



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, August 7, 2023

4:30 PM

Council Chambers, 6th Floor

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

[23-0955](#) Meeting minutes from July 10, 2023

Attachments: [07-10-23 Meeting Minutes.pdf](#)

5. Public Hearing/Apearances

6. Action Items

[23-0948](#) ALTA Planning + Design Complete Streets Study Update Presentation.

Attachments: [ALTA MSC Meeting 080723.pdf](#)

[23-0949](#) Request from Colleen Vanden Heuvel at 1007 N. Badger Avenue for a Terrace Occupancy Permit to keep an existing 4' fence, lilacs, landscaping stone and pavers in the street terrace along W. Commercial Street.

Attachments: [1007 Badger Ave memo.pdf](#)

[1007 Badger Ave application.pdf](#)

[23-0950](#) Approve modification to the parking restrictions in the downtown business area, the southside of the 400 and 500 block of W. College Avenue.

Attachments: [College Av 400W 500W - APD memo.pdf](#)

[23-0951](#) Request from OB's Brau Haus for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 523/525 W. College Avenue.

Attachments: [Table and Chairs Ob Brau Haus.pdf](#)

- [23-0967](#) Request from The Boldt Company for a permanent street occupancy permit for the Appleton Library construction site perimeter fencing and staging on N. Oneida Street, W. Franklin Street, N. Appleton Street and W. Washington Street for a period ending on October 24, 2024.
Attachments: [Occupancy Permit Appleton Public Library.pdf](#)

7. Information Items

- [23-0952](#) Inspection Division Permit Summary Comparison Report for July 2023.
Attachments: [Inspection Division Permit Summary Comparison Report for July 2023..pdf](#)
- [23-0953](#) Proposed Table of Organization Changes - Traffic Division.
Attachments: [2023.08 HR IT Com. Public Works Memo.pdf](#)
- [23-0954](#) Bird E-Scooter Monthly Report - July 2023.
Attachments: [Appleton Bird July 2023 Report.pdf](#)

8. 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.



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Meeting Minutes - Final Municipal Services Committee

Monday, July 10, 2023

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Alfheim, Doran, Meltzer and Siebers

Excused: 1 - Van Zeeland

4. Approval of minutes from previous meeting

[23-0803](#)

Meeting Minutes from June 26, 2023

Attachments: [06-26-23 Meeting Minutes.pdf](#)

**Meltzer moved, seconded by Alfheim, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 3 - Alfheim, Meltzer and Siebers

Absent: 1 - Van Zeeland

Abstained: 1 - Doran

5. **Public Hearing/Appearances**

6. **Action Items**

[23-0804](#)

Approve Commercial Variance Process Services Contract for Large Projects to the E-Plan Exam.

Attachments: [Memo_EPlan.pdf](#)

[Contract Amendment Information Materials.pdf](#)

[E-Plan Exam - Fully Executed Contract.pdf](#)

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

Aye: 4 - Alfheim, Doran, Meltzer and Siebers

Absent: 1 - Van Zeeland

[23-0805](#)

Approve street vacation for a portion of E. Circle Street west of Drew Street and east of Durkee Street as shown on Exhibit "A".
(Taken up under Consolidated Action Items)

Attachments: [Circle Street Vacation.pdf](#)

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

Aye: 4 - Alfheim, Doran, Meltzer and Siebers

Absent: 1 - Van Zeeland

7. Information Items

[23-0806](#)

Inspection Division Permit Summary Comparison Report for June 2023.

Attachments: [June Permit Report.pdf](#)
[Revised June Permit Report 2023.pdf](#)

[23-0817](#)

Bird E-Scooter Monthly Report - June 2023.

Attachments: [Appleton Bird June 2023 Report.pdf](#)

8. Adjournment

Alfheim moved, seconded by Meltzer, that the be adjourned. Roll Call. Motion carried by the following vote:

Aye: 4 - Alfheim, Doran, Meltzer and Siebers

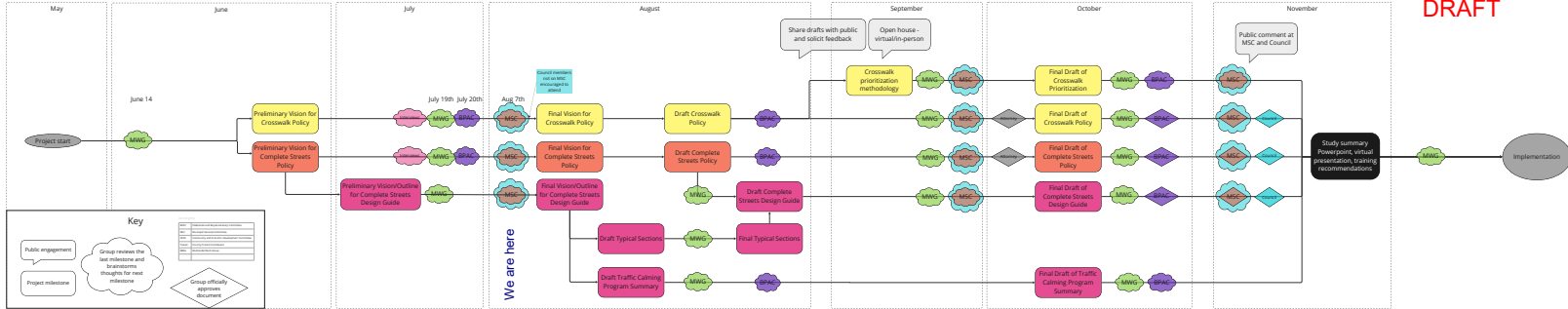
Absent: 1 - Van Zeeland

Project Background

- Common Council Action
- Building on previous work:
 - Comprehensive Plan, Bike Plan, Trail Master Plan, Complete Streets Policy
 - Downtown Street Design Guidelines
 - Enhanced crosswalks, safety projects
- Project Elements:
 - Complete Streets Policy update
 - Street Design Guidelines
 - Crosswalk Prioritization



DRAFT



We are here

Key

- Public engagement
- Project milestone
- Group reviews the last milestone and brainstorms thoughts for next milestone
- Group officially approves document

Date	Milestone
June 14	MWG
July 19th, July 20th	MWG, BPAC
Aug 7th	MSC
September	Crosswalk prioritization methodology, Open house - virtual/in-person
October	Final Draft of Crosswalk Prioritization, Final Draft of Complete Streets Policy, Final Draft of Complete Streets Design Guide, Final Draft of Traffic Calming Program Summary
November	Public comment at MSC and Council, Study summary Powerpoint, virtual presentation, training recommendations

Preliminary Complete Streets Policy Vision

Appleton will strategically use resources to plan, design, build and maintain a multi-modal network of streets so that community gathering and traveling by walking, rolling, biking, transit and driving is a safe and positive experience for people of all backgrounds, ages and abilities, supporting Appleton's local economy, health and environment.

This category, while very critical to the plan, may not flow into specific cross-section recommendations. This may jump the line to the design guide toolkit.

TBD

Types of Street Projects



Standard Street Types (Start from Downtown Streets Plan?)



Use/Context



Priority Street Condition



Standard ROW/Road Widths (pull from ROW table?)



Cross-Sections & Lookup Table



Given the wide number of design permutations, cross-sections may be most valuable as keys for reading the table. In this example, the "cross-section" is referencing the dimension categories outlined under the table. It may make sense to have one generic or typical cross-section for each Functional Class/Context combination.

ROADWAY FORM AND FUNCTION	CROSS-SECTION									
	Median	Travel Lane	Travel Lane	Shoulder	Shoulder	Shoulder	Shoulder	Shoulder	Shoulder	Shoulder
A - Park	0	12	12	4	4	4	4	4	4	4
A - Residential	0	12	12	4	4	4	4	4	4	4
A - Commercial	0	12	12	4	4	4	4	4	4	4
A - Industrial	0	12	12	4	4	4	4	4	4	4
A - Transit/Bus	0	12	12	4	4	4	4	4	4	4
A - Pedestrian/Bike	0	12	12	4	4	4	4	4	4	4
A - Mixed-Use	0	12	12	4	4	4	4	4	4	4
A - Urbanizing	0	12	12	4	4	4	4	4	4	4
A - Stand-Alone	0	12	12	4	4	4	4	4	4	4
A - Full Reconstruction	0	12	12	4	4	4	4	4	4	4

As an example, this table is organized by Functional Class first and Context second

Preliminary Pedestrian Crossing Policy Vision

To improve access to destinations, the City of Appleton will invest in pedestrian crossing improvements using a consistent prioritization process grounded in the latest evidence on roadway safety treatments that are aligned with the Complete Streets Policy and Complete Streets Design Guide. The Pedestrian Crossing Policy will apply to streets that are not part of current reconstruction projects and will streamline existing policies, replacing the Enhanced Crosswalk Policy and the Mid-block Crosswalk Policy.



