



**OSHKOSH COMMON COUNCIL AGENDA
OSHKOSH, WISCONSIN
July 23, 2024**

**DUE TO THE CITY HALL ELEVATOR TEMPORARILY BEING OUT OF SERVICE,
THE JULY 23, 2024, 6:00 P.M. MEETING OF THE OSHKOSH COMMON COUNCIL HAS BEEN MOVED TO:
THE OSHKOSH SENIORS CENTER, SOUTH BUILDING OASIS ROOM, LOCATED AT 200 N. CAMPBELL ROAD.**

If anyone requires reasonable ADA accommodations, please contact the office of the City Manager at citymgr@oshkoshwi.gov, or phone 920-236-5002.

To send written correspondence to the Council, mail it to the City Manager, place it in the City Hall dropbox, or email it to council@oshkoshwi.gov (prior to the Council meeting).

- A. CALL TO ORDER** (6:00 p.m.)
- B. ROLL CALL**
- C. INVOCATION - VOTING FIRST:** Council Member Floam
[Invocation #1](#)
- D. PLEDGE OF ALLEGIANCE**
- E. PRESENTATION**
 - 1.** Presentation of Central City Truck Route Study by KL Engineering
- F. CITIZEN STATEMENTS TO COUNCIL**

(Citizens are to address the Council only. Statements are limited to five (5) minutes; they must address items that are not listed on the Council meeting agenda, are limited to issues that have an impact on the City of Oshkosh and the Common Council may address at a future meeting, and must not include endorsements of any candidates or other electioneering.) If you require more time please inform the Mayor at the beginning of your presentation.
- G. CONSENT AGENDA ITEMS**

(Consent Agenda items are those items of a routine administrative nature that are voted on by the Council in a single roll call vote. Staff recommends approval of all items. Any member of the public or Common Council may request that an item be removed from the Consent Agenda for discussion.)

 - 2.** Report of Bills
 - 3.** June 2024 Financial Report

4. Receipt & Filing of Minutes - Museum Arts and Culture Board, 06.12.2024
5. Receipt & Filing of Minutes - Museum Arts and Culture Board, 06.17.2024
6. Receipt and Filing of Claim - Reffke
7. Res 24-416 Provide Direction to Staff Relating to the Reconstruction of Bowen Street from Otter Avenue to East Parkway Avenue
8. Res 24-417 Award Bid to Monroe Truck Equipment for Two (2) Stainless Steel Dump Bodies with Hoist and Hydraulics for the Water Distribution Division (\$48,065.00)
9. Res 24-418 Amend CIP and Approve Change Order No. 2 (Final) for Public Works Contract No. 23-07 Water Main Replacements -- Various Locations / Carl Bowers & Sons Construction Co., Inc. (-\$35,267.78)
10. Res 24-419 Approve Purchase of Road Salt for Winter 2024-2025 for the Department of Public Works through WDOT from Compass Minerals (\$261,210)
11. Res 24-420 Approve Professional Services Agreement with Professional Service Industries, Inc. for Subsurface Exploration and Geotechnical Engineering Evaluation for 2025 and 2026 Capital Improvement Programs (\$117,009.25)
12. Res 24-421 Approve CIP Amendment and Award Bid for Public Works Contract No. 24-11 to Vinton Construction Company for Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (\$950,664)
13. Res 24-422 Approve Release of Sanitary Sewer Easement Located on Parts of 2405, 2425, 2445, 2465, 2485 and 2525 Hearthstone Drive, and 821 Park Ridge Avenue (Plan Commission Recommends Approval)
14. Res 24-423 Approve 2024 Downtown Business Improvement District Operation Plan and Budget Amendment
15. Res 24-424 Approve Special Event - Anglers Insight Marketing (AIM) to Utilize Menominee Park and Millers Bay for the AIM Weekend Walleye Series, August 2 & 3, 2024
16. Res 24-425 Approve Block Party - Joseph Butler to Utilize Evans Street for Their National Night Out Neighborhood Block Party, August 6, 2024
17. Res 24-426 Approve Special Event - The Salvation Army of Oshkosh to Utilize City Streets and Sidewalks for the Pedal Out Hunger Event, August 10, 2024
18. Res 24-427 Approve Special Event - Venue 404 to Utilize Opera House Square for a Wedding Ceremony, August 17, 2024
19. Res 24-428 Approve Special Event - Wisconsin Waterfowl Association to hold the Waterfowl Hunters Expo at the Sunnyview Exposition Center, August 24, 2024
20. Res 24-429 Approve Block Party - Tina Fillmore to Utilize Fox Tail Lane for a Neighborhood Block Party, September 22, 2024
21. Res 24-430 Approve Special Event - Lourdes Academy to Utilize City Streets for the Lourdes Academy Homecoming Parade, September 27, 2024

- 22. Res 24-431 Approve Special Event - Oshkosh North High to Utilize City Streets for the Oshkosh North Homecoming Parade, October 4, 2024
- 23. Res 24-432 Approve Special Event - Skogens Festival Foods to Utilize City Streets for the Festival Foods Turkey Trot, November 28, 2024
- 24. Res 24-433 Approve Special Class "B" Licenses
- 25. Res 24-434 Approve Appointments of Council Members as Liaisons to Various Boards

H. ITEMS REMOVED FROM CONSENT AGENDA

I. PENDING ORDINANCE

- 26. Ord 24-435 Approve Comprehensive Land Use Plan Map Amendment from Community Facility to Light Density Residential for Property Located at 929 Winnebago Avenue (Former Washington Elementary School) (Plan Commission Recommends Approval)
- 27. Ord 24-436 Approve Zone Change from Urban Mixed Use District (UMU) to Urban Mixed Use District with a Planned Development Overlay (UMU-PD) for Property Located South of 686 North Main Street -- Parcel 0402300000 (Formerly 668 North Main Street) (Plan Commission Recommends Approval)

J. NEW ORDINANCES (NOTE: It is anticipated that there will be no formal action taken at this meeting on items marked with an asterisk (*) unless Council formally waives the rules.)

- 28. Ord 24-437 Approve Zone Change from Single Family Residential-9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD) for Property at 600 Merritt Avenue (Plan Commission Recommends Approval) (Applicant Requests Waiving the Rules and Adopting on First Reading)
- 29. *Ord 24-438 Approve Zone Change from Central Mixed-Use District with Riverfront Overlay (CMU-RFO) to Central Mixed-Use District with Riverfront and Planned Development Overlay (CMU-RFO-PD) at 400 City Center (Plan Commission Recommends Approval)
- 30. *Ord 24-439 Approve Request to Attach to the City from Town of Nekimi / Zellner Voluntary Attachment: 3669 Oregon Street
- 31. *Ord 24-440 Amend Section 13-7 of the City of Oshkosh Municipal Code Pertaining to Open Outdoor Fires, Outdoor Fireplaces, Cooking Fires, and Barbecue Grills, Kettles, and Outdoor Hibachis to Remove Permitting Requirements

K. NEW RESOLUTIONS

- 32. Res 24-441 Approve Dissolving Tax Incremental District No. 12 Division Street Redevelopment
- 33. Res 24-442 Approve Dissolving Tax Incremental District No. 28 Oshkosh Beach Building Redevelopment
- 34. Res 24-443 Approve Specific Implementation Plan Amendment for Exterior Building Modifications at 640 North Main Street (Plan Commission Recommends Approval)

35. Res 24-444 Approve General Development Plan and Specific Implementation Plan for a Multi-Family Residential Use at 600 Merritt Avenue (Plan Commission Recommends Approval)

L. COUNCIL DISCUSSION, DIRECTION TO CITY MANAGER & FUTURE AGENDA ITEMS

36. Future Agenda Items

- A. City Manager's Mid-Year Review (Tuesday, July 30th, Closed Session following Budget Workshop)
- B. Fireworks Regulation and Enforcement, Wednesday, August 14th

37. Future Meetings & Workshops

- A. Budget Workshop #1 - Capital Improvement Plan, Tuesday, July 30th, 5:00 p.m. - 7:00 p.m., Room 404
- B. Budget Workshop #2 - 2025 Early Projections and Direction on Priorities from Council, Wednesday, August 28th, 5:00 p.m.
- C. Oshkosh Common Council Regular Meeting - Wednesday, August 14th, 6:00 p.m.
- D. Closed Session (Boatworks Development), Wednesday, August 14th, before or after Council Meeting
- E. Undergrounding Utilities, date to be determined

M. COUNCIL MEMBER ANNOUNCEMENTS & STATEMENTS

N. CITY MANAGER ANNOUNCEMENTS & STATEMENTS

38. Cooperative Purchase of Rectangular Rapidly Flashing Beacons for Intersection of W. 9th Avenue and Graceland Drive for Transportation Department (\$36,311.70, plus freight estimated at \$3,000)
39. Professional Services Agreement with Davel Engineering & Environmental, Inc. for Engineering Services and Land Surveying for the Former Washington School Workforce Housing Subdivision (\$29,000)
40. Professional Services Agreement with Davel Engineering & Environmental, Inc. for Engineering and Land Surveying for the Farmington Workforce Housing Subdivision (\$27,000)
41. Professional Services Agreement with Robert E. Lee & Associates, Inc. for Environmental Review Services for 2025 and 2026 Capital Improvement Projects (\$70,600)
42. Outstanding Issues

O. ADJOURN



SUBJECT: Presentation of Central City Truck Route Study by KL Engineering

DATE: July 23, 2024

Attachments

Oshkosh Designated Truck Route Study

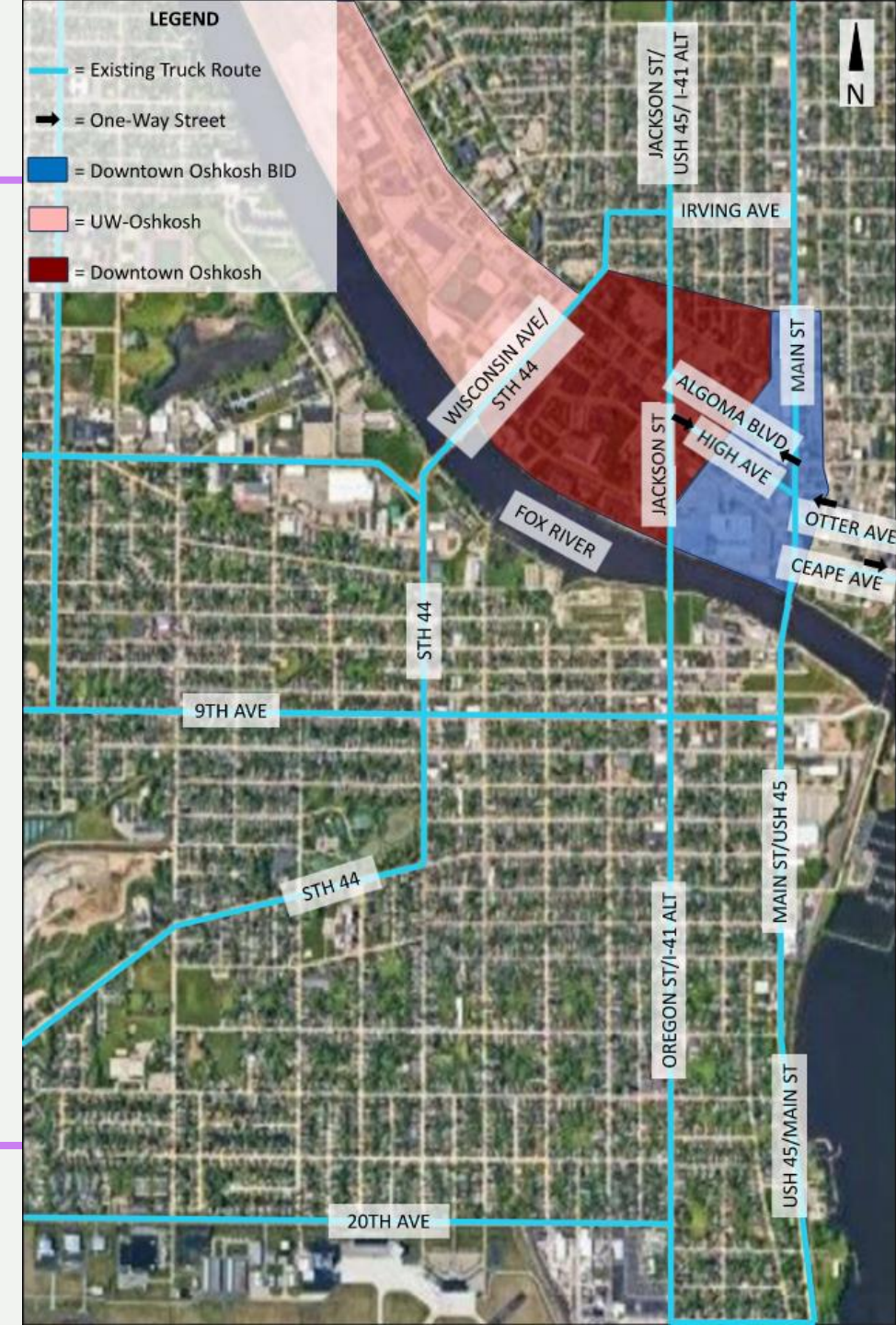
OSHKOSH DESIGNATED TRUCK ROUTE STUDY

CITY COUNCIL MEETING

JULY 23RD, 2024

STUDY AREA AND PURPOSE

- Study impacts/benefits of re-routing how trucks travel through downtown Oshkosh
- Goal #1 -- Promote walkability & accessibility in key areas
- Goal #2 -- Planning for future re-development
- Designate potential routing changes for truck movements and WisDOT highways



CITY STAFF

- Jim Collins – Director of Transportation
- James Rabe – Director of Public Works
- Kelly Nieforth – Director of Community Development
- Justin Gierach – City Engineer

KL PROJECT TEAM

- Mike Scarmon – Project Manager
- Brad Domasky – Design Engineer
- Jamie Dalheim – Traffic Engineer

STAKEHOLDERS

- Oshkosh BID
- Oshkosh Chamber of Commerce
- Greater Oshkosh Economic Development Corp
- Oshkosh Corp
- Kitz and Pfeil
- Oshkosh Convention and Visitors Bureau
- Amcor
- Leach Amphitheater
- Blended Waxes
- Sadoff Iron and Metal Company
- Valley Express

WHY RE-ROUTE TRUCKS?

PROMOTING DOWNTOWN
BUSINESSES & AMENITIES



ROUTING TRUCKS TO MORE
APPROPRIATE AREAS

BENEFITS OF RE-ROUTING -BUSINESSES

- More walkable Main Street
- Less noise through downtown
- Safer for cars, pedestrians, and bicyclists
- Re-allocate space for other uses



BENEFITS OF RE-ROUTING - FREIGHT

- Avoid the tight spaces (narrow lanes, tight corners, on-street parking)
- Safer for cars, pedestrians, and bicyclists

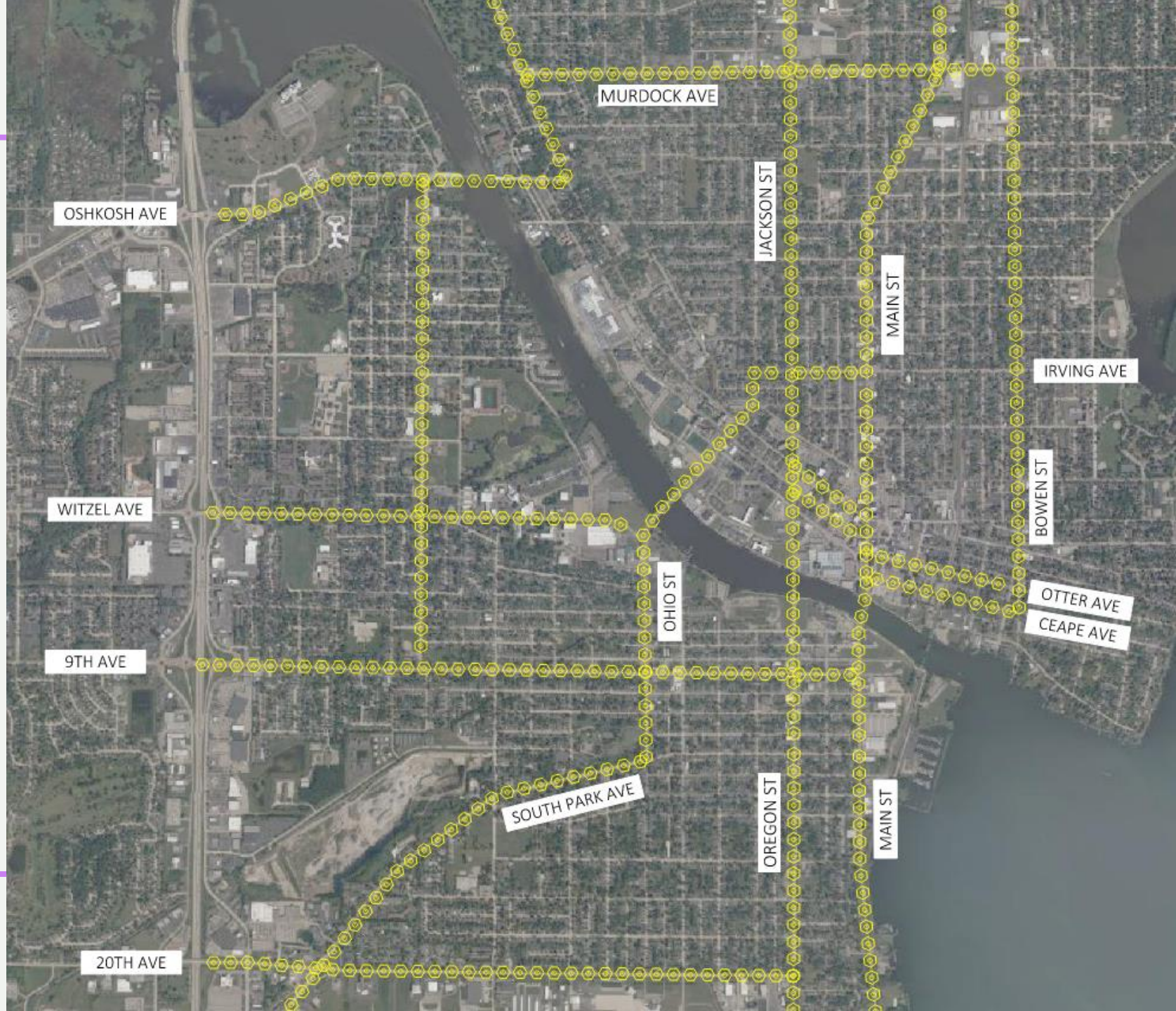


STUDY METHODOLOGY

- Matrix Approach to Route Removal and Addition
- Evaluation Criteria (15)
 - Extra Travel Required (Distance and Time)
 - Stop Density per mile (Traffic Signal Stops and Stop Signs)
 - Intersection Density per mile
 - Additional Turns/Turning Difficulty
 - **Adjacent Land Use**
 - Number of Lanes
 - **Crash History**
 - Traffic Volumes
 - Pavement Type and Condition
 - Pedestrian Crossing Density per mile
 - **Alignment with City Plans/Concepts**
 - **Project Improvement Cost**
 - Stakeholder Support

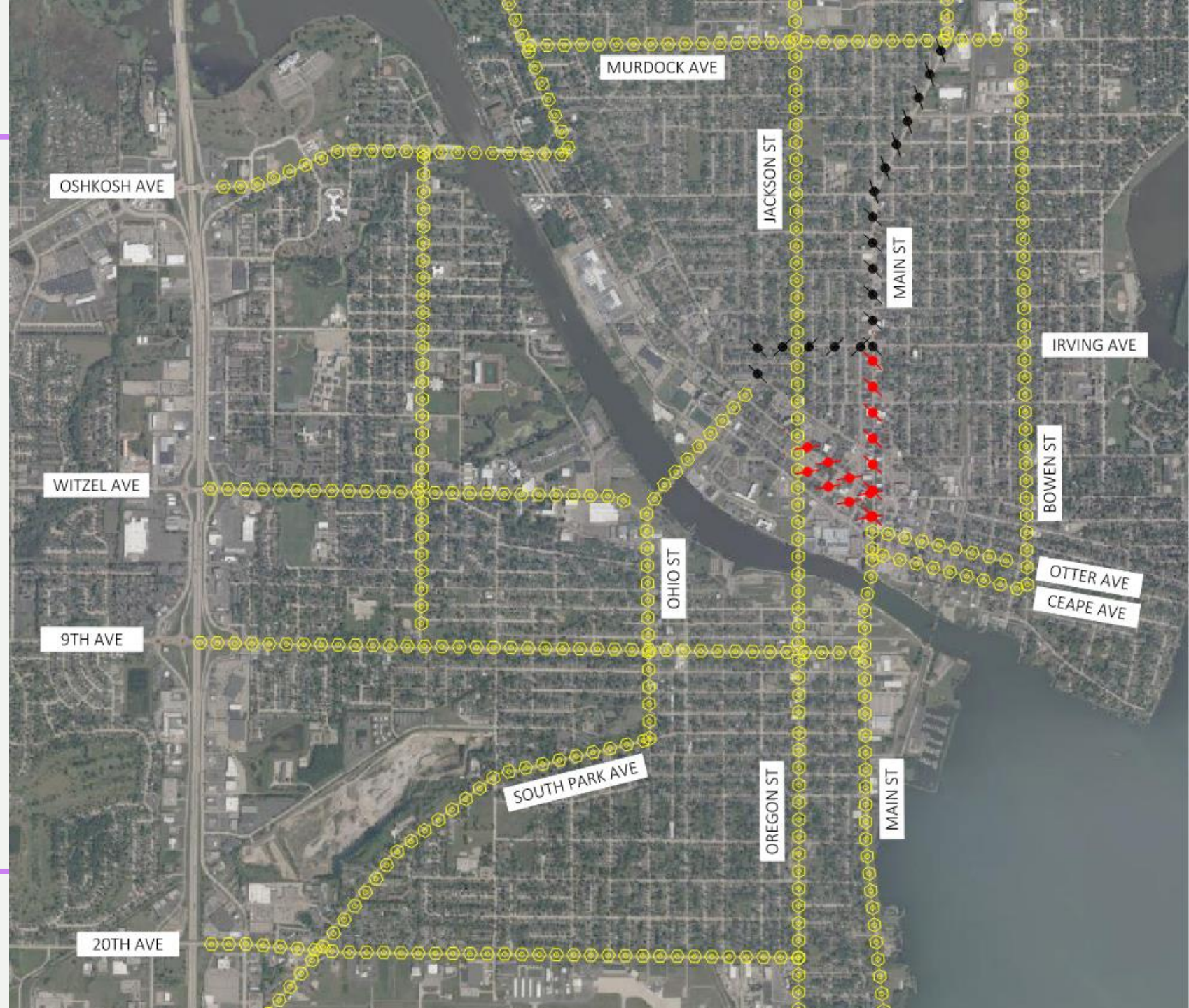
EXISTING TRUCK ROUTES

- Main St
- Oregon St/Jackson St
- Ohio St/Wisconsin St
- Bowen St
- 9th Ave
- Ceape Ave
- Otter Ave
- High Ave
- Algoma Blvd
- Irving Ave



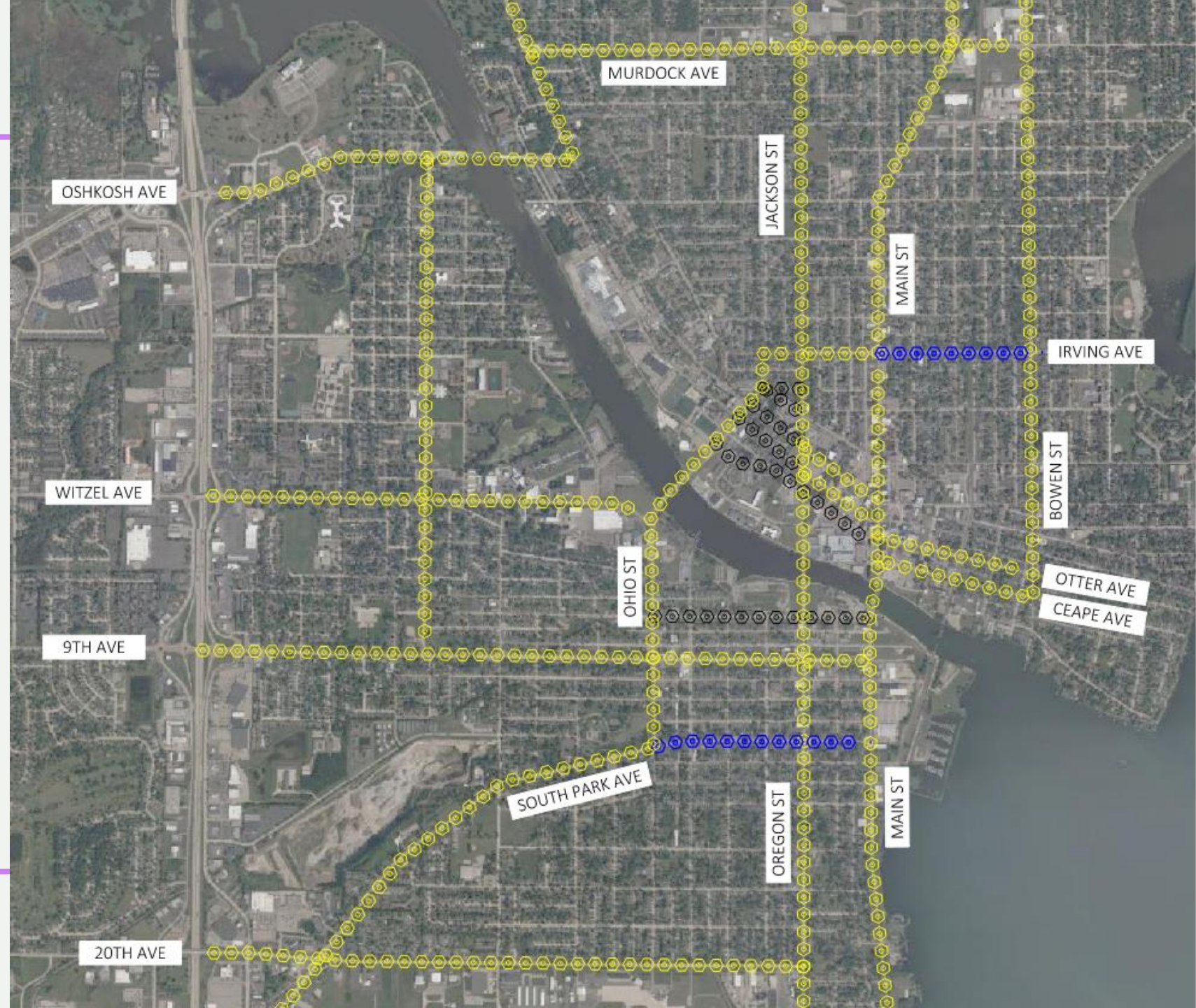
ROUTES EVALUATED- REMOVING

- 5 Segments
 - Main St
 - High Ave/Algoma Blvd
 - Irving Ave



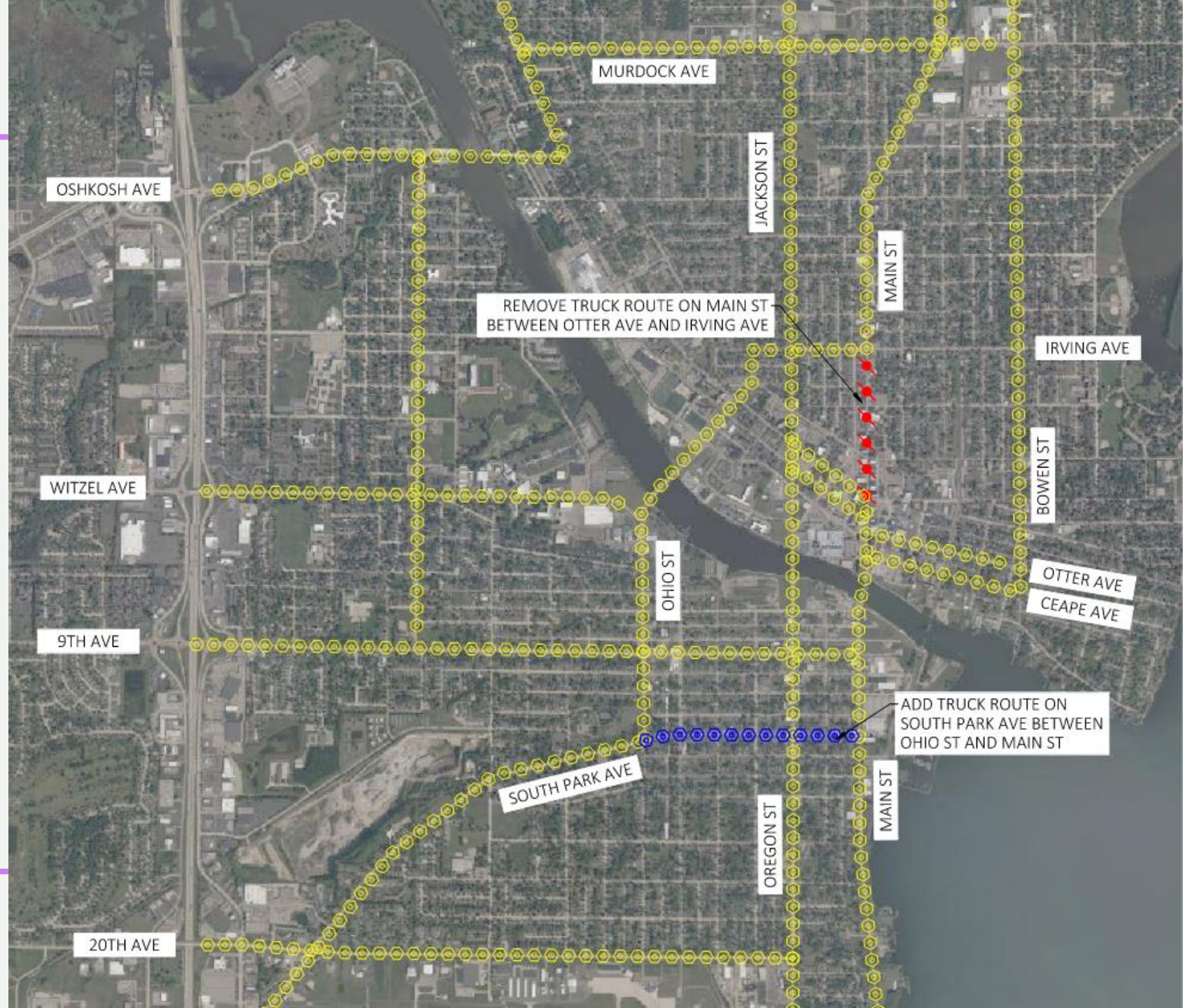
ROUTES EVALUATED- ADDING

- 9 Segments
 - South Park Ave
 - Pearl Ave
 - 6th Ave
 - Irving Ave
 - Union Ave
 - Church Ave
 - Algoma Blvd/High Ave



RECOMMENDATIONS- TRUCK ROUTES

- Phased Approach
- Phase 1
 - Implement in Near-Term
 - Add South Park Ave
 - Remove Main St



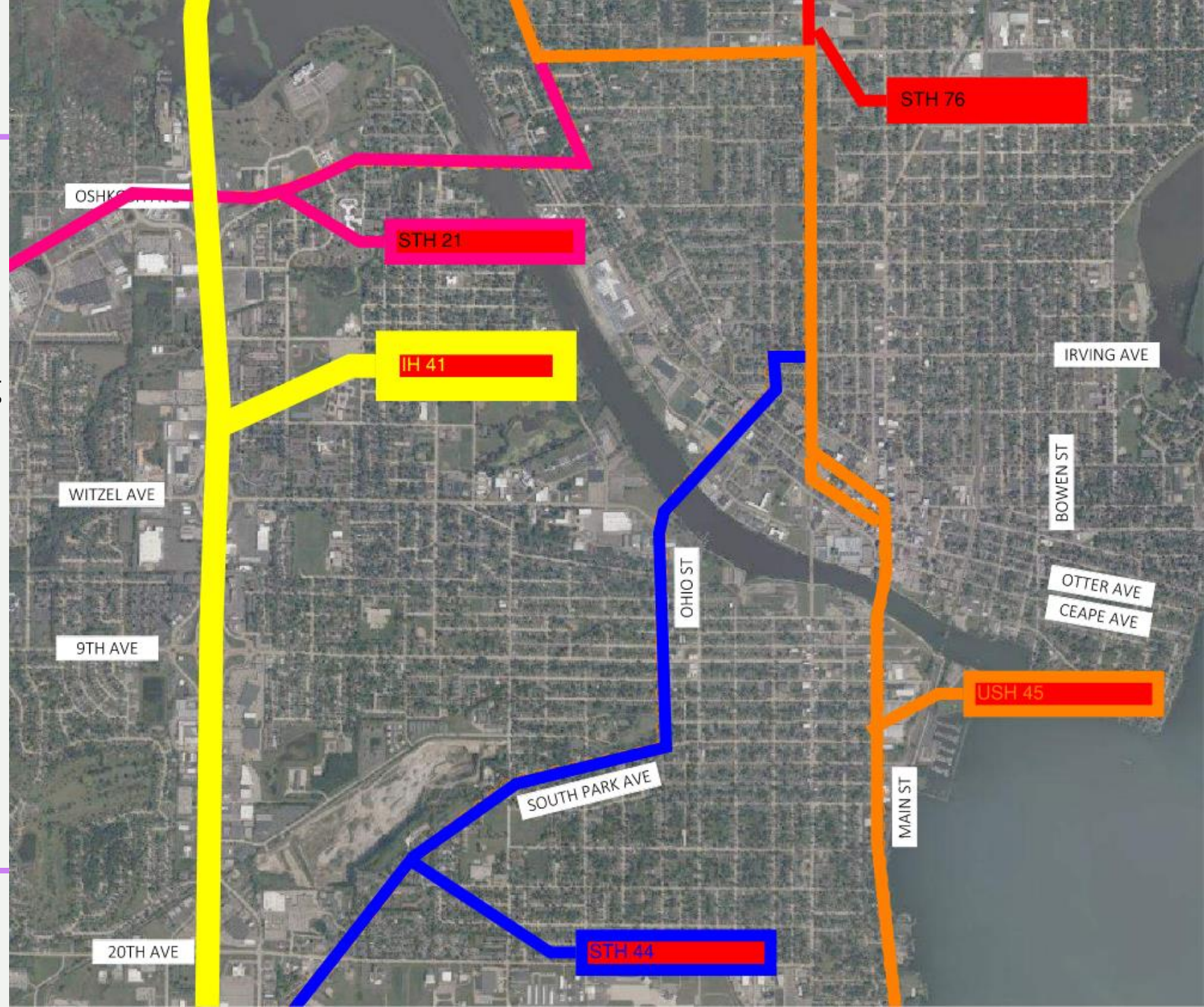
RECOMMENDATIONS- TRUCK ROUTES

- Phased Approach
- Phase 2
 - Implement in Future
 - Add Irving Ave
 - Remove Algoma Blvd /High Ave



CONNECTING HIGHWAYS

- Importance of Connecting Highways
- Connection with Truck Routes



NEXT STEPS

- Complete report and final recommendations – August 2024
- Update City Ordinances as needed – August/September 2024
- *Dates are subject to change!*

ANY QUESTIONS?

CONTACTS

- Jim Collins
 - jcollins@oshkoshwi.gov
- Mike Scarmon
 - Mike.Scarmon@klengineering.com
- Brad Domasky
 - Brad.Domasky@klengineering.com





SUBJECT: Report of Bills

DATE: July 23, 2024

Background

The items below are being presented for approval by the Council. These items have been properly audited and certified to by the City Comptroller and are herewith submitted for your allowance in the amount of \$20,567,203.97.

Bills paid July 5 and July 12, 2024	\$3,998,219.84
Payroll paid July 5 and July 19, 2024	\$2,396,451.82
Regular cycle payables paid throughout the month of June	\$13,416,198.92
Regular UMR payables paid throughout the month of June	\$756,333.39

Attachments

07052024 Check Run
June 2024 UMR
07122024 Check Run

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
11074	07/05/2024	AIRGAS USA LLC	2,992.55
11076	07/05/2024	AQUATIC INFORMATICS INC	4,456.00
11077	07/05/2024	BELSON CO	1,367.28
11078	07/05/2024	BROOKS TRACTOR INC	263.21
11079	07/05/2024	BROWN AND CALDWELL	16,218.02
11080	07/05/2024	CAREW CONCRETE & SUPPLY CO INC	1,760.00
11081	07/05/2024	CARRICO AQUATIC RESOURCES INC	6,925.00
11082	07/05/2024	CARYN BEHLMAN	93.80
11083	07/05/2024	CENTRAL TEMP EQUIPMENT SERVICE	1,917.79
11084	07/05/2024	CHEMTRADE CHEMICALS US LLC	8,414.31
11085	07/05/2024	CINTAS CORPORATION NO 2	668.00
11086	07/05/2024	DR HANSEN PLUMBING LLC	388.94
11087	07/05/2024	EMMONS BUSINESS INTERIORS	24.00
11088	07/05/2024	ENERGY CONTROL AND DESIGN INC	333.50
11089	07/05/2024	ENTERPRISE LIGHTING LTD	16,884.00
11090	07/05/2024	ENVIROTECH EQUIPMENT	803.81
11091	07/05/2024	ENVISIONINK PRINTING SOLUTIONS INC	3,596.00
11092	07/05/2024	FERGUSON WATERWORKS #1476	11,471.40
11093	07/05/2024	FRANK CONTRACTORS LLC	3,620.00
11094	07/05/2024	FULL SERVICE ORGANICS MANAGEMENT LLC	97,917.92
11095	07/05/2024	GARROW OIL CORP	46,247.74
11096	07/05/2024	GROUND EFFECTS OF WI INC	652.50
11097	07/05/2024	HOLIDAY WHOLESALE	1,678.89
11099	07/05/2024	HYDRO CORP	8,781.00
11100	07/05/2024	JACOBS ENGINEERING GROUP INC	25,832.50
11101	07/05/2024	J F AHERN CO	408.00
11102	07/05/2024	KEMIRA WATER SOLUTIONS INC	10,176.46
11103	07/05/2024	KENNETH L GRESSER	43.55
11104	07/05/2024	KONE INC	969.33
11105	07/05/2024	KONECRANES INC	5,337.24
11106	07/05/2024	LEE BEVERAGE	878.58
11107	07/05/2024	MACQUEEN EQUIPMENT GROUP	4,704.78
11108	07/05/2024	MANDI KATION	68.34
11109	07/05/2024	MCC INC	5,860.77
11110	07/05/2024	METRO MILWAUKEE FAIR HOUSING COUNCIL	19,000.00
11111	07/05/2024	MONROE TRUCK EQUIPMENT	3,088.26
11112	07/05/2024	NORTHEAST ASPHALT INC	816.00
11113	07/05/2024	NORTHERN LAKE SERVICE INC	1,125.00
11114	07/05/2024	OSHKOSH CONVENTION AND VISITORS BUREAU INC	804.08
11115	07/05/2024	PLYMOUTH LUBRICANTS	822.14
11116	07/05/2024	POMP'S TIRE SERVICES INC	4,320.41
11117	07/05/2024	PRIMADATA LLC	12,604.47
11118	07/05/2024	P T S CONTRACTORS INC	639,242.33
11119	07/05/2024	RED SHOES INC	2,750.00
11120	07/05/2024	REINDERS INC	3,593.76
11121	07/05/2024	RENNING LEWIS AND LACY SC	899.00

11122	07/05/2024 RNOW INC	2,251.14
11123	07/05/2024 SERVICEMASTER BLDG MAINTENANCE	8,031.00
11124	07/05/2024 SHI INTERNATIONAL CORP	619.19
11125	07/05/2024 STRYKER SALES CORPORATION	1,806.00
11126	07/05/2024 TRANSTRACK SYSTEMS INC	2,394.00
11127	07/05/2024 ON TIME EMBROIDERY INC	521.50
11128	07/05/2024 VALVE RESOURCE SPECIALIST	10,110.96
11129	07/05/2024 VENTEK INTERNATIONAL	500.00
11130	07/05/2024 VINTON CONSTRUCTION INC	21,744.31
11131	07/05/2024 WI PUBLIC SERVICE CORP	16,442.73
11132	07/05/2024 ZOLL MEDICAL CORPORATION	5,863.35
5002074	07/05/2024 APPLETON SIGN COMPANY	684.77
5002075	07/05/2024 HOWARD ALLEN DAVIS	1,375.00
5002076	07/05/2024 4 IMPRINT	2,266.22
5002077	07/05/2024 ADVANTAGE PEST CONTROL	732.00
5002078	07/05/2024 ALEXANDER CHEMICAL CORPORATION	16,605.00
5002079	07/05/2024 ANDREW J PRICKETT	14.07
5002080	07/05/2024 AQUATIC BIOLOGISTS INC	4,340.00
5002081	07/05/2024 ASCENSION NE WISCONSIN INC	139.20
5002082	07/05/2024 BAY TITLE AND ABSTRACT INC	58.68
5002083	07/05/2024 BERGLUND CONSTRUCTION COMPANY	63,749.75
5002084	07/05/2024 BOOGIE AND THE YO YOZ INC	6,500.00
5002085	07/05/2024 BOUND TREE MEDICAL LLC	2,729.15
5002086	07/05/2024 CARL BOWERS AND SONS CONSTRUCTION COMPANY INC	322,516.60
5002087	07/05/2024 CARDINAL CONSTRUCTION CO INC	67,477.95
5002088	07/05/2024 CHRIS HAEDT	56.95
5002089	07/05/2024 CIRCLE R MINK RANCH LLC	600.00
5002090	07/05/2024 CRAIG A RAMTHUN	47.57
5002091	07/05/2024 EMERGENCY LIGHTING AND ELECTRONICS LLC	3,073.34
5002092	07/05/2024 EMMA DZIENGELESKI	60.97
5002093	07/05/2024 EMSAR INC	4,520.15
5002094	07/05/2024 ENFORCEMENT TECHNOLOGY GROUP INC	992.26
5002095	07/05/2024 FOLSKE ELECTRICAL SERVICES LLC	103,450.00
5002096	07/05/2024 FOX VALLEY DUSTLESS BLASTING LLC	260.00
5002097	07/05/2024 GARTMAN MECHANICAL SERVICES	15,300.01
5002098	07/05/2024 GUNDERSON CLEANERS INC	1,411.85
5002099	07/05/2024 HENRY SCHEIN INC	727.53
5002100	07/05/2024 EMERGENCY VEHICLES PLUS	144,729.00
5002101	07/05/2024 JAYDEN MORTER	80.50
5002102	07/05/2024 A. KALMERTON WELDING SUPPLIES	234.25
5002103	07/05/2024 KLINK EQUIPMENT	196.86
5002104	07/05/2024 KNIGHT BARRY TITLE SERVICES LLC	292,537.95
5002105	07/05/2024 LA CROSSE SEED	102.50
5002106	07/05/2024 NICOLE KRAHN	6.70
5002107	07/05/2024 BILL MERCER	313.78
5002108	07/05/2024 DOCTOR BENZIE'S PIZZA	195.00
5002109	07/05/2024 MAGGIE MARCONI	169.75

5002110	07/05/2024 CITY OF OSHKOSH	150.00
5002111	07/05/2024 PARETI MOBILE WALLS LLC	10,767.14
5002112	07/05/2024 PARK 'N PRINT INC	106.25
5002113	07/05/2024 PENCCO INC	12,425.18
5002114	07/05/2024 RIESTERER & SCHNELL INC	239.41
5002115	07/05/2024 SCHMITT TITLE LLC	60.00
5002116	07/05/2024 SHANNON CHEMICAL CORPORATION	14,757.12
5002117	07/05/2024 STANARD AND ASSOCIATES INC	323.00
5002118	07/05/2024 STERICYCLE INC	217.62
5002119	07/05/2024 T MOBILE	32.80
5002120	07/05/2024 THE TITLE EXCHANGE	37.81
5002121	07/05/2024 THOMAS R KARRELS PE SC	9,500.00
5002122	07/05/2024 UNITED PARCEL SERVICE	149.23
5002123	07/05/2024 US SIGNAL COMPANY LLC	67.11
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		2,158,192.82
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CHECK NUMBER	CHECK DATE	CHECK TYPE	VENDOR NUMBER	VENDOR NAME	AMOUNT
10837	06/17/2024	WIRE	27018	UMR	53.28
10839	06/17/2024	WIRE	27018	UMR	11.74
10840	06/17/2024	WIRE	27018	UMR	1.92
10841	06/17/2024	WIRE	27018	UMR	350.16
10844	06/06/2024	WIRE	27018	UMR	106.57
10845	06/06/2024	WIRE	27018	UMR	190.31
10846	06/06/2024	WIRE	27018	UMR	246.07
10847	06/04/2024	WIRE	27018	UMR	2,953.70
10848	06/07/2024	WIRE	27018	UMR	25.84
10849	06/07/2024	WIRE	27018	UMR	110.84
10852	06/12/2024	WIRE	27018	UMR	290.00
10854	06/06/2024	WIRE	27018	UMR	130,649.06
10855	06/06/2024	WIRE	27018	UMR	105,540.85
10856	06/18/2024	WIRE	27018	UMR	126.45
10857	06/26/2024	WIRE	27018	UMR	397.87
10858	06/11/2024	WIRE	27018	UMR	36.44
10859	06/14/2024	WIRE	27018	UMR	836.00
10860	06/26/2024	WIRE	27018	UMR	22.07
10861	06/26/2024	WIRE	27018	UMR	2.40
10862	06/26/2024	WIRE	27018	UMR	377.82
10863	06/26/2024	WIRE	27018	UMR	39.03
10864	06/11/2024	WIRE	27018	UMR	31.93
10865	06/14/2024	WIRE	27018	UMR	6.46
10866	06/06/2024	WIRE	27018	UMR	987.20
10869	06/21/2024	WIRE	27018	UMR	40.00
10870	06/26/2024	WIRE	27018	UMR	384.96
10871	06/25/2024	WIRE	27018	UMR	2,953.70
10873	06/21/2024	WIRE	27018	UMR	81,153.85
10882	06/27/2024	WIRE	27018	UMR	442.05
10883	06/27/2024	WIRE	27018	UMR	355.61
60324	06/03/2024	WIRE	27018	UMR	65,552.95
60724	06/07/2024	WIRE	27018	UMR	81,601.14
61424	06/14/2024	WIRE	27018	UMR	99,425.16
62424	06/24/2024	WIRE	27018	UMR	54,786.33
62824	06/28/2024	WIRE	27018	UMR	112,625.59
603241	06/03/2024	WIRE	27018	UMR	1,020.74
607241	06/07/2024	WIRE	27018	UMR	2,168.37
614241	06/14/2024	WIRE	27018	UMR	1,087.20
624241	06/24/2024	WIRE	27018	UMR	8,327.28
628241	06/28/2024	WIRE	27018	UMR	1,014.45
				TOTAL	756,333.39

