



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Agenda - Final Municipal Services Committee

Monday, June 9, 2025

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

[25-0662](#) Minutes from May 12, 2025

Attachments: [05-12-25 MSC Minutes.pdf](#)

5. Public Hearing/Appearances

6. Action Items

[25-0663](#) Approve Permanent Street Occupancy Permit in College Avenue and Superior Street for 222 West College Avenue.

Attachments: [222 W College Ave Street Occupancy Memo.pdf](#)

[25-0664](#) Approve Permanent Street Occupancy Permit to the Building for Kids Children's Museum for a Safe Walking Route in Washington Street, Appleton Street, and Oneida Street.

Attachments: [Permit to Occupy the Public ROW - Safe Route 2025 BFK APL.pdf](#)

[25-0665](#) Approve Long Term Temporary Street Occupancy Permit for Bowl 91 (100 E College Avenue) Tables and Chairs in College Avenue Amenity Strip.

Attachments: [LTT Street Occupancy Permit Bowl 91 Tables and Chairs.pdf](#)

[25-0666](#) Award Single-Source Design and Construction-Related Services Contract with Desman Design Management for 2026 Repair and Maintenance Program for the Red, Yellow, and Green Parking Ramps in an Amount Not to Exceed \$96,400.

Attachments: [2026 Desman Design Award Memo.pdf](#)

- [25-0667](#) Approve ordinance change to install stop signs on Edgemere Drive at Kensington Drive.
Attachments: [Edgemere-Kensington Yield to Stop Control Memo.pdf](#)
- [25-0668](#) Approve ordinance changes for parking on Florida Av and Durkee St by Einstein Middle School (follow-up to a 6-month evaluation).
Attachments: [Florida Av 300E Einstein MS Post 6-Mo Eval Memo.pdf](#)
- [25-0507](#) Approve ordinance changes related to parking at 500 Block of W Johnston Street. Follow-up to a 6-month evaluation period.
Attachments: [Johnston St 500W \(post 6-Mo eval\).pdf](#)

Legislative History
5/12/25 Municipal Services held
 Committee
Held to next scheduled meeting.
- [25-0669](#) Approve ordinance changes for parking at 1500 N Durkee St, by Kaleidoscope Academy (follow-up to a 6-month evaluation).
Attachments: [Parking Changes 1500 N Durkee Memo.pdf](#)
- [25-0670](#) Approve Long Term Temporary Street Occupancy Permit for Lundgaard Park Construction Entrance at Lightning Drive Sidewalk through October 17, 2025.
Attachments: [Lundgaard Park Street Occupancy Permit.pdf](#)
- [25-0671](#) Award of Unit P-25 Pavement Marking Maintenance Contract (Epoxy) to Brickline, Inc., in an amount not to exceed \$177,505.70.
Attachments: [P-25 Pavement Marking Contract Award Memo.pdf](#)
- [25-0676](#) Approve the recommendation from the Appleton Public Arts Committee regarding the request from Neo Medina and the Trout Museum of Art to paint a mural to be located inside of the Red Ramp located at 134 S. Superior Street (Tax ID #31-2-0090-00) as described in the attached documents and subject to the conditions in the attached staff memo.
Attachments: [Red Ramp Mural Public Arts Committee Recommendation Memo.pdf](#)
- [25-0672](#) Approve ordinance changes for parking - School Route Plan for Sandy Slope Elementary School.
Attachments: [Sandy Slope SRTS Parking Changes Memo.pdf](#)
- [25-0674](#) Wilden Portfolio Park - New Street Design Approvals.
Attachments: [Wilden Portfolio Park Roadway Designs Memo.pdf](#)

[25-0675](#)

Approve Long Term Temporary Street Occupancy Permit for Farm Market Dumpsters on Allen Street through October 13, 2025.

Attachments: [Allen St Farm Market Dumpsters Occupancy Permit.pdf](#)

7. Information Items

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, May 12, 2025

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership

Present: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

4. Approval of minutes from previous meeting

[25-0503](#)

Minutes from April 21, 2025

Attachments: [04-21-25 MSC Minutes.pdf](#)

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

5. Public Hearing/Appearances

6. Action Items

[25-0504](#)

Approve Contract Amendment #1 for Thrivent Complete Streets Plan
Review contract with Alta Planning + Design by an increase of \$20,220
for a total contact amount not to exceed \$45,100.

Attachments: [Alta Contract Amendment.pdf](#)

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

[25-0505](#)

Approve ordinance changes related to parking on Drew St (1500N) and Circle St (400E). Follow-up to a 6-month evaluation period.

Attachments: [Circle St 400E Post 6-Mo Eval \(NSSP-SD\).pdf](#)

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

[25-0506](#)

Approve ordinance changes related to parking at 700 Block of W Eighth Street. Follow-up to a 6-month evaluation period.

Attachments: [Eighth St 700W \(post 6-Mo eval\).pdf](#)

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

[25-0507](#)

Approve ordinance changes related to parking at 500 Block of W Johnston Street. Follow-up to a 6-month evaluation period.

Attachments: [Johnston St 500W \(post 6-Mo eval\).pdf](#)

Held to next scheduled meeting.

Hold to next scheduled meeting.

Meltzer moved, seconded by Firkus, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

[25-0508](#)

Approve ordinance changes related to School Route Plan for Sandy Slope Elementary School.

Attachments: [Sandy Slope SRTS Int Control Changes.pdf](#)

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

25-0509

Approve ordinance changes related to 100 Block of N. Oneida St - proposed conversion to 2-way traffic.

Attachments: [Oneida 100N 2-way Conversion.pdf](#)

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

25-0510

Approve Permanent Occupancy Permit in Johnston Street Alley Public Right-of-Way for ventilated air discharge for Chase Bank Building, 200 W. College Avenue.

Attachments: [Venting of 200 W College Ave bldg at Johnston Street Alley Memo.pdf](#)

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton

7. Information Items

8. Adjournment

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

Aye: 4 - Stancil-Martin, Meltzer, Firkus and Schultz

Excused: 1 - Fenton



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: June 4, 2025
To: Municipal Services Committee
From: Laura Jungwirth, Director of Public Works
Subject: 222 West College Avenue Permit to Occupy the Public Right of Way

Elevate 97 has submitted on behalf of US Venture at 222 West College Avenue a permit to occupy the public right of way to replace two existing signs on the building exterior that extend beyond the property line. The proposed sign on College Avenue is anticipated to be installed in the same location as the one that currently exists on the canopy at the building entrance. The new sign on the southwestern corner of the building at Superior and College is proposed to extend further into the right of way than the current sign.

Action Item:

Approve the Permit to Occupy the Public Right of Way with the following conditions:

- Sign Permit approval is required by City of Appleton Inspections Division, which would include adherence to all Municipal Codes and specifically in relation to Sign Lighting from Sec. 23-528, "Signage may be internally lighted or may have external illumination mounted on the sign, building, or ground. However, no external light source shall be positioned as to interfere or be seen by vehicular traffic or adjacent residential uses."
- Any signage that encroaches within the right of way shall comply with Municipal Code requirements, and the guideline for allowing sign encroachments into the right of way is generally a 4-foot maximum. For the proposed signage specifically at the southwestern building corner at the College and Superior intersection, the entirety of the sign and its components shall not extend in any way beyond the edge of canopy.
- Adjacent to the existing corner sign at Superior and College exists an anchoring mechanism in which a fixed line over College Avenue is used for attaching and suspending decorations. In accordance with the City of Appleton and Appleton Downtown Inc. (ADI) Seasonal Displays Over College Avenue Memorandum of Understanding, any repair or replacement of these lines, including where affixed to a structure, requires a "properly qualified individual or company to inspect and maintain the

mounting system, anchoring mechanisms and fixed suspended lines” that shall be coordinated by and/or with ADI and submitted to the City’s Director of Public Works.

City of Appleton
100 North Appleton Street, Appleton WI 54911
Phone: (920) 832-6411 Fax: (920) 832-6464

SIGN PERMIT

A separate permit is required for each proposed sign.

Permit No.: _____
Key No.: 31-2-0257-00
Receipt No.: 166535057
Date: _____

Permit Fee: \$100.00 ☐ Penalty Fee

Site Address: 222 W COLLEGE AVE
Business Name: U.S. Venture

☒ Single Tenant

☐ Multi- Tenant

Estimated Cost: \$18,786.12

Type of Sign

- | | | |
|---|--|--|
| <input type="checkbox"/> Ground Sign | <input type="checkbox"/> Awning Sign | <input type="checkbox"/> Changeable Copy Sign (No animation) |
| <input type="checkbox"/> Wall Mounted Sign | <input type="checkbox"/> Temporary Sign (Sandwich, Etc.) | <input type="checkbox"/> Painted Wall Sign |
| <input checked="" type="checkbox"/> Projecting Sign | <input type="checkbox"/> Canopy Sign | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Window Sign | <input type="checkbox"/> Portable Sign | |

Zoning District

- | | | |
|---|---|--|
| <input type="checkbox"/> C2- General Commercial | <input type="checkbox"/> M1- Industrial Park | <input type="checkbox"/> PI- Public Institution |
| <input type="checkbox"/> CO- Commercial Office | <input type="checkbox"/> M2- General Industrial | <input type="checkbox"/> P- Park District |
| <input type="checkbox"/> AG- Agriculture | | <input checked="" type="checkbox"/> CBD- Central Business District |

Dimensions/Other Information

Width of Sign: 7'	Height of Sign: 18'-6"
Height Above Normal Grade: 38'-1"	Underclearance: 19'-5"
Projecting into ROW: 0	Distance to Side Lot Line (5' Min):
Setback from R-O-W: 0	Setback from Driveway: n/a
Design Exception (Sec. 23-529):	Material: Polycarbonate/Aluminum; steel tube supports

Wall Sign Details (Wall/Painted Signs Only)

	Proposed Size Width x Height (ft)	Proposed Area of Sign (sq. ft.)	Existing Size Width x Height (ft)	Existing Area of Sign (sq. ft.)	Area of Entire Wall
Wall North	X		X		
Wall East	X		X		
Wall West	X		X		
Wall South	X		X		

Electrical Information of Sign

- | | | | |
|--|---------------------------------------|---|---|
| <input checked="" type="checkbox"/> Internal | <input type="checkbox"/> Florescent | <input checked="" type="checkbox"/> LED | <input type="checkbox"/> Message Center |
| <input type="checkbox"/> External | <input type="checkbox"/> Incandescent | <input type="checkbox"/> Electronic | <input type="checkbox"/> Neon |

UL Design No: Q09132426

Electrical Contractor:

Office Information

BZA Variance Date:

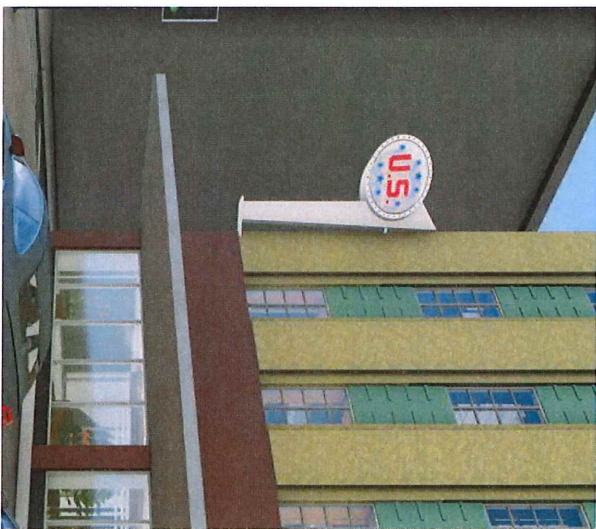
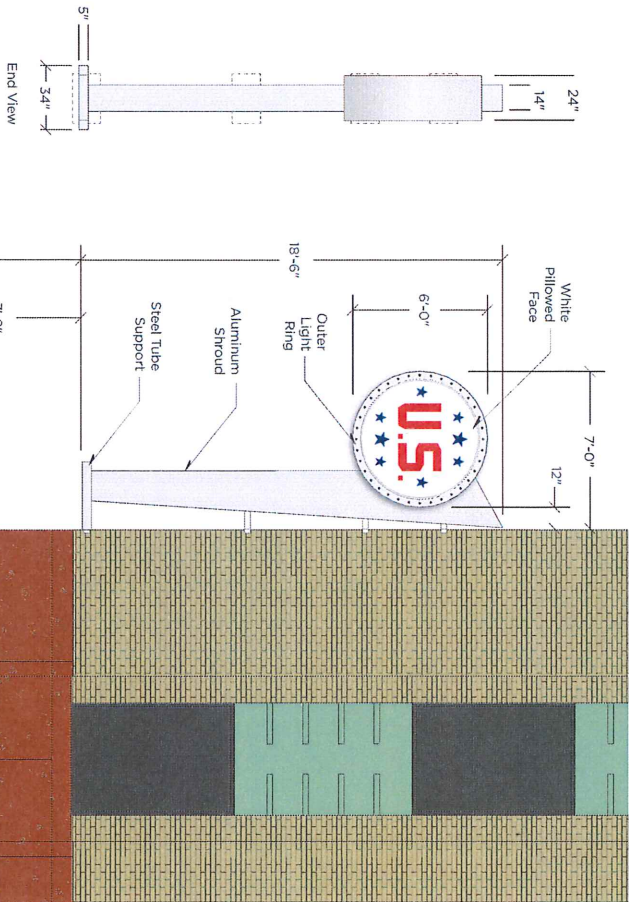
Street Occupancy Permit No.:

Sign Contractor	Contractor Address	Contractor Phone	Contractor Email
Sarah Perera	1085 Parkview Road, Green Bay, WI 54304	920-227-8277	sperera@elevate97.com

Applicant hereby agrees to comply with all laws and regulations of the State of Wisconsin and of the Ordinances of the City of Appleton. Applicant further agrees in consideration of the issuance of the permit to save the City of Appleton harmless for any injury or damage caused by reason of the erection or maintenance of the sign or signboard. If any sign erected pursuant to the permit occupies public street right-of-way, it is subject to all of the provisions of Wis. State, 60.045, but without charge or bond. This permit as applied for is granted subject to revocation when any law or regulation of the State of Wisconsin or the Ordinance of the City of Appleton is violated or when inspection reveals that the sign or signboard creates a hazard.