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

DEPARTMENT OF PUBLIC WORKS
Engineering Division
100 North Appleton Street
Appleton, WI 54911
TEL (920) 832-6474

To: Municipal Services Committee
From: Danielle Block, Director of Public Works
Date: July 19, 2023
Re: Request from Colleen Vanden Heuvel at 1007 N. Badger Avenue for a Terrace Occupancy Permit to keep an existing 4' fence, lilacs, landscaping stone and pavers in the street terrace along W. Commercial Street

The resident at 1007 N. Badger Avenue has requested a Terrace Occupancy Permit to allow for an existing private 4' fence, lilacs, landscaping stone and pavers to remain in the right-of-way/street terrace. See the attached photo.

The recently updated City Street Terrace Policy allows request to be made for consideration by the Municipal Services Committee and Common Council. Any approved Terrace Occupancy Permit requires insurance or waiver and payment of an annual terrace occupancy permit fee, which is valid until December 31 of the year it is issued.

Staff has concerns regarding the height of the fence and the size of the lilacs. These items are within the vision triangle of the intersection of N Linwood Avenue and W Commercial Street and exceed 3 feet in height. Further the types of items fall under the unacceptable uses of street terraces – fencing and hedges/woody plantings.

Included for your review is the Street Terrace Policy, aerial photograph, existing photograph at the property and Google maps image.

Aerial parcel map.



1007 N. Badger Ave – looking east @ N. Linwood Ave. and W. Commercial Street – Homeowner recent adjustments to limit objects within the right of way.



2018 Google Maps image looking West along W. Commercial Ave.





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

DEPARTMENT OF PUBLIC WORKS

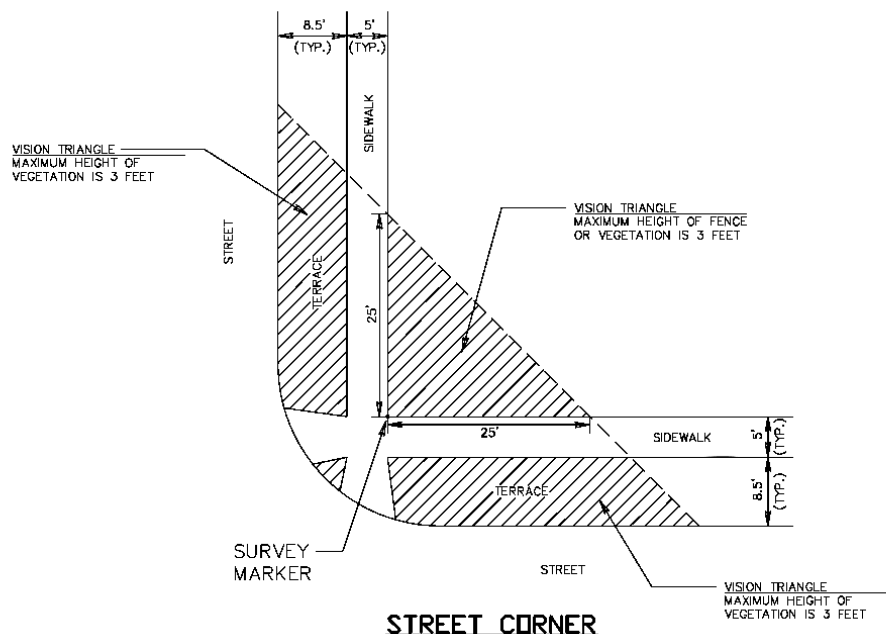
Engineering Division
100 North Appleton Street
Appleton, WI 54911
TEL (920) 832-6474
FAX (920) 832-6489

Adopted November 2, 2022

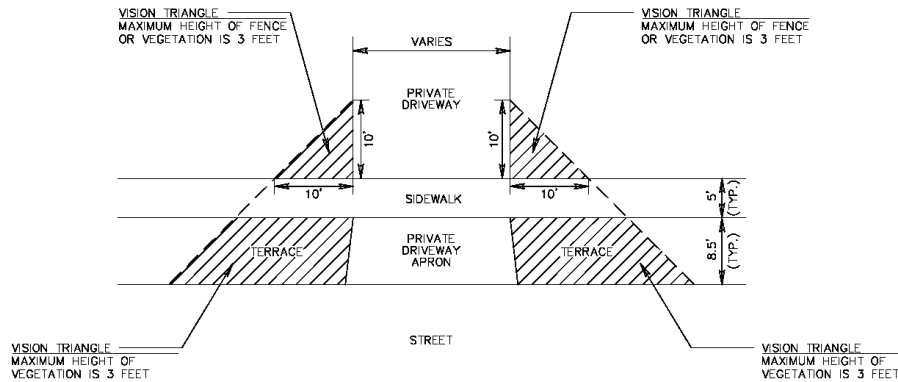
CITY OF APPLETON STREET TERRACE POLICY

The City of Appleton will not be responsible for repairing or replacing any part of privately owned improvements placed in the street right-of-way.

- A. Any use of the street terraces shall be contingent upon the following:
1. Compliant with Weed Control Ordinance, weeds and grass must **not** exceed 8 inches in height.
 2. Ground elevation flush with sidewalk. No elevated planting beds are permitted.
 3. Any private plantings or mulch in the terrace shall be fully confined within the terrace area without the aid of structural supports or fencing. Under no circumstance shall any plant encroach over a sidewalk, curb or roadway shoulder.
 4. All private plantings shall comply with City required intersection and private sight distance requirements as detailed in §23-50 (g) Vision Corner (1) Street Corner and (2) Private Driveway. In order to provide a clear view at intersection for all users of the traveled way, an area within each intersection shall be kept clear of any plant over 36-inches in height.
 - a. The vision corner is described as the triangular area enclosed by a straight line connecting a point on each street right-of-way line, which point is twenty-five feet from the intersection of the right-of-way lines.



- b. The vision corner is described as the triangular area enclosed by a straight line connecting the point ten feet from the intersection of the street right of way and private driveway.



PRIVATE DRIVEWAY

5. Street Parking:
 - a. For roadways with designated on-street parking, plantings shall **not** be placed within two feet of the back of the curb or edge of shoulder.
 - b. For roadways with permitted parking, plantings within two feet of the back of curb or edge of shoulder shall not exceed 8 inches in height.
 - c. For roadways with prohibited parking at all times, plantings shall not exceed 36-inches in height.
6. The owner accepts full responsibility for the care and maintenance of the plantings and understands that planting in the terrace are made at their own risk and that they may be removed at any time, and for any reason, by the City without compensation. The owner seeking to place permissible plantings in the terrace is responsible for contacting Diggers Hotline to identify and mark any underground utilities prior to digging within the right-of-way.
7. Refuse and recycling containers along with any other items placed in the terrace area for City pickup (including large items, fall leaf storage) shall be placed at least 3-feet away from any terrace plantings.
8. All private plantings shall be cut down to ground level and removed from the terrace prior to October 5th, to accommodate the City’s fall leaf collection process.

B. The following conditions ARE acceptable uses of street terraces under City Policy and Code, NO permit required:

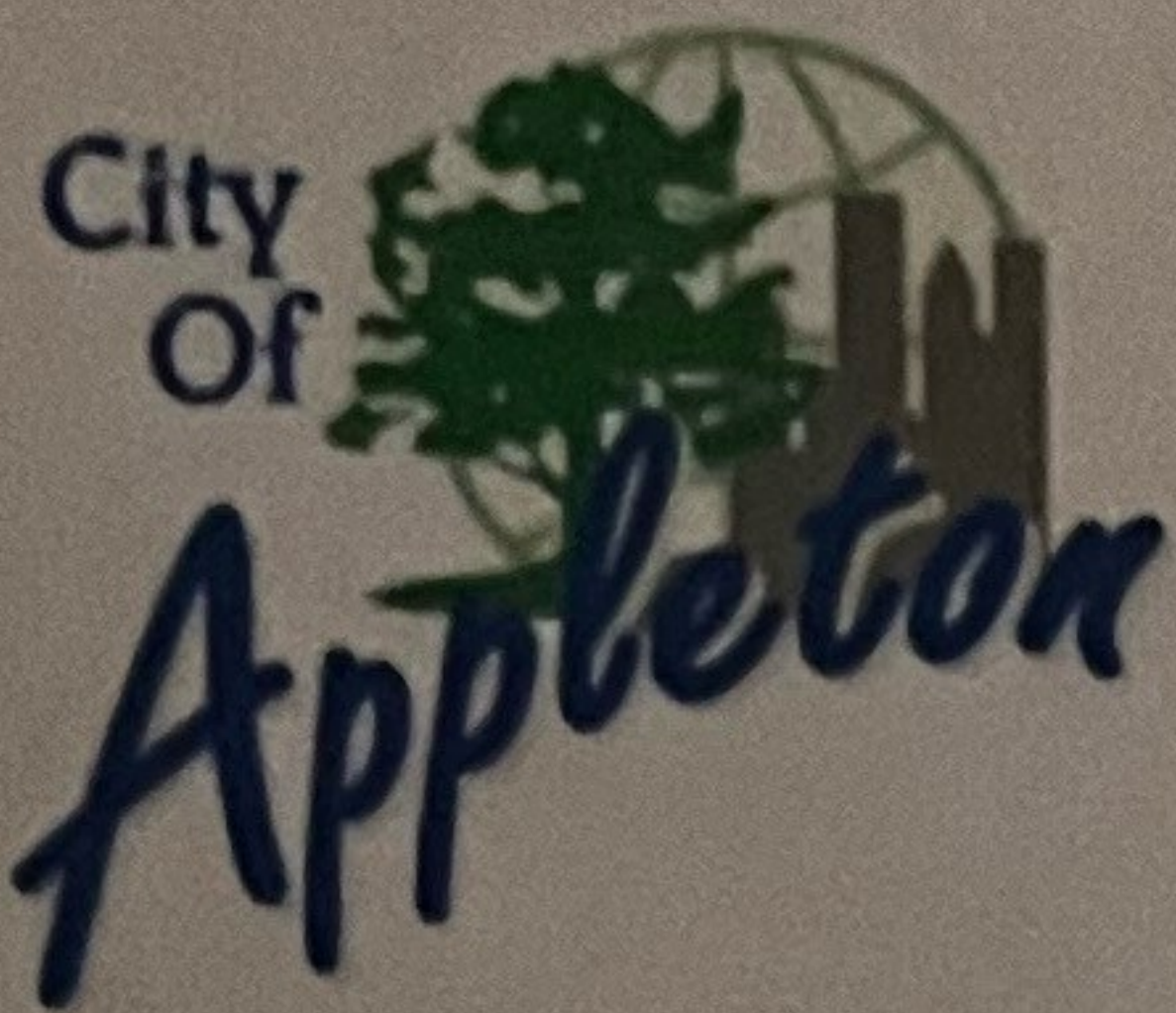
1. Mowed turf grass.
2. Public trees.
3. Private plants under 3-feet in height, which would meet sight distance requirements listed in item A.4. above.
4. Home gardens under 3-feet in height, which include flower and vegetable gardens, which would meet sight distance requirements listed in item A.4. above.
5. Mulch.

