
9. **Create:** Parking be prohibited on the south side of Lawrence Street from Badger Avenue to Locust Street."



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DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee
From: Eric Lom, City Traffic Engineer
Date: April 2, 2018
Re: Amendment to the scope of services & contract amount for the Railroad Quiet Zone Feasibility & Implementation Plan consulting services contract

The Department of Public Works is proposing to amend the scope of services & contract amount for the Railroad Quiet Zone Feasibility & Implementation Plan consulting services contract with SRF Consulting Group, Inc.

The scope additions would include the following:

- Analyze the removal of supplemental safety measures (SSMs) at the Drew Street crossing and its effect on the City's Quiet Zone Application.
- Prepare and submit an amendment to the City's Quiet Zone Application. Work with FRA representatives as necessary.

This amendment will allow the consultant to work with City staff to address potential SSM changes that may be necessary based on new information that has been identified during the SSM design process.

In February of 2016, a contract with SRF Consulting Group, Inc., was approved in the amount not to exceed \$27,356 (which was subsequently amended to \$31,856). In order to allow for completion of the additional services outlined above, we request that the contract be amended to an amount not to exceed \$32,856 (an addition of \$1000).

Operator's Licenses for 4/11/18 S & L

Approved

Matalyn Carow	818 ½ E. Minor Street
Quinton Creapeau	215 ½ E. College Ave., #1
Abbey Desrochers	W5916 Moonflower Drive
Kyra Evers	107 Woodside Lane, Neenah
Jason Gaul	2255 W. Pershing Street, #12
Clayton Knoll	711 E. Boldt Way, SPC 768
Jennifer Kuehl	N1060 Pebble Ridge Rd, Greenville
Janey Lee	525 Inverary Court, Hobart
Kim Lemorond	1401 Crooks Ave, Kaukauna
Andrew Maloney	127 Madison Street, Menasha
Norbert Reischl	1624 W. Evergreen Dr, #7
Dustin Ross	810 Kay Court, Neenah
Robert Smith	204 ½ N. Summit Street
Grace Strey	433 S. Pine Grove Ln, Hortonville
Erin Sweeney	823 ½ W. Commercial Street
Charlotte Volk	64 ½ Racine Street, Menasha
Jennifer Wodushek	W5919 County Rd KK
Sheena M. Banker	2639 Grassy Lane, Neenah
Jade C. Benoit	1014 W. Prospect Avenue
Jessi S. Bichel	739 W. 5 th Street
Maleva M. Butkiewicz	1763 Harrison Street, Neenah
Julie M. Davidson	N1245 Technical Dr, #10, Greenville
Heather A. Fitzgerald	2727 Welhouse Drive, Kaukauna
Alexandria R. Harvath	1312 W. Rogers Avenue
Griffin A. Hawley	503 Homestead Trail, Kimberly
Seng Her	513 E. Spring Street
Jessica L. Herrick	1619 N. Harriman Street
Jonathan M. Jeffers	1408 Peters Road, Kaukauna
Paul M. Knapp	1118 E. Grant Street
Tracey N. Laken	1906 Wasilla Lane, Neenah
Kira A. Liesch	3193 S. Stonemeadow Way, #11
Shavada Y. Lor	738 Oak Street, Oshkosh
Michael A. Marks	1531 Cranberry Drive
Keith Melton	225 N. Mason Street
Dennis J. Penasa	2131 W. Glendale Avenue
Hannah C. Post	534 N. Garfield Place
Haley A.M. Soltau	W3130 E. Broadway Dr., #215
Shelly M. Verstegen	206 E. Coolidge Avenue
Megan A. Zimmerman	4009 Towne Lakes Ave, #9312



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.....enhancing the quality of life"

FEES ARE NON-REFUNDABLE

Date Recv'd 2/26/18

☒ Operator License \$60.00 Acct. 11030.4307
☒ Operator License
☐ Plus a provisional \$75.00 Acct. 11030.4307
☒ Investigation fee \$ 7.00 Acct. 100.2359
Total fee paid \$ 67.00 Receipt 4812454

☒ Original Application

☐ Renewal - License # _____

LICENSE APPLICATION for

OPERATOR'S (BARTENDER'S) LICENSE

SECTION 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI)

McElhatton, Darrin S.

Maiden

Street Address

City

Appleton

State

WI

Zip

54911

Driver's License Number

State License Issued In:

Date of Birth

Sex

male

Home Phone Number

Cell phone Number

Same

Name and Address of Establishment you will be selling alcohol

Moncheez Pizzeria

SECTION 2 - CONVICTION RECORD - NEW APPLICANT: You are required to list each and every violation and/or offense for which you have been convicted. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License? YES NO

If Yes; where? _____

Have you EVER been convicted of a felony? YES NO

If Yes; when, where and what type of violation? (Please be specific) Strangulation Suffocation / Felony Bail jumping 1-10-2010 Outagamie County, child sex exploitation - Produce perform etc. 1-10-2011 Green Lake County

Have you EVER been convicted of a misdemeanor or ordinance violation? YES NO 1-6

If Yes; when, where and what type of violation? (Example: speeding, OWI) Disorderly Conduct 1998 - Dodge County, Disorderly Conduct 2-12-2001 Dodge County, DWI 1-20-2005 Waupaca County, Disorderly conduct 11-13-2007 Fond du Lac County

SECTION 2 - CONVICTION RECORD - RENEWAL APPLICANT: List any pending charges, citations, tickets and all convictions since last license application. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License? YES NO

If Yes; where? _____

Have you been convicted of a felony since last license application? YES NO

If Yes; when, where and what type of violation? (Please be specific) _____

Have you been convicted of a misdemeanor or ordinance violation since last license application? YES NO

If Yes; when, where and what type of violation? (Example: speeding, OWI) _____

SECTION 3 - PENALTY NOTICE

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature: Darrin S. McElhatton

FOR OFFICE USE ONLY

Department	Approve	Deny	By	Reason
POLICE		<u>X</u>	<u>Miller</u>	
Date sent to APD	Scheduled FVTC Class	Class Completion Date	Current other license:	
<u>2-20-18</u>		<u>2-20-18</u>	Muni _____ # _____	
Safety and Licensing	Common Council	Date Issued	Expiration Date	License Number

Last increase adopted 11-21-2012 Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Return application to: City Clerk, 100 N. Appleton Street, Appleton, WI 54911-4799

Disorderly conduct continued:

DUI 11-5-2007 Dodge County,

Issuance of worthless check -11-14-2004 Waupaca County

Issuance of worthless check 11-5-2004 Waupaca County

Possession of drug paraphernalia 8-21-2005 Waupaca County

Felony continued

three counts possession of child pornography. 3-27-2014 Outagamie County

I am currently on Extended Supervision my agent's name is Nicole Bernardin
her telephone number is 920-540-8927

Appleton Police - Consideration for Denial
(electronic copy sent to LT Miller and Kami Lynch)

Applicant	License Type	Offense	Type	Offense Date	Conviction Date
Darrin S McElhatton 11/18/1979	Bartender	Disorderly Conduct	Misdemeanor	01/01/98	4/17/98
		Disorderly Conduct	Misdemeanor	05/21/99	9/3/99
		Disorderly Conduct	Misdemeanor	01/25/01	06/19/02
		Issuance of Worthless Checks	Ordinance	11/14/04	02/16/05
		Issuance of Worthless Checks	Ordinance	11/05/04	08/22/05
		OWI	Ordinance	01/20/05	08/22/05
		Possess Drug Paraphernalia	Ordinance	08/21/05	10/04/05
		OWI	Misdemeanor	11/05/07	07/14/08
		Strangulation and Suffocation	Felony	10/06/09	03/15/10
		Bail Jumping	Felony	10/06/09	03/15/10
		Disorderly Conduct	Misdemeanor	11/09/07	01/10/11
		Child Sexploitation-Produce, Perform, etc.	Felony	12/01/10	02/09/11
		Possession of Child Pornography (3 counts)	Felony	08/27/12	10/24/14

Appleton Police - Consideration for Denial
(electronic copy sent to LT Miller and Kami Lynch)

Applicant		License Type	Offense	Type	Offense Date	Conviction Date
Lydia R Sievers	06/05/1984	Taxi	Operating While Suspended	Ordinance	05/16/13	6/25/13
			Operating While Suspended	Ordinance	05/15/14	6/17/14
			Possess Drug Paraphernalia	Misdemeanor	05/01/14	06/20/14
			Disorderly Conduct	Misdemeanor	09/26/14	03/11/15
			Disorderly Conduct (2 Counts)	Misdemeanor	12/22/14	03/11/15
			Resisting or Obstructing an Officer	Misdemeanor	01/03/15	03/11/15
			Theft-Movable Property (2 Counts)	Misdemeanor	01/03/15	03/11/15



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**LICENSE APPLICATION for
TAXICAB/LIMOUSINE DRIVER'S
LICENSE**

FEES ARE NON-REFUNDABLE

License fee \$50.00
Investigation fee \$ 7.00
Total fee paid \$ 57

Date Recv'd 4/6/18

Acct. 11030.4321

Acct. 100.2358

Receipt 4832660

☒ Original Application

☐ Renewal - License # _____

SECTION 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI)

Siever, Lydia R

Maiden

Street Address

1003 1/2 W 8th St

City

Appleton

State

WI

Zip

54914

Driver's License Number

State License Issued in

WI

Are you a Citizen of the United States? ☒ YES ☐ NO

Date of Birth

Sex

F

Home Phone Number

Cell phone Number

Previous address - if less than 2 years at present address:

City

State

Zip

Company Employed by

Fox Valley Cab

Date hired

Number of years you held a D/L
15+

SECTION 2 - CONVICTION RECORD

Has your license EVER been revoked or suspended?

YES

☒ NO

If Yes, when and for what reason?

Is your present driver's license a restricted occupational license?

YES

☒ NO

If Yes, please explain:

Within the last 5 years have you been convicted of operating a motor vehicle while intoxicated?

YES

☒ NO

If Yes, please explain:

Have you been convicted of more than three moving violations in the past year?

YES

☒ NO

If Yes, please explain:

Have you had more than three traffic accidents in the past year regardless of fault?

YES

☒ NO

If Yes, please explain:

Have you held a driver's license in another state in the past 5 years? YES

☒ NO

If Yes, please explain:

Have you EVER been convicted of a felony or misdemeanor?

YES

☒ NO

If Yes, please explain in detail:

SECTION 3 - PENALTY NOTICE

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Applicant's Signature

[Signature]

FOR OFFICE USE ONLY

Date sent to APD:

4-6-18

Approve

Deny

By

Reason

Return application to: City Clerk, 100 North Appleton Street, Appleton, WI 54911

Date issued

Exp. date

License Number

Operator's Licenses for 4/25/18 S & L

Approved

Kelly R. Arndt	1624 E. Harding Drive, #7
Jacob A. Brooks	1073 Still Meadow Lane, #8, Menasha
Tremaine D. Carson	531 ½ W. College Avenue
Shiva Chapai	209 W. Calumet Street, #3
Crystal Cuevas	2811 E. Newberry Street
Carly N. Griesbach	1346 W. 2 nd Street
Melissa L. Hammes	1800 W. Marquette Street, #411
Ethan D. Haufschildt	2506 E. Newberry Street
Brittini C. Hemaue	1820 E. Pershing Street, #12
Alexander H. Johnston	733 Wright Street, Oshkosh
Alicia E. Kolbe	1250 Wittmann Park Ln, #17, Menasha
Raymond A. Kramer	N3462 County Road E, Freedom
Jacob S. Luoma	25 Caribou Court
Brooke E. Nachtrab	522 E. New York Ave, Oshkosh
Brook A. Nienhaus	2315 Olde Country Circle, Kaukauna
Shannon A. Otte	2525 S. Jason Drive
Rachel M. Ramirez	76 Valerie Drive
Wayne R. Schwalbach	2105 E. Wisconsin Ave, #24, Kaukauna
Elora D. Stacey	928 Wright Street, Oshkosh
Nawaraj Subedi	3045 Winnipeg Street, Menasha
Duspa Raj Subedi	3045 Winnipeg Street, Menasha
Amanda L. Sumislaski	3108 E. Newberry Street
Jennifer M. VanDinter	1488 Circle Drive, Menasha
Nathan L. Williams	711 E. Bold Way, SPC 1581
Eric D. Willis	W2126 County Road S, Freedom
Jason M. Wittmann	1867 Justin Drive, Omro

Renewal Operator's Licenses for 4/25/18 S & L

Approved

Karina S. Andrade
Savannah J. Buchberger
Samuel S. Burton
Xue Juan Chen
Andrew A. Grunert
Patricia L. Gumbert
Kyle J. Keehan
Luis E. Lopez-Ramriez
Dakota J. Miller
Daniel J. Moreno
Kristin A. Ruys

109 Edwards Street, Combined Locks
663 Chestnut Street, Neenah
1510 E. Tracia Lane
1100 E. Greenbriar Drive
120 E. Fox Point Lane
1839 S. Schaefer Street
2217 Joyce Street, Kaukauna
W6193 Greenville Drive, Greenville
323 E. Winnebago Street
410 Bicentennial Court, #5, Kaukauna
4001 Towne Lakes Cir, #5215



REPORT TO CITY PLAN COMMISSION

Plan Commission Meeting Date: April 24, 2018

Common Council Meeting Date: May 2, 2018

Item: Certified Survey Map #2-18

Case Manager: David Kress

GENERAL INFORMATION

Owner: Lawrence & Marianne Engrissei

Applicant: Carow Land Surveying Co., Inc. c/o Bob Reider

Address/Parcel #: 23 Crestview Court (Tax Id #31-4-4372-00 and #31-4-5092-00)

Petitioner's Request: The applicant is requesting approval of a Certified Survey Map (CSM) that crosses a plat boundary. The applicant is proposing to combine two adjacent properties into one lot.

BACKGROUND

Typically, CSMs are administratively reviewed and approved by City staff. However, the adjacent properties to be combined were originally platted in different plats. Parcel #31-4-4372-00 was included in the Colony Oaks Plat (recorded in 1962), and parcel #31-4-5092-00 was included in the Colony Oaks West Plat (recorded in 1967). In order to satisfy the requirements of Chapter 236 of the Wisconsin State Statutes, the City is required to approve the proposed CSM in the same manner as a Final Plat, which includes Plan Commission and Common Council approval.

Based on Assessor's Office records, the subject properties have been sold and owned together since at least 1984. The proposed lot combination would eliminate a "landlocked" parcel, as #31-4-5092-00 does not currently abut a public street.

STAFF ANALYSIS

Existing Conditions: Currently, parcel #31-4-4372-00 is developed with a 2,740 square foot single-family dwelling. This property also includes a paved driveway and attached garage. Parcel #31-4-5092-00 is currently undeveloped and adjacent to the Fox River. Both parcels have a zoning designation of R-1B Single-Family District. If combined, proposed Lot 1 would be approximately 0.758 acres in size.

Subdivision Ordinance Requirements: Per Section 17-26(b)(1) of the Municipal Code, widths and areas of lots shall not be less than that provided in the City's Zoning Ordinance. For the R-1B Single-Family District, the minimum lot width is 50 feet and the minimum lot area is 6,000 square feet, per Section 23-93(g) of the Municipal Code. Proposed Lot 1 satisfies these lot development standards.

Per Section 17-26(c)(1) of the Municipal Code, all lots shall abut on a public street or an approved access. Proposed Lot 1 satisfies this requirement and eliminates a "landlocked" parcel (#31-4-5092-00).

Certified Survey Map #2-18

April 24, 2018

Page 2

Surrounding Zoning and Land Uses: The surrounding area is under the jurisdiction of the City of Appleton (north, south, east, and west). The uses are generally residential in nature.

North: R-1B Single-Family District. The adjacent land uses to the north are currently single-family residential.

South: R-1B Single-Family District. The adjacent land uses to the south are currently single-family residential.