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	AMOUNT
10175	06/01/2024	13835	ASSOCIATED BANK MERCHANT SERVICES	891.34
10177	06/01/2024	23976	BANKCARD USA	486.29
10178	06/24/2024	4895	BRIAN SCHULDES	26.85
10179	06/01/2024	22837	DELTA DENTAL OF WISCONSIN INC	4,112.27
10180	06/05/2024	22837	DELTA DENTAL OF WISCONSIN INC	6,873.25
10181	06/12/2024	22837	DELTA DENTAL OF WISCONSIN INC	8,968.90
10182	06/19/2024	22837	DELTA DENTAL OF WISCONSIN INC	9,259.60
10187	06/26/2024	22837	DELTA DENTAL OF WISCONSIN INC	11,207.15
10191	06/01/2024	19438	DEPOSITORY TRUST CO	851,678.15
10264	06/15/2024	249	FOX VALLEY TECH COLLEGE	359,290.30
10282	06/11/2024	13604	BANK ONE	224,535.45
10284	06/07/2024	341	MISSION SQUARE	86,530.13
10286	06/21/2024	341	MISSION SQUARE	89,156.94
10287	06/01/2024	538	CITY OF OSHKOSH	197.47
10288	06/15/2024	534	OSHKOSH NORTH HIGH SCHOOL	4,416,488.37
10289	06/28/2024	585	PITNEY BOWES INC	10,000.00
10290	06/01/2024	27478	SOFTERWARE INC	28.68
10291	06/07/2024	19938	TASC	261.54
10292	06/10/2024	19938	TASC	22,280.14
10293	06/21/2024	19938	TASC	22,280.14
10296	06/07/2024	19938	TASC	732.00
10299	06/01/2024	27018	UMR	136,733.54
10310	06/03/2024	12525	US BANK	1,647,425.01
10311	06/03/2024	12525	US BANK	347,857.10
10325	06/03/2024	12525	US BANK	1,139,665.63
10358	06/03/2024	12525	US BANK	498,700.00
10424	06/03/2024	12525	US BANK	221,359.38
10425	06/07/2024	25209	US TREASURY	369,657.19
10445	06/21/2024	25209	US TREASURY	370,801.67
10448	06/15/2024	794	WINNEBAGO CO SHERIFF DEPT	1,800,430.60
10579	06/12/2024	1217	WI DEPT OF REVENUE	70,968.64
10706	06/14/2024	1217	WI DEPT OF REVENUE	3,031.62
10735	06/27/2024	1217	WI DEPT OF REVENUE	71,307.71
10771	06/25/2024	812	WI RETIREMENT SYSTEM	612,321.87
10790	06/30/2024	805	WI DEPT OF TRANSPORTATION	654.00
				<u>13,416,198.92</u>

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
11133	07/12/2024	AUTOMATED COMFORT CONTROLS INC	1,499.00
11134	07/12/2024	AIRGAS USA LLC	6,275.87
11135	07/12/2024	BADGER LAB & ENGINEERING CO INC	2,138.00
11136	07/12/2024	BAYCOM INC	12,746.00
11137	07/12/2024	CARRICO AQUATIC RESOURCES INC	167.85
11138	07/12/2024	CENTURYLINK	36.56
11139	07/12/2024	CINTAS CORPORATION NO 2	460.13
11140	07/12/2024	EMMONS BUSINESS INTERIORS	573.48
11141	07/12/2024	EMPATHIA INC	2,505.60
11142	07/12/2024	FERGUSON WATERWORKS #1476	171.00
11143	07/12/2024	FIRE APPARATUS & EQUIPMENT INC	4,455.27
11144	07/12/2024	GODFREY AND KAHN SC	9,210.00
11145	07/12/2024	HOLIDAY WHOLESALE	6,054.35
11146	07/12/2024	HUNTER SECURITY AND SURVEILLANCE	7,272.98
11147	07/12/2024	JACOBS ENGINEERING GROUP INC	178,290.82
11148	07/12/2024	JAMES RABE	65.66
11149	07/12/2024	JULIE CALMES	1,933.42
11150	07/12/2024	KEMIRA WATER SOLUTIONS INC	21,005.44
11151	07/12/2024	MACQUEEN EQUIPMENT GROUP	49,960.85
11152	07/12/2024	MARK A ROHLOFF	600.29
11153	07/12/2024	MCC INC	1,424.58
11154	07/12/2024	MCNEILUS TRUCK AND MANUFACTURING	1,000.00
11155	07/12/2024	MULCAHY/SHAW WATER INC	4,710.30
11156	07/12/2024	NORTHERN DIVERS USA INC	13,270.00
11157	07/12/2024	NORTHERN LAKE SERVICE INC	843.66
11158	07/12/2024	OSHKOSH CITY CAB CO INC	98,507.00
11159	07/12/2024	OSHKOSH CONVENTION AND VISITORS BUREAU INC	83,463.14
11160	07/12/2024	OSHKOSH FIRE & POLICE EQP INC	3,100.00
11161	07/12/2024	PLYMOUTH LUBRICANTS	1,444.40
11162	07/12/2024	POMP'S TIRE SERVICES INC	336.70
11163	07/12/2024	PROFESSIONAL SVC INDUSTRIES	15,219.11
11164	07/12/2024	PSYCHOLOGIE CLINIQUE SC	610.00
11165	07/12/2024	QUALITY TRUCK CARE CENTER INC	4,526.47
11166	07/12/2024	ROGAN'S SHOES	489.25
11167	07/12/2024	RUCINSKYS PAINT AND DECORATING LLC	520.00
11168	07/12/2024	VENTEK INTERNATIONAL	4,320.00
11169	07/12/2024	WI PUBLIC SERVICE CORP	81,467.03
11170	07/12/2024	WINNEBAGO COUNTY TREASURER	69,289.12
11171	07/12/2024	ZARNOTH BRUSH WORKS INC	716.00
5002124	07/12/2024	10-33 VEHICLE SERVICES LLC	5,821.69
5002125	07/12/2024	44 NORTH ADVERTISING & DESIGN	625.00
5002126	07/12/2024	AARDVARK	2,711.88
5002127	07/12/2024	ADVANCE CONSTRUCTION INC	1,056,752.37
5002128	07/12/2024	ANDREW WICKLAND	88.86
5002129	07/12/2024	ASSURANCE TITLE SERVICES INC	96.85
5002130	07/12/2024	BECKER SOFTWARE	250.00

5002131	07/12/2024 BOUND TREE MEDICAL LLC	89.16
5002132	07/12/2024 TPK STUDIOS LLC	750.00
5002133	07/12/2024 CAITLIN MATTMILLER	60.00
5002134	07/12/2024 CENTURY FENCE COMPANY	3,990.00
5002135	07/12/2024 CRAIG A RAMTHUN	38.86
5002136	07/12/2024 DAVE MONTALBANO	98.50
5002137	07/12/2024 DONOHUE & ASSOCIATES INC	38,632.37
5002138	07/12/2024 DYLAN ROLLO	150.00
5002139	07/12/2024 FOCUS PROPERTIES LLC	119.85
5002140	07/12/2024 FOX VALLEY TECH COLLEGE	3,297.50
5002141	07/12/2024 FREEDOM SUPPLY LLC	1,482.88
5002142	07/12/2024 HENKE LIVING TRUST SHIRLEY MAE	45.97
5002143	07/12/2024 HENRY SCHEIN INC	122.15
5002144	07/12/2024 JACKS MAINTENANCE SERVICE INC	360.00
5002145	07/12/2024 JACOB DEDERING	68.34
5002146	07/12/2024 JACOB M SCHWARTZ	517.13
5002147	07/12/2024 KODI PARKER	87.10
5002148	07/12/2024 ANGELA L KOEPKE	65.29
5002149	07/12/2024 LAURIE LAATSCH	164.82
5002150	07/12/2024 LEIGH SCHUH	103.18
5002151	07/12/2024 RELX INC	300.00
5002152	07/12/2024 MARSHALL J POTTER	100.00
5002153	07/12/2024 BLUE FROG MANAGEMENT	100.80
5002154	07/12/2024 KNIGHT BARRY TITLE	1,150.62
5002155	07/12/2024 RACHEL FRISBY	258.23
5002156	07/12/2024 TINA ANDERSON	73.50
5002157	07/12/2024 OSHKOSH HOUSING AUTHORITY	118.48
5002158	07/12/2024 OSHKOSH ROTARY CLUB	232.00
5002159	07/12/2024 PAULA JEAN STEINERT	100.00
5002160	07/12/2024 PERSONNEL EVALUATION INC	25.00
5002161	07/12/2024 REGISTRATION FEE TRUST	339.00
5002162	07/12/2024 RYAN BUSCHING	67.00
5002163	07/12/2024 SCHMITT TITLE LLC	173.20
5002164	07/12/2024 SEALING SYSTEMS INC	2,736.01
5002165	07/12/2024 RAY SPROUSE	89.76
5002166	07/12/2024 STEVEN M TOMASIK	46.89
5002167	07/12/2024 ANN YORK	1,400.00
5002168	07/12/2024 TITAN PROPERTY MANAGEMENT LLC	211.44
5002169	07/12/2024 TMDE CALIBRATION LABS INC	373.23
5002170	07/12/2024 TODD MUEHRER	19.43
5002171	07/12/2024 TOTAL SECURITY AND SAFETY INC	5,880.00
5002172	07/12/2024 WI STATE LABORATORY OF HYGIENE	29.00
5002173	07/12/2024 UNITED PARCEL SERVICE	30.88
5002174	07/12/2024 VERIZON WIRELESS	14,228.17
5002175	07/12/2024 WHEEL AND SPROCKET INC	2,660.00
5002176	07/12/2024 WISCONSIN CENTRAL	1,145.00
5002177	07/12/2024 WI RURAL WATER ASSOCIATION	440.00

5002178

07/12/2024 WISCONSIN DISTRIBUTORS LLC

430.30
<u>1,840,027.02</u>



SUBJECT: June 2024 Financial Report

DATE: July 23, 2024

Background

Honorable Mayor and Members of the Common Council,

Attached are the Monthly Financial Reports for City for the month of June 2024.

Attachments

June 2024 Financial Report



GENERAL FUND REVENUES
UNAUDITED BUDGET STATEMENT
FOR THE MONTH ENDED JUNE 30, 2024

REVENUE CATEGORY	2023				2024			
	BUDGET	YEAR TO DATE	JUNE 2023	% BUDGET	BUDGET	YEAR TO DATE	JUNE 2024	% BUDGET
0100 - GENERAL FUND	(\$52,282,700.00)	(\$31,392,415.14)	(\$915,673.16)	60.04%	(\$56,630,357.00)	(\$32,426,515.89)	(\$537,347.57)	57.26%
41 - PROPERTY TAX REVENUE	(\$23,817,500.00)	(\$23,769,726.09)	(\$32,728.82)	99.80%	(\$24,460,000.00)	(\$24,265,495.03)	(\$44,215.04)	99.20%
4102 - GENERAL PROPERTY TAX-CITY	(\$23,435,500.00)	(\$23,435,500.00)	\$0.00	100.00%	(\$24,020,000.00)	(\$24,020,000.00)	\$0.00	100.00%
4108 - MOBILE HOME FEES	(\$152,000.00)	(\$113,454.67)	(\$12,501.26)	74.64%	(\$190,000.00)	(\$131,534.46)	(\$13,747.27)	69.23%
4118 - PMT-IN LIEU OF TAX-OTHER	(\$100,000.00)	(\$140,336.79)	\$0.00	140.34%	(\$100,000.00)	(\$15,695.28)	\$0.00	15.70%
4120 - INTEREST-TAXES	(\$130,000.00)	(\$80,434.63)	(\$20,227.56)	61.87%	(\$150,000.00)	(\$98,265.29)	(\$30,467.77)	65.51%
42 - INTERGOV REVENUE	(\$16,842,500.00)	(\$2,734,815.36)	(\$679.48)	16.24%	(\$19,200,900.00)	(\$3,528,596.16)	(\$18,361.18)	18.38%
4206 - FEDERAL AID-POLICE	(\$40,000.00)	(\$18,217.09)	\$0.00	45.54%	(\$40,000.00)	(\$9,432.62)	(\$3,950.06)	23.58%
4210 - STATE AID-SHARED TAXES	(\$9,609,600.00)	\$0.00	\$0.00	0.00%	(\$11,633,400.00)	\$0.00	\$0.00	0.00%
4226 - STATE AID-POLICE	\$0.00	\$0.00	\$0.00	0.00%	(\$29,200.00)	\$0.00	\$0.00	0.00%
4228 - STATE AID-GEN TRNSPT AID (GTA)	(\$2,989,000.00)	(\$1,258,304.38)	\$0.00	42.10%	(\$2,512,300.00)	(\$1,884,468.57)	\$0.00	75.01%
4229 - STATE AID-CONNECTING HWY	\$0.00	(\$162,257.48)	\$0.00	0.00%	(\$394,400.00)	(\$346,321.56)	\$0.00	87.81%
4232 - STATE AID-PYMT FOR MUNIC SRVS	(\$1,083,300.00)	(\$1,116,085.91)	\$0.00	103.03%	(\$1,118,500.00)	(\$1,114,289.04)	\$0.00	99.62%
4236 - STATE AID-OTHER	(\$298,000.00)	(\$19,470.00)	\$0.00	6.53%	(\$298,000.00)	(\$5,307.50)	(\$1,787.50)	1.78%
4237 - STATE AID-COMPUTER CREDIT	(\$633,600.00)	\$0.00	\$0.00	0.00%	(\$633,600.00)	\$0.00	\$0.00	0.00%
4238 - STATE AID-EXPEND RESTRAINT	(\$1,547,700.00)	\$0.00	\$0.00	0.00%	(\$1,588,800.00)	\$0.00	\$0.00	0.00%
4239 - STATE AID-PERSONAL PROPERTY	(\$183,700.00)	(\$150,741.56)	\$0.00	82.06%	(\$183,700.00)	(\$150,741.56)	\$0.00	82.06%
4240 - COUNTY AID-OTHER AID	\$0.00	(\$957.44)	(\$679.48)	0.00%	\$0.00	(\$18,035.31)	(\$12,623.62)	0.00%
4244 - COUNTY AID-AMBULANCE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4251 - OTHER GOVERNMENT AID-AMBULANCE	(\$94,200.00)	\$0.00	\$0.00	0.00%	(\$350,000.00)	\$0.00	\$0.00	0.00%
4252 - OTHER GOVERNMENT AID-CABLE TV	(\$142,700.00)	\$0.00	\$0.00	0.00%	(\$142,700.00)	\$0.00	\$0.00	0.00%
4253 - OTHER GOVERNMENT AID-POLICE	(\$218,200.00)	\$0.00	\$0.00	0.00%	(\$273,800.00)	\$0.00	\$0.00	0.00%
4262 - GRANTS - FEDERAL	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4263 - GRANTS - STATE	(\$2,500.00)	(\$8,781.50)	\$0.00	351.26%	(\$2,500.00)	\$0.00	\$0.00	0.00%
4267 - GRANTS - SUBRECEIPT GOVT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
43 - LICENSES AND PERMITS	(\$822,000.00)	(\$469,196.16)	(\$27,714.90)	57.08%	(\$817,000.00)	(\$460,129.62)	(\$37,579.58)	56.32%
4312 - TELEVISION FRANCHISE	(\$530,000.00)	(\$271,219.86)	\$0.00	51.17%	(\$535,000.00)	(\$236,418.08)	\$0.00	44.19%
4322 - LIQUOR & MALT BEV LICENSES	(\$125,000.00)	(\$107,900.76)	(\$11,530.00)	86.32%	(\$125,000.00)	(\$120,651.64)	(\$20,550.00)	96.52%
4323 - MISC CLERK LICENSE & PERMITS	(\$22,000.00)	(\$22,830.00)	(\$1,535.00)	103.77%	(\$22,000.00)	(\$20,438.50)	(\$1,125.00)	92.90%
4324 - ROW LICENSE FEES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4334 - ZONING ORDINANCE	(\$110,000.00)	(\$47,767.54)	(\$12,034.90)	43.43%	(\$110,000.00)	(\$52,395.92)	(\$12,109.58)	47.63%
4335 - ZONING CODE ENFORCEMENT	(\$4,000.00)	(\$1,800.00)	(\$300.00)	45.00%	(\$4,000.00)	(\$2,515.00)	(\$800.00)	62.88%
4358 - CIGARETTE LICENSE	(\$6,000.00)	(\$6,520.00)	(\$200.00)	108.67%	(\$6,000.00)	(\$7,400.00)	(\$1,000.00)	123.33%
4379 - ENGINEERING PERMIT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4383 - CODE SEALS AND PLANNING FEES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4388 - OTHER PERMITS	(\$25,000.00)	(\$11,158.00)	(\$2,115.00)	44.63%	(\$15,000.00)	(\$11,218.00)	(\$1,995.00)	74.79%
4389 - OTHER INSPECTION SERVICES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	(\$9,092.48)	\$0.00	0.00%
44 - FINES & FORFEITURES	(\$864,300.00)	(\$337,216.65)	(\$40,540.68)	39.02%	(\$703,600.00)	(\$317,918.63)	(\$63,561.18)	45.18%
4402 - PARKING VIOLATIONS	(\$408,000.00)	(\$194,973.45)	(\$16,674.65)	47.79%	(\$348,600.00)	(\$174,508.30)	(\$37,219.10)	50.06%
4406 - CITY FINES FROM COURT	(\$456,300.00)	(\$142,243.20)	(\$23,866.03)	31.17%	(\$355,000.00)	(\$143,410.33)	(\$26,342.08)	40.40%
45 - CHARGES FOR SERVICES	(\$4,310,900.00)	(\$1,900,490.16)	(\$497,988.94)	44.09%	(\$4,541,800.00)	(\$1,241,399.12)	(\$59,675.83)	27.33%
4517 - COPYING CHARGES-PURCHASING	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4518 - ASSESSOR FEES	(\$140,000.00)	(\$53,408.82)	(\$12,339.56)	38.15%	(\$140,000.00)	(\$93,490.90)	(\$26,716.20)	66.78%
4519 - PROPERTY SEARCH FEES	(\$45,000.00)	(\$17,665.00)	(\$4,745.00)	39.26%	(\$50,000.00)	(\$23,175.00)	(\$5,170.00)	46.35%
4520 - OTHER GENERAL FEES	(\$57,000.00)	(\$13,464.03)	(\$310.00)	23.62%	(\$57,000.00)	(\$14,644.26)	\$1,113.07	25.69%
4521 - PD SPEC EVENT REVENUE	(\$185,700.00)	(\$3,457.17)	(\$1,013.98)	1.86%	(\$224,000.00)	(\$15,100.30)	(\$1,042.10)	6.74%
4522 - PD NON-SPEC EVENT REVENUE	(\$21,900.00)	(\$9,326.34)	\$932.63	42.59%	(\$36,500.00)	(\$16,332.54)	(\$1,352.51)	44.75%
4523 - FD SPEC EVENT REVENUE	(\$124,000.00)	(\$11,202.45)	(\$7,604.89)	9.03%	(\$184,000.00)	(\$4,735.82)	(\$2,268.00)	2.57%
4524 - FD NON-SPEC EVENT REVENUE	(\$40,000.00)	(\$13,281.37)	\$1,328.16	33.20%	(\$40,000.00)	(\$21,127.05)	\$0.00	52.82%
4525 - STREET SPEC EVENT REVENUE	(\$9,700.00)	(\$2,179.93)	(\$1,037.56)	22.47%	(\$8,000.00)	(\$2,920.82)	(\$504.02)	36.51%
4526 - STREET NON-SPEC EVENT REVENUE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4527 - PARKS SPEC EVENT REVENUE	(\$200.00)	\$0.00	\$0.00	0.00%	(\$200.00)	\$0.00	\$0.00	0.00%
4528 - PARKS NON-SPEC EVENT REVENUE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4529 - SIGNS SPEC EVENT REVENUE	(\$1,100.00)	\$0.00	\$0.00	0.00%	(\$1,100.00)	\$0.00	\$0.00	0.00%
4532 - POLICE DEPARTMENT FEES	(\$2,500.00)	(\$2,490.17)	(\$709.76)	99.61%	(\$5,000.00)	(\$3,423.71)	\$0.00	68.47%
4534 - FIRE DEPARTMENT FEES	(\$35,000.00)	(\$11,361.62)	(\$9,660.72)	32.46%	(\$35,000.00)	(\$11,558.12)	(\$709.76)	33.02%
4538 - AMBULANCE SERVICE	(\$3,575,000.00)	(\$1,646,437.14)	(\$439,293.11)	46.05%	(\$3,600,000.00)	(\$948,932.43)	(\$9,660.72)	26.36%
4540 - HAZARDOUS RESPONSE CHARGES	\$0.00	(\$649.87)	\$0.00	0.00%	\$0.00	(\$2,972.32)	(\$439,293.11)	0.00%
4551 - FUEL REVENUE	\$0.00	(\$29,211.81)	(\$14,102.98)	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4557 - STREET SERVICES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	(\$14,102.98)	0.00%
4560 - WEED CUTTING	(\$15,000.00)	(\$3,910.75)	(\$3,910.75)	26.07%	(\$16,000.00)	(\$5,707.50)	\$0.00	35.67%
4561 - SNOW REMOVAL	(\$40,000.00)	(\$60,255.60)	\$0.00	150.64%	(\$80,000.00)	(\$20,957.46)	(\$3,910.75)	26.20%
4572 - PARK FACILITY RENTALS	(\$35,000.00)	(\$22,188.09)	(\$5,521.42)	63.39%	(\$75,000.00)	(\$56,320.89)	\$0.00	75.09%
4983 - SPEC EVENT EQUIP DISCOUNT	\$16,200.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00	(\$5,521.42)	0.00%
48 - INTERNAL SERV CHRG	(\$2,814,900.00)	(\$204,345.00)	(\$68,563.77)	7.26%	(\$2,829,257.00)	(\$145,910.74)	(\$8,725.02)	5.16%
4555 - ENG FEES CHG TO CONSTR FUNDS	(\$2,050,000.00)	\$0.00	\$0.00	0.00%	(\$2,100,000.00)	(\$93,560.62)	(\$68,563.77)	4.46%
4806 - ACCT/TREAS SERVICES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4811 - SERVICE CHARGE-COMMUNITY DEVEL	(\$634,400.00)	(\$24,257.05)	(\$24,190.34)	3.82%	(\$598,757.00)	\$0.00	\$0.00	0.00%



GENERAL FUND REVENUES
UNAUDITED BUDGET STATEMENT
FOR THE MONTH ENDED JUNE 30, 2024

REVENUE CATEGORY	2023				2024			
	BUDGET	YEAR TO DATE	JUNE 2023	% BUDGET	BUDGET	YEAR TO DATE	JUNE 2024	% BUDGET
4812 - SERVICE CHARGE-STREET	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	(\$24,190.34)	0.00%
4814 - SERVICE CHARGE-UTILITIES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4815 - SERVICE CHARGE-CENTRAL GARAGE	\$0.00	(\$108,561.28)	(\$35,648.41)	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4816 - SERVICE CHARGE-INTERDEPARTMNTL	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	(\$35,648.41)	0.00%
4822 - SERVICE CHARGE - IT	(\$130,500.00)	(\$52,350.12)	(\$8,725.02)	40.12%	(\$130,500.00)	(\$52,350.12)	(\$8,725.02)	40.12%
4834 - EQUIPMENT RENTAL-RECYCLING	\$0.00	(\$19,176.55)	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
49 - MISC REVENUES	(\$963,000.00)	(\$1,926,787.47)	(\$241,015.62)	200.08%	(\$2,510,200.00)	(\$2,456,710.94)	(\$303,964.34)	97.87%
4901 - INTEREST	\$0.00	\$0.00	\$0.00	0.00%	(\$120,700.00)	\$0.00	\$0.00	0.00%
4907 - INTEREST - ACCOUNTS RECEIVABLE	(\$3,000.00)	(\$791.55)	(\$159.31)	26.39%	(\$3,000.00)	(\$479.98)	(\$118.80)	16.00%
4908 - INTEREST-OTHER INVESTMENTS	(\$300,000.00)	(\$1,561,426.86)	(\$233,662.59)	520.48%	(\$1,750,000.00)	(\$2,418,790.70)	(\$306,754.92)	138.22%
4910 - INTEREST-INSTALLMENT S/A	(\$475,000.00)	(\$332,949.57)	(\$1,561.81)	70.09%	(\$400,000.00)	(\$3,490.39)	(\$1,700.42)	0.87%
4916 - CAPITAL GAINS ON INVESTMENTS	\$0.00	(\$5,313.78)	\$1,756.89	0.00%	\$0.00	\$19,539.34	\$0.00	0.00%
4920 - RENTAL REVENUE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4950 - SPONSORSHIP	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4952 - GIFTS & DONATIONS	(\$8,000.00)	(\$500.00)	\$0.00	6.25%	(\$75,000.00)	(\$2,410.00)	(\$2,410.00)	3.21%
4966 - OTHER REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
4972 - MISCELLANEOUS REVENUE	(\$177,000.00)	(\$25,805.71)	(\$7,388.80)	14.58%	(\$161,500.00)	(\$51,079.21)	\$7,019.80	31.63%
52 - OTHER FINANCING	(\$1,822,600.00)	\$0.00	\$0.00	0.00%	(\$1,542,600.00)	\$0.00	\$0.00	0.00%
4112 - PMT-IN LIEU OF TAX-UTILITY	(\$1,542,600.00)	\$0.00	\$0.00	0.00%	(\$1,542,600.00)	\$0.00	\$0.00	0.00%
5261 - TSF FROM DOWNTOWN REDEVELOPMENT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5270 - TSF FROM IND DEVEL BONDS/NOTES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5272 - TSF FROM PARKING BONDS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5273 - TSF FROM SEWER BONDS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5274 - TSF FROM TIF DISTRICTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5275 - TSF FROM WATER BONDS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5277 - TSF FROM GOLF COURSE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5278 - TSF FROM STORM BONDS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5279 - TSF FROM CABLE TV	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5281 - TSF FROM DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
5299 - TSF FROM OTHER FUNDS	(\$280,000.00)	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
53 - SALE-CAPITAL ASSETS	(\$25,000.00)	(\$49,838.25)	(\$6,440.95)	199.35%	(\$25,000.00)	(\$10,355.65)	(\$1,265.40)	41.42%
5300 - SALE OF CAPITAL ASSETS	(\$25,000.00)	(\$49,838.25)	(\$6,440.95)	199.35%	(\$25,000.00)	(\$10,355.65)	(\$1,265.40)	41.42%



**GENERAL FUND EXPENDITURES
UNAUDITED BUDGET STATEMENT
FOR THE MONTH ENDED JUNE 30, 2024**

EXPENDITURES BY DEPARTMENTS	2023				2024			
	2023 BUDGET	YEAR TO DATE	JUNE 2023	% BUDGET	2024 BUDGET	YEAR TO DATE	JUNE 2024	% BUDGET
0100 - GENERAL FUND	\$54,718,318.48	\$26,687,882.68	\$6,230,544.19	48.77%	\$56,985,701.43	\$24,638,042.63	\$3,932,159.04	43.24%
01 - GENERAL GOVERNMENT								
01000010 - CITY COUNCIL	\$67,400.00	\$32,382.48	\$3,608.28	48.05%	\$63,893.00	\$35,058.38	\$3,022.49	54.87%
01000020 - CITY MANAGER	\$343,400.00	\$139,203.94	\$17,117.21	40.54%	\$321,019.00	\$139,566.69	\$22,971.70	43.48%
01000030 - CITY ATTORNEY	\$515,900.00	\$233,456.09	\$38,847.26	45.25%	\$524,487.00	\$244,944.11	\$40,964.12	46.70%
01000040 - HUMAN RESOURCES	\$803,700.00	\$370,858.89	\$64,684.00	46.14%	\$867,628.00	\$430,568.99	\$56,580.47	49.63%
01000050 - CITY CLERK	\$274,650.00	\$151,798.86	\$28,502.03	55.27%	\$345,414.00	\$148,841.79	\$22,103.02	43.09%
01000060 - ELECTIONS	\$122,700.00	\$75,223.57	\$135.36	61.31%	\$202,129.00	\$74,270.17	\$6,224.79	36.74%
01000071 - FINANCE ADMINISTRATION	\$878,100.00	\$411,305.89	\$66,263.19	46.84%	\$943,666.00	\$443,103.31	\$61,337.20	46.96%
01000072 - TAXES & INTEREST	\$60,000.00	\$87,125.75	\$4,516.06	145.21%	\$70,000.00	\$47,944.61	\$10,085.44	68.49%
01000090 - PURCHASING	\$303,100.00	\$145,995.12	\$18,291.29	48.17%	\$315,639.00	\$150,380.80	\$25,331.53	47.64%
01000110 - INFORMATION TECH DIV	\$1,676,100.00	\$971,789.20	\$115,089.02	57.98%	\$1,796,277.00	\$1,052,986.91	\$180,043.61	58.62%
01000120 - INSURANCE	\$1,109,400.00	\$909,709.40	\$49,569.76	82.00%	\$1,132,989.43	\$931,836.52	\$88,169.07	82.25%
01000130 - FACILITY MAINTENANCE	\$900,494.00	\$445,537.06	\$71,919.10	49.48%	\$1,418,645.57	\$565,640.67	\$111,558.21	39.87%
01000150 - OSHKOSH MEDIA	\$309,100.00	\$161,095.30	\$20,652.46	52.12%	\$314,836.00	\$165,126.01	\$21,618.76	52.45%
02 - PUBLIC SAFETY								
01000211 - POLICE	\$15,972,288.60	\$6,862,144.94	\$1,165,218.08	42.96%	\$16,850,022.44	\$7,624,326.32	\$1,255,935.65	45.25%
01000214 - ANIMAL CARE	\$102,400.00	\$102,398.00	\$0.00	100.00%	\$105,000.00	\$104,958.00	\$0.00	99.96%
01000217 - AUXILIARY POLICE	\$6,800.00	\$1,826.87	\$858.19	26.87%	\$6,300.00	\$1,502.60	\$38.01	23.85%
01000218 - CROSSING GUARDS	\$108,300.00	\$49,642.85	\$5,055.12	45.84%	\$107,676.00	\$49,358.22	\$5,141.79	45.84%
01000230 - FIRE DEPARTMENT	\$15,040,000.00	\$7,232,404.04	\$1,228,015.57	48.09%	\$16,108,436.15	\$7,172,374.17	\$1,199,082.98	44.53%
01000240 - AMBULANCE	\$375,000.00	\$0.00	\$0.00	0.00%	\$396,775.00	\$21,775.00	\$0.00	5.49%
01000250 - HYDRANT RENTAL	\$650,000.00	\$324,999.98	\$54,166.67	50.00%	\$650,000.00	\$324,999.98	\$54,166.67	50.00%
01000290 - POLICE & FIRE COMMISSION	\$28,200.00	\$13,372.75	\$3,964.00	47.42%	\$50,200.00	\$20,839.58	\$7,185.28	41.51%
03 - PUBLIC WORKS								
01000410 - PW ADMINISTRATION	\$236,900.00	\$108,158.63	\$18,484.60	45.66%	\$251,124.00	\$123,020.32	\$20,652.74	48.99%
01000420 - ENGINEERING	\$1,466,766.57	\$590,641.01	\$89,260.54	40.27%	\$1,334,758.50	\$552,091.28	\$107,777.63	41.36%
01000430 - STREETS	\$2,728,966.57	\$1,523,721.15	\$289,733.86	55.84%	\$3,174,862.00	\$868,400.41	\$33,632.25	27.35%
01000450 - CENTRAL GARAGE	\$438,200.00	\$240,700.39	\$35,331.00	54.93%	\$652,290.35	\$191,703.25	\$45,214.40	29.39%
04 - TRANSPORTATION								
01000801 - ELECTRICAL	\$675,500.00	\$321,332.67	\$62,756.86	47.57%	\$744,799.00	\$312,032.62	\$54,936.66	41.89%
01000810 - SIGN	\$235,100.00	\$116,044.02	\$14,457.84	49.36%	\$267,257.00	\$114,437.50	\$17,169.85	42.82%
06 - CULTURE & RECREATION								
01000610 - PARKS	\$2,210,265.00	\$1,050,225.95	\$208,601.80	47.52%	\$2,722,520.75	\$1,161,458.83	\$237,057.98	42.66%
01000620 - FORESTRY	\$489,600.00	\$232,462.44	\$44,842.19	47.48%	\$622,573.00	\$265,082.71	\$39,650.71	42.58%
07 - CONSERVATION & DEVELOPMENT								
01000080 - CITY ASSESSOR	\$772,100.00	\$251,995.38	\$44,224.28	32.64%	\$729,855.50	\$301,505.36	\$48,529.99	41.31%
01000730 - ECONOMIC DEVELOPMENT	\$692,525.74	\$307,121.67	\$32,422.51	44.35%	\$718,234.74	\$362,656.78	\$36,629.93	50.49%
01000740 - PLANNING	\$781,312.00	\$319,592.76	\$53,944.05	40.90%	\$823,211.00	\$348,854.13	\$58,280.78	42.38%
08 - UNCLASSIFIED								
01000911 - PATRIOTIC CELEBRATION	\$24,100.00	\$8,328.34	\$0.00	34.56%	\$24,100.00	\$5,000.00	\$0.00	20.75%
01000914 - UNCLASSIFIED	\$4,319,950.00	\$2,895,287.29	\$2,380,012.01	67.02%	\$2,329,083.00	\$281,396.61	\$61,065.33	12.08%
Grand Total	\$54,718,318.48	\$26,687,882.68	\$6,230,544.19	48.77%	\$56,985,701.43	\$24,638,042.63	\$3,932,159.04	43.24%



PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED JUNE 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0201 - SENIOR SERVICES REVOLVING FUND					(\$173,222)	(\$190,739)
	Revenue	(\$4,683)	(\$37,738)	(\$64,000)		
	Expense	\$3,139	\$20,222	\$63,017		
0202 - CDBG REVOLVING LOAN FUND					(\$222,261)	(\$325,952)
	Revenue	(\$11,460)	(\$188,080)	(\$250,000)		
	Expense	\$18,644	\$84,390	\$249,999		
0209 - BUSINESS IMPROVEMENT DISTRICT					(\$115,324)	(\$203,899)
	Revenue	(\$8,518)	(\$172,803)	(\$222,110)		
	Expense	\$15,090	\$84,227	\$255,000		
0211 - RECYCLING					(\$2,929,299)	(\$3,660,834)
	Revenue	(\$253,773)	(\$1,101,904)	(\$1,138,000)		
	Expense	\$65,704	\$370,369	\$1,113,722		
0212 - GARBAGE COLLECTION & DISPOSAL					\$45,794	(\$838,102)
	Revenue	(\$3,148)	(\$1,768,387)	(\$1,805,000)		
	Expense	\$145,394	\$884,491	\$1,800,291		
0215 - POLICE SPECIAL FUNDS					(\$298,048)	(\$397,258)
	Revenue	(\$7,994)	(\$214,802)	(\$141,431)		
	Expense	\$11,910	\$115,593	\$277,970		
0223 - STREET LIGHTING FUND					(\$223,220)	(\$748,999)
	Revenue	\$0	(\$1,060,300)	(\$1,060,300)		
	Expense	\$83,813	\$534,521	\$1,090,876		
0224 - SPECIAL EVENTS					(\$667,978)	\$4,465,569
	Revenue	(\$80,333)	(\$401,022)	\$0		
	Expense	\$441,680	\$5,534,569	\$12,793,586		
0227 - MUSEUM MEMBERSHIP FUND					(\$642,614)	(\$645,511)
	Revenue	(\$1,845)	(\$48,214)	(\$79,000)		
	Expense	\$4,645	\$45,317	\$237,723		
0231 - SENIOR SERVICES					(\$34,681)	(\$238,503)
	Revenue	(\$14,178)	(\$560,794)	(\$687,100)		
	Expense	\$50,839	\$356,972	\$752,400		
0235 - FIRE SPECIAL REVENUE					(\$408,607)	(\$478,435)
	Revenue	(\$71,122)	(\$144,088)	(\$133,289)		
	Expense	\$4,158	\$74,260	\$275,448		
0239 - LIBRARY					(\$228,658)	(\$1,958,263)
	Revenue	(\$17,254)	(\$3,792,399)	(\$4,080,036)		
	Expense	\$297,393	\$2,062,793	\$4,079,973		
0241 - MUSEUM					(\$97,648)	(\$509,222)
	Revenue	(\$2,133)	(\$1,045,999)	(\$1,382,904)		
	Expense	\$94,891	\$634,425	\$1,278,387		



PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED JUNE 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0242 - MUSEUM COLLECTIONS					(\$676,030)	(\$689,199)
	Revenue	(\$1,000)	(\$22,216)	(\$3,000)		
	Expense	\$63	\$9,047	\$56,900		
0247 - CEMETERY					(\$324,220)	(\$432,071)
	Revenue	(\$4,830)	(\$355,035)	(\$523,420)		
	Expense	\$66,156	\$247,184	\$522,676		
0249 - COMMUNITY DEVEL SPECIAL FUNDS					(\$162,571)	(\$169,898)
	Revenue	\$0	(\$7,327)	\$0		
	Expense	\$0	\$0	\$10,589		
0255 - PARKS REVENUE FACILITIES					(\$686,862)	(\$664,567)
	Revenue	(\$45,639)	(\$146,072)	(\$381,500)		
	Expense	\$57,273	\$168,367	\$381,456		
0256 - LEACH AMPHITHEATER					(\$96,803)	(\$97,407)
	Revenue	(\$6,862)	(\$39,982)	(\$103,500)		
	Expense	\$15,594	\$39,378	\$101,471		
0257 - PUBLIC WORKS SPECIAL FUND					\$41,331	\$61,132
	Revenue	(\$8,823)	(\$45,657)	(\$630,000)		
	Expense	\$13,734	\$65,457	\$627,711		
0259 - POLLOCK WATER PARK					(\$78,600)	\$70,456
	Revenue	(\$52,302)	(\$215,706)	(\$892,400)		
	Expense	\$275,895	\$364,762	\$1,381,395		
0271 - RENTAL INSPECTIONS					(\$42,317)	(\$78,796)
	Revenue	\$0	(\$36,900)	\$0		
	Expense	\$280	\$421	\$0		
0301 - NEIGHBORHOOD IMPROV LOAN PRGRM					(\$275,692)	(\$275,692)
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$0	\$218,100		
0302 - HEALTHY NEIGHBORHOOD INITIATIVE					(\$2,699,099)	(\$2,639,288)
	Revenue	(\$7,322)	(\$94,114)	(\$60,000)		
	Expense	\$2,902	\$153,924	\$698,689		
0303 - COMMUNITY DEVL P BLOCK GRANT					(\$4,121,400)	(\$4,102,340)
	Revenue	(\$89,141)	(\$699,132)	(\$807,095)		
	Expense	\$89,141	\$718,192	\$3,736,228		
0304 - LOCAL GO EDC REV LOAN PROGRAM					(\$2,020,545)	(\$2,020,545)
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$0	\$450,000		
0307 - SENIOR CENTER					(\$125,237)	(\$125,237)
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$0	\$3,000		



PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED JUNE 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0311 - SIDEWALK CONSTRUCTION FUND					\$3,348,127	\$3,348,127
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$0	\$0		
0315 - STREET IMPROVEMENT FUND					(\$8,353,109)	(\$8,353,109)
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$0	\$0		
0333 - STREET TREE MEMORIAL					(\$189,143)	\$67
	Revenue	(\$1,162)	(\$8,696)	(\$58,000)		
	Expense	\$185,968	\$197,907	\$33,000		
0501 - GRAND OPERA HOUSE FUND					\$2,668,616	\$2,694,492
	Revenue	\$0	\$0	(\$36,900)		
	Expense	\$3,050	\$25,876	\$46,216		
0502 - TIF #25 CITY CENTR HOTEL					\$137,937	(\$148,708)
	Revenue	\$0	(\$287,445)	(\$287,000)		
	Expense	\$0	\$800	\$150		
0504 - TIF #26 AVIATION BUS PRK					\$3,602,924	\$3,603,074
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$150	\$200		
0506 - PARKING RAMP FUND					(\$546,308)	(\$533,002)
	Revenue	(\$4,854)	(\$9,416)	(\$110,000)		
	Expense	\$3,094	\$22,722	\$368,762		
0508 - TIF #27 N MAIN IND PARK					\$907,293	\$498,832
	Revenue	\$0	(\$408,611)	(\$247,000)		
	Expense	\$0	\$150	\$23,200		
0510 - TIF #28 - BEACH BUILDING REDEV					(\$34,942)	(\$93,150)
	Revenue	\$0	(\$58,358)	(\$57,000)		
	Expense	\$0	\$150	\$50,200		
0512 - TIF #29 MORGAN DISTRICT					(\$30,475)	(\$48,162)
	Revenue	\$0	(\$17,867)	(\$15,000)		
	Expense	\$0	\$180	\$150		
0514 - TIF #30 WASHINGTON BUILDING					(\$52,516)	(\$110,079)
	Revenue	\$0	(\$57,714)	(\$55,000)		
	Expense	\$0	\$150	\$45,200		
0516 - TIF #31 BUCKSTAFF REDEVE					(\$48,224)	(\$666,774)
	Revenue	\$0	(\$620,500)	(\$555,200)		
	Expense	\$0	\$1,950	\$523,600		
0518 - TIF #32 GRANARY REDEVELOPMENT					(\$5,237)	(\$20,495)
	Revenue	\$0	(\$15,408)	(\$15,200)		
	Expense	\$0	\$150	\$15,200		



PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED JUNE 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0519 - TIF #33 LAMICO REDEVELOPMENT					(\$282,021)	(\$604,526)
	Revenue	\$0	(\$322,655)	(\$292,400)		
	Expense	\$0	\$150	\$230,200		
0520 - TIF #24 OSHKOSH CORP E-COAT					(\$6,208)	(\$237,531)
	Revenue	\$0	(\$231,472)	(\$260,000)		
	Expense	\$0	\$150	\$80,200		
0522 - TIF #14 MERCY MEDICAL CENTER					(\$1,039,261)	(\$1,648,527)
	Revenue	\$0	(\$603,082)	(\$585,115)		
	Expense	\$0	(\$6,184)	\$691,150		
0524 - TIF #15 PARK PLAZA COMMERCE ST					(\$3,085,646)	(\$3,305,301)
	Revenue	\$0	(\$219,805)	(\$260,000)		
	Expense	\$0	\$150	\$130,200		
0526 - TIF #16 100 BLOCK REDEVELOPMNT					(\$639,430)	(\$791,543)
	Revenue	\$0	(\$152,264)	(\$150,600)		
	Expense	\$0	\$150	\$85,200		
0528 - TIF #19 NW INDUSTRIAL EXPANSN					(\$903,429)	(\$1,187,966)
	Revenue	\$0	(\$284,686)	(\$301,000)		
	Expense	\$0	\$150	\$150		
0529 - TIF #08 S AVIATION					(\$28,964)	(\$28,746)
	Revenue	\$0	\$0	\$0		
	Expense	\$218	\$218	\$5,435		
0530 - TIF #17 CITY CENTER REDEVELOP					(\$573,740)	(\$777,622)
	Revenue	\$0	(\$328,006)	(\$368,000)		
	Expense	\$123,975	\$124,125	\$347,200		
0532 - TIF #18 SOUTH WEST INDUSTRIAL					\$126,138	(\$451,998)
	Revenue	\$0	(\$578,886)	(\$579,300)		
	Expense	\$600	\$750	\$41,400		
0533 - TIF #10 MAIN & WASH					\$26,550	\$31,550
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$5,000	\$0		
0534 - TIF #20 SOUTH SHORE REDEVELOP					(\$2,761,099)	(\$2,737,944)
	Revenue	\$0	\$0	\$0		
	Expense	\$22,700	\$23,155	\$4,556,135		
0535 - TIF #11 OSH OFFICE CENTR					(\$62,915)	(\$57,915)
	Revenue	\$0	\$0	\$0		
	Expense	\$0	\$5,000	\$0		
0536 - TIF #21 FOX RIVER CORR					(\$540,501)	(\$948,262)
	Revenue	\$0	(\$523,895)	(\$505,000)		
	Expense	\$114,311	\$116,134	\$816,200		



PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED JUNE 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0537 - TIF #12 DIVISION ST					(\$807,748)	(\$962,789)
	Revenue	\$0	(\$155,191)	(\$151,600)		
	Expense	\$0	\$150	\$150,260		
0539 - TIF #13 MARION RD/PEARL					\$587,190	\$232,092
	Revenue	\$0	(\$357,445)	(\$359,100)		
	Expense	\$2,146	\$2,347	\$81,500		
0540 - TIF #23 SW IND PARK EXP					\$2,696,042	\$3,080,979
	Revenue	\$0	(\$23,401)	(\$23,500)		
	Expense	\$181,500	\$408,337	\$558,586		
0580 - TIF #34 OSHKOSH CORP HEADQTRS					\$52,821	(\$1,098,122)
	Revenue	\$0	(\$1,151,093)	(\$1,200,000)		
	Expense	\$0	\$150	\$1,200,200		
0581 - TIF #35 OSHKOSH AVE CORRIDOR					(\$1,540,309)	(\$2,305,023)
	Revenue	\$0	(\$764,865)	(\$650,000)		
	Expense	\$0	\$150	\$18,267		
0582 - TIF #36 MERGE REDEVELOPMENT					(\$15,730)	(\$360,967)
	Revenue	\$0	(\$345,387)	(\$322,200)		
	Expense	\$0	\$150	\$300,200		
0583 - TIF #37 AVIATION PLAZA					(\$28,933)	(\$279,756)
	Revenue	\$0	(\$250,973)	(\$235,000)		
	Expense	\$0	\$150	\$215,200		
0584 - TIF #38 PIONEER REDEVELOPMENT					(\$638)	(\$15,265)
	Revenue	\$0	(\$14,777)	(\$11,000)		
	Expense	\$0	\$150	\$200		
0585 - TIF #39 CABRINI SCHOOL REDEV					(\$39,367)	(\$79,164)
	Revenue	\$0	(\$39,946)	(\$25,000)		
	Expense	\$0	\$150	\$24,200		
0586 - TIF #40 MILES KIMBALL REDEVEL					\$13,216	(\$10,246)
	Revenue	\$0	(\$23,612)	(\$6,000)		
	Expense	\$0	\$150	\$4,700		
0587 - TIF #41 SMITH SCHOOL REDEVELOP					\$10,929	\$1,004
	Revenue	\$0	(\$10,074)	\$0		
	Expense	\$0	\$150	\$11,200		
0588 - TIF #42 MORGAN CROSSING II					\$2,975	\$2,701
	Revenue	\$0	(\$424)	\$0		
	Expense	\$0	\$150	\$200		
0589 - TID #43 MILL ON MAIN					\$62,219	\$62,388
	Revenue	\$0	(\$11)	\$0		
	Expense	\$0	\$180	\$400,150		