- C. The following **ARE NOT** acceptable uses of street terraces **unless a terrace occupancy permit request is approved** by the Municipal Services Committee and Common Council.

Unacceptable uses include, but are not limited to, the following:

1. Private plants in excess of 3-feet in height.
2. Hedges or woody plantings.
3. Traffic hazards such as rocks, railroad ties, fencing, etc.
4. Loose stone or sand surfaces.
5. Non-native or invasive species of vegetation with the exception of flower and vegetable gardens.
6. Private trees.
7. Plants within 3-feet of a fire hydrant or other City/private utility surface infrastructure.
8. Private pavement including, but not limited to, asphalt, brick, flag stone or concrete.

All Council approved terrace occupancy permits require a certificate of insurance and payment of a \$40 annual terrace occupancy permit fee, which shall be valid until December 31st of the year of it is issued. In addition to any exceptions granted under the permit, all other conditions listed in this policy shall remain in effect.



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #: _____
 Effective Date: _____
 Expiration Date: _____
 Fee: _____
 Paid (yes or no): _____

Rev. 04-10-15

Applicant Information

Name (print): Colleen Vanden Heuvel Company: My Little People Daycare
 Address: 1007 N. Badger Ave Telephone: 920-205-9411 FAX: _____
Appleton, WI 54914 e-mail: cva.bva.a@yahoo.com
 Applicant Signature: Colleen Vanden Heuvel Date: _____

Occupancy Information

General Description: Commercial St the back of my house
 Street Address: _____ Tax Key No.: _____
 - or -
 Street: _____ From: _____ To: _____
 Multiple Streets: _____

(Department use only)

Occupancy Type

Sub-Type

Location

<input type="checkbox"/> Permanent (\$40)	<input type="checkbox"/> Sandwich Board	<input type="checkbox"/> Sidewalk
<input type="checkbox"/> Temporary - max. 35 days (\$40)	<input type="checkbox"/> Tables / Chairs	<input type="checkbox"/> Terrace
<input type="checkbox"/> Amenity/Annual (\$40)	<input type="checkbox"/> Dumpster	<input type="checkbox"/> Roadway
<input type="checkbox"/> Blanket/Annual (\$250)	<input type="checkbox"/> POD / Container	
<input type="checkbox"/> Block Party (\$15)	<input type="checkbox"/> Obstruction / Other	

Additional Requirements

Plan/Sketch Certificate of Insurance Bond
 Other: _____

Traffic Control Requirements

N/A

Contact Traffic Division (832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure.
 Additional Requirements: _____

Type of Street:

Proposed Traffic Control:

<input type="checkbox"/> Arterial/CBD	<input type="checkbox"/> City Manual Page(s)
<input type="checkbox"/> Collector	<input type="checkbox"/> State Manual Page(s)
<input type="checkbox"/> Local	<input type="checkbox"/> Other (attach plan)

Approved by: _____ Date: _____

This permit approval is subject to the following conditions:

1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
- 5.
- 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: _____

(Department of Public Works)

DATE: _____

Insurance and Bond Coverage:

Insurance Carrier: Foremost

Insurance Agent Name and Phone Number: Wendy Diedrich 920-733-7331

Policy Number: 500006369000

Policy Period: 7/5/2023 - 7/5/2024

* Bond Carrier: _____

* Bond Agent Name and Phone Number: _____

* Bond Number: _____

* Bond Period: _____

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license. I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above. Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: _____

Print Name: _____

Signature: _____

Date: _____

* Bonds are required for the following types of work only:

- Plumbing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-265)
- Demolition of Buildings: \$5,000.00 Permit Bond (Code Section 4-188(a)(2))
- Sewer lateral sealing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-188(c))
- Moving of Buildings: \$5,000.00 Permit Bond (Code Section 4-207(5))
- Cement Finisher's License: \$5,000.00 License Bond (Municipal Code Section 9-33)
- Excavation or place facilities in the public right-of-way: \$5,000.00 Permit Bond (Code Section 16-110)

N Linwood Av

w Commercial St 1700

STOP

SPEED
LIMIT
25

END
SCHOOL
ZONE



N Linwood AV 1000







Linwood

STOP

2

2 HR
PARKING
ON SCHOOL DAYS
7:00 AM TO 4:00 PM

Linwood Ave

STOP



Appleton Police Department

INTEROFFICE MEMORANDUM



Date: August 2, 2023
To: Municipal Services Committee
From: Chief Polly Olson
RE: Revision of parking signage – Action Item

We are requesting a modification to the parking restrictions in the downtown business area; in particular, the southside of the 400 and 500 block of W. College Avenue.

There are multiple issues that exist with the current parking arrangement. One is that there is currently nowhere for vehicles to easily pick up or drop off people. As a result, ride-share companies (i.e., Uber, Lyft, taxi cabs) stop in a lane of traffic for their customers. This occurs on both sides of the street, often causing intoxicated patrons to cross the street, mid-block, through traffic to get to or from their ride. Additionally, food trucks park on the south side of College Avenue. This causes larger groups of people to line the sidewalk to obtain their late-night snacks. These food trucks, in addition to the food carts, cause congestion on the sidewalk and have caused a delay in officers' response to ongoing disturbances and physical fights. It also causes visual obstructions, hindering officers' ability to observe active or brewing disputes.

The recommendation is to designate the south side of the 400 and 500 block of W. College Avenue as a passenger loading and unloading area with a 15-minute time limit (like the north side of the 400 block of W. College Ave.). This restriction would take place from 11:00pm – 5:00am. Current passenger loading zones on College Avenue are not sufficient to safely meet the demands at peak times.

We believe the added parking restrictions will help address the safety concerns outlined above, as well as allow a convenient, safe location for patrons to be dropped off or picked up by the various ride share program or other private transportation options.

Chief Polly Olson



July 27, 2023

Appleton Policy Department

Appleton Municipal Service Committee

Appleton Public Works

As representatives of the Downtown Hospitality Committee, we are unable to attend the Municipal Services committee meeting on Monday, August 7th and ask that this letter of comment be shared at the meeting.

The Hospitality Committee met and discussed the proposal for a parking adjustment after 10pm to the 400 and 500 W. block of College Ave on the south side of the street. In general, the committee was agreeable to the change and supports the intent to improve safety. We would like to request that the provision be active only Thursday, Friday and Saturday nights with an assessment review scheduled after 6 months. Captain Gary Lewis attended the meeting and shared the perspective from the department and helped facilitate the discussion.

With the majority of the concerns concentrated on the weekend, the business owners would like to see normal parking access throughout the week Sunday through Wednesday and submit this amendment for your consideration.

Thank you for the opportunity to share our input and request.

Sincerely,



Jennifer Stephany
Executive Director
Appleton Downtown Inc.



Brent Mack
Hospitality Committee Chair
Appleton Downtown Inc.



Appleton Police Department

Compassion. Integrity. Courage.