East: R-1B Single-Family District. The adjacent land uses to the east are currently single-family residential.

West: R-1B Single-Family District. The adjacent land uses to the west are currently single-family residential and the Fox River.

Appleton Comprehensive Plan 2010-2030: Community & Economic Development staff has reviewed this proposal and determined it is compatible with the One and Two-Family Residential uses shown on the City's *Comprehensive Plan 2010-2030* Future Land Use Map.

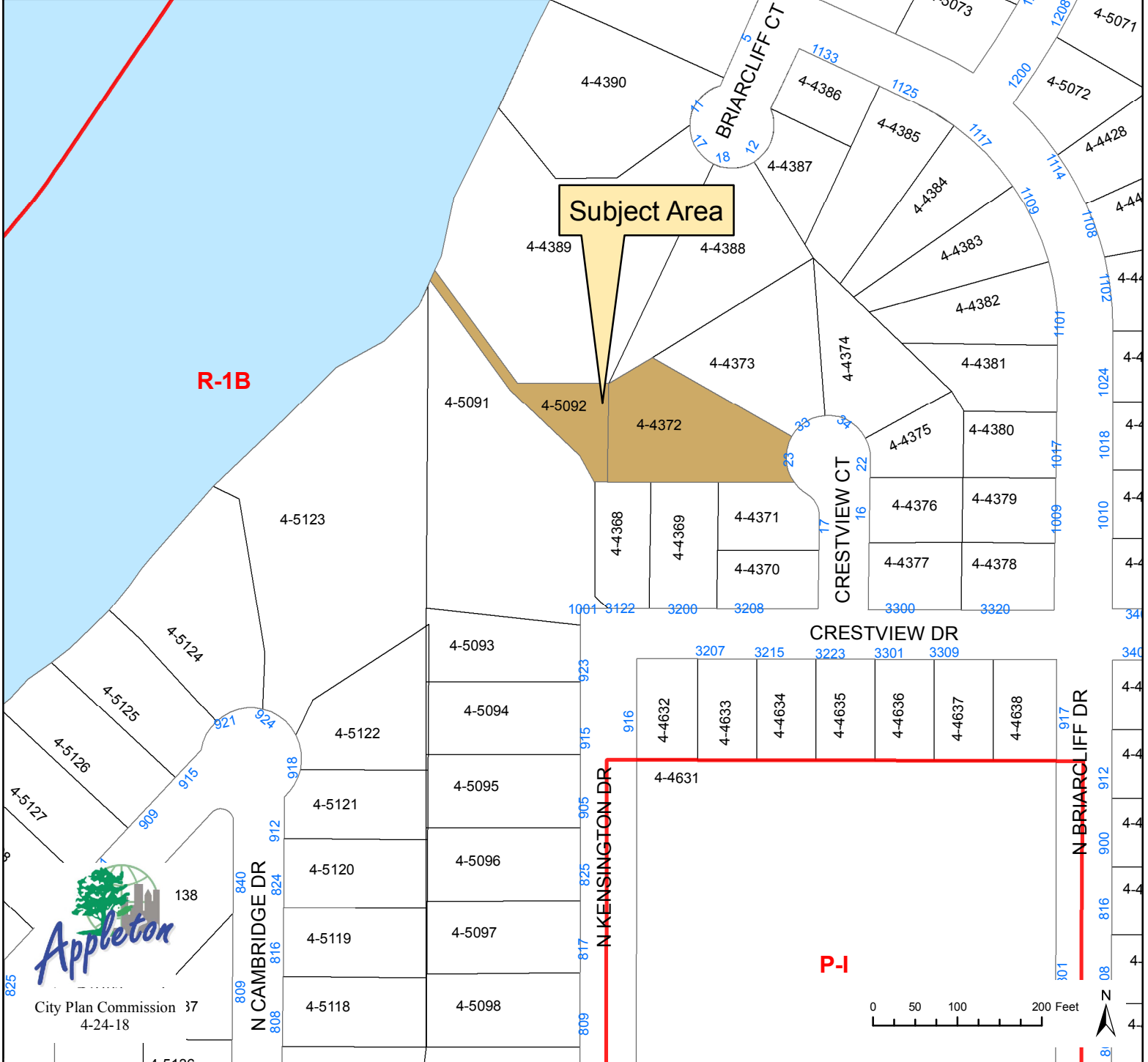
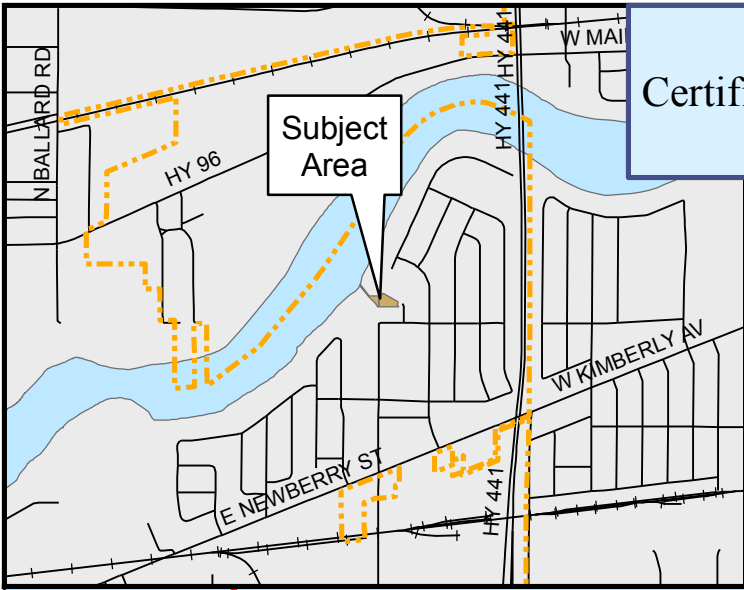
Technical Review Group (TRG) Report: This item was discussed at the April 17, 2018 Technical Review Group meeting. Comments were received from participating departments and captured in the stipulations found below.

RECOMMENDATION

Based on the above, staff recommends that Certified Survey Map #2-18, as shown on the attached map, **BE APPROVED** subject to the following conditions:

1. Property is subject to §236.34(1)(dm) of the Wisconsin Statutes. Revise as necessary.
2. On sheet 3, revise note #1 to remove reference to parcel #31-4-5091-00.
3. On sheet 3, revise the first item under "Additional Notes" to also refer to City of Appleton.
4. Show and label the approximate ordinary high water mark on sheet 1, pursuant to Section 17-17(a)(11) of the Municipal Code.
5. On sheet 1, label the meander line for Lot 1, pursuant to Section 17-17(a)(15) of the Municipal Code.

23 Crestview Court
Certified Survey Map #2-18 - Crosses Plat Boundary
Zoning Map

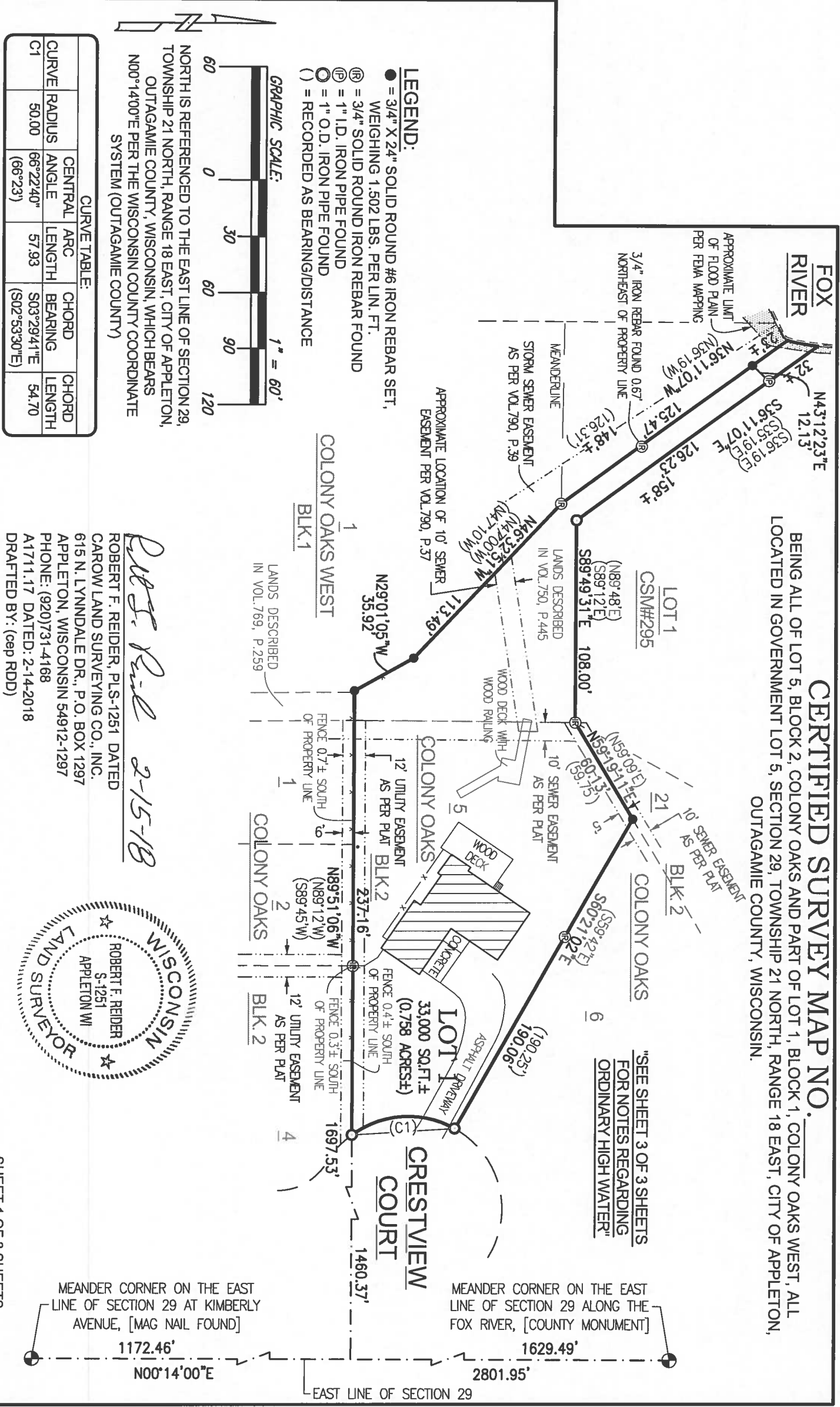


23 Crestview Court
Certified Survey Map #2-18 - Crosses Plat Boundary
Aerial Map



City Plan Commission
4-24-18

CERTIFIED SURVEY MAP NO. _____
BEING ALL OF LOT 5, BLOCK 2, COLONY OAKS AND PART OF LOT 1, BLOCK 1, COLONY OAKS WEST, ALL
LOCATED IN GOVERNMENT LOT 5, SECTION 29, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF APPLETON,
OUTAGAMIE COUNTY, WISCONSIN.



Robert F. Reider 2-15-18
ROBERT F. REIDER, PLS-1251 DATED
CAROW LAND SURVEYING CO., INC.
615 N. LYNDALE DR., P.O. BOX 1297
APPLETON, WISCONSIN 54912-1297
PHONE: (920)731-4168
A1711.17 DATED: 2-14-2018
DRAFTED BY: (cep RDD)



CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOT 5, BLOCK 2, COLONY OAKS AND PART OF LOT 1, BLOCK 1, COLONY OAKS WEST, ALL LOCATED IN GOVERNMENT LOT 5, SECTION 29, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN.

SURVEYOR’S CERTIFICATE:

I, ROBERT F. REIDER, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED ALL OF LOT 5, BLOCK 2, COLONY OAKS AND PART OF LOT 1, BLOCK 1, COLONY OAKS WEST, ALL LOCATED IN GOVERNMENT LOT 5, SECTION 29, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE MEANDER CORNER ON THE EAST LINE OF SECTION 29 AT KIMBERLY AVENUE; THENCE N00°14’00”E, 1172.46 FEET ALONG THE EAST LINE OF SECTION 29 TO THE EASTERLY EXTENSION OF THE SOUTH LINE OF LOT 5, BLOCK 2, COLONY OAKS; THENCE N89°51’06”W, 1460.37 FEET ALONG SAID EXTENSION TO THE WESTERLY RIGHT-OF-WAY LINE OF CRESTVIEW COURT AND THE POINT OF BEGINNING; THENCE CONTINUING N89°51’06”W, 237.16 FEET ALONG THE SOUTH LINE OF SAID LOT 5 AND ITS EXTENSION TO THE WEST; THENCE N29°01’05”W, 35.92 FEET; THENCE N46°32’51”W, 113.49 FEET; THENCE N36°11’07”W, 125.47 FEET TO THE STARTING POINT OF A MEANDER LINE OF THE EASTERLY BANK OF THE FOX RIVER, SAID POINT BEARS S36°11’07”E A DISTANCE OF 23 FEET MORE OR LESS FROM SAID RIVER BANK; THENCE N43°12’23”E, 12.13 FEET ALONG SAID MEANDER LINE TO THE TERMINATION POINT OF SAID MEANDER LINE, SAID POINT BEARS S36°11’07”E A DISTANCE OF 32 FEET MORE OR LESS FROM SAID RIVER BANK; THENCE S36°11’07”E, 126.23 FEET; THENCE S89°49’31”E, 108.00 FEET TO A NORTHERLY LINE OF LOT 5, BLOCK 2, COLONY OAKS; THENCE N59°19’11”E, 60.13 FEET ALONG SAID NORTHERLY LINE; THENCE S60°21’02”E, 190.06 FEET ALONG SAID NORTHERLY LINE TO THE WESTERLY RIGHT-OF-WAY LINE OF CRESTVIEW COURT; THENCE SOUTHERLY, 57.93 FEET ALONG THE ARC OF A 50.00 FOOT RADIUS CURVE OF SAID WESTERLY RIGHT-OF-WAY LINE TO THE LEFT, HAVING A CHORD WHICH BEARS S03°29’41”E AND IS 54.70 FEET IN LENGTH, TO THE POINT OF BEGINNING. INCLUDING ALL OF THAT LAND LYING BETWEEN THE ABOVE DESCRIBED MEANDER LINE AND THE EASTERLY BANK OF THE FOX RIVER BOUNDED BY THE EXTENSION OF THE RESPECTIVE LINES OF THE ABOVE DESCRIBED PARCEL TO SAID RIVER BANK. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE SUCH SURVEY UNDER THE DIRECTION OF LAWRENCE P. ENGRISSEI, 23 CRESTVIEW CT., APPLETON, WISCONSIN 54911.

THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCES OF THE CITY OF APPLETON.



Robert F. Reider 2-15-18
ROBERT F. REIDER, PLS-1251 DATED
CAROW LAND SURVEYING CO., INC.
615 N. LYNNDAL DRIVE, P.O. BOX 1297
APPLETON, WISCONSIN 54912-1297
PHONE: (920)731-4168
A1711.17 (RFR) 2-15-18

CITY APPROVAL:

APPROVED BY THE CITY OF APPLETON ON THIS _____ DAY OF _____,
20____.

MAYOR

CITY CLERK

TREASURER’S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

CITY TREASURER

DATED

COUNTY TREASURER

DATED

BEING ALL OF LOT 5, BLOCK 2, COLONY OAKS AND PART OF LOT 1, BLOCK 1, COLONY OAKS WEST, ALL LOCATED IN GOVERNMENT LOT 5, SECTION 29, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN.

AS OWNER (S), I (WE) CERTIFY THAT I (WE) CAUSED THE LANDS DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED HEREON. I (WE) FURTHER CERTIFY THAT THIS MAP IS REQUIRED BY S.236.10 OR S.236.12 OF THE WISCONSIN STATUTES TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: CITY OF APPLETON.