Name of Applicant: Elevate97	Phone: 920-338-9383
Address: 1085 Parkview Road, Green Bay, WI 54304	Inspector Approval:

- ☒ By checking this box, I confirm this as signature and have owner's permission. I also agree that this permit is not valid until an approved permit is e-mailed back to me.



SPECIFICATIONS

PROJECTING BANJO SIGN

Material: Aluminum Tube Frame
Shroud Sheeted with .080 Aluminum
Color: Painted MP White - Satin
Cabinet: Fabricated Aluminum
Retainer: 4"
Face Material: .150 White Polycarb
Graphics: 1st Surface Applied
Translucent Vinyl Logo
Lighting: Internal White LED's (verify)
Mount: To Building with Steel Tube
Supports (per structural engineering)

Verify Building Attachment
w/ Structural Engineering

Total Sq.Ft. : 72

elevate97

800-514-1119 | ELEVATE97.COM

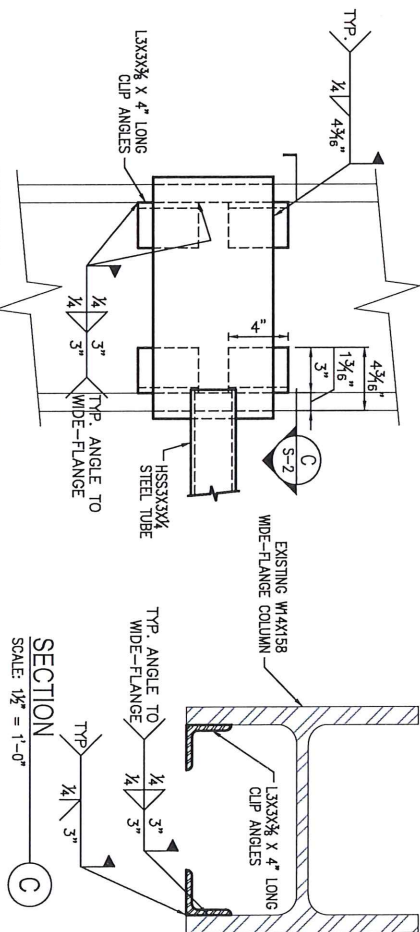
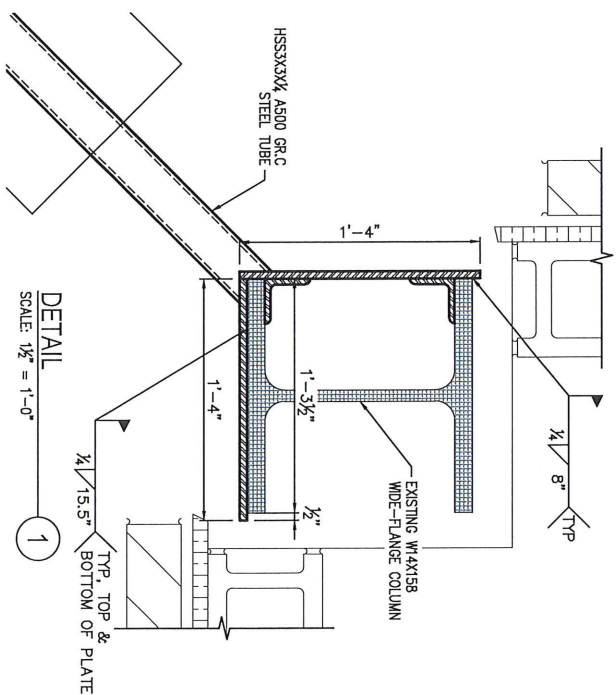
CLIENT - US Venture
ADDRESS - 222 Building Appleton, WI
DATE - June 25, 2024
SCALE - 3/16" = 1'-0"
AE - Jan Whitens
DESIGNER - RE

PAGE - 4

DESIGN # - 13221
JOB # -
REVISION # 11
REVISED DATE: 4/23/25

☒ CONCEPTUAL ☐ FINAL
☐ FIELD SURVEY / MEASUREMENTS REQUIRED
☐ VECTOR FILE OF LOGO REQUIRED
☐ COLORS TO BE DETERMINED

WWW.ELEVATE97.COM | ALL CONCEPTS ARE PROPERTY OF ELEVATE97 | © 2023 ELEVATE97
WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE
ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT
AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.
CLIENT APPROVAL -
DATE -



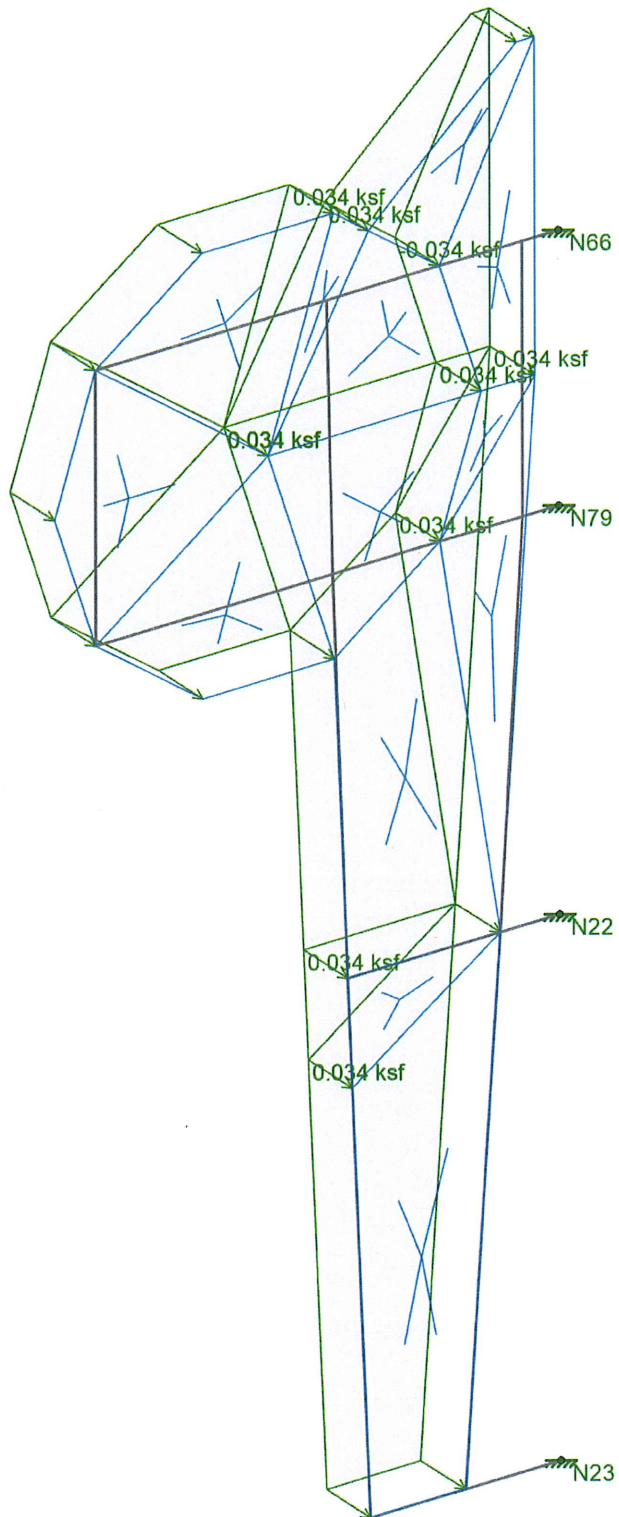
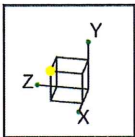
SECTION

SCALE: $1\frac{1}{2}" = 1'-0"$

1/4" 15.5" TYP. TOP & BOTTOM OF PLATE

No.	Date	Revision	By
01	4/21/2025	REDESIGN MOUNTING	TBG
--	--	--	--

S-2



Loads: BLC 2, WIND

Elrod Engineering, LLC

DBP

100x6533

US Ventures

SK-4

Apr 21, 2025

RISA - US Ventures Blade Sign-...

Basic Load Cases

	BLC Description	Category	Y Gravity	Surface(Plate/Wall)
1	DEAD	DL	-1	
2	WIND	WL		13

Load Combinations

	Description	Solve	P-Delta	BLC	Factor	BLC	Factor
1	LRFD 4 - (1.2D + 1.0W)	Yes	Y	1	1.2	2	1
2	LRFD 6 - (0.9D + 1.0W)	Yes	Y	1	0.9	2	1
3	ASD 5 - (1.0D + 0.6W)	Yes	Y	1	1	2	0.6
4	ASD 7 - (0.6D + 0.6W)	Yes	Y	1	0.6	2	0.6

Load Combination Design

	Description	Service	Hot Rolled	Cold Formed	Wood	Concrete	Masonry	Aluminum	Stainless	Connection
1	LRFD 4 - (1.2D + 1.0W)		Yes							
2	LRFD 6 - (0.9D + 1.0W)		Yes							
3	ASD 5 - (1.0D + 0.6W)							Yes		
4	ASD 7 - (0.6D + 0.6W)							Yes		

Material Take-Off

	Material	Size	Pieces	Length[ft]	Weight[K]
1	Hot Rolled Steel				
2	A500 Gr.C RECT	HSS3X3X4	11	53.7	0.4798
3	Total HR Steel		11	53.7	0.4798
4					
5	Plate Elements	Thickness (in)		Volume (yds^3)	
6	gen Alum	0.5	13	0.1	0.4166
7	Total Plates		13	0.1	0.4166

Hot Rolled Steel Section Sets

	Label	Shape	Type	Design List	Material	Design Rule	Area [in ²]	Iyy [in ⁴]	Izz [in ⁴]	J [in ⁴]
1	Frame	HSS3X3X4	None	None	A500 Gr.C RECT	Typical	2.44	3.02	3.02	5.08

Hot Rolled Steel Properties

	Label	E [ksi]	G [ksi]	Nu	Therm. Coeff. [1e ⁵ F ⁻¹]	Density [k/ft ³]	Yield [ksi]	Ry	Fu [ksi]	Rt
1	A992	29000	11154	0.3	0.65	0.49	50	1.1	65	1.1
2	A36 Gr.36	29000	11154	0.3	0.65	0.49	36	1.5	58	1.2
3	A572 Gr.50	29000	11154	0.3	0.65	0.49	50	1.1	65	1.1
4	A500 Gr.B RND	29000	11154	0.3	0.65	0.527	42	1.4	58	1.3
5	A500 Gr.B RECT	29000	11154	0.3	0.65	0.527	46	1.4	58	1.3
6	A500 Gr.C RND	29000	11154	0.3	0.65	0.527	46	1.4	62	1.3
7	A500 Gr.C RECT	29000	11154	0.3	0.65	0.527	50	1.4	62	1.3
8	A53 Gr.B	29000	11154	0.3	0.65	0.49	35	1.6	60	1.2
9	A1085	29000	11154	0.3	0.65	0.49	50	1.4	65	1.3
10	A913 Gr.65	29000	11154	0.3	0.65	0.49	65	1.1	80	1.1

Aluminum Properties

	Label	E [ksi]	G [ksi]	Nu	Therm. Coeff. [1e ⁻⁶ F ⁻¹]	Density [k/ft ³]	Table 3.3	kt	Ftu [ksi]	Fty [ksi]	Fcy [ksi]	Fsu [ksi]	Ct
1	3003-H14	10100	3787.5	0.33	1.3	0.1728	Table 3.3-3	1	19	16	13	12	141
2	6061-T6	10100	3787.5	0.33	1.3	0.1728	Table 3.3-4	1	38	35	35	24	141
3	6063-T5	10100	3787.5	0.33	1.3	0.1728	Table 3.3-4	1	22	16	16	13	141
4	6063-T6	10100	3787.5	0.33	1.3	0.1728	Table 3.3-4	1	30	25	25	19	141
5	5052-H34	10200	3787.5	0.33	1.3	0.1728	Table 3.3-3	1	34	26	24	20	141
6	6061-T6 W	10100	3787.5	0.33	1.3	0.1728	Table 3.3-3	1	24	15	15	15	141

Plate Surface Loads (BLC 2 : WIND)

	Plate Label	Direction	Magnitude [ksf, F]
1	P11	Z	0.034
2	P3	Z	0.034
3	P4	Z	0.034
4	P12	Z	0.034
5	P13	Z	0.034
6	P5	Z	0.034
7	P6	Z	0.034
8	P2	Z	0.034
9	P10	Z	0.034
10	P8	Z	-0.034
11	P1	Z	0.034
12	P7	Z	0.034
13	P9	Z	0.034