PRELIMINARY BUDGET STATEMENT
ENTERPRISE FUNDS
FOR THE MONTH ENDED JUNE 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0503 - OSHKOSH CONVENTION CENTRE					(\$7,072,747)	(\$6,908,496)
	Revenue	(\$159,432)	(\$701,721)	(\$2,515,900)		
	Expense	\$91,032	\$865,972	\$2,402,060		
0509 - PARKING UTILITY					(\$1,841,055)	(\$1,849,008)
	Revenue	(\$4,667)	(\$60,594)	(\$109,600)		
	Expense	\$6,814	\$52,640	\$207,639		
0511 - TRANSIT UTILITY					(\$11,125,626)	(\$10,087,147)
	Revenue	(\$388,626)	(\$1,966,893)	(\$7,224,344)		
	Expense	\$706,115	\$3,005,373	\$11,827,305		
0515 - IND PARK LAND ENTERPRISE FUND					(\$2,953,729)	(\$2,954,831)
	Revenue	\$0	(\$5,000)	(\$500,000)		
	Expense	\$2,440	\$3,898	\$32,600		
0541 - WATER UTILITY					(\$71,102,406)	(\$73,188,670)
	Revenue	(\$1,557,545)	(\$10,331,789)	(\$18,709,400)		
	Expense	\$1,272,617	\$8,245,526	\$22,048,746		
0551 - SEWER UTILITY					(\$68,701,307)	(\$72,158,965)
	Revenue	(\$1,589,756)	(\$10,488,490)	(\$18,853,600)		
	Expense	\$1,175,360	\$7,030,832	\$17,390,655		
0561 - STORMWATER UTILITY					(\$78,437,779)	(\$83,211,183)
	Revenue	(\$1,249,957)	(\$8,503,770)	(\$15,356,400)		
	Expense	\$619,059	\$3,730,367	\$10,420,005		
0571 - INSPECTION SERVICES					(\$2,614,447)	(\$2,894,453)
	Revenue	(\$305,065)	(\$815,911)	(\$1,219,200)		
	Expense	\$82,929	\$535,906	\$1,323,927		



PRELIMINARY BUDGET STATEMENT
CAPITAL PROJECTS AND DEBT FUNDS
FOR THE MONTH ENDED JUNE 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0317 - SPECIAL ASSESSMENT IMPROVEMENT						
	Revenue	(\$77,704)	(\$1,470,393)	(\$3,630,300)	(\$16,057,610)	(\$16,936,894)
	Expense	\$436,231	\$591,109	\$1,521,986		
0321 - CONTRACT CONTROL FUND						
	Revenue	\$0	(\$889,073)	\$0	(\$20,430,524)	(\$8,821,357)
	Expense	\$2,730,957	\$12,498,241	\$74,459,306		
0322 - ENTERPRISE CAPITAL FUND						
	Revenue	\$0	\$0	(\$8,000)	(\$4,245,899)	(\$1,333,086)
	Expense	\$1,391,497	\$2,912,813	\$108,932,939		
0323 - EQUIPMENT FUND						
	Revenue	\$0	(\$1,205,500)	(\$1,205,500)	(\$26,962,370)	(\$24,689,925)
	Expense	\$612,968	\$3,477,945	\$27,176,926		
0325 - PARKS IMPROVEMENT						
	Revenue	\$0	\$0	\$0	\$312,569	\$712,155
	Expense	\$181,695	\$399,585	\$5,378,661		
0327 - PARK SUBDIVISION IMPROVEMENT						
	Revenue	(\$400)	(\$16,400)	\$0	(\$411,039)	(\$427,439)
	Expense	\$0	\$0	\$0		
0335 - SPECIAL ASSESSMENT REPLACEMENT						
	Revenue	\$0	\$0	(\$2,250,000)	\$0	\$0
	Expense	\$0	\$0	\$0		
0401 - DEBT SERVICE FUND						
	Revenue	(\$102,594)	(\$14,819,166)	(\$14,647,400)	\$0	(\$8,903,479)
	Expense	\$3,772,648	\$5,915,688	\$14,647,400		



Cash and Investment Report
For the Month Ended June 30, 2024

	Beginning Balance	Period Change	Ending Balance
OPERATING CASH			
TREASURY CASH - OPERATIONS	\$160,897,709.34	(\$15,076,054.09)	\$145,821,655.25
0707 - TRUST FUNDS			
80501 - CEMETERY TRUST	\$21,399.89	\$188.07	\$21,587.96
80615 - OPL MEMORIALS	\$1,241.57		\$1,241.57
80801 - FISK-GALLUP TRUST	\$31,508.27		\$31,508.27
TRUST AND INVESTMENTS			
TREASURY CASH - OPERATIONS	\$30,895,237.11	\$135,666.26	\$31,030,903.37
0227 - MUSEUM MEMBERSHIP FUND			
0242 - MUSEUM COLLECTIONS			
0541 - WATER UTILITY	\$1,237,329.88	\$5,427.16	\$1,242,757.04
0551 - SEWER UTILITY	\$2,195,363.01	\$27,169.57	\$2,222,532.58
0561 - STORMWATER UTILITY	\$580.55	\$2.55	\$583.10
0707 - TRUST FUNDS			
80501 - CEMETERY TRUST	\$1,276,327.48	\$16,348.48	\$1,292,675.96
80502 - HARVEY C CLUTE TRUST	\$73.09	\$0.32	\$73.41
80503 - HEYMAN TRUST	\$38,888.10	\$167.60	\$39,055.70
80504 - ROBERT J HUME TRUST	\$1,440.25	\$6.31	\$1,446.56
80505 - AMBER H MAXWELL TRUST	\$8,045.34	\$33.86	\$8,079.20
80506 - JOHN FRANCIS ROBERTS TRUST	\$2,668.98	\$11.70	\$2,680.68
80507 - LOUISE SARAU TRUST	\$5,811.62	\$25.47	\$5,837.09
80601 - OACF OPLCIF HOXTEL	\$27,192.68		\$27,192.68
80605 - OACF OPLCIF ARCHER	\$2,791.86		\$2,791.86
80607 - OACF OPLCIF A GRUENWALD	\$4,199.94		\$4,199.94
80609 - OACF OPLCIF G HILTON	\$17,993.42		\$17,993.42
80612 - OACF OPLCIF E W KELSH	\$4,189.13		\$4,189.13
80613 - OACF OPLCIF G KENNY	\$14,782.86		\$14,782.86
80618 - OACF OPLCIF SCHUSTER BOOKS	\$259,718.40		\$259,718.40
80627 - OACF OPLCIF S ZELLMER	\$131,457.10		\$131,457.10
80628 - JOHN HICKS TRUST FUND	\$191,896.40	\$782.27	\$192,678.67
80629 - OACF DEVELOPMENT & SUPPORT	\$673,294.12		\$673,294.12
80630 - OACF FACILITY IMPROVEMENT	\$1,816,644.28		\$1,816,644.28
80631 - OACF PROGRAMMING SUPPORT	\$1,209,290.34		\$1,209,290.34
80632 - OACF TECHNOLOGY	\$1,225,693.13		\$1,225,693.13
80633 - OACF COLLECTION IMPROVEMENT FUND	\$1,198,495.26		\$1,198,495.26
80634 - OACF PRO SUPP FUND - MARY MALNAR	\$29,742.34		\$29,742.34
80635 - OACF TECH FUND - AV TRUST	\$38,630.15		\$38,630.15
80636 - OACF TECH FUND - JOHN NICHOLS	\$78,425.98		\$78,425.98
80637 - OACF OPLCIF-G JACKSON	\$2,513.54		\$2,513.54
80638 - OACF OPLCIF-W STEIGER	\$16,271.39		\$16,271.39
80640 - OACF RON METZ CENTENNIAL FUND	\$36,934.03		\$36,934.03
80642 - GEORGE HILTON LIBRARY & MUSEUM TRST	\$4,235.81	\$9.49	\$4,245.30

Cash and Investment Report
For the Month Ended June 30, 2024

	Beginning Balance	Period Change	Ending Balance
80643 - GEORGE HILTON SPECIAL LIBRARY TRUST	\$988.96	\$2.24	\$991.20
80644 - FRANK & ANNA ROJAHN TRUST	\$9,912.00	\$292.59	\$10,204.59
80645 - MARGUERITE E ZELLMER TRUST	\$11,827.67	\$25.83	\$11,853.50
80646 - OACF CONVENTION CENTER MAINT FUND	\$335,950.67		\$335,950.67
80647 - OACF POLICE DEPT FUND	\$293,074.01		\$293,074.01
80650 - ABBEY S HARRIS TRUST	\$1,751.39	\$4.02	\$1,755.41
80651 - OPL-CIF-RASMUSSEN	\$53,872.72		\$53,872.72
80652 - OPL-CIF-ROJAHN	\$4,535.88		\$4,535.88
80701 - ETHEL J BEHNCKE MUSEUM TRUST	\$160,046.73	\$701.46	\$160,748.19
80702 - WILLIAM E BRAY MUSEUM TRUST	\$11,757.96	\$18.07	\$11,776.03
80703 - FREDERICK S & MARION H DUROW TRUST	\$3,094,949.96	\$14,309.70	\$3,109,259.66
80704 - LONA & EDWARD G KITZ TRUST	\$92,559.59	\$4,872.71	\$97,432.30
80705 - RICHARD KITZ DIRECTORS TRUST	\$165,738.28	\$726.40	\$166,464.68
80706 - MUSEUM ENDOWMENT TRUST	\$443,959.25	\$319.08	\$444,278.33
80707 - R KITZ BEQUEST	\$244,238.52	\$3,029.80	\$247,268.32
80801 - FISK-GALLUP TRUST	\$5,507.44	\$24.14	\$5,531.58
80802 - EMMA J GOULD TRUST	\$4,315.49	\$18.91	\$4,334.40
80803 - SOPHIE L HUHN TRUST	\$4,994.43	\$21.89	\$5,016.32
80804 - JULIA L STANHILBER LIB & PKS TRUST	\$762,539.79	\$2,706.49	\$765,246.28
80805 - JULIA L STANHILBER PARKS TRUST	\$1,418.96	\$6.22	\$1,425.18
INVESTMENTS-DEPRECIATION FUND			
0541 - WATER UTILITY	\$159,722.74	\$1,976.71	\$161,699.45
INVESTMENTS-REVENUE BOND RESERVE			
0541 - WATER UTILITY	\$5,137,216.88	\$22,538.05	\$5,159,754.93
0551 - SEWER UTILITY	\$5,773,775.07	\$18,731.36	\$5,792,506.43
0561 - STORMWATER UTILITY	\$8,085,821.49	\$32,056.64	\$8,117,878.13



CASH ON HAND
FOR THE MONTH ENDED JUNE 30, 2024

POOLED CASH		DEBT Accounts		Trust Accounts	
Ending Balance		Ending Balance		Ending Balance	
MASTER	52,562,924.61	ARPA FUNDS	19,681,564.39	OPL	1,241.57
Payroll	-	2019A GO BONDS	5,628,752.53	Fisk Gallup	31,508.27
Payables	-	2019B GO NOTES	12,517,046.79	Cemetery	21,587.96
General	2,339,925.11	2019C Storm	5,572,929.88	TOTAL BANK B.	54,337.80
Museum Special	-	2019D Sewer	20,460,856.73		
Tax/Epay	-	2019E Water	755,118.04		
Bid	-	2023B Storm	6,184,041.60		
Pollock Pool	-	2023A GO BONDS	6,989,780.42		
Museum Paypal	-	2023C Water	7,607,515.31		
Parks CC	-				
Library CC	-	TOTAL BANK BAL	85,397,605.69		
CFCU - Tax	6,635,024.71				
TOTAL BANK BAL	61,537,874.43				



SUBJECT: Receipt & Filing of Minutes - Museum Arts and Culture Board, 06.12.2024

DATE: July 23, 2024

Attachments

6.12.2024 Minutes MAC Board



Minutes of the June 12, 2024 Museum, Arts and Culture Board Meeting

(Approved at the July 10, 2024 Board Meeting)

The June meeting of the Oshkosh Public Museum (OPM) Museum, Arts and Culture (MAC) Board was held Wednesday, June 12, 2024, in the Galena Room of the Museum. Chair Vicky Redlin called the meeting to order at 4:32 p.m.

The roll was taken by Administrative Assistant Theresa Books.

Present at Roll: Board Chair Vicky Redlin, Vice-Chair Rebecca Doe Brown, Board Member/Council Member Matt Mugerauer, Alternate Erron Hundt, Alternate Carrie Olson

Excused: Board Members Becky Matzke, Drew Mueske

With Ms. Matzke out, Chair Redlin appointed Ms. Hundt.

With Mr. Mueske out, Chair Redlin appointed Ms. Olson.

Also Present: Interim Director Anna Cannizzo, Curator of Education Neal Matherne, Marketing + Advancement Coordinator Kate Stel, and Administrative Assistant Theresa Books recording the Minutes.

There were no citizen statements to the Board.

Consent Agenda items included:

A. Minutes of the May 8, 2024, Board Meeting

MOTION: Approve Consent Agenda (Brown; second Hundt)

CARRIED: Yes (5) Brown, Hundt, Mugerauer, Olson, Redlin

Regarding education and programing Mr. Matherne and Ms. Stel recapped the Historic Osh Hop event held May 11th. Ms. Stel was pleased to report that 181 tickets sold, raising approximately \$7,500. At each of the eight stops there were docents to welcome visitors and give them a brochure about the building. The owners were there as well to answer questions about their home/building. The stops included The Doe House, the Masonic Center, and more historic homes and properties around Oshkosh.

Ms. Brown noted that this idea originated from community input drawing on other local events after the Museum introduced the Wisteria Circle in June 2023. The new awareness of the Museum and Sawyer Home generated increased excitement and support for OPM. Ms. Stel affirmed that OPM was glad to have the opportunity to respond to community input with this event.

Ms. Stel gave special thanks to the folks at the Howard who sponsored and hosted a reception at the end of the event, especially to Ms. Carol Velasco who helped bring this idea to life.

Mr. Matherne noted that the buildings were shared by everyday people who were persevering their homes or buildings. It was a celebration of active preservation – the buildings were in all stages of renovation. The preparation for the event was a lot of work, but with all the wonderful property owners and the great volunteers, the day of the event went very smoothly.

Participant evaluations revealed the following:

- Average overall satisfaction rating: 9.6 / 10
- 95% of respondents agreed strongly that this event increased their excitement and knowledge about local history.
- 30% of respondents reported that this was their first event with OPM. Another 26% reported that they've been to our events, but it's been a while.
- An incredible 100% of respondents said they would recommend this event to a friend.
- Many respondents mentioned the variety of Hop Stops as their favorite aspect of the event.
- Respondents also voiced strong desire to see this event return next year!

Ms. Hundt asked if the event will be done again. Ms. Stel said OPM plans to offer it again next year and feature different properties. There is potential for this to be an annual event.

Ms. Redlin reported that the Landmarks Commission has talked of this and would like to be involved in future years.

Mr. Matherne told of an older man, Mike, who came to one of the houses. Mike had lived in that house when he was four years old. He was fun and told nice stories of growing up in that house. He daughter said he'd been in hospice and he was living for that event. It was wonderful for all the people visiting the house to hear his stories.

The next main OPM event happening in 2024 is Oshkosh Creates! It will be on Friday, June 21 with a rain date of June 28. It is a day for families to enjoy time at the Museum. Craft tents will be spread around the grounds and admission into the Museum will be free. The Oshkosh Fine Arts Association is hosting Plein Air events Friday, Saturday and Sunday. The artists will be at OPM the afternoon of June 21.

Events happening in 2025 include a collaboration with Parks and the Senior Center to offer a series of Native American contemporary artists workshops and talks in the first and second quarters of 2025. OPM supported and collaborated with them to seek Wisconsin Arts Board "Creative Communities" funding, and the project was funded. Funding for this initiative is also provided by the Friends of the Seniors Center group. Planning will begin later this summer. That concluded the education and programming update.

Chair Redlin requested the Interim Director's Report.

Ms. Cannizzo began with a building update, reporting that masonry work on the exterior of the building should be completed by the end of June, weather permitting. The Waldwic Gallery construction is on schedule and is set for completion by the middle of July. Ms. Cannizzo reported

that at the June 11 Council meeting Council approved additional needed funds for the security system. The security camera installation timeline is still pending.

Regarding the budget schedule, Ms. Cannizzo met with City Manager Rohloff and Finance staff to review CIP requests for 2025. The CIP workshop with Council is planned for July 30th. Operations Budget materials will be released in July and submitted to Finance in August. The annual review of MAC Board governed funds and the budget is planned for review and approval at the September meeting.

Ms. Cannizzo then reported regarding the potential acquisition of 1331 High Avenue. She noted that on May 13th T.R. Karrels and Associates presented a building assessment report for the potential acquisition and reuse of the property and structure to the City Facilities Department staff and herself. The building assessment was based on use for OPM collections storage and a flexible public event/programming space.

Option 1, with full upgrades needed to make this space usable for stated OPM operations, is estimated at a cost of \$4.8 million dollars. Not feasible for this cost vs. building a new purpose-built facility.

Option 2 was to propose purchasing part of the property and building a brand new two story 4,800 square foot storage building adjacent to the property. This estimated project was approximately two million dollars. This facility would not be able to support the entire collection, which takes up approximately 17,000 square feet at this time. If acquired, the facility would require future additions. The Church rejected the proposal to acquire only part of the property. The property will be going up for public sale.

Ms. Cannizzo reported that the silver lining is that the proposed draft of the long-range CIP now lists an OPM collections storage facility for the year 2030.

Staffing updates was next on the agenda. Ms. Cannizzo reported that the following positions are currently posted and interviews will happen in the coming weeks. (1) Visitor Service Position, (1) Education Coordinator Position and (1) NAGPRA Collections Assistant Position. Visitor Services Associate Logan Lamers applied for the benefitted part time position that opened with Ginny Gross' retirement. Ms. Cannizzo was happy to report that Logan has been offered and accepted that position.

In conclusion, Ms. Cannizzo gave an update on the Hicks Washington Bust. A meeting is scheduled with the Library Director and other stakeholders to discuss the future home of the statue. It had been exhibited outside Washington Elementary School, which will be demolished. Therefore, it was removed and is safely stored. OPM will take temporary custody until a re-installation plan is developed. The Library oversees the Hicks Trust which is in place to cover costs of preservation. The bust will remain a City asset. The neighborhood association in the Washington School area have indicated a desire to have the statue remain in their area. That concluded the Interim Director's report.

With no additional agenda items Chair Redlin asked for a motion to adjourn.

MOTION: Adjourn (Olson; second Hundt)

CARRIED: Voice Vote

The meeting adjourned at 5:41 p.m.



SUBJECT: Receipt & Filing of Minutes - Museum Arts and Culture Board, 06.17.2024

DATE: July 23, 2024

Attachments

06.17.24 Minutes MAC Board Interviews



Minutes of the June 17, 2024 Museum, Arts & Culture Board

(Approved at the July 10, 2024 Board Meeting)

The June 17 meeting of the MAC Board for the purpose of interviewing candidates for Museum Director was held at City Hall in room 404. The meeting was called to order at 8:45 a.m.

Present at Roll: Chair Vicky Redlin, Vice Chair Becky Brown, Director Becky Matzke, Alternate Carrie Olson.

With Mr. Mueske and Mr. Mugerauer out, Alternate Carrie Olson was appointed.

Also in attendance was Assistant City Manager John Fitzpatrick.

Mr. Fitzpatrick welcomed the participants and explained the interview process. After the explanation of the process, a motion was made.

MOTION: The Board go into closed session. (Olson; second Matzke)

CARRIED: Yes (4) Brown, Matzke, Olson, Redlin

Thereafter, the Museum, Arts and Culture Board went into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes in relation to the position of Museum Director, an employee over which the board has jurisdiction and exercises responsibility pursuant to Section 2-54 of the City of Oshkosh Municipal Code; for the Purposes of:

- A. Holding interviews for the Museum Director position
- B. Recess for lunch and reconvene
- C. Review Museum Board panel interview results
- D. Discuss candidate interviews with City Manager

When all interviews and discussions were complete, a motion was made.

MOTION: Adjourn (Matzke; second Olson)

CARRIED: Voice Vote

The meeting adjourned at 4:38 p.m.



SUBJECT: Receipt and Filing of Claim - Reffke

DATE: July 23, 2024

Attachments

Notice of Receipt

Bartlett, Diane

From: Statewide Deb Ayres <dayres@statewidesvcs.com>
Sent: Wednesday, July 17, 2024 8:54 AM
To: Bathke, Crystal; Bartlett, Diane; Lorenson, Lynn; Rohloff, Mark; Greeninger, Paul D.; Praska, David J.; Weber, Tashina; Kussmann, Dan E.
Cc: andy.maduscha@mcclone.com; Brian.Dandoy@mcclone.com
Subject: RE: Notice of Claim - Alleged city worker backed into his work truck - Anthony Reffke

EXTERNAL SENDER. Only open links and attachments from known senders. DO NOT provide your username or password to anyone.

Claim# WM000702661268
Insured: City of Oshkosh
Claimant: WD Transport
Date of loss: 06/18/24

I will be handling this claim. I will contact Wisconsin Distributors regarding the payment per the estimate submitted.

Deb Ayres
Claims Division Desk Adjuster

Statewide Services, Inc
1241 John Q Hammons Drive, Ste 2
Madison, WI 53705
T: 608.828.5441
F: 877.424.9878
E: dayres@statewidesvcs.com



TO: Honorable Mayor and Members of the Common Council
FROM: Jim Collins, Director of Transportation
DATE: July 23, 2024
SUBJECT: Res 24-416 Provide Direction to Staff Relating to the Reconstruction of Bowen Street from Otter Avenue to East Parkway Avenue

BACKGROUND

The stretch of Bowen Street between Otter Avenue and East Parkway Avenue was most recently constructed in 1969 and has a Right-of-Way (ROW) width of 49' and is planned for reconstruction in 2027.

The City of Oshkosh (City) submitted an application to East Central Wisconsin Regional Planning Commission (ECWRPC) through the Oshkosh Metropolitan Planning Organization (MPO) to receive partial funding from the Wisconsin Department of Transportation's (WisDOT) STP-Urban Program. The application noted that bike lanes would be added to the cross-section to be consistent with the previously-approved City of Oshkosh Bicycle and Pedestrian Master Plan 2019.

As a part of the design process, through WisDOT, public input is required and was held in the form of a Neighborhood Meeting on April 23, 2024 at Trinity Evangelical Lutheran Church. The public's preference for the corridor would be to maintain the one-sided parking as it sits today. However, the State Municipal Agreement (SMA) requires that bike lanes shall be included in the Project and the ROW width does not allow for a parking lane and bike lanes.

ANALYSIS

AECOM evaluated six (6) different layout options and presented the options to the Transportation Committee at their June 11th meeting. Please see the attached document for slides from the presentation.

Alternate A shows the layout of the corridor as it sits today and is not an option that would be preferred as the new design would look to modernize the configuration and provide a slightly-larger terrace space, as shown in Alternate B.

Alternate B shows the modernized corridor with parking lanes and a wider terrace space.

Alternate C shows the corridor with modernized travel lanes and bike lanes consistent with the City of Oshkosh Bicycle and Pedestrian Master Plan 2019.

Alternates D, E, and F are options that would not meet the minimum design standards of WisDOT or would require additional ROW to construct. Additional ROW is not a viable option due to the homes and businesses which are built close to the ROW line.

Due to the confined ROW, there is not a viable option to maintain on-street parking and provide adequate on-street bike facilities such as bike lanes. The Transportation Committee recommends maintaining the current street layout with parking allowed on the west side of the road and no bike lanes with a slight terrace improvement (Alternate B on the attached slides).

FISCAL IMPACT

If Alternate B is selected, the City would look to submit a request to ECWRPC to maintain the funding

despite the lack of dedicated bike lanes. ECWRPC would need to bring the request forward to the Oshkosh MPO Technical Advisory Committee (TAC) and the Oshkosh MPO Policy Board for approval. Funding would be contingent upon both the TAC and Policy Boards' approvals. If the TAC and Policy Board do not approve the change, Staff will bring back the alternates for Council discussion.

If Alternate C is selected, there would be no change to the original application and the funding would remain the same.

RECOMMENDATION

Staff recommends approval of Alternate B.

Attachments

Res 24-416

AECOM June 11 Presentation to Transportation Committee

07/23/2024

24-416

RESOLUTION

CARRIED

4-0

PURPOSE: PROVIDE DIRECTION TO STAFF RELATING TO THE RECONSTRUCTION OF BOWEN STREET FROM OTTER AVENUE TO EAST PARKWAY AVENUE

INITIATED BY: TRANSPORTATION DEPARTMENT

TRANSPORTATION COMMITTEE: Recommends Alt. B

WHEREAS, Bowen Street from Otter Avenue to East Parkway Avenue is scheduled for reconstruction in 2027; and

WHEREAS, the right-of-way for this section of Bowen Street is 49 feet wide which limits the number of facilities that may be included; and

WHEREAS, public feedback has generally shown a preference for maintaining some level of on-street automobile parking; and

WHEREAS, Bowen Street in this area is included in the City's Bicycle and Pedestrian Plan for consideration of bike facilities; and

WHEREAS, the City retained AECOM who evaluated the potential options for reconstruction of this section of Bowen Street and presented six (6) alternatives for consideration; and

WHEREAS, the Transportation Committee reviewed this matter and recommends Alternative B, which maintains the current street layout with parking permitted on the west side of the road with no bicycle lanes; and

WHEREAS, it is necessary to provide direction to staff to allow for final design of the project.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh the proper City officials are hereby directed to proceed with preparation of plans for the reconstruction of Bowen Street from Otter Avenue to East Parkway Avenue consistent with Alternative B – Reconstruct to Standard Terrace Width (with Parking) as identified in the June 11, 2024 Bowen Street Reconstruction Presentation prepared by AECOM.

Bowen Street Reconstruction

Otter Avenue to Parkway Avenue

City of Oshkosh

Winnebago County

June 11, 2024 – Transportation Committee Presentation

Delivering a better world

Project Overview

Reconstruct half a mile of Bowen Street between Otter Avenue and East Parkway Avenue

- Project design 2023-2026
- Construction scheduled for 2027
- Constructed in 1969
- Right of Way 49 ft wide
- Average daily traffic is between 4000 to 5300 vehicles of which about 3.6% are trucks - low for a designated truck route




Bowen Street Facts - Transport Context

- Average speeds of 31.7mph
- Varying parking demand
 - From Washington Ave to Merritt, low utilization (12% weekend, 17% weekdays)
 - From Parkway to Merritt, higher demand (39% weekend, 32% weekdays)
- Included in the City Bicycle Plan for consideration of adding bike facilities
- Public feedback shows preference toward maintaining parking
 - One property without driveway - 353 Bowen Street
- State/City funding agreement includes the addition of bike facilities as recommended by the 2019 Bike/Pedestrian Plan



Public Feedback

- Mailing to all corridor addresses
- Project website updates
- Direct emails to businesses, institutions, and social service agencies
- Met with neighborhood associations.
 - Twenty attendees
- Received email feedback from website, mailers, and calls to local businesses
- Key findings from stakeholder engagement
 - Parking is strongly preferred over dedicated bicycle lanes.
 - Travel speeds are a major concern.
 - Bump outs are supported where parking is not allowed
 - Closing Mill Street at Waugoo Street is supported to add green space.

**Neighborhood Meeting Comment Form**

Project ID 4994-01-03
Bowen Street Reconstruction
Otter Ave to Parkway Ave
City of Oshkosh

Tuesday, April 16, 2024

Please place this form in the comment box or fold, tape, stamp and mail by Friday, May 17, 2024. Comments can also be e-mailed to BowenStreetProject@gmail.com. Your comments assist us in developing a project that will serve the needs of the traveling public as well as the needs of the local community. Your input is welcome and appreciated throughout the design process.

Name: _____

Address: _____

Phone (optional): _____

Email (optional): _____

Corridor Questions:

1. **What are the biggest challenges for Bowen Street currently?** (Circle all that apply)

<input type="checkbox"/> Motorist safety	<input type="checkbox"/> Pavement conditions
<input type="checkbox"/> Congestion	<input type="checkbox"/> Crossing the street
<input type="checkbox"/> Traffic speeds	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Pedestrian and bicyclist safety	

2. **Do you prefer one alternative over another for reconstructing Bowen Street?** (Circle one)

<input type="checkbox"/> Alternative 1A: Reconstruct as it is currently <u>configure</u>	<input type="checkbox"/> Alternative 2: Reconstruct with bike <u>lanes</u>
<input type="checkbox"/> Alternative 1B: Reconstruct with spot safety and traffic calming <u>improvements</u>	<input type="checkbox"/> Why do you like this alternative? _____ _____

3. **Anything else you'd like us to know?**

 **aecom.com**

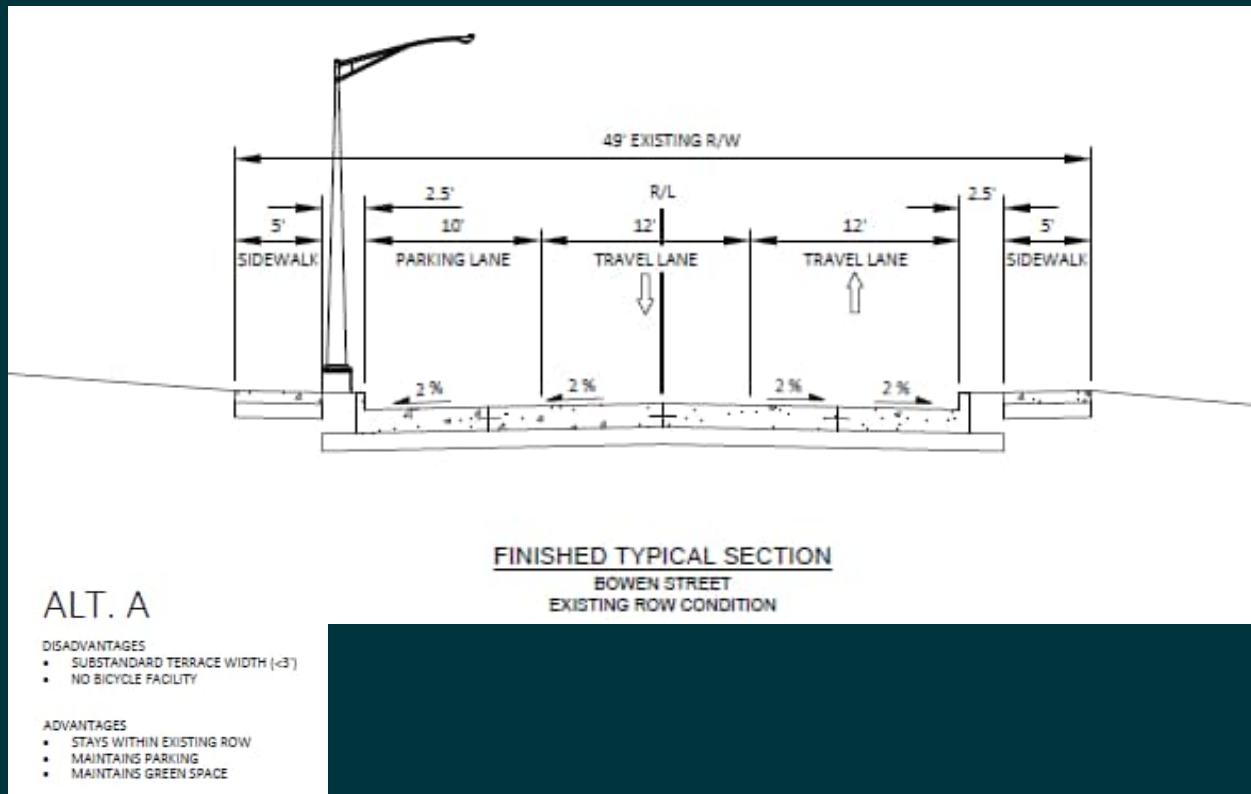
Alternative Evaluation

- Six Alternative are being evaluated
- Typical sections show all options evaluated, standard and substandard
- Some alternatives are not viable
 - Substandard widths
 - Right of Way requirements
 - Constrained corridor
 - Impacts to homes and businesses

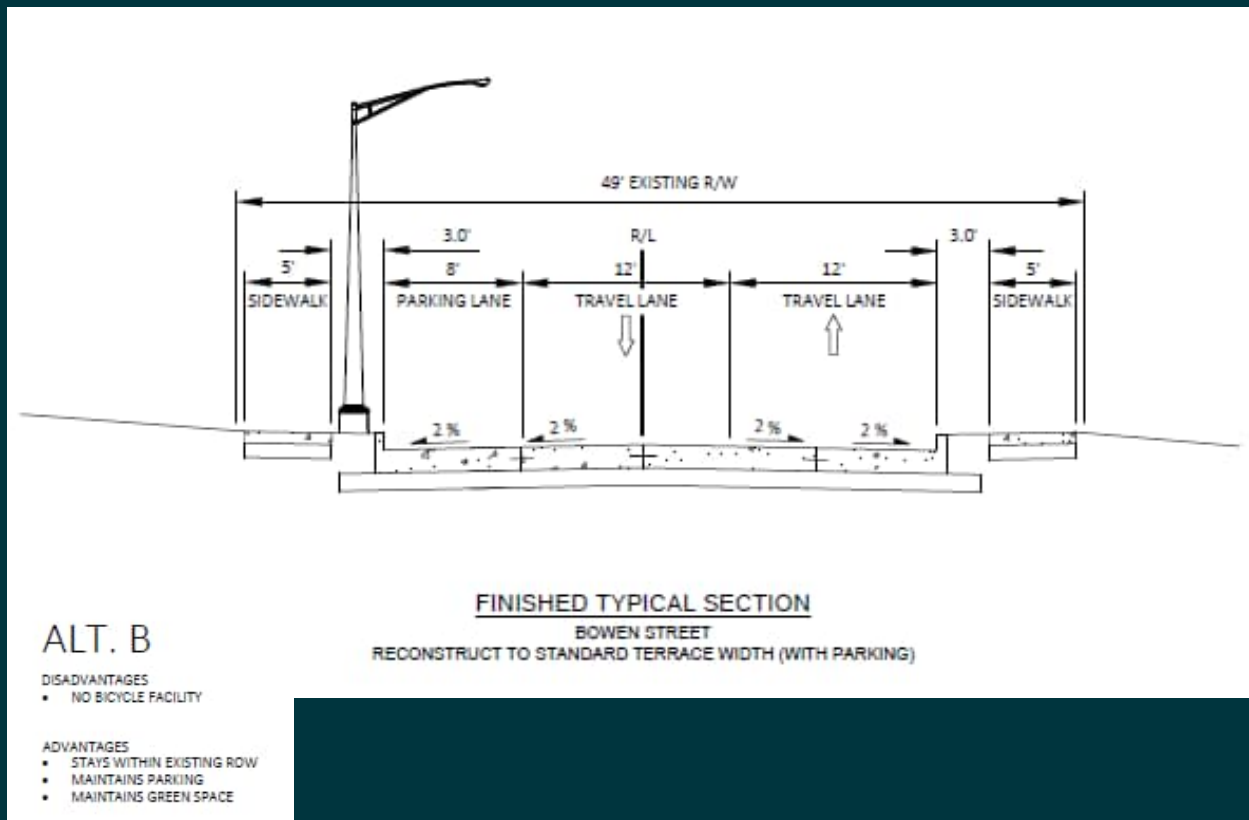


Additional ROW Would Encroach on Home

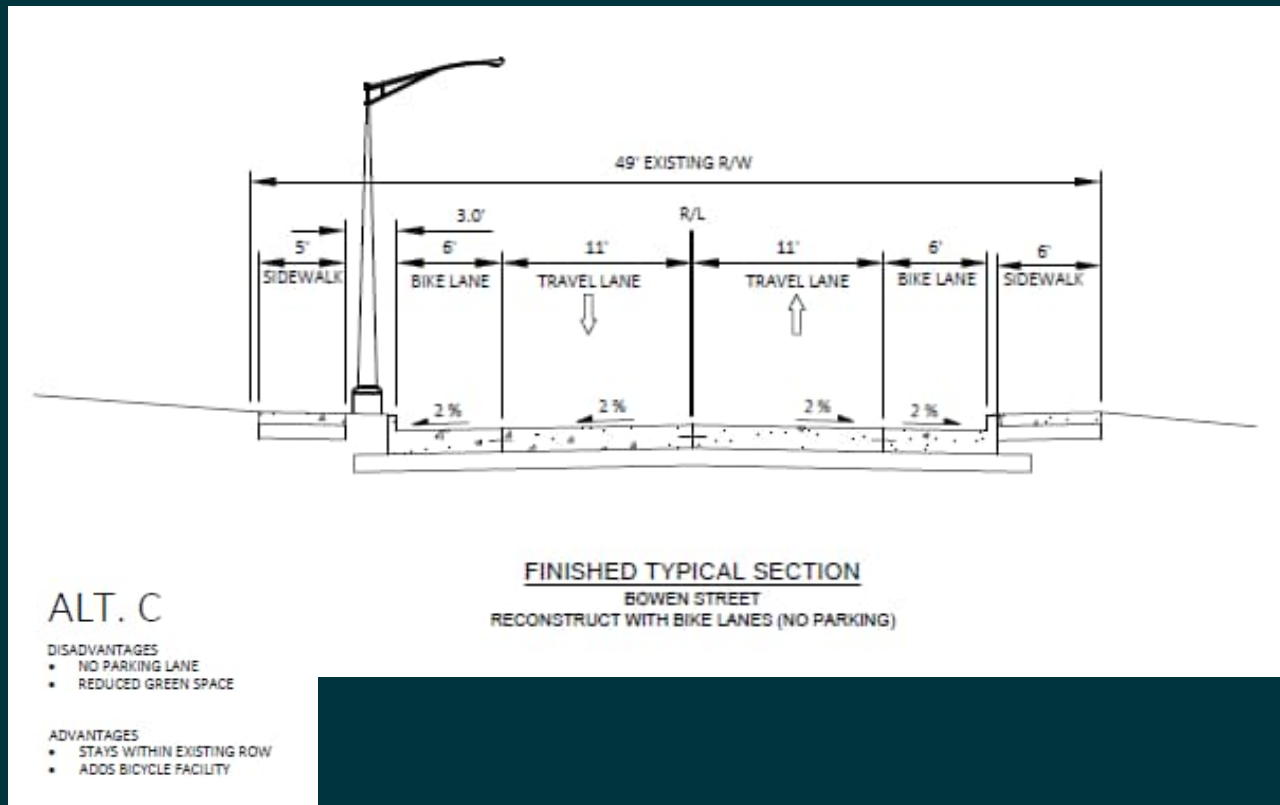
Alt A – Replace in Kind



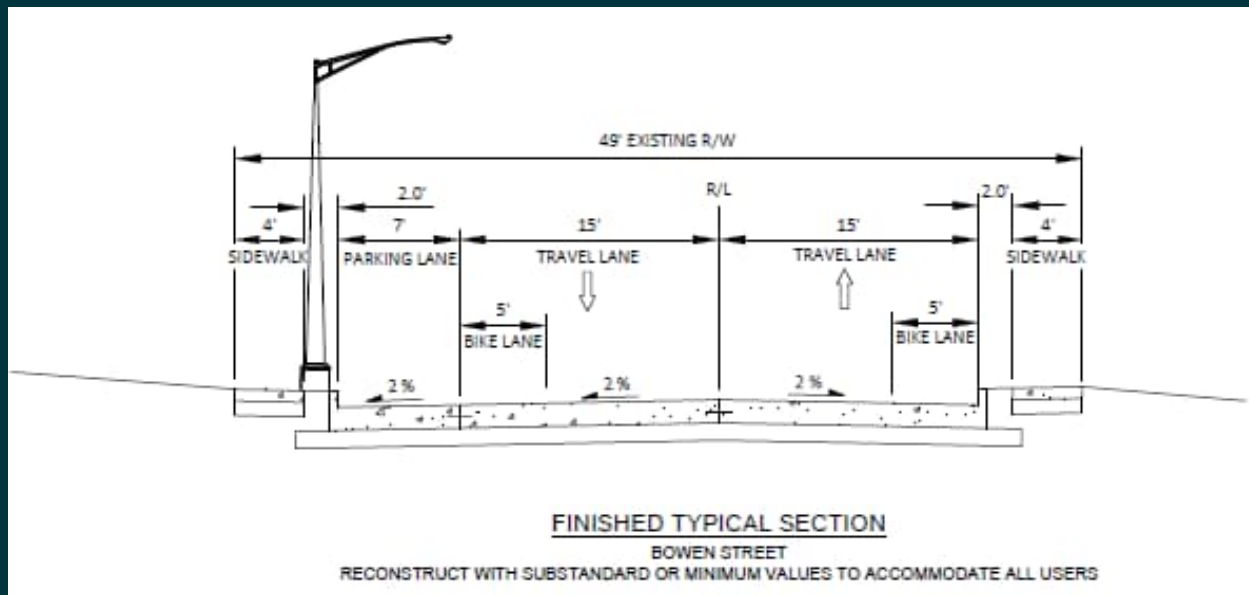
Alt B – Maintain Parking, Standard Width



Alt C – Bicycle Lanes, Standard



Alt D – All Facilities, Substandard Widths



ALT. D

DISADVANTAGES

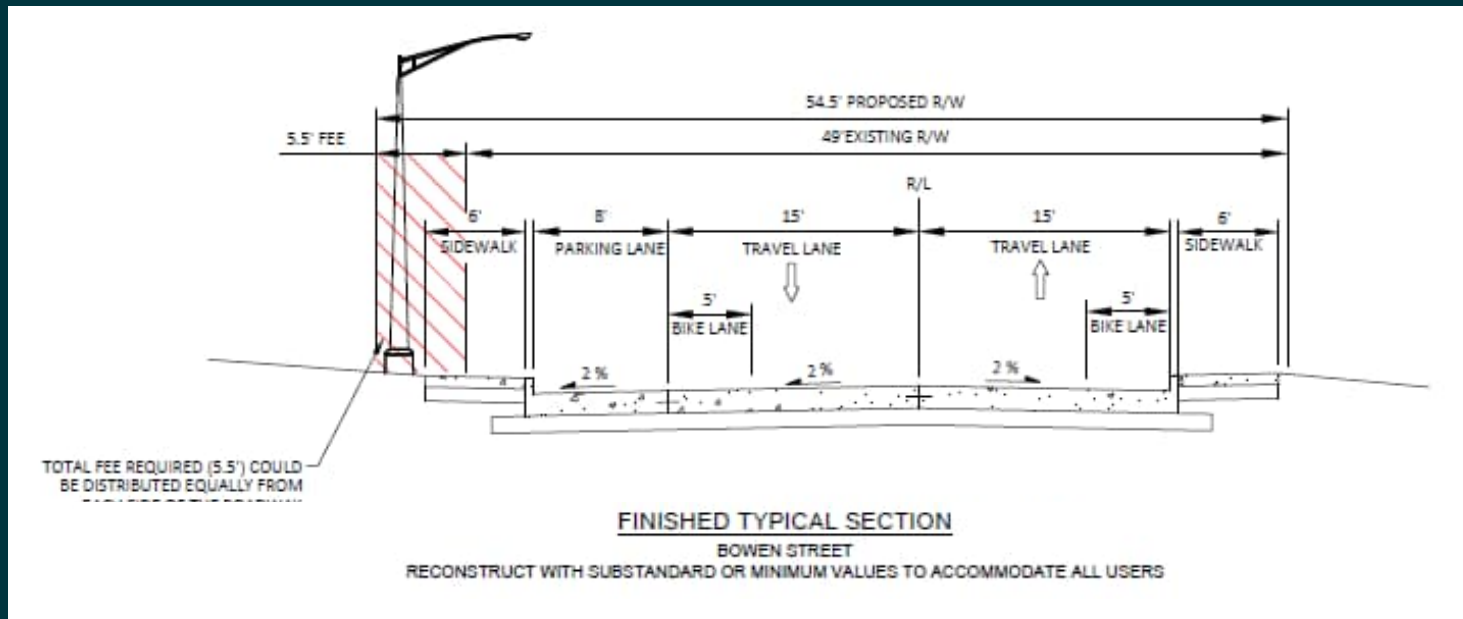
- MINIMUM PARKING/BIKE/LANE WIDTHS
- SUBSTANDARD SIDEWALK/TERRACE WIDTHS

ADVANTAGES

- STAYS WITHIN EXISTING ROW
- MAINTAINS PARKING
- ADDS BICYCLE FACILITY

NOTE:
NOT A VIABLE ALTERNATIVE AS SUBSTANDARD VALUES
MUST BE USED TO FIT EXISTING ROW WIDTH

Alt E – All Facilities, Minimum, Requires ROW



ALT. E

DISADVANTAGES

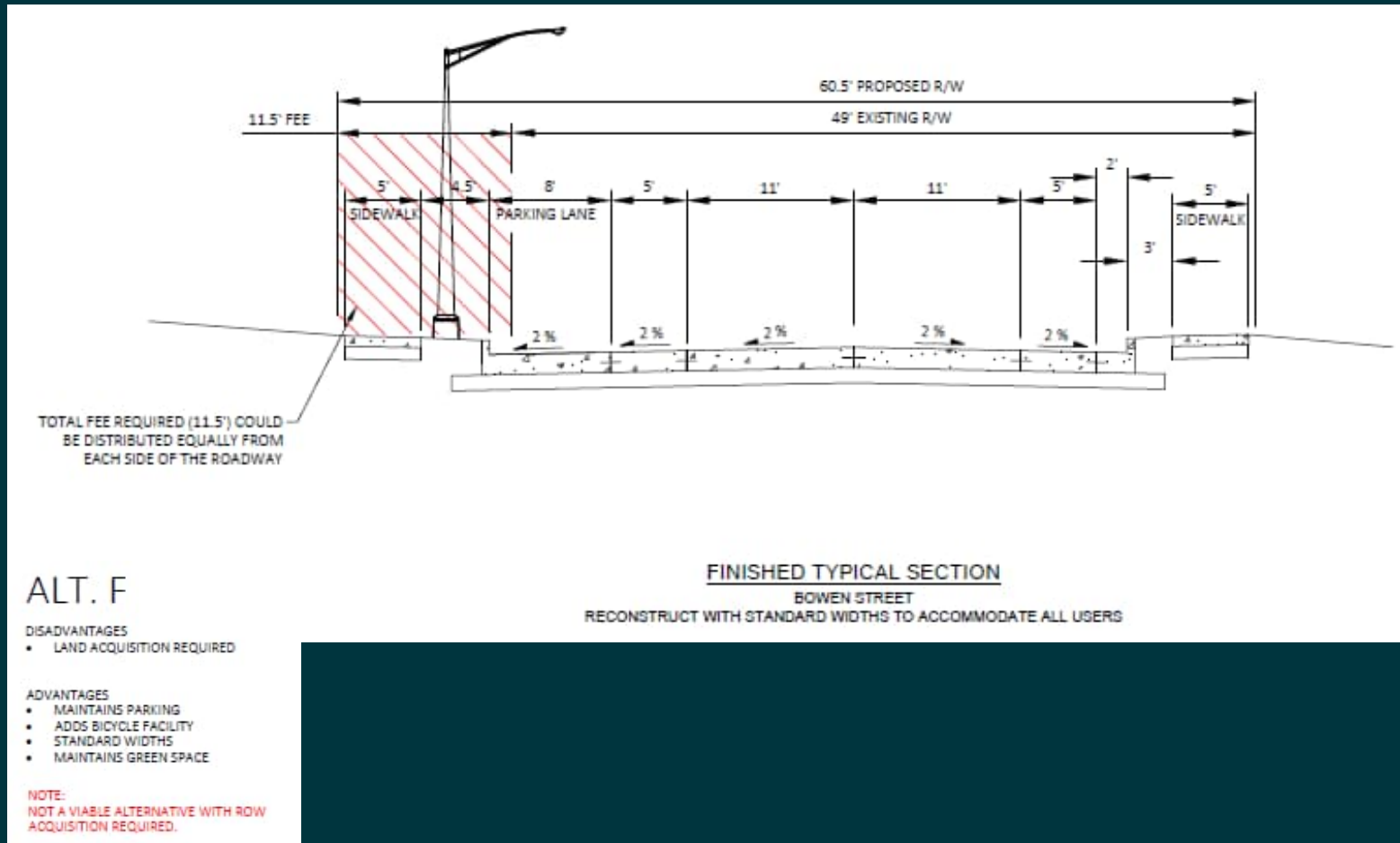
- MINIMUM PARKING/BIKE/LANE WIDTHS
- LAND ACQUISITION REQUIRED
- ELIMINATES GREEN SPACE

ADVANTAGES

- MAINTAINS PARKING
- ADDS BICYCLE FACILITY

NOTE:
NOT A VIABLE ALTERNATIVE WITH ROW
ACQUISITION REQUIRED.