STATE OF WISCONSIN)
) SS
COUNTY OF OUTAGAMIE)

Robert F. Reider 2-15-18
ROBERT F. REIDER, PLS-1251 DATED
CAROW LAND SURVEYING CO., INC.
615 N. LYNNDAL DRIVE, P.O. BOX 1297
APPLETON, WISCONSIN 54912-1297
PHONE: (920) 731-4168
A1711.17 (RFR) 2-15-18



"...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, Director of Parks, Recreation and Facilities Management

Date: April 23, 2018

Re: Action: Accept Awards - Fox River Greenway Fund

The 2018 Outagamie County Fox River Greenway Fund partnership grant program has recommended the approval of grant money for three major City of Appleton projects included in the department's Capital Improvement Plan. This grant seeks to further develop trails located in Outagamie County along the Fox River greenway corridor that also develop regional connections and will be an essential part of the larger Fox River greenway network.

These grant funds include:

	<u>CIP Year</u>
• Ellen Kort Park Trail – Lesser of \$50,000, or 25% of total cost	2019
• Lawe Street Trestle Trail – Lesser of \$200,000, or 25% of total cost	2020
• Trolley Trestle Trail – Lesser of \$300,000, or 25% of total cost	2019

The monies are provided on a reimbursement basis, thus upfront funding must pay for each project. Upon completion of the work, we will be required to provide proof of eligible expenditures in order to receive the grant funds.

We are very excited about this funding as it assists with paying for very expensive investments. Though we don't have exact budgets for each project at this time, we anticipate that the amounts awarded will cover approximately 20 - 25% of the overall projects. Upon approval, we will acknowledge the requirements and accept the funds. There is no penalty if, for some unforeseen reason, the City is not able to complete these projects. The monies would be reallocated to other competing projects in other municipalities.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.

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:

Unit D-18 Sidewalk Construction

Be awarded to:

Name: Al Dix Concrete Inc.
Address: 401 Gertrude Street
Kaukauna, WI 54130

In the amount of : _____

With a _____ % contingency of : _____

For a project total not to exceed : _____

**** OR ****

In an amount Not To Exceed : \$290,000.00

Budget: \$290,000.00
Estimate: \$310,351.25
Committee Date: 04/23/18
Council Date: 05/02/18

SIDEWALK CONSTRUCTION**BID TABULATION****Unit D-18****March 30, 2018**

ITEM	DESCRIPTION	Quantity	Units	Al Dix Concrete, Inc		Fischer-Ulman Const.	
				Unit Price	Total	Unit Price	Total
1.	Furnish & Install 4" Sidewalk	35,000	sq. ft.	\$4.30	\$150,500.00	\$4.45	\$155,750.00
2.	Furnish & Install 5" Sidewalk	8,500	sq. ft.	\$4.75	\$40,375.00	\$5.00	\$42,500.00
3.	Furnish & Install 5" Driveway Apron	700	sq. ft.	\$4.75	\$3,325.00	\$5.00	\$3,500.00
4.	Furnish & Install 5" Private Driveway	150	sq. ft.	\$5.00	\$750.00	\$5.00	\$750.00
5.	Furnish & Install 7" Sidewalk	700	sq. ft.	\$5.25	\$3,675.00	\$6.00	\$4,200.00
6.	Furnish & Install 7" Handicap Ramp	1,400	sq. ft.	\$5.25	\$7,350.00	\$6.00	\$8,400.00
7.	Furnish & Install 7" Driveway Apron	250	sq. ft.	\$5.25	\$1,312.50	\$5.80	\$1,450.00
8.	Furnish & Install 8" Sidewalk	75	sq. ft.	\$5.75	\$431.25	\$6.40	\$480.00
9.	Furnish & Install 8" Driveway Apron	100	sq. ft.	\$5.75	\$575.00	\$6.40	\$640.00
10.	Text Imprint (Poem Stamping)	20	Each	\$125.00	\$2,500.00	\$175.00	\$3,500.00
11.	Furnish & Install 5" Colored & Stamped Sidewalk	125	sq. ft.	\$16.00	\$2,000.00	\$22.00	\$2,750.00
12.	Furnish & Install 7" Plain Concrete Pavement	40	sq. yds.	\$60.00	\$2,400.00	\$57.00	\$2,280.00
13.	Furnish & Install 8" Plain Concrete Pavement	40	sq. yds.	\$62.00	\$2,480.00	\$65.00	\$2,600.00
14.	Furnish & Install 30" Concrete Curb & Gutter	100	lin. ft.	\$32.00	\$3,200.00	\$32.00	\$3,200.00
15.	Furnish & Install Special Curb	125	lin. ft.	\$32.00	\$4,000.00	\$32.00	\$4,000.00
16.	High Early Concrete - 3 Day	40	cu. yds.	\$13.00	\$520.00	\$20.00	\$800.00
17.	High Early Concrete - 1 Day	60	cu. yds.	\$20.00	\$1,200.00	\$27.00	\$1,620.00
18.	Full Depth Sawcut	275	lin. ft.	\$4.00	\$1,100.00	\$4.00	\$1,100.00
19.	Concrete Pavement Removal	60	sq. yds.	\$7.00	\$420.00	\$8.00	\$480.00
20.	Curb & Gutter Removal	150	lin. ft.	\$5.00	\$750.00	\$5.00	\$750.00
21.	Private Concrete/Asphalt Drive Removal	150	sq. ft.	\$1.10	\$165.00	\$1.55	\$232.50
22.	Concrete/Asphalt Driveway Apron Removal	550	sq. ft.	\$1.10	\$605.00	\$1.55	\$852.50

SIDEWALK CONSTRUCTION

BID TABULATION

Unit D-18
March 30, 2018

ITEM	DESCRIPTION	Quantity	Units	Al Dix Concrete, Inc		Fischer-Ulman Const.	
				Unit Price	Total	Unit Price	Total
23.	Concrete/Asphalt Handicap Removal	1,200	sq. ft.	\$1.10	\$1,320.00	\$1.55	\$1,860.00
24.	Concrete/Asphalt Sidewalk Removal	36,500	sq. ft.	\$1.10	\$40,150.00	\$1.55	\$56,575.00
25.	Furnish & Install Gravel Fill	100	tons	\$15.00	\$1,500.00	\$18.00	\$1,800.00
26.	Furnish & Install No. 4 Reinforcing Rods	150	lin. ft.	\$1.10	\$165.00	\$1.00	\$150.00
27.	Furnish & Install Drill-In Tie Bars	50	each	\$9.00	\$450.00	\$8.00	\$400.00
28.	Furnish & Install 3" Asphalt Pavement	325	sq. ft.	\$8.00	\$2,600.00	\$7.00	\$2,275.00
29.	Furnish & Install 6" Asphalt Pavement	250	sq. ft.	\$9.00	\$2,250.00	\$9.00	\$2,250.00
30.	Adjust Sanitary Manhole Top	1	each	\$300.00	\$300.00	\$450.00	\$450.00
31.	Adjust Storm Manhole Top	2	each	\$300.00	\$600.00	\$450.00	\$900.00
32.	Prospect Avenue restoration work (6:1 Slope)	700	sq. yd.	\$10.00	\$7,000.00	\$11.00	\$7,700.00
33.	Furnish & Install 15' of 3" PVC	4	each	\$100.00	\$400.00	\$200.00	\$800.00
34.	Adjust Inlet Tops	2	each	\$300.00	\$600.00	\$350.00	\$700.00
35.	Furnish & Install Truncated Domes	300	sq. ft.	\$32.00	\$9,600.00	\$32.00	\$9,600.00
36.	F&I Erosion Cont. Revegetative Mat, Class I, Type A Urban	600	sq. yds.	\$5.00	\$3,000.00	\$5.50	\$3,300.00
37.	Furnish & Install & Remove Type D-M Inlet Protection	3	each	\$100.00	\$300.00	\$110.00	\$330.00
38.	Furnish & Install & Remove Curlex Sediment Log	20	lin. Ft.	\$10.00	\$200.00	\$25.00	\$500.00
39.	Furnish & Install Traffic Control	1	lump sum	\$8,000.00	\$8,000.00	\$10,000.00	\$10,000.00
				\$308,068.75		\$341,425.00	

REPORT OF THE FINANCE COMMITTEE

PROJECT LIMITS:

3-P-18

CONCRETE PAVEMENT, SIDEWALK CONSTRUCTION AND DRIVEWAY APRONS

Celtic Crossing - Purdy Parkway to Downs Ridge
Downs Ridge - Purdy Parkway to Celtic Crossing
Incline Way - Palladium Court to Applehill Boulevard
Lake Park Road - Plan Road (s/o roundabout) to Midway Road (n/o roundabout)

In accordance with the preliminary resolution of the Common Council dated May 2, 2018, we herewith submit our report on the assessment of benefits on the above named construction.

This report consists of the following:

Schedule A - Preliminary plans and specifications on file in the office of the Director of Public Works.

Schedule B - The total cost within the project limits in accordance with the plans and specifications in Schedule A is **\$1,399,265.25.**

Schedule C - Proposed Assessments. The properties included within the project limits are benefited and the work or improvements constitute an exercise of the police power. The total value of assessments is **\$771,180.29.**

Finance Committee



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**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: 4/23/2018

RE: Action: Award the "2018 Scheig Center Redevelopment Project" to Vinton Construction Company in the amount of \$91,119.90 with a contingency of \$4,556 for a project total not to exceed \$95,675.90

Action: Approve positive balance transfer of \$8,226 from the "2017 Lutz Park Trail and Riverbank Project" to the "2018 Scheig Center Redevelopment Project."

The 2018 Capital Improvement Plan includes \$100,000 for the Scheig Center to replace paver bricks and improve ADA accessibility, install storm sewer infrastructure, and add security lighting. Of that amount, \$12,550 has been utilized for professional services, leaving a balance of \$87,450 for construction. To fund the expenses noted and to carry a responsible contingency, a transfer of \$8,226 is being requested from the positive budget balance from the Lutz Park Trail and Riverbank Project.

The bids were received as follows:

Vinton Construction Company (low bid)	\$91,119.90
Milbach Construction Services	\$102,998.08
Sommers Construction	\$128,077.00

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Vinton Construction Company. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Vinton Construction Company in the amount of \$91,119.90 plus a contingency of \$4,556 only to be utilized as needed.

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



April 17, 2018

To: Fox Cities Transit Commission
Finance Committee

From: Ronald C. McDonald
General Manager

Subject: Acceptance of Federal Transit Administration Bus and Bus Facilities capital grant of \$350,506.

Background:

The Bus & Bus Facilities Infrastructure Investment Program (49 U.S.C. 5339) makes federal resources available to states and direct recipients for bus and bus facility capital projects. Eligible recipients include designated recipients that operate fixed route bus service such as Valley Transit.

Valley Transit applied for funding under this annual program and was awarded \$350,506. We will combine these funds with other Federal grant funds awarded to Valley Transit for bus and bus facility capital projects.

The FTA provides these funds as an 80/20 grant; 80% grant funded and 20% local match. The local share will be paid out of Valley Transit's depreciation fund. The costs associated with this grant are as follows:

80% funding from FTA:	\$350,506
20% local match (depreciation account):	<u>\$ 87,627</u>
Total eligible project cost:	\$438,133

Recommendation:

Recommend acceptance of the Federal Transit Administration capital grant for \$438,133 (\$350,506 federal, \$87,627 from Valley Transit's depreciation reserve) and that Valley Transit's spending authority for 2018 be modified to include the new capital funds.

CITY OF APPLETON
Department of Public Works
MEMORANDUM

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

cc: City Clerk
Contract File

SUBJECT: Anticipated Award and/or Award of Contract

ANTICIPATED AWARD

The Department of Public Works is planning to award _____

Committee Date: _____

Council Date: _____

***** AND / OR *****

AWARD OF CONTRACT

The Department of Public Works recommends that _____ F-18, Sanitary and Storm Sewer
Cleaning & Televising _____

Be awarded to: Name: Green Bay Pipe & TV, LLC

Address: 1100 Columbia Avenue

Green Bay, WI 54303

In the amount of _____ with a contingency of _____

**** OR **** in the amount Not To Exceed \$247,500.00

Budget: \$247,500.00

Estimate: \$250,000.00

Committee Date: 4/10/18

Council Date: 4/18/18

CITY OF APPLETON
Contract Funding Form

TO: Finance Department
FROM: Chad Weyenberg
DATE: 04/03/18
SUBJECT: Funding for Contract:

<u>F-18</u>	<u>Sanitary & Storm Sewer Cleaning and Televising</u>
Unit No.	Description

AWARD DATE: 4/18/18 (Council Date)

AWARD TO: Green Bay Pipe & TV, LLC
1100 Columbia Avenue
Green Bay, WI 54303

Funding for the project will be as follows:

Item No.	Account No.	Account Description	Contract Amount	Contingency	Total
1.	<u>5427.6404.3213</u>	<u>Sanitary</u>	<u>\$160,000.00</u>	<u>None</u>	<u>\$160,000.00</u>
2.	<u>5222.6404.3037</u>	<u>Storm</u>	<u>\$87,500.00</u>	<u>None</u>	<u>\$87,500.00</u>
3.	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
4.	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
5.	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
6.	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
7.	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
8.	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
		TOTAL	<u>\$247,500.00</u>		<u>\$247,500.00</u>

Public Works

Finance Department

cc: Project File

SANITARY & STORM SEWER CLEANING & TELEVISING

Unit F-18

April 2, 2018

BID TABULATION

ITEM	DESCRIPTION	Quantity	Units	Green Bay Pipe & TV, LLC		Northern Pipe, Inc		Speedy Clean Drain & Sewer		Diversified Infrastructure	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1.	Sanitary Sewer Cleaning	225,000	lin. ft.	\$0.32	\$72,000.00	\$0.40	\$90,000.00	\$0.70	\$157,500.00	\$0.90	\$202,500.00
2.	Sanitary Sewer Televising	225,000	lin. ft.	\$0.31	\$69,750.00	\$0.38	\$85,500.00	\$0.60	\$135,000.00	\$0.75	\$168,750.00
3.	Storm Sewer Cleaning	115,000	lin. ft.	\$0.32	\$36,800.00	\$0.45	\$51,750.00	\$0.70	\$80,500.00	\$0.90	\$103,500.00
4.	Storm Sewer Televising	115,000	lin. ft.	\$0.32	\$36,800.00	\$0.38	\$43,700.00	\$0.60	\$69,000.00	\$0.75	\$86,250.00
5.	6" Sanitary or Storm Sewer Cleaning	1,000	lin. ft.	\$0.35	\$350.00	\$0.42	\$420.00	\$0.70	\$700.00	\$0.90	\$900.00
6.	6" Sanitary or Storm Sewer Televising	1,000	lin. ft.	\$0.35	\$350.00	\$0.42	\$420.00	\$0.60	\$600.00	\$0.75	\$750.00
7.	Lateral Televising (Storm or Sanitary)	60	each	\$125.00	\$7,500.00	\$175.00	\$10,500.00	\$98.00	\$5,880.00	\$195.00	\$11,700.00
8.	Stormceptor Cleaning & Inspection	1	each	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$2,440.00	\$2,440.00	\$3,625.00	\$3,625.00
				\$224,550.00		\$283,290.00		\$451,620.00		\$577,975.00	



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**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: Utilities Committee

From: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

Date: April 10, 2018

Re: Action: Request to sole source contract to Patrick Engineering for a contract fee of \$130,000 and a contingency of 10% for professional services needed to complete the Wastewater Electrical Distribution Upgrades Phase 2 for a contract not to exceed \$143,000.

This memo is a request to sole source a contract to Patrick Engineering to fully design and create construction documents for the Wastewater Electrical Distribution Upgrades Phase 2 project. In moving forward with Phase 2 of the Electrical Distribution Project Patrick Engineering provided a detailed proposal of the work that is proposed with a competitive project fee of \$130,000 which equates to a project fee of just 7.6%. The Phase 1 project fee was 7.7%, which remains competitive.