222 South Walnut Street

(920) 832 - 5500



Appleton, WI 54911 - 5899

Fax (920) 832-5553

<http://www.appleton.org/police>

July 20th, 2023

Dear Business Owner:

I write to inform you of a recommendation for a modification to the parking restrictions in the downtown business area; in particular, the southside of the 400 and 500 block of W. College Avenue.

There are multiple issues that exist with the current parking arrangement. One is that there is currently nowhere for vehicles to easily pick up or drop of people. As a result, ride-share companies (i.e., Uber, Lyft, taxi cabs) stop in a lane of traffic for their customers. This occurs on both sides of the street, often causing intoxicated patrons to cross the street, mid-block, through traffic to get to or from their ride. Additionally, food trucks park on the south side of College Avenue. This causes larger groups of people to line the sidewalk to obtain their late-night snacks. These food trucks, in addition to the food carts, cause congestion on the sidewalk and have caused a delay in officers' response to ongoing disturbances and physical fights. It also causes visual obstructions, hindering officers' ability to observe active or brewing disputes.

The recommendation is to designate the south side of the 400 and 500 block of W. College Avenue as a passenger loading and unloading area with a 15-minute time limit (like the north side of the 400 block of W. College Ave.). This restriction would take place from 11:00pm – 5:00am. Current passenger loading zones on College Avenue are not sufficient to safely meet the demands at peak times.

We believe the added parking restrictions will help address the safety concerns outlined above, as well as allow a convenient, safe location for patrons to be dropped off or picked up by the various ride share program or other private transportation options.

This modification request will be on the agenda for the next Municipal Services Committee meeting on August 7th, 2023, at 4:30pm.

Chief Polly Olson



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #: Effective Date: Expiration Date: Fee: Paid (yes or no):

Rev. 04-10-15

Applicant Information

Name (print): CHRISTOPHER NEUS Company: OB'S BRAU HAUS / NMC LLC Address: 523 W COLLEGE AVE Telephone: (920) 903-0245 FAX: N/A Applicant Signature: Date: 7/26/23

Occupancy Information

General Description: PICNIC TABLES (WOODEN) w/ ATTACHED BENCH SEATING Street Address: 523/525 W COLLEGE AVE Tax Key No.: Street: From: To: Multiple Streets:

(Department use only)

Table with columns: Occupancy Type, Sub-Type, Location. Includes checkboxes for Permanent, Temporary, Amenity, Blanket, Block Party, Sandwich Board, Tables/Chairs, Dumpster, POD/Container, Obstruction/Other, Sidewalk, Terrace, Roadway.

Additional Requirements

Plan/Sketch Certificate of Insurance Bond Other:

Traffic Control Requirements

Type of Street: Arterial/CBD, Collector, Local Proposed Traffic Control: City Manual, State Manual, Other (attach plan) Contact Traffic Division (832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure. Additional Requirements:

This permit approval is subject to the following conditions:

- 1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy. 2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application. 3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met. 4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted. 5. 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them.

APPROVED BY: DATE: (Department of Public Works)

Insurance and Bond Coverage:

Insurance Carrier: BADGER mutual

Insurance Agent Name and Phone Number: QUINCY J THIEL Insurance (920) 789-6241

Policy Number: 04767-69770

Policy Period: 6 9/1/22 - 9/1/23

* Bond Carrier: _____

* Bond Agent Name and Phone Number: _____

* Bond Number: _____

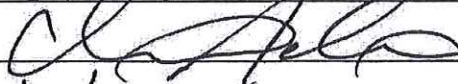
* Bond Period: _____

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license. I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above. Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: NAC LLC

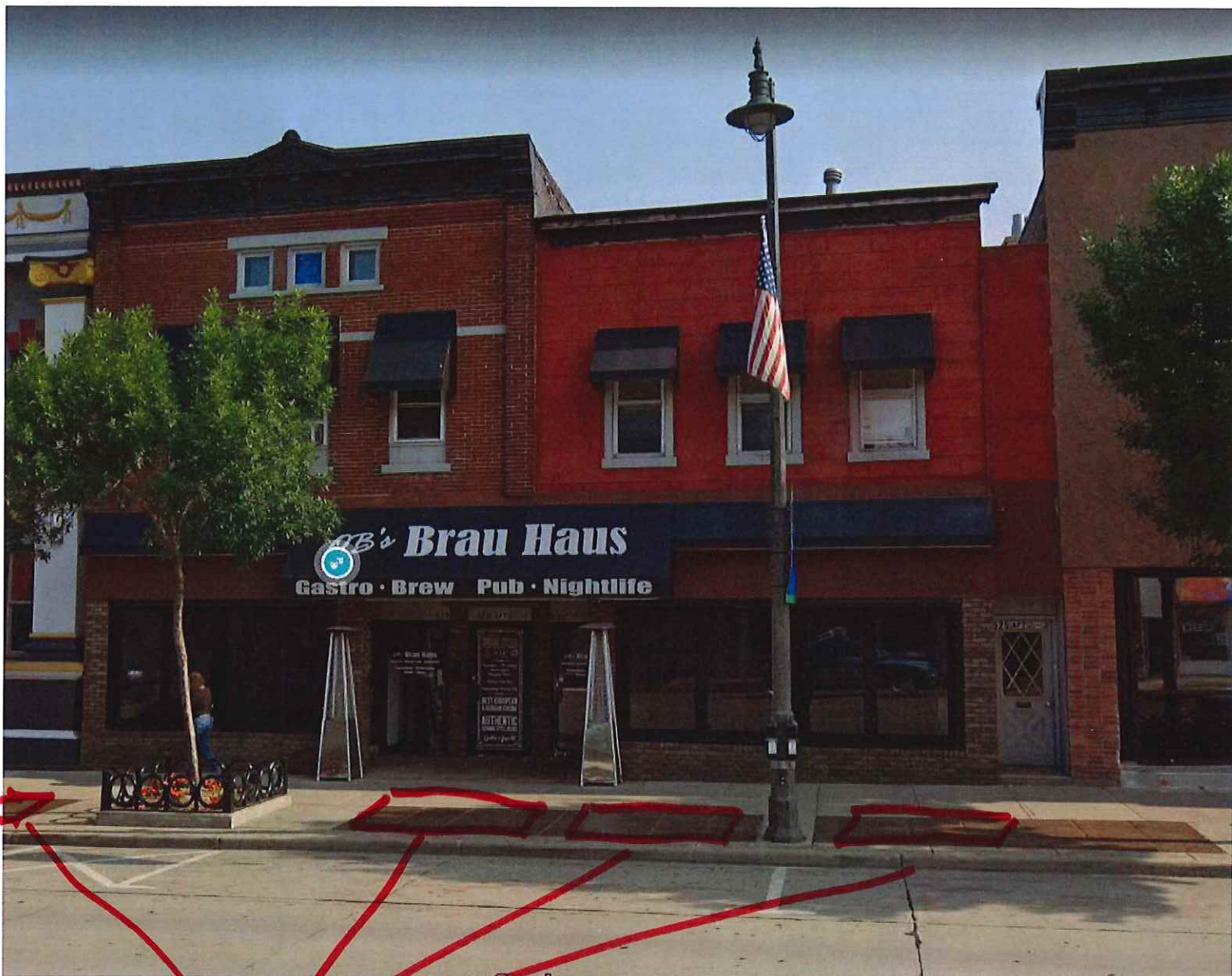
Print Name: CHRISTOPHER A NEELS

Signature: 

Date: 7/18/23

* Bonds are required for the following types of work only:

- Plumbing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-265)
- Demolition of Buildings: \$5,000.00 Permit Bond (Code Section 4-188(a)(2))
- Sewer lateral sealing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-188(c))
- Moving of Buildings: \$5,000.00 Permit Bond (Code Section 4-207(5))
- Cement Finisher's License: \$5,000.00 License Bond (Municipal Code Section 9-33)
- Excavation or place facilities in the public right-of-way: \$5,000.00 Permit Bond (Code Section 16-110)



**FOUR TOTAL
PICNIC TABLES w/ ATTACHED SEATING**



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : _____ - _____ - _____
 Effective Date: _____
 Expiration Date: _____
 Fee: _____
 Paid (yes or no): _____

Rev. 04-10-15

Applicant Information

Name (print): _____ Company: _____
 Address: _____ Telephone: _____ FAX: _____
 _____ e-mail: _____
Applicant Signature: _____ **Date:** _____

Occupancy Information

General Description: _____

 Street Address: _____ Tax Key No.: _____
 - or -
 Street: _____ From: _____ To: _____
 Multiple Streets: _____

(Department use only)

Occupancy Type

- Permanent (\$40)
- Temporary - max. 35 days (\$40)
- Amenity/Annual (\$40)
- Blanket/Annual (\$250)
- Block Party (\$15)

Sub-Type

- Sandwich Board
- Tables / Chairs
- Dumpster
- POD / Container
- Obstruction / Other

Location

- Sidewalk
- Terrace
- Roadway

Additional Requirements

- Plan/Sketch
- Certificate of Insurance
- Bond
- Other : _____

Traffic Control Requirements N/A

Type of Street: _____ *Proposed Traffic Control:* _____
 Arterial/CBD City Manual Page(s) _____
 Collector State Manual Page(s) _____
 Local Other (attach plan) _____

Contact Traffic Division (832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure.

