



City of Appleton

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

Meeting Agenda - Final CEA Review Committee

Tuesday, June 5, 2018

3:00 PM

Council Chambers, 6th Floor

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

[18-0809](#) Minutes from April 4, 2018.

Attachments: [Minutes from April 4, 2018.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[18-0810](#) Request to upgrade nine (9) marked squads from front wheel drive to all wheel drive when replaced in 2019 for a total additional cost of \$11,340.

Attachments: [AWD Upgrade for Marked Squads.pdf](#)

[18-0811](#) Request to upgrade sedan #938 to an SUV when replaced in 2019 for a total additional cost of \$4,500.

Attachments: [SWAT Transition to SUV's.pdf](#)

[18-0812](#) Request to upgrade two K-9 sedans to SUV's and to replace unit 992 one year early for a total additional cost of \$10,500.

Attachments: [K-9 Transition to SUV's.pdf](#)

[18-0813](#) Request to replace prius #517 with a mini-van and then add the used prius to the Facilities and Grounds Division of the CEA fleet.

Attachments: [Upgrade Toyota Prius to a Minivan.pdf](#)

- [18-0814](#) Request to add a new 1 ton dump truck to the Stormwater Division of the CEA fleet in 2019 for a total cost of \$60,000.

Attachments: [Purchase a 1 ton dump truck in 2019.pdf](#)

6. Information Items

- [18-0815](#) Left side wing plow setup for snow removal.

7. Adjournment

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

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



City of Appleton

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Meeting Minutes - Final CEA Review Committee

Wednesday, April 4, 2018

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

3. Approval of minutes from previous meeting

[18-0454](#)

Minutes from June 12, 2017

Attachments: [Minutes from June 12, 2017.pdf](#)

Alderperson Croatt moved, seconded by Saucerman, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

4. **Public Hearings/Appealances**

5. **Action Items**

[18-0455](#)

Award Fuel Site Consulting Contract to Endpoint Solutions in the amount of \$30,630 plus a \$1,370 contingency for a project total not to exceed \$32,000.

Attachments: [Fuel Site Consulting Services-Endpoint Solutions.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

[18-0456](#)

Request to upgrade single axle truck #30 with dual auger front salting units when replaced in 2019 for a total additional cost of \$3,000.

Attachments: [Upgrade singel axle truck #30.pdf](#)
[Photo of single axle truck #30.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Alderson Croatt and Alderson Lobner

[18-0457](#)

Request to upgrade car #283 to a 4WD pickup truck when replaced in 2019 for a total additional cost of \$8,600.

Attachments: [Upgrade car #283 to a 4WD pick up truck.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Alderson Croatt and Alderson Lobner

[18-0458](#)

Approve 2018 Seasonal Vehicles.

Attachments: [Approve 2018 Seasonal Vehicles.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Alderson Croatt and Alderson Lobner

[18-0459](#)

Request to upgrade sedan #801 to a mini-van when replaced in 2019 for a total additional cost of \$3,100.

Attachments: [Replacement Vehicle for CEA #801.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Alderson Croatt and Alderson Lobner

[18-0462](#)

Request to upgrade truck #1515 to a truck with a utility service body when replaced in 2019 for a total additional cost of \$2,250.

Attachments: [Upgrade to unit #1515.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Alderson Croatt and Alderson Lobner

6. Information Items

7. Adjournment

Alderson Croatt moved, seconded by Saucerman, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 4 - Vandehey, Saucerman, Alderson Croatt and Alderson Lobner

Appleton Police Department

INTEROFFICE MEMORANDUM



Date: May 21, 2018
To: CEA Committee
From: Assistant Chief Larry Potter
Subject: AWD Upgrade for Marked Squads

The police department would like to upgrade incoming marked squads from Front Wheel Drive (FWD) to All Wheel Drive (AWD). As you may recall, we formed a committee in 2016 to examine options for fleet purchases for 2017 and beyond. The make-up of the committee was a blend of CEA personnel and APD Officers. Through their research and examination, the committee recommended the Ford Police Interceptor AWD sedan as the next marked police vehicle.