The 2018 Capital Improvement budget allocated monies to perform engineering services for the Wastewater Plant Electrical Distribution Phase 2 Engineering. This will be the second construction phase of a multi-phase project to upgrade the aging electrical distribution equipment. Most of the equipment is over 40 years old and is at the end of its estimated and useful life.

In 2016 we solicited proposals from professional consulting firms to create an electrical distribution system feasibility analysis and master plan for the Wastewater Treatment Plant. Through the selection process, Patrick Engineering was awarded the contract. Then again in 2017 we solicited proposals from professional consulting firms to fully design, create construction documents, and construction administration services. Through the selection process, Patrick Engineering was awarded the contract.

Patrick Engineering has as unsurpassed knowledge of the current electrical system from the two previous projects and the design work completed to date. Based upon Patrick Engineering's previous experience along with the proposals and selection process from the two previous years, we are requesting sole sourcing Wastewater Electrical Distribution Upgrades Phase 2 professional services to Patrick Engineering in the amount of \$130,000 with a contingency of 10% only to be utilized as needed. We believe that our choice of Patrick Engineering will ensure that the investment is fully maximized based on their past work and continued continuity throughout a highly complex and technical project.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.



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

HUMAN RESOURCES DEPARTMENT

100 N. Appleton Street
Appleton, WI 54911
Phone: 920-832-6455
Fax: 920-832-5895

MEMO

To: Alderperson Konetzke and Member of the Human Resources Committee

From: Sandy Matz, Human Resources Director

Date: April 20, 2018

Re: Request to approve the addition of a Health Coach Position and a Physical Therapist Position to the Connecting Care Clinic. The Request is for authorization up to full-time for each position with the initial staffing at half time.

The Connecting Care Clinic oversight team which includes District employees, City employees, ThedaCare employees and Associated Benefits & Risk Consulting employees, is proposing to increase staffing at the Connecting Care Clinic. The proposal is to add a half time Health Coach and a half time Physical Therapist. We anticipate demand to grow rather quickly for both services and are asking for authorization to add hours to meet demand up to full-time for each position.

Health Coach: Both the District and the City offer Personal Health Assessments for employees and their spouses. The purpose of the Health Coach will be to assist participants in improving their overall health and wellness education. Currently, the RN at the clinic is providing outreach for these participants as her schedule allows. For city employees, in just a few short months, she has helped a nicotine user quit and has engaged four participants with elevated glucose levels in a Diabetes Prevention Program. Participants in the Diabetes Prevention Program are averaging a 12 lb. weight loss after 3.5 months in the program! Our goal is to have a staff person focus on these areas and continue to help our employees improve their health.

Physical Therapist: As many of us know, physical therapy can be quite expensive and can be a large time drain on your schedule. We can offer physical therapy to our employees at a fraction of the cost through the traditional health insurance model. Additionally, we can help employees get in and out quicker and back to their normal schedule. Musculoskeletal claims under our medical plan have continued to be a cost driver and we see this as an opportunity to impact those claim costs by adding this service to the clinic.

Attached is the proposal from ThedaCare on the costs of staffing and initial setup costs for furniture and equipment for the two staff positions.

We are excited about the opportunity to expand our partnership with the Appleton School District and ThedaCare and to be able to expand this benefit for City employees.

If any of you have any questions regarding the proposal, please contact me.



April 19, 2018

Sandy Matz
City of Appleton
100 N. Appleton Street
Appleton, Wisconsin 54911

Dear Sandy:

Based on our discussions with members of the Joint Operating Committee for the Connecting Care Clinic, a proposal was requested to add a Physical Therapist and Health Coach to the Connecting Care Clinic. Please consider this letter our proposal for these services.

Background

- The City of Appleton is looking for ways to improve the health of their population as well as reduce health care spend.
- The claims for the City over the last several years are musculoskeletal related claims. Many of these services could be provided by a Physical Therapist.
- In order to meet the goal of the clinic to improve health, health coaching is needed to address the following opportunities identified in the Personal Health Assessment.
 - 34 participants ready to quit using tobacco
 - 61 participants with an elevated glucose
 - 607 participants indicated a readiness to change in at least one lifestyle related area.
 - 380 participants indicated they were thinking about a change in at least one lifestyle related area.
 - 126 participants at high risk for blood pressure

Services

Health Coach

- Individual Health Coaching
 - Assists in setting short and long term goals
 - Addresses barriers to change
 - Documents plans
 - Assess readiness to change
 - Practices motivational interviewing techniques
 - Moves individuals through the change process
- Health coach resources
 - Presentations
 - Handouts
 - Programs
 - Incentive Challenges
 - Monthly Wellness Newsletter
 - Monthly Wellness Plan
 - Healthy Huddles & demonstrations



ThedaCare™

- Cultural Change Resources
- Recipes
- Fitness classes
- Web resources and tools
- Group classes and programs for support and accountability
- Detailed data analysis
- Targeted outreach based on health risks and readiness to change
- Onsite support, education, resources and tools to help employees achieve lasting health improvement
- Moves individuals through the change process
- Risk stratification to identify and provide outreach
- Tailored programming based on health risks, employee interests, and readiness to change
- Participation on company's wellness committee
- Ongoing biometric measurements (blood pressure, weight, etc.)
- Proactive chronic condition care
- Integration of PHA data
- Facilitate compliance in management of condition
- Assist individuals in modifying lifestyle to improve or eliminate condition
- Face to face
- Group programs
- E-mail
- Texting

Physical Therapy

- Individual visits
- Alleviate muscle or joint discomfort
- Migraines and back pain treatment
- Provide advice on fitness
- Early intervention and prevention
- Initial evaluations
- Follow-up treatments

Economics/Investment

Health Coach

- 46 weeks (schedule to be determined)
- Confidentiality as a third party
- Team member in a cohesive health team
- Provide and review company specific reporting packages on an on-going basis
- Medical tracking in EPIC (ThedaCare and its partners medical record)
- Medical liability coverage
- Access to multiple resources throughout ThedaCare and medical partners

	<u>Hourly Rate</u>	<u>Monthly Fee</u>	<u>City Portion (32%)</u>
20 hours / week	\$55	\$4,767	\$1,525
40 hours / week	\$55	\$9,534	\$3,050



Physical Therapist

- 46 weeks (schedule to be determined)
- Confidentiality as a third party
- Team member in a cohesive health team
- Provide and review company specific reporting packages on an on-going basis
- Medical tracking in EPIC (ThedaCare and its partners medical record)
- Medical liability coverage
- Access to multiple resources throughout ThedaCare and medical partners

	<u>Hourly Rate</u>	<u>Monthly Fee</u>	<u>City Portion (32%)</u>
20 hours / week	\$80	\$6,934	\$2,219
40 hours / week	\$80	\$13,867	\$4,438

Estimated Costs of Equipment (50%)

- Equipment and Furniture **\$6,150**
- Construction to add doors **\$ 850**

This Investment Proposal is valid for 60 days from the date of this proposal.

Timeline

The goal is to begin with a Health Coach 20 hours per week and a Physical Therapist 20 hours per week in September of 2018.

Closing

Thank you for reviewing this Investment Proposal. ThedaCare At Work is eager to continue to build our partnership with the City of Appleton.

Sincerely,

Pam Berth
ThedaCare At Work
920-380-4970
Pam.berth@thedacare.org



April 17, 2018

To: Fox Cities Transit Commission
Finance Committee

From: Ronald C. McDonald
General Manager

Subject: Acceptance of Federal Transit Administration Bus and Bus Facilities capital grant of \$350,506.

Background:

The Bus & Bus Facilities Infrastructure Investment Program (49 U.S.C. 5339) makes federal resources available to states and direct recipients for bus and bus facility capital projects. Eligible recipients include designated recipients that operate fixed route bus service such as Valley Transit.

Valley Transit applied for funding under this annual program and was awarded \$350,506. We will combine these funds with other Federal grant funds awarded to Valley Transit for bus and bus facility capital projects.

The FTA provides these funds as an 80/20 grant; 80% grant funded and 20% local match. The local share will be paid out of Valley Transit's depreciation fund. The costs associated with this grant are as follows:

80% funding from FTA:	\$350,506
20% local match (depreciation account):	<u>\$ 87,627</u>
Total eligible project cost:	\$438,133

Recommendation:

Recommend acceptance of the Federal Transit Administration capital grant for \$438,133 (\$350,506 federal, \$87,627 from Valley Transit's depreciation reserve) and that Valley Transit's spending authority for 2018 be modified to include the new capital funds.



MEMORANDUM

Resolution FCTC 18-01

TO: Fox Cities Transit Commission

FROM: Ron McDonald, General Manager

DATE: April 17, 2018

RE: Resolution to Support Valley Transit's application for a State of Wisconsin Volkswagen Mitigation Program Grant to purchase transit vehicles

BACKGROUND

The State of Wisconsin 2017 Budget Act 59 established a transit capital assistance grant program, under which the Department of Administration has created a competitive statewide grant program ("State of Wisconsin Volkswagen Mitigation Program Grant") to award settlement funds to eligible applicants for the replacement of public transit vehicles.

This resolution will serve as a letter of support for a Valley Transit capital grant application for transit buses through the State of Wisconsin Volkswagen Mitigation Program Grant.

ANALYSIS

In the past, Federal funding has been available to cover 80 percent of the capital costs for transit vehicles and infrastructure projects. Increasingly, this Federal funding is being allocated through discretionary grant programs making it necessary for Valley Transit to pursue other opportunities in order to offset the local costs of capital investments.

After reviewing our system's needs and researching projects which are eligible for funding through this grant program, transit staff have identified Valley Transit bus replacements as a top candidate based on the criteria listed for the State of Wisconsin Volkswagen Mitigation Program Grant. Valley Transit intends to include replacement of fifteen clean-diesel buses in the application.

FISCAL IMPACT

If the State of Wisconsin Department of Administration approves some or all of the project, the grantee will need to provide a 20 percent local match. Through the State of Wisconsin

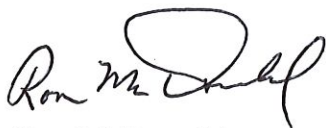
Volkswagen Mitigation Grant, the grantee (City of Appleton) will incur a reduction in State Shared Revenue in an amount equal to 20% paid out in equal annual installments over a 10-year period.

Because all of the Valley Transit funding partners contribute to a restricted cash depreciation account for the purchase of buses, the grantee (City of Appleton) shall be made whole from the restricted cash depreciation account in amounts equal to the annual installments incurred over a 10-year period.

RECOMMENDATION

This state grant currently represents the best opportunity for Valley Transit to leverage local funding toward capital improvements that can benefit transit operations, I recommend approval of this resolution.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ron McDonald". The signature is stylized with a large, looped "M" and a cursive "D".

Ron McDonald

April 19, 2018

RESOLUTION FCTC 18-01

PURPOSE: TO SUPPORT VALLEY TRANSIT'S APPLICATION FOR A STATE OF WISCONSIN VOLKSWAGEN MITIGATION PROGRAM GRANT TO PURCHASE TRANSIT VEHICLES

WHEREAS, Valley Transit provides safe and reliable public transportation to the many communities that comprise the Fox Cities;

WHEREAS, operating funds for Valley Transit are typically sourced from Valley Transit regional funding partners;

WHEREAS, the City of Appleton and the Valley Transit regional funding partners contribute annually to a restricted cash depreciation account for purposes of purchasing transit vehicles and other capital equipment;

WHEREAS, the State of Wisconsin is a designated beneficiary of a settlement with Volkswagen wherein \$42 million of Wisconsin's share of the settlement funds must be used during the 2017-19 biennium;

WHEREAS, State Budget, 2017 Wisconsin Act 59 established of a transit capital assistance grant program, under which the Department of Administration has created a competitive statewide grant program ("State of Wisconsin Volkswagen Mitigation Program Grant") to award settlement funds to eligible applicants for the replacement of public transit vehicles;

WHEREAS, Valley Transit desires to apply for a State of Wisconsin Volkswagen Mitigation Program Grant to purchase transit vehicles. Any transit vehicles purchased would be acquired through a competitive procurement process;

WHEREAS, the City of Appleton is the designated grant recipient for Valley Transit;

WHEREAS, eighty percent (80%) of the purchase price of the transit vehicles will be covered by the State of Wisconsin Volkswagen Mitigation Program Grant. Twenty percent (20%) will be collected from the grantee (the City of Appleton) in ten (10) equal installments by withholding an equal amount of local shared revenue annually;

WHEREAS, Valley Transit has established a restricted cash account for purchasing transit vehicles;

WHEREAS, the Valley Transit regional funding partners together with the Common Council for the City of Appleton agree that it is beneficial to apply for the State of Wisconsin Volkswagen Mitigation Program Grant;

NOW, THEREFORE, BE IT RESOLVED by the Fox Cities Regional Transit Commission and the Common Council for the City of Appleton that Valley Transit and proper City officials are hereby authorized and directed to submit information to the Department of Administration to apply for funding through the State of Wisconsin Volkswagen Mitigation Program Grant.

BE IT FURTHER RESOLVED that proper City officials are authorized and directed, if the

State of Wisconsin Volkswagen Mitigation Program Grant is awarded, to accept funds, pursuant to the terms of the grant application.

BE IT FURTHER RESOLVED that, if the State of Wisconsin Volkswagen Mitigation Program Grant is awarded, the Valley Transit Regional funding partners together with the Common Council for the City of Appleton agree that twenty percent (20%) of the purchase price of transit vehicles will be collected from the grantee (the City of Appleton) in ten (10) equal installments by withholding an equal amount of local shared revenue annually. The parties further agree that the City of Appleton's loss of local shared revenue due to the bus procurement shall be reimbursed in full from the Valley Transit restricted cash account.

Dated this _____ day of _____, 2018.

Timothy M. Hanna, Mayor

Kami Lynch, City Clerk



REPORT TO CITY PLAN COMMISSION

Plan Commission Public Hearing Date: April 10, 2018

Common Council Meeting Date: April 18, 2018

Item: Special Use Permit #1-18 for personal storage facility

Case Manager: David Kress

GENERAL INFORMATION

Owner: Value Mortgage Investors, Inc.

Applicant: General Capital Group c/o Sig Strautmanis

Address/Parcel #: 2400 West College Avenue (Tax Id #31-7-0026-00)

Petitioner's Request: The applicant is requesting a Special Use Permit for a personal storage facility.

BACKGROUND

The subject area, located along the West College Avenue frontage road between North Lynndale Drive and North Perkins Street, was annexed to the City of Appleton in 1983. At that time, newly annexed territory was assigned a zoning classification of R-1A One Family Residential District. On March 21, 1984, Common Council approved Rezoning #1-84, which was initiated by the City Plan Commission, to rezone the subject property from R-1A One Family Residential District to C-2 General Commercial District. At the time of annexation, a large commercial building (occupied by Kmart) and off-street parking lot were already present on the subject site. A razing permit was issued in November 2008, and demolition of the building was completed in January 2009. Pavement and outdoor lighting fixtures are all that remain from the previous development.

STAFF ANALYSIS

Project Summary: The applicant proposes to construct 12 personal storage facility buildings, totaling approximately 194,841 square feet, on the northwest portion of the subject site. As shown on the attached development plan, 3 different building types are proposed among the 12 buildings. "Type A" would consist of a two-story, climate-controlled building with a drive-in loading area. "Type B" would consist of a one-story, climate-controlled building with a drive-in loading area. For "Type C," individual storage units would be accessible from the exterior of the building. Initially, vehicular access to the site would be provided by a relocated driveway along the West College Avenue frontage road.

While not directly included in the Special Use Permit request, since retail business is a permitted use in the C-2 General Commercial District, the attached development plan also references a "Phase Two" area that is approximately 3.7 acres in size. On this part of the site, closest to West College Avenue, other future commercial development is anticipated.

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April 10, 2018

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Existing Site Conditions: The site is currently vacant, as the previous building was demolished in 2009. Pavement and outdoor lighting fixtures are all that remain from the previous development. Access is provided by driveways on the West College Avenue frontage road. West College Avenue is classified as an arterial street. Also, some parcels included in the broader development plan are located in the Town of Grand Chute, so continued collaboration with Town staff will be needed for the proposed project.