Additional Requirements:

Approved by: _____ **Date:** _____

This permit approval is subject to the following conditions:

1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
- 5.
- 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: _____ **DATE:** _____
 (Department of Public Works)

Insurance and Bond Coverage:

Insurance Carrier: _____

Insurance Agent Name and Phone Number: _____

Policy Number: _____

Policy Period: _____

* Bond Carrier: _____

* Bond Agent Name and Phone Number: _____

* Bond Number: _____

* Bond Period: _____

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license. I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above. Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: _____

Print Name: _____

Signature: _____

Date: _____

** Bonds are required for the following types of work only:*

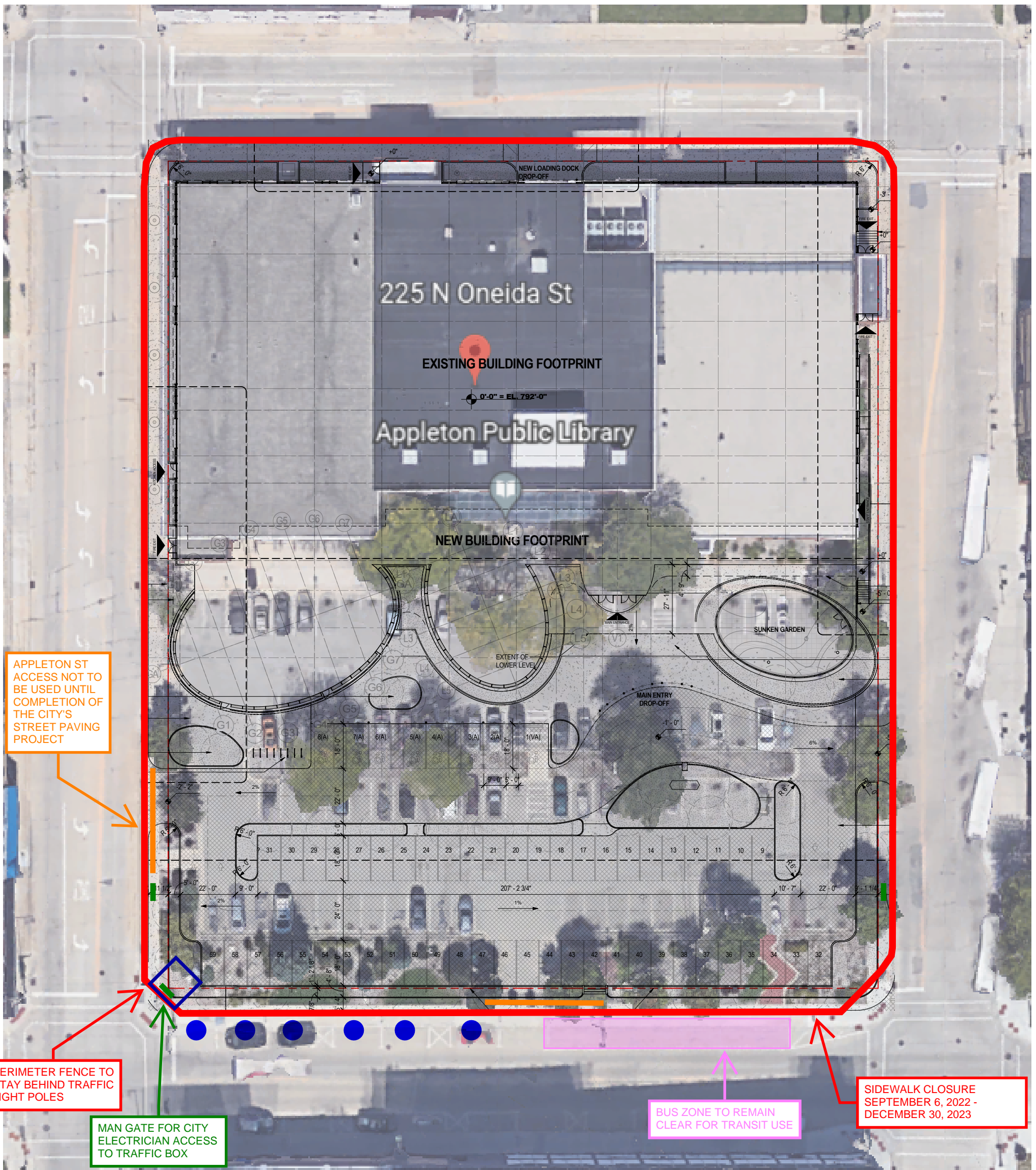
- *Plumbing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-265)*
- *Demolition of Buildings: \$5,000.00 Permit Bond (Code Section 4-188(a)(2))*
- *Sewer lateral sealing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-188(c))*
- *Moving of Buildings: \$5,000.00 Permit Bond (Code Section 4-207(5))*
- *Cement Finisher's License: \$5,000.00 License Bond (Municipal Code Section 9-33)*
- *Excavation or place facilities in the public right-of-way: \$5,000.00 Permit Bond (Code Section 16-110)*



Appleton Public Library - Proposed Street & Sidewalk Closure Plans

July 15, 2022

**** ALL DATES ARE TENTATIVE AND SUBJECT TO CHANGE, DURATIONS SHOULD BE CLOSE ****



APPLETON ST ACCESS NOT TO BE USED UNTIL COMPLETION OF THE CITY'S STREET PAVING PROJECT

PERIMETER FENCE TO STAY BEHIND TRAFFIC LIGHT POLES

MAN GATE FOR CITY ELECTRICIAN ACCESS TO TRAFFIC BOX

BUS ZONE TO REMAIN CLEAR FOR TRANSIT USE

SIDEWALK CLOSURE SEPTEMBER 6, 2022 - DECEMBER 30, 2023

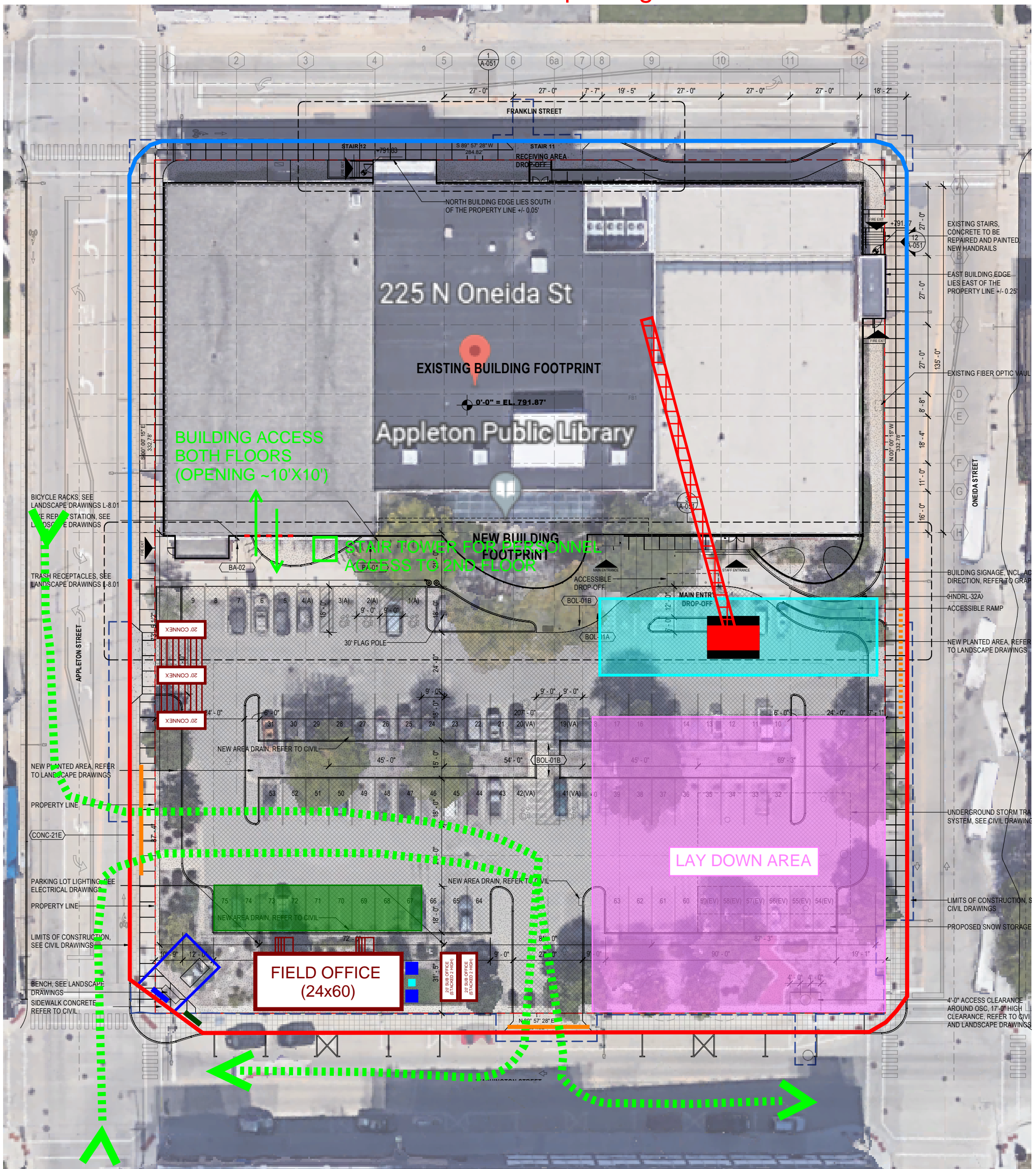
- 6' TALL PERIMETER SITE FENCE
- 30' ROLLING GATE
- 4' MAN GATE
- METERS BAGGED BY CITY OF APPLETON, NO PARKING HERE, NO PARKING SIGNAGE TBD