Node Boundary Conditions

	Node Label	X [k/in]	Y [k/in]	Z [k/in]	X Rot [k-ft/rad]	Y Rot [k-ft/rad]	Z Rot [k-ft/rad]
1	N23	Reaction	Reaction	Reaction	Reaction	Reaction	Reaction
2	N22	Reaction	Reaction	Reaction	Reaction	Reaction	Reaction
3	N66	Reaction	Reaction	Reaction	Reaction	Reaction	Reaction
4	N79	Reaction	Reaction	Reaction	Reaction	Reaction	Reaction

Member Primary Data

	Label	I Node	J Node	Section/Shape	Type	Design List	Material	Design Rule
1	M2	N20	N22	Frame	None	None	A500 Gr.C RECT	Typical
2	M3	N17	N23	Frame	None	None	A500 Gr.C RECT	Typical
3	M46	N5	N66	Frame	None	None	A500 Gr.C RECT	Typical
4	M59	N7	N79	Frame	None	None	A500 Gr.C RECT	Typical
5	M66	N16	N18	Frame	None	None	A500 Gr.C RECT	Typical
6	M67	N18	N87	Frame	None	None	A500 Gr.C RECT	Typical
7	M68	N87	N86	Frame	None	None	A500 Gr.C RECT	Typical
8	M69	N17	N20	Frame	None	None	A500 Gr.C RECT	Typical
9	M70	N20	N89	Frame	None	None	A500 Gr.C RECT	Typical
10	M71	N89	N88	Frame	None	None	A500 Gr.C RECT	Typical
11	M72	N7	N5	Frame	None	None	A500 Gr.C RECT	Typical

Envelope AISC 15TH (360-16): LRFD Member Steel Code Checks

Member	Shape	Code Check	Loc [ft]	LC	Shear	Check	Loc [ft]	Dir	LC	phi*Pnc [k]	phi*Pnt [k]	phi*Mn y-y [k-ft]	phi*Mn z-z [k-ft]	Cb	Eqn
1	M2	HSS3X3X4	0.1507	2.97	1	0.0304	2.97	z	1	101.8624	109.8	9.3	9.3	2.766	H1-1b
2	M3	HSS3X3X4	0.0619	2.663	1	0.0082	0	y	1	103.372	109.8	9.3	9.3	2.3901	H1-1b
3	M46	HSS3X3X4	0.2297	6.507	1	0.0317	5.9648	z	2	76.5905	109.8	9.3	9.3	3	H1-1b

Envelope AISC 15TH (360-16): LRFD Member Steel Code Checks (Continued)

	Member	Shape	Code	Check	Loc[ft]	LC	Shear	Check	Loc[ft]	Dir	LC	phi*Pnc [k]	phi*Pnt [k]	phi*Mn y-y [k-ft]	phi*Mn z-z [k-ft]	Cb	Eqn
4	M59	HSS3X3X4	0.2007	6.507	1	0.0212	5.9648	z	2	76.5905	109.8	9.3	9.3	3	H1-1b		
5	M66	HSS3X3X4	0.0033	7.0163	1	0.0049	0	y	1	72.2318	109.8	9.3	9.3	2.1097	H1-1b		
6	M67	HSS3X3X4	0.0104	0	1	0.0006	0	y	1	86.8889	109.8	9.3	9.3	2.3489	H1-1b		
7	M68	HSS3X3X4	0.0066	3.5267	1	0.0041	3.5267	y	1	98.7761	109.8	9.3	9.3	2.2457	H1-1b		
8	M69	HSS3X3X4	0.0137	7.0052	1	0.0157	7.0052	z	2	72.3275	109.8	9.3	9.3	3	H1-1b		
9	M70	HSS3X3X4	0.019	5.2391	1	0.0295	5.2391	z	2	86.9353	109.8	9.3	9.3	2.6126	H1-1b		
10	M71	HSS3X3X4	0.0104	0	1	0.009	3.5276	z	2	98.7708	109.8	9.3	9.3	1.8018	H1-1b		
11	M72	HSS3X3X4	0.0125	0	1	0.0034	3.5267	z	1	98.7761	109.8	9.3	9.3	1.1493	H1-1b		

Node Reactions

	LC	Node Label	X [k]	Y [k]	Z [k]	MX [k-ft]	MY [k-ft]	MZ [k-ft]
1	1	N23	-0.0355	0.1232	0.1823	-0.0583	-0.4783	0.0731
2	1	N22	-0.3424	0.326	0.4885	-0.0646	-1.2243	0.1788
3	1	N66	-0.6285	0.2329	0.4325	-0.0489	-2.0251	0.0993
4	1	N79	-0.383	0.3935	0.286	-0.0902	-1.7186	0.1147
5	1	Totals:	-1.3893	1.0757	1.3893			
6	1	COG (ft):	X: 5.8644	Y: -3.8353	Z: 1.3481			
7	2	N23	-0.0539	0.0924	0.164	-0.0419	-0.4783	0.0567
8	2	N22	-0.3607	0.2445	0.4702	-0.0342	-1.2244	0.1483
9	2	N66	-0.604	0.1747	0.457	-0.0304	-2.0253	0.0808
10	2	N79	-0.3708	0.2952	0.2981	-0.0646	-1.7187	0.0891
11	2	Totals:	-1.3893	0.8067	1.3893			
12	2	COG (ft):	X: 5.8644	Y: -3.8353	Z: 1.3481			
13	3	N23	-0.0042	0.1027	0.1265	-0.0503	-0.287	0.0592
14	3	N22	-0.1884	0.2716	0.3102	-0.0671	-0.7346	0.1356
15	3	N66	-0.3999	0.1941	0.2367	-0.0466	-1.2151	0.0769
16	3	N79	-0.2411	0.3279	0.1602	-0.078	-1.0312	0.0927
17	3	Totals:	-0.8336	0.8964	0.8336			
18	3	COG (ft):	X: 5.8644	Y: -3.8353	Z: 1.3481			
19	4	N23	-0.0286	0.0616	0.1021	-0.0284	-0.287	0.0373
20	4	N22	-0.2128	0.163	0.2858	-0.0266	-0.7347	0.0951
21	4	N66	-0.3673	0.1165	0.2693	-0.0219	-1.2152	0.0522
22	4	N79	-0.2249	0.1968	0.1764	-0.0439	-1.0312	0.0586
23	4	Totals:	-0.8336	0.5378	0.8336			
24	4	COG (ft):	X: 5.8644	Y: -3.8353	Z: 1.3481			

Weld Check

Reaction from RISA

2.0251 k-ft x 12" = 24.301 k-in

24.301 k x 50% = 12.151 k-in

12.151 k-in / 3" = 4.050 k

Check 1/4" Fillet

5.568 k/in x 8.375in. = 46.63 k > 4.050 k (8.68% Capacity)



887 Seven Oaks Blvd. Suite 1010
Smyrna, TN 37167
615.890.9405 phone
615.890.3500 fax
elrodllc.com

Design Code:	ASCE 7-16
Wind Speed:	115 mph
Risk Categ:	II
Exposure:	B
Sign Width [B]:	6 ft.
Sign Height [s]:	18.417 ft.
Overall Height [h]:	40 ft. (Above Grade)
Elevation:	581 ft. (Default "0") (Elevation Above Sea Level)

Project #:	100x6533	Sign Name	Blade Sign
Date:	2/27/2025		
Facility Ref:	US Ventures		
Address:	222 W. College St		
	Appleton, WI		

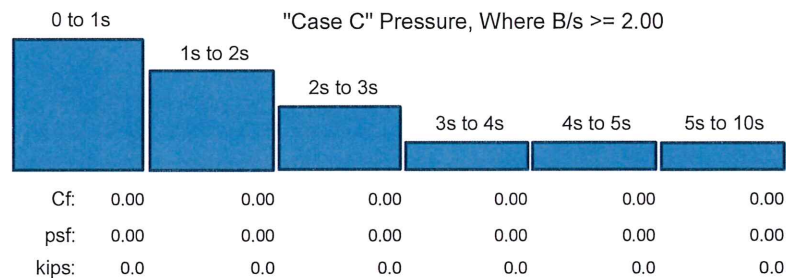
Wind Velocity Pressure 26.10.2

$$P = q_z G C_f = 34.39 \text{ psf}$$
$$q_z = 0.00256 K_z K_{zt} K_d K_e V^2 = 21.45 \text{ psf}$$

Wind Pressure: 34.39 psf



K_z :	0.7606	Table 26.10-1
K_{zt} :	1.00	Sect. 26.8.2
K_d :	0.85	Table 26.6-1
K_e :	0.98	Sect. 26.9 & Table 26.9-1
V^2 :	13225	Wind Speed
G :	0.876	Sect. 26.11.4
Q :	0.917	Sect. 26.11.4
C_f :	1.83	Fig. 29.3-1
s/h :	0.46	
B/s :	0.33	
gq :	3.40	
l_z :	0.30480	
g_v :	3.40	
\bar{z} :	30.00	
c :	0.30	
z_{min} :	30.00	
l :	320.00	
$\bar{\epsilon}$:	0.33	
L_z :	309.99	



Load Combinations

LRFD

- 1.4D
- 1.2D + 1.6L + 0.5(Lr or S or R)
- 1.2D + 1.6(Lr or S or R) + (L or 0.5W)
- 1.2D + 1.0W + L + 0.5(Lr or S or R)
- 0.9D + 1.0W

ASD

- 1.0D
- 1.0D + 1.0L
- 1.0D + 1.0(Lr or S or R)
- 1.0D + 0.75L + 0.75(Lr or S or R)
- 1.0D + 0.6W
- 1.0D + 0.75L + 0.75(0.6W) + 0.75(Lr or S or R)
- 0.6D + 0.6W

City of Appleton
100 North Appleton Street, Appleton WI 54911
Phone: (920) 832-6411 Fax: (920) 832-6464

SIGN PERMIT

A separate permit is required for each proposed sign.

Permit No.: _____
Key No.: 31-2-0257-00
Receipt No.: 166533836
Date: _____

Permit Fee: \$100.00 ☐ Penalty Fee

Site Address: 222 W COLLEGE AVE
Business Name: U.S. Venture

☒ Single Tenant

☐ Multi- Tenant

Estimated Cost: \$23,304.97

Type of Sign

- | | | |
|--|--|--|
| <input type="checkbox"/> Ground Sign | <input type="checkbox"/> Awning Sign | <input type="checkbox"/> Changeable Copy Sign (No animation) |
| <input type="checkbox"/> Wall Mounted Sign | <input type="checkbox"/> Temporary Sign (Sandwich, Etc.) | <input type="checkbox"/> Painted Wall Sign |
| <input type="checkbox"/> Projecting Sign | <input checked="" type="checkbox"/> Canopy Sign | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Window Sign | <input type="checkbox"/> Portable Sign | |

Zoning District

- | | | |
|---|---|--|
| <input type="checkbox"/> C2- General Commercial | <input type="checkbox"/> M1- Industrial Park | <input type="checkbox"/> PI- Public Institution |
| <input type="checkbox"/> CO- Commercial Office | <input type="checkbox"/> M2- General Industrial | <input type="checkbox"/> P- Park District |
| <input type="checkbox"/> AG- Agriculture | | <input checked="" type="checkbox"/> CBD- Central Business District |

Dimensions/Other Information

Width of Sign: 15'-3"	Height of Sign: 3'-7"
Height Above Normal Grade: 13'	Underclearance: 10'-2"
Projecting into ROW: 0	Distance to Side Lot Line (5' Min):
Setback from R-O-W: 0	Setback from Driveway: n/a
Design Exception (Sec. 23-529):	Material: Aluminum

Wall Sign Details (Wall/Painted Signs Only)

	Proposed Size Width x Height (ft)	Proposed Area of Sign (sq. ft.)	Existing Size Width x Height (ft)	Existing Area of Sign (sq. ft.)	Area of Entire Wall
Wall North	X		X		
Wall East	X		X		
Wall West	X		X		
Wall South	X		X		

Electrical Information of Sign

- | | | | |
|--|---------------------------------------|---|---|
| <input type="checkbox"/> Internal | <input type="checkbox"/> Florescent | <input checked="" type="checkbox"/> LED | <input type="checkbox"/> Message Center |
| <input checked="" type="checkbox"/> External | <input type="checkbox"/> Incandescent | <input type="checkbox"/> Electronic | <input type="checkbox"/> Neon |

UL Design No: Q09132427

Electrical Contractor:

Office Information

BZA Variance Date:

Street Occupancy Permit No.:

Sign Contractor	Contractor Address	Contractor Phone	Contractor Email
Sarah Perera	1085 Parkview Road, Green Bay, WI 54304	920-227-8277	sperera@elevate97.com

Applicant hereby agrees to comply with all laws and regulations of the State of Wisconsin and of the Ordinances of the City of Appleton. Applicant further agrees in consideration of the issuance of the permit to save the City of Appleton harmless for any injury or damage caused by reason of the erection or maintenance of the sign or signboard. If any sign erected pursuant to the permit occupies public street right-of-way, it is subject to all of the provisions of Wis. State. 60.045, but without charge or bond. This permit as applied for is granted subject to revocation when any law or regulation of the State of Wisconsin or the Ordinance of the City of Appleton is violated or when inspection reveals that the sign or signboard creates a hazard.