Alt F – All Facilities, Standard, Requires ROW







TO: Honorable Mayor and Members of the Common Council
FROM: Jon Urben, General Services Manager
DATE: July 23, 2024
SUBJECT: Res 24-417 Award Bid to Monroe Truck Equipment for Two (2) Stainless Steel Dump Bodies with Hoist and Hydraulics for the Water Distribution Division (\$48,065.00)

BACKGROUND

In the 2024 CIP, the Common Council allocated \$200,000.00 to purchase two (2) dump trucks with stainless steel dump bodies, hoists and hydraulics. The dump trucks are used by the Water Distribution Division to haul material to work sites. These trucks are also used to transport the asphalt hot box used to make temporary pavement patches to road surfaces. Additionally, in winter months, v-box spreaders are mounted into the trucks to aid in salting operations. The new units will replace two older dump trucks: #819 is a 2012 Ford dump truck with 34,016 miles with a CNG engine that is underpowered for the needs of this vehicle; and #817 is a 2011 dump truck with 24,436 miles that has a diesel motor with ongoing emissions issues that has forced the unit to be in the shop for repairs for extended periods. At their July 9, 2024, meeting, the Common Council approved the cooperative purchase of the two truck chassis for \$110,656.00. The purpose of this memo is to award the bid for the dump bodies, hoists and hydraulics that will be installed on both chassis after they are received.

ANALYSIS

Working with the Public Works Mechanics Manager, Purchasing prepared bid specifications for the two (2) stainless steel dump body, hoist and hydraulics to be installed on the truck chassis. The bid was posted on DemandStar. Bids were due June 28, 2024. The bid tab is attached. Based on the bid review, it was the consensus of staff that the low bid received met the minimum bid requirements.

FISCAL IMPACT

The 2024 CIP allocated a total of \$200,000.00 for these new dump trucks, which include truck chassis and stainless steel dump body, hoist and hydraulics. Both truck chassis were purchased prior for a total of \$110,656.00, which combined with the cost of the two (2) stainless steel dump bodies with hoist and hydraulics of \$48,065.00, brings the total fiscal impact of both units to \$158,721.00. This project will be charged to A/N# 03221810 7210 66030 (Motor Vehicles- CNG TDNM-AXL DMP TK W/STL DMP BDY).

RECOMMENDATION

Purchasing recommends the Common Council award this bid to Monroe Truck Equipment for \$48,065.00.

Attachments

Res 24-417
Bid Tab Stainless Steel Dump Body

07/23/2024

24-417

RESOLUTION

CARRIED

4-0

PURPOSE: AWARD BID TO MONROE TRUCK EQUIPMENT FOR TWO (2) STAINLESS STEEL DUMP BODIES WITH HOIST AND HYDRAULICS FOR THE WATER DISTRIBUTION DIVISION (\$48,065.00)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, the City of Oshkosh has heretofore advertised for bids Two (2) Stainless Steel Dump Bodies with Hoist and Hydraulics for the Water Distribution Division; and

WHEREAS, upon the opening and tabulation of bids, it appears that the following is the most advantageous bid:

Monroe Truck Equipment
1151 West Main Ave
DePere, WI 54115

Total: \$48,065.00

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the said bid is hereby accepted and the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same, all according to plans, specifications, and bid on file. Money for this purpose is hereby appropriated from:

Acct. No.

03221810 7210 66030 Motor Vehicles- CNG TDNM-AXL DMP TK W/STL DMP BDY



BID TAB

**QTY TWO (2) STAINLESS STEEL DUMP BODY INSTALLED
CITY OF OSHKOSH WATER DISTRIBUTION DIVISION**

BIDS DUE JUNE 28, 2024

BIDDER	BID QTY 2 SS DUMP BODY HOISTS AND HYDRAULICS INSTALLED	TERMS ARO
Monroe Truck Equipment 1151 W Main Ave De Pere, WI 54115	Monroe MTEZEE Dump Body/Hoist \$48,065.00	Net 15 Days 150 Days ARO
Casper's Truck Equipment 700 Randolph Dr Appleton WI 54913	Henderson Mark III \$63,074.00	Net 30 Days 150 Days ARO
Olson Trailer & Body LLC 2485 Hutson Rd Green Bay WI 54303	DURACCLASS SDYB-316 \$48,550.00	Net 30 Days 120 Days Equip 10 Days for build per truck



TO: Honorable Mayor and Members of the Common Council
FROM: Justin Gierach, Engineering Division Manager/City Engineer
DATE: July 23, 2024
SUBJECT: Res 24-418 Amend CIP and Approve Change Order No. 2 (Final) for Public Works Contract No. 23-07 Water Main Replacements -- Various Locations / Carl Bowers & Sons Construction Co., Inc. (-\$35,267.78)

BACKGROUND

Change Order No. 2 (Final) for Contract 23-07 is scheduled for consideration by the Common Council at the July 23, 2024 meeting. The Contract was originally awarded to Carl Bowers & Sons Construction Co., Inc. in March 2023 and Change Order No. 1 was approved by Council in June 2023. This change order is for additional services requested by the City and to adjust quantities to match the necessary installation in the field.

ANALYSIS

Following is a summary of the significant changes to each section of the Capital Improvement Program (CIP):

- Street -- Final quantities were adjusted to match field conditions.
- Storm Sewer -- Added storm sewer lateral to service Old National Bank parking lot and final quantities were adjusted to match field conditions.
- Sanitary Sewer -- Final quantities were adjusted to match field conditions.
- Water Main -- Final quantities were adjusted to match field conditions.

FISCAL IMPACT

Contract Section	Change Order Amount	Estimated Total Construction Costs	CIP Budget/ Transferred Amount
Street	-\$7,491.23	\$86,668.69	\$115,000
Storm Sewer	\$5,182.07	\$143,029.61	\$143,030
Sanitary Sewer	-\$8,388.12	\$89,642.43	\$100,000
Water Main	-\$24,570.50	\$2,521,132.31	\$3,025,400
Total	-\$35,267.78	\$2,840,473.04	\$3,383,430

Funding for the Street, Sanitary Sewer, and Water Main portions and a portion of the Storm Sewer portion of this Change Order is in the 2023 CIP (Account No. 03210410-6801-04307/Contract Control-Paving-23-07 Watermain Replacement, 03210410-6802-04307/Contract Control-Sanitary Sewer-23-07 Watermain Replacement, 03210410-6803-04307/Contract Control-Water Main-23-07 Watermain Replacement, and 03210410-6804-04307/Contract Control-Storm Sewer-23-07 Watermain Replacement). Funding for the remaining portion of the Storm Sewer portion of this Change is available from a CIP project which has come in under budget:

- \$3,029.61 will be transferred from Account No. 03210410-6804-04107 (Contract Control-Storm Sewer-

21-07 Knapp St Area Water Main Rplm) to Account No. 03210410-6804-04307 (Contract Control-Storm Sewer-23-07 Watermain Replacement).

RECOMMENDATION

I recommend approval of Change Order No. 2 (Final) to Contract No. 23-07 in the amount of -\$35,267.78 to Carl Bowers & Sons Construction Co., Inc. and the transfer of CIP funds.

Attachments

Res 24-418

23-07 CO #2 (Final)

07/23/2024

24-418

RESOLUTION

CARRIED

4-0

PURPOSE: AMEND CIP AND APPROVE CHANGE ORDER NO. 2 (FINAL) FOR PUBLIC WORKS CONTRACT NO. 23-07 WATER MAIN REPLACEMENT – VARIOUS LOCATIONS / CARL BOWERS & SONS CONSTRUCTION CO., INC. (-\$35,267.78)

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, the City previously entered into an Agreement with Carl Bowers & Sons Construction Co., Inc. for Water Main Replacements – Various Locations; and

WHEREAS, the Common Council has adopted the 2023 Capital Improvement Program and Budget, which is on file in the Office of the City Clerk and available for public inspection; and

WHEREAS, the contract was originally awarded in March of 2023 and Change Order No. 1 was awarded in June of 2023; and

WHEREAS, it is necessary to amend the 2023 Capital Improvement Program Budget to transfer funds for final services and adjusted quantities with the project.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the 2023 Capital Improvements Budget, on file in the City Clerk's Office, is hereby amended as follows:

o To transfer \$3,029.61 from Account No. 03210410-6804-04107 (Contract Control-Storm Sewer-21-07 Knapp St Area Water Main Rplm) to Account No. 03210410-6804-04307 (Contract Control-Storm Sewer-23-07 Watermain Replacement).

BE IT FURTHER RESOLVED by the Common Council of the City of Oshkosh that the following change Order, a copy of which is attached, is hereby approved:

CARL BOWERS & SONS CONSTRUCTION CO., INC.
N1844 Maloney Road
Kaukauna, WI 54130

Net Decrease to Contract: \$35,267.78

PURPOSE: See attached Change Order.

Money for this purpose is hereby appropriated from:

Acct. Nos.

03210410-6801-04307	Contract Control-Paving-23-07 Watermain Replacement
03210410-6802-04307	Contract Control-Sanitary Sewer-23-07 Watermain Replacement
03210410-6803-04307	Contract Control-Water Main-23-07 Watermain Replacement
03210410-6804-04307	Contract Control-Storm Sewer-23-07 Watermain Replacement

TO: CARL BOWERS & SONS CONST
N1844 MALONEY ROAD
KAUKAUNA, WI 54130

CHANGE ORDER #2 (FINAL)
DATE: JULY 2, 2024

Your present contract with the City of Oshkosh, Contract No. 23-07, awarded March 14, 2023, is hereby amended and changed as follows:

NET DECREASE TO SECTION I:	(\$37,208.52)
NET DECREASE TO CO #1 (W 5TH AVE WATER MAIN EXTENSION):	(\$3,559.26)
NET INCREASE TO ADDITIONAL WORK CO #2:	\$5,500.00

NET DECREASE TO CONTRACT:	(\$35,267.78)
----------------------------------	----------------------

	SECTION I	TOTALS
BID TOTAL	\$2,327,891.20	\$2,327,891.20
CO #1	\$294,795.65	\$294,795.65
PREVIOUS CONTRACT TOTAL	\$2,622,686.85	\$2,622,686.85
CO #2	(\$35,267.78)	(\$35,267.78)
CONTRACT TOTAL	\$2,587,419.07	\$2,587,419.07

CITY OF OSHKOSH

BY:

City Manager

City Clerk

Approved and accepted:

Contractor

I certify that provision has been made to pay the liability that will accrue to the City of Oshkosh, Wisconsin, under the within Change Order.

Comptroller

Approved as to form:

City Attorney

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

SECTION 1

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
1050	Mobilization; complete as specified	Lump Sum	1.00	1.00			\$135,000.00		
1100	Removing pavement; complete as specified	Square Yards	1600.00	1,579.20		-20.80	\$8.00		(\$166.40)
1110	Removing curb and gutter; complete as specified	Linear Feet	568.00	513.60		-54.40	\$12.00		(\$652.80)
1120	Removing concrete and asphalt sidewalk and driveway; complete as specified	Square Feet	10736.00	11,031.60	295.60		\$1.25	\$369.50	
1200	Unclassified excavation; complete as specified	Cubic Yards	360.00	458.60	98.60		\$17.00	\$1,676.20	
1220	Excavation special (paving); complete as specified	Tons	50.00	0.00		-50.00	\$0.01		(\$0.50)
1308	7" concrete pavement removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	6710.00	6,222.00		-488.00	\$76.00		(\$37,088.00)
1309	7" concrete pavement HES removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	277.00	605.80	328.80		\$95.00	\$31,236.00	
1319	8" concrete pavement HES removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	253.00	197.40		-55.60	\$100.00		(\$5,560.00)
1334	Concrete pavement gaps; complete as specified	Each	2.00	0.00		-2.00	\$1,000.00		(\$2,000.00)
1360	Adjust manholes and inlets; complete as specified	Each	38.00	40.00	2.00		\$350.00	\$700.00	
1370A	Turf restoration on Erie Avenue; complete as specified	Square Yards	610.00	1,002.00	392.00		\$12.00	\$4,704.00	
1370B	Turf restoration on Florida Avenue; complete as specified	Square Yards	361.30	486.00	124.70		\$12.00	\$1,496.40	
1370C	Turf restoration on Knapp Street; complete as specified	Square Yards	282.90	266.10		-16.80	\$12.00		(\$201.60)
1370D	Turf restoration on Rugby Street; complete as specified	Square Yards	675.90	1,145.80	469.90		\$12.00	\$5,638.80	

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
1410	12" radius curb with 6" CABC and grading; complete as specified	Linear Feet	265.00	324.80	59.80		\$18.00	\$1,076.40	
1440	30" curb and gutter; 7"; with 5" CABC and grading; complete as specified	Linear Feet	655.00	513.30		-141.70	\$50.00		(\$7,085.00)
1441	30" curb and gutter; plain; 7"; with 5" CABC and grading; complete as specified	Linear Feet	1481.00	1,259.20		-221.80	\$25.00		(\$5,545.00)
1460	Sidewalk curb; complete as specified	Linear Feet	40.00	163.50	123.50		\$45.00	\$5,557.50	
1500	4" concrete sidewalk with 3" CABC and grading; complete as specified	Square Feet	7060.00	6,139.40		-920.60	\$9.00		(\$8,285.40)
1510	6" concrete sidewalk/ driveway/ramp with 3" CABC and grading; complete as specified	Square Feet	3475.00	3,973.20	498.20		\$10.00	\$4,982.00	
1530	6" concrete step; complete as specified	Square Feet	50.00	35.20		-14.80	\$125.00		(\$1,850.00)
1540	Curb ramp detectable warning field (natural/non-painted); complete as specified	Square Feet	90.00	110.00	20.00		\$35.00	\$700.00	
1550	No. 4 reinforcing rods - deformed; epoxy-coated; complete as specified	Linear Feet	2615.00	1,974.10		-640.90	\$2.00		(\$1,281.80)
1560	Drilled No. 4 sidewalk tie bars - deformed; epoxy-coated; complete as specified	Each	454.00	436.00		-18.00	\$8.00		(\$144.00)
1650	Locate existing property monuments; complete as specified	Each	60.00	65.00	5.00		\$40.00	\$200.00	
1652	Replace existing property monuments; complete as specified	Each	12.00	4.00		-8.00	\$60.00		(\$480.00)
1700	Sawing existing pavement; complete as specified	Linear Feet	380.00	137.10		-242.90	\$2.00		(\$485.80)
1710	Sawing concrete pavement full depth; complete as specified	Linear Feet	1695.00	1,675.00		-20.00	\$2.50		(\$50.00)
1800	Base aggregate dense; 3/4"; complete as specified	Tons	50.00	19.90		-30.10	\$22.00		(\$662.20)
1900	Tack coat; complete as specified	Gallons	12.00	0.00		-12.00	\$2.55		(\$30.60)
1906	4" asphaltic pavement LT with 10" CABC and grading; complete as specified	Square Yards	1700.00	1,772.00	72.00		\$39.54	\$2,846.88	

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
1916	4" asphaltic surface LT with 6" CABC and grading; complete as specified	Square Yards	32.00	4.80		-27.20	\$65.00		(\$1,768.00)
2000	Furnish and install 6" storm sewer; complete as specified	Linear Feet	20.00	14.50		-5.50	\$75.00		(\$412.50)
2001	Furnish and install 8" storm sewer; complete as specified	Linear Feet	30.00	14.00		-16.00	\$80.00		(\$1,280.00)
2002	Furnish and install 10" storm sewer; complete as specified	Linear Feet	15.00	9.60		-5.40	\$83.00		(\$448.20)
2004	Furnish and install 12" RCP Class III storm sewer; complete as specified	Linear Feet	140.00	118.80		-21.20	\$85.00		(\$1,802.00)
2010	Furnish and install 18" RCP Class III storm sewer; complete as specified	Linear Feet	60.00	55.00		-5.00	\$110.00		(\$550.00)
2201	Furnish and install standard storm sewer manhole (4' diameter); complete as specified	Vertical Feet	6.50	7.98	1.48		\$650.00	\$962.00	
2235	Furnish and install Type 1 inlet (with 18" sump); complete as specified	Each	8.00	9.00	1.00		\$3,000.00	\$3,000.00	
2237	Furnish and install Type 3 inlet (with 18" sump); complete as specified	Each	2.00	3.00	1.00		\$3,000.00	\$3,000.00	
2400	Furnish and install 6" storm sewer lateral; complete as specified	Linear Feet	110.00	184.50	74.50		\$70.00	\$5,215.00	
2404	Furnish and install storm sewer marker balls; complete as specified	Each	8.00	12.00	4.00		\$30.00	\$120.00	
2406	Furnish and install storm sewer clay dams; complete as specified	Each	4.00	6.00	2.00		\$100.00	\$200.00	
2408	Furnish and install storm sewer lateral inlet; complete as specified	Each	3.00	4.00	1.00		\$900.00	\$900.00	
2414	Storm lateral inlet adjustments; complete as specified	Each	2.00	2.00			\$200.00		
2508	Furnish; install; maintain; and remove Type D modified inlet protection; complete as specified	Each	60.00	60.00			\$100.00		
2510	Sediment removal - Type D modified inlet protection; complete as specified	Each	15.00	0.00		-15.00	\$20.00		(\$300.00)
2516	Furnish; install; maintain; and remove stone bag; complete as specified	Each	20.00	0.00		-20.00	\$10.00		(\$200.00)

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
2518	Furnish; install; maintain; and remove 12" diameter sediment logs; complete as specified	Linear Feet	40.00	0.00		-40.00	\$10.00		(\$400.00)
2800	Abandon 8" - 12" storm sewer; complete as specified	Linear Feet	18.00	0.00		-18.00	\$25.00		(\$450.00)
2804	Remove 30" and smaller storm sewer; complete as specified	Linear Feet	10.00	0.00		-10.00	\$35.00		(\$350.00)
2810	Abandon storm sewer manholes and inlets; complete as specified	Each	1.00	0.00		-1.00	\$800.00		(\$800.00)
2850	Connect to existing storm sewer main; complete as specified	Each	8.00	8.00			\$600.00		
2852	Connect to existing storm sewer lateral; complete as specified	Each	2.00	2.00			\$250.00		
2854	Connect lateral to existing storm sewer main; complete as specified	Each	1.00	4.00	3.00		\$250.00	\$750.00	
2856	Connect to existing storm sewer manhole; complete as specified	Each	3.00	3.00			\$600.00		
3000	Furnish and install 8" sanitary sewer (relay); complete as specified	Linear Feet	60.00	42.00		-18.00	\$160.00		(\$2,880.00)
3002	Furnish and install 10" sanitary sewer (relay); complete as specified	Linear Feet	10.00	2.00		-8.00	\$170.00		(\$1,360.00)
3100	Furnish and install standard sanitary sewer manhole (4' diameter); complete as specified	Vertical Feet	5.00	4.56		-0.44	\$500.00		(\$220.00)
3114	Furnish and install external sanitary sewer manhole chimney seal; complete as specified	Each	11.00	11.00			\$550.00		
3116	Furnish and install external sanitary sewer manhole chimney seal extension; complete as specified	Each	1.00	0.00		-1.00	\$450.00		(\$450.00)
3118	Furnish and install internal sanitary sewer manhole chimney seal; complete as specified	Each	1.00	0.00		-1.00	\$400.00		(\$400.00)
3202	Furnish and install 10" x 4" sanitary sewer factory wyes or tees; complete as specified	Each	1.00	1.00			\$400.00		

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
3210	Furnish and install 8" x 6" sanitary sewer factory wyes or tees; complete as specified	Each	4.00	4.00			\$300.00		
3230	Furnish and install 4" sanitary sewer laterals (new); complete as specified	Linear Feet	30.00	28.00		-2.00	\$130.00		(\$260.00)
3234	Furnish and install 4"/6" sanitary sewer lateral (relay); complete as specified	Linear Feet	133.00	103.00		-30.00	\$130.00		(\$3,900.00)
3236	Furnish and install sanitary sewer lateral marker balls; complete as specified	Each	12.00	12.00			\$30.00		
3238	Furnish and install clay dams; complete as specified	Each	6.00	6.00			\$100.00		
3300	Furnish and install connection to existing 8" sanitary sewer mains; complete as specified	Each	8.00	11.00	3.00		\$1,000.00	\$3,000.00	
3302	Furnish and install connection to existing 10" sanitary sewer mains; complete as specified	Each	2.00	2.00			\$1,200.00		
3330	Furnish and install sanitary sewer concrete collars; complete as specified	Each	1.00	1.00			\$600.00		
3700	Closed circuit televising; complete as specified	Linear Feet	90.00	38.00		-52.00	\$4.00		(\$208.00)
3710	Closed circuit televising - using push camera; complete as specified	Each	2.00	0.00		-2.00	\$200.00		(\$400.00)
3890	Sanitary sewer utility line opening (ULO); complete as specified	Each	1.00	0.00		-1.00	\$1,000.00		(\$1,000.00)
4000	Furnish and install 4" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	45.00	0.00		-45.00	\$130.00		(\$5,850.00)
4002	Furnish and install 6" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	220.00	152.00		-68.00	\$115.00		(\$7,820.00)
4004	Furnish and install 8" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	3945.00	3,942.20		-2.80	\$126.00		(\$352.80)
4006	Furnish and install 10" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	35.00	28.50		-6.50	\$150.00		(\$975.00)
4036	Furnish and install 1" water service (relay); complete as specified	Linear Feet	2920.00	3,039.20	119.20		\$89.00	\$10,608.80	

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
4037	Furnish and install 1-1/4" water service (relay); complete as specified	Linear Feet	35.00	36.00	1.00		\$92.00	\$92.00	
4040	Furnish and install 2" water service (relay); complete as specified	Linear Feet	35.00	36.00	1.00		\$103.00	\$103.00	
4042	Furnish and install 1" water service (new); complete as specified	Linear Feet	50.00	21.50		-28.50	\$92.00		(\$2,622.00)
4048	Furnish and install 1" corporation and stop box; complete as specified	Each	95.00	95.00			\$600.00		
4050	Furnish and install 1-1/4" corporation and stop box; complete as specified	Each	1.00	1.00			\$1,000.00		
4053	Furnish and install 2" corporation and stop box; complete as specified	Each	1.00	1.00			\$1,300.00		
4055	Furnish and install water service clay dams; complete as specified	Each	97.00	97.00			\$100.00		
4056	Furnish and install connections to existing 4" water main; complete as specified	Each	1.00	0.00		-1.00	\$1,700.00		(\$1,700.00)
4058	Furnish and install connections to existing 6" water main; complete as specified	Each	5.00	6.00	1.00		\$1,800.00	\$1,800.00	
4060	Furnish and install connections to existing 8" water main; complete as specified	Each	3.00	3.00			\$2,000.00		
4062	Furnish and install connections to existing 10" water main; complete as specified	Each	2.00	2.00			\$2,300.00		
4080	Temporary water main; complete as specified	Lump Sum	1.00	1.00			\$35,000.00		
4101	Furnish and install 6" x 6" water main tee; complete as specified	Each	2.00	1.00		-1.00	\$465.00		(\$465.00)
4110	Furnish and install 8" x 6" water main tee; complete as specified	Each	9.00	9.00			\$630.00		
4111	Furnish and install 8" x 8" water main tee; complete as specified	Each	2.00	2.00			\$655.00		
4120	Furnish and install 10" x 8" water main tee; complete as specified	Each	1.00	1.00			\$900.00		

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
4189	Furnish and install 8" x 8" water main cross; complete as specified	Each	2.00	1.00		-1.00	\$900.00		(\$900.00)
4219	Furnish and install 8" 11-1/4 degree water main bend; complete as specified	Each	1.00	0.00		-1.00	\$350.00		(\$350.00)
4228	Furnish and install 8" 22-1/2 degree water main bend; complete as specified	Each	3.00	3.00			\$370.00		
4235	Furnish and install 4" 45 degree water main bend; complete as specified	Each	2.00	0.00		-2.00	\$220.00		(\$440.00)
4236	Furnish and install 6" 45 degree water main bend; complete as specified	Each	24.00	7.00		-17.00	\$340.00		(\$5,780.00)
4237	Furnish and install 8" 45 degree water main bend; complete as specified	Each	14.00	10.00		-4.00	\$435.00		(\$1,740.00)
4263	Furnish and install 8" x 4" water main reducer; complete as specified	Each	1.00	0.00		-1.00	\$340.00		(\$340.00)
4264	Furnish and install 8" x 6" water main reducer; complete as specified	Each	5.00	5.00			\$370.00		
4308	Furnish and install 6" water main plug; complete as specified	Each	2.00	0.00		-2.00	\$150.00		(\$300.00)
4309	Furnish and install 8" water main plug; complete as specified	Each	1.00	1.00			\$200.00		
4352	Cut and cap existing 6" water main; complete as specified	Each	2.00	4.00	2.00		\$700.00	\$1,400.00	
4354	Cut and cap existing 8" water main; complete as specified	Each	2.00	2.00			\$800.00		
4356	Cut and cap existing 10" water main; complete as specified	Each	2.00	0.00		-2.00	\$1,000.00		(\$2,000.00)
4400	Furnish and install 4" water main gate valve; complete as specified	Each	1.00	0.00		-1.00	\$1,700.00		(\$1,700.00)
4401	Furnish and install 6" water main gate valve; complete as specified	Each	13.00	13.00			\$1,900.00		
4402	Furnish and install 8" water main gate valve; complete as specified	Each	19.00	19.00			\$2,500.00		
4403	Furnish and install 10" water main gate valve; complete as specified	Each	2.00	2.00			\$3,500.00		

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
4447	Furnish and install 12" x 8" tapping valve and sleeve; complete as specified	Each	2.00	1.00		-1.00	\$4,200.00		(\$4,200.00)
4500	Furnish and install hydrant; complete as specified	Each	10.00	10.00			\$5,250.00		
4800	Rock excavation; complete as specified	Cubic Yards	40.00	0.00		-40.00	\$0.01		(\$0.40)
4900	Abandon water main on Erie Avenue; complete as specified	Lump Sum	1.00	1.00			\$9,000.00		
4902	Abandon water main on Florida Avenue; complete as specified	Lump Sum	1.00	1.00			\$2,000.00		
4904	Abandon water main on Knapp Street; complete as specified	Lump Sum	1.00	1.00			\$4,000.00		
4906	Abandon water main on Rugby Street; complete as specified	Lump Sum	1.00	1.00			\$7,000.00		
4920	Remove water main; complete as specified	Linear Feet	274.00	274.00			\$40.00		
4990	Excavation special (water); complete as specified	Tons	20.00	0.00		-20.00	\$30.00		(\$600.00)

SECTION I (BID ITEMS 1050 - 4990) - SUBTOTAL:

\$92,334.48 (\$129,543.00)

NET DECREASE TO SECTION I:

(\$37,208.52)

ADDITIONAL WORK REQUIRED: CO #1 W 5TH Avenue Water Main Extension

1-1050B	Mobilization; complete as specified	Lump Sum	1.00	1.00			\$42,225.00		
1-1120	Removing concrete and asphalt sidewalk and driveway; complete as specified	Square Feet	1,035.00	1,130.20	95.20		\$1.25	\$119.00	
1-1200	Unclassified excavation; complete as specified	Cubic Yards	70.00	76.20	6.20		\$17.00	\$105.40	
1-1220	Excavation special (paving); complete as specified	Tons	140.00	0.00		-140.00	\$0.01		(\$1.40)
1-1308B	7" concrete pavement removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	135.00	216.90	81.90		\$102.50	\$8,394.75	

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
1-1329	9" concrete pavement HES removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	400.00	391.90		-8.10	108.68		(\$880.31)
1-1360	Adjust manholes and inlets; complete as specified	Each	4.00	4.00			\$350.00		
1-1370F	Turf restoration on Easement; complete as specified	Square Yards	546.00	463.00		-83.00	\$12.00		(\$996.00)
1-1500	4" concrete sidewalk with 3" CABC and grading; complete as specified	Square Feet	50.00	119.00	69.00		\$9.00	\$621.00	
1-1510	6" concrete sidewalk/ driveway/ramp with 3" CABC and grading; complete as specified	Square Feet	50.00	77.30	27.30		\$10.00	\$273.00	
1-1550	No. 4 reinforcing rods - deformed; epoxy-coated; complete as specified	Linear Feet	50.00	81.00	31.00		\$2.00	\$62.00	
1-1560	Drilled No. 4 sidewalk tie bars - deformed; epoxy-coated; complete as specified	Each	8.00	12.00	4.00		\$8.00	\$32.00	
1-1700	Sawing existing pavement; complete as specified	Linear Feet	400.00	0.00		-400.00	\$2.00		(\$800.00)
1-1801	Base aggregate dense; 1 1/4"; complete as specified	Tons	180.00	106.40		-73.60	\$20.00		(\$1,472.00)
1-2001	Furnish and install 8" storm sewer; complete as specified	Linear Feet	105.00	105.00			\$80.00		
1-2404	Furnish and install storm sewer marker balls; complete as specified	Each	2.00	0.00		-2.00	\$30.00		(\$60.00)
1-2406	Furnish and install storm sewer clay dams; complete as specified	Each	1.00	0.00		-1.00	\$100.00		(\$100.00)
1-2508	Furnish; install; maintain; and remove Type D modified inlet protection; complete as specified	Each	4.00	0.00		-4.00	\$100.00		(\$400.00)
1-2516	Furnish; install; maintain; and remove stone bag; complete as specified	Each	4.00	0.00		-4.00	\$10.00		(\$40.00)
1-2518	Furnish; install; maintain; and remove 12" diameter sediment logs; complete as specified	Linear Feet	60.00	0.00		-60.00	\$10.00		(\$600.00)
1-2854	Connect lateral to existing storm sewer main; complete as specified	Each	1.00	0.00		-1.00	\$250.00		(\$250.00)

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
1-3000	Furnish and install 8" sanitary sewer (relay); complete as specified	Linear Feet	10.00	15.00	5.00		\$160.00	\$800.00	
1-3100	Furnish and install standard sanitary sewer manhole (4' diameter); complete as specified	Vertical Feet	8.00	7.47		-0.53	\$500.00		(\$265.00)
1-3114	Furnish and install sanitary sewer external manhole chimney seal; complete as specified	Each	1.00	0.00		-1.00	\$550.00		(\$550.00)
1-3300	Furnish and install connection to existing 8" sanitary sewer mains; complete as specified	Each	1.00	1.00			\$1,000.00		
1-3330	Furnish and install sanitary sewer concrete collars; complete as specified	Each	1.00	1.00			\$600.00		
1-3700	Closed circuit televising; complete as specified	Linear Feet	10.00	0.00		-10.00	\$4.00		(\$40.00)
1-4002	Furnish and install 6" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	460.00	450.00		-10.00	\$115.00		(\$1,150.00)
1-4006	Furnish and install 10" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	235.00	216.00		-19.00	\$150.00		(\$2,850.00)
1-4037	Furnish and install 1-1/4" water service (relay); complete as specified	Linear Feet	80.00	62.00		-18.00	\$92.00		(\$1,656.00)
1-4050	Furnish and install 1-1/4" corporation and stop box; complete as specified	Each	2.00	2.00			\$1,000.00		
1-4055	Furnish and install water service clay dams; complete as specified	Each	2.00	0.00		-2.00	\$100.00		(\$200.00)
1-4058	Furnish and install connections to existing 6" water main; complete as specified	Each	1.00	1.00			\$1,800.00		
1-4119	Furnish and install 10" x 6" water main tee; complete as specified	Each	3.00	3.00			\$1,600.00		
1-4236	Furnish and install 6" 45 degree water main bend; complete as specified	Each	6.00	2.00		-4.00	\$340.00		(\$1,360.00)
1-4310	Furnish and install 10" water main plug; complete as specified	Each	2.00	2.00			\$200.00		
1-4401	Furnish and install 6" water main gate valve; complete as specified	Each	4.00	4.00			\$1,900.00		

CONTRACT 23-07 CHANGE ORDER #2 (FINAL)

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
1-4403	Furnish and install 10" water main gate valve; complete as specified	Each	3.00	3.00			\$3,500.00		
1-4500	Furnish and install hydrant; complete as specified	Each	2.00	2.00			\$5,250.00		
1-4990	Excavation special (water); complete as specified	Tons	95.00	51.81		-43.19	\$30.00		(\$1,295.70)
1-4992	Furnish and install Bentonite slurry dam; complete as specified	Each	4.00	2.00		-2.00	\$1,000.00		(\$2,000.00)
1-30000	Furnish and install 12" sanitary sewer; complete as specified	Linear Feet	40.00	40.00			\$145.00		
1-30001	12" sanitary sewer connection; complete as specified	Each	1.00	1.00			\$1,350.00		
1-40000	3/4" extra utility trench backfill; complete as specified	Tons	466.00	466.00			\$20.00		
1-40001	Furnish and install hydrant assembly extension; complete as specified	Each	2.00	4.00	2.00		\$1,500.00	\$3,000.00	

ADDITIONAL WORK REQUIRED: CO #1 (ITEMS 1-1050B - 1-40001) SUBTOTAL: **\$13,407.15** **(\$16,966.41)**

NET DECREASE: **(\$3,559.26)**

ADDITIONAL WORK REQUIRED: CO #2

ITEM NUMBER	DESCRIPTION	UNIT	CONTRACT QUANTITY	INSTALLED QUANTITIES	NET INCREASE	NET DECREASE	UNIT PRICE	INCREASE IN CONTRACT PRICE	DECREASE IN CONTRACT PRICE
2-40002	Install private temporary water service; extension and connect; complete as specified	Lump Sum	0.00	1.00	1.00		\$5,500.00	\$5,500.00	

ADDITIONAL WORK REQUIRED: CO #2 (ITEM 2-40002) SUBTOTAL: **\$5,500.00** **\$0.00**

NET INCREASE: **\$5,500.00**

NET DECREASE TO SECTION I:	(\$37,208.52)
NET DECREASE TO ADDITIONAL WORK REQUIRED: CO #1	(\$3,559.26)
NET INCREASE TO ADDITIONAL WORK REQUIRED: CO #2	\$5,500.00
NET DECREASE TO CONTRACT:	(\$35,267.78)



TO: Honorable Mayor and Members of the Common Council
FROM: Steven M. Gohde, Assistant Director of Public Works/Utilities General Manager
DATE: July 23, 2024
SUBJECT: Res 24-419 Approve Purchase of Road Salt for Winter 2024-2025 for the Department of Public Works through WDOT from Compass Minerals (\$261,210)

BACKGROUND

The Wisconsin Department of Transportation (WDOT) solicits bids each year for sodium chloride to be used as a de-icing agent. Local units of government are invited to participate with this State contract and benefit from the purchase power of a combined quantity of road salt, resulting in lower prices. The City of Oshkosh has participated with this program since 1998. To participate in the 2024-2025 road salt bid, we guaranteed a minimum purchase of 2,500 tons, with an option for an additional 500 tons of salt.

ANALYSIS

Compass Minerals has been awarded the 2024-2025 WDOT road salt contract for our area. Based on our guaranteed seasonal fill of 2,500 tons and a reserve amount of 500 tons, we will be charged \$87.07/ton for a projected expense of not more than \$261,210. The price per ton for the past five (5) years is shown in the table below. These road salt purchases are made throughout the winter season as quantities are used and additional storage space is made available. Funding for road salt purchases is included in the Streets Division Operating Budget (01000430-6543 / Streets-Road Salt).

Season	Rate (\$/ton)
2023-2024	\$83.72
2022-2023	\$76.81
2021-2022	\$79.41
2020-2021	\$77.10
2019-2020	\$74.13

FISCAL IMPACT

There is currently \$72,331.83 remaining in the 2024 Operations Budget. Our contract with WDOT does not contain a guaranteed "early season" delivery this year, as the salt shed is at capacity. Funds will be budgeted in the 2025 Operations Budget to purchase the guaranteed seasonal fill of 2,500 tons and the reserve amount of 500 tons, per the current contract. This will require an outlay in the 2025 Operations Budget of \$261,200 for salt purchase, with additional funding being allocated for a fall of 2025 "early season" fill.

Attachments

Res 24-419

07/23/2024

24-419

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE PURCHASE OF ROAD SALT FOR WINTER 2024-2025 FOR THE DEPARTMENT OF PUBLIC WORKS THROUGH WDOT FROM COMPASS MINERALS (\$261,210.00)

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Wisconsin Department of Transportation (WDOT) solicits bids each year for sodium chloride to be used as a de-icing agent; and

WHEREAS, local units of government are invited to participate with this state contract and benefit from the purchase power of a combined quantity of road salt, resulting in a lower price, by purchase of a guaranteed amount with the option to purchase additional amounts if needed; and

WHEREAS, Compass Minerals has been awarded the 2024-2025 WDOT road salt contract.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the proper City officials are hereby authorized and directed pursuant to Section 12-15 of the Oshkosh Municipal Code to purchase the road salt for winter 2024-2025 from:

COMPASS MINERALS
9900 W 109th Suite 600
Overland Park, KS 66210

Total (guaranteed purchase): 2,500 tons @ \$87.07 per ton

Total estimated purchase: \$261,210.00

BE IT FURTHER RESOLVED that the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same. Money for this purpose is hereby appropriated from:

Acct. No. 01000430-6543 Streets-Road Salt



TO: Honorable Mayor and Members of the Common Council
FROM: Justin Gierach, Engineering Division Manager/City Engineer
DATE: July 23, 2024
SUBJECT: Res 24-420 Approve Professional Services Agreement with Professional Service Industries, Inc. for Subsurface Exploration and Geotechnical Engineering Evaluation for 2025 and 2026 Capital Improvement Programs (\$117,009.25)

BACKGROUND

The Department of Public Works requested proposals from nine (9) geotechnical engineering consulting firms for subsurface exploration, soil classification, geotechnical engineering, and construction recommendations for the proposed 2025 and 2026 CIP. Soil borings will be completed within the right-of-way for street and utility projects.

ANALYSIS

The Department of Public Works received proposals from three (3) firms. After a thorough review of the three (3) proposals received, PSI was chosen to perform the services. The work associated with this agreement is anticipated to be complete by the spring of 2025 and the spring of 2026.

FISCAL IMPACT

The cost of these services is estimated not to exceed \$117,009.25 and will be split among the Street Paving, Storm Water, Water, Sanitary Sewer, and Property Improvement CIP sections. Funding was budgeted in all five (5) sections of the 2024 and 2025 CIP (Account #03210410-68XX-04091/Multiple Funds and #03231717-7216-63001/Parking Lot Improvements-Land Improvement-Parking Lot Improvements).

RECOMMENDATION

Chapter 12 of the Municipal Code of the City of Oshkosh provides that professional services of a specialized nature may be procured without the use of formal, sealed quotes. I have reviewed this agreement and in accordance with Section 12-16 of the Code, I am hereby recommending the Common Council approve the award of this agreement.

Attachments

Res 24-420
2025-2026 PSI proposal-sub inv

07/23/2024

24-420

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE PROFESSIONAL SERVICES AGREEMENT WITH PROFESSIONAL SERVICE INDUSTRIES, INC. FOR SUBSURFACE EXPLORATION AND GEOTECHNICAL ENGINEERING EVALUATION FOR 2025 AND 2026 CAPITAL IMPROVEMENT PROGRAMS (\$117,009.25)

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the proper City officials are hereby authorized to enter into and take those steps necessary to implement an appropriate professional services agreement with Professional Service Industries, Inc. (PSI) for Subsurface Exploration and Geotechnical Engineering Evaluation for the 2025 and 2026 Capital Improvement Program in an amount not to exceed one hundred seventeen thousand nine dollars and twenty-five cents. (\$117,009.25).

Acct. Nos.
03210410-68XX-04091 Multiple Funds
03231717-7216-63001 Parking Lot Improvements-Land Improvement-Parking Lot Improvements



**PROPOSAL FOR SUBSURFACE EXPLORATION AND GEOTECHNICAL
ENGINEERING SERVICES**

City of Oshkosh 2025 and 2026 Capital Improvement Projects



Prepared for:

City of Oshkosh

Department of Public Works

215 Church Avenue

P.O. Box 1130

Oshkosh, WI 54903-1130

July 15, 2024

PSI Proposal No. PO-0094-430043



PSI Proposal No.: 0094-430043
2025 and 2026 Capital Improvement Projects
July 15, 2024

Professional Service Industries, Inc.
3009 Vandebroek Road
Kaukauna, Wisconsin 54130
Phone: (920)-735-1200

Mr. Craig Ramthun
City of Oshkosh Department of Public Works
215 Church Avenue
P.O. Box 1130
Oshkosh, WI 54903-1130

Re: Geotechnical Engineering Services Proposal
City of Oshkosh 2025 and 2025 Capital Improvement Projects
PSI Proposal No.: PO-0094-430043

Dear Mr. Ramthun,

Professional Service Industries, Inc. (PSI), an Intertek Company, is pleased to submit this proposal to provide geotechnical engineering services for the City of Oshkosh 2025 and 2026 Capital Improvement Projects. Additional background information is included to provide you with a general overview of our company, as well as demonstrate that PSI has the equipment, experience, and personnel resources to provide quality subsurface exploration and geotechnical engineering services for your 2025 and 2026 Capital Improvement Projects.

We appreciate the opportunity to offer our services. Please call at any time if we can be of assistance.

Sincerely yours,

PROFESSIONAL SERVICE INDUSTRIES, INC.

A handwritten signature in black ink that reads "Patrick Bray".

Patrick Bray, E.I.T.
Branch Manager

A handwritten signature in black ink that reads "James M. Becco".

James M. Becco, P.E.
Vice President



SUBJECT: Proposal for Subsurface Exploration and Geotechnical Engineering Services

2025 and 2026 Capital Improvement Projects
City of Oshkosh, Wisconsin
PSI Proposal No. PO-0094-430043

STATEMENT OF INTEREST

Professional Service Industries, Inc. (PSI), an Intertek Company, is pleased to submit this proposal to provide Subsurface Exploration and Geotechnical Engineering Services for the 2025 and 2026 Capital Improvement Projects in the City of Oshkosh. Professional Service Industries is a privately held corporation that was incorporated in Delaware on June 26, 1972. PSI acquired Midwest Engineering Services, Inc., a Wisconsin corporation, in a stock transaction on March 31, 2014. All Midwest Engineering personnel were retained after the purchase. Within Wisconsin, PSI has four (4) offices located in Waukesha, Ripon, Kaukauna, and Chippewa Falls. PSI is well-poised geographically to efficiently provide the subsurface exploration and geotechnical engineering services for the City of Oshkosh from this network of branch offices. PSI has the necessary experience, personnel, and equipment resources to complete assignments in a professional manner on a timely basis, at a reasonable cost. We have performed geotechnical services for numerous private development and public works projects throughout Wisconsin, including for the City of Oshkosh 2024 Capital Improvement Projects. The requested workscope will be performed by our Kaukauna branch office, which is fully equipped to capably handle this project. However, we are also able to quickly and efficiently draw resources from our other offices as necessary. Additional company and personnel information is provided in the Statement of Qualifications in Appendix B.

Based on the information provided in your June 24, 2024, Request for Proposal (RFP), a brief description of our understanding of the projects and a discussion of the scope of services to be provided are included in the following paragraphs.

PROJECT AND SERVICES OVERVIEW

It is understood the proposed 2025 and 2026 Capital Improvement Projects will consist of utility and pavement construction along portions of Bay Shore Drive, Bay Street, Bowen Street, Central Street, Waugoo Avenue, West 15th Avenue, Faust





Avenue, North Lark Street, National Avenue, West 11th Avenue, Michigan Street, Ohio Street, Scott Avenue, West 16th Avenue, Woodland Avenue, Clairville Road, and Josslyn Street. In addition, the work may include Parking Lot Improvements, Miscellaneous Additional Projects, and Environmental Only Drilling. A total of 179 soil borings extending to depths ranging from about 10 to 25 feet (3,115 lineal feet) have been requested to provide subsurface information for design of these projects. It is anticipated that traffic control consisting of flagging personnel will be required in some locations. The work scope is divided into twenty-one (21) contracts. The requested work scope and services to be provided by contract are documented in Scope of Services section of the RFP, provided in Appendix A.

Preliminary meetings for boring layout will be coordinated with utility locators and City of Oshkosh personnel to determine the specific soil boring locations. PSI will coordinate planned drilling schedules with City of Oshkosh personnel, for traffic control and environmental issues, as required.

As requested, 179 soil borings to depths ranging from 10 to 25 feet (3,115 lineal feet), or to auger penetration refusal depths, will be performed. Drilling without sampling and rock coring at offset locations may be necessary to confirm refusal depths and the presence of bedrock. It is understood the sites are accessible with a standard truck-mounted drill rig. However, an all-terrain (ATV) mounted drill rig is available in our Kaukauna Office should it be needed. The subsurface exploration will be performed with a truck-mounted (or ATV mounted) rig drill rig, utilizing continuous flight hollow stem auger to advance the test holes. Soil samples will be secured by the Standard Penetration Test method at 2.5-ft. intervals throughout the borings. Laboratory visual classification and other testing, as applicable, will be performed to determine the behavioral characteristics of the subsurface materials encountered.

Following the completion of drilling activities and groundwater observations, the boreholes will be backfilled with bentonite chips and the surface pavements patched with asphalt, as needed. The fieldwork will be performed in general accordance with the RFP Scope of Services Requirements, which are included in Appendix A. The results of the subsurface exploration and laboratory testing will be utilized in an engineering evaluation and presented in written reports for each contract, summarizing the soil and groundwater conditions encountered, and provide an engineering evaluation in general accordance with the RFP Scope of Services Requirements.