Appleton Public Library - Site Logistics

May 1, 2023

Phase 1

The fence will be on the back of curb to allow clearance for grubbing in between the sidewalk and existing parking lot



- ACCESS ROAD
- DRIVEN POST SITE FENCE
- SITE FENCE ON JERSEY BARRIERS
- ROLLING GATE
- CITY ACCESS TO CABINET
- PERSONNEL GATE
- FOREMAN/SUPT PARKING (WORK TRUCKS W/ TOOLS ONLY)

- CRANE PAD
- PORTA JOHN
- HANDWASH STATION
- REMOVABLE FENCE PANELS FOR EMERGENCY EXIT ONLY

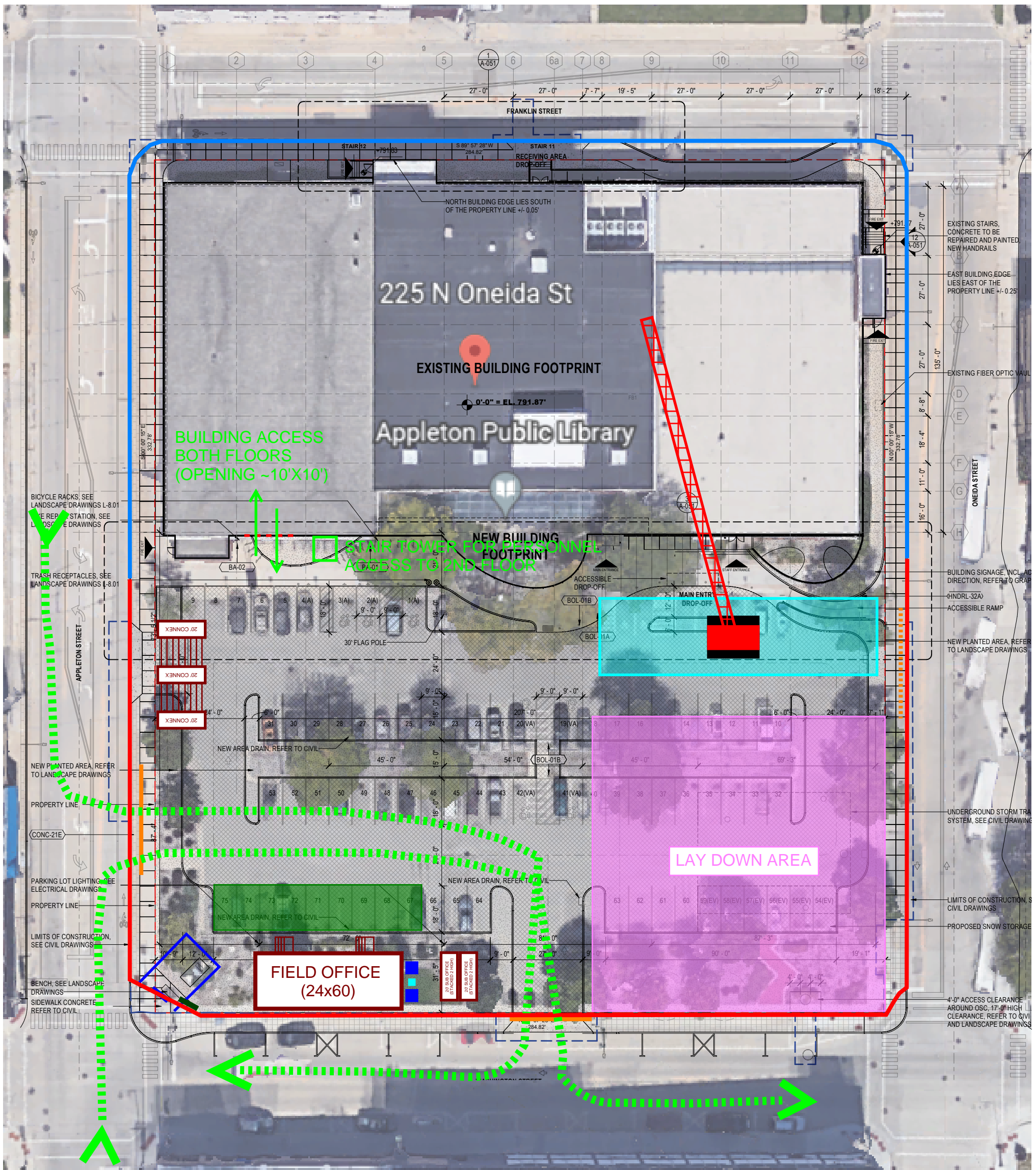
BOLDT®

Appleton Public Library - Site Logistics

May 1, 2023

Phase 2

Fence to be moved to back of sidewalk to allow pedestrian access to bus station following the grubbing of the existing landscaping from phase 1



- - - - ACCESS ROAD
- DRIVEN POST SITE FENCE
- SITE FENCE ON JERSEY BARRIERS
- ROLLING GATE
- CITY ACCESS TO CABINET
- PERSONNEL GATE
- FOREMAN/SUPT PARKING (WORK TRUCKS W/ TOOLS ONLY)

- CRANE PAD
- PORTA JOHN
- HANDWASH STATION
- - - - REMOVABLE FENCE PANELS FOR EMERGENCY EXIT ONLY

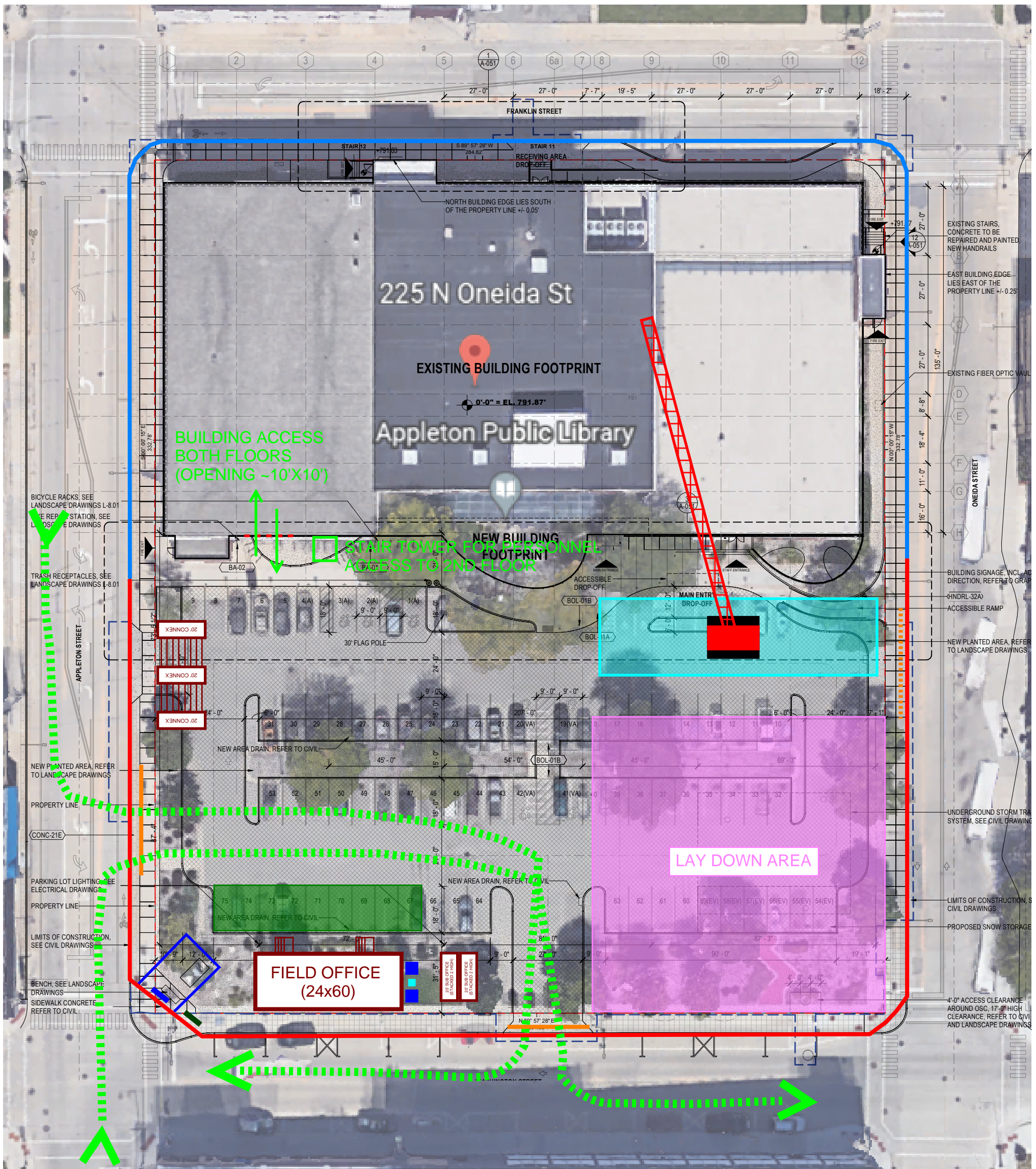
BOLDT®

Appleton Public Library - Site Logistics

May 1, 2023

Phase 3

Fence to be moved to front of curb to allow clearance for work of new curb & gutter and new sidewalks