Zoning Ordinance Requirements: The subject property has a zoning designation of C-2 General Commercial District. Per Section 23-113(e) of the Municipal Code, a personal storage facility requires a Special Use Permit in the C-2 District. The definition for personal storage facility (self storage/mini-warehouse), per the Zoning Ordinance, means the primary use of a building containing individual, compartmentalized and controlled access spaces, rooms or lockers that are leased, rented or owned by different individuals for the storage of individual possessions or personal property. In order to permit a personal storage facility, the Plan Commission makes a recommendation to the Common Council who will make the final decision on the Special Use Permit. A two-thirds (2/3) vote of the Common Council is required for approval.

Based on the attached development plan, the proposed buildings satisfy setback and building height standards specified in the C-2 District. A stipulation is also drafted related to landscaping and screening, as Section 23-601(f)(14) of the Municipal Code requires plant material to be placed intermittently against long expanses of building walls and fences. Ultimately, Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division.

Operational Information: A plan of operation is attached to the Staff Report.

Surrounding Zoning and Land Uses: The surrounding area is under the jurisdiction of the City of Appleton and Town of Grand Chute. The uses are generally commercial in nature.

North: Town of Grand Chute. The adjacent land use to the north is currently vacant, undeveloped land.

South: C-2 General Commercial District and Town of Grand Chute. The adjacent land uses to the south are currently commercial.

East: C-2 General Commercial District and Town of Grand Chute. The adjacent land uses to the east are currently a mix of vacant land and commercial uses, including a multi-tenant building.

West: C-2 General Commercial District and Town of Grand Chute. Railroad right-of-way and vacant land are immediately west of the subject property.

Appleton Comprehensive Plan 2010-2030: The City of Appleton *Comprehensive Plan 2010-2030* identifies this area for future commercial uses. According to Chapter 10: Land Use, the commercial land use category is made up of retail, office, and service uses.

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Tax Incremental Financing (TIF) District #10 Project Plan: The subject site is located within TIF District #10. The TIF #10 Project Plan identifies the subject site for future redevelopment and states that West College Avenue is a major commercial corridor for Appleton that provides key linkage to the City's vibrant Downtown and Interstate 41. According to Section 9: Orderly Development of the City of Appleton, the TIF District contributes to the redevelopment along this major corridor and continued growth in residential, office, and retail development.

Finding of Fact: This request was reviewed in accordance with the standards for granting a Special Use Permit under Sections 23-66(e)(1-6) of the Municipal Code, which were found in the affirmative, as long as all stipulations are satisfied.

Technical Review Group (TRG) Report: This item was discussed at the February 6, 2018 Technical Review Group meeting. Comments were received from participating departments and captured in the stipulations found below.

RECOMMENDATION

Staff recommends, based on the above, that Special Use Permit #1-18 for a personal storage facility at 2400 West College Avenue (Tax Id #31-7-0026-00), as shown on the attached maps and per attached plan of operation, along with the attached resolution, **BE APPROVED** to run with the land, subject to the following conditions:

1. All applicable codes, ordinances, and regulations, including but not limited to Fire and Building Codes, shall be complied with.
2. The personal storage facility use is limited to the part of parcel #31-7-0026-00 identified as "Lot 2" on the attached preliminary Certified Survey Map dated as received on March 27, 2018. Features being developed in connection with the personal storage facility use, including but not limited to stormwater facilities, parking spaces, and landscaping/screening, shall not be located within the area identified as "Lot 1" on the attached preliminary Certified Survey Map.
3. Any deviations from the approved development plan may require a major or minor amendment request to this Special Use Permit, pursuant to Section 23-66(g) of the Municipal Code.
4. Compliance with the plan of operation is required at all times. Changes to the plan of operation shall be submitted to the Community and Economic Development Department for review and approval.
5. Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division. Zoning Ordinance requirements, including the minimum off-street parking spaces required for a personal storage facility use, will be examined during the review of the Site Plan.

Special Use Permit #1-18

April 10, 2018

Page 4

6. Except at driveway openings, the outer boundary of the personal storage facility use shall be screened with a continuously maintained row of evergreen trees or shrubs, at least six (6) feet high at the time of planting, which are spaced not more than ten (10) feet apart. If found to provide appropriate visual screening, as determined by staff during Site Plan review, existing vegetation may be considered as an alternative.
7. On property controlled by the owner/applicant, land dedication for a future east/west connection between Perkins Street and Lynndale Drive is required as part of the development. The exact configuration, in a location that is deemed buildable, shall be identified in a Development Agreement between the City and Property Owner.
8. The Town of Grand Chute requires that wetland delineations be contracted for directly between the Town and the soils professional conducting this work. The project shall comply with Town of Grand Chute requirements, as applicable.
9. Necessary approvals shall be obtained from the Town of Grand Chute for any element of the project that is to be located outside City limits, such as a stormwater facility.
10. This Special Use Permit shall be deemed null and void if a building permit has not been obtained or the use has not been established within twelve (12) months after Common Council approval, pursuant to Section 23-66(f)(3) of the Municipal Code.
11. If no retail use, or other principal permitted use as listed in Section 23-113(b) of the Municipal Code, is established in the area identified as "Lot 1" on the attached preliminary Certified Survey Map dated as received on March 27, 2018 within three (3) years, the City of Appleton and/or the Appleton Redevelopment Authority (ARA) shall have the option to purchase the "Lot 1" area. The "Lot 1" purchase option shall be described in detail in a Development Agreement between the City and Property Owner, including timing to initiate the purchase, calculation of purchase price (if any), land division, transfer of property and the like.
12. All terms and conditions of a Development Agreement between the City and Property Owner, and any subsequent amendments thereto, shall be incorporated herein and considered a condition of this permit. A Development Agreement shall be approved by the Common Council and recorded with the Outagamie County Register of Deeds prior to issuance of a building permit for the proposed development.

RESOLUTION
CITY OF APPLETON
RESOLUTION APPROVING SPECIAL USE PERMIT #1-18

WHEREAS, General Capital Group has applied for a Special Use Permit for a personal storage facility (self-storage/mini-warehouse) located at 2400 West College Avenue, also identified as Parcel Number 31-7-0026-00; and

WHEREAS, the location for the proposed personal storage facility (self-storage/mini-warehouse) is located in the C-2 General Commercial District and the proposed use is permitted by special use within this zoning district; and

WHEREAS, the City of Appleton Plan Commission held a public hearing on April 10, 2018, on Special Use Permit #1-18 at which all those wishing to be heard were allowed to speak or present written comments, and other materials presented at the public hearing; and

WHEREAS, the City of Appleton Plan Commission has considered the application, the staff reports, oral and written, the Comprehensive Plan and zoning on the subject property, the testimony, written comments, and other materials presented at the public hearing; and

WHEREAS, the City of Appleton Plan Commission reviewed the standards for granting a Special Use Permit under Sections 23-66(e)(1-6) of the Municipal Code, and forwarded Special Use Permit #1-18 to the City of Appleton Common Council with a favorable or not favorable (CIRCLE ONE) recommendation; and

WHEREAS, the City of Appleton Common Council has reviewed the report and recommendation of the City of Appleton Plan Commission at their meeting on _____, 2018 and found it to be acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the City of Appleton Common Council approves Special Use Permit #1-18 for a personal storage facility (self-storage/mini-warehouse) located at 2400 West College Avenue, also identified as Parcel Number 31-7-0026-00 and orders as follows:

CONDITIONS OF SPECIAL USE PERMIT #1-18

1. All applicable codes, ordinances, and regulations, including but not limited to Fire and Building Codes, shall be complied with.
2. The personal storage facility use is limited to the part of parcel #31-7-0026-00 identified as "Lot 2" on the attached preliminary Certified Survey Map dated as received on March 27, 2018. Features being developed in connection with the personal storage facility use, including but not limited to stormwater facilities, parking spaces, and landscaping/screening, shall not be located within the area identified as "Lot 1" on the attached preliminary Certified Survey Map.

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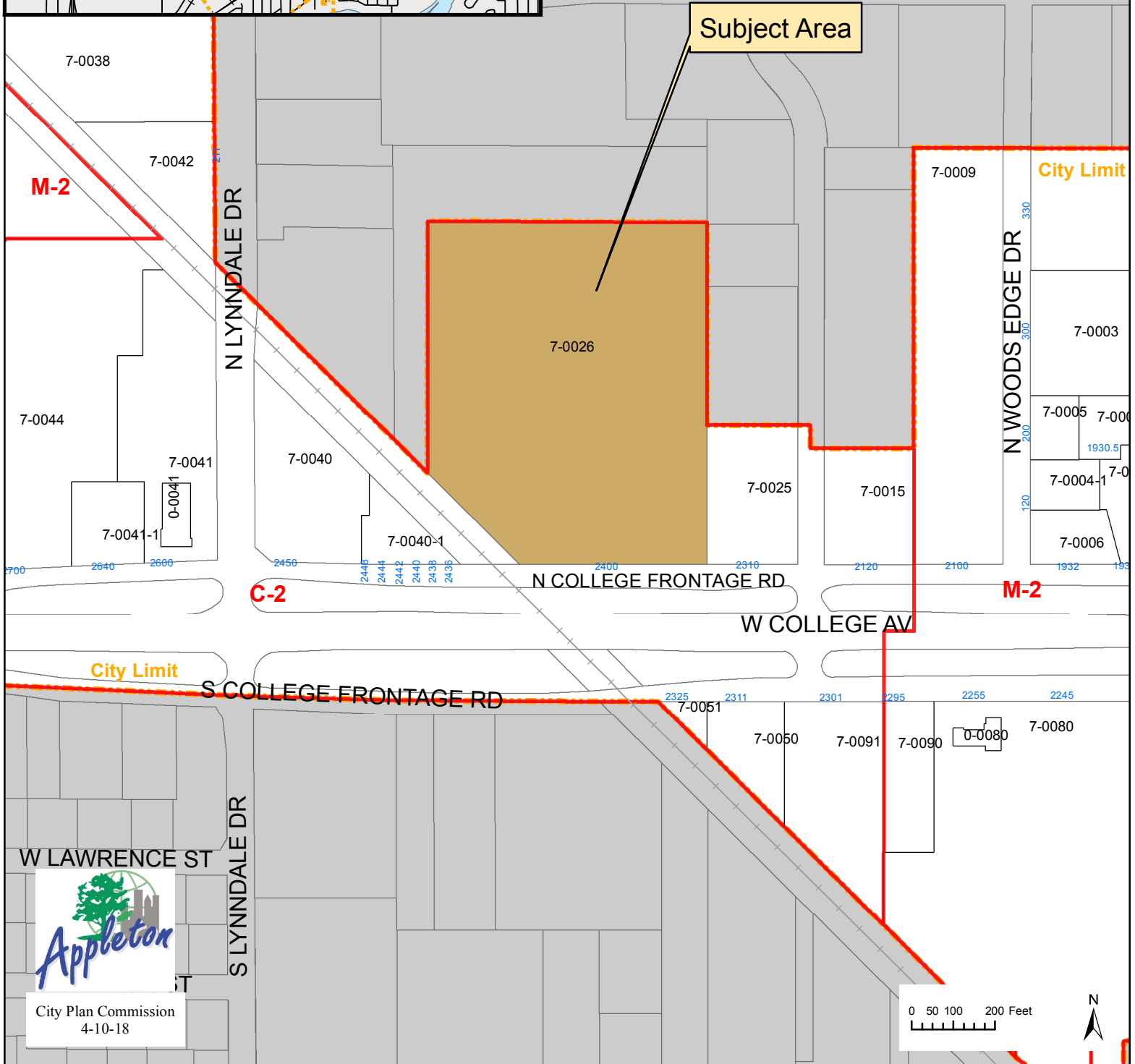
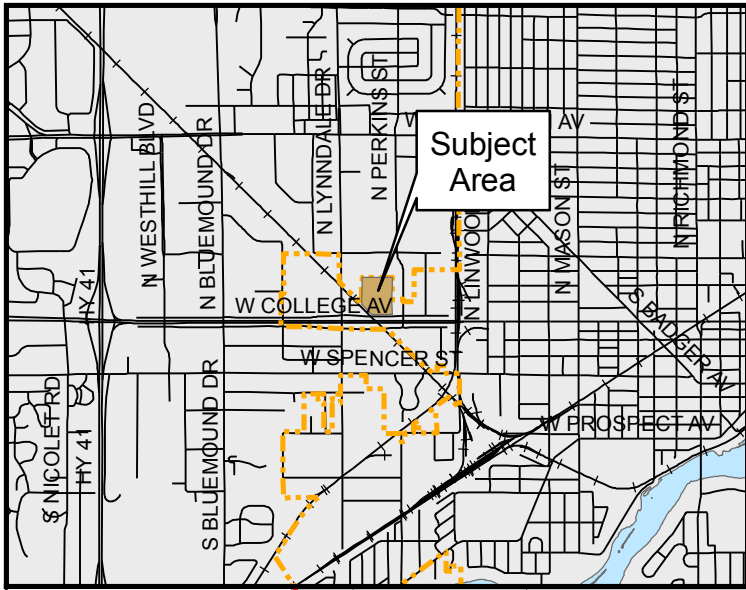
Adopted this _____ day of _____, 2018.

Timothy M. Hanna, Mayor

ATTEST:

Kami Lynch, City Clerk

2400 West College Avenue
Special Use Permit
Personal Storage Facility
Zoning Map



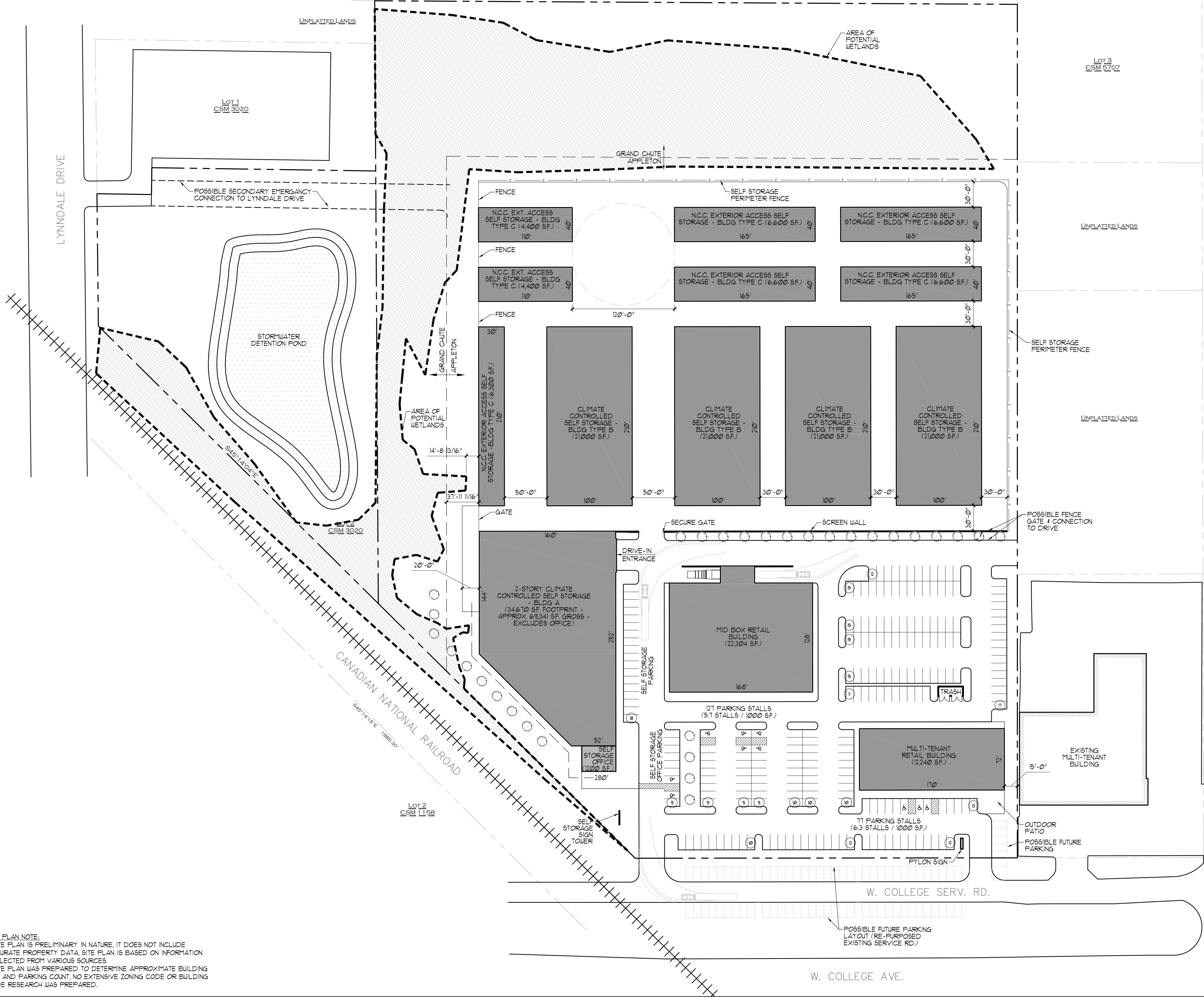
2400 West College Avenue
Special Use Permit
Personal Storage Facility
Aerial Map

Subject Area



City Plan Commission
4-10-18

SITE PLAN NOTE:
- SITE PLAN IS PRELIMINARY IN NATURE, IT DOES NOT INCLUDE ACCURATE PROPERTY DATA, SITE PLAN IS BASED ON INFORMATION COLLECTED FROM VARIOUS SOURCES.
- SITE PLAN WAS PREPARED TO DETERMINE APPROXIMATE BUILDING SIZE AND PARKING COUNT, NO EXTENSIVE ZONING CODE OR BUILDING CODE RESEARCH WAS PREPARED.