The below excerpt is from a previous memo to the CEA committee highlighting the value of AWD platform:

- *"The committee would recommend that APD transition to the Ford Police Interceptor AWD sedan. This particular vehicle package offers a number of features that were very important to members of the committee, as well as officers within the department. The AWD capability of the vehicle was highly desirable. AWD capability was the single most important feature identified by the committee, and was also the most desired feature by officers that responded to committee surveys. AWD capability will allow officers to more effectively provide police service during periods when hazardous road conditions are present, and increase the safety of officers required to drive during those times. In addition, the vehicle package offers a standard back-up camera. This feature should help to significantly reduce the number of accidents that officers are involved in during backing maneuvers."*

Since that time, the AWD's capabilities have proven valuable. During the blizzard in the spring of 2018, for example, the ability to maneuver in the extreme conditions allowed the police department to deliver services relatively uninterrupted. The estimated cost for this upgrade to incoming marked patrol vehicles in 2019 is \$1,260.00 per unit (9 Units). If approved, the additional cost for the upgrade will be included in the Appleton Police Department's budget request for 2019.

Our unmarked fleet will remain with the standard FWD sedan, as their requirement to respond in an emergency fashion, during inclement weather, is limited. If you have any questions or concerns, please do not hesitate to ask. Thank you for your consideration.

Appleton Police Department

INTEROFFICE MEMORANDUM



Date: May 21, 2018
To: CEA Committee
From: Assistant Chief Larry Potter
Subject: SWAT Transition to SUV's

The police department is requesting to transition one of the incoming sedans to an SUV in 2019. Lt. Bill McCormick, a member of the SWAT team, is scheduled to receive a new squad next year. The amount of gear a SWAT member is required to keep on hand, similar to a K-9 officer, is significant. We would ask that the vehicle assigned to him be an SUV instead of a sedan.

SWAT officers are required to have their equipment ready to deploy at a moment's notice - for obvious reasons. If assigned a one-to-one squad, they must keep everything in the vehicle for quick access. The space and functionality gained with the SUV platform is tremendous, allowing SWAT officers to carry and access necessary equipment without taking away the ability to also carry items for general patrol.

Also of note, as mentioned in the K-9 memo, is the fact that Ford has notified agencies that the sedan platform will not be available for purchase after March of 2019 due to the popularity of their SUV police package. At this point it appears as though buyers will be forced to purchase SUV's unless another manufacturer begins supplying police sedans again. The price of Chrysler's current police sedan makes the FORD SUV a more logical alternative.

The cost associated with the requested move is \$4500. If approved, the additional cost for the upgrade will be included in the Appleton Police Department's budget request for 2019. We will similarly be requesting transitions to SUV's for squad assignments for SWAT officers in future years, though, as mentioned above, sedans may not even be an option.

If you have any questions or concerns, please do not hesitate to ask. Thank you for your consideration.

Appleton Police Department

INTEROFFICE MEMORANDUM



Date: May 21, 2018
To: CEA Committee
From: Assistant Chief Larry Potter
Subject: K-9 Transition to SUV's

Due to several factors, the police department is asking to transition two K-9 sedans to SUV's in 2019. If you do not recall, we currently have three vehicles assigned as K-9 squads. One is already an SUV. The other two are currently sedans which are scheduled to be replaced in 2019 and 2020, respectively. We would ask that both sedans be similarly replaced with SUV's in 2019. The added size and functionality gained with the SUV is very valuable. The sedans, as an immediate concern, have been exhibiting air conditioning concerns for some time.

The two current K-9 sedans, a 2013 and a 2014 Impala, have had air conditioning malfunctions in previous summers. Despite the sedans being equipped with alarms to warn the handlers of overheating inside the cabins of the squads, there is a concern that harm may come to the dogs, as has happened to agencies around the country. Below is a summary of the AC issues that have surfaced recently. The K-9 SUV currently in service, on the other hand, has not had any AC failures to date despite being operated during the 2016 and 2017 summers.

2013 Impala

- 5/9/15: AC blowing warm air. Compressor replaced.
- 6/18/15: Overheating. Wiring junction block replaced.
- 6/23/15: Overheating. Installed heavy duty cooling fan harness.
- 7/14/15: AC cutting out at idle. Fan motor replaced.

2014 Impala

- 9/8/15: AC not working. Compressor replaced.
- 6/28/16: AC in & out. Cooling fan shorted. Fan motor replaced.
- 5/8/17: AC cutting out. New pump.
- 5/17/17: AC cutting out. Fan motor seizing. New motor.