COST ESTIMATE

PSI proposes to perform these services in accordance with the RPF-Proposal Cost Breakdown and PSI's Standard Fee Schedule, both of which are enclosed in Appendix A. A summary of the anticipated cost for the outlined services is the sum of the individual contract totals. An additional cost is included for steam cleaning, rock coring, drilling without sampling, miscellaneous additional projects, and environmental only



drilling, if required. The sum for the requested services will be on the order of \$57,515.00 for the 2025 Capital Improvement Projects and \$59,494.25 for the 2026 Capital Improvement Projects, for a **Total Proposal Cost of \$117,009.25**. Final compensation will depend upon the actual number and depth of borings drilled and laboratory tests performed. Where an alteration to the workscope may be warranted, or additional services are needed, prior authorization from the client will be obtained, and any additional work will be charged at the unit rates shown on the accompanying Standard Fee Schedule.

AUTHORIZATION

PSI will proceed with the work on the basis of written approval. Please provide formal acceptance by having an appropriate party sign in the space below. The return of only the signature page will indicate acceptance of the entire proposal document, including Appendix A and Appendix B.

Should you have any questions regarding this proposal, or if we could be of any other assistance, please call at any time. We are looking forward to working with you on this project.

Sincerely,

PROFESSIONAL SERVICE INDUSTRIES, INC.

Patrick Bray, E.I.T.
Branch Manager

James M. Becco, P.E.
Vice President

Accepted by: **City of Oshkosh**

Name: _____

Signature: _____

Title: _____

Date: _____

Appendix A: Request for Proposal Information
Standard Fee Schedule
Insurance Certificate

Appendix B: Statement of Qualifications

APPENDIX A

Request for Proposal Information
Standard Fee Schedule
Insurance Certificate



June 24, 2024

Patrick Bray
Professional Services Industries, Inc.
1125 West Tuckaway Lane, Suite B
Menasha, WI 54952
E-Mail: patrick.bray@psiusa.com

RE: **Request for Proposals for Subsurface Exploration and Geotechnical Engineering Evaluation for 2025 and 2026 Capital Improvement Projects**

Dear Patrick:

The City of Oshkosh is hereby requesting proposals be submitted for Subsurface Exploration and Geotechnical Engineering services related to the City's 2025 and 2026 Capital Improvement projects.

The purpose of this exploration program is to identify the soil and groundwater conditions within the depths of the project excavations. The reports are to provide a summarization of pavement and base coarse thicknesses; soil type verification; bedrock depth, if encountered; and groundwater levels. In addition, field screening of the soil samples is to be completed to identify potential environmentally-impacted soil.

The proposal shall include, at a minimum: related project experience, planned project team and resumes, engineering fee schedule, and a breakdown of costs, as requested in the enclosed *Scope of Services*. This agreement will have eighteen (18) separate deliverables, each with unique due dates that are also listed in the *Scope of Services*. The proposals will be reviewed for completeness and how well it is demonstrated the needs of the City of Oshkosh can be met. The award of this work will not be based solely on cost of the proposal.

Questions regarding this Request for Proposals shall be emailed to me at cramthun@oshkoshwi.gov (with the subject heading of "2025 and 2026 Subsurface Exploration and Geotechnical Engineering Evaluation RFP Questions") by **12:00 noon on Thursday, July 11, 2024**. The questions and appropriate responses will be distributed to all parties receiving this Request for Proposals by **12:00 noon on Friday, July 12, 2024**. Please submit one (1) hard copy and one (1) pdf copy of the proposal to **Tracy Taylor** no later than **noon on Monday, July 15, 2024**. It is anticipated the award of this agreement will be made by **Tuesday, July 23, 2024**. Please ensure you have the proper insurance paperwork, so the award is not delayed.

Enclosed with this letter are copies of the Scope of Services, Proposal Cost Breakdown, Boring Location Maps, Sample Boring Log, Standard Engineering Services Agreement, Sample Project Authorization Form, Professional Services Liability Insurance Requirements, and Pollution Exposures Liability Insurance Requirements. The information contained within these enclosures shall become a part of the agreement with the Consultant selected to perform the Services.

If you have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Ramthun", with a stylized flourish at the end.

Craig Ramthun
Construction Management Supervisor

CR/tlt

Enclosures

cc: James Rabe, P.E., CPESC, Director of Public Works
Steven M. Gohde, P.E., Assistant Director of Public Works / Utilities General Manager
Justin Gierach, P.E., Engineering Division Manager / City Engineer
Alyssa Deckert, P.E., Civil Engineering Supervisor
File

**SCOPE OF SERVICES FOR SUBSURFACE EXPLORATION
AND GEOTECHNICAL ENGINEERING SERVICES
2025 AND 2026 CAPITAL IMPROVEMENT PROJECTS**

- a. The scope of services for this agreement is to identify subsurface conditions within the depths of various project excavations. The final reports are to provide a summarization of existing pavement and base coarse thicknesses; soil classifications; bedrock depth, if encountered; groundwater levels; and deep utility construction recommendations. Soil samples shall be split and provided to the Environmental Services Consultant for field screening and to identify potential environmentally-impacted soils. Reports shall be prepared in general accordance with normally-accepted geotechnical engineering practices.

A total of 186 soil borings are anticipated for the following Capital Improvement projects:

A. 2025 STREETS

1. Bay Shore Drive (Broad Street to Mill Street)

- a. (7) – 15-ft. borings.
- b. Pavement type is 1966 road mix.

2. Bay Street (Bay Shore Drive to Lake Winnebago)

- a. (1) – 15-ft. boring.
- b. Pavement type is 2002 road mix.

3. Bowen Street (East Nevada Avenue to East Murdock Avenue)

- a. (6) – 25-ft. borings.
- b. Pavement type is 2013 road mix and 1970 8" concrete.

4. Central Street (West New York Avenue to West Bent Avenue)

- a. (10) – 20-ft. borings.
- b. Pavement type is 1935 road mix (New York Avenue to West Nevada Avenue) and 1970 2" asphalt overlay on 13" concrete (West Nevada Avenue to West Bent Avenue).

5. Waugoo Avenue (Rosalia Street to Lake Winnebago)

- a. (6) – 20-ft. borings.
- b. Pavement type is 1979 road mix.

6. West 15th Avenue (Ohio Street to Oregon Street)

- a. (12) – 20-ft. borings.
- b. Pavement type is 1977 hot mix asphalt.

7. Faust Avenue (North Lark Street to North Sawyer Street)

- a. (3) – 15-ft. borings.
- b. Pavement type is 1964 7" concrete.

- 8. North Lark Street (Witzel Avenue to Southland Avenue)**
 - a. (7) – 15-ft. borings.
 - b. Pavement type is 1973 7" concrete.
- 9. National Avenue (North Lark Street to North Sawyer Street)**
 - a. (3) – 15-ft. borings
 - b. Pavement type is 1973 7" concrete.
- 10. West 11th Avenue (Ohio Street to Michigan Street)**
 - a. (2) – 20-ft. borings.
 - b. Pavement type is 1983 hot mix asphalt.
- 11. Michigan Street (West 7th Avenue to West 11th Avenue)**
 - a. (5) – 20-ft. borings.
 - b. Pavement type is 2002 7" concrete (West 7th Avenue to West 9th Avenue), 1930 hot mix asphalt (West 9th Avenue to West 10th Avenue), and 1995 7" concrete (West 10th Avenue to West 11th Avenue).
- 12. Parking Lot Improvements (Locations To Be Determined)**
 - a. (6) – 10-ft. borings.
 - b. Pavement type varies from asphalt or concrete.
- 13. Miscellaneous Additional Project(s)**
 - a. (5) – 15-ft. borings.
 - b. (5) – 20-ft. borings.
 - c. Miscellaneous borings for any potential project(s) added to the Capital Improvements Program.
- 14. Environmental-Only Drilling**
 - a. (10) – 10-ft. borings.
 - b. Environmental-only borings to document extent of potential contamination.

B. 2026 STREETS

- 1. Ohio Street (West South Park Avenue to West 17th Avenue)**
 - a. (8) – 20-ft. borings.
 - b. Pavement type is 1978 hot mix asphalt.
- 2. Scott Avenue (Elmwood Avenue to Jackson Street)**
 - a. (10) – 20-ft. borings.
 - b. Pavement type is 1978 hot mix asphalt.
- 3. West 16th Avenue (Ohio Street to Oregon Street)**
 - a. (12) – 20-ft. borings.
 - b. Pavement type is 1989 hot mix asphalt.

4. **Woodland Avenue (Elmwood Avenue to Cherry Street)**
 - a. (5) – 20-ft. borings.
 - b. Pavement type is 1980 1½" asphalt overlay with 5" concrete base.
5. **Clairville Road (West 9th Avenue to 2,900' south of West 9th Avenue)**
 - a. (14) – 25-ft. borings.
 - b. Pavement type is various road mix asphalt.
6. **Josslyn Street (Witzel Avenue to Taft Avenue)**
 - a. (14) – 15-ft. borings.
 - b. Pavement type is 2002 7" concrete.
7. **Parking Lot Improvements (Locations To Be Determined)**
 - a. (8) – 10-ft. borings.
 - b. Pavement type varies from asphalt or concrete.
8. **Miscellaneous Additional Project(s)**
 - a. (5) – 15-ft. borings.
 - b. (5) – 20-ft. borings.
 - c. Miscellaneous borings for any potential project(s) added to the Capital Improvements Program.
9. **Environmental-Only Drilling**
 - a. (10) – 10-ft. borings.
 - b. Environmental-only borings to document extent of potential contamination.
2. The City of Oshkosh (City) will perform the following tasks:
 - A. Provide Geotechnical Services Provider with diagrams/maps indicating general locations and drilling depths of individual borings prior to work commencing.
 - B. Retain services of an Environmental Services Consultant to provide suspect locations for sampling and other pertinent information, prior to drilling.
 - C. Provide Geotechnical Services Provider with an engineering staff member to assist in boring layout.
 - D. Provide Geotechnical Services Provider with final location diagrams with GPS coordinates.
 - E. Provide ground elevations for each boring location for the Geotechnical Services Provider's use in boring log development.
 - F. Set a "Pre-Construction Conference" with the Geotechnical Services Provider prior to starting work. The Environmental Services Consultant shall also be present at this meeting, as well, to discuss any issues and to coordinate the drilling schedule. Communication protocol will be established at this meeting.
3. The Geotechnical Services Provider will perform the following tasks:
 - A. All items necessary to perform the tasks detailed in this Scope of Services.
 - B. Subsurface Exploration and Reporting

1. Mark the borings in the field and coordinate with Digger's Hotline. Re-marking of soil boring locations due to weather will be the responsibility of the Geotechnical Services Provider.
2. Set a meeting for boring layout per street with Environmental Services Consultant, all Digger's Hotline locators, and City's Project Manager. The City's Utility Locator will **NOT** mark utilities down the entire street, due to the length of time this will take. The Geotechnical Services Provider shall provide a mark point and the City's Utility Locator will locate within a designated radius (approximately 25') around the specific boring locations.
3. Coordinate with the City's Project Manager and Environmental Services Consultant Project Manager on drilling schedule and provide three (3) day notice of the onsite boring-layout meeting.
4. The Geotechnical Services Provider will provide e-mails daily to the City's Project Manager and Environmental Services Consultant Project Manager, identifying which borings they intend to complete each day.
5. All streets are to remain open to traffic. The Geotechnical Services Provider will be responsible for furnishing all necessary barricades, flashers, flag persons, etc. to provide adequate traffic control and still maintain the accesses as described herein. The signs shall conform to **Sections 637 and 643** of the *State of Wisconsin Standard Specifications for Highway and Structure Construction*.
6. If a particular boring cannot be accessed during drilling operations, the Geotechnical Services Provider shall work with the City to determine a revised location.
7. Follow standard geotechnical practices for subsurface sampling, borehole abandonment, and laboratory testing.
8. Perform standard geotechnical sampling with 1.5' split-spoon samples, spaced 1' (vertically) apart, starting at an even point below the pavement (i.e. 1'). Representative soil samples are to be obtained in the borings using split barrel techniques. Soil samples are then to be sealed immediately in the field and returned to the laboratory for further examination and testing. The Environmental Services Consultant shall be provided split-spoon samples of all soil boring samples.
9. If refusal is reached prior to the indicated drilling depth, contact the City immediately and locate an additional boring in the same vicinity. If this boring also has refusal at a depth similar to the initial boring, a collaborative decision will be made to determine whether or not rock coring is necessary. Boring lengths are selected based on the depths of the proposed utilities; therefore, accurate identification of material type to the indicated depth is necessary. Due to the depths of the proposed utilities and material type in Oshkosh, the Geotechnical Services Provider is required to anticipate hard drilling throughout.
10. Pavement shall be restored in-kind. It is the Geotechnical Services Provider's responsibility to know current pavement type.
11. Groundwater elevations shall be estimated for every borehole.

C. Field Coordination and Environmental

1. The Environmental Services Consultant will prepare and provide a “quick reference guide” for use by the Geotechnical Services Provider to provide additional information as to what types of environmental impacts may be encountered. Should the Geotechnical Services Provider encounter something they suspect is impacted, they shall notify the City’s Project Manager and the Environmental Services Consultant Project Manager immediately.
2. Representative soil samples are to be obtained in the borings using split barrel techniques. Soil samples are then to be sealed immediately in the field. Split samples are to remain cool until PID readings are taken by the Environmental Services Consultant.
3. Split samples shall be provided to the Environmental Services Consultant during drilling operations.

D. Reporting Requirements

1. Project Overview.
2. Field Procedures.
3. Laboratory Procedures.
4. Exploration Results (broken down by street).
5. Considerations and Recommendations
 - a. Recommendations for deep sanitary sewer construction are requested (i.e. slope stability and dewatering).
 - b. Other information as appropriate.
6. General Qualifications.
7. Individual Soil Boring Logs.
8. Soil Boring Location Diagram.
9. Summary Table (separate table for each street)
 - a. Boring Identification.
 - b. Boring Depth (proposed and actual).
 - c. Pavement Thickness.
 - d. Base Coarse Thickness.
 - e. Fill Thickness.
 - f. Depth of Bedrock or Refusal, if present.

4. Project Deliverables

A. 2025 Streets

1. Schedule of Project Deliverables
 - a. Bay Shore Drive report due **Friday, September 13, 2024.**
 - b. Bay Street report due **Friday, September 13, 2024.**
 - c. Bowen Street report due **Friday, September 27, 2024.**
 - d. Central Street report due **Friday, November 1, 2024.**
 - e. Waugoo Avenue report due **Friday, November 1, 2024.**
 - f. West 15th Avenue report due **Friday, September 6, 2024.**
 - g. Faust Avenue report due **Friday, November 1, 2024.**
 - h. North Lark Street report due **Friday, November 1, 2024.**
 - i. National Avenue report due **Friday, November 1, 2024.**
 - j. West 11th Avenue report due **Friday, November 1, 2024.**
 - k. Michigan Street report due **Friday, November 1, 2024.**

1. Parking Lot Improvements report due **Friday, November 1, 2024.**
 - B. 2026 Streets
 1. Schedule of Project Deliverables
 - a. Drilling for 2026 streets listed below to start on or after **Monday, June 9, 2025**, with all reports due by **Friday, September 12, 2025. A discussion with City Staff will be required for drilling to take place prior to Monday, June 9, 2025.**
 - i. Ohio Street.
 - ii. Scott Avenue.
 - iii. West 16th Avenue.
 - iv. Woodland Avenue.
 - v. Clairville Road.
 - vi. Josslyn Street.
 - vii. Parking Lot Improvements.
 - C. A separate report shall be prepared for each Project listed above.
 - D. Drilling can be completed during the work week at the Geotechnical Services Provider's convenience, as long as the reports are submitted no later than their respective due dates. Drilling outside of the hours of a normal work week will be reviewed upon request of the City's Project Manager.
5. Proposal Cost Breakdown
- A. Boring Layout
 1. Cost to include coordination with Digger's Hotline, Utility Locators, and the City's Project Manager.
 2. Cost to include laying out and marking the borings in the field.
 - B. Mobilization/Daily Travel/Traffic Control for drilling (lump sum)
 1. Additional payment for mobilization/daily travel/traffic control will not be considered if the total footage of drilling, including the contingency amount, is not exceeded.
 - C. Soil Borings (per foot)
 1. Cost to include proper borehole abandonment and street patching.
 2. Cost to include providing cooled split samples to Environmental Services Consultant twice daily.
 3. Unit cost will also be used for additional drilling, if needed. The Miscellaneous Additional Project(s) will be handled on a contingency basis, and are not guaranteed.
 4. A contingency amount is added to the proposal cost breakdown sheets attached.
 5. Anticipate hard drilling throughout the depths of the borings in this cost. A hard drilling surcharge, once the agreement has been awarded, will not be approved.
 - D. Project Engineering and Reporting (lump sum)
 1. Additional payment for project engineering and reporting will not be considered if the total footage of drilling, including the contingency amount, is not exceeded.
 - E. Steam cleaning costs will be handled on a contingency basis. If drilling in areas of known contamination, steam cleaning is likely to be required. Steam cleaning shall be completed at the City of Oshkosh Wastewater Treatment Plant in the sweeper dump upon prior authorization by the City's Project Manager. Do not cross contaminate samples.
 - F. Rock coring will be handled on a contingency basis. Quantities are not guaranteed. Be prepared to rock core on a daily basis.

- G. Blind drilling will be handled on a contingency basis. Quantities are not guaranteed. One (1) possible example where blind drilling might be used is if a boring hits refusal prior to the indicated depth. Another boring would then be located a few feet away and blind drilled to the initial refusal depth.
- H. Environmental-only drilling will be handled on a contingency basis. Quantities are not guaranteed. Geotechnical information (e.g., blow counts, geotechnical laboratory analysis, etc.) will not be required for these soil borings. The Environmental Services Consultant must be present during these borings to gather soil information, screen soils at regular intervals, and collect samples for environmental laboratory analysis, as needed.
- I. Provide general rate sheets for items not covered in this Scope of Services.
- J. Miscellaneous Additional Projects work will be completed on a task order basis. The level of effort and associated unit rate costs will be negotiated per task order request.

6. Additional Information

- A. All work shall be performed by qualified personnel under the supervision of a Registered Professional Engineer in the State of Wisconsin. Reports shall bear the certificate and seal of said Professional Engineer. ASTM or other recognized standard test methods and soil classifications used in preparation of the reports shall be identified. The Geotechnical Services Provider shall take all necessary precautions to prevent damage to all adjacent property. The site is to be restored upon completion of drilling to its existing condition, including backfilling of borings and patching of slabs and pavements. The City is not responsible for the cost of repair or replacement of any drilling equipment utilized on this project due to difficult or adverse subsurface conditions.
- B. The entire soil profile is required from the surface to the indicated depth.
- C. Additional geotechnical recommendations may be required for the structural design of storm water junction chambers. Payment for these extra services will be negotiated at a later date, if necessary.
- D. The number of borings and depths are subject to change. Additional street borings or pond projects may be added to this agreement, or borings/work may be deleted at any time.
- E. It is the Geotechnical Services Provider's responsibility to locate a dump site. The City will not provide a location to dump the material for non-impacted soil borings. Impacted soil borings will be containerized in drums and relocated to a dump site selected by the City's Project Manager.
- F. This agreement will be per the City's Agreement form only; unless the Geotechnical Services Provider has a previously-approved services agreement on file with the City. A sample agreement form is attached. The Geotechnical Services Provider's standard or general services agreement language will **NOT** apply.
- G. Invoices for each Project shall only be submitted for payment after submittal of its report to the City.

**PROPOSAL COST BREAKDOWN FOR SUBSURFACE EXPLORATION
AND GEOTECHNICAL ENGINEERING SERVICES
2025 AND 2026 CAPITAL IMPROVEMENT PROJECTS**

2025 PROJECTS

BAY SHORE DRIVE (BROAD STREET TO MILL STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 225.00	\$ 225.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 275.00	\$ 275.00
3.	Soil Borings	Feet	105	\$ 13.95	\$ 1,464.75
4.	Project Engineering and Reporting	Lump Sum	1	\$ 750.00	\$ 750.00
SUBTOTAL: BAY SHORE DRIVE				\$ 2,714.75	

BAY STREET (BAY SHORE DRIVE TO THE FOX RIVER)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 100.00	\$ 100.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 100.00	\$ 100.00
3.	Soil Borings	Feet	15	\$ 13.95	\$ 209.25
4.	Project Engineering and Reporting	Lump Sum	1	\$ 500.00	\$ 500.00

SUBTOTAL: BAY STREET

\$ 909.25

BOWEN STREET (EAST NEVADA AVENUE TO EAST MURDOCK AVENUE)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 375.00	\$ 375.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 425.00	\$ 425.00
3.	Soil Borings	Feet	150	\$ 13.95	\$ 2,092.50
4.	Project Engineering and Reporting	Lump Sum	1	\$ 1,125.00	\$ 1,125.00

SUBTOTAL: BOWEN STREET

\$ 4,017.50

CENTRAL STREET (WEST NEW YORK AVENUE TO WEST BENT AVENUE)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 500.00	\$ 500.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 550.00	\$ 550.00
3.	Soil Borings	Feet	200	\$ 13.95	\$ 2,790.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 1,500.00	\$ 1,500.00

SUBTOTAL: CENTRAL STREET \$ 5,340.00

WAUGOO AVENUE (ROSALIA STREET TO LAKE WINNEBAGO)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 300.00	\$ 300.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 325.00	\$ 325.00
3.	Soil Borings	Feet	120	\$ 13.95	\$ 1,674.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 900.00	\$ 900.00

SUBTOTAL: WAUGOO AVENUE \$ 3,199.00

WEST 15TH AVENUE (OHIO STREET TO OREGON STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 600.00	\$ 600.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 675.00	\$ 675.00
3.	Soil Borings	Feet	240	\$ 13.95	\$ 3,348.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 1,800.00	\$ 1,800.00

SUBTOTAL: WEST 15TH AVENUE \$ 6,423.00

FAUST AVENUE (NORTH LARK STREET TO NORTH SAWYER STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 125.00	\$ 125.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 150.00	\$ 150.00
3.	Soil Borings	Feet	45	\$ 13.95	\$ 627.75
4.	Project Engineering and Reporting	Lump Sum	1	\$ 500.00	\$ 500.00

SUBTOTAL: FAUST AVENUE \$ 1,402.75

NORTH LARK STREET (WITZEL AVENUE TO SOUTHLAND AVENUE)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 250.00	\$ 250.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 275.00	\$ 275.00
3.	Soil Borings	Feet	105	\$ 13.95	\$ 1,464.75
4.	Project Engineering and Reporting	Lump Sum	1	\$ 775.00	\$ 775.00

SUBTOTAL: NORTH LARK STREET

\$ 2,764.75

NATIONAL AVENUE (NORTH LARK STREET TO NORTH SAWYER STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 125.00	\$ 125.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 150.00	\$ 150.00
3.	Soil Borings	Feet	45	\$ 13.95	\$ 627.75
4.	Project Engineering and Reporting	Lump Sum	1	\$ 500.00	\$ 500.00

SUBTOTAL: NATIONAL AVENUE

\$ 1,402.75

WEST 11TH AVENUE (OHIO STREET TO MICHIGAN STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 125.00	\$ 125.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 150.00	\$ 150.00
3.	Soil Borings	Feet	40	\$ 13.95	\$ 558.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 500.00	\$ 500.00

SUBTOTAL: WEST 11TH AVENUE \$ 1,333.00

MICHIGAN STREET (WEST 7TH AVENUE TO WEST 11TH AVENUE)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 225.00	\$ 225.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 275.00	\$ 275.00
3.	Soil Borings	Feet	100	\$ 13.95	\$ 1,395.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 750.00	\$ 750.00

SUBTOTAL: MICHIGAN STREET \$ 2,645.00

PARKING LOT IMPROVEMENTS (LOCATIONS TO BE DETERMINED)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 125.00	\$ 125.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 150.00	\$ 150.00
3.	Soil Borings	Feet	60	\$ 13.95	\$ 837.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 500.00	\$ 500.00

SUBTOTAL: PARKING LOT IMPROVEMENTS \$ 1,612.00

MISCELLANEOUS ADDITIONAL PROJECT(S)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Per Bore	20	\$ 50.00	\$ 1,000.00
2.	Mobilization/Daily Travel/Traffic Control	Per Bore	20	\$ 50.00	\$ 1,000.00
3.	Soil Borings	Feet	275	\$ 13.95	\$ 3,836.25
4.	Project Engineering and Reporting	Per Bore	20	\$ 150.0	\$ 3,000.00

SUBTOTAL: MISCELLANEOUS PROJECT(S) \$ 8,836.25

MISCELLANEOUS/UNDISTRIBUTED ITEMS

STEAM CLEANING OF

DRILLING EQUIPMENT (UNIT COST \$ 100.00) X 7 TIMES = \$ 700.00

ROCK CORING (UNIT COST \$ 100.00) X 100 FEET = \$ 10,000.00

SOIL BORINGS (UNIT COST \$ 13.95) X 100 FEET = \$ 1,395.00

BLIND DRILLING (UNIT COST \$ 10.00) X 100 FEET = \$ 1,000.00

ENVIRONMENTAL-ONLY

DRILLING (UNIT COST \$ 13.95) X 100 FEET = \$ 1,395.00

DRUMS FOR IMPACTED SOIL, INCLUDING RELOCATION TO CITY PROPERTY

(UNIT COST \$ 85.00) X 5 DRUMS = \$ 425.00

TOTAL PROPOSAL COST FOR 2025 STREETS \$ 57,515.00

2026 PROJECTS

OHIO STREET (WEST SOUTH PARK AVENUE TO WEST 17TH AVENUE)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 400.00	\$ 400.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 450.00	\$ 450.00
3.	Soil Borings	Feet	160	\$ 13.95	\$ 2,232.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 1,200.00	\$ 1,200.00
SUBTOTAL: OHIO STREET				\$ 4,282.00	

SCOTT AVENUE (ELMWOOD AVENUE TO JACKSON STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 500.00	\$ 500.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 550.00	\$ 550.00
3.	Soil Borings	Feet	200	\$ 13.95	\$ 2,790.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 1,500.00	\$ 1,500.00
SUBTOTAL: SCOTT AVENUE				\$ 5,340.00	

WEST 16TH AVENUE (OHIO STREET TO OREGON STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 600.00	\$ 600.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 650.00	\$ 650.00
3.	Soil Borings	Feet	240	\$ 13.95	\$ 3,348.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 1,800.00	\$ 1,800.00

SUBTOTAL: WEST 16TH AVENUE \$ 6,398.00

WOODLAND AVENUE (ELMWOOD AVENUE TO CHERRY STREET)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 225.00	\$ 225.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 275.00	\$ 275.00
3.	Soil Borings	Feet	100	\$ 13.95	\$ 1,395.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 750.00	\$ 750.00

SUBTOTAL: WOODLAND AVENUE \$ 2,645.00

CLAIRVILLE ROAD (WEST 9TH AVENUE TO 2,900' SOUTH OF WEST 9TH AVENUE)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 875.00	\$ 875.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 950.00	\$ 950.00
3.	Soil Borings	Feet	350	\$ 13.95	\$ 4,882.50
4.	Project Engineering and Reporting	Lump Sum	1	\$ 2,625.00	\$ 2,625.00

SUBTOTAL: CLAIRVILLE ROAD

\$ 9,332.50

JOSSLYN STREET (WITZEL AVENUE TO TAFT AVENUE)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 525.00	\$ 525.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 575.00	\$ 575.00
3.	Soil Borings	Feet	210	\$ 13.95	\$ 2,929.50
4.	Project Engineering and Reporting	Lump Sum	1	\$ 1,575.00	\$ 1,575.00

SUBTOTAL: JOSSLYN STREET

\$ 5,604.50

PARKING LOT IMPROVEMENTS (LOCATIONS TO BE DETERMINED)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Lump Sum	1	\$ 200.00	\$ 200.00
2.	Mobilization/Daily Travel/Traffic Control	Lump Sum	1	\$ 225.00	\$ 225.00
3.	Soil Borings	Feet	80	\$ 13.95	\$ 1,116.00
4.	Project Engineering and Reporting	Lump Sum	1	\$ 600.00	\$ 600.00

SUBTOTAL: PARKING LOT IMPROVEMENTS \$ 2,141.00

MISCELLANEOUS ADDITIONAL PROJECT(S)

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT</i>	<i>EST. QTY.</i>	<i>BID UNIT PRICE</i>	<i>PRICE BID TOTAL</i>
1.	Boring Layout	Per Bore	20	\$ 50.00	\$ 1,000.00
2.	Mobilization/Daily Travel/Traffic Control	Per Bore	20	\$ 50.00	\$ 1,000.00
3.	Soil Borings	Feet	275	\$ 13.95	\$ 3,836.25
4.	Project Engineering and Reporting	Per Bore	20	\$ 150.00	\$ 3,000.00

SUBTOTAL: MISCELLANEOUS PROJECT(S) \$ 8,836.25

MISCELLANEOUS/UNDISTRIBUTED ITEMS

STEAM CLEANING OF

DRILLING EQUIPMENT (UNIT COST \$ 100.00) X 7 TIMES = \$ 700.00

ROCK CORING (UNIT COST \$ 100.00) X 100 FEET = \$ 10,000.00

SOIL BORINGS (UNIT COST \$ 13.95) X 100 FEET = \$ 1,395.00

BLIND DRILLING (UNIT COST \$ 10.00) X 100 FEET = \$ 1,000.00

ENVIRONMENTAL-ONLY

DRILLING (UNIT COST \$ 13.95) X 100 FEET = \$ 1,395.00

DRUMS FOR IMPACTED SOIL, INCLUDING RELOCATION TO CITY PROPERTY

(UNIT COST \$ 85.00) X 5 DRUMS = \$ 425.00

TOTAL PROPOSAL COST FOR 2026 STREETS \$ 59,494.25

TOTAL PROPOSAL COST FOR 2025 AND 2026 STREETS \$ 117,009.25

PROFESSIONAL SERVICE INDUSTRIES, INC.
GEOTECHNICAL SERVICES STANDARD FEE SCHEDULE

ENGINEERING SERVICES

Engineering & Technical services for site reconnaissance, boring locations, field supervision, water level measurements & sampling, engineering evaluation, analysis & consultation.

Staff Engineer or Geologist	\$75.00 Per Hour	Sr. Engineering Technician	\$50.00 Per Hour
Project Engineer or Geologist	\$85.00 Per Hour	Engineering Technician	\$40.00 Per Hour
Principal Engineer or Geologist	\$100.00 Per Hour	Secretarial Services	\$25.00 Per Hour
Principal of Firm	\$110.00 Per Hour		

FIELD SERVICES

Mobilization of Drilling Equip.	\$3.00 Per Mile (\$500.00 Minimum)	Boring Layout	\$90.00 Per Hour
Support Vehicle	\$0.55 Per Mile (Min. \$85.00 Per Day)	Standby & Problem Access Time	\$150.00 Per Hour
All-terrain Drill Rig	\$750.00 Per Day	2-Man Crew Per Diem	\$200.00 Per Day

Soil Drilling with Split-spoon (ASTM D-1586) or Shelby Tube (ASTM D-1587) sampling at 5-foot intervals:

Depth Range	Unit Charges Per Foot, 3 1/4", 4 1/4" I.D. Auger		Unit Charges Per Foot 6 1/4" I.D. Auger		Extra SS or ST Samples
	Easy Drilling*	Hard Drilling**	Easy Drilling*	Hard Drilling**	
0 - 25 ft.	\$13.00	\$15.00	\$15.00	\$17.00	\$11.00
25 - 50	\$15.00	\$17.00	\$20.00	\$22.50	\$14.00
50 - 75	\$20.00	\$22.50	\$25.00	\$30.00	\$18.50
75 - 100	\$25.00	\$30.00	\$30.00	\$35.00	\$23.50

* N-count of 40 blows or less, or Qu or Qp less than 4 tsf

** N-count greater than 40 blows, or Qu or Qp greater than 4 tsf
Drilling with 12-1/4" I.D. Auger will be quoted upon request.

Auger Drilling without sampling	\$10.00 Per Foot	Shelby Tubes, 3" diameter	\$50.00 Each
Rock Coring with Diamond Bit	\$100.00 Per Foot	DOT 55-Gallon Drums - Soil Cuttings	\$85.00 Each
Rock Boring with 3" Roller Bit	\$45.00 Per Foot	Drilling mud, as needed	\$3.00 Per Foot
Rock Coring & Boring Set-up Charge	\$450.00 Per Hole	Pavement Cold-Patch at boreholes	\$25.00 Per Hole

LABORATORY TESTING

Visual Engineering Classification	\$5.00 Per Test	Unconfined compression tests,	
Hand Penetrometer Test	\$5.00 Per Test	remac	\$5.00 Per Test
Moisture Content Test	\$5.00 Per Test	without stress-strain curve	\$50.00 Per Test
Organic Content Test	\$35.00 Per Test	with stress-strain curve	\$75.00 Per Test
Density Determination with Moisture Content	\$30.00 Per Test	California Bearing Ratio (CBR)	\$450.00 Per Test
Atterberg Limits Determination	\$100.00 Per Test	Permeability, Rigid Wall	\$350.00 Per Test
Grain Size Analysis, Sieve	\$75.00 Per Test	Permeability, Flexible Wall	\$450.00 Per Test
Grain Size Analysis, Sieve & Hydrometer	\$125.00 Per Test	Shelby Tube sample preparation/remolding	\$50.00 Per Tube
Moisture Density Relationship			
Standard Method, ASTM D-698	\$150.00 Per Test		
Modified Method, ASTM D-1557	\$175.00 Per Test		

REMARKS

Charges for monitoring well installation, analytical testing services, and special equipment or sampling techniques not included herein, will be quoted upon request. Rental equipment & commercial transportation charges will be billed at cost plus 20%. A per diem charge of \$200.00/day per person will be billed as applicable. Invoices will be submitted monthly, with payment due within 30 days of invoice date. Interest will be added at a rate of 1½% per month of delinquency. Proposal estimates & verbal quotations will remain valid for 60 days, at which time they may be subject to change or withdrawal.



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)
10/03/2023

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 Northeast, 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 Professional Service Industries, Inc. 3009 Vandenbroek Road Kaukauna, WI 54130	INSURER A: QBE Insurance Corporation	NAIC # 39217
	INSURER B: Zurich American Insurance Company	16535
	INSURER C: American Zurich Insurance Company	40142
	INSURER D: QBE Specialty Insurance Company	11515
	INSURER E: AIG Specialty Insurance Company	26883
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** W30526844**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.

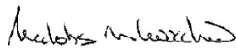
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		CGA 1407408	10/01/2023	10/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BAP 7296414-03	10/01/2023	10/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<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		CGU 1407408	10/01/2023	10/01/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A		WC 7296412-03 (AOS)	10/01/2023	10/01/2024	<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
B	Workers Compensation & Employers Liability Per Statute		WC 7296413-03 (MA/WI)	10/01/2023	10/01/2024	EL Each Accident \$1,000,000 EL Disease - EA Empl. \$1,000,000 EL Disease - Pol Lmt. \$1,000,000

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

See next page for additional information:

SEE ATTACHED

CERTIFICATE HOLDER**CANCELLATION**

City of Oshkosh Attn: City Clerk 215 Church Avenue PO Box 1130 Oshkosh, WI 54903-1130	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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ACORD 25 (2016/03)

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SR ID: 24761418

BATCH: 3153518

APPENDIX B

Statement of Qualifications



STATEMENT OF QUALIFICATIONS

GEOTECHNICAL ENGINEERING SERVICES

City of Oshkosh 2025 and 2026 Capital Improvement Projects

SUBMITTED TO:

City of Oshkosh

July 15, 2024



PSI Proposal No.: 0094-430043
July 15, 2024

Professional Service Industries, Inc.
3009 Vandebroek Road
Kaukauna, Wisconsin 54130
Phone: (920)-735-1200

Mr. Craig Ramthun
City of Oshkosh Department of Public Works
215 Church Avenue
P.O. Box 1130
Oshkosh, WI 54903-1130

Re: Statement of Qualifications
Geotechnical Engineering Services

Dear Mr. Ramthun,

Professional Service Industries, Inc. (PSI), an Intertek Company, is pleased to submit this Statement of Qualifications (SOQ) for your review. This information should provide you with a general overview of our company, and demonstrate that PSI has the equipment, experience and personnel resources to provide quality subsurface exploration and geotechnical engineering services for the City of Oshkosh 2025 and 2026 Capital Improvement Projects.

It is our aim to provide:

- Prudent and Reliable Engineering Recommendations
- Timely Submittal of Reports
- Consistent Report Format
- Ready Access to Project Engineers and Principals of the Firm
- Reasonable Fee Structure

PSI appreciates the opportunity to offer its services to your project and looks forward to being of service to you. Meanwhile, if you have any questions or require additional information, please contact our office at (920) 735-1200.

Sincerely yours,

PROFESSIONAL SERVICE INDUSTRIES, INC.

A handwritten signature in cursive script, reading "Patrick Bray".

Patrick Bray, E.I.T.
Branch Manager

A handwritten signature in cursive script, reading "James M. Becco".

James M. Becco, P.E.
Vice President



TABLE OF CONTENTS

EXECUTIVE SUMMARY

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IN-HOUSE DRILLING CAPABILITIES

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- State/County/City Roadway Projects
- Subgrade Stabilization Projects
- Renewable and Alternate Energy Projects

RESUMES OF KEY PERSONNEL

EXECUTIVE SUMMARY

PSI has been working in Wisconsin since the 1940's. Since that time, we have been providing geotechnical, construction testing, environmental consulting and asbestos services for local municipalities, the State of Wisconsin and a wide range of public and private sector clients.

PSI maintains full-service environmental consulting, engineering, laboratory, inspection, and testing offices throughout Wisconsin. These offices are very large and well equipped with the necessary resources and workspace to manage any project under this contract. Further illustrating our depth of operations, PSI recently merged with Intertek, a global provider of quality solutions. With a network of more than 1,000 laboratories and offices in more than 100 countries, Intertek provides auditing, inspection, testing, training, quality assurance and certification by improving the quality and safety of products, assets and processes.



PSI's qualified and experienced professionals include experts in geotechnical engineering, construction testing, environmental engineering, environmental sciences, industrial hygiene, geology, hydrogeology and related disciplines. These professionals make it possible for us to manage projects effectively in all areas of the state and country. Few companies can mobilize as rapidly as PSI, while still maintaining existing work efforts.

PSI is well-poised geographically to efficiently provide the subsurface exploration and geotechnical engineering services for the City of Oshkosh from this network of Branch offices. PSI has the necessary experience, personnel, and equipment resources to complete assignments in a professional manner on a timely basis, at a reasonable cost.

PERSONNEL STAFFING

PSI's collective Wisconsin staff numbers approximately 75 personnel during peak season, including 17 professional engineers, EITs, and professional geologists, and approximately 60 technical personnel and support staff. Each of our Branch offices is supervised by a Registered Professional Engineer, responsible for over-seeing the day-to-day technical and administrative affairs of the Branch office. All engineering reports generated by the Branch offices are reviewed by one of the three senior engineers in our firm.

James M. Becco, P.E., Vice President
Nicole Carlson, P.E., Department Manager
Daniel B. Anderson, P.E., Department Manager

This type of vested interest is one of the key factors affecting our un-matched commitment to client satisfaction. The resumes of these engineers, as well as a selection of key personnel are included in a later section.

The company's "Senior Author System," enables PSI to best match our pool of talent to the needs of every project and provides a degree of consistency in the technical quality of reports. The local presence of qualified professionals throughout the State, coupled with the close scrutiny and assistance given by the seasoned senior staff, together serve to ensure that our clients receive prudent and reliable engineering recommendations, maintaining a keen familiarity with local conditions and typical construction practices. Our senior engineers are readily available to meet with clients to discuss the particulars of any project, adding a personal element to the consulting process.

A distribution of professional personnel by Branch location is shown below.

Waukesha, Wisconsin

Jim Becco, P.E.

Dan Anderson, P.E.

Nicole Carlson, P.E.

Larry Raether, P.E.

Pat Patterson, P.E., P.G.

Mike Rehfeldt, Geologist

Chippewa Falls, Wisconsin

Jeff Manninen, E.I.T.

Evan Weber, Geologist

Angey Rafferty, Geologist

Kaukauna, Wisconsin

Patrick Bray, E.I.T.

Marisa Leidig, G.I.T.

Andrew Olson, Geologist

Cameron Greene, Project Manager

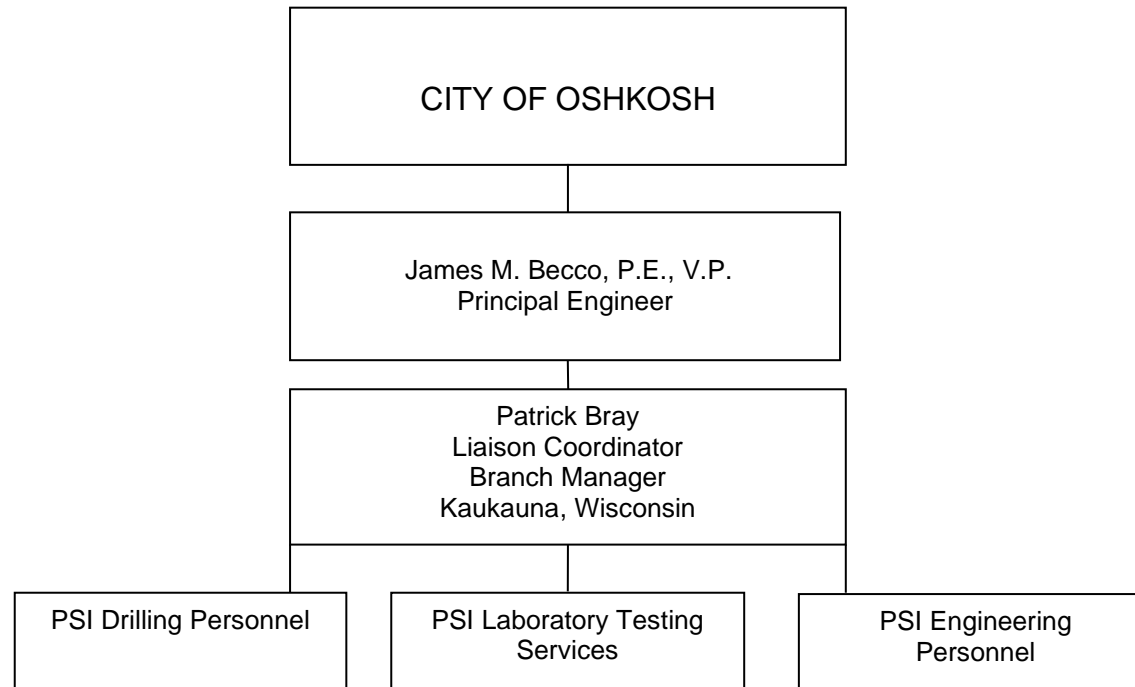
Ripon, Wisconsin

Jeff Fischer, Geologist

David Egerton, Geologist

The organizational chart on the following page depicts the staffing arrangements proposed by PSI for the City of Oshkosh 2025 and 2026 Capital Improvement Projects.

ORGANIZATIONAL CHART FOR PROJECT ADMINISTRATION AND IMPLEMENTATION FOR CITY OF OSHKOSH PROJECTS



Patrick Bray and James Becco will serve as the liaisons between the City of Oshkosh and the PSI field, laboratory and engineering personnel, for project set-up and assignments of work. Mr. Bray will oversee the field and laboratory activities, geotechnical report preparation, and have direct contact with the City of Oshkosh Project Managers for project implementation.

PROJECT STAFFING

The Kaukauna Branch office will coordinate and perform the requested workscope for the City of Oshkosh projects. The Kaukauna Branch office is managed by Mr. Patrick Bray under direct supervision of Mr. James Becco, a registered professional engineer with 38 years of experience in geotechnical and construction materials testing. Mr. Bray will be the engineer directly overseeing the day-to-day technical services performed for the City of Oshkosh and along with the corporate staff, will be readily available for client meetings. Resumes of some of the key personnel to be used on this project are included herein. Equipment and technical staff from the Kaukauna Branch, Ripon and Waukesha branch offices will be utilized as necessary to meet your project specific needs.

LABORATORY TESTING CAPABILITIES

PSI branch offices are fully equipped and capable of performing most soil, concrete, and asphalt materials testing procedures. Our laboratory testing is conducted in accordance with ASTM, AASHTO, and WDOT test procedures. The Waukesha lab maintains US Army Corp of Engineers and WDOT accreditations.

PSI is capable of providing physical property soil testing including such test procedures as grainsize analysis, Atterberg Limits, modified and standard proctors, CBR, unconfined compressive strength tests and permeability testing. In addition, concrete, mortar and grout compressive strength testing, concrete mix design, and asphalt testing. Lime, Cement and Flyash soil stabilization mixture analysis can also be performed in our materials lab.

SUMMARY OF LABORATORY TESTING SERVICES

AGGREGATE

Sieve Analysis	ASTM C136
Material Finer than No. 200	C117
Unit Weight	C29
Specific Gravity/Absorption	C127/128
Soundness	C88
Abrasion	C131/535
Organic Impurities	C40
Clay Lumps, Friable Particles	C142
Lightweight Pieces	C123
Aggregate Quality Analysis	C33

ASPHALT

Bulk Specific Gravity/Density	D2726
Percent Air Voids	D3203
Maximum Theor. Specific Gravity	D2041
Extraction/Gradation	D2172
Marshall Stability/Flow	D1559
Marshall Mix Design	
Bituminous Paving Mix Analysis	
Bituminous Pavement Core Ana.	
Bituminous Aggregate Testing	

CONCRETE

Compressive Strength	C39
Flexural Strength	C78
Splitting Tensile Strength	C496
Concrete Mix Strength Verification	ACI214
Concrete Mix Strength	ACI214
Concrete Aggregate Testing	C33

CONCRETE CORES

Compressive Strength	C42
Unit Weight	C642
Chloride Ion Content	FHA
Air Content Analysis	C457
Petrographic Analysis	C856

CONCRETE MASONRY UNITS

CMU Compressive Strength	C140
CMU Unit Weight/Absorption	C140
Masonry Prism Strength	E447
Hollow Unit Quality Analysis	C90
Solid Unit Quality Analysis	C145

MORTAR

Mortar Compressive Strength	ASTM C109
Mortar Tensile Strength	C190
Mortar Air Content	C185
Mortar Water Retention	C91
Mortar Mix Property Analysis	C270
Mortar Aggregate Testing	C144

GROUT

Grout Compressive Strength	C1019
Grout Mix Property Analysis	C476
Grout Aggregate Testing	C404

SOILS

Water Content	D2216
Organic Content	D2974
Specific Gravity	D854
Dry Density	D2937
Amount Finer than No. 200	D1140
Grainsize Analysis	D422
Atterberg Limit	D4318
Shrinkage Limit	D427
Moisture-Density Relationship	D698/D1557
California Bearing Ratio	D1883
Unconfined Compressive Strength	D2166
Permeability (Constant Head)	D2430
Permeability (Falling Head)	D5084
Consolidation	D2435/D4186

SOIL/LIME AND SOIL FLYASH MIXTURE

Moisture Density	D558
Compressive Strength	D1633
Bearing Ratio	D3668
Mix Analysis	

SPRAYED FIREPROOFING

Thickness/Density	E605
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IN-HOUSE DRILLING CAPABILITY

PSI provides field drilling services from each of our branch office locations for a wide variety of projects. This includes soil borings for conventional geotechnical or environmental sampling and monitoring well installation, by hollow stem auger or rotary drilling techniques. We also perform Pressure-meter testing in house, with our own experienced personnel, utilizing a Menard Type G-Am device.