PROPOSED SITE PLAN (OPTION E)
SCALE: 1" = 60'



FULL SIZE PRINT - 24" x 36" SHEET

DO NOT SCALE THESE DRAWINGS

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Job: 16-130									
Sheet:									
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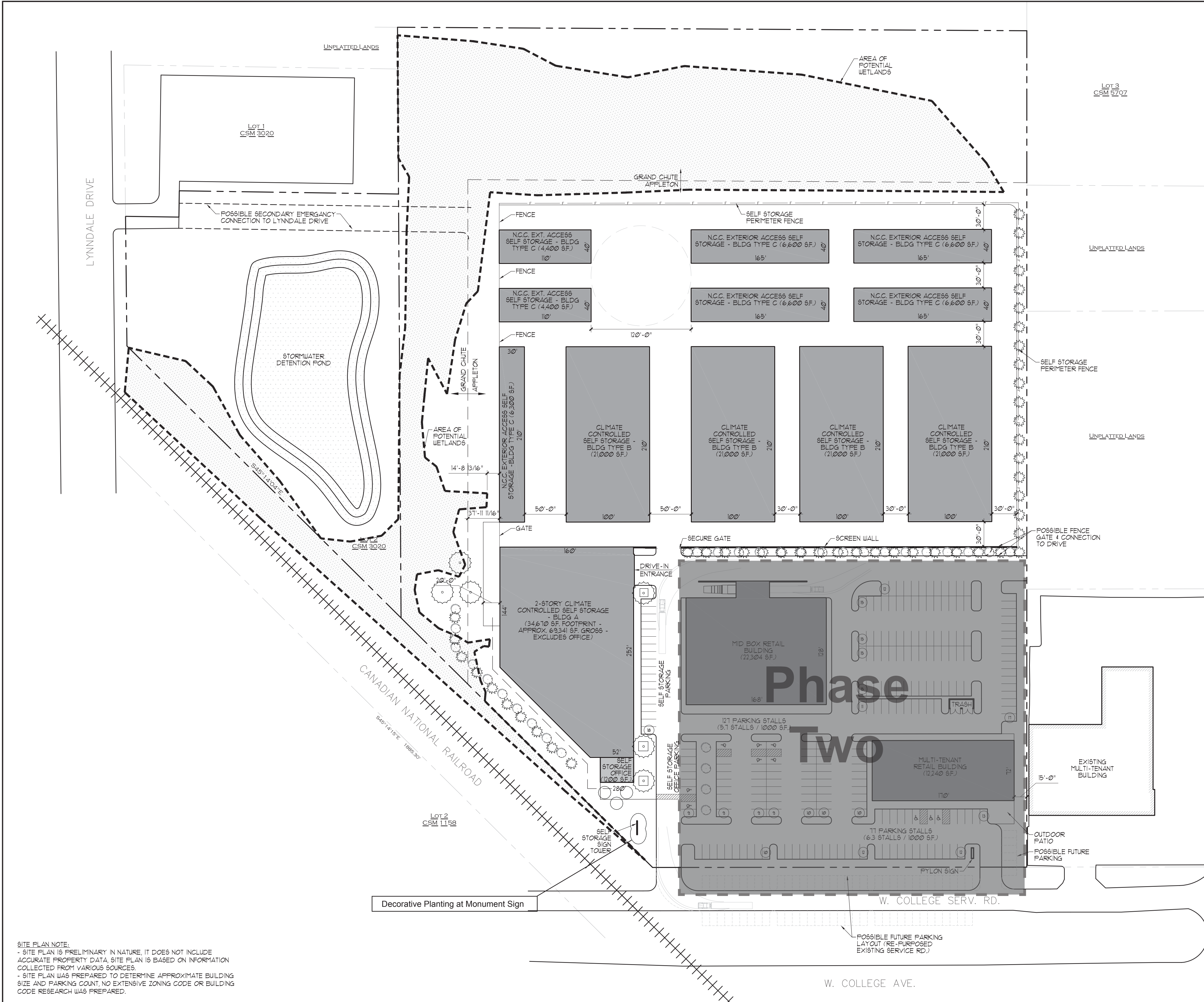
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Preliminary Landscape Concept

PLOT DATE: 5/9/2017 4:02:17 PM




FILE NAME: P:\PROJECTS\GENERALCAPITAL - APPLETON MINI\XR-SITE APPLETON SELF STORED\DWG



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Landscape Notes

Final plant list to be submitted with final plan review documents.

-  Deciduous Tree TBD
-  Screening Evergreen TBD
-  Screening Shrub TBD

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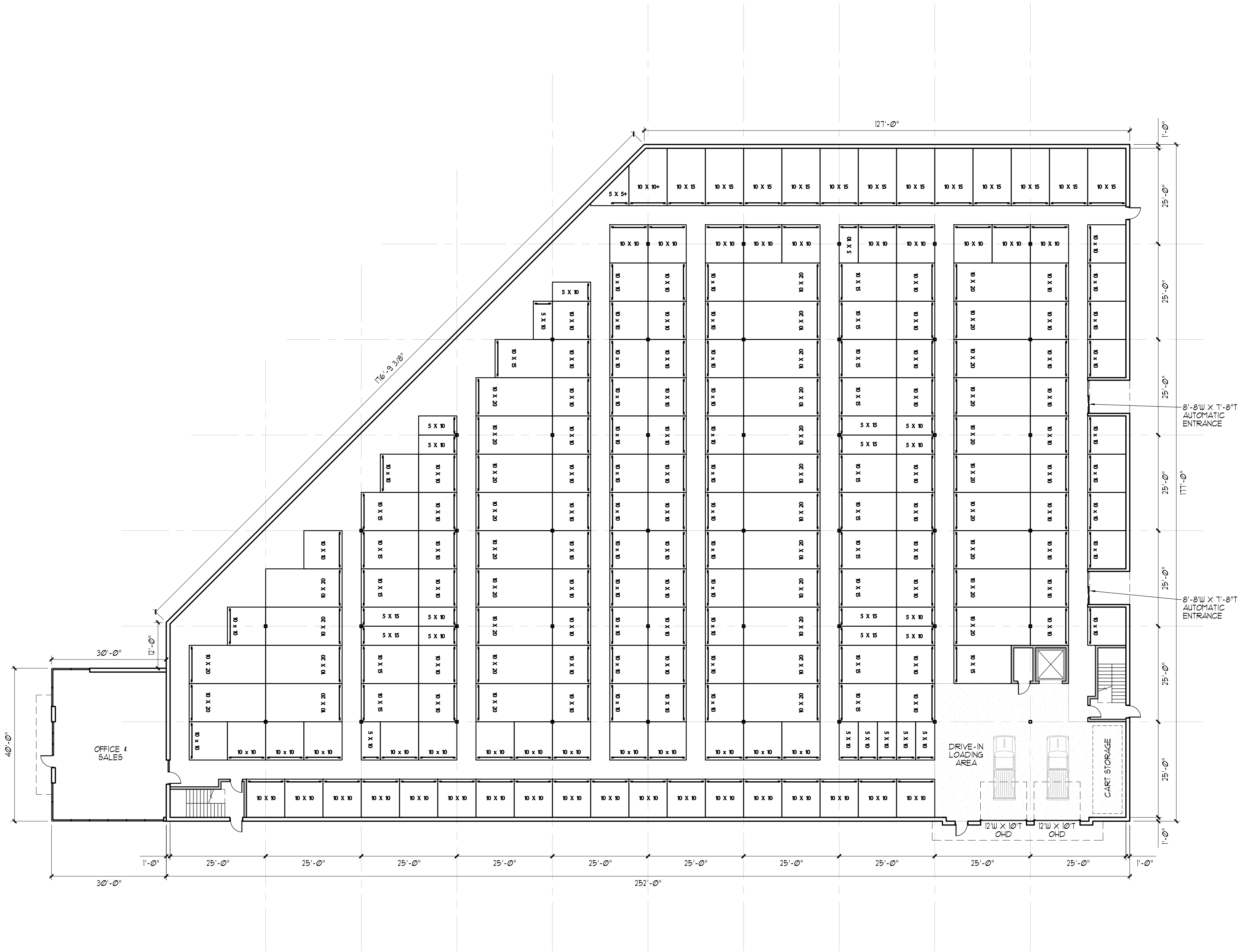
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FLOOR PLAN NOTE:
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- THE BUILDING CODE AND THE AMERICAN WITH DISABILITIES ACT (ADA) REQUIRE THAT BUILDINGS AND ALTERATIONS BE DESIGNED AND CONSTRUCTED IN SUCH A MANNER THAT THE FACILITY IS READILY ACCESSIBLE TO AND USABLE BY INDIVIDUALS WITH DISABILITIES.

NOTES
SCALE: N/A

2



PLAN NORTH
FLOOR PLAN
SCALE: 1/16" = 1'-0"
1

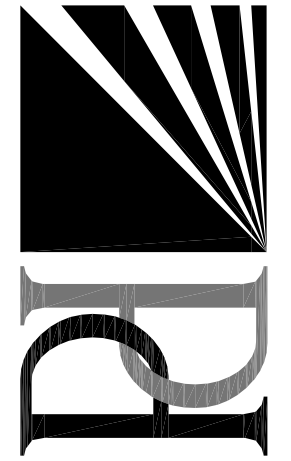
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FLOOR PLAN
(BLDG A)

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Drawn: RTL
Job:
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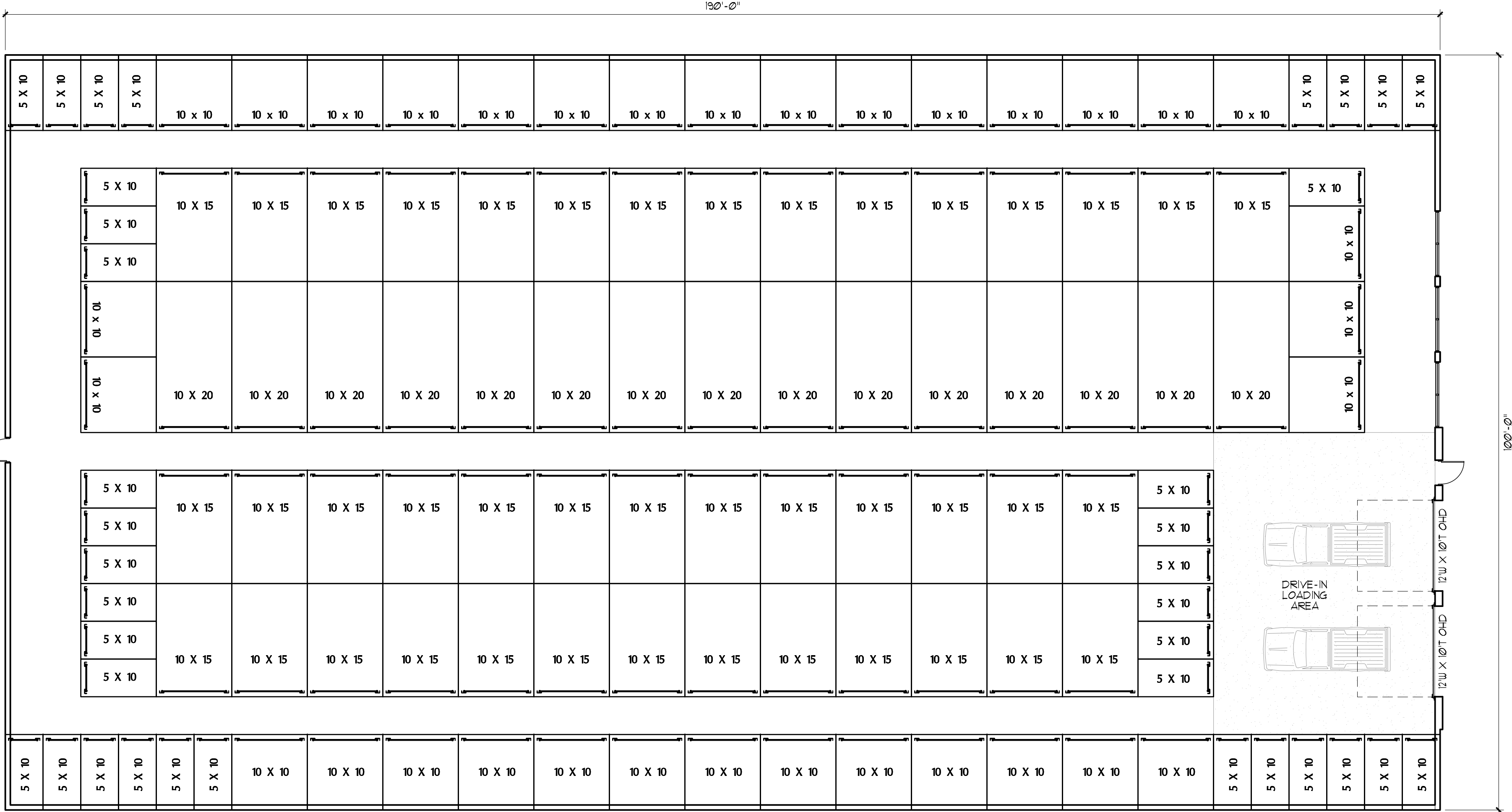
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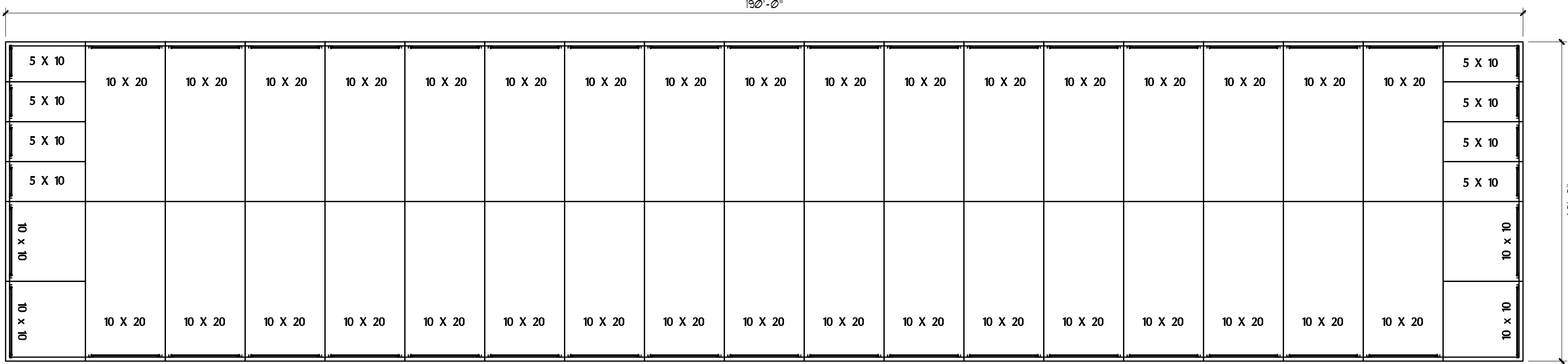
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FLOOR PLAN (BLDG TYPE B)
SCALE: 3/32" = 1'-0"