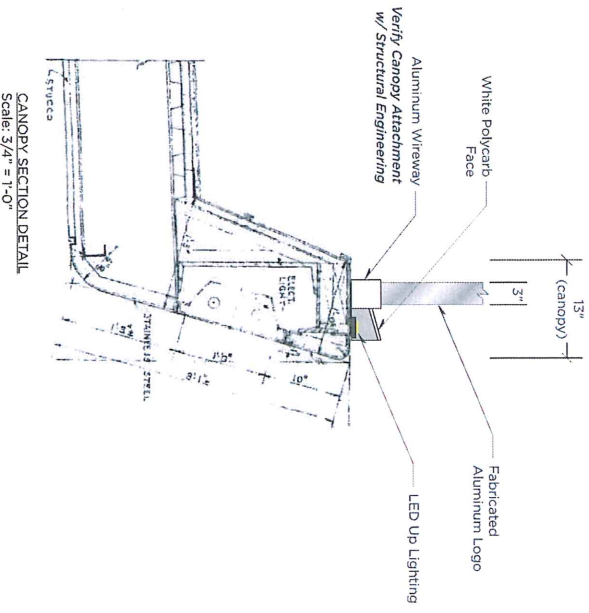
Name of Applicant: Elevate97

Phone: 920-338-9383

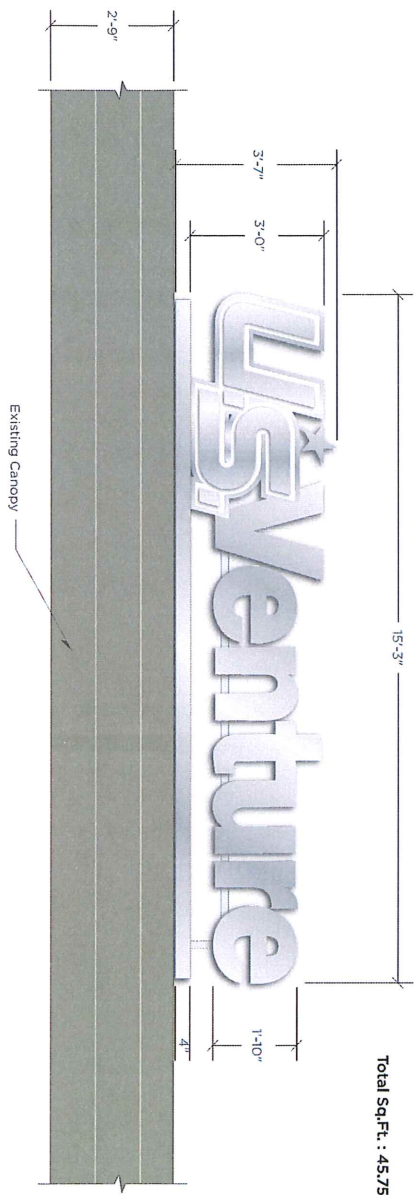
Address: 1085 Parkview Road, Green Bay, WI 54304

Inspector Approval:

☒ By checking this box, I confirm this as signature and have owner's permission. I also agree that this permit is not valid until an approved permit is e-mailed back to me.



Proposed Canopy ID Signage



SPECIFICATIONS

CANOPY LETTERS/LOGO

- Material: Fabricated Aluminum Logo
- .125 Faces with .063 Returns
- Depth: 3"
- Color: Brushed Aluminum Finish
- Lighting: Non-Lit
- Mount: To Canopy Top with Aluminum Tube Supports and Fabricated Wireway

WIREWAY

- Material: Fabricated Aluminum
- Face: .150 White Polycarb
- Up-Lighting: LED Fixtures
- Color: Brushed Aluminum Finish
- Installation: Top of Existing Canopy

elevate97 ... 800-514-1119 ELEVATE97.COM	CLIENT - US Venture ADDRESS - 222 Building Appleton, WI DATE - June 25, 2024 SCALE - 3/8" = 1'-0" DESIGNER - RE	DESIGN # - 13221 JOB # - REVISION # 5 REVISED DATE : 10/30/24	<input checked="" type="checkbox"/> CONCEPTUAL <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> FIELD SURVEY / MEASUREMENTS REQUIRED <input type="checkbox"/> VECTOR FILE OF LOGO REQUIRED <input type="checkbox"/> COLORS TO BE DETERMINED	WWW.ELEVATE97.COM ALL CONCEPTS ARE PROPERTY OF ELEVATE97 WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES. CLIENT APPROVAL - DATE -
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PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

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

Rev. 05-2024

Applicant Information

Name (print): Sarah Perera Company: Elevate 97
Address: 1085 Parkview Road Telephone: 920-227-8277
Green Bay, WI 54304 E-mail: sperera@elevate97.com
Applicant Signature: Sarah Perera Date: 2/4/2025

Occupancy Information

General Description/Reason: Sign removal + installation on the 222 building; banjo/projecting sign to be installed on the corner of building (corner of Superior St. and W. College Ave)
Street Address: 100 N Superior Street Sidewalk/roadway obstruction requested ☒ Y or ☐ N
- or -
Multiple Streets: Superior St. & sidewalk on Superior St. - sidewalk at corner of W. College Ave & Superior St.
Date(s) From: TBD To: TBD 35 days or < ☒ 35 days or > ☐ TEMPORARY FOR INSTALL
(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- ☐ Permanent - Obstruction (\$40)
☒ Temporary - Obstruction (\$40)
☐ Amenity/Annual (\$40)
☐ Blanket/Annual (\$250)
☐ Block Party (\$15)

Sub-Type

- ☐ Awning
☐ Dumpster
☒ Sign
☐ Obstruction / Other
☐ POD / Container

Location

- ☐ Sidewalk
☐ Terrace
☐ Roadway

Additional Requirements

☐ Plan/Sketch ☐ Certificate of Insurance ☐ Bond Committee and Council Approval
Other : _____ Date: _____

Traffic Control Requirements

☐ N/A

Type of Street:

- ☐ Arterial/CBD
☐ Collector
☐ Local

Proposed Traffic Control:

- ☐ City Manual Page(s) _____
☐ State Manual Page(s) _____
☐ Other (attach plan)

☐ Contact Traffic Division (920-832-2379) 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. **Dumpsters/PODs/Containers shall be located within 12" of face of curb.**
- 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: _____



DEPARTMENT OF
**PUBLIC
WORKS**

HOLD HARMLESS, INDEMNIFICATION, AND DEFENSE AGREEMENT AND STATEMENT OF INSURANCE COVERAGE

The Applicant and/or the Organization agrees to indemnify, defend, and hold harmless the City of Appleton and its officers, officials, employees, and agents from and against any and all liability, loss, damage, expenses, and costs, including attorney fees, arising out of the activities performed as described below. This obligation applies to the extent caused by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, except to the extent caused by the sole negligence or willful misconduct of the City.

Proposed Activities: Sign installation

Insurance Coverage Details (if applicable):

- Insurance Carrier: Arthur J. Gallagher Risk Management Services, LLC
- Insurance Agent Name and Phone Number: Tyler Thomack / 920-830-2225
- Policy Number: 8018666357
- Policy Period: 3/30/2025 - 3/30/2026

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 requirements of the City of Appleton. I hereby certify that I, or the company I represent, have insurance in the amounts required to obtain this permit/license and have provided the name of my insurance carrier, the policy number, and the policy period above. Further, I agree to:

1. Maintain appropriate insurance coverage for the duration of this permit/license.
2. Indemnify against any and all liability, loss, damage, and expenses, including attorney 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 or anyone directly or indirectly employed by 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.**

Sarah Perera/Elevate 97

Name of Applicant/Organization

1085 Parkview Road, Green Bay, WI 54304

Address

sperera@elevate97.com

Email Address

Sarah Perera

Print Name

Sarah Perera

Signature

5/28/25

Date

Digitally signed by Sarah Perera
Date: 2025.05.28 14:42:50 -05'00'



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : _____

Effective Date: _____

Expiration Date: _____

Non-Refundable Fee: INC. WITH SIGN PERMITPaid (yes) or no: 106533836

Rev. 05-2024

Applicant Information

Name (print): Sarah PereraCompany: Elevate 97Address: 1085 Parkview RoadTelephone: 920-227-8277Green Bay, WI 54304E-mail: sperera@elevate97.comApplicant Signature: Sarah PereraDate: 2/4/2025

Occupancy Information

General Sign: _____ on the 222 building; banjo/projecting sign to be installed on the corner of building (corner of Superior St. and W. College Ave)

Description/Reason: and US VENTURE ON CANOPY FACING COLLEGE AVE BY ENTRANCEStreet Address: 100 N Superior StreetSidewalk/roadway obstruction requested ☒ Y or ☐ N

- or -

Multiple Streets: Superior St. & sidewalk on Superior St. - sidewalk at corner of W. College Ave & Superior St.Date(s) From: _____ To: _____ 35 days or < ☐ 35 days or > ☒ PERMANENT FOR SIGNS
(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- ☒ Permanent - Obstruction (\$40)
☐ Temporary - Obstruction (\$40)
☐ Amenity/Annual (\$40)
☐ Blanket/Annual (\$250)
☐ Block Party (\$15)

Sub-Type

- ☐ Awning
☐ Dumpster
☒ Sign above canopy/overhang
☐ Obstruction / Other
☐ POD / Container

Location

- ☒ Sidewalk
☐ Terrace
☐ Roadway

Additional Requirements

- ☐ Plan/Sketch ☐ Certificate of Insurance ☐ Bond ☒ Committee and Council Approval
☒ Other: HOLD HARMLESS DOC FROM OWNER/US VENTURE Date: _____

Traffic Control Requirements

☐ N/A

Type of Street:

Proposed Traffic Control:

- ☐ Arterial/CBD
☐ Collector
☐ Local

- ☐ City Manual Page(s) _____
☐ State Manual Page(s) _____
☐ Other (attach plan)

☐ Contact Traffic Division (920-832-2379) 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. **Dumpsters/PODs/Containers shall be located within 12" of face of curb.**
- 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 complete and 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: _____



DEPARTMENT OF
**PUBLIC
WORKS**

**HOLD HARMLESS, INDEMNIFICATION, AND DEFENSE AGREEMENT
AND STATEMENT OF INSURANCE COVERAGE**

The Applicant and/or the Organization agrees to indemnify, defend, and hold harmless the City of Appleton and its officers, officials, employees, and agents from and against any and all liability, loss, damage, expenses, and costs, including attorney fees, arising out of the activities performed as described below. This obligation applies to the extent caused by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, except to the extent caused by the sole negligence or willful misconduct of the City.

Proposed Activities: Exterior Building Signage

Insurance Coverage Details (if applicable):

- Insurance Carrier: Everest National
- Insurance Agent Name and Phone Number: Lockton Companies
- Policy Number: RM16L00059231
- Policy Period: 8-1-24 - 8-1-25

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 requirements of the City of Appleton. I hereby certify that I, or the company I represent, have insurance in the amounts required to obtain this permit/license and have provided the name of my insurance carrier, the policy number, and the policy period above. Further, I agree to:

- Maintain appropriate insurance coverage for the duration of this permit/license.
- Indemnify against any and all liability, loss, damage, and expenses, including attorney 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 or anyone directly or indirectly employed by 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.

<u>US Venture, Inc</u>	<u>Brian L. Plamen</u>
Name of Applicant/Organization	Print Name
<u>425 Better Way, Appleton WI</u>	<u>[Signature]</u>
Address	Signature
<u>bplamen@usventure.com</u>	<u>1-24-25</u>
Email Address	Date



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

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

Rev. 05-2024

Applicant Information

Name (print): _____ Company: _____
Address: _____ Telephone: _____
E-mail: _____
Applicant Signature: _____ Date: _____

Occupancy Information

General Description/Reason: _____
Street Address: _____ Sidewalk/roadway obstruction requested Y or N
- or -
Multiple Streets: _____

Date(s) From: _____ To: _____ 35 days or < 35 days or >
(Requires Committee and Council Approval)

(Department use only)

<u>Occupancy Type</u>	<u>Sub-Type</u>	<u>Location</u>
Permanent - Obstruction (\$40)	Awning	Sidewalk
Temporary - Obstruction (\$40)	Dumpster	Terrace
Amenity/Annual (\$40)	Sign	Roadway
Blanket/Annual (\$250)	Obstruction / Other	
Block Party (\$15)	POD / Container	

Additional Requirements

☐ Plan/Sketch Certificate of Insurance Bond Committee and Council Approval
☐ Other : _____ Date: _____

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 (920-832-2379) 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:

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4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
5. **Dumpsters/PODs/Containers shall be located within 12" of face of curb.**
- 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: _____

Safe Path Map



● Stop Stickers (for crossing traffic)