Our drilling crew chiefs have a wide range of experience in a variety of drilling techniques, in various parts of the country. Drilling personnel are typically assigned to projects on the basis of related experience in recognition of specific project tasks. During the initial project planning stage, the project specific needs and activities are reviewed by a senior/project engineer, with the intent of developing the most efficient approach to completing the field activities.

The field work is performed by the crew and equipment deemed to be best-suited for that job. PSI is currently operating 7 drill rigs/crews in Wisconsin, including 4 track mounted all-terrain (ATV) units used for sites with difficult access conditions. We function effectively as a company in providing interoffice support and cooperation, able to mobilize the equipment necessary to meet project timing objectives.

SUMMARY OF SUBSURFACE EXPLORATION EQUIPMENT

2018 DIEDRICH D-50 All-Terrain Rig

4-cylinder Turbo-Diesel rig, with 3-L6 Moyno pump, mounted on a radio controlled, rubber tracked carrier. Utilized for shallow to moderate depth hollow stem and rotary drilling applications, with auger up to 9 1/4" I.D. Low ground pressure (<3.5 psi) and high level of maneuverability make this rig suited for your most challenging site.

2007 DIEDRICH D-50 Truck Mounted Rig

4-cylinder Turbo-Diesel rig, with 3-L6 Moyno pump and 250-gallon water tank, mounted on 2007 Freightliner truck. Utilized for shallow to moderate depth hollow stem and rotary drilling applications, with auger up to 9 1/4" I.D.

2016 DIEDRICH D-50 All-Terrain Rig

2016 DIEDRICH D-50 Truck Mounted Rig

2007 DIEDRICH D-50 All-Terrain Rig

2001 DIEDRICH D-50 All-Terrain Rig

AUGER AND SPECIAL TOOLING

- 3 1/4", 4 1/4", 9 1/4" and 12 1/4" I.D. Hollow stem auger
- CME 5 ft. Continuous Sampler
- NX Core barrels, Tri-cone roller bits, 2 to 6 inch dia.
- Hydropunch II Groundwater and Hydrocarbon Sampling Tool
- Vane Shear Test with Calibrated Torque Head
- 3" Piston Sampler Assembly
- In-situ Soil Resistivity Meter

Pressure-meter

- Menard Type G-AM

Municipal Water/Wastewater Projects

Project Experience

Professional Service Industries, Inc. (PSI) has provided professional consulting services including subsurface exploration, field and laboratory testing, and engineering analysis for numerous municipal water and wastewater projects. Listed below are a few of the projects PSI has had the privilege of working on in Wisconsin.

James Road Detention Pond-Oshkosh	Sanitary Sewer Reconstruction-Wind Lake
City of Oshkosh Improvement Projects 2012 to 2019, 2021, 2023, 2024	Water Main Extension-Pewaukee
City of Oshkosh Aviation Park	Water Main-Crivitz
Water Transmission Main-Suamico	Sewer Extension-Bonduel
Water Main-Two Rivers	Sewer Extension-Black River
Sanitary Sewer/WWTP-Suamico	Sewer Extension-West Bend
Kiwanis Park Sewer Relay-Sheboygan	Sanitary Sewer Relocation-Green Bay
Wastewater Treatment Plant Expansion- Waupaca	Sanitary Sewer Interceptor-Manitowoc
Session Street Sewer Expansion- Waupaca	Sewage Force Main-Manitowoc
Water Main and Sanitary Sewer-Darlington	Sanitary Sewer and Sewage Force Mains- Mishicot
Sanitary Sewer, Water and Stormwater Pipelines-Oconto Falls	Storm Sewer-Manitowoc
Sanitary Sewer Interceptor and Lift Station-Belleville	Sanitary Sewer Relay-Juneau
Sanitary Sewer-Algoma	Water Main Extension-Madison
Pump Station and Utility Lines-Waterford	Water Main Extension-Sussex
	Water Main Replacement-Waukesha
	Transmission Main-Fond du Lac

State/County/City Roadway Projects

Project Experience

Professional Service Industries, Inc. (PSI) has provided professional consulting services, including subsurface exploration, field and laboratory testing, and engineering analysis for numerous new pavement and existing roadway reconstruction projects. PSI has also provided construction quality control testing on many of the projects listed. The following is a list of roadway projects PSI has had the privilege to work on.

2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2021, 2023, 2024 City of Oshkosh CIP Projects Oshkosh, Wisconsin STH 145 Road Reconstruction Richfield, Wisconsin	CTH U Roadway Reconstruction Outagamie, County
STH 164 Reconstruction (I-43 to STH 59) Wisconsin	CTH CB and Oakridge Road Intersections Winnebago, County
CTH JJ Roadway Reconstruction Outagamie, County	CTH N Outagamie County, Wisconsin
County Highway X Waupaca County, Wisconsin	Libal Street Village of Allouez, Wisconsin
County Highway VV Menominee County, Wisconsin	Holland Road/Kelbe Drive Village of Little Chute, Wisconsin
Lake Street Town of Menasha, Wisconsin	County Highway OK Sheboygan County, Wisconsin
Manitowoc Road Reconstruction Menasha, Wisconsin	Tayco Street City of Menasha, Wisconsin
US Highway 14 Reconstruction La Crosse, Wisconsin	Highways 42/57 Frontage Road Sturgeon Bay, Wisconsin
County Highway VV Reconstruction Fond du Lac, Wisconsin	Foote Street Reconstruction Seymour, Wisconsin
	Helena, Allard, and Erie St. Reconstruction De Pere, Wisconsin

Subgrade Stabilization Projects

Project Experience

Professional Service Industries, Inc. (PSI) has provided professional consulting services, including subsurface exploration, field and laboratory testing, and engineering analysis for numerous pavement and building slab subgrade stabilization projects. PSI has also provided field quality control testing on many of the projects listed. The following is a list of subgrade stabilization projects PSI has had the privilege to work on.

STH 32 Road Reconstruction
City of Ripon, Wisconsin

I94/STH 20 Interchange
Racine County, Wisconsin

Hall Street Reconstruction
City of Ripon, Wisconsin

Elm Road Generating Station
Oak Creek, Wisconsin

Pleasant Prairie Power Plant
Pleasant Prairie, Wisconsin

Long Lake Estates Subdivision
Wind Lake, Wisconsin

Generac Building Pad
Whitewater, Wisconsin

Rockwood Parking Lot
East Troy, Wisconsin

TRI700E Road Reconstruction
Iroquois County, Illinois

Meredith Road Reconstruction
Kane County, Illinois
LaFarge North America

Harley Davidson Parts Plant
Franklin, Wisconsin
City of Franklin

Building 10501 Lakeview Park
Pleasant Prairie, Wisconsin

Home Depot
Grafton, Wisconsin

Marathon Truck Stop
Franklin, Wisconsin

Year started with PSI: 1992

Years experience with other firms: 22

Education

- Bachelor of Science in Civil Engineering; Michigan Technological University, Houghton, MI; 1986

Certifications/Registrations/Technical Training

- Registered Professional Engineer – Wisconsin, Illinois, Iowa and Minnesota
- Wisconsin Department of Natural Resources Registered PECFA Consultant
- Previously DILHR Certified Tank Assessor and Remover/Cleaner
- Environmental:
 - “Phase I Environmental Site Assessment Seminar”
 - “Environmental Site Assessments”
 - “Asbestos Building Inspectors and Supervisors Course”
 - “Phase II Environmental Site Assessments”
 - 40-Hour - 29 CFR 1910 Training Course
 - 8-Hour Supervisory Training - CFR 1910 Course
 - “Petroleum Hydrocarbon & Organic Chemicals in Groundwater: Prevention, Detection and Restoration”
 - “Mold Seminar”
 - “Renewable Sources of Energy – Wind Power”
 - “Constructed Wetlands – Basic Concepts”
 - “Wetland Delineation I – The Basics”
- Geotechnical and Materials:
 - “Fundamentals of Shallow Foundation Design”
 - “Deep Foundation Exploration and Design”
 - “Retaining Wall Design- I”
 - “Retaining Wall Design- II”
 - “Ethical Decision Making for Engineers”
 - “Riprap Design”
 - “Excavation Safety and Shoring”
 - “Storm water Management – An Introduction”
 - “Advanced Storm water Treatment – Design”
 - “Slope Stability”
 - “Design of Sheet Pile Walls”
 - “Geotechnical Properties of Marine Calcareous Soils”
 - “Drilling and Sampling of Soil and Rock”
 - “Ethical Decision Making for Engineers”

Professional Experience

Mr. Becco is the Vice President of PSI’s operations throughout Wisconsin, including offices in Waukesha, Ripon, Green Bay, Menasha, and Chippewa Falls. In this role, Mr. Becco provides overall daily management, technical oversight, and direct supervision to the Branch and District Managers, as well as to their local environmental, geotechnical, and construction services departments. With more than 29 years of experience in Geotechnical Engineering and Environmental Consulting, Mr. Becco has extensive

knowledge of subsurface conditions and the regulatory framework throughout Wisconsin. He has been involved with numerous projects of varying complexity, including stream and groundwater monitoring, petroleum assessments, solvent (dry cleaner) investigations, and a multitude of geotechnical engineering studies. As a principal client contact, project manager and senior consultant on a wide range of projects, Mr. Becco is also involved in proposal and report preparation, project planning and administration, as well as the coordination and supervision of field staff.

Mr. Becco joined PSI in 1986 and worked throughout Wisconsin, Florida and Michigan where he was responsible for overall management, technical and administrative duties of geotechnical and environmental departments, and report preparation, review and technical consultation. He joined Midwest Engineering Services (MES) in January of 1992 as the Department Manager for Environmental Services in the Waukesha, Wisconsin office. He was promoted to the position of Branch Manager in August of 1995, and then to Region Manager overseeing all of MES' five Wisconsin offices in July of 2000. Mr. Becco was responsible for the oversight and direct supervision of each of the branch managers. Mr. Becco also acted as a senior geotechnical and environmental consultant, and a principal engineer for each of the branches. Mr. Becco re-joined PSI in 2014 when MES was acquired by PSI.

Representative Environmental Consulting Project Experience

- Project Manager - More than 300 Circle K and 7-Eleven C-store and service station upgrades across the State of Florida. Developed and performed or managed environmental assessments, leaking underground storage tank investigations and station upgrade projects.
- Project Manager - More than 100 Speedway and Marathon C-store and service station upgrades across the State of Wisconsin, and into northern Illinois. Developed and performed or managed environmental assessments, leaking underground storage tank investigations, and underground storage tank removals.
- Project Manager - Evaluation of heavy metals (including chromium and silver), volatile organic compounds, and sulfide/chloride contamination within soil and groundwater at the Photo-Cut facility in Waukesha, Wisconsin. Developed and performed the environmental assessment, including field work, data evaluation, statistical data analysis, and preparation of regulatory closure reports.
- Project Manager - Evaluation of contaminants, and of storm water control at the Valley Sand and Gravel quarry in New Berlin, Wisconsin. Developed and managed the environmental assessment.
- Project Manager overseeing the performance of Phase I and Phase II Environmental Assessments at numerous Walmart, Lowes, Menards, and Meijer Retail Stores across the State of Wisconsin

Representative Power Transmission Project Experience

- Lead Engineer/Project Manager – Geotechnical Evaluation, 200+ Transmission Line and Substation Projects (Electrical Consultants, Inc. and American Transmission Company), State of Wisconsin

- Lead Engineer/Project Manager – Geotechnical Evaluation, Border to Apple River Substation T-Line Project (Dairyland Power Cooperative), Polk County, Wisconsin
- Lead Engineer/Project Manager – Geotechnical Evaluation, 15+ Substation Projects (WE Energies), State of Wisconsin
- Lead Engineer/Project Manager – Geotechnical Evaluation, 15+ Substation Projects (Xcel Energy), Northwestern Wisconsin
- Lead Engineer/Project Manager – Geotechnical Evaluation, Forward Wind Project (Invenergy, LLC), Fond du Lac County, Wisconsin
- Lead Engineer/Project Manager – Geotechnical Evaluation, Glacier Hills Wind Project (WE Power, LLC), Columbia County, Wisconsin
- Lead Engineer – Preliminary Geotechnical Evaluation, Lancaster Wind Project (Navitas Energy), Stephenson County, Illinois

**Summary of Qualifications
Professional Service Industries, Inc.**

**Patrick J. Bray
Branch Manager
Kaukauna, Wisconsin Office**

Education and Special Training

Bachelor of Science; University of Wisconsin - Madison,
Civil Engineering, 2012

Professional Registration/Certification

Engineer-In-Training – State of Wisconsin

Continuing Education and Short Courses

Construction Materials Testing:

American Concrete Institute Field Testing Technician - Grade 1

Nuclear Density Gauge Operation Training – Engelhardt and Associates, Inc.

Experience and Background

Professional Service Industries, Inc. Kaukauna, Wisconsin, April 1, 2014 to present. Mr. Bray was promoted to Branch Manager of the Kaukauna office in 2014. His responsibilities include overseeing the daily operations of the geotechnical, environmental and construction testing departments; preparation and review of reports; management of field and laboratory personnel; coordination of daily schedules; and administrative and marketing responsibilities.

Midwest Engineering Services, Inc. Green Bay, WI, June 2012 to March 2014: Mr. Bray joined MES in June of 2012 upon graduation. As Project Manager in the Green Bay office, Mr. Bray was responsible for the daily management and technical oversight of the Construction Services Department. In addition, he also assisted in the Geotechnical Department by preparing reports and performing drill scheduling. Prior to joining MES, Mr. Bray gained 8 months of experience through a co-op with a consulting engineering firm based in Madison. His responsibilities included laboratory testing, concrete testing, and foundation subgrade evaluations.

**Summary of Qualifications
Professional Service Industries, Inc.**

**Marisa Leidig
Staff Geologist
Kaukauna, Wisconsin Office**

Education and Special Training

Bachelor of Science; University of Wisconsin - Madison,
Geology and Geophysics, 2020

Professional Registration/Certification

Geologist-In-Training – State of Wisconsin

Continuing Education and Short Courses

Experience and Background

Professional Service Industries, Inc.

Kaukauna, Wisconsin, April 18, 2022 to present.

Ms. Leidig was hired by PSI as a Staff Geologist in April of 2022. Her responsibilities include laboratory testing, concrete testing, foundation subgrade evaluations, classifying soil samples, and preparing geotechnical reports.

**Summary of Qualifications
Professional Service Industries, Inc.**

**Andrew Olson
Staff Geologist
Kaukauna, Wisconsin Office**

Education and Special Training

Bachelor of Science; University of Wisconsin, Madison, WI
Geology and Geophysics, 2008

Professional Registration/Certification

Continuing Education and Short Courses

American Concrete Institute Field Testing Technician – Grade 1
Nuclear Density Gauge Operation Training – Professional Services Industries, Inc.

Experience and Background

Professional Service Industries, Inc.

Kaukauna, Wisconsin, January 23, 2023, to present.

Mr. Olson was hired by PSI as a Staff Geologist in January of 2023. His responsibilities include laboratory testing, concrete testing, foundation subgrade evaluations, classifying soil samples, and preparing geotechnical reports.

International Directional Services

March 2021 to January 2023.

As a Geophysics Superintendent, Mr. Olson managed a team of 6 to 8 technicians. His responsibilities included scheduling overseeing the daily operations; management of field personnel; coordination of daily schedules; preparation of structural and geotechnical information into deliverables for clients.

Southwest Exploration Services, LLC

March 2015 to March 2021.

As a Logging Engineer, Mr. Olson collected, analyzed and reported data utilizing specialized geophysical probes and computer software.

Excelsior Mining Corporation

September 2014 to February 2015.

As a Project Geologist, Mr. Olson oversaw two diamond drill rigs and one RC rig and coordinated subcontractors.

**Summary of Qualifications
Professional Service Industries, Inc.**

**Cameron Greene
Project Manager
Kaukauna, Wisconsin Office**

Education and Special Training

Bachelor of Science; University of Wisconsin – Green Bay
Geosciences, 2022

Professional Registration/Certification

Continuing Education and Short Courses

Experience and Background

Professional Service Industries, Inc.

Kaukauna, Wisconsin, April 10, 2023, to present.

Mr. Greene was hired by PSI as a Project Manager in April of 2023. His responsibilities include laboratory testing, concrete testing, foundation subgrade evaluations, classifying soil samples, and preparing geotechnical reports.

**Summary of Qualifications
Professional Service Industries, Inc.**

**Kurt Deprey
Drill Rig Operator/Engineering Technician
Kaukauna, Wisconsin Office**

Education and Special Training

Associate's Degree; Northeast Wisconsin Technical College (NWTC),
Engineering Technician

Continuing Education and Short Courses

American Concrete Institute Certification - Grade 1
Nuclear Density Gauge Operation Training – NWTC
WisDOT Portland Cement Concrete Technician (PCCTEC-I/IA)
Hazmat Radiation Safety Training – March 2015

Experience and Background

Professional Service Industries, Inc.; Kaukauna, Wisconsin; April 2014 to Present

Mr. Deprey's responsibilities include operating drill rigs for geotechnical and environmental drilling projects, including drilling of landfills and hazardous waste sites. He is experienced in solid and hollow stem boring, mud rotary soil drilling, soil sampling by split-spoon and direct push methods, rock coring, air or mud rotary rock boring, grouting of bore holes, deep hollow stem auguring, and monitoring well installation to depths of 150 feet. Additional responsibilities include supervision of drilling activities, monitoring well development and abandonment, boring layout, checking utility locates, and maintenance of field equipment involving engine, hydraulic and electronic systems

Midwest Engineering Services, Inc.; Green Bay, Wisconsin; 2011 to March 2014

Mr. Deprey's responsibilities included sampling and testing of concrete, soils, and asphalt. He has also performed laboratory testing of aggregate, concrete, mortar, grout, and soils. In 2014, Mr. Deprey was promoted to Lead Driller. He is responsible for geotechnical drilling, expenses of crew, maintaining logs, records, and filing reports. Mr. Deprey also maintains the repairs to the drill rig, maintains maintenance records, vehicle inspections, and does preventative maintenance.



TO: Honorable Mayor and Members of the Common Council
FROM: Justin Gierach, Engineering Division Manager/City Engineer
DATE: July 23, 2024
SUBJECT: Res 24-421 Approve CIP Amendment and Award Bid for Public Works Contract No. 24-11 to Vinton Construction Company for Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (\$950,664)

BACKGROUND

The purpose of this Project is to repair and upgrade existing sanitary sewer manholes to reduce the amount of inflow and infiltration entering the sanitary sewer system. Engineering staff have previously inspected sanitary manholes to identify any defects. This Contract will perform necessary repairs to approximately 125 of the approximately 5,800 public sanitary sewer manholes. This work will begin in the fall of 2024 and be completed by the spring of 2025. Upon completion of this Project, approximately 2,125 manholes will have been rehabilitated since 2010.

ANALYSIS

Engineering staff reviewed the three (3) bids that were received. The low bid was received from Vinton Construction Company of Two Rivers, Wisconsin. The total bid is \$950,664.

FISCAL IMPACT

Funding for the Sanitary Sewer portion and a portion of the Storm Sewer portion of this Project is available in the Capital Improvement Program (CIP) (Account No. 03210410-6802-04011/Contract Control-Sanitary Sewer-Annual -- I & I Sanitary Swr Rehab and 03210410-6804-04011/Contract Control-Storm Sewer-Annual - I & I Sanitary Swr Rehab). This Contract only uses a portion of the allocated funds in the Sanitary Sewer section of the CIP. Other projects are also funded from this source, including sanitary sewer lining and emergency sanitary sewer repairs. Additional funding for the Storm Sewer portion of this Project is available from other CIP Projects which have come in under budget:

- \$50,237.38 will be transferred from Account No. 03210410-6804-04205 (Contract Control-Storm Sewer-22-05 E Lincoln & Rosalia St Recons) to Account No. 03210410-6804-04011 (Contract Control-Storm Sewer-Annual -- I & I Sanitary Swr Rehab).

Following is a summary of the available funds (after the transfers) and the estimated total construction cost, including ancillary costs such as engineering fees, landfill tipping fees, construction materials testing fees, and other construction-related expenses. Special Assessments will be levied to adjoining property owners per the City's Special Assessment Policy.

CIP Section	CIP Funds Budgeted/Transferred	Estimated Total Construction Cost
Storm Sewer	\$61,700	\$51,848
Sanitary Sewer	\$1,047,549	\$1,047,549
Totals	\$1,109,249	\$1,099,398

RECOMMENDATION

I recommend award to the low bidder, Vinton Construction Company, in the amount of \$950,664 and the transfer of CIP funds.

Attachments

Res 24-421
24-11 bid tab

07/23/2024

24-421

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE CIP AMENDMENT AND AWARD BID FOR PUBLIC WORKS CONTRACT 24-11 TO VINTON CONSTRUCTION COMPANY FOR SANITARY MANHOLE REHABILITATION / INFLOW/INFILTRATION REDUCTION PROGRAM (\$950,664.00)

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, the City of Oshkosh has heretofore advertised for bids to repair and upgrade existing sanitary sewer manholes to reduce the amount of inflow and infiltration entering the sanitary sewer system in the City of Oshkosh; and

WHEREAS, upon the opening and tabulation of bids, it appears that the following is the most advantageous bid:

VINTON CONSTRUCTION COMPANY
1322 33rd Street
Two Rivers, WI 54241

Total Bid: \$950,664.00

WHEREAS, the Common Council has adopted the 2024 Capital Improvement Program and Budget, which is on file in the Office of the City Clerk and available for public inspection; and

WHEREAS, it is necessary to amend the 2024 Capital Improvement Program Budget to add additional funding for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the 2024 Capital Improvements Budget, on file in the City Clerk's Office, is hereby amended as follows:

Transfer \$50,237.38 from Account No. 03210410-6804-04205 (Contract Control-Storm Sewer-22-05 E Lincoln & Rosalia St Recons) to Account No. 03210410-6804-04011 (Contract Control-Storm Sewer-Annual – I & I Sanitary Swr Rehab).

BE IT FURTHER RESOLVED that the said bid is hereby accepted and the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same, all according to plans, specifications, and bid on file. Money for this purpose is hereby appropriated from:

Acct. Nos.

03210410-6802-04011 Contract Control-Sanitary Sewer-Annual – I & I Sanitary Swr Rehab

03210410-6804-04011 Contract Control-Storm Sewer-Annual – I & I Sanitary Swr Rehab

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 07/15/2024 11:00 AM CDT								
					Vinton Construction Company		Carl Bowers & Sons Const. Co., Inc.	
					1322 33rd Street			
					Two Rivers, WI 54241			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
Section 1						\$950,664.00		\$1,078,015.00
	1050	Mobilization; complete as specified	Lump Sum	1.00	\$99,000.00	\$99,000.00	\$140,000.00	\$140,000.00
	1120	Removing concrete and asphalt sidewalk and driveway; complete as specified	Square Feet	250.00	\$5.00	\$1,250.00	\$10.00	\$2,500.00
	1308	7" concrete pavement removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	550.00	\$171.78	\$94,479.00	\$160.00	\$88,000.00
	1309	7" concrete pavement HES removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	50.00	\$174.78	\$8,739.00	\$165.00	\$8,250.00
	1318	8" concrete pavement removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	50.00	\$174.41	\$8,720.50	\$170.00	\$8,500.00

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 07/15/2024 11:00 AM CDT								
					Vinton Construction Company		Carl Bowers & Sons Const. Co., Inc.	
					1322 33rd Street			
					Two Rivers, WI 54241			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	1319	8" concrete pavement HES removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	800.00	\$177.41	\$141,928.00	\$175.00	\$140,000.00
	1370	Turf restoration; complete as specified	Square Yards	70.00	\$35.00	\$2,450.00	\$15.00	\$1,050.00
	1373	Replace and set CITY-supplied manhole castings and frames; complete as specified	Each	105.00	\$175.00	\$18,375.00	\$750.00	\$78,750.00
	1374	Furnish and install concrete adjustment rings; complete as specified	Vertical Feet	50.00	\$550.00	\$27,500.00	\$750.00	\$37,500.00
	1375	Furnish and install rubber adjustment rings; complete as specified	Vertical Feet	6.00	\$1,400.00	\$8,400.00	\$1,000.00	\$6,000.00
	1376	Tuck point manholes; complete as specified	Each	10.00	\$300.00	\$3,000.00	\$500.00	\$5,000.00
	1380	Cold weather covering (concrete pavement) - single visquine; complete as specified	Square Yards	700.00	\$0.01	\$7.00	\$1.00	\$700.00
	1382	Cold weather covering (concrete pavement) - double visquine; complete as specified	Square Yards	50.00	\$0.01	\$0.50	\$1.00	\$50.00
	1390	Up-charge for late season cold weather concrete pavement; complete as specified	Cubic Yards	250.00	\$0.01	\$2.50	\$20.00	\$5,000.00
	1500	4" concrete sidewalk with 3" CABG and grading; complete as specified	Square Feet	150.00	\$15.00	\$2,250.00	\$14.00	\$2,100.00

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 07/15/2024 11:00 AM CDT								
					Vinton Construction Company		Carl Bowers & Sons Const. Co., Inc.	
					1322 33rd Street			
					Two Rivers, WI 54241			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	1510	6" concrete sidewalk/ driveway/ramp with 3" CABC and grading; complete as specified	Square Feet	100.00	\$20.00	\$2,000.00	\$15.00	\$1,500.00
	1560	Drilled No. 4 sidewalk tie bars - deformed; epoxy- coated; complete as specified	Each	4.00	\$8.00	\$32.00	\$15.00	\$60.00
	1904	Remove and replace HMA pavement; including sawing; fine grading; turf restoration; and traffic control; complete as specified	Square Yards	400.00	\$145.00	\$58,000.00	\$190.00	\$76,000.00
	1918	Asphaltic cold weather paving up-charge; complete as specified	Square Yards	150.00	\$0.01	\$1.50	\$45.00	\$6,750.00
	1930	Temporary cold mix asphaltic patch; complete as specified	Square Yards	500.00	\$0.01	\$5.00	\$0.01	\$5.00
	2001	Furnish and install 8" storm sewer; complete as specified	Linear Feet	10.00	\$122.00	\$1,220.00	\$140.00	\$1,400.00
	2002	Furnish and install 10" storm sewer; complete as specified	Linear Feet	5.00	\$129.00	\$645.00	\$150.00	\$750.00
	2003	Furnish and install 12" storm sewer; complete as specified	Linear Feet	15.00	\$139.00	\$2,085.00	\$165.00	\$2,475.00
	2006	Furnish and install 15" storm sewer; complete as specified	Linear Feet	5.00	\$154.00	\$770.00	\$180.00	\$900.00
	2213	Furnish and install standard storm sewer inlet manhole (4' diameter); complete as specified	Vertical Feet	4.00	\$1,480.00	\$5,920.00	\$1,800.00	\$7,200.00
	2236	Furnish and install Type 1 inlet; complete as specified	Each	2.00	\$4,087.00	\$8,174.00	\$4,000.00	\$8,000.00

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 07/15/2024 11:00 AM CDT								
					Vinton Construction Company		Carl Bowers & Sons Const. Co., Inc.	
					1322 33rd Street			
					Two Rivers, WI 54241			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	2400	Furnish and install 6" storm sewer lateral; complete as specified	Linear Feet	5.00	\$95.00	\$475.00	\$130.00	\$650.00
	2850	Connect to existing storm sewer main; complete as specified	Each	7.00	\$680.00	\$4,760.00	\$2,000.00	\$14,000.00
	2852	Connect to existing storm sewer lateral; complete as specified	Each	1.00	\$245.00	\$245.00	\$1,500.00	\$1,500.00
	3000	Furnish and install 8" sanitary sewer (relay); complete as specified	Linear Feet	5.00	\$270.00	\$1,350.00	\$150.00	\$750.00
	3002	Furnish and install 10" sanitary sewer (relay); complete as specified	Linear Feet	35.00	\$277.00	\$9,695.00	\$160.00	\$5,600.00
	3004	Furnish and install 12" sanitary sewer (relay); complete as specified	Linear Feet	15.00	\$310.00	\$4,650.00	\$175.00	\$2,625.00
	3006	Furnish and install 15" sanitary sewer (relay); complete as specified	Linear Feet	25.00	\$353.00	\$8,825.00	\$190.00	\$4,750.00
	3101	Furnish and install standard sanitary sewer manhole (4' diameter) with slurry backfill; complete as specified	Vertical Feet	68.00	\$1,650.00	\$112,200.00	\$1,250.00	\$85,000.00
	3114	Furnish and install sanitary sewer external manhole chimney seal; complete as specified	Each	92.00	\$700.00	\$64,400.00	\$750.00	\$69,000.00
	3116	Furnish and install sanitary sewer external manhole chimney seal extension; complete as specified	Each	25.00	\$385.00	\$9,625.00	\$650.00	\$16,250.00
	3118	Furnish and install sanitary sewer internal manhole chimney seal; complete as specified	Each	12.00	\$527.00	\$6,324.00	\$800.00	\$9,600.00

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 07/15/2024 11:00 AM CDT								
					Vinton Construction Company		Carl Bowers & Sons Const. Co., Inc.	
					1322 33rd Street			
					Two Rivers, WI 54241			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	3123	Reconstruct sanitary sewer manhole (4' diameter) with slurry backfill; complete as specified	Vertical Feet	83.00	\$1,700.00	\$141,100.00	\$1,500.00	\$124,500.00
	3160	Pour and reshape manhole bench; complete as specified	Each	6.00	\$550.00	\$3,300.00	\$2,000.00	\$12,000.00
	3212	Furnish and install 10" x 6" sanitary sewer factory wyes or tees; complete as specified	Each	3.00	\$1,167.00	\$3,501.00	\$750.00	\$2,250.00
	3216	Furnish and install 15" x 6" sanitary sewer factory wyes or tees; complete as specified	Each	1.00	\$1,859.00	\$1,859.00	\$1,500.00	\$1,500.00
	3234	Furnish and install 4"/6" sanitary sewer lateral (relay); complete as specified	Linear Feet	25.00	\$205.00	\$5,125.00	\$130.00	\$3,250.00
	3235	Furnish and install 4"/6" sanitary sewer riser (relay); complete as specified	Linear Feet	5.00	\$100.00	\$500.00	\$140.00	\$700.00
	3236	Furnish and install sanitary sewer lateral marker balls; complete as specified	Each	3.00	\$60.00	\$180.00	\$50.00	\$150.00
	3300	Furnish and install connection to existing 8" sanitary sewer mains; complete as specified	Each	1.00	\$1,146.00	\$1,146.00	\$1,800.00	\$1,800.00
	3302	Furnish and install connection to existing 10" sanitary sewer mains; complete as specified	Each	7.00	\$1,300.00	\$9,100.00	\$2,000.00	\$14,000.00
	3304	Furnish and install connection to existing 12" sanitary sewer mains; complete as specified	Each	3.00	\$1,330.00	\$3,990.00	\$2,200.00	\$6,600.00

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 07/15/2024 11:00 AM CDT								
					Vinton Construction Company		Carl Bowers & Sons Const. Co., Inc.	
					1322 33rd Street			
					Two Rivers, WI 54241			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	3306	Furnish and install connection to existing 15" sanitary sewer mains; complete as specified	Each	5.00	\$1,434.00	\$7,170.00	\$2,400.00	\$12,000.00
	3710	Closed circuit televising - using push camera; complete as specified	Each	2.00	\$250.00	\$500.00	\$250.00	\$500.00
	3800	Abandon sanitary sewer manholes; complete as specified	Each	3.00	\$1,850.00	\$5,550.00	\$1,000.00	\$3,000.00
	3892	Excavation special (sanitary); complete as specified	Tons	50.00	\$30.00	\$1,500.00	\$50.00	\$2,500.00
	3974	Furnish sanitary sewer manhole grouting setup; complete as specified	Each	16.00	\$1,550.00	\$24,800.00	\$1,750.00	\$28,000.00
	3975	Furnish and install sanitary sewer manhole grouting; complete as specified	Gallons	80.00	\$10.50	\$840.00	\$15.00	\$1,200.00
	3976	Furnish sanitary sewer manhole cementitious liner setup	Each	14.00	\$500.00	\$7,000.00	\$600.00	\$8,400.00
	3977	Furnish and install sanitary sewer structural cementitious liner-PERMACAST by AP/M PERMAFORM; complete as specified	Vertical Feet	100.00	\$160.00	\$16,000.00	\$175.00	\$17,500.00
Bid Total:						\$950,664.00		\$1,078,015.00

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)						
Owner: Oshkosh WI, City of						
Solicitor: Oshkosh WI, City of						
Bid Opening: 07/15/2024 11:00 AM CDT						
					DE GROOT, INC.	
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
	1319	8" concrete pavement HES removal and replacement; including sawing; pavement ties; dowel bars; bond breaker; integral curb and fine grading; turf restoration; and traffic control; complete as specified	Square Yards	800.00	\$137.76	\$110,208.00
	1370	Turf restoration; complete as specified	Square Yards	70.00	\$25.25	\$1,767.50
	1373	Replace and set CITY-supplied manhole castings and frames; complete as specified	Each	105.00	\$1,616.00	\$169,680.00
	1374	Furnish and install concrete adjustment rings; complete as specified	Vertical Feet	50.00	\$1,060.50	\$53,025.00
	1375	Furnish and install rubber adjustment rings; complete as specified	Vertical Feet	6.00	\$1,868.50	\$11,211.00
	1376	Tuck point manholes; complete as specified	Each	10.00	\$757.50	\$7,575.00
	1380	Cold weather covering (concrete pavement) - single visquine; complete as specified	Square Yards	700.00	\$1.11	\$777.00
	1382	Cold weather covering (concrete pavement) - double visquine; complete as specified	Square Yards	50.00	\$1.11	\$55.50
	1390	Up-charge for late season cold weather concrete pavement; complete as specified	Cubic Yards	250.00	\$17.17	\$4,292.50
	1500	4" concrete sidewalk with 3" CABG and grading; complete as specified	Square Feet	150.00	\$17.27	\$2,590.50

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)						
Owner: Oshkosh WI, City of						
Solicitor: Oshkosh WI, City of						
Bid Opening: 07/15/2024 11:00 AM CDT						
					DE GROOT, INC.	
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
	1510	6" concrete sidewalk/ driveway/ramp with 3" CABC and grading; complete as specified	Square Feet	100.00	\$18.38	\$1,838.00
	1560	Drilled No. 4 sidewalk tie bars - deformed; epoxy- coated; complete as specified	Each	4.00	\$12.12	\$48.48
	1904	Remove and replace HMA pavement; including sawing; fine grading; turf restoration; and traffic control; complete as specified	Square Yards	400.00	\$199.98	\$79,992.00
	1918	Asphaltic cold weather paving up-charge; complete as specified	Square Yards	150.00	\$47.30	\$7,095.00
	1930	Temporary cold mix asphaltic patch; complete as specified	Square Yards	500.00	\$28.28	\$14,140.00
	2001	Furnish and install 8" storm sewer; complete as specified	Linear Feet	10.00	\$138.37	\$1,383.70
	2002	Furnish and install 10" storm sewer; complete as specified	Linear Feet	5.00	\$146.45	\$732.25
	2003	Furnish and install 12" storm sewer; complete as specified	Linear Feet	15.00	\$157.56	\$2,363.40
	2006	Furnish and install 15" storm sewer; complete as specified	Linear Feet	5.00	\$166.65	\$833.25
	2213	Furnish and install standard storm sewer inlet manhole (4' diameter); complete as specified	Vertical Feet	4.00	\$1,795.69	\$7,182.76
	2236	Furnish and install Type 1 inlet; complete as specified	Each	2.00	\$5,988.83	\$11,977.66

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)						
Owner: Oshkosh WI, City of						
Solicitor: Oshkosh WI, City of						
Bid Opening: 07/15/2024 11:00 AM CDT						
					DE GROOT, INC.	
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
	2400	Furnish and install 6" storm sewer lateral; complete as specified	Linear Feet	5.00	\$138.37	\$691.85
	2850	Connect to existing storm sewer main; complete as specified	Each	7.00	\$2,272.50	\$15,907.50
	2852	Connect to existing storm sewer lateral; complete as specified	Each	1.00	\$1,212.00	\$1,212.00
	3000	Furnish and install 8" sanitary sewer (relay); complete as specified	Linear Feet	5.00	\$166.65	\$833.25
	3002	Furnish and install 10" sanitary sewer (relay); complete as specified	Linear Feet	35.00	\$171.70	\$6,009.50
	3004	Furnish and install 12" sanitary sewer (relay); complete as specified	Linear Feet	15.00	\$181.80	\$2,727.00
	3006	Furnish and install 15" sanitary sewer (relay); complete as specified	Linear Feet	25.00	\$186.85	\$4,671.25
	3101	Furnish and install standard sanitary sewer manhole (4' diameter) with slurry backfill; complete as specified	Vertical Feet	68.00	\$1,890.00	\$128,520.00
	3114	Furnish and install sanitary sewer external manhole chimney seal; complete as specified	Each	92.00	\$761.89	\$70,093.88
	3116	Furnish and install sanitary sewer external manhole chimney seal extension; complete as specified	Each	25.00	\$414.10	\$10,352.50
	3118	Furnish and install sanitary sewer internal manhole chimney seal; complete as specified	Each	12.00	\$709.10	\$8,509.20

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)						
Owner: Oshkosh WI, City of						
Solicitor: Oshkosh WI, City of						
Bid Opening: 07/15/2024 11:00 AM CDT						
					DE GROOT, INC.	
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
	3123	Reconstruct sanitary sewer manhole (4' diameter) with slurry backfill; complete as specified	Vertical Feet	83.00	\$2,772.96	\$230,155.68
	3160	Pour and reshape manhole bench; complete as specified	Each	6.00	\$959.50	\$5,757.00
	3212	Furnish and install 10" x 6" sanitary sewer factory wyes or tees; complete as specified	Each	3.00	\$1,134.56	\$3,403.68
	3216	Furnish and install 15" x 6" sanitary sewer factory wyes or tees; complete as specified	Each	1.00	\$1,558.43	\$1,558.43
	3234	Furnish and install 4"/6" sanitary sewer lateral (relay); complete as specified	Linear Feet	25.00	\$138.37	\$3,459.25
	3235	Furnish and install 4"/6" sanitary sewer riser (relay); complete as specified	Linear Feet	5.00	\$151.50	\$757.50
	3236	Furnish and install sanitary sewer lateral marker balls; complete as specified	Each	3.00	\$70.70	\$212.10
	3300	Furnish and install connection to existing 8" sanitary sewer mains; complete as specified	Each	1.00	\$2,525.00	\$2,525.00
	3302	Furnish and install connection to existing 10" sanitary sewer mains; complete as specified	Each	7.00	\$2,828.00	\$19,796.00
	3304	Furnish and install connection to existing 12" sanitary sewer mains; complete as specified	Each	3.00	\$3,232.00	\$9,696.00

Contract 24-11 - Sanitary Manhole Rehabilitation / Inflow/Infiltration Reduction Program (#9184991)						
Owner: Oshkosh WI, City of						
Solicitor: Oshkosh WI, City of						
Bid Opening: 07/15/2024 11:00 AM CDT						
					DE GROOT, INC.	
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
	3306	Furnish and install connection to existing 15" sanitary sewer mains; complete as specified	Each	5.00	\$4,040.00	\$20,200.00
	3710	Closed circuit televising - using push camera; complete as specified	Each	2.00	\$505.00	\$1,010.00
	3800	Abandon sanitary sewer manholes; complete as specified	Each	3.00	\$757.50	\$2,272.50
	3892	Excavation special (sanitary); complete as specified	Tons	50.00	\$25.25	\$1,262.50
	3974	Furnish sanitary sewer manhole grouting setup; complete as specified	Each	16.00	\$1,643.78	\$26,300.48
	3975	Furnish and install sanitary sewer manhole grouting; complete as specified	Gallons	80.00	\$11.14	\$891.20
	3976	Furnish sanitary sewer manhole cementitious liner setup	Each	14.00	\$530.25	\$7,423.50
	3977	Furnish and install sanitary sewer structural cementitious liner-PERMACAST by AP/M PERMAFORM; complete as specified	Vertical Feet	100.00	\$169.68	\$16,968.00
Bid Total:						\$1,251,533.08



TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Res 24-422 Approve Release of Sanitary Sewer Easement Located on Parts of 2405, 2425, 2445, 2465, 2485 and 2525 Hearthstone Drive, and 821 Park Ridge Avenue (Plan Commission Recommends Approval)

BACKGROUND

The subject site involves six properties located on Hearthstone Drive and one property on Park Ridge Avenue. In 1981 the City was granted an easement, that is now within the properties listed above, for sanitary sewer facilities that were constructed in 1980. At that time, the current parcels were not platted. In 2000, the parent parcel, with said easements, was subdivided into the Sarres Plat. The plat dedicated right-of-way that included the construction of a new sanitary sewer main within the street. Therefore, this section of the sewer main was abandoned in 2000, but the easement remained.

ANALYSIS

The easement being considered for release lies within the south 30 feet of 2405 Hearthstone Drive as well as the west 30 feet of 2405, 2425, 2445, 2465, 2485, and 2525 Hearthstone Drive, and 821 Park Ridge Avenue. The purpose of the easement was to assist with a sanitary sewer main. The Department of Public Works has determined that the City no longer needs these facilities and is proposing to have the easement released. The existing utilities will be abandoned in-place, and the City will no longer be responsible for maintenance.

The Department of Public Works is coordinating with the City Attorney's office to prepare the necessary documents to release the easements.

RECOMMENDATION

The Plan Commission recommended approval of the requested sanitary sewer easement release located within the seven different parcels on July 16, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Res 24-422
Release Easement - 2405-2525 Hearthstone Dr & 821 Park Ridge Ave

7/23/2024

24-422

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE RELEASE OF SANITARY SEWER EASEMENT LOCATED ON PARTS OF 2405, 2425, 2445, 2465, 2485, AND 2525 HEARTHSTONE DRIVE AND 821 PARK RIDGE AVENUE

INITIATED BY: CITY OF OSHKOSH DEPARTMENT OF PUBLIC WORKS

PLAN COMMISSION RECOMMENDATION: Approved

BE IT RESOLVED by the Common Council of the City of Oshkosh that the City hereby releases sanitary sewer easement rights located on parts of 2405, 2445, 2465, 2485, and 2525 Hearthstone Drive and 821 Park Ridge Avenue, per the attached, and the proper City officials are authorized and directed to execute any and all documents necessary for purpose of same.

**ITEM: RELEASE OF SANITARY SEWER EASEMENT LOCATED ON PARTS OF
2405, 2425, 2445, 2465, 2485, AND 2525 HEARTHSTONE DRIVE, AND 821
PARK RIDGE AVENUE**

Plan Commission Meeting of July 16, 2024.

GENERAL INFORMATION

Owner/Applicant: City of Oshkosh Department of Public Works

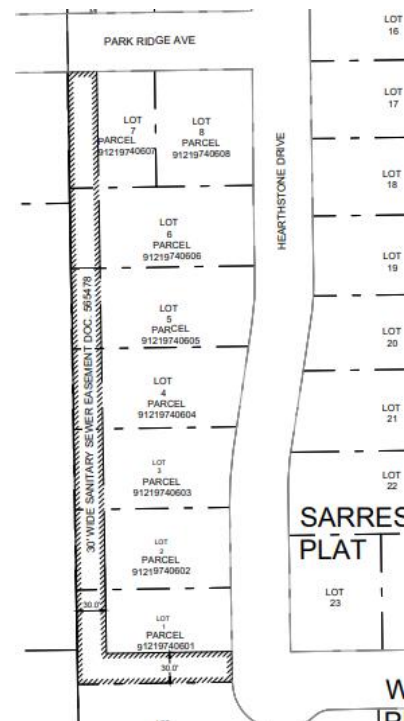
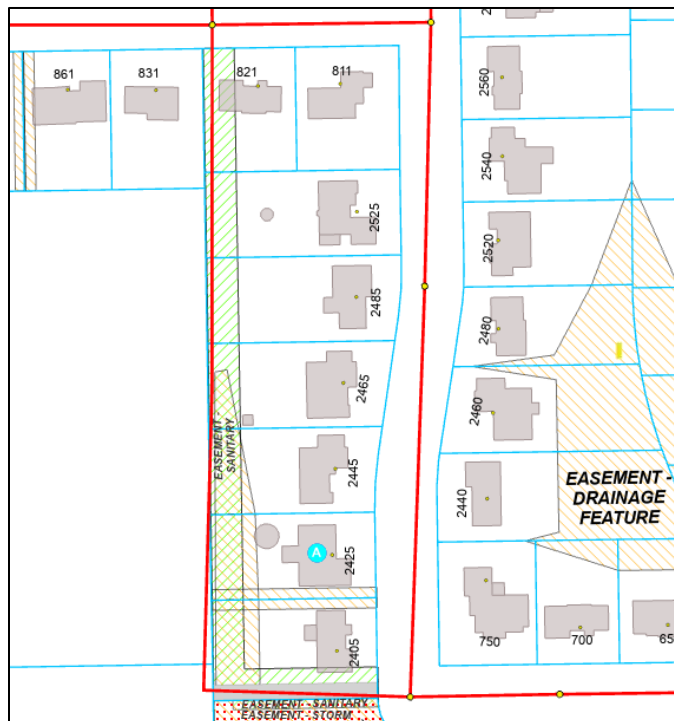
Actions Requested:

The City of Oshkosh is requesting the release of a sanitary sewer easement located within seven separate parcels.

Applicable Ordinance Provisions: N/A

Property Location and Background Information:

The subject site involves six properties located on Hearthstone Drive and one property on Park Ridge Avenue. In 1981 the City was granted an easement, what is now within the properties listed above, for sanitary sewer facilities that were constructed in 1980. At that time the current parcels were not platted. In 2000 the parent parcel, with said easements, was subdivided into the Sarres Plat. The plat dedicated right-of-way that included the construction of a sanitary sewer main within the street because the Department of Public Works determined that it was more desirable to utilize a sewer main in a street versus a main within an easement on a parcel; therefore, this specific section of the sewer main in the easement was abandoned in the year 2000, but the easement remained.