- ACCESS ROAD
- DRIVEN POST SITE FENCE
- SITE FENCE ON JERSEY BARRIERS
- ROLLING GATE
- CITY ACCESS TO CABINET
- PERSONNEL GATE
- FOREMAN/SUPT PARKING (WORK TRUCKS W/ TOOLS ONLY)

- CRANE PAD
- PORTA JOHN
- HANDWASH STATION
- REMOVABLE FENCE PANELS FOR EMERGENCY EXIT ONLY

BOLDT[®]

CONTINUATION CERTIFICATE

To be attached to and form a part of bond number 929599813 issued by, Western Surety Company, on behalf The Boldt Company as Principal

in favor of the City of Appleton, as Obligee

The Surety hereby certifies that this Bond is continued in full force and effect until December 10, 2023, subject to all covenant and conditions of said Bond.

Said Bond has been continued in force upon the express conditions that the full extent of the Surety's liability under said Bond, and this and all continuations thereof, for any loss or series of losses occurring during the entire time the Surety remains on said Bond, shall in no event, either individually or in the aggregate, exceed the penal sum of the Bond.

The Surety may cancel this bond at any time by filing with the Obligee thirty (30) days written notice of its desire to be relieved of liability. The Surety shall not be discharged from any liability already accrued under this bond, or which shall accrue hereunder before the expiration of the thirty day period.

Signed and Sealed this 8th day of November, 2022.

Western Surety Company

By: 
Heather R. Goedel, Attorney-in-Fact

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Nicole Langer, Laurie Pflug, Brian D. Carpenter, Jessica Hoff, Craig Olmstead, Trisha Kasper, Blake S. Bohlig, Heather R. Goedtel, Kelly Nicole Enghauser, Megan Nicole Scott, Michelle Halter, Individually

of Bloomington, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 14th day of February, 2022.



WESTERN SURETY COMPANY

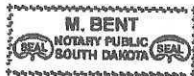
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 14th day of February, 2022, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 8th day of November, 2022



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/08/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED The Boldt Company PO Box 419 Appleton, WI 549120419	INSURER A: Greenwich Insurance Company	NAIC # 22322
	INSURER B: XL Insurance America Inc	NAIC # 24554
	INSURER C: XL Specialty Insurance Company	NAIC # 37885
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** W26857701 **REVISION NUMBER:**

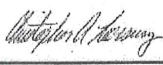
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y		CGD740992403	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$ 10,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 5,000,000
	OTHER:						GENERAL AGGREGATE \$ 5,000,000
							PRODUCTS - COMP/OP AGG \$ 5,000,000
							\$
A	AUTOMOBILE LIABILITY	Y		CAH740992503	12/31/2022	12/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY Comp/CoLI Ded						BODILY INJURY (Per person) \$
	<input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY \$1,000/\$1,000						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/>						PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			US00095951LI22A	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 10,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 10,000,000
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	CWD740991803	12/31/2022	12/31/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Excess Workers Compensation Michigan			CWE740992103	12/31/2022	12/31/2023	See Below

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SEE ATTACHED

CERTIFICATE HOLDER **CANCELLATION**

Appleton, City of Dept. of Public Works 100 North Appleton Street Appleton, WI 54911	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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ENDORSEMENT #034

This endorsement, effective 12:01 a.m., December 31, 2022, forms a part of
 Policy No. CGD740992403 issued to THE BOLDT COMPANY by Greenwich Insurance Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED
 PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
ANY PERSON OR ORGANIZATION, OTHER THAN AN ARCHITECT, ENGINEER OR SURVEYOR, WHOM YOU ARE REQUIRED TO ADD AS AN ADDITIONAL INSURED UNDER THIS POLICY UNDER A WRITTEN CONTRACT OR WRITTEN AGREEMENT EXECUTED PRIOR TO LOSS BUT ONLY WHEN THE CONTRACT DEMAND SPECIFIES ISO 2013 EDITION FORMS OR EQUIVALENT.	VARIOUS AS REQUIRED PER WRITTEN CONTRACT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

ENDORSEMENT #033

This endorsement, effective 12:01 a.m., December 31, 2022, forms a part of
Policy No. CGD740992403 issued to THE BOLDT COMPANY
by Greenwich Insurance Company.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
ANY PERSON OR ORGANIZATION, OTHER THAN AN ARCHITECT, ENGINEER OR SURVEYOR, WHOM YOU ARE REQUIRED TO ADD AS AN ADDITIONAL INSURED UNDER THIS POLICY UNDER A WRITTEN CONTRACT OR WRITTEN AGREEMENT EXECUTED PRIOR TO LOSS BUT ONLY WHEN THE CONTRACT DEMAND SPECIFIES ISO 2013 EDITION FORMS OR EQUIVALENT.	VARIOUS AS REQUIRED PER WRITTEN CONTRACT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/23 Thru 07/31/23

Report Date: 8/3/2023

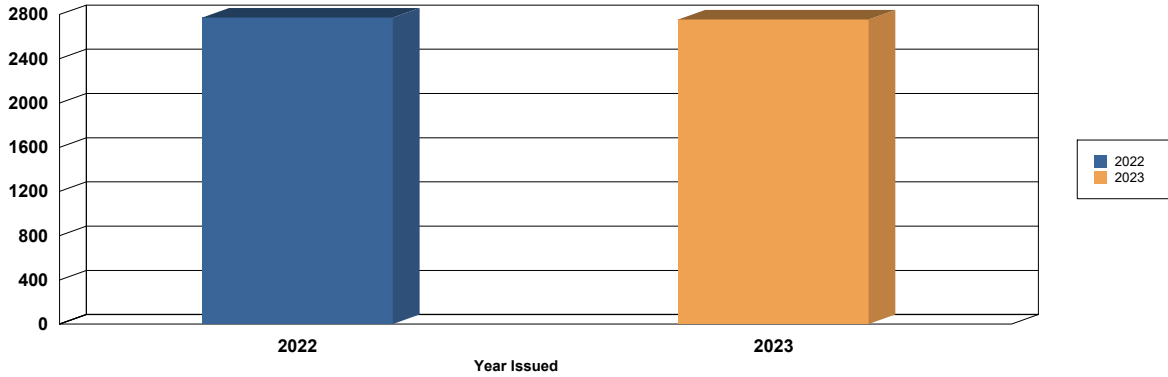


Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING				
	2022	696	100,735,068	387,387.32
	2023	653	91,442,650	329,832.36
		-6.18 %	-9.22 %	-14.86 %
DISPLAY SIGN				
	2022	91	743,921	3,720.00
	2023	121	1,159,236	4,988.00
		32.97 %	55.83 %	34.09 %
ELECTRICAL				
	2022	503	8,124,387	82,318.59
	2023	550	10,317,563	83,005.70
		9.34 %	26.99 %	0.83 %
EROSION CNTL				
	2022	31		4,110.00
	2023	10		1,400.00
		-67.74 %	%	-65.94 %
HEATING				
	2022	640	9,707,446	55,224.69
	2023	567	11,510,969	58,228.88
		-11.41 %	18.58 %	5.44 %
PLAN REVIEW				
	2022	77		24,425.00
	2023	62		22,730.00
		-19.48 %	%	-6.94 %
PLUMBING				
	2022	508	5,692,727	30,463.00
	2023	489	5,170,148	24,983.00
		-3.74 %	-9.18 %	-17.99 %
SEWER				
	2022	224	2,881,130	25,232.00
	2023	296	11,571,523	18,454.00
		32.14 %	301.63 %	-26.86 %
WELL				
	2022	2		80.00
	2023	8		320.00
		300.00 %	%	300.00 %