■ Start Stickers

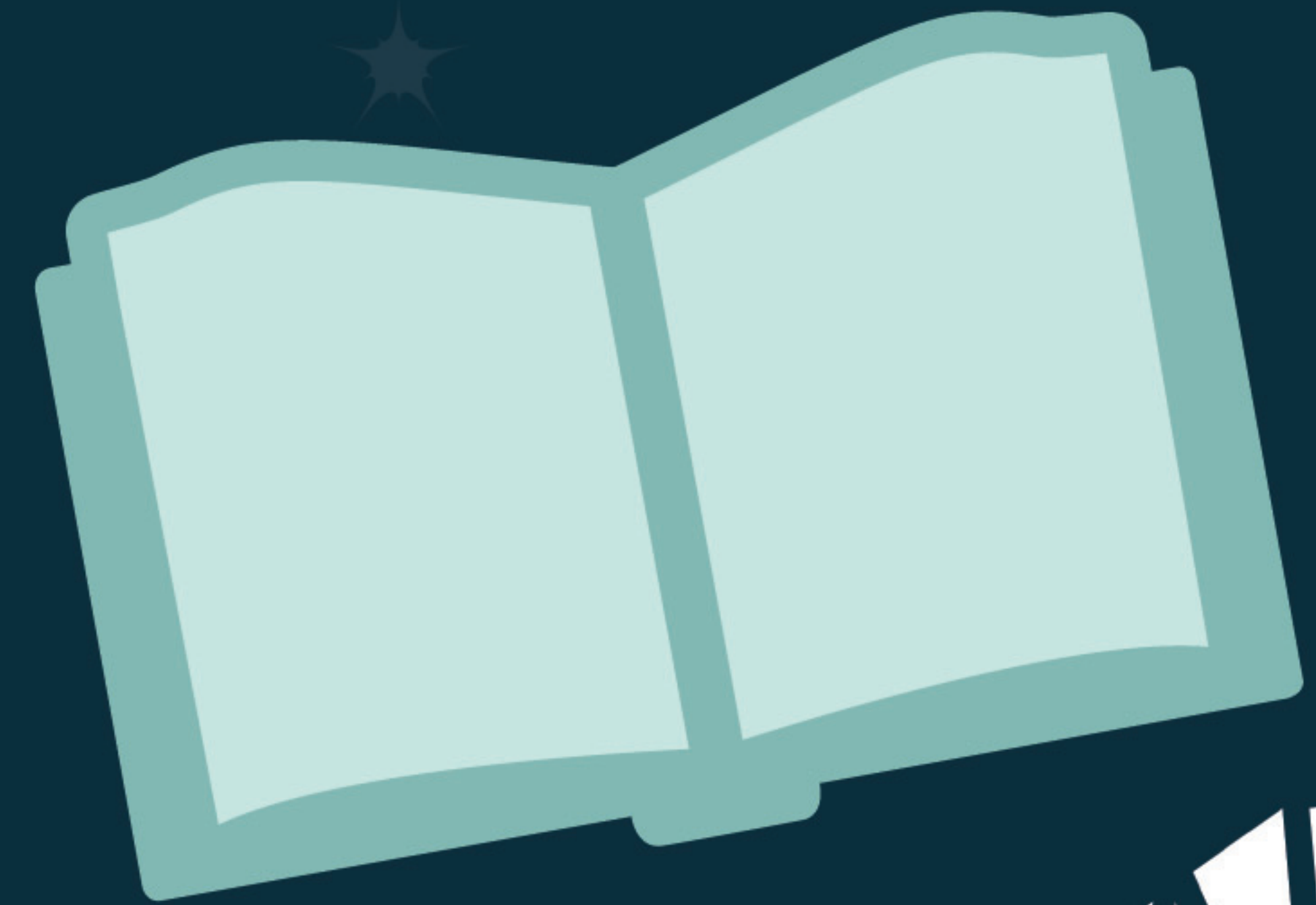
— BKF Stamp Path

— Library Stamp Path

Explore new worlds!



Follow the
rockets to the



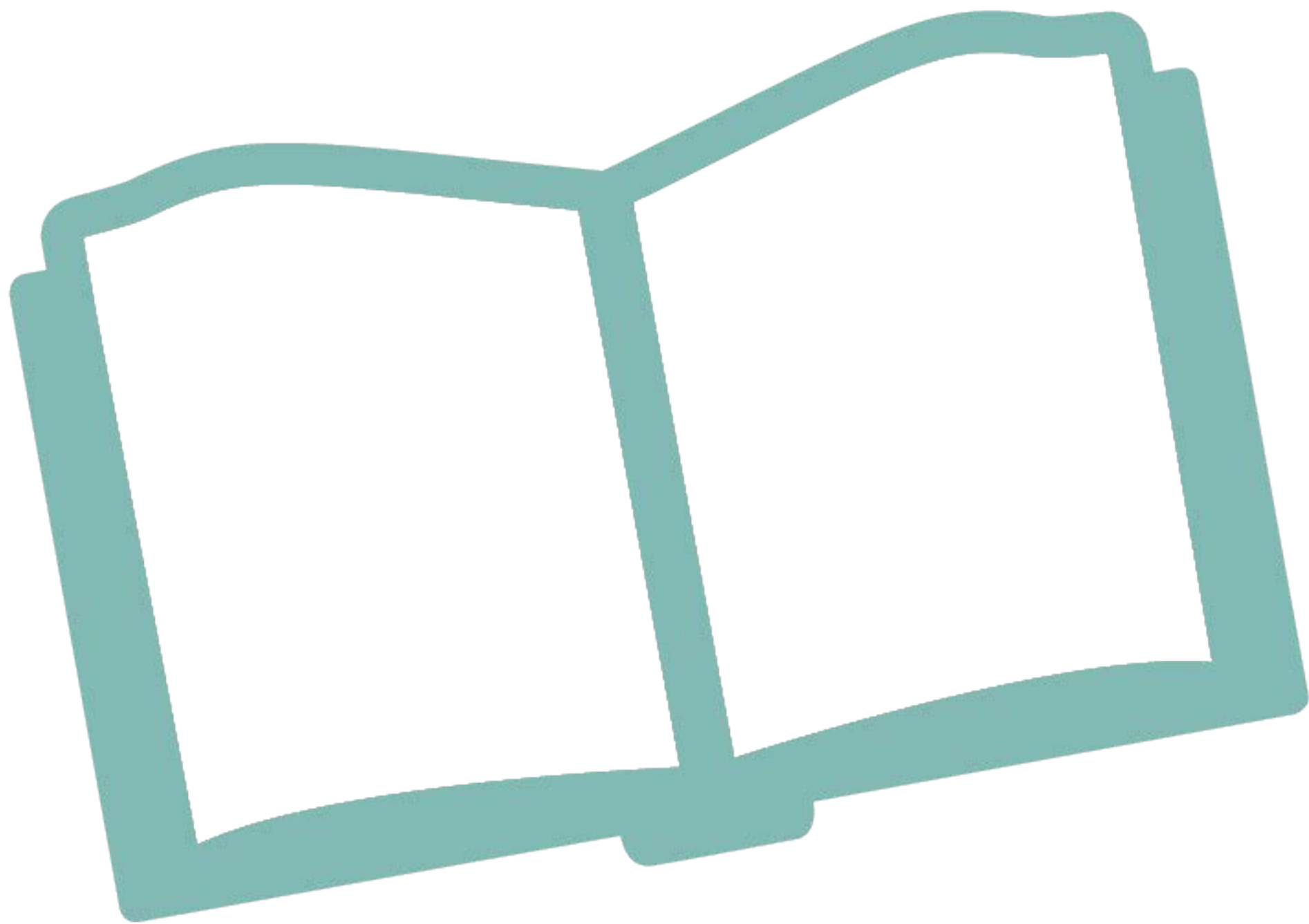
Follow the
books to the

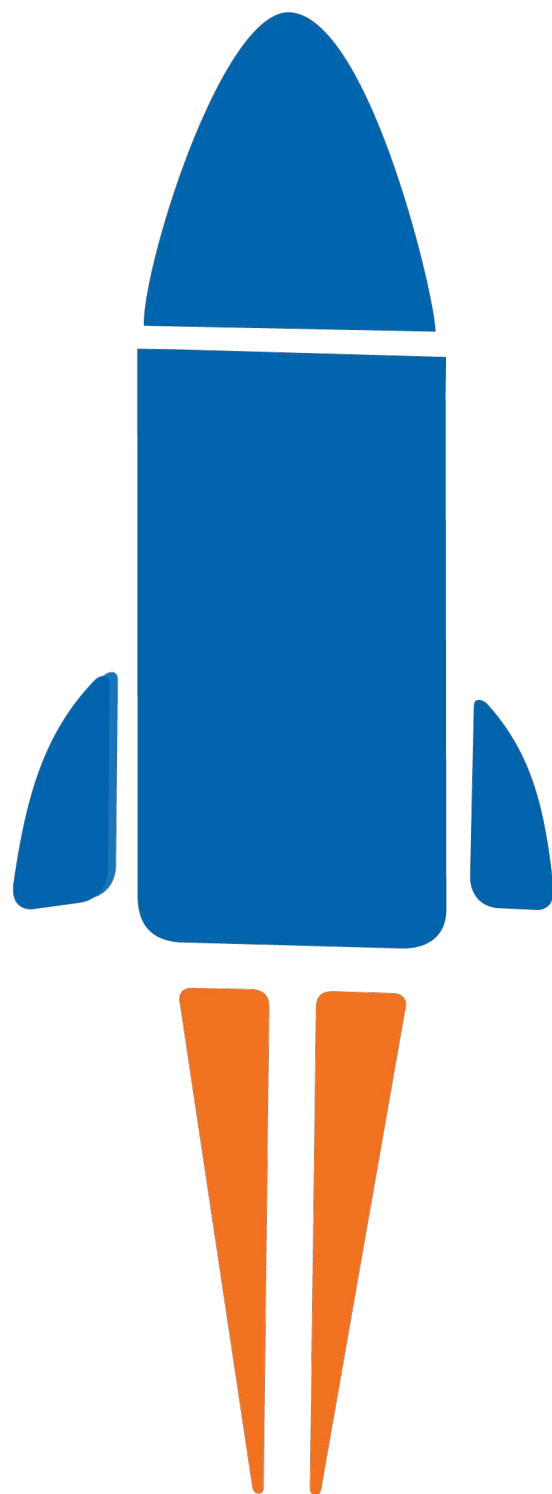


APPLETON PUBLIC
LIBRARY

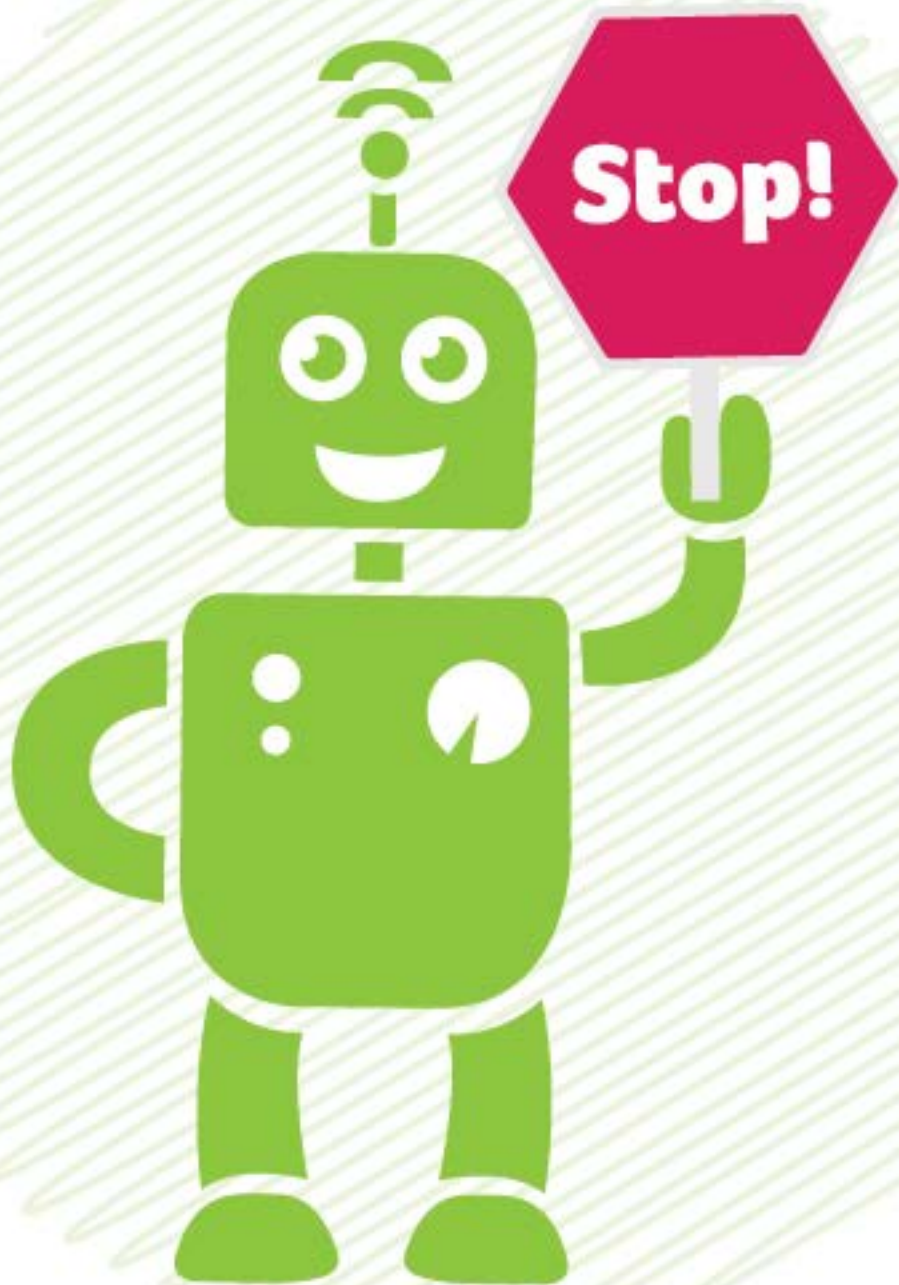


Be sure to stop at the robots!





HOP!



SPIN!





PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : _____
Effective Date: _____
Expiration Date: _____
Non-Refundable Fee: 40.00
Paid (yes or no): 8534.0004

Rev. 05-2024

Applicant Information

Name (print): Pheng VUE Company: Bowl Ninety One
Address: 100 E College Ave Telephone: 920 815 3184
Appleton WI 54911 E-mail: pheng@bowl91.com
Applicant Signature: [Signature] Date: 05/05/2025

Occupancy Information

General Description/Reason: Provide Customer with outdoor seating in front of our restaurant
Street Address: 100 E College Ave Appleton WI 54911 Sidewalk/roadway obstruction requested ☐ Y or ☐ N
- or -
Multiple Streets: _____

Date(s) From: April To: October 35 days or < ☐ 35 days or > ☐
(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- ☐ Permanent - Obstruction (\$40)
☒ Temporary - Obstruction (\$40)
☐ Amenity/Annual (\$40)
☐ Blanket/Annual (\$250)
☐ Block Party (\$15)

Sub-Type

- ☐ Awning
☐ Dumpster
☐ Sign
☐ Obstruction / Other
☐ POD / Container

Location

- ☒ Sidewalk
☐ Terrace
☐ Roadway

Additional Requirements

☒ Plan/Sketch ☒ Certificate of Insurance ☐ Bond
☐ Other : _____ Committee and Council Approval
Date: _____

Traffic Control Requirements

Type of Street: _____ Proposed Traffic Control: _____
☐ Arterial/CBD ☐ City Manual Page(s) _____
☐ Collector ☐ State Manual Page(s) _____
☐ Local ☐ Other (attach plan) _____
Approved by: _____ Date: _____
☐ Contact Traffic Division (920-832-2379) 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. Dumpsters/PODs/Containers shall be located within 12" of face of curb.
- 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: _____





DEPARTMENT OF
**PUBLIC
WORKS**

HOLD HARMLESS, INDEMNIFICATION, AND DEFENSE AGREEMENT AND STATEMENT OF INSURANCE COVERAGE

The Applicant and/or the Organization agrees to indemnify, defend, and hold harmless the City of Appleton and its officers, officials, employees, and agents from and against any and all liability, loss, damage, expenses, and costs, including attorney fees, arising out of the activities performed as described below. This obligation applies to the extent caused by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, except to the extent caused by the sole negligence or willful misconduct of the City.

Proposed Activities: _____

Insurance Coverage Details (if applicable):

- Insurance Carrier: State Farm
- Insurance Agent Name and Phone Number: Jordyn Hendzel 920 882 4200
- Policy Number: 99-CW-K729-4
- Policy Period: 01/01/2025 - 01/01/2026

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.

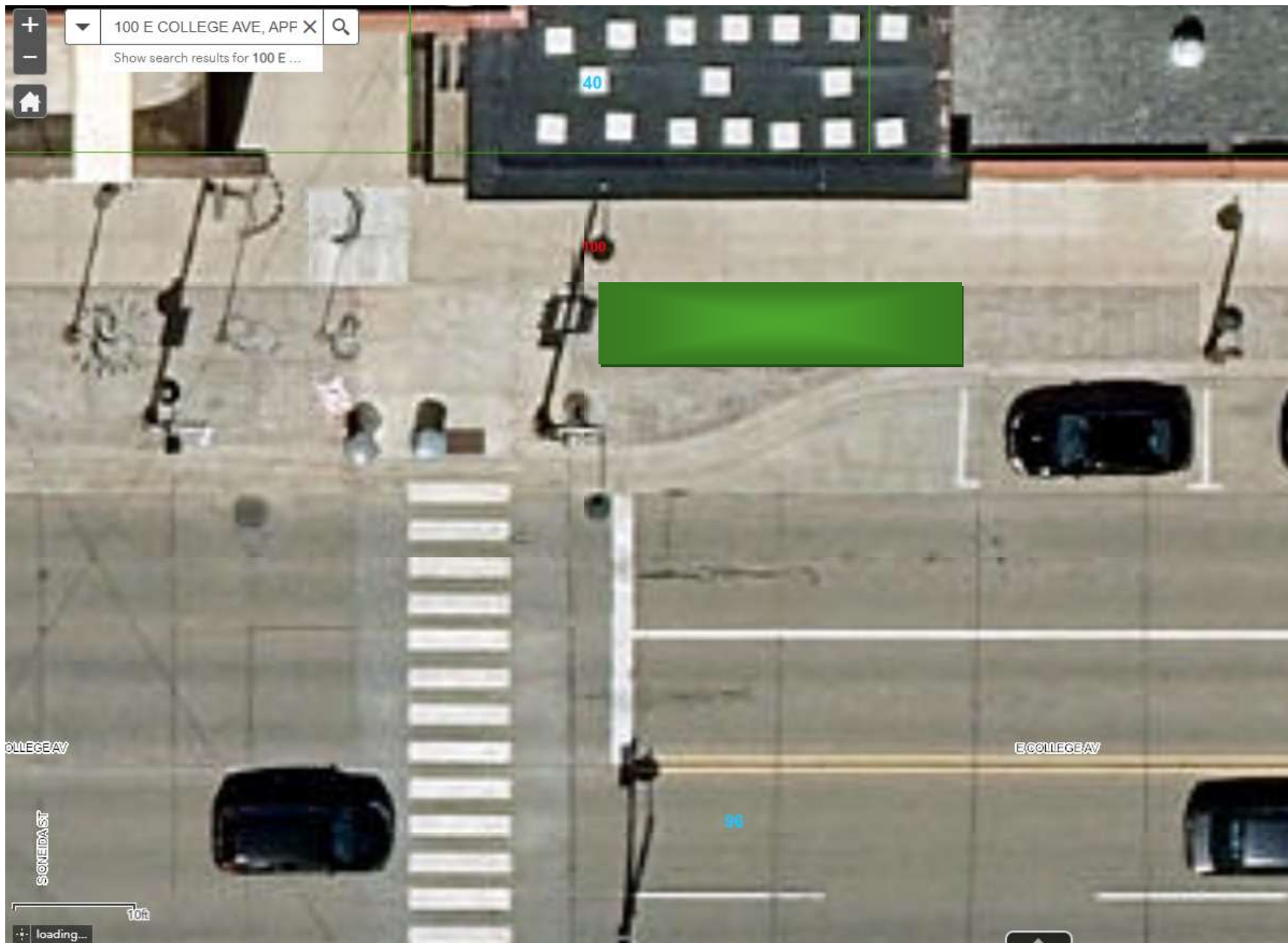
I have reviewed and understand the insurance requirements of the City of Appleton. I hereby certify that I, or the company I represent, have insurance in the amounts required to obtain this permit/license and have provided the name of my insurance carrier, the policy number, and the policy period above. Further, I agree to:

1. Maintain appropriate insurance coverage for the duration of this permit/license.
2. Indemnify against any and all liability, loss, damage, and expenses, including attorney 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 or anyone directly or indirectly employed by 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.**

Bowl Ninety One
Name of Applicant/Organization
100E College AVE
Address
Pheng @ bowl 91 .com
Email Address

Pheng VUE
Print Name
[Signature]
Signature
05/06/2025
Date





DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: June 9, 2025
To: Municipal Services Committee
From: Pete Neuberger, Deputy Director of Public Works/City Engineer
Subject: Award Single-Source Design and Construction-Related Services Contract with Desman Design Management for 2026 Repair and Maintenance Program for the Red, Yellow, and Green Parking Ramps in an Amount Not to Exceed \$96,400.

The Department of Public Works is requesting approval for the award of the Single-Source Design and Construction-Related Services Contract with Desman Design Management for 2025 Repair and Maintenance Program for the Red, Yellow, and Green Parking Ramps in an Amount Not to Exceed \$96,400.

In February of 2021, the Common Council authorized a sole source professional services agreement with Desman Design Management ("Desman") for planning, design and administrative services related to the structural maintenance of the City's public parking ramps. This agreement was authorized for a five-year period, subject to continued satisfactory performance by Desman.

Desman completed a comprehensive update to their original 2019 structural condition analysis of all three of the City's parking ramps. The update included detailed descriptions of the structural condition of each ramp as well as general recommendations for short and long-term maintenance and repair needs. Accordingly, DPW developed a five-year Capital Improvement Plan to pursue recommended maintenance.

Per single-source contract authorizations provided at the April 10, 2023, and again at the November 11, 2024, Municipal Services Committee meetings, with Common Council approval on April 19, 2023 and November 20, 2024 respectively, DPW contracted with Desman to complete plans and specifications in City parking ramps. From 2023 to date, Desman provided these services to the satisfaction of DPW staff.

The 2025 Parking Utility budget includes \$100,000 for ramp structural repairs consulting services. Based on the Desman structural condition analysis and subsequent observations and discussions with DPW and Desman staff, DPW solicited and received a single-source proposal from Desman to provide consulting services for 2026 ramp structural/electrical/plumbing repairs and preventive maintenance design and construction related services work.



CITY OF APPLETON

MEMORANDUM

Date: 5/23/2025
To: Municipal Services Committee
From: Connor Deeg, E.I.T., Traffic Engineer
Subject: Approve ordinance change to install stop signs on Edgemere Drive at Kensington Drive

Based on a citizen complaint, the Traffic Section recently reviewed the intersection traffic control at the yield-controlled intersection of Edgemere Drive and Kensington Drive. This intersection is two intersections north of Newberry Street and primarily surrounded by residential land use.

In a typical intersection control study, the following characteristics are taken into consideration: 1) crash history, 2) safe approach speeds, 3) sight lines, and 4) traffic volumes. In this case, the entering volume of this intersection is approximately 1600 vehicles per day. A review of crash records indicated there were three reportable crashes at this intersection, one of which was deemed to be correctable by changing from yield to stop control. The critical approach speed for the intersection was found to be approximately 10 mph due to the nearby homes, apartments, and from the utilization of on-street parking.

Although this intersection does not meet the traffic volumes threshold, it does meet the crash frequency and critical approach speed thresholds for justification of two-way stop-control. As such, the Traffic Section recommends implementing two-way stop control. To accomplish this, the following ordinance action is required.

1. **Create:** "Install stop signs on Edgemere Drive at Kensington Drive."



CITY OF APPLETON

MEMORANDUM

Date: 06/02/2025

To: Municipal Services Committee

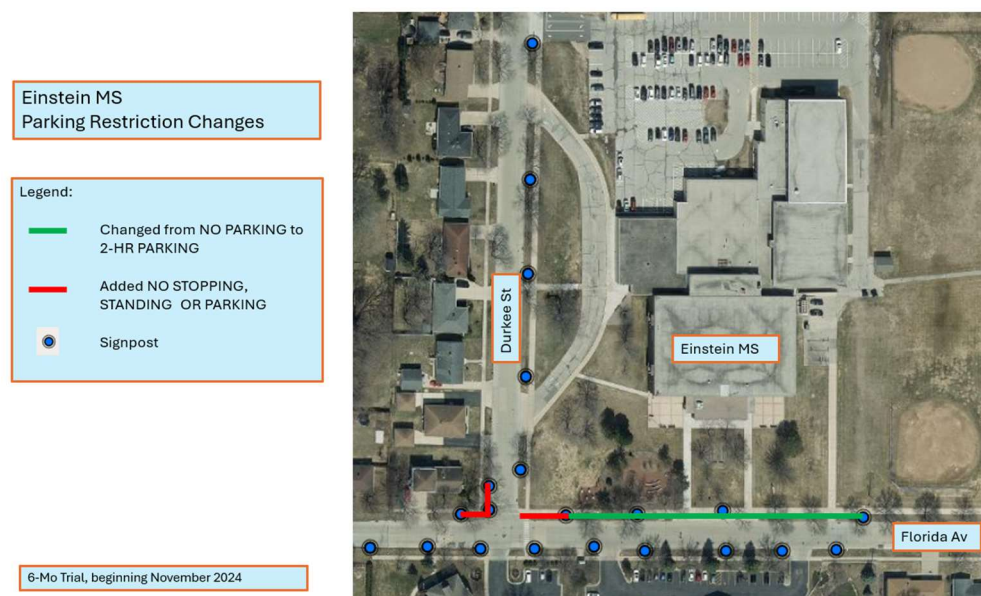
From: Mike Hardy, P.E., Traffic Engineer

Subject: Approve Parking changes on Florida Av and Durkee St by Einstein Middle School (follow-up to a 6-month evaluation)

At the request of the AASD, the City's Traffic Section recently assessed the possibility of changing the existing *No Parking* zone to a *2-hour Parking* zone adjacent to Einstein Middle School along Florida Avenue. Based on our review, we initiated an evaluation period in November of 2024.

The evaluation involved changing the *No Parking* zone to a *2-hour Parking* zone along the north side of Florida Avenue adjacent the school. Additional *No Stopping* zone designations were added at the Durkee Street / Florida Avenue intersection to help with visibility of vehicles and pedestrian (see *Figure 1* below). This change has had the desired effect, Einstein Middle School is satisfied, and we have not received any other feedback from the community. Based on this, we recommend the changes be made permanent.

Figure 1: 6 Month Evaluation Period Parking Changes, beginning November 2024



Additionally, this evaluation period revealed the existing school day restriction times of 7:30 a.m. to 4:30 p.m. do not align with the current school bell schedule for Einstein Middle School and Classical Charter School. Based on this, we recommend all school day restrictions along Durkee Street and Florida Avenue be updated to 7:00 a.m. to 4:00 p.m. Lastly, at the intersection of Durkee Street and Florida Avenue, we recommend the *No Stopping* zone designations become continuous.