ANALYSIS

The easement being considered for release lies within the south 30 feet of 2405 Hearthstone Drive as well as the west 30 feet of 2405, 2425, 2445, 2465, 2485, and 2525 Hearthstone Drive, and 821 Park Ridge Avenue. The purpose of the easement was to assist with a sanitary sewer main. The Department of Public Works has determined that the City no longer needs these facilities and is proposing to have the easement released. The existing utilities will be abandoned in-place, and the City will no longer be responsible for maintenance.

The Department of Public Works is coordinating with the City Attorney's office to prepare necessary documents to release the easements. The Common Council will consider the release at its July 23, 2024 meeting.

RECOMMENDATION/CONDITIONS

Staff recommends approval of the sanitary sewer easement release intersects as proposed.

Plan Commission recommends approval of the sanitary sewer easement release located within seven different parcels on July 16, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Ms. Scheuermann reported visiting the site.

Staff report accepted as part of the record.

The City of Oshkosh is requesting the release of a sanitary sewer easement located within seven separate parcels.

Mr. Nielsen presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The subject site involves six properties located on Hearthstone Drive and one property on Park Ridge Avenue. In 1981 the City was granted an easement, what is now within the properties listed above, for sanitary sewer facilities that were constructed in 1980. At that time the current parcels were not platted. In 2000 the parent parcel, with said easements, was subdivided into the Sarres Plat. The plat dedicated right-of-way that included the construction of a sanitary sewer main within the street because the Department of Public Works determined that it was more desirable to utilize a sewer main in a street versus a main within an easement on a parcel; therefore, this specific section of the sewer main in the easement was abandoned in the year 2000, but the easement remained.

The existing utilities will be abandoned in-place, and the City will no longer be responsible for maintenance.

Staff recommends approval of the sanitary sewer easement release intersects as proposed.

Ms. Propp opened up technical questions to staff.

Mr. Nichols asked if there is a sanitary sewer underneath.

Mr. Nielsen said there is.

Mr. Gierach said that these would have been abandoned when Hearthstone Drive was installed, so he is not sure if they were abandoned in placed or removed at that time. There are currently no functioning municipal utilities underneath that easement.

Mr. Nichols asked if there was a chance of the property owners' backyards caving in.

Mr. Gierach said he doesn't know because it was done in the early 2000s. Staff doesn't know if the pipes were removed.

Mr. Nichols asked if the property owners are aware of this.

Mr. Lyons said the request came from a property owner because they wanted to put in a fence, but the permit could not be granted because of the easement. Planning staff and the property owner worked with Public Works to determine the easement is no longer necessary, which frees up some of the use of the properties.

Mr. Nichols asked if it is possible for the pipes in the easement to collapse one day because the City is not maintaining it anymore.

Mr. Gierach said that it is a possibility, and he believes it would be one singular pipe that is small in diameter and doesn't expect it to be a major long-term issue.

Mr. Nichols questioned that this isn't a 60-inch-long pipe.

Mr. Gierach said that is correct.

Mr. Nichols asked if the easement continues across Park Ridge Avenue and the City will keep those to go to additional housing.

Mr. Gierach said that is correct, the sanitary sewer easements to the north side of Park Ridge Avenue will remain because they are being used.

Ms. Propp opened public comment and asked if any members of the public wished to speak.

Ms. Propp closed public comment.

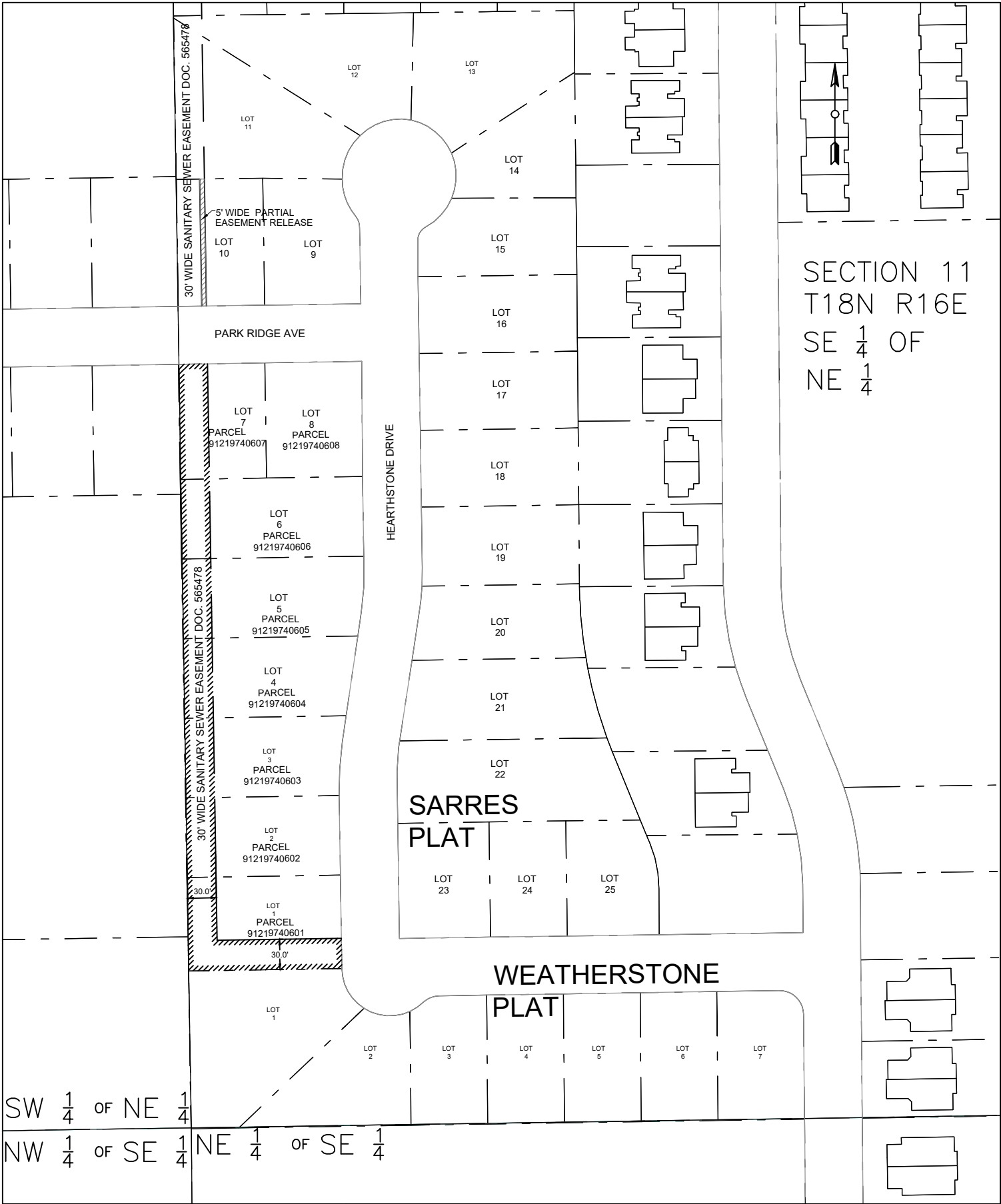
There was no closing statement from the applicant.

Motion by Davey to adopt the findings and recommendation as stated in the staff report.

Seconded by Scheuermann.

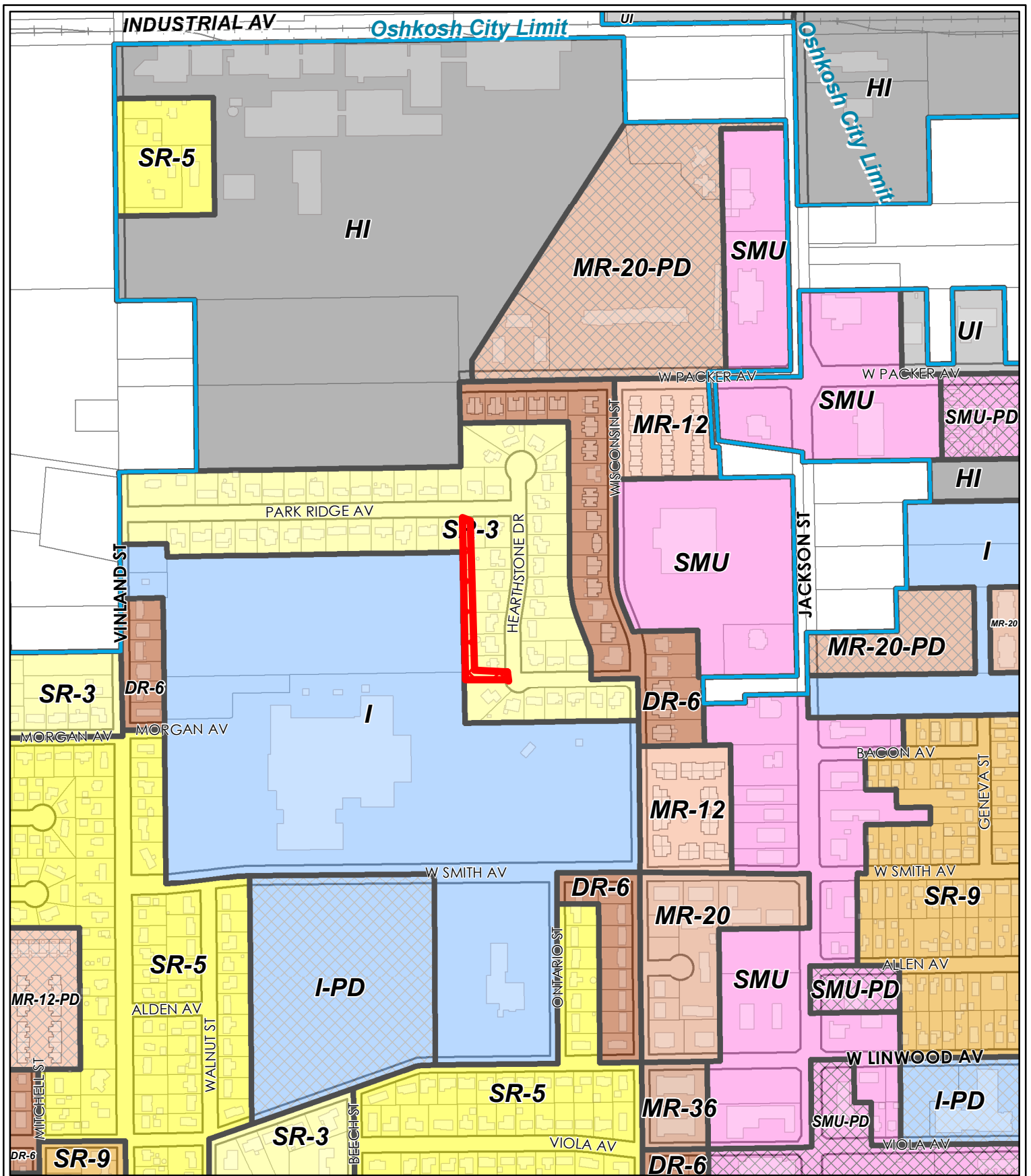
Ms. Propp asked if there was any discussion on the motion.

Motion carried 5-0.



CITY OF OSHKOSH

**SANITARY SEWER EASEMENT
PARTIAL RELEASE**



ZONING MAP



1 in = 0.09 mi

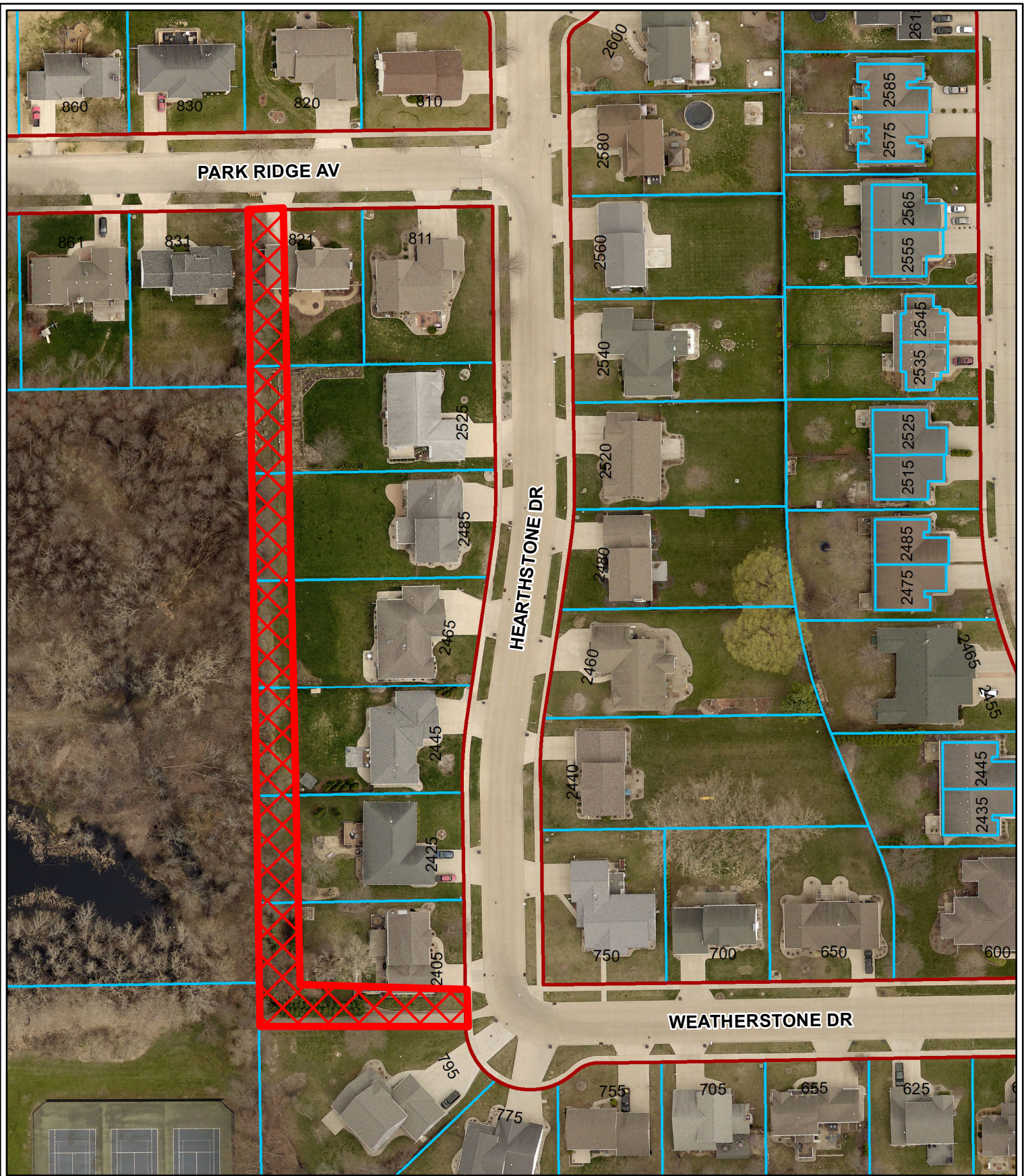
1 in = 500 ft

Printing Date: 6/24/2024

Prepared by: City of Oshkosh, WI



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AERIAL MAP

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1 in = 0.02 mi

1 in = 100 ft

Printing Date: 6/24/2024

Prepared by: City of Oshkosh, WI





TO: Honorable Mayor and Members of the Common Council
FROM: Kelly Nieforth, Director of Community Development
DATE: July 23, 2024
SUBJECT: Res 24-423 Approve 2024 Downtown Business Improvement District Operation Plan and Budget Amendment

BACKGROUND

At the April 23, 2024, Common Council meeting, Mayor Mugerauer assigned Council representatives to various local boards and commissions. These are unofficial, courtesy assignments that do not require formal Council approval. In addition to those boards that were appointed a Council representative, Downtown Business Improvement District (BID) board has approved an amendment to the BID by-laws in order to have a Council representative.

ANALYSIS

At the June 18, 2024 BID meeting, the BID board voted to amend the by-laws included in their Operation Plan and Budget. This amendment includes an update to the organization by-laws to formally incorporate a Council representative within their governance structure.

RECOMMENDATION

Staff recommends approval of the 2024 Downtown Business Improvement District Operation Plan and Budget Amendment.

Attachments

Res 24-423
Amended BID Operating Plan

7/23/2024

24-423

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE 2024 DOWNTOWN BUSINESS IMPROVEMENT DISTRICT OPERATION PLAN AND BUDGET AMENDMENT

INITIATED BY: COMMUNITY DEVELOPMENT DEPARTMENT

BID BOARD RECOMMENDATION: Approved

BE IT RESOLVED by the Common Council of the City of Oshkosh that the by-laws of the Downtown Oshkosh Business Improvement District (BID) have been amended to allow the BID Board to request an Oshkosh Common Council member to serve as a non-voting ex-officio member and serve a One (1) year term as a liaison between the Downtown Oshkosh Business Improvement District Board and the City Council.

DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT

AMENDED 2024 OPERATING PLAN



BID Board Approved: November 21, 2023
Common Council Approved: November 28, 2023
BID Board Amendment Approved: January 20, 2024
Common Council Amendment Approved:

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Downtown Oshkosh Business Improvement District Boundaries

In general, the boundaries of the Downtown Oshkosh Business Improvement District are the Fox River on the south, Division St. on the west, Parkway Ave. on the north and Jefferson St./State St. on the east.

INTRODUCTION

In 1980, the Common Council adopted the Downtown Redevelopment Plan and Implementation Strategy. The Plan recommended increasing organizational efforts between the public and private sectors as well as establishing a voluntary special assessment district. A follow-up study, Planning Report - Central City Oshkosh, approved by the Common Council in 1987, expanded various elements of the previous plan and in particular recommended the creation of a management vehicle and funding base to serve the downtown area. The management tool recommended was a Business Improvement District.

The Downtown Oshkosh Business Improvement District (BID) is an essential entity to the Central Business District of Oshkosh. The BID, created in 1987, has maintained its initial premise to retain available free parking in the downtown, as well as proactively support revitalization efforts. Through the BID, property owners assess themselves to pay for activities to enhance and improve the downtown and to bring customers to the area.

The downtown continues to change as the mix of residential, commercial and professional occupants fill the district. The BID welcomes these changes as opportunities to continue economic development in our central city.

BID LAW

On April 6, 1984, the State of Wisconsin passed a law (Act 184), which allows for the creation of Business Improvement Districts. The law authorizes cities, villages and towns to create one or more business improvement districts to allow businesses within those districts to develop, manage, maintain and promote their districts and to establish an assessment method to fund these activities. A BID must be a geographic area within a municipality consisting of contiguous parcels that are subject to real estate taxes.

The formation of a Business Improvement District allows downtown business people, property owners, merchants, City officials and others to work together to determine what needs to be done to upgrade and strengthen the downtown and to pay the cost of those efforts, in whole or in part. It is a way for downtown stakeholders to decide what they want and to finance it.

A BID is the best available method for business people to organize, coordinate marketing and promotion efforts, provide management and maintenance programs and encourage business development. It affords property owners and business people a viable role in directing those affairs within the district. It also ensures that all beneficiaries of District programs participate in the funding of the programs.

Appendix C is a copy of the Wisconsin Statutes Section 66.1109, regarding business improvement districts.

DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT 2024 OPERATING PLAN AND ASSESSMENT

The Downtown Oshkosh BID has established allocations for the 2024 Operating Plan for each program category after reviewing previously supported activities and soliciting proposals for events. All costs related to the program categories listed below will be incurred in the calendar year 2024.

The Downtown Oshkosh Business Improvement District Board will carry out the proposed program of activities listed below and as shown on the Budget in Appendix A of this Plan. The budget is separated into the following categories; Leadership, Recruitment/Retention/Mural Grants, Events, Advertising, Gift Card Program, MemberCO, Beautification, Storage Unit and Reserves/Capital Improvements.

The BID will assess itself \$140,610.00 in 2024.

PROGRAM CATEGORIES

Leadership \$128,000

Oshkosh Convention and Visitors Bureau Service Contract (Staff & Benefits) \$122,000

The BID contracts with the Oshkosh Convention and Visitors Bureau for the services of the BID Manager and Events & Marketing Coordinator who are full-time employees of the BID. Expenses from this line item also include postage, employment benefits and other payroll/salary related expenses.

Website Maintenance & Office Supplies \$5,000

Expenses from this line item will cover any costs associated with the downtownoshkosh.com website. This line item will also cover any needed office supply costs such as (but not limited to) envelopes, business cards, folders, etc.

Training \$1,000

\$1,000 of BID funds will be dedicated to training so BID staff can attend conferences, training seminars and experience other learning opportunities.

Grant Programs \$20,000

Money to be disbursed based on approved applications submitted; grant amounts vary based on requested/approved grant amounts

Recruitment Fund Grant

The Recruitment Fund Grant is offered as an incentive tool to recruit small businesses to fill vacant spaces and energize the downtown. This grant can be used for leasehold

improvements, signage, fixtures and inventory/equipment. Recruitment print materials are also taken from this line item.

Beautification Grant Program

The Beautification Grant Program was created to provide funds to businesses and/or property owners within the BID to assist with exterior building improvements including but not limited to facades, windows, doors and signage. The purpose of this grant is to improve the business climate in Downtown Oshkosh, enhance the quality of life and to encourage the development and maintenance of the buildings within the Business Improvement District. Beautification print materials are also taken from this line item.

Mural Grant Program

The Mural Grant Program was established to provide funds to property owners/artists within the BID to encourage exterior artwork that contributes to the beautification and economic vitality of the Downtown Oshkosh BID.

Events \$54,000

Waterfest \$2,500

Waterfest is a summer concert series that occurs on Thursday nights at the Leach Amphitheater, brought to the community by the Oshkosh Chamber of Commerce. The event brings a significant number of visitors to the downtown area, many of whom patronize downtown businesses before and after the event.

Wine Walk \$10,000

This is a BID event that happens two times throughout the year. The purpose of this event is to have attendees shop & explore Downtown Oshkosh while enjoying samples of wine within each participating business.

Holiday \$15,000

Previously ran for many years by the Oshkosh Chamber of Commerce, the BID continues the tradition of holding a nighttime parade in Downtown Oshkosh in the month of November. This is a great community event that brings thousands of people to the downtown area. The BID also will hold 'Reindeer in the Square' that includes live reindeer, music and other activities.

Farmers Market \$5,000

With over 140 vendors every Saturday morning, the Downtown Market brings the Oshkosh community fresh, in-season produce, meats, flowers, hand-crafted items and more. It is a major attraction that brings thousands of people downtown each week. This event takes place every Saturday from 8:00am-12:30pm on the 400 and 500 blocks of N Main Street and 100 block of Church Avenue.

Music Programming \$15,000

In an effort to create more programming and general activity downtown, the BID will host music in Opera House Square to promote local musicians, draw people downtown and create a fun, family-friendly weekly activity for the community.

Downtown Chalk Walk \$4,000

2024 will be the 11th annual Chalk Walk event in Downtown Oshkosh.

Downtown Events \$2,500

An additional \$2,500 has been budgeted for new and other miscellaneous downtown events and activities throughout 2024.

Advertising \$15,000

The Advertising budget and will be used to promote and market Downtown Oshkosh throughout 2024 through a variety of different outlets including social media, newspaper advertisements, print advertising and more.

Gift Card Program \$1,000

Funds used to support the ACH pooling account, including the monthly fee of the program and transaction fees.

MemberCO \$2,000

Chocolate Stroll \$500

Funds will cover the cost of expenses for MemberCO's annual Chocolate Stroll event.

Spring Shopping Event \$1000

Funds will cover the cost of expenses for MemberCO's annual Cottontails & Cocktails event or an equivalent event.

Holiday Event/Activities \$500

Funds will cover the cost of expenses for MemberCO's annual holiday scavenger hunt and festivities.

Arts & Beautification \$33,000

Monthly Maintenance \$10,000

The Downtown BID maintains many different beautification efforts throughout the downtown area from seasonal banners and tree lightings to murals and garbage cleanup. \$10,000 will be dedicated to ensuring the various efforts can be maintained throughout the year.

Seasonal Plantings \$20,000

These funds will be used for flowers for the BID's 104 flower pots and 20+ bump outs as well as holiday greens and decor for the pots in the winter months.

Seagull Mitigation Project \$3,000

The BID contracts with the U.S. Department of Agriculture's Wildlife Services team for the removal of seagull eggs and nests throughout the downtown area. This is a multi-year process and the \$3,000 will be designated for the 2024 contract with the USDA.

Storage Unit \$1,610

This line item is to cover the rental cost of the BID's storage unit. The storage unit is needed to store event materials and holiday décor.

Vibrant Spaces \$30,845

In 2023, the City of Oshkosh applied for and received the WEDC Vibrant Spaces Grant that will cover up to half of the project cost of the Algoma Alley Project. The total grant amount awarded was \$30,845. The project will be completed by 2025.

Sponsorships and Income \$94,845

Music Programming - \$10,000

Multiple sponsorships

Wine Walks - \$25,000

Sponsorships, participation fees and event income

Holiday - \$15,000

Sponsorships and participation fees

Chalk Walk - \$5,000

Sponsorships and participation fees

Vibrant Spaces - \$30,845

Sponsorship

Chocolate Stroll - \$5,500

Sponsorships and event income

Spring - \$3,500

Sponsorships and event income

Additional Staff - \$50,000

These funds are to be transferred from BID Reserves.

Reserves/Capital Improvements

These funds have been set aside by the Board for projects and programs to support BID businesses. Any unspent funds from 2024 will be transferred into this account, unless otherwise mentioned as a rollover or transfer into a different line item.

ORGANIZATION

Pursuant to Section 66.1109(3), Wisconsin Statutes, a Downtown Business Improvement District Board has been appointed by the Mayor and confirmed by the Common Council. The Board is comprised of thirteen (13) members, 1 council member liaison and two (2) alternate members representing the following interests: The Mayor may also appoint two non-voting youth members.

- 3 Owner/Non-Occupant
- 5 Non-Owner/Occupant
- 5 Owner/Occupant
- 2 Alternates
- 1 Council Member Liaison

By-Laws Amended June 18, 2024

The distribution of non-occupant owners and owners/occupants may vary from time to time, as members are reappointed or as new members join the Board. Per section 66.1109 (3a), Wisconsin Statutes, a majority of the board members shall own or occupy real property in the Business Improvement District. Nonresidents of the City of Oshkosh are permitted as members of the Downtown Oshkosh Business Improvement District Board. Other membership requirements may apply per the "By-Laws of the Downtown Oshkosh Business Improvement District" (dated December 19, 1989, amended June 15, 2004, April 19, 2011, April 18, 2017 October 16, 2018, March 19, 2019 and June 18, 2024).

In addition, Board members represent different areas within the District, including large and small businesses. As a City entity, the Board will conduct its affairs under the open meetings law and public record requirements. The Director of Community Development or designee serves as the Secretary of the Board. Board meetings are held the third Tuesday of the month, starting at 8:00am, at Oshkosh City Hall or other venue within the BID. A roster of the 2024 BID Board members is included as Appendix E.

The Board is responsible for the management of the Business Improvement District. Responsibilities of the Board include implementing the Operating Plan and preparing annual reports on the District. The Board will also annually consider and make changes to the Operating Plan and submit the Operating Plan and Budget to the Common Council for approval.

RELATIONSHIP TO DOWNTOWN PLANNING

Creation of the Business Improvement District promotes the orderly development of the municipality by implementing recommendations of the City Comprehensive Plan, Downtown Action Plan and Imagine Oshkosh that contain various elements related to downtown design and development with prominent focus on beautification in BID areas as well as the promotion of downtown tourism. In 2000, the Common Council adopted the Downtown Action Plan, which contains various elements related to downtown design and development with prominent focus on redevelopment and beautification in BID areas. In November of 2017, the Common Council adopted *Imagine Oshkosh, A Master Plan for our Center City*. Imagine Oshkosh is an update and expansion to the Downtown Action Plan and serves as a policy guide and action framework for the center city which includes the BID. The Downtown Oshkosh Business Improvement District is consistent with and critical to the continued successful implementation of these downtown plans. The BID enables the private sector to undertake promotion, management, marketing and other programs essential to a prosperous downtown.

DOWNTOWN OSHKOSH BID ASSESSMENT METHOD

The Downtown Oshkosh Business Improvement District special assessment method utilizes assessed value information and property street footage data, both of which are available from the City Assessor's Office. As the absolute values of assessed value and footage cannot be combined, the values are calculated as a percentage of the total assessed value and a percentage of the street footage. The two percentages are added together, then divided by 200 percent, which results in a proportionate value of the total district.

In 2019, the BID increased the minimum special assessment from \$400.00 to \$420.00 and the maximum special assessment from \$8,000.00 to \$8,400.00, representing a 5% increase. The 2024 minimum and maximum assessments will not be increased, staying at \$420.00 & \$8,400.00, respectively.

Properties with a proportionate value between 0.0000% and 0.2486% are assessed the minimum special assessment of \$420.00.

Properties with a proportionate value greater than 5.7100% are assessed the maximum special assessment of \$8,400.00.

For properties with a proportionate value between 0.2487% and 5.7099% - The property's proportionate value is multiplied by \$1,633.5862, resulting in the special assessment for the property.

Example: 101 Algoma Boulevard has a Proportionate Value of 0.330955%. When

multiplied by \$1,633.5862, the special assessment is \$540.64.
($0.330955\% \times \$1,633.5862 = \540.64)

The raw data, assessment calculations and proposed District assessment for each property in the Downtown Oshkosh Business Improvement District are presented in Appendix B. The data for the assessment method have been obtained from the files of the City Assessor and are subject to final tabulation by the City. To account for street front footages, the frontage of the property's primary address as identified by the City Assessor is used. Properties with more than one street frontage are not combined.

Only property used for commercial and manufacturing purposes, including real property used exclusively for manufacturing purposes, in the District will be assessed. Real property used exclusively for residential (single and two-family) purposes will not be assessed.

APPENDIX B: 2024 DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT ASSESSMENT ROLL
ASSESSMENT OF \$140,610.00, \$445.00 MINIMUM, \$8,820.00 MAXIMUM ASSESSMENT*

TAX ID NO.	OWNER	ADDRESS	ASSESSED VALUE	% TOTAL ASSESSED VALUE	FRONTAGE	% TOTAL FRONTAGE	TOTAL % (VALUE % + FRONTAGE %)	TOTAL %/2 (Proportionate Value)	2024 ASSESSMENT ON \$140,610	2023 ASSESSMENT ON \$140,610	\$ CHANGE FROM 2023	% Change from 2023
0100960000	NEIS H/CAROL J NASUND	101 ALGOMA BLVD	\$ 227,200	0.381%	24.00	0.288%	0.669%	0.334%	\$ 534.86	\$ 527.86	\$ 7.00	1.33%
0100950000	ONE SIX EIGHT ENTERPRISE LLC	103 ALGOMA BLVD	\$ 415,700	0.697%	50.00	0.597%	1.297%	0.648%	\$ 1,036.97	\$ 1,023.27	\$ 13.70	1.34%
0700060000	HOOPMAN & CO DOWNTOWN LLC	110 ALGOMA BLVD	\$ 663,200	1.112%	83.87	1.005%	2.118%	1.059%	\$ 1,693.67	\$ 1,671.21	\$ 22.46	1.34%
0701220000	STAPEL PROPERTIES LLC	138 ALGOMA BLVD	\$ 142,500	0.239%	100.00	1.197%	1.438%	0.719%	\$ 1,149.72	\$ 1,132.90	\$ 16.82	1.48%
0701230000	146 ALGOMA BLVD LLC	146 ALGOMA BLVD	\$ 638,400	1.071%	80.00	0.959%	2.030%	1.015%	\$ 1,623.30	\$ 1,601.79	\$ 21.51	1.34%
0100600101	BAYSHORE DEVELOPMENT II LLC	101 COMMERCE ST	\$ 6,303,800	10.574%	385.32	4.618%	15.193%	7.596%	\$ 8,820.00	\$ 8,820.00	\$ -	0.00%
0100990100	WILLIAM R MANSKE	300 DIVISION ST	\$ 91,000	0.153%	40.00	0.472%	0.622%	0.316%	\$ 505.50	\$ 498.25	\$ 7.25	1.44%
0701240000	STAPEL PROPERTIES LLC	0 DIVISION ST	\$ 33,600	0.056%	40.00	0.47%	0.536%	0.268%	\$ 445.00	\$ 445.00	\$ -	0.00%
0701250000	STAPEL PROPERTIES LLC	420 DIVISION ST	\$ 139,300	0.234%	80.00	0.957%	1.192%	0.596%	\$ 953.72	\$ 939.87	\$ 13.85	1.47%
0100860000	101 HIGH AVE LLC	101 HIGH AVE	\$ 108,000	0.181%	20.00	0.240%	0.421%	0.210%	\$ 445.00	\$ 445.00	\$ -	0.00%
0100850000	BROWN BEL PROPERTIES LLC	103 HIGH AVE	\$ 283,600	0.476%	40.00	0.47%	0.955%	0.478%	\$ 763.89	\$ 753.68	\$ 10.21	1.35%
0100890000	MAX P/KARIN L HERMANS	114 HIGH AVE	\$ 112,200	0.188%	20.00	0.240%	0.428%	0.214%	\$ 445.00	\$ 445.00	\$ -	0.00%
0100870000	KINGS LAUNDRY INC	118 HIGH AVE	\$ 24,300	0.041%	90.00	1.07%	1.119%	0.560%	\$ 895.29	\$ 881.75	\$ 13.54	1.54%
0101010000	OSHKOSH LUXURY LOFTS LLC	132 HIGH AVE	\$ 739,700	1.241%	130.00	1.588%	2.797%	1.397%	\$ 2,238.48	\$ 2,208.10	\$ 30.38	1.38%
0101050000	GILLES LLC	135 HIGH AVE	\$ 27,800	0.047%	38.00	0.455%	0.502%	0.251%	\$ 445.00	\$ 445.00	\$ -	0.00%
0101040000	WR RIDGE HOLDINGS LLC	139 HIGH AVE	\$ 129,800	0.218%	30.00	0.360%	0.577%	0.289%	\$ 461.70	\$ 455.32	\$ 6.38	1.40%
0101030000	NORTHERN TELEPHONE & DATA CORP	141 HIGH AVE	\$ 121,500	0.204%	20.00	0.240%	0.444%	0.222%	\$ 445.00	\$ 445.00	\$ -	0.00%
0101030000	WILKINS 145 LLC	144 HIGH AVE	\$ 227,500	0.382%	50.00	0.597%	0.981%	0.490%	\$ 784.48	\$ 773.67	\$ 10.81	1.40%
0101020000	OSHKOSH LUXURY LOFTS LLC	145 HIGH AVE	\$ 36,000	0.060%	60.00	0.719%	0.780%	0.390%	\$ 623.42	\$ 614.09	\$ 9.33	1.52%
0100990000	WILLIAM R MANSKE	0 HIGH AVE	\$ 40,700	0.068%	60.00	0.719%	0.787%	0.394%	\$ 629.73	\$ 620.33	\$ 9.40	1.52%
0100400000	1 N MAIN LLC	0 HIGH AVE	\$ 30,900	0.052%	60.00	0.719%	0.771%	0.385%	\$ 616.58	\$ 607.33	\$ 9.25	1.52%
0800570000	DAYMARK 100 N MAIN LLC/OSHKOSH 620 LLC	1 N MAIN ST	\$ 8,944,100	15.003%	257.49	3.086%	18.089%	9.045%	\$ 8,820.00	\$ 8,820.00	\$ -	0.00%
0100300000	ROWLOCK GO2B LLC	111 N MAIN ST	\$ 4,695,800	7.877%	306.11	3.66%	11.546%	5.773%	\$ 8,820.00	\$ 8,820.00	\$ -	0.00%
0200030000	206 NORTH MAIN LLC	206 N MAIN ST	\$ 2,963,700	4.971%	348.30	4.174%	9.146%	4.573%	\$ 7,314.66	\$ 7,218.18	\$ 96.48	1.34%
0200190000	JON P GRUENSTERN	210 N MAIN ST 100	\$ 177,900	0.298%	40.20	0.482%	0.780%	0.390%	\$ 624.00	\$ 615.39	\$ 8.61	1.40%
0200190200	JON P GRUENSTERN	210 N MAIN ST 150	\$ 241,500	0.405%	16.68	0.200%	0.605%	0.303%	\$ 483.88	\$ 477.73	\$ 6.15	1.27%
0200190100	ARMSTRONG VENTURES LLC	210 N MAIN ST 200	\$ 46,200	0.077%	16.68	0.200%	0.277%	0.139%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200190300	ARMSTRONG VENTURES LLC	210 N MAIN ST 200	\$ 320,700	0.538%	16.68	0.200%	0.738%	0.369%	\$ 590.13	\$ 582.76	\$ 7.37	1.28%
0200180000	WISCO RENTS LLC	216 N MAIN ST	\$ 16,900	0.028%	16.68	0.200%	0.282%	0.114%	\$ 445.00	\$ 445.00	\$ -	0.00%
0100140000	CLOVER INVESTMENTS LLC	217 N MAIN ST	\$ 542,500	0.910%	120.00	1.438%	2.348%	1.174%	\$ 1,878.06	\$ 1,852.17	\$ 25.89	1.40%
0200020000	THOMAS N RUSCH ETAL	220 N MAIN ST	\$ 218,000	0.366%	67.00	0.803%	1.169%	0.584%	\$ 934.69	\$ 921.54	\$ 13.15	1.43%
0100130000	Z&V INVESTMENTS LLC	223 N MAIN ST	\$ 223,800	0.375%	24.00	0.288%	0.663%	0.332%	\$ 530.30	\$ 523.35	\$ 6.95	1.33%
0200120000	MCDAY HOLDINGS LLC	224 N MAIN ST	\$ 49,600	0.083%	20.00	0.240%	0.323%	0.161%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200010000	BND ENTERPRISES LLC	226 N MAIN ST	\$ 122,800	0.206%	20.00	0.240%	0.446%	0.223%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200260000	BBLD LLC	300 N MAIN ST	\$ 499,100	0.837%	156.00	1.870%	2.707%	1.353%	\$ 2,164.91	\$ 2,134.42	\$ 30.49	1.43%
0200080000	318 NORTH MAIN OSHKOSH LLC	318 N MAIN ST	\$ 282,800	0.474%	72.00	0.863%	1.337%	0.669%	\$ 1,069.55	\$ 1,054.67	\$ 14.88	1.41%
0700010000	BAERBROTHER LLC	401 N MAIN ST	\$ 142,200	0.239%	54.00	0.647%	0.886%	0.443%	\$ 708.39	\$ 698.30	\$ 10.09	1.44%
0400290000	404 N MAIN ST LLC	404 N MAIN ST	\$ 687,100	1.153%	92.00	1.103%	2.255%	1.128%	\$ 1,803.66	\$ 1,779.65	\$ 24.01	1.35%
0700010200	THANK YOU VERY MUCH FOR THE MONEY LLC	407 N MAIN ST	\$ 149,700	0.251%	40.00	0.47%	0.731%	0.365%	\$ 584.25	\$ 576.10	\$ 8.15	1.42%
0401000000	FKP PROPERTIES LLC	408 N MAIN ST	\$ 260,400	0.437%	62.00	0.743%	1.180%	0.590%	\$ 943.65	\$ 930.58	\$ 13.07	1.42%
0700010300	CODY R PYFER/ERICA P MULLOY	411 N MAIN ST	\$ 79,000	0.133%	29.20	0.350%	0.482%	0.241%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700020000	JOSEPH F KRUMRICH ETAL	413 N MAIN ST	\$ 37,400	0.063%	20.00	0.240%	0.344%	0.151%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400990000	318 NORTH MAIN OSHKOSH LLC	414 N MAIN ST	\$ 30,900	0.052%	16.00	0.192%	0.244%	0.122%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700030000	HOOPMANS DOWNTOWN LLC	415 N MAIN ST	\$ 367,100	0.616%	59.80	0.717%	1.333%	0.668%	\$ 1,065.70	\$ 1,051.32	\$ 14.38	1.37%
0400800000	318 NORTH MAIN OSHKOSH LLC	416 N MAIN ST	\$ 81,800	0.137%	20.00	0.240%	0.377%	0.188%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400810000	318 NORTH MAIN OSHKOSH LLC	418 N MAIN ST	\$ 60,700	0.102%	20.00	0.240%	0.342%	0.171%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400810000	318 NORTH MAIN OSHKOSH LLC	420 N MAIN ST	\$ 131,400	0.220%	20.00	0.240%	0.460%	0.230%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400820000	D & M RENTALS LLC	421 N MAIN ST	\$ 364,100	0.611%	20.00	0.240%	0.850%	0.425%	\$ 680.18	\$ 671.66	\$ 8.52	1.27%
0700080000	HOOPMANS DOWNTOWN OSHKOSH LLC	422 N MAIN ST	\$ 114,100	0.191%	18.00	0.215%	0.407%	0.204%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400830000	HOOPMANS DOWNTOWN OSHKOSH LLC	423 N MAIN ST	\$ 89,200	0.151%	20.00	0.240%	0.391%	0.195%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400840000	ESCAPE RENTALS LLC	424 N MAIN ST	\$ 108,100	0.181%	18.00	0.215%	0.397%	0.197%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400850000	HOOPMANS DOWNTOWN OSHKOSH LLC	426 N MAIN ST	\$ 80,200	0.135%	20.00	0.240%	0.374%	0.187%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700010000	JAMES EVANS/GAIL PANSKE	427 N MAIN ST	\$ 336,000	0.564%	82.75	0.976%	1.555%	0.778%	\$ 1,243.97	\$ 1,226.70	\$ 17.27	1.41%
0400860000	HOOPMANS DOWNTOWN OSHKOSH LLC	428 N MAIN ST	\$ 97,400	0.163%	20.00	0.240%	0.403%	0.202%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400870000	GRINDERS LLC	430 N MAIN ST	\$ 167,100	0.280%	20.00	0.240%	0.520%	0.260%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400880000	KAAB PROPERTIES LLC	434 N MAIN ST	\$ 282,500	0.474%	38.00	0.455%	0.929%	0.465%	\$ 743.24	\$ 733.35	\$ 9.89	1.33%
0700120000	BRADFORD C BRITTON	435 N MAIN ST	\$ 67,100	0.113%	27.30	0.327%	0.440%	0.220%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400980000	TODMAR PROPERTY MANAGEMENT LLP	436 N MAIN ST	\$ 168,500	0.283%	22.00	0.264%	0.546%	0.273%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400900000	1627 ELMWOOD LLC	438 N MAIN ST	\$ 192,300	0.323%	41.00	0.491%	0.814%	0.407%	\$ 650.99	\$ 642.04	\$ 8.95	1.39%
0700160000	RAICHMAN INVESTMENTS LLC	439 N MAIN ST	\$ 140,600	0.236%	37.80	0.453%	0.689%	0.344%	\$ 550.96	\$ 543.27	\$ 7.69	1.41%

APPENDIX B: 2024 DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT ASSESSMENT ROLL
ASSESSMENT OF \$140,610.00, \$445.00 MINIMUM, \$8,820.00 MAXIMUM ASSESSMENT*