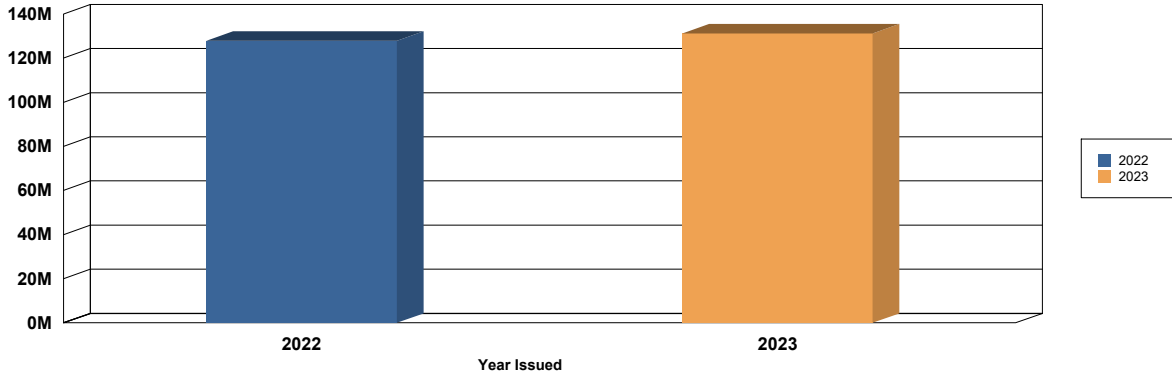


	2022	2023
Permits	2772	2756
Estimated Cost	127,884,679.00	131,172,089.00
Receipt Amount	612,960.60	543,941.94

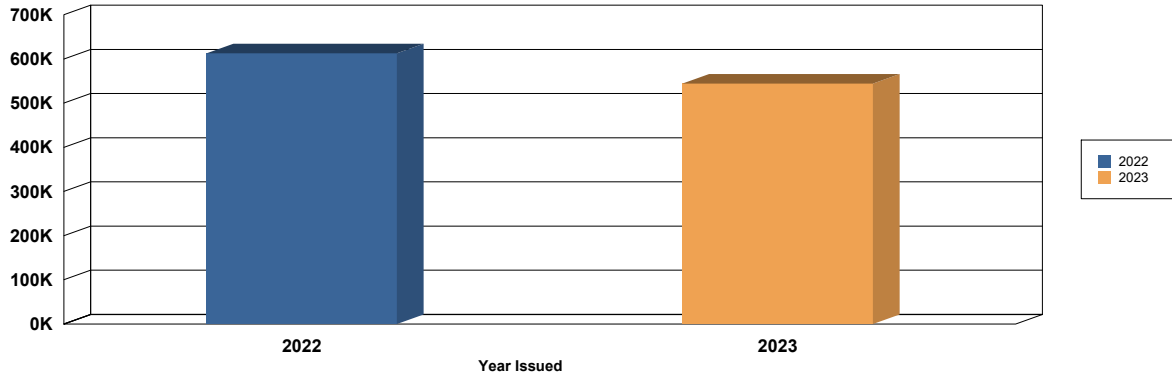
Number of Permits



Estimated Cost



Receipt Amount





DEPARTMENT OF PUBLIC WORKS
Engineering Division
100 North Appleton Street
Appleton, WI 54911
TEL (920) 832-6474

To: HR/IT Committee
From: Danielle Block, Director of Public Works
Date: June 29, 2023
Re: Traffic Engineer Position

The Department of Public Works Traffic Section has identified a need within our organization structure. Currently the Traffic Section engineering staff includes the City Traffic Engineer, Traffic Engineer, and Traffic Engineering Specialist.

The Traffic Engineering Specialist position was created in 2021 to assist with a variety of technical duties and to support the Traffic Engineers. The duties of this position have proven to be more advanced and requires additional educational background. Further, there are cross-training and succession planning benefits to employing an additional engineer within the Traffic Section.

Table of Organization:

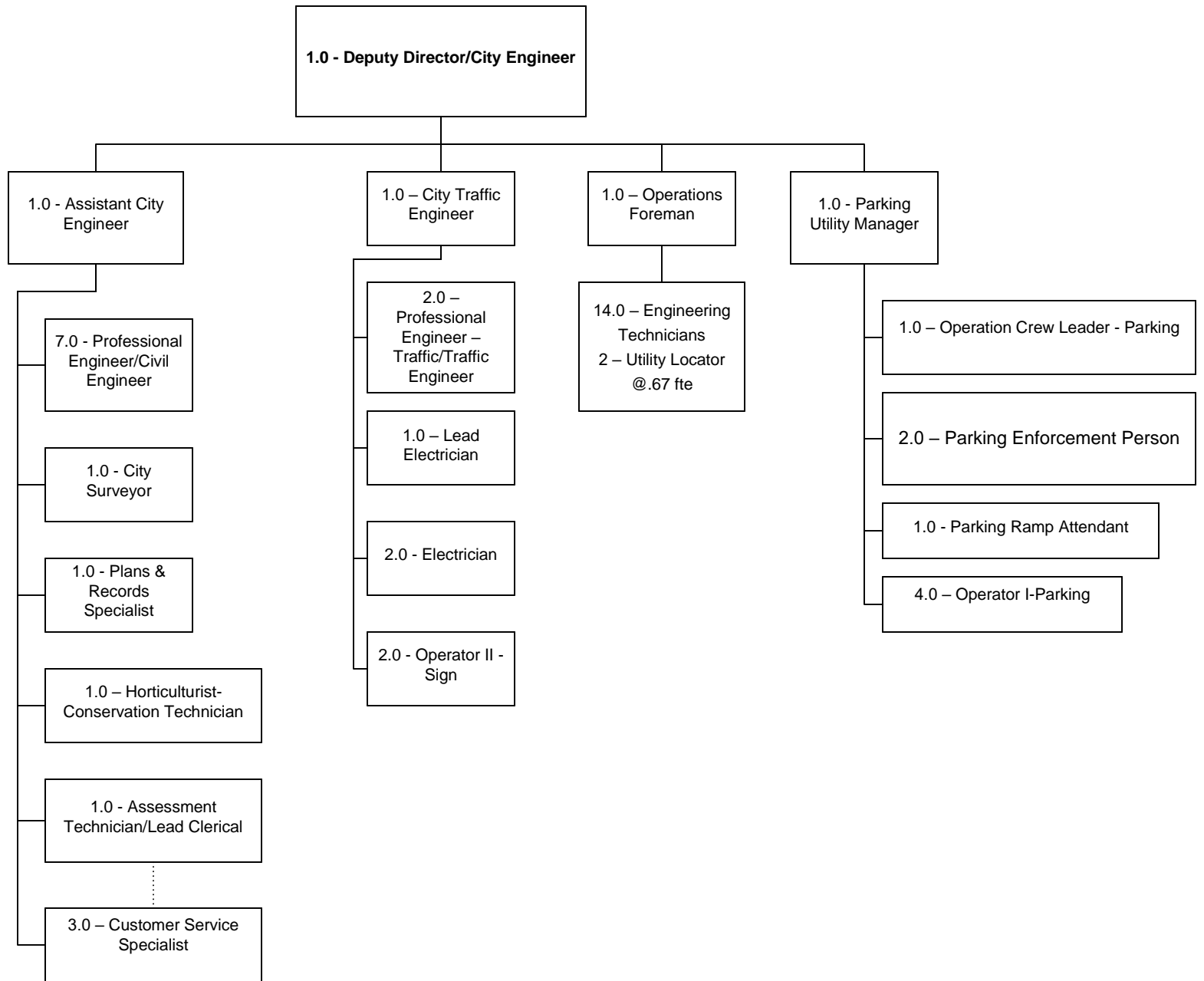
The proposed change includes an update of the title Traffic Engineer to **City Traffic Engineer**. This change would be consistent with how Engineer Lom's title has been presented over the years.

It also includes the elimination of the Traffic Engineering Specialist position and replacing it with a **Professional Engineer – Traffic / Traffic Engineer**. This position is a Grade 9 or 11, depending on whether the engineer is a licensed Professional Engineer within the State of Wisconsin. Licensure is not required but likely preferred. With this change there would now be two traffic *engineering* positions, both positions would report to the City Traffic Engineer.

Fiscal Impact:

The previous Traffic Engineering Specialist position was Grade 7. There is overlap in the pay range from this Grade to a Grade 9 and 11. To recruit and fill this position in 2023, any budgetary impact would be offset by vacant salary dollars that exist within the Traffic Engineering budget. This position adjustment would be included in the 2024 budget proposal.

Based upon the above, I am respectfully requesting that the Committee and Council approve the changes to the Department of Public Works Traffic Division Table of Organization.



DRAFT 7/24/23



APPLETON, WI + BIRD JULY 2023 REPORT



Data	JULY 2023
Number of Rides	7359
Total # of Users	2210
# of Commuter Trips	328
Miles Traveled	15990
Maintenance	6
Reported Incidents/Injuries	0
Reported Issues/Complaints	26

Complaint Type:
Damaged = 23
Bad Parking = 3



July 2023 Heat Map