To accomplish this, the following ordinance changes are necessary:

1. **Create:** "Stopping/standing/parking be prohibited on school days from 7:00 a.m. to 4:00 p.m. on the north side of Florida Avenue from Durkee Street to a point 27 feet west of Durkee Street."
2. **Create:** "Stopping/standing/parking be prohibited on the west side of Durkee Street from Florida Avenue to a point 25 feet north of Florida Avenue."
3. **Create:** "Stopping/standing/parking be prohibited on the north side of Florida Avenue from Durkee Street to a point 45 feet east of Durkee Street."
4. **Create:** "Parking be restricted to two hours on school days from 7:00 a.m. to 4:00 p.m. on the north side of Florida Avenue a point 45 feet east of Durkee Street to a point 433 feet east of Durkee Street."
5. **Create:** "Stopping/standing/parking be prohibited on school days from 7:00 a.m. to 4:00 p.m. on the east side of Durkee Street from Florida Avenue to a point 170 feet north of Florida Avenue."
6. **Create:** "No Parking/Passenger Loading Zone/No Unoccupied Vehicles from 7:00 a.m. to 4:00 p.m. on school days on east side of Durkee Street a point 170 feet north of Florida Avenue to a point 422 feet north of Florida Avenue."
7. **Create:** "Stopping/standing/parking be prohibited on school days from 7:00 a.m. to 4:00 p.m. on the east side of Durkee Street from a point 422 feet north of Florida Avenue to a point 535 feet south of Capitol Drive."
8. **Create:** "Stopping/standing/parking be prohibited on school days from 7:00 a.m. to 4:00 p.m. on the east side of Durkee Street from Capitol Drive to a point 178 feet south of Capitol Drive."
9. **Create:** "Stopping/standing/parking be prohibited on school days from 7:00 a.m. to 4:00 p.m. on west side of Durkee Street from Capitol Drive to a point 510 feet south of Florida Avenue."
10. **Create:** "Stopping/standing/parking be prohibited on school days 7:00 a.m. to 4:00 p.m. on the south side of Florida Avenue from a point 85 feet east of Durkee Street to a point 450 feet east of Durkee Street."
11. **Repeal Ord. 173-11:** "Stopping, standing and parking be prohibited on school days from 7:30 a.m. to 4:30 p.m. on the south side of Florida Avenue from Durkee Street to a point 140 feet west of Durkee Street."
12. **Create:** "Stopping/standing/parking be prohibited on the south side of Florida Avenue from Durkee Street to a point 75 feet west of Durkee Street."



CITY OF APPLETON

MEMORANDUM

Date: 5/6/25
To: Municipal Services Committee
From: Connor Deeg, E.I.T., Traffic Engineer
Subject: Parking changes at 500 Block of W Johnston Street
(follow-up to a 6-month evaluation)

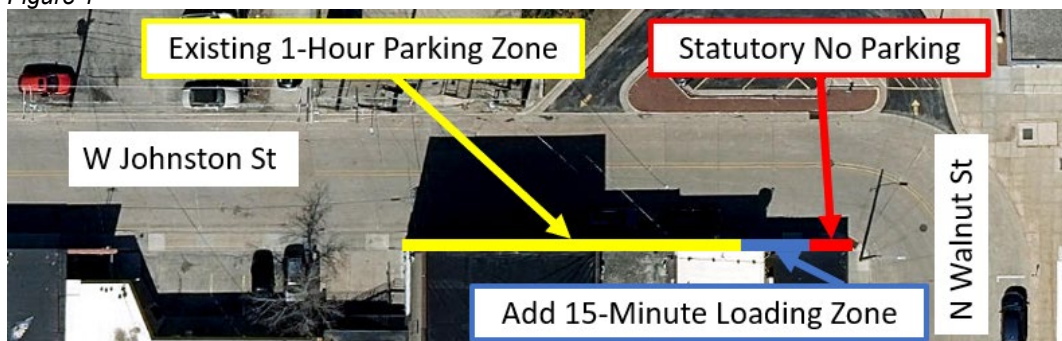
Due to a business owner's request, the City's Traffic Section recently assessed the parking on Johnston Street near where it intersects Walnut Street. Based on our initial review, there was enough space to create a loading zone where there previously was a *No Parking* zone.

We initiated an evaluation period in October of 2024. The evaluation included converting a small area from a *No Parking* zone to *15-Minute Loading* zone. See *Figure 1* below.

This arrangement has had the desired effect, and we have received positive feedback from the community. Based on this, we recommend the changes be made permanent. To accomplish this, the following ordinance changes are necessary:

1. **Create:** "Designate a 15-minute Loading Zone on the south side of Johnston Street from a point 15 feet west of Walnut Street to a point 31 feet west of Walnut Street."
2. **Create:** "Designate a One-Hour Parking zone from 9 a.m. to 5 p.m., except Sundays and Holidays, on the south side of Johnston Street from a point 31 feet west of Walnut Street to a point 60 feet west of Walnut Street."

Figure 1





CITY OF APPLETON

MEMORANDUM

Date: 5/22/25
To: Municipal Services Committee
From: Eric Lom, P.E., City Traffic Engineer
Subject: Approve ordinance changes for parking at 1500 N Durkee St, by Kaleidoscope Academy
(follow-up to a 6-month evaluation)

In response to a series of complaints from nearby residents, the City's Traffic Section recently assessed a parking-related situation on the 1500 block of N. Durkee Street that generally consisted of semis blocking the roadway while loading and unloading at Kaleidoscope Academy. After working with the school district and the neighborhood, Traffic Section staff developed a solution and initiated an evaluation in 2024.

The evaluation generally included the creation of a *Loading Zone* on the east side of the block as a way of ensuring semis have a safe and legal place to load and unload.

This arrangement has had the desired effect, and we have not received any feedback from the community. Based on this, we recommend the changes be made permanent. To accomplish this, the following ordinance change is necessary:

1. **Create:** "Designate a Loading Zone from 6:00 a.m. to 1:00 p.m. on School Days on the east side of Durkee Street from Circle Street to a point 75 feet south of Circle Street."



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : **25-059-T**Effective Date: **5/19/25**Expiration Date: **10/17/25 6/23/25**Non-Refundable Fee: **40.00**Paid (yes or no): **176006196**

Rev. 05-2024

Applicant InformationName (print): Cole Van LankveltCompany: Scott Lamers ConstructionAddress: W4527 County Hwy KK, Kaukauna, WI 54130Telephone: 920-759-9775E-mail: colev@scottlamers.comApplicant Signature: *Cole Van Lankvelt*Date: 5/12/25**Occupancy Information**General Description/Reason: Occupy Sidewalk during Lundgaard Park phase 2 construction projectStreet Address: 4900 N Lightning Dr, Appleton, WI 54913Sidewalk/roadway obstruction requested ☒ Y or ☐ N

- or -

Multiple Streets: _____

Date(s) From: 5/19/25To: 10/17/2535 days or < ☐ 35 days or > ☒

(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- ☐ Permanent - Obstruction (\$40)
☒ Temporary - Obstruction (\$40)
☐ Amenity/Annual (\$40)
☐ Blanket/Annual (\$250)
☐ Block Party (\$15)

Sub-Type

- ☐ Awning
☐ Dumpster
☐ Sign
☒ Obstruction / Other
☒ POD / Container

- ☐ Sandwich Board
☐ Tables/Chairs

Location

- ☒ Sidewalk
☐ Terrace
☐ Roadway

Additional Requirements

- ☒ Plan/Sketch
☐ Other : _____

☒ Certificate of Insurance☐ Bond

Committee and Council Approval

Date: _____

Traffic Control Requirements☐ N/A

Type of Street:

- ☐ Arterial/CBD
☐ Collector
☐ Local

Proposed Traffic Control:

- ☐ City Manual Page(s) _____
☐ State Manual Page(s) _____
☐ Other (attach plan) _____

☐ Contact Traffic Division (920-832-2379) 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. **Dumpsters/PODs/Containers shall be located within 12" of face of curb.**
- 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: _____

Mark Lahay/ CS

(Department of Public Works)

DATE: **05/12/25**





SEVEOAK-07

ATROTTER

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/6/2025

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 License # 100290819 Hub International Midwest West 251 Progress Way Suite 300 Waunakee, WI 53597	CONTACT NAME: PHONE (A/C, No, Ext): (608) 849-6873 FAX (A/C, No): (608) 849-6871 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A : Society Insurance INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : NAIC # 15261
INSURED Seven Oaks HD, LLC Scott Lamers Construction LLC W229 County Road ZZ Kaukauna, WI 54130	

COVERAGES

CERTIFICATE NUMBER:

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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			CP10057031	2/11/2025	2/11/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA10057033	2/11/2025	2/11/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CU10057034	2/11/2025	2/11/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	WC10057032	2/11/2025	2/11/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The City of Appleton, and its officers, council members, agents, employees and authorized volunteers are listed as additional insured on the general liability on a primary and non-contributory with ongoing and completed operations when required by written contract.

CERTIFICATE HOLDER

CANCELLATION

City of Appleton 100 N Appleton St 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
---	---



CITY OF APPLETON

MEMORANDUM

Date: 6/4/25
To: Municipal Services Committee
From: Eric Lom, P.E., City Traffic Engineer
Subject: Award of Unit P-25 Pavement Marking Maintenance Contract (Epoxy) to Brickline, Inc., in an amount not to exceed \$177,505.70.

Quotes were opened for the *Unit P-25 Pavement Marking Maintenance Contract* on June 2, 2025, as a means of establishing unit prices for this annual maintenance contract, which generally involves the installation and replacement of durable epoxy longitudinal and transverse pavement markings throughout the City.

Quotes were solicited from the only two contractors that provide this service in Wisconsin that we have had positive experiences with. Brickline, Inc., of Madison, Wisconsin, submitted the low quote with a total amount of \$167,505.70, which is 15% above our engineer's estimate. The increased unit prices in the quote appear to reflect this year's overall bidding environment (supply/demand) and tariffs.

Based on this, we recommend award of the contract to Brickline, Inc., in an amount not to exceed \$177,505.70 (which includes an additional \$10,000 for unanticipated work). This dollar amount is based on the combination of available budgeted funds for pavement marking maintenance and pavement markings that will be completed for other city projects.



CITY OF APPLETON

MEMORANDUM

Date: June 4, 2025
To: Laura Jungwirth, Director of Public Works
From: Lily Paul, Economic Development Specialist
Subject: Red Ramp Mural Request

The Appleton Public Arts Committee met on June 4, 2025 and recommended approval of the request from Neo Medina and the Trout Museum of Art to paint a mural to be located inside of the Red Ramp located at 134 S. Superior Street (Tax Id #31-2-0090-00) **as described in the attached documents and subject to the following conditions:**

1. An agreement between the applicant and the City will be prepared by the City's Legal Services Department and shall be executed prior to installation. This agreement will memorialize the expectations of the parties including the location of the art, installation and insurance requirements, maintenance, liability, indemnification, and the like.
2. Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size. Any proposed signs and their placement shall be approved by the Department of Public Works.
3. The applicant shall provide the Department of Public Works with a final placement of the mural prior to beginning the installation.
4. The applicant shall coordinate with the Department of Public Works regarding blocking applicable parking spaces and creating a designated area for the work to occur.
5. Applicant shall apply an anti-graffiti coating upon completion of the mural.
6. The mural will be completed during the day July 14 – 18, 2025 by Trout Museum of Art students. The artist will be on site evenings July 14 – 19, 2025.

The Committee offered a soft suggestion to the applicant pertaining to making the existing handicap parking sign more prominent by either outlining the signage with a darker color or changing the design to incorporate it into the mural.

Per the Art in Public Places Policy, the recommendation from the Appleton Public Arts Committee is forwarded to the committee of jurisdiction, in this case, the Municipal Services Committee. Please place this item on the agenda for the June 9, 2025 Municipal Services Committee meeting. Their recommendation would then be forwarded to the Common Council for consideration on June 18, 2025.

The staff memo prepared for the Public Arts Committee is attached as reference.



CITY OF APPLETON

MEMORANDUM

Date: June 4, 2025
To: Public Arts Committee
From: Lily Paul, Economic Development Specialist
Subject: Red Ramp Mural – Neo Medina & Trout Museum of Art

GENERAL INFORMATION

Owner: City of Appleton

Applicant: Neo Medina & Trout Museum of Art

Address/Parcel Number: 134 S. Superior Street (Parcel #31-2-0090-00)

Petitioner's Request: Applicant is requesting to paint a mural on the inside of the Red Ramp. The mural will be located near the east stairwell on the second floor. The mural will be painted by students participating in Spray Camp through the Trout Museum of Art and supervised by Neo Medina.

Appleton Public Arts Committee Meeting Date: June 4, 2025

Municipal Services Committee Meeting Date: June 9, 2025

Common Council Meeting Date: June 18, 2025

PROJECT DETAILS

Project Summary: Applicant is requesting to paint a mural on the inside of the Red Ramp. The mural will be located near the east stairwell (closest to Superior Street) on the second floor. The mural will be painted by students participating in the Trout Museum of Art Spray Camp and supervised by their instructor, Neo Medina. See attached mural design.

Reason for Choosing the Proposed Location: The mural will be located near the entrance to the east stairwell and visible to visitors. The mural will add interest and brighten up the walls of the ramp.

Description of How the Work is Installed/Anchored/Attached: Mural will be painted with top level exterior paint. An anti-graffiti coating will be applied after the mural is complete.

Timeline and Duration of Installation: The camp runs from Monday, July 14th through Friday, July 18th, during the day. The mural will be completed during the day from Wednesday, July 16th to

Friday, July 18th by Trout Museum of Art students and the artist. The artist may have to do some finishing touches in the evenings and into Saturday, July 19th, 2025.