1



FLOOR PLAN (BLDG TYPE C)
SCALE: 3/32" = 1'-0"

2

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Date: 01.25.16

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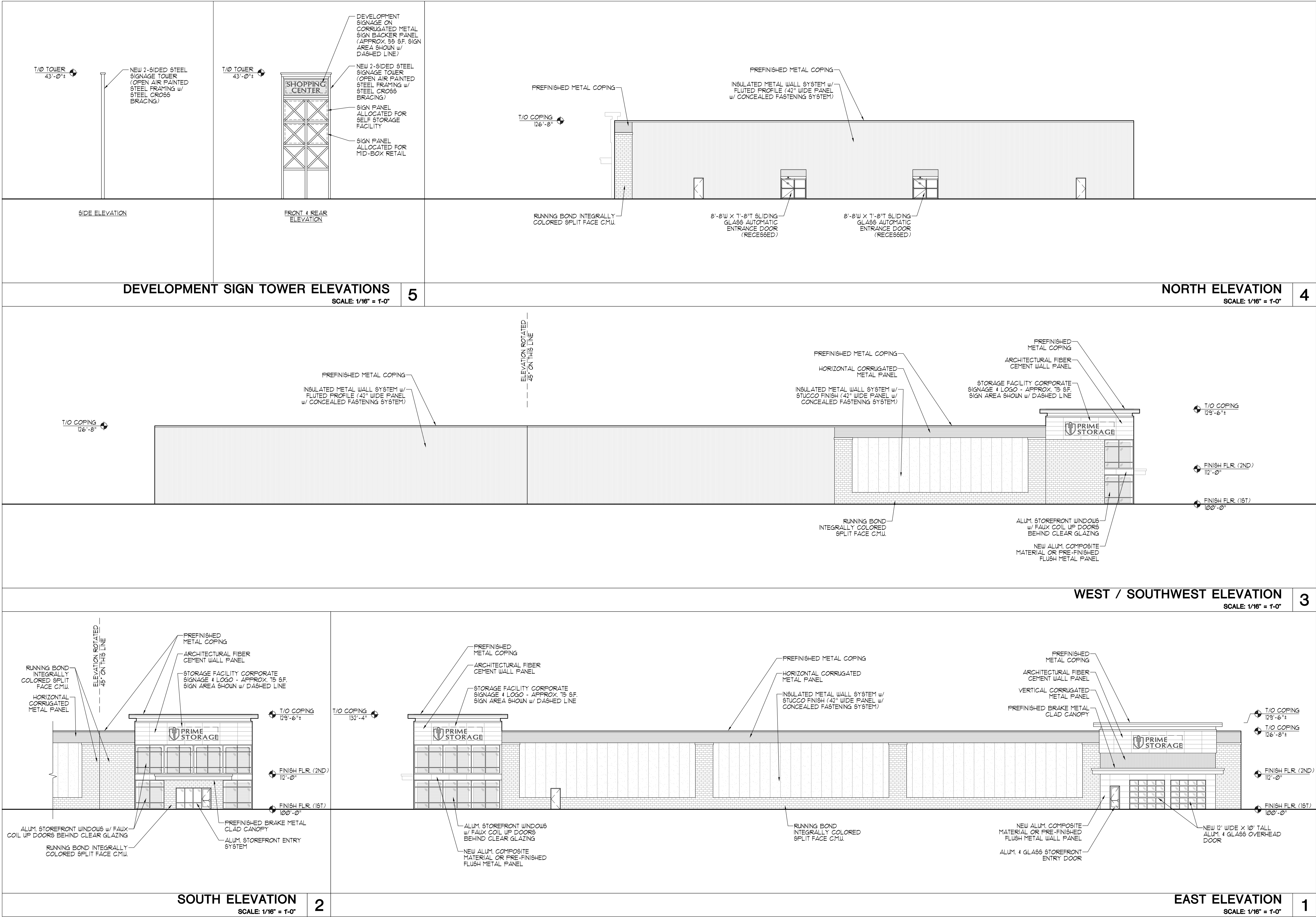
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ELEVATIONS (BLDG A)

Date: 01.25.16

Scale: NOTED

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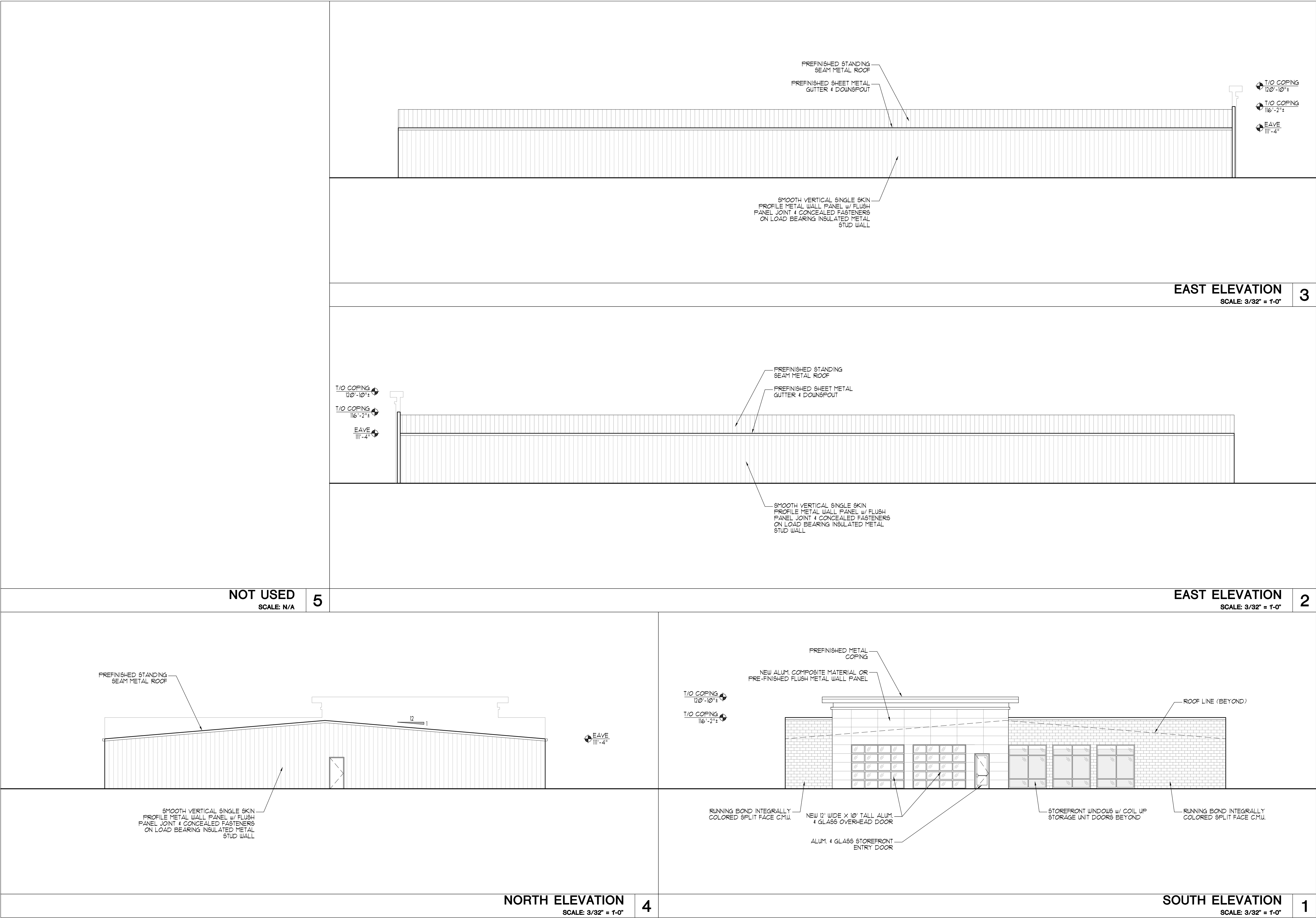
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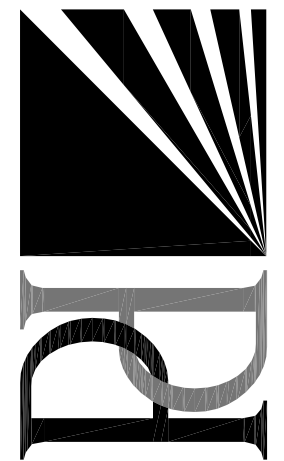
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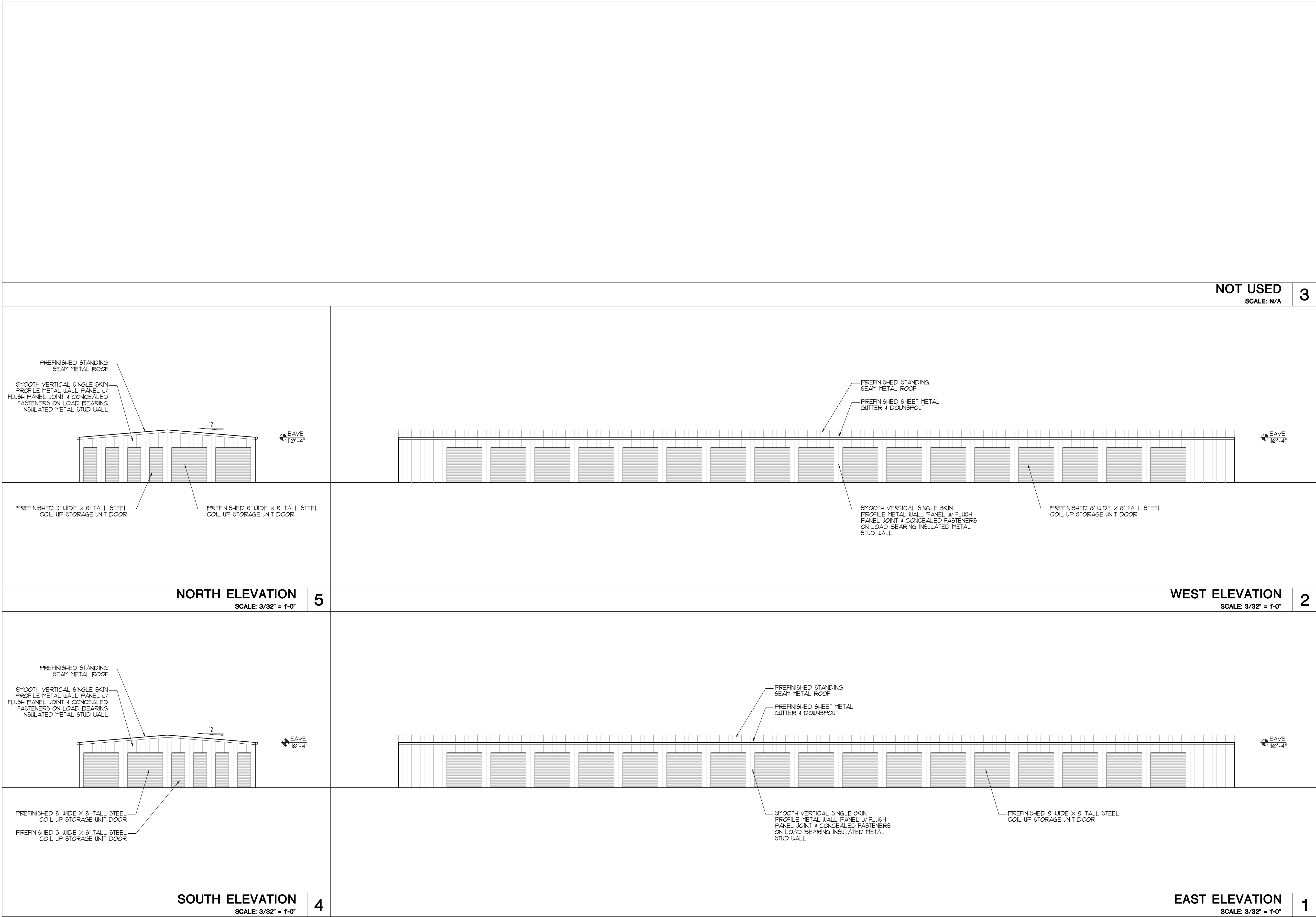
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**College Ave Self-Storage
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Drawing Title:
ELEVATIONS (BLDG TYPE C)

Date: 01.25.16
Scale: NOTED
Drawn: RTL
Job:
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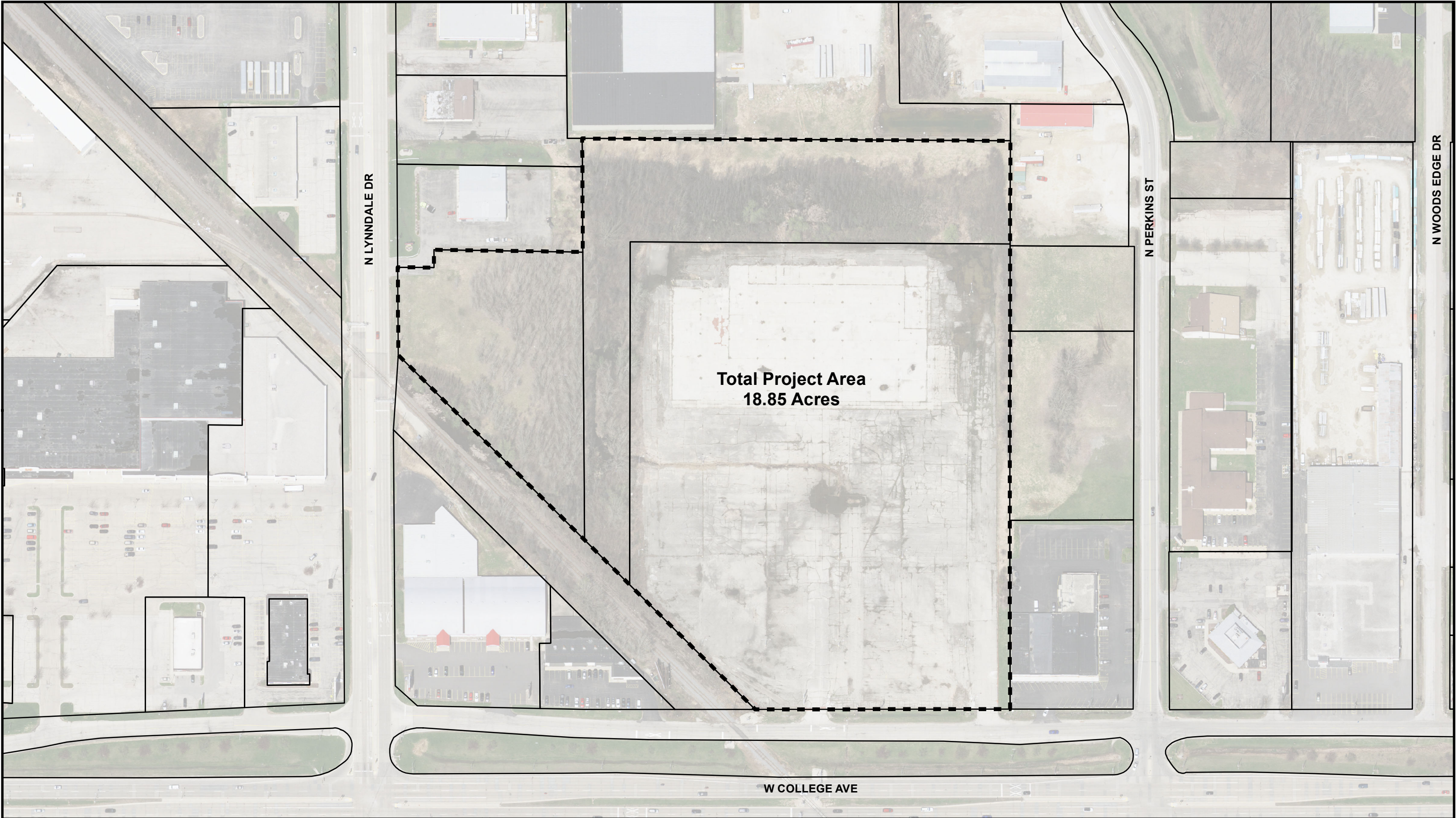
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Appleton, WI

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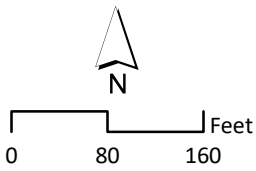




Project Area - Exhibit 2
College Ave Self-Storage & Outlot Redevelopment
2400 W. College Ave
City of Appleton, Outagamie County, WI

DATE: 3/23/2018
JOB: 15712003
DRAWN: PFO

Legend
 Total Project Area (18.85 Acres)
 Parcels



Source: Robert E. Lee & Associates, Inc.
ESRI, Outagamie County
Disclaimer: Robert E. Lee & Associates, Inc. makes every effort to ensure this map is free of errors but does not warrant the map or its features are either spatially or temporally accurate or fit for a particular use. Robert E. Lee & Associates, Inc., provides this map without any warranty of any kind whatsoever, either expressed or implied.