The size of the SUV, again, is another reason to switch from sedans to SUV's. The K-9 officers, by the nature of their assignment, have the most equipment to carry. They have to constantly be prepared to deploy their dog at any moment, requiring them to have all resources on hand. The larger platform of the SUV is naturally more conducive to transporting and deploying the dog. The benefits are readily apparent when comparing the configurations of the current sedans and SUV being utilized.

Also of note is the fact that Ford has notified agencies that the sedan packages will not be available for purchase after March of 2019 due to the popularity of their SUV police package. At this point it appears as though buyers will be forced to purchase SUV's unless another manufacturer begins supplying police sedans again.

The following costs are associated with the request to transition both K-9 squads to SUV's in 2019: \$4500 to replace the 2013 Impala with an SUV on the normal schedule; \$6000 to fill the replacement cost of the 2014 Impala a year early, combined with \$4500 to transition from a sedan to SUV. If approved, the additional cost for the upgrade will be included in the Appleton Police Department's budget request for 2019.

If you have any questions or concerns, please do not hesitate to ask. Thank you for your consideration.



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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: CEA Review Committee

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

Date: May 11, 2018

Re: Request for upgrade Toyota Prius to a Minivan

In 2019, the Toyota Prius is scheduled for replacement. The previous Parks Manager purchased this vehicle back in 2010. It was utilized for general transportation between meetings and had no need for hauling equipment or supplies. It has never served the division well and we have been anxiously waiting for the opportunity to replace it with a vehicle with more flexibility and the ability to meet the recreational division's needs.

The recreation division utilizes vehicles for the sole purpose of hauling equipment amongst all parks and programming locations. It is important that the vehicle have the ability to carry various types of cargo and supplies thus a van would be ideal.

We are requesting to purchase a mini-van versus a car to meet our needs as well as maximize this investment. There is no cost difference to purchase the mini-van over the Prius.

We are also requesting to increase the department's fleet by one vehicle, by holding the Prius after replacement. The department's fleet has had a year-around shortage in vehicles because of the addition of the Project Manager position back in 2016. This vehicle would always be replaced with a used/second life vehicle and the Project Manager and Deputy Director will utilize it.

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



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DEPARTMENT OF PUBLIC WORKS

Operations Division

2625 East Glendale Avenue

Appleton, WI 54911

TEL (920) 832-5580

FAX (920) 832-5570

MEMO

TO: CEA Review Committee

FROM: Nate Loper, Deputy Director of Public Works - Operations

DATE: April 2, 2018

SUBJECT: Request to purchase a 1 ton dump truck in 2019 for \$60,000

We are requesting permission to add a new 1 ton dump truck to the Stormwater Division of the CEA fleet.

The new truck would primarily be utilized by the stormwater facility maintenance crew. This crew is responsible for various maintenance projects associated with over 50 stormwater facilities (not including ditches and ravines) and this number continues to grow every year. They excavate sediment, repair outfalls, remove unwanted vegetation and perform post-storm debris removal to ensure water is flowing properly.

Currently, the stormwater crew does not have a permanent vehicle in its fleet. Therefore, the 2 full time stormwater crew members and their assistants (2-4 other employees) all work out of one seasonal pickup truck. Having a permanent truck in the stormwater fleet, in addition to the seasonal pickup truck, will not only provide adequate space for all of their equipment, but also offer the ability to split up and work at separate job sites when needed.

In addition to the transportation efficiencies this truck would provide, it will also be built with stormwater facility maintenance in mind. It will have a nine foot dump box for hauling dirt, stone and other materials to the job site. The truck will also be used to remove various different materials from the job site. Such as pond sediments, debris and vegetation. In addition, this truck will be four wheel drive giving the Storm Water Crew better access to tough to reach spots during maintenance. With a 14,000 lbs. GVWR, this truck will be able to haul more material, provide better traction and have a higher towing capacity than a standard pickup truck, which is necessary to complete the Storm Water work.

We are requesting permission to add the new 1 ton dump truck to the CEA fleet after it is purchased in 2019. The estimated cost for this truck is \$60,000. If approved, the cost for this truck will be included in the Public Works Department budget requests for 2019.

Thank you for your consideration.