Maintenance and Cost: The wall that the mural is proposed to be on will need to be power washed to remove any dirt or grime. This will be coordinated with the artist and Public Works/Facilities Department. Any maintenance or repair costs will be included in the agreement between the artist and the City.

Associated Signage: Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size. Any proposed signs and their placement shall be approved by the Department of Public Works.

Appleton Comprehensive Plan 2010-2030: The City of Appleton *Comprehensive Plan 2010-2030* illustrates the importance of the arts community to Appleton and encourages the expansion and promotion of placemaking and arts in the City. The proposed public art project is consistent with the following goals and objectives of the *Comprehensive Plan 2010-2030*.

Chapter 3 – Community Vision #12: Creative place making and public art enhance the public realm and contribute to a vibrant economy.

Chapter 14 – Downtown Plan

- *Strategy 1.4 Install sculpture, murals, and other art in public locations throughout the downtown*
- *Strategy 2.1 Maintain and strengthen the vitality of the arts and entertainment niche*

Staff Comments: A certificate of insurance is on file from the Trout Museum, so no additional insurance certificates are needed.

RECOMMENDATION

Based upon the guidelines outlined in the Art in Public Places Policy, staff recommends that the proposed mural, located within the Red Ramp, as described in the attached documents, **BE APPROVED** subject to the following conditions:

1. An agreement between the applicant and the City will be prepared by the City's Legal Services Department and shall be executed prior to installation. This agreement will memorialize the expectations of the parties including the location of the art, installation and insurance requirements, maintenance, liability, indemnification, and the like.
2. Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size. Any proposed signs and their placement shall be approved by the Department of Public Works.
3. The applicant shall provide the Department of Public Works with a final placement of the mural prior to beginning the installation.
4. The applicant shall coordinate with the Department of Public Works regarding blocking applicable parking spaces and creating a designated area for the work to occur.

5. Applicant shall apply an anti-graffiti coating upon completion of the mural.
6. The mural will be completed during the day July 14 – 18, 2025 by Trout Museum of Art students. The artist will be on site evenings July 14 – 19, 2025.

Appleton Public art Application

Neo Medina

5/21/25

Description: The Trout Museum of Art will be hosting the 4th annual Spray camp class July 14th-18th of 2025. During this Class Neo teaches students the fundamentals of public art and mural making. This camp ends with the painting of an actual mural (last years was on the 3rd floor in the red ramp). We chose the red ramp again because of ideal working conditions as well as the fact that it's a great space to show visitors to our city some great artwork done by community for community. The Painting of the mural would begin on Wednesday the 16th and end by the 19th. The only prep work that would be needed would be to have the wall power washed to remove dirt and grime to ensure a quality finish and lifespan. Any maintenance/repair costs needed in the future will be worked out between Neo and the Trout Museum of Art



Superior
Street

RECYCLED
PARKING
THIS SPACE



CITY OF APPLETON

MEMORANDUM

Date: 5/22/25
To: Municipal Services Committee
From: Eric Lom, P.E., City Traffic Engineer
Subject: Approve Parking Changes - School Route Plan for Sandy Slope Elementary School

The Appleton Area School District's (AASD) new elementary school, Sandy Slope Elementary, will open in the fall of 2025 at the intersection of Lightning Drive and Edgewood Drive. In conjunction with this, staff from City Traffic Engineering, Appleton Police Department, AASD and East Central Regional Wisconsin Planning Commission (ECWRPC) have worked together to develop a *School Route Plan* as a way of providing safe bike and pedestrian access to and from the school.

The related intersection control changes were recently approved by Committee and Council. This included conversion to all-way stop control at the Ashbury / Lightning and Ashbury / Providence intersections. In order to implement these changes, minor parking restriction changes are necessary near the involved intersections.

To accomplish this, the following ordinance action is required:

1. **Create:** "Parking be prohibited on the south side of Ashbury Drive from Providence Avenue to a point 52 feet east of Providence Avenue."
2. **Create:** "Parking be prohibited on the north side of Ashbury Drive from Providence Avenue to a point 70 feet west of Providence Avenue."
3. **Create:** "Parking be prohibited on the east side of Providence Avenue from Ashbury Drive to a point 57 feet north of Ashbury Drive."
4. **Create:** "Parking be prohibited on the west side of Providence Avenue from Ashbury Drive to a point 98 feet south of Ashbury Drive."
5. **Create:** "Parking be prohibited on the east side of Lightning Drive from a point 150 feet south of Ashbury Drive to a point 50 feet north of Ashbury Drive."
6. **Create:** "Parking be prohibited on the north side of Ashbury Drive from Lightning Drive to a point 171 feet west of Lightning Drive."



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: June 9, 2025
To: Municipal Services Committee
From: Laura Jungwirth, Director of Public Works
Pete Neuberger, Deputy Director of Public Works / City Engineer
Eric Lom, City Traffic Engineer
Subject: Wilden Portfolio Park – New Street Design Approvals

Since the City's adoption of the Complete Streets Design Guide and Complete Streets Policy in 2024, the Department of Public Works (DPW) has presented new street design criteria to the Municipal Services Committee and Common Council for approval prior to Final Plat.

Action Item:

Approve the roadway design parameters for the proposed streets in the proposed Wilden Portfolio Park as follows:

- Evergreen Drive (Ballard Road to Meade Street):
 - Collector street designation.
 - 120' right-of-way.
 - 7' concrete sidewalks on both sides along the right-of-way line.
 - 8' outer vegetated terraces on both sides, adjacent to sidewalks.
 - 6.5' raised asphalt bike lanes on both sides, adjacent to outer terraces.
 - 8' inner vegetated terraces on both sides, adjacent to bike paths.
 - Boulevard street having two future concrete pavement sections with curb & gutter; each pavement section is 24' wide (from back of curb to back of curb).
 - 13' wide median separating the pavement sections.
 - On-street parking is not allowed.

- Milestone Drive (Ballard Road to “Road C”):
 - Collector street designation
 - 60’ right-of-way.
 - 7’ concrete sidewalks on both sides along the right-of-way line.
 - 11.5’ vegetated terraces on both sides, adjacent to sidewalks.
 - Street having a future concrete pavement section with curb & gutter; the pavement section is 29’ wide (from back of curb to back of curb).
 - On-street parking is not allowed.

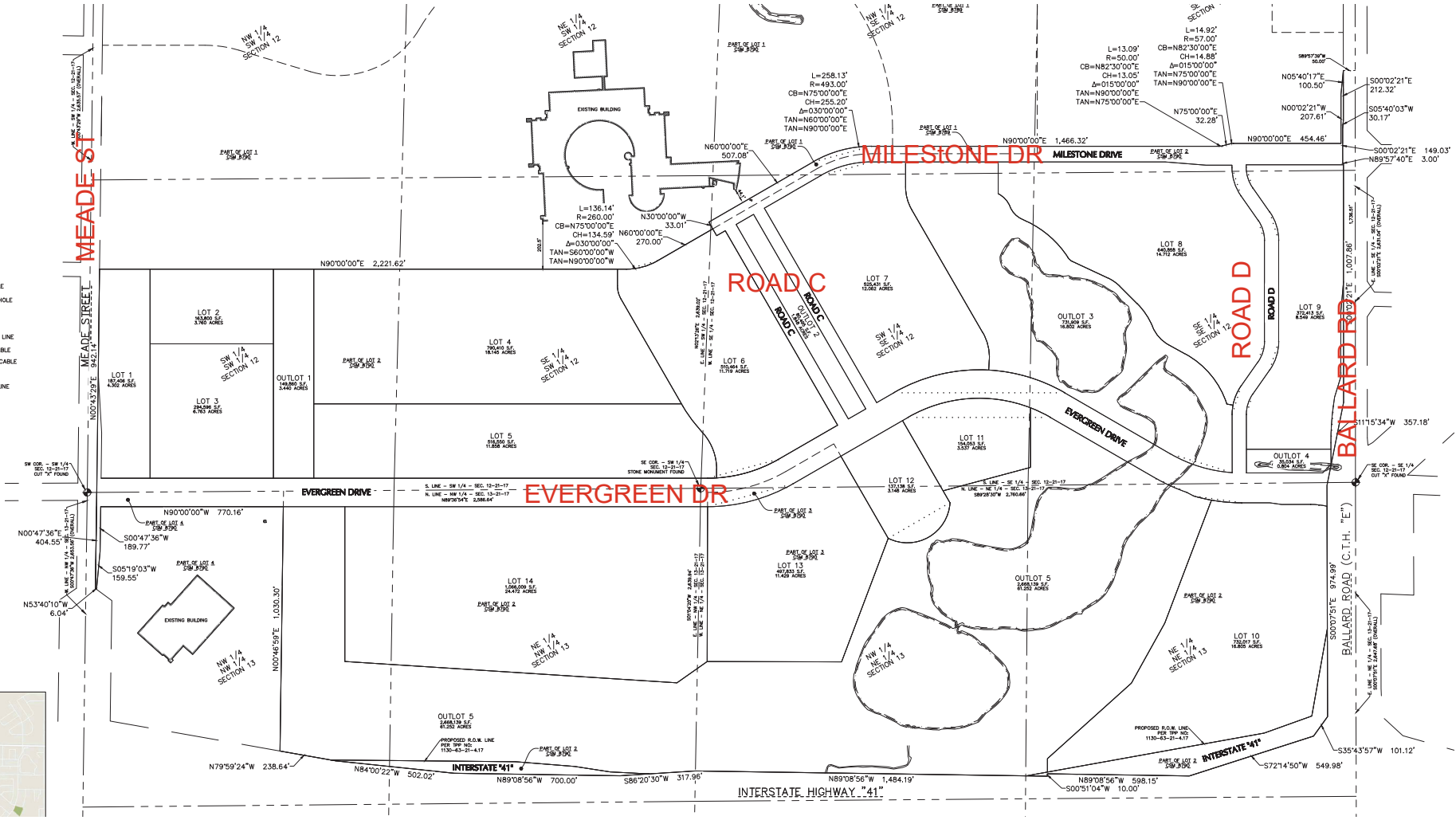
- Road C (Milestone Drive to Evergreen Drive):
 - Local street designation.
 - Two 52.5’ rights-of-way separated by a private outlot.
 - Each right-of-way contains the following:
 - 10.5’ Pedestrian Zone
 - A one-way street having a future concrete pavement section with curb & gutter having a total width of 40’ (from back of curb to back of curb). Each pavement section consists of:
 - 20’ wide through street.
 - 18’ wide on-street angled parking (one side only).
 - 4’ buffer strip adjacent to the private outlot.

- Road D, a.k.a. Commercial Road (Milestone Drive to Evergreen Drive):
 - Collector street designation
 - 60’ right-of-way.
 - 7’ concrete sidewalks on both sides along the right-of-way line.
 - 8.5’ vegetated terraces on both sides, adjacent to sidewalks.
 - Street having a future concrete pavement section with curb & gutter; the pavement section is 29’ wide (from back of curb to back of curb).
 - On-street parking is not allowed.

1900.

W SEWER AND MANHOLE
ARY SEWER AND MANHOLE
R LINE AND HYDRANT
HEAD UTILITY LINE
GROUND FIBER OPTIC LINE
GROUND ELECTRIC CABLE
GROUND TELEPHONE CABLE
GROUND GAS LINE
GROUND IRRIGATION LINE
AND GUTTER
DRAIN LINE
ACCESS LINE
-OF-WAY LINE
CENT PROPERTY LINE
NAT. LOT LINE
LINK FENCE
FENCE

PROJECT
LOCATION



PRELIMINARY PLAT
4321 N. BALLARD ROAD • APPLETON, WI 54919

PROFESSIONAL SEAL

PRELIMINARY DATES
FEB. 10, 2025
FEB. 14, 2025
APR. 25, 2025

CONSTRUCTION



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

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

Rev. 05-2024

Applicant Information

Name (print): Jennifer Stephany Company: Appleton Downtown Inc / Farm Market
Address: 333 W College Ave STE 100 Telephone: 9209549112
Appleton, WI 54911 E-mail: jennifer@appletondowntown.org
Applicant Signature: *Jennifer Stephany* Date: 6/5/2025

Occupancy Information

General Description/Reason: Dumpsters for Farm Market season. We no longer have access to city center dumpsters and need a solution for the season.
We are requesting space on Allen st as close to Lawrence street as we can. An image was sent to DPW.
Street Address: Allen Street along the curb. Sidewalk/roadway obstruction requested ☐ Y or ☒ N
- or - Road clear
Multiple Streets: _____
Date(s) From: 6/20/20 To: 10/13/20 35 days or < ☐ 35 days or > ☒
(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- ☐ Permanent - Obstruction (\$40)
☒ Temporary - Obstruction (\$40)
☐ Amenity/Annual (\$40)
☐ Blanket/Annual (\$250)
☐ Block Party (\$15)

Sub-Type

- ☐ Awning
☒ Dumpster
☐ Sign
☐ Obstruction / Other
☐ POD / Container

Location

- ☐ Sidewalk
☐ Terrace
☒ Roadway

Additional Requirements

☐ Plan/Sketch ☐ Certificate of Insurance ☐ Bond Committee and Council Approval
☒ Other : meter bags Date: _____

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) _____

Approved by: _____ Date: _____

☐ Contact Traffic Division (920-832-2379) 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. Dumpsters/PODs/Containers shall be located within 12" of face of curb.
- 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: _____