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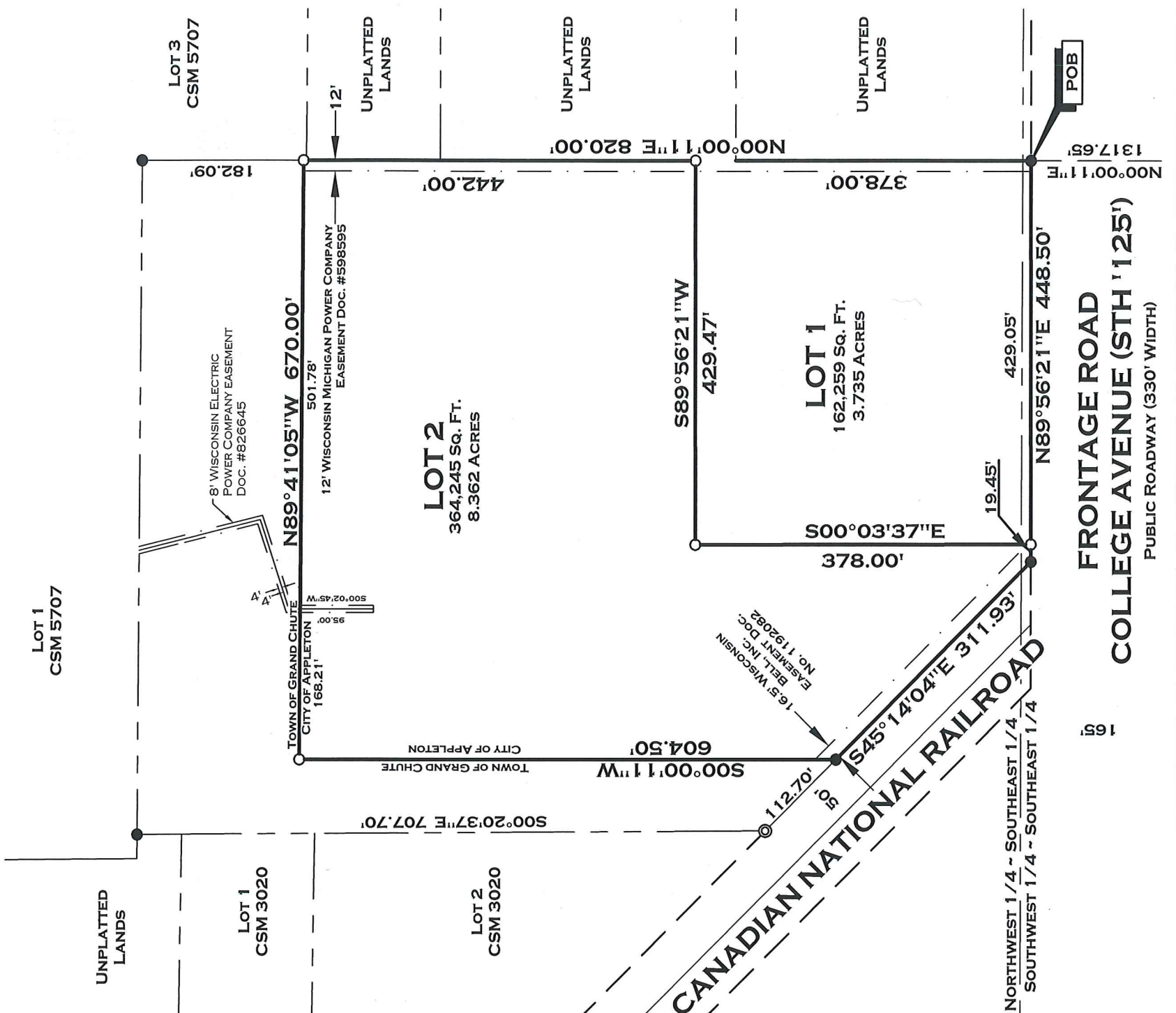
CERTIFIED SURVEY MAP

PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 28, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN.

RECEIVED

MAR 27 2018

CITY OF APPLETON
COMMUNITY/ECON DEVELOPMENT



SCALE: 1" = 150'

0' 75' 150' 300'
BEARINGS ARE REFERENCED TO THE
SOUTH LINE OF THE SOUTHEAST 1/4 OF
SECTION 28 WHICH BEARS N89°57'29"E.

LEGEND

- EXISTING 5/8" IRON ROD
- EXISTING 1" IRON PIPE
- SET 1" X 18" IRON PIPE WITH CAP
WEIGHING 1.38 LBS./LIN. FT.
- RECORDED COUNTY MONUMENT

SOUTH 1/4 CORNER
SECTION 28
SURVEY MARKER NAIL

SOUTHWEST CORNER
SECTION 28
MAG NAIL



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PLAN OF OPERATION AND LOCATIONAL INFORMATION

Business Information:

Name of business: Prime Storage Group

Years in operation: 9+

Type of proposed establishment (detailed explanation of business):

Mixed commercial development with retail-oriented
business on front 3.8 acres and climate controlled
personal/business storage facility on rear

Proposed Hours of Operation: Gates secure 24/7. Tenants have card access to gates
24 hours

Day	From	To
Week Day	office 8:00 AM	6:00 PM
Friday	office 8:00 AM	6:00 PM
Saturday	office 8:00 AM	6:00 PM
Sunday	office 8:00 AM	6:00 PM

Building Capacity and Area:

Maximum number of persons permitted to occupy the building or tenant space as determined by the International Building Code (IBC) or the International Fire Code (IFC), whichever is more restrictive: 642 persons

Gross floor area of the existing building(s):

0

Gross floor area of the proposed building(s):

174,841 SF

Identify location, number, capacity and flammable liquid materials stored in storage tanks or containers:

Flammable liquid materials are prohibited.

Describe any potential smoke, odors emanating from the proposed use and plans to control them:

None

Describe Any Potential Noise Emanating From the Proposed Use:

Describe the noise levels anticipated from all mechanical equipment:

Minimal HVAC unit noise. No impact on neighboring properties.

How will the noise be controlled?

N/A

Outdoor Lighting:

Type: LED pole mounted heads and LED wall-packs. Full cut-off fixtures

Location: Per proposed plan. Final photometric plan to be submitted at final site plan review.

Off-Street Parking:

Number of spaces existing: 0

Number of spaces proposed: 10 for office + adequate parking in front of storage units for loading/unloading.

Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

Existing street access is adequate for proposed use.

Outdoor Uses:

Type, location, size of outdoor storage area(s) of business property, goods, or merchandise not intended for customer viewing or immediate sale:

None

Type and height of screening of plantings/fencing/gating for outdoor storage area(s):

N/A

Type, location, size of outdoor display area(s) of merchandise for sale:

None

Number of Employees:

Number of existing employees: 0

Number of proposed employees: 3

Number of employees scheduled to work on the largest shift: 3

Prime Storage Facility
Special Use Permit

Findings of Fact

NARRATIVE FROM APPLICANT ONLY
ON THIS ENTIRE PAGE

1. **Zoning.** The proposed use conforms to the underlying zone district purpose and development standards and is in harmony with the general purpose and intent of the Appleton Zoning Ordinance.

The parcel is zoned C-2, General Commercial District. The proposed "personal storage facility" requires a Special Use Permit. The proposed development will comply with the bulk requirements of the underlying zoning district including minimum lot area, lot coverage, setbacks and height requirements. The final site design will comply with the City's detailed landscaping requirements.

The proposed use requires one parking space per 5 storage units. Based on this requirement, the proposed facility would require approximately 164 parking spaces. The intent of the design is to accommodate the required parking spaces in a combination of traditional perpendicular parking (e.g. 18 spaces in front of the 2-story building) as well as parallel parking along the perimeter of each storage building. Customers typically parking proximate to their storage unit, either in front of the unit door, or near an access door leading to an interior hallway. Based on the available frontages along building perimeters, the site accommodates approximately 220 parking spaces. These spaces will be striped and shown on the final site plan.

2. **Plans.** The proposed use conforms to the 2010-2030 Comprehensive Plan, any applicable urban design or other plan officially adopted by Common Council.

The proposed facility is consistent with the land use and economic development objectives of the 2016 Comprehensive Plan. The property is located on the far west end of the portion of College Avenue that is within the City of Appleton boundaries. The entire west end of College Avenue is planned for "Commercial" reflecting the predominant land use of the area.

The proposed plan for the property includes a mixed commercial development with approximately 3.8 acres of retail/commercial space fronting College Avenue and climate controlled business/personal storage on the remaining property. The personal storage most visible from College Avenue will be retail in character, with a front office/retail operation fronting College Avenue within a two-story fully enclosed climate controlled building with no exterior doors visible from the street. It is important to note that unlike a typical "mini storage" facility catering to personal storage only, the proposed facility will serve local businesses with "back of house" document and dry warehouse storage as well. This is a trend in the climate controlled storage market. Businesses seek out less expensive climate controlled storage that is close to their retail space, but not part of it (e.g. eliminating the use of high rent retail space for

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storing paper products, etc.). Thus, the proposed facility will play an important "service commercial" role in the College Avenue commercial corridor.

Further, an analysis of West College Avenue in Chapter 9: Economic Development (page 143), specifically identifies the "large number of vacancies" along the corridor and a "weak demand for commercial space," making it advisable to consider alternative uses along parts of the corridor that would enhance the corridor and entrance into the city. While the plan suggests high density residential and office as potential alternative uses, the nature of this particular site is not conducive to residential development given the industrial character of the surrounding land uses. There is also no market demand for speculative office space. Thus, a commercially-oriented storage facility is an appropriate "market logical" alternative use for this deep and poorly visible site.

Finally, the proposed facility is consistent with the **TIF #10 Project Plan**. The site is specifically identified as "Development Area #3," characterized as a blighted, vacant parcel that has "negatively impacted other properties, is not aesthetically pleasing and needs to be redeveloped to enhance the overall area and provide a positive impression for those traveling this corridor." The proposed project is consistent with the Project Plan's recommendations for development in the corridor, specifically:

1. **Support brownfield remediation to the highest possible clean up standard.** The proposal will include necessary remediation to bring the site to a commercial environmental clean-up standard.
2. **Improve public access to the redevelopment sites.** The proposed master plan for the parcel reflects the City's desire to eliminate the College Avenue frontage road over time. In addition, the proposal seeks to include cross parcel access with the neighboring property located at 2310 W. College Avenue.
3. **Eliminate and/or reduce the substandard conditions and underutilization factors that have inhibited investments in these properties.** The proposed storage use will stabilize the property and provide framework improvements (e.g. bringing the proposed retail portion of the property to a commercially "presentable" state with paved access, grading and basic landscaping). The intent is to leverage the investment in the proposed storage use to facilitate the desired retail frontage on the property. The developer has had numerous discussions with the City regarding the development alternatives for the front 3.8 acres of the property.
4. **Stimulate rehabilitation and redevelopment of the Development Areas through private investment.** The proposed storage use will add significant increment to the TID through the significant investment of private funds.
5. **Expand opportunities for new commercial development which will support and encourage major development activities.** The proposed storage use supports the larger College Avenue

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commercial corridor by providing climate controlled "back room" document and dry good storage. A significant target audience for the facility is local businesses needing climate controlled storage space.

A final note as it relates to the TID plan, the proposed development will not jeopardize the target retail use percentage per Section 66.1105(5)(b), currently projected at 57% (the reporting guideline minimum is 35%).

In conclusion, the proposed use conforms to the 2010-2030 Comprehensive Plan and supports the objectives of the TIF #10 Project Plan.

3. **Traffic.** Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in public streets.

The proposed master development plan includes two means of access to the site: primary access provided via a consolidated access point to the College Avenue frontage road and secondary access via an access easement north of the 2310 W. College Avenue property. It should be noted that this easement has not been secured as of the date of this submittal. The proposed use will not have an appreciable traffic impact on the surrounding street network.

4. **Landscaping and Screening.** Appropriate landscaping and screening has been or will be provided to protect adjacent uses or properties from light, noise and other visual impacts that are associated with the proposed use as established in Section 23-172(g). Perimeter parking lot and loading landscaping and Section 23-601, Landscaping and Screening Standards.

Appropriate landscaping and visual buffering will be provided to adequately protect adjacent uses from the proposed storage use. A heavy landscape buffer and opaque wall will screen the proposed use from College Avenue. Final plans will conform the City's landscaping and screening standards.

5. **Neighborhood Compatibility.** The proposed use is compatible with the predominant or prevailing land use of the neighborhood surrounding the proposed development.

The surrounding neighborhood consists of a mix of small-scale, mixed commercial buildings of relatively poor visual character. The east and west sides of the property are vacant and/or wetlands. The neighborhood to the north (along W. Packard St.) is industrial in nature.

The site has been vacant for years and has been identified in the City's plans as "blighted." The proposed storage facility and future commercial uses will significantly improve the visual character of the property and provide a positive economic impact on surrounding property values. A new, high quality, well landscaped climate controlled storage facility and associated retail/office use will provide a catalyst for future commercial development on the 3.8 acre outlot and a positive stimulus to the College Avenue commercial corridor.

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6. **Services.** Adequate facilities, access roads, drainage and/or necessary services have been or will be provided.

The proposed master plan includes plans for adequate facilities, service roads and storm water management. The developer has secured a contract to buy the neighboring property on Lynndale Avenue (Tax Key: 101115901) to accommodate storm water for the proposed master development. It is the intention of the developer to construct adequate storm water facilities for the entire development during the first phase (construction of storage facility). The off site storm water concept was suggested by City officials to minimize the amount of commercial property used for this purpose. This allows the developer to maximize utilization of the City of Appleton property for commercial purposes. Full storm water calculations and grading plans will be submitted at the time of site plan review.