TAX ID NO.	OWNER	ADDRESS	ASSESSED VALUE	% TOTAL ASSESSED VALUE	FRONTAGE	% TOTAL FRONTAGE	TOTAL VALUE % + FRONTAGE %	TOTAL %/2 (Proportionate Value)	2024 ASSESSMENT ON \$140,610	2023 ASSESSMENT ON \$140,610	\$ CHANGE FROM 2023	% Change from 2023
0700170000	BARBARA KIELECOILLARD/JOEL COILLARD	441 N MAIN ST	\$ 81,600	0.137%	20.00	0.240%	0.377%	0.188%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700190000	STAPEL PROPERTIES LLC	445 N MAIN ST	\$ 110,200	0.185%	38.00	0.455%	0.640%	0.320%	\$ 512.09	\$ 504.84	\$ 7.25	1.44%
0400960000	JAHNKE 448 MAIN LLC	448 N MAIN ST UNIT 1	\$ 355,800	0.597%	38.20	0.458%	1.055%	0.527%	\$ 843.50	\$ 832.45	\$ 11.05	1.33%
0700140000	STAPEL PROPERTIES LLC	451 N MAIN ST	\$ 232,000	0.389%	85.60	0.145%	1.415%	0.708%	\$ 1,131.76	\$ 1,115.67	\$ 16.09	1.44%
0400950000	JOHN J/KATHLEEN A SASCHEK	452 N MAIN ST	\$ 122,800	0.206%	20.00	0.240%	0.446%	0.223%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700200000	CARL A/LEONA L STAPEL	455 N MAIN ST	\$ 49,100	0.082%	20.00	0.240%	0.322%	0.161%	\$ 445.00	\$ 445.00	\$ -	0.00%
0401070000	MADONNA J HILL	456 N MAIN ST	\$ 189,500	0.318%	38.50	0.461%	0.779%	0.390%	\$ 623.27	\$ 614.73	\$ 8.54	1.39%
0700210000	STAPEL PROPERTIES LLC	457 N MAIN ST	\$ 49,500	0.083%	20.00	0.240%	0.333%	0.161%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700240000	STAPEL PROPERTIES LLC	459 N MAIN ST	\$ 79,100	0.133%	40.00	0.479%	0.612%	0.306%	\$ 489.54	\$ 482.47	\$ 7.07	1.46%
0700230000	STAPEL PROPERTIES LLC	463 N MAIN ST	\$ 67,600	0.113%	20.00	0.240%	0.353%	0.177%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700220000	STAPEL PROPERTIES LLC	465 N MAIN ST	\$ 88,200	0.148%	18.50	0.222%	0.370%	0.185%	\$ 445.00	\$ 445.00	\$ -	0.00%
0400940000	BENT BLOCK OSHKOSH LLC	480 N MAIN ST	\$ 594,000	0.996%	60.00	0.719%	1.716%	0.858%	\$ 1,372.03	\$ 1,354.13	\$ 17.90	1.32%
0401080000	WAGNER OPERA HOUSE LLC	500 N MAIN ST	\$ 514,000	0.862%	140.00	1.678%	2.540%	1.270%	\$ 2,031.54	\$ 2,003.16	\$ 28.38	1.42%
0700260000	LOTUS PROPERTIES LLC	501 N MAIN ST	\$ 870,700	1.461%	88.00	1.055%	2.515%	1.258%	\$ 2,011.64	\$ 1,985.39	\$ 26.25	1.32%
0700290000	OLH LLC	511 N MAIN ST	\$ 105,700	0.177%	20.00	0.240%	0.417%	0.209%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700270000	3710 USBON LLC	513 N MAIN ST	\$ 113,100	0.190%	20.00	0.240%	0.429%	0.215%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700280000	ALEE CHASE INVESTMENTS LLC	515 N MAIN ST	\$ 120,600	0.202%	20.00	0.240%	0.442%	0.221%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700320000	STIM SONS PROPERTIES LLC	519 N MAIN ST	\$ 301,100	0.505%	60.00	0.719%	1.224%	0.612%	\$ 979.08	\$ 965.67	\$ 13.41	1.39%
0700340000	TENNIES JEWELRY PROPERTIES LLC	523 N MAIN ST	\$ 61,500	0.103%	20.00	0.240%	0.343%	0.171%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700350100	531 N MAIN LLC	531 N MAIN ST	\$ 1,119,900	1.879%	70.00	0.859%	2.718%	1.359%	\$ 2,173.42	\$ 2,145.98	\$ 27.44	1.28%
0700360000	537 N MAIN STREET LLC	537 N MAIN ST	\$ 182,200	0.306%	120.00	1.438%	1.744%	0.872%	\$ 1,394.69	\$ 1,374.34	\$ 20.35	1.48%
0401150100	BRICKHOUSE PROPERTIES LLC	544 N MAIN ST	\$ 381,000	0.639%	89.46	1.072%	1.711%	0.856%	\$ 1,368.66	\$ 1,349.72	\$ 18.94	1.40%
0700380000	547 N MAIN LLC	547 N MAIN ST	\$ 207,600	0.348%	170.00	2.03%	2.386%	1.193%	\$ 1,908.04	\$ 1,879.98	\$ 28.06	1.49%
0401620000	FOX RIVER DEVELOPMENT CO LLC	558 N MAIN ST	\$ 403,600	0.677%	100.00	1.199%	1.876%	0.938%	\$ 1,500.01	\$ 1,479.18	\$ 20.83	1.41%
0401680100	500 BLOCK NORTH LLC	570 N MAIN ST	\$ 506,600	0.850%	140.75	1.687%	2.537%	1.288%	\$ 2,028.80	\$ 2,000.42	\$ 28.38	1.42%
0700460000	JRD INVESTMENTS LLC	571 N MAIN ST	\$ 512,600	0.860%	150.40	1.803%	2.662%	1.331%	\$ 2,129.35	\$ 2,099.47	\$ 29.88	1.42%
0401700200	576 578 582 NORTH MAIN STREET LLC	576 N MAIN ST	\$ 70,300	0.118%	30.00	0.360%	0.477%	0.239%	\$ 445.00	\$ 445.00	\$ -	0.00%
0700500000	HOOPMAN & CO DOWNTOWN LLC	579 N MAIN ST	\$ 227,100	0.381%	39.60	0.475%	0.856%	0.428%	\$ 684.26	\$ 674.98	\$ 9.28	1.37%
0401700100	J WEST RENTALS LLC	584 N MAIN ST	\$ 115,300	0.193%	45.21	0.542%	0.755%	0.368%	\$ 588.04	\$ 579.66	\$ 8.38	1.45%
0401710000	ALFRED J/BONNIE M/JEFFREY J VERNER	584 N MAIN ST	\$ 88,700	0.149%	45.00	0.539%	0.688%	0.344%	\$ 550.34	\$ 542.40	\$ 7.94	1.46%
0100170000	BL BRANCH GROUP II LLC	0 N MAIN ST	\$ 71,000	0.119%	88.90	1.065%	1.185%	0.592%	\$ 947.40	\$ 933.30	\$ 14.10	1.51%
0401600000	FOX RIVER DEVELOPMENT CO/BRICKHOUSE PRO	0 N MAIN ST	\$ 47,800	0.080%	60.80	0.729%	0.809%	0.404%	\$ 646.92	\$ 637.29	\$ 9.63	1.51%
0401720000	J WEST RENTALS LLC	17 E PARKWAY AVE	\$ 82,600	0.139%	120.00	1.438%	1.577%	0.788%	\$ 1,261.07	\$ 1,242.24	\$ 18.83	1.52%
0700440000	VALEY MARKING PROPERTIES LLC	11 W PARKWAY AVE	\$ 77,800	0.131%	87.50	1.049%	1.179%	0.590%	\$ 943.10	\$ 929.11	\$ 13.99	1.51%
0100810000	BL BRANCH GROUP II LLC	50 PEARL AVE	\$ 1,100,000	1.845%	245.00	2.936%	4.782%	2.391%	\$ 3,824.18	\$ 3,771.44	\$ 52.74	1.40%
0100600000	CITY CENTER ASSOCIATES LLC	201 PEARL AVE	\$ 11,351,400	19.042%	892.18	10.693%	29.735%	14.867%	\$ 8,820.00	\$ 8,820.00	\$ -	0.00%
0100770000	ANNE B HILLENBRAND TRUSTEE	222 PEARL AVE	\$ 145,900	0.245%	40.00	0.479%	0.724%	0.362%	\$ 579.15	\$ 571.06	\$ 8.09	1.42%
0101180000	OSHKOSH COMMUNITY CREDIT UNION	250 PEARL AVE	\$ 242,700	0.407%	173.70	2.082%	2.489%	1.244%	\$ 1,990.59	\$ 1,961.45	\$ 29.14	1.49%
0800350000	STATE STREET SUITES LLC	126 STATE ST	\$ 454,500	0.762%	168.50	2.020%	2.782%	1.391%	\$ 2,224.90	\$ 2,193.26	\$ 31.64	1.44%
0200240000	WINNEBAGO COUNTY	208 STATE ST	\$ -	0.000%	0.00	0.000%	0.000%	0.000%	\$ -	\$ 1,205.25	\$ (1,205.25)	-100.00%
0200230000	TEAM SNW LLC	206 STATE ST	\$ 322,600	0.541%	80.00	0.959%	1.500%	0.750%	\$ 1,199.63	\$ 1,182.97	\$ 16.66	1.41%
0200210000	TEAM SNW LLC	216 STATE ST	\$ 127,200	0.213%	54.00	0.647%	0.861%	0.430%	\$ 688.26	\$ 678.41	\$ 9.85	1.45%
0200080000	S BAYER HOLDINGS LLC	219 STATE ST	\$ 220,000	0.369%	47.90	0.574%	0.943%	0.472%	\$ 754.29	\$ 743.90	\$ 10.39	1.40%
0200200000	TEAM SNW LLC	224 STATE ST	\$ 272,800	0.458%	75.20	0.901%	1.359%	0.679%	\$ 1,086.81	\$ 1,071.62	\$ 15.19	1.42%
0200640000	HARRY E/PRISCILLA KIECKHAFFER REV TRUST	300 STATE ST	\$ 204,900	0.344%	40.00	0.479%	0.823%	0.412%	\$ 668.31	\$ 649.31	\$ 19.00	1.39%
0401030000	404 N MAIN ST LLC	16 WASHINGTON AVE	\$ 284,600	0.477%	97.00	1.153%	1.640%	0.820%	\$ 1,311.60	\$ 1,293.04	\$ 18.56	1.44%
0200880100	DISCOVERY PROPERTIES LLC	105 WASHINGTON AVE	\$ 1,758,700	2.950%	119.43	1.431%	4.382%	2.191%	\$ 3,504.23	\$ 3,459.75	\$ 44.48	1.29%
0200260100	DISCOVERY PROPERTIES LLC	108 WAUGGOO AVE	\$ 224,900	0.376%	129.20	1.548%	1.926%	0.963%	\$ 1,540.16	\$ 1,517.81	\$ 22.35	1.47%
0200110000	REIMER SNIDER PROPERTIES LLC	9 WAUGGOO AVE	\$ 75,700	0.127%	34.50	0.413%	0.540%	0.270%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200100000	ARMSTRONG REAL ESTATE GROUP LLC	13 WAUGGOO AVE	\$ 130,300	0.219%	20.50	0.246%	0.464%	0.232%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200090000	ARMSTRONG REAL ESTATE GROUP LLC	0 WAUGGOO AVE	\$ 10,400	0.017%	34.50	0.413%	0.431%	0.215%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200140000	DEBRA J TOMAN/SANDRA PRUNTY	17 WAUGGOO AVE	\$ 48,700	0.082%	20.00	0.240%	0.321%	0.161%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200150000	SANDRA L PRUNTY	19 WAUGGOO AVE	\$ 104,800	0.176%	40.00	0.479%	0.655%	0.328%	\$ 524.02	\$ 516.55	\$ 7.47	1.45%
0200160000	JACOPA INC	25 WAUGGOO AVE	\$ 65,400	0.110%	20.00	0.240%	0.349%	0.175%	\$ 445.00	\$ 445.00	\$ -	0.00%
0200170000	JACOPA INC	0 WAUGGOO AVE	\$ 6,700	0.011%	24.00	0.288%	0.299%	0.149%	\$ 445.00	\$ 445.00	\$ -	0.00%
TOTALS			\$ 5,976,133,900	100.000%	8343.59	100.000%	200.000%	100.000%	\$ 140,610.00	\$ 140,610.00	\$ 0.00	0.00%

*Properties with a Proportionate Value less than 0.27820% are assessed \$445.00. Properties with a Proportionate Value greater than 5.51408% are assessed \$8,820.00.
A rate of \$159,954.03 is used to calculate assessments for properties with a Proportionate Value between 0.27821% and 5.51407%.

APPENDIX C

66.1109 Business improvement districts.

(1) In this section:

66.1109(1)(a)(a) "Board" means a business improvement district board appointed under sub. (3) (a).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subds. 1. to 4. have been complied with.

(g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(2m) A municipality may annex territory to an existing business improvement district if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned the municipality for annexation.

(b) The planning commission has approved the annexation.

(c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.

(d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.

(3)

(a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

- (b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.
- (c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include one of the following:
1. If the cash balance in the segregated account described under sub. (4) equaled or exceeded \$300,000 at any time during the period covered by the report, the municipality shall obtain an independent certified audit of the implementation of the operating plan.
 2. If the cash balance in the segregated account described under sub. (4) was less than \$300,000 at all times during the period covered by the report, the municipality shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.
- (cg) For calendar years beginning after December 31, 2018, the dollar amount at which a municipality is required to obtain an independent certified audit under par. (c) 1. and the dollar amount at which a municipality is required to obtain a reviewed financial statement under par. (c) 2. shall be increased each year by a percentage equal to the percentage change between the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August of the previous year and the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August 2017, as determined by the federal department of labor. Each amount that is revised under this paragraph shall be rounded to the nearest multiple of \$10 if the revised amount is not a multiple of \$10 or, if the revised amount is a multiple of \$5, such an amount shall be increased to the next higher multiple of \$10.
- (cr) The municipality shall obtain an additional independent certified audit of the implementation of the operating plan upon termination of the business improvement district.
- (d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.
- (4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits and reviewed financial statements required under sub. (3) (c), or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.
- (4g) A municipality may convert a business improvement district under this section into a neighborhood improvement district under s. 66.1110 if an owner of real property that is subject to general real estate taxes, that is used exclusively for residential purposes, and that is located in the business improvement district petitions the municipality for the conversion. If the municipality approves the petition, the board shall consider and may make changes to the operating plan under s. 66.1110 (4) (b).
- (4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:
- (a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.
 - (b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).
 - (c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.
 - (d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.
 - (e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

- (a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. 70.11 may not be specially assessed for purposes of this section.
- (b) A municipality may terminate a business improvement district at any time.
- (c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.
- (d) If real property that is specially assessed as authorized under this section is of mixed use such that part of the real property is exempted from general property taxes under s. 70.11 or is residential, or both, and part of the real property is taxable, the municipality may specially assess as authorized under this section only the percentage of the real property that is not tax-exempt or residential. This paragraph applies only to a 1st class city.

History: 1983 a. 184; 1989 a. 56 s. 258; 1999 a. 150 s. 539; Stats. 1999 s. 66.1109; 2001 a. 85; 2017 a. 59, 70, 189.

APPENDIX D - Legal Opinion

APPENDIX E

Downtown Oshkosh Business Improvement District Board Members

Board Member	Category	Term Expires
Marlo Ambas	Owner/Occupant	5/31/2024
Chanda Anderson	Non-Owner/Occupant	5/31/2024
Megan Lang, Chair	Owner/Non-Occupant	5/31/2025
Kris Larson, Vice Chair	Owner/Occupant or Non-Owner/Occupant	5/31/2025
Autumn Urban	Non-Owner/Occupant	5/31/2024
Sandra Prunty	Owner/Occupant	5/31/2025
Andy Ratchman	Non-Owner/Occupant	5/31/2024
Barb Nelson	Non-Owner/Occupant	5/31/2026
Carrie Olson	Owner/Occupant	5/31/2025
James Stapel	Owner/Non-Occupant or Owner/Occupant	5/31/2026
James Evans	Owner/Occupant	5/31/2026
Aaron Armstrong	Owner/Occupant	5/31/2024
Dr. Jill Anderson	Owner/Occupant	5/31/2026
Derek Mulloy	Alternate #1	5/31/2025
Leonard Wiensch	Alternate #2	5/31/2024



TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-424 Approve Special Event - Anglers Insight Marketing (AIM) to Utilize Menominee Park and Millers Bay for the AIM Weekend Walleye Series, August 2 & 3, 2024

Attachments

Res 24-424
AIM Weekend Walleye Series Attachment

7/23/2024

24-424

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE SPECIAL EVENT - ANGLERS INSIGHT MARKETING (AIM) TO UTILIZE MENOMINEE PARK AND MILLERS BAY FOR THE AIM WEEKEND WALLEYE SERIES, AUGUST 2 & 3, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to Anglers Insight Marketing (Denny Fox) to utilize Menominee Park and Millers Bay on Friday, August 2 and August 3, 2024, from 5:00 a.m. to 6:00 p.m. for the AIM Weekend Walleye Tournament in accordance with the municipal code and the attached application, with the following exceptions/conditions:

- A.
- B.
- C.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the event during any period of emergency order or declaration prohibiting such an event. Approval of this event shall not be interpreted to supersede any emergency order or declaration applicable to such an event and all events shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services

None



Date Filed: 6-26-2024

Application Fee Paid: 35.00

7/2/24
7/2/24

SPECIAL EVENT PERMIT APPLICATION

Application fees are \$25 for a single day event or \$35 for a multi-day event

GENERAL INFORMATION							
Official Name of Event: AIM Weekend Walleye Series							
Start Date: 8-2-2024				End Date: 8-3-2024			
List times for each day:							
	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME						1pm	
START TIME						3pm	
END TIME						6pm	
CLEAN UP TIME						7pm	
LOCATION OF THE EVENT							
City Park: Menominee park							
Public Property (list street(s), building(s), etc.)							
County Park / Property:							
City Park:							
Other:							
ORGANIZATION SPONSOR							
Name: Anglers Insight Marketing							
Address: PO Box 521							
City: Weyauwega		State: WI			Zip: 54983		
<input type="checkbox"/> Check this box if this organization is tax exempt (a copy of Wisconsin Sales & Use Tax Exempt form is required)							

CONTACT INFORMATION (One contact person must be on site at ALL times during the event)		
Primary Contact Name: Denny Fox		
Daytime Phone: 9205050122	Cell Phone: 9205050122	
Email: info@aimfishing.com		
Address: PO Box 421		
City: Weyauwega	State: WI	Zip: 54983
Secondary Contact Name:		
Daytime Phone:		Cell Phone:
Email:		
Address:		
City:	State:	Zip:
EVENT DETAILS		
Brief Description/Purpose of Event: Fishing tournament. No fish brought in to the scales		
Type of event: <input type="checkbox"/> Festival / Music Concert <input type="checkbox"/> Fun Run / Walk / Roll <input type="checkbox"/> March Utilizing Public Property <input type="checkbox"/> Parade <input type="checkbox"/> Public Assembly (for political purposes)	<input type="checkbox"/> Religious / Educational <input type="checkbox"/> Rally / Memorial <input type="checkbox"/> Run / Walk Greater than 5K <input checked="" type="checkbox"/> Sport (fishing, soccer, etc.) <input type="checkbox"/> Street / Block Party <input type="checkbox"/> Other	
Event will have: <input type="checkbox"/> Alcoholic Beverages (<i>Special Class B License required</i>) <input type="checkbox"/> Animals - list types of animals <input type="checkbox"/> Amusement Rides (carnival/midway) <input type="checkbox"/> Amplified Sound <input type="checkbox"/> Bounce House <input type="checkbox"/> Bungee Jump <input type="checkbox"/> Camping – list camping location (<i>camping/campgrounds must be licensed by Winnebago County Health Dept.</i>)	<input type="checkbox"/> Food <input type="checkbox"/> Dunk Tank <input type="checkbox"/> Marching Units <input type="checkbox"/> Non Food Items for Sale / Display <input type="checkbox"/> Rock Wall <input type="checkbox"/> Tents / Canopies <input type="checkbox"/> Vehicles (Cars, Trucks, ATV, Boats, etc.) <input type="checkbox"/> Water Slides <input type="checkbox"/> Other high-risk activity <p style="text-align: center;">**It is the organizer's responsibility to notify the City of Oshkosh and request approval of any changes a minimum of 30 days prior to the event.</p>	

Estimated attendance per day: <input checked="" type="checkbox"/> 50-250 <input type="checkbox"/> 250-500 <input type="checkbox"/> 500-1,000 <input type="checkbox"/> 1,000-3,000 <input type="checkbox"/> 3,000-5,000 <input type="checkbox"/> 5,000+ <input type="checkbox"/> 10,000+	Estimated attendance for duration of event: <input checked="" type="checkbox"/> 50-250 <input type="checkbox"/> 250-500 <input type="checkbox"/> 500-1,000 <input type="checkbox"/> 1,000-3,000 <input type="checkbox"/> 3,000-5,000 <input type="checkbox"/> 5,000+ <input type="checkbox"/> 10,000+								
Length of Route for Walk / Run / Roll events: <input type="checkbox"/> Less than 1 Mile <input type="checkbox"/> 1 Mile <input type="checkbox"/> 2 Mile <input type="checkbox"/> 5K <input type="checkbox"/> Other _____									
Number of Participating Booths / Boats / Cars / etc. <input type="checkbox"/> 1-25 <input type="checkbox"/> 25-50 <input checked="" type="checkbox"/> 50-100 <input type="checkbox"/> 100-200 <input type="checkbox"/> 200-400 <input type="checkbox"/> 400-600 +									
List date & time of specific activities that occur during the event. (Ex: walk/run held day 2 of event) Boats launch starting at 530 both days and leave at 7am. They return both days at 3pm and on Saturday only we will set up a few banners and a table to do awards									
Location of Event Parking: Boat trailer areas specified by parks dept <i>(If city parking lots or turf areas in City Parks or on City property are needed for parking, a parking and/or turf agreement may be required.)</i>									
Advertising for your event will consist of: <input type="checkbox"/> Pre-event advertising through yard or other signs <input type="checkbox"/> Temporary directional / other signage during the event (no more than 24 hours in advance) <i>For more information regarding Special Event signage visit: City of Oshkosh, Municipal Code, Zoning Ordinance, Chapter 30, Article X: Signage</i>									
SERVICES / FACILITIES REQUESTED / REQUIRED									
<u>Oshkosh Police Department (list times of service requested/required)</u> List days & times requested / required below <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Monday _____ PM to _____ PM</td> <td style="width: 50%;">Tuesday _____ PM to _____ PM</td> </tr> <tr> <td>Wednesday _____ PM to _____ PM</td> <td>Thursday _____ PM to _____ PM</td> </tr> <tr> <td>Friday _____ PM to _____ PM</td> <td>Saturday _____ PM to _____ PM</td> </tr> <tr> <td>Sunday _____ PM to _____ PM</td> <td></td> </tr> </table> Will the event requested /require temporary no parking areas? <input type="checkbox"/> Yes <input type="checkbox"/> No Will an additional Security Company be onsite? <input type="checkbox"/> Yes <input type="checkbox"/> No Security Firm Contact: _____ Cell Phone: _____		Monday _____ PM to _____ PM	Tuesday _____ PM to _____ PM	Wednesday _____ PM to _____ PM	Thursday _____ PM to _____ PM	Friday _____ PM to _____ PM	Saturday _____ PM to _____ PM	Sunday _____ PM to _____ PM	
Monday _____ PM to _____ PM	Tuesday _____ PM to _____ PM								
Wednesday _____ PM to _____ PM	Thursday _____ PM to _____ PM								
Friday _____ PM to _____ PM	Saturday _____ PM to _____ PM								
Sunday _____ PM to _____ PM									
<u>Oshkosh Fire Department (list times of service requested/required)</u> Will the event require Paramedic Services and/or Fire Services? <input type="checkbox"/> Paramedic <input type="checkbox"/> Fire List days & times requested / required below (circle AM or PM) <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Monday _____ PM to _____ PM</td> <td style="width: 50%;">Tuesday _____ PM to _____ PM</td> </tr> <tr> <td>Wednesday _____ PM to _____ PM</td> <td>Thursday _____ PM to _____ PM</td> </tr> <tr> <td>Friday _____ PM to _____ PM</td> <td>Saturday _____ PM to _____ PM</td> </tr> <tr> <td>Sunday _____ PM to _____ PM</td> <td></td> </tr> </table>		Monday _____ PM to _____ PM	Tuesday _____ PM to _____ PM	Wednesday _____ PM to _____ PM	Thursday _____ PM to _____ PM	Friday _____ PM to _____ PM	Saturday _____ PM to _____ PM	Sunday _____ PM to _____ PM	
Monday _____ PM to _____ PM	Tuesday _____ PM to _____ PM								
Wednesday _____ PM to _____ PM	Thursday _____ PM to _____ PM								
Friday _____ PM to _____ PM	Saturday _____ PM to _____ PM								
Sunday _____ PM to _____ PM									

Will fire, candles, fireworks or pyrotechnics be used?

☐

Yes

☒

No

Will LP (propane) tanks be utilized?

☐

Yes

☒

No

Will vendors be deep frying food?

☐

Yes

☒

No

(Only Commercial Deep Fryers will be permitted – no free standing units will be allowed.)

Public Works / Streets Department

Are you requesting a full or partial street closure?

☐

Yes

☒

No

Will you be contracting with a licensed road sign company?

☐

Yes

☒

No

Will the event route cross over a railroad track or bridge?

☐

Yes

☒

No

Parks Department (if your event will be held in a City Park)

Will additional dumpster(s) be brought onsite?

☐

Yes

☒

No

Will you be requesting a boat launch buy out (50 + boats)?

☐

Yes

☒

No

Will payment for the launch fee be paid by individual boaters?

☒

Yes

☐

No

Are you requesting turf parking?

☒

Yes

☐

No

List Shelter(s) to be Reserved: _____

Community Development

Will mobile vendors have exclusivity at the event?

☐

Yes

☒

No

(If vendors are not contracted with the event organizer, they must have a mobile vending permit.)

Electricity Use

Will there be a need to utilize City electricity?

☐

Yes

☒

No

If electrical is required, the organizer is responsible to contract with a license electrician.

Inspection Services

If a City water source is necessary, a licensed plumber must install back flow preventers and shall call Inspection Services for an inspection.

Winnebago County

If the event is utilizing Winnebago County property or all or part of the waterways, have the proper agreements and requirements been completed?

☒

Yes

☐

No

Other

Will drinking water be provided?

☐

Yes

☒

No

How will it be provided? _____

Will portable restrooms or handwashing stations be brought in?

☐

Yes

☒

No

Vendor Contact: _____ Cell Phone: _____

Will food be prepared and served?

☐

Yes

☒

No

(Event organizer is responsible to provide containers and removal of grey water/liquid waste and grease/oil.)

Food vendors/trucks must be licensed with the Winnebago County Health Department or the State of Wisconsin.

List food vendor(s) names:

OTHER REQUIREMENTS☐ Event Insurance

Certificate of Insurance is required for medium or high risk events; the City of Oshkosh, and its officers, council members, agents, employees and authorized volunteers must be listed as additional insured.

☒ Business & Residential Notifications

Organizer is responsible to notify local businesses and residents that will be impacted by the event

EMERGENCY CONTACT INFORMATION

Identify who will cancel the event if necessary (name/title/phone number)

Name & Title: Denny Fox Cell Phone: 9205050122

Identify how the public will be notified of a cancellation before or during the event.

Social media

- ☒ I have reviewed the proposed location for the event and determined suitability for our proposed use.
- ☒ I have reviewed and have considered the Contingency Plan information provided by the City of Oshkosh (see website for details).
- ☒ I have reviewed and understand the City's Insurance Requirements for Special Events (see website for details).
- ☒ I have enclosed the event's Public Safety Site Plan.
- ☒ I have enclosed other information that we believe is necessary or helpful to describe the planned event.

If the event takes place on city property (Parks, City Streets, or other city owned facilities) in whole or in part:

- ☒ I understand and acknowledge that it is the event organizer's responsibility to inspect the area the event is to take place and notify the City's Safety & Risk Management Officer (920.236.5117) of any safety concerns.
- ☒ There are no requested changes, upgrades or safety concerns identified.
- OR
- ☐ I am requesting the following changes or upgrades to be considered:

SIGNATURE

I am authorized to sign this application and act on behalf of the event sponsor in relation to this event. The information contained in this application for a Special Event permit is true, correct and complete to the best of my knowledge. If there are any changes to the Special Event, I agree that I will promptly notify the City of Oshkosh of these changes and request approval of them. I agree that I, or the sponsoring organization, will pay, or reimburse, the City for the actual reasonable cost of providing extraordinary services for the Special Event according to the current Special Events Extraordinary Fees Schedule.



Signature of Event Organizer

DENNIS J. FOX

Print Name of Event Organizer

Operations Mgr.

Title of Event Organizer

6-26-2024

Date

Return completed Application and Application Fee to:
Oshkosh Seniors Center, Attn: Special Events Coordinator
805 Witzel Ave., Oshkosh, WI 54902

SPECIAL EVENT
INDEMNIFICATION & HOLD HARMLESS AGREEMENT

EVENT NAME:

A.m. weekend Walleye Series

ORGANIZER NAME:

DENNY FOX

The event organizer agrees that it, not the City, will be solely responsible for all incidents at the event. This responsibility of the organizer to the City includes but is not limited to the actions of the event organizer, its officers, employees, agents, and volunteers, along with event vendors, contractors, subcontractors, participants, and visitors.

In consideration for the City's approval of the Special Event except to the extent such claims arise from the sole negligence or willful misconduct of the City, the organizer of this event agrees to indemnify and hold harmless the City of Oshkosh, and its officers, council members, agents, employees, and authorized volunteers, from, for, and against and agrees to defend the same from and against, any and all suits, claims, grievances, damages, costs, expenses, judgments, and/or liabilities, including costs of defense and reasonable attorney fees, and further agrees to pay any settlement entered into or on the behalf of, or judgment entered against, the foregoing individuals and/or entities.

The event organizer shall abide by the City's insurance requirements for the event, including the addition of the City of Oshkosh, and its officers, council members, agents, employees, and authorized volunteers as additional insureds for the event.

The individual(s) signing this agreement has the authority to enter into this agreement on behalf of the organizer(s) of the Special Event.

EVENT ORGANIZER(S)

DENNY FOX

Print Name of Event Organizer

6-26-2024

Date

[Signature]

Signature of Event Organizer

OPERATIONS MGR

Title of Event Organizer

04/25/2023



TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-425 Approve Block Party - Joseph Butler to Utilize Evans Street for Their National Night Out Neighborhood Block Party, August 6, 2024

Attachments

Res 24-425
Butler NNO BP Attachment

07/23/2024

24-425

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE BLOCK PARTY - JOSEPH BUTLER TO UTILIZE EVANS STREET FOR THEIR NATIONAL NIGHT OUT NEIGHBORHOOD BLOCK PARTY, AUGUST 6, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to Joseph Butler to utilize Evans Street between Mallard Avenue and Greenwood Avenue, on Tuesday, August 6, 2024, from 2:00 p.m. to 8:00 p.m. to hold their National Night Out Neighborhood Block Party in accordance with the municipal code and the attached application, with the following exceptions/conditions:

- A.
- B.
- C.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the block party during any period of emergency order or declaration prohibiting such an event. Approval of this block party shall not be interpreted to supersede any emergency order or declaration applicable to such block parties and all block parties shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services

None



2024 National Night Out Request Form

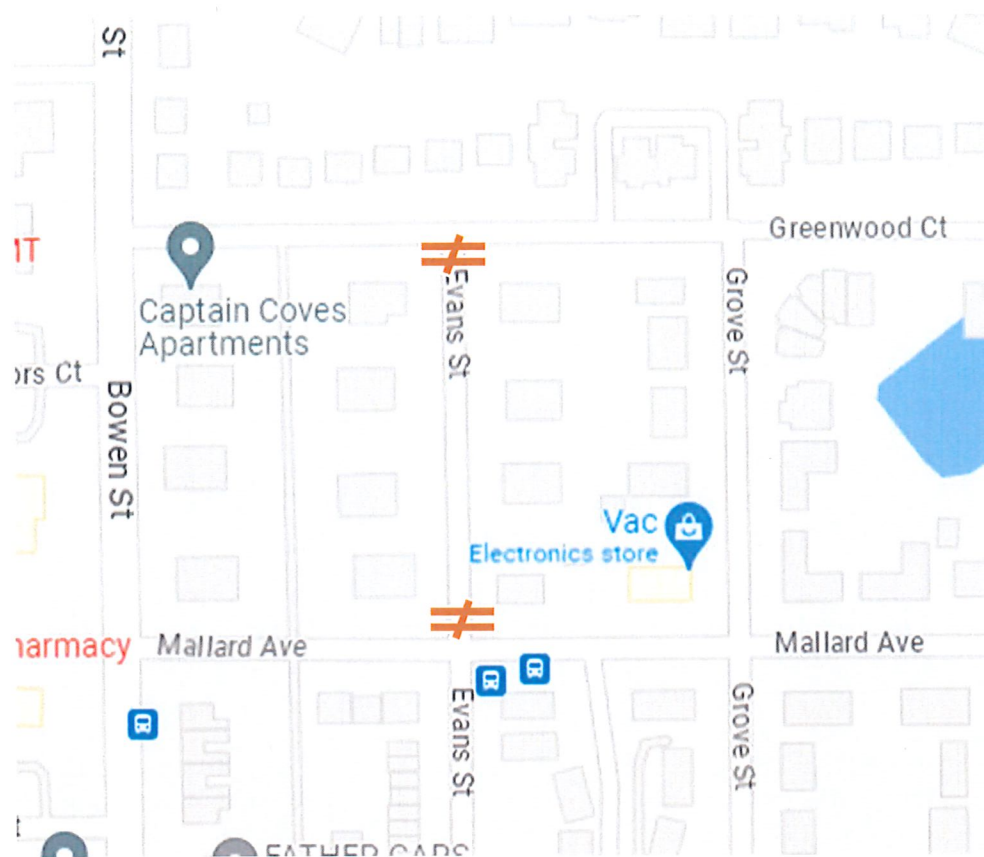
The completed application can be mailed to: Oshkosh Parks, Special Events Coordinator, 805 Witzel Ave., Oshkosh, WI, 54902;
or emailed to: ksnell@ci.oshkosh.wi.us . For more information contact the Special Events Coordinator at (920) 232-5304.

CONTACT INFORMATION (This is the primary organizer of the NNO event)	
Name: <u>Bethel Worship Center</u>	Phone Number: <u>(920) 235-2332</u>
Address: <u>903 E Tennessee Ave</u>	Email: <u>yesh20@aol.com</u>
EVENT / ACTIVITY INFORMATION	
Event Date: <u>August 6 2024</u>	Location of Event/Activity: <u>EVANS ST. The block between</u> <u>Mallard Ave & Greenwood Ave</u> <small>Name specific public park, street, alley, etc. or provide specific street address if event / activity will be held on private property.</small>
Start Time: <u>2:00pm</u>	End Time: <u>8:00pm</u>
If a Street Closure is Requested: Street to be Closed: <u>EVANS ST</u> From <u>Mallard Ave</u> (Street) to <u>Greenwood Ave</u> (Street) <small>(Example: N. Campbell Rd. from Witzel Avenue to Dempsey Trail)</small>	
Estimated Attendance: <u>100</u>	Have all residents been notified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please list any objections:	
Is the event/activity affiliated with a Neighborhood Association: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If Yes, list Association:
Event will have: <input checked="" type="checkbox"/> Amplified Sound <input checked="" type="checkbox"/> Bounce House <input checked="" type="checkbox"/> Food <input type="checkbox"/> Non Food Items for Sale / Display <input checked="" type="checkbox"/> Tents / Canopies	<div style="border: 1px solid black; padding: 5px;">Note: If the event/activity will include any of the items listed, a special event permit may be required. The Special Events Coordinator will contact you.</div>
Requesting City of Oshkosh Community Outreach <input checked="" type="checkbox"/> Police <input checked="" type="checkbox"/> Fire Please list Special Teams Requested (i.e. K9, Swat, etc.): <u>All services</u>	

The information contained in this application is true, correct and complete to the best of my knowledge. If there are any changes to the proposed event/activity, I agree that I will promptly notify the city of Oshkosh of these changes and request approval of them.

Joseph Butler
Application Signature

5/28/24
Date





TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-426 Approve Special Event - The Salvation Army of Oshkosh to Utilize City Streets and Sidewalks for the Pedal Out Hunger Event, August 10, 2024

Attachments

Res 24-426
Pedal Out Hunger Attachment

07/23/2024

24-426

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE SPECIAL EVENT - THE SALVATION ARMY OF OSHKOSH TO UTILIZE CITY STREETS AND SIDEWALKS FOR THE PEDAL OUT HUNGER EVENT, AUGUST 10, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to the Salvation Army Oshkosh (Patty Zastrow) to utilize City streets and sidewalks on Saturday, August 10, 2024, from 10:00 a.m. to 2:00 p.m. for the Pedal Out Hunger Ride/Walk event, in accordance with the municipal code and the attached application, with the following exceptions/ conditions:

- A.
- B.
- C.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the event during any period of emergency order or declaration prohibiting such an event. Approval of this event shall not be interpreted to supersede any emergency order or declaration applicable to such an event and all events shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services

Police Department

Staffing \$32.94 (preliminary estimate includes 2 dedicated CSO hrs)

Equipment / Vehicle Use \$16.05 (preliminary estimate includes 1 hr. of dedicated use of vehicles)



Date Filed: <u>10/28/24</u>
Application Fee Paid: _____

SPECIAL EVENT PERMIT APPLICATION

Application fees are \$25 for a single day event or \$35 for a multi-day event

GENERAL INFORMATION							
Official Name of Event: <u>Pedal Out Hunger WALK/Ride</u>							
Start Date: <u>8/10/24</u>				End Date: <u>8/10/24</u>			
List times for each day:							
	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME						<u>8AM</u>	
START TIME						<u>10AM</u>	
END TIME						<u>2 P.M</u>	
CLEAN UP TIME							
LOCATION OF THE EVENT							
City Park:							
Public Property (list street(s), building(s), etc.) <u>High Ave, Pearl Ave, Dawes St., Algoma Blvd., Marion Rd.</u>							
County Park / Property: <u>Wiouwash Trail</u>							
City Park:							
Other: <u>Oshkosh Riverwalk</u>							
ORGANIZATION SPONSOR							
Name: <u>The Salvation Army of Oshkosh</u>							
Address: <u>417 Algoma Blvd.</u>							
City: <u>Oshkosh</u>		State: <u>WI</u>			Zip: <u>54901</u>		
<input checked="" type="checkbox"/> Check this box if this organization is tax exempt (a copy of Wisconsin Sales & Use Tax Exempt form is required)							

Walking Route
1.3 mile

Kelly's Bar

Toppers Pizza

Molly McGuire's

The Salvation Army

Saint Peters School

Pearl Ave

Dawes St

Pearl Ave

Jackson St

Marion Rd

Oshkosh Riverwalk

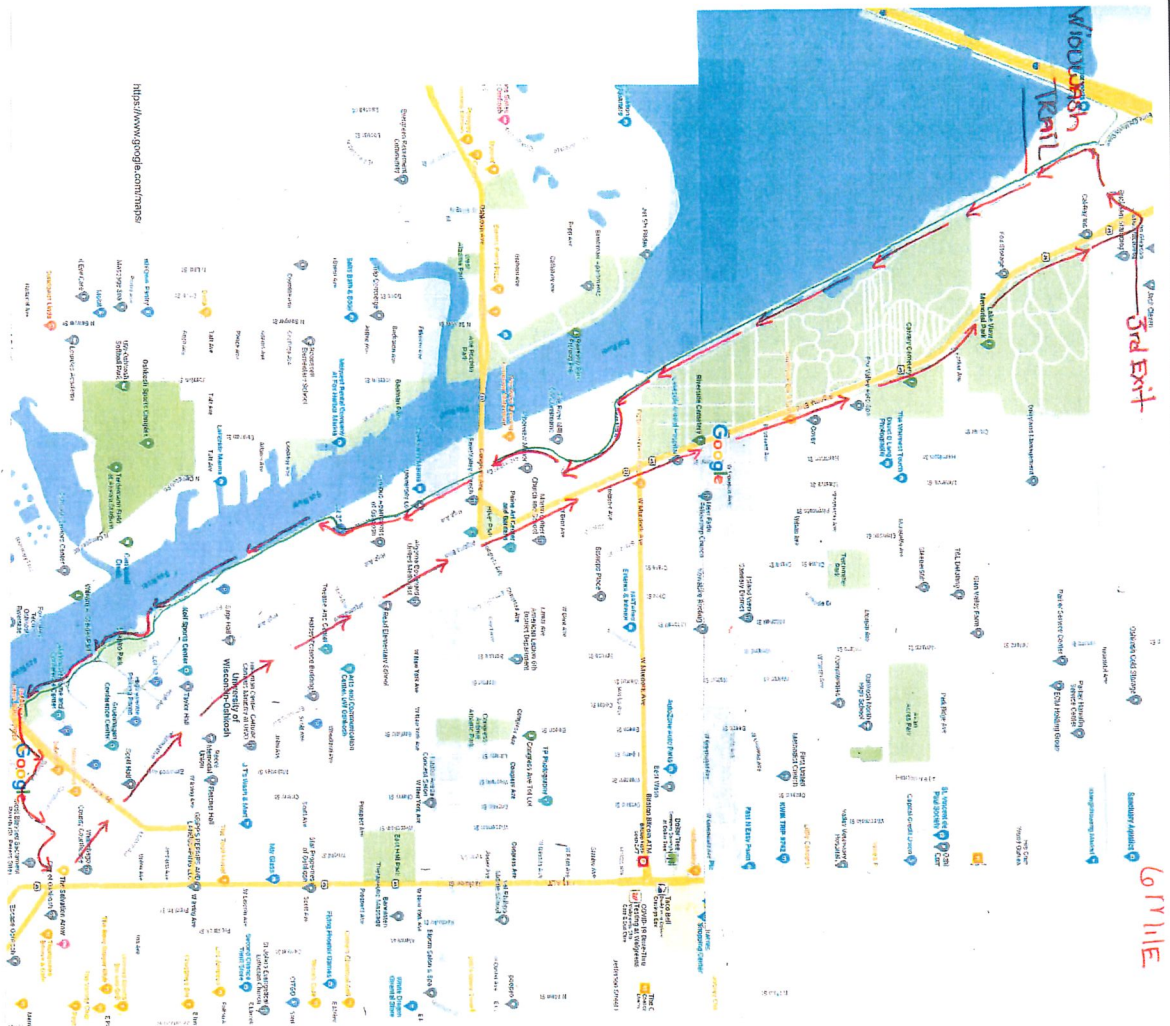
Fox River

Jackson St

Oshkosh
Welcome
Conference

31 mi
1.3 mile

Mac
@footpa







TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-427 Approve Special Event - Venue 404 to Utilize Opera House Square for a Wedding Ceremony, August 17, 2024

Attachments

Res 24-427
Wedding Ceremony attachment

07/23/2024

24-427

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE SPECIAL EVENT - VENUE 404 TO UTILIZE OPERA HOUSE SQUARE FOR A WEDDING CEREMONY, AUGUST 17, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to Venue 404 (Kevin McHugh) to utilize Opera House Square on August 17, 2024, from 3:00 p.m. to 5:00 p.m. for a Wedding Ceremony in accordance with the municipal code and the attached application, with the following exceptions/conditions:

- A.
- B.
- C.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the event during any period of emergency order or declaration prohibiting such an event. Approval of this event shall not be interpreted to supersede any emergency order or declaration applicable to such an event and all events shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services

Police

Staffing \$20.31 (preliminary estimate includes 1 CSO hr.)

Equip/Vehicle \$19.89 (preliminary estimate includes 1 hr. vehicle use)

Supples/Materials \$22.00 (preliminary estimate includes use of no parking signs and cones)

Public Works

Staffing \$37.33 (preliminary estimate includes 1 hr. staff time)

Equip/Vehicle \$31.81 (preliminary estimate includes 1 hr. vehicle use)

Supplies/Materials \$33 (preliminary estimate includes use of barricades and signs)



Date Filed: 6.17.2024

Application Fee Paid: 6/27/24

SPECIAL EVENT PERMIT APPLICATION

Application fees are \$25 for a single day event or \$35 for a multi-day event

GENERAL INFORMATION

Official Name of Event: Wedding Ceremony

Start Date: 8-17-2024

End Date: 8-17-2024

List times for each day:

	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME						3:00	
START TIME						4:00	
END TIME						4:30	
CLEAN UP TIME						5:00	

LOCATION OF THE EVENT

City Park: Opera Square

Public Property (list street(s), building(s), etc.)

County Park / Property:

City Park:

Other:

ORGANIZATION SPONSOR

Name: Venue 404

Address: 404 North Main Street

City: Oshkosh

State: WI

Zip: 54901

☐

Check this box if this organization is tax exempt (a copy of Wisconsin Sales & Use Tax Exempt form is required)



TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-428 Approve Special Event - Wisconsin Waterfowl Association to hold the Waterfowl Hunters Expo at the Sunnyview Exposition Center, August 24, 2024

Attachments

Res 24-428
Waterfowl Hunters Expo attachment

07/23/2024

24-428

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE SPECIAL EVENT - WISCONSIN WATERFOWL ASSOCIATION TO HOLD THE WATERFOWL HUNTERS EXPO AT SUNNYVIEW EXPOSITION CENTER/ AUGUST 24, 2024

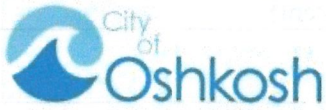
INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to the Wisconsin Waterfowl Association (Bruce Ross) to hold the Waterfowl Hunter Expo at Sunnyview Exposition Center on Saturday, August 24, 2024, in accordance with the municipal code and the attached application, with the following exceptions/conditions:

- A. An exception to Ordinance 17-4 (A) of the City of Oshkosh Municipal Code must be approved by the Chief of Police to discharge a firearm within the limits of the City of Oshkosh for the purpose of having a temporary outdoor shooting range as part of the event;
- B. An exception to Ordinance 17-5 (A) of the City of Oshkosh Municipal Code must be approved by the Chief of Police to shoot or discharge a bow which propels or projects an arrow or similar projectile for the purpose of a temporary archery range as part of the event;
- C. An exception to Ordinance 17-5 (B) of the City of Oshkosh Municipal Code must be approved by the Chief of Police to shoot or discharge a pellet gun for the purpose of a temporary shooting range as part of the event.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the event during any period of emergency order or declaration prohibiting such an event. Approval of this event shall not be interpreted to supersede any emergency order or declaration applicable to such an event and all events shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services
None

Date Filed: 6/28/24Application Fee Paid: 6/28/24

SPECIAL EVENT PERMIT APPLICATION

Application fees are \$25 for a single day event or \$35 for a multi-day event

GENERAL INFORMATION

Official Name of Event: **2024 Waterfowl Hunters EXPO**

Start Date: **22 August**

End Date: **25 August**

List times for each day:

	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME				10am	10 am	6 am	8 am
START TIME						8 am	11 am
END TIME				5 pm	5 pm	5 pm	12 pm
CLEAN UP TIME						6:30pm	

LOCATION OF THE EVENT

City Park:

Public Property (list street(s), building(s), etc.)

County Park / Property: **Sunnyview EXPO center, 500 E County Road Y , Oshkosh, WI**

City Park:

Other:

ORGANIZATION SPONSOR

Name: **Wisconsin Waterfowl Association**

Address: **PO Box 427**

City: **Wales**

State: **WI**

Zip: **53183**



Check this box if this organization is tax exempt (a copy of Wisconsin Sales & Use Tax Exempt form is required)



TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-429 Approve Block Party - Tina Fillmore to Utilize Fox Tail Lane for a Neighborhood Block Party, September 22, 2024

Attachments

Res 24-429
Fillmore Block Party attachment

07/23/2024

24-429

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE BLOCK PARTY - TINA FILLMORE TO UTILIZE FOX TAIL LANE FOR A NEIGHBORHOOD BLOCK PARTY, SEPTEMBER 22, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to Tina Fillmore to utilize Fox Tail Lane for a neighborhood block party on Sunday, September 22, 2024, from 10:00 a.m. to 8:00 p.m. in accordance with the municipal code and the attached application, with the following exceptions/conditions:

A.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs of extraordinary service. Approval of this request shall not be interpreted as approval to conduct the block party during any period of emergency order or declaration prohibiting such an event. Approval of this block party shall not be interpreted to supersede any emergency order or declaration applicable to such block parties and all block parties shall remain subject to all applicable ordinances, orders, declarations, and requirements for public gatherings.

Cost Estimates for Extraordinary Services

None

Rec'd
7/18/24



Block Party Request Form

The completed application can be mailed to: Oshkosh Seniors Center, Special Events Coordinator, 200 N. Campbell Rd., Oshkosh, WI 54902; or emailed to: ksnell@ci.oshkosh.wi.us; or faxed to: (920) 232-5307. For more information contact the Special Events Coordinator at (920) 232-5304.

EVENT INFORMATION	
Date of Event: Sept 22, 2024	Time Requested: From 8pm .m. to 8pm .m. (Example 10:00 a.m. to 2:00 p.m.)
Street to be Closed: <u>Fox Tail Lane</u>	
From <u>Bernheim</u> (Street) to <u>Hunters Glen</u> (Street) (Example: N. Campbell Rd. from Witzel Avenue to Dempsey Trail)	
Estimated Attendance: <u>100</u>	Have all residents been notified? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If NO, who has not been contacted and why? <u>Wanted to make sure to get application in before deadline. Same spot as last year and all were ok with closing street. I can update when I get permission.</u>	
Did any residents indicate an objection? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If YES, what was the nature of that objection?	
Briefly describe any activities planned with the block party: <u>Bounce House, Packers Game Projected on Garage door, face painting, potluck, yard games</u> (Note: No food or beverages may be sold and no tents or other structures may be placed within the right-of way – street or terrace areas)	
Are you affiliated with a recognized City of Oshkosh Neighborhood Association? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Note if "yes" your information will be provided to GOHNI for additional activity options.)	
Will there be amplified music or sound associated with the events? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
APPLICANT INFORMATION	
Applicant Name: <u>Tina Fillmore</u>	
Daytime Phone #: <u>309-696-1923</u>	Cell Phone #: <u>same</u>
Email Address: <u>foxchaseneighbors@gmail.com</u>	
Address: <u>2850 Fox Tail Lane</u>	ZIP: <u>54904</u>

The information contained in this application is true, correct, and complete to the best of my knowledge. If there are any changes to the proposed block party, I agree that I will promptly notify the City of Oshkosh of these changes and request approval of them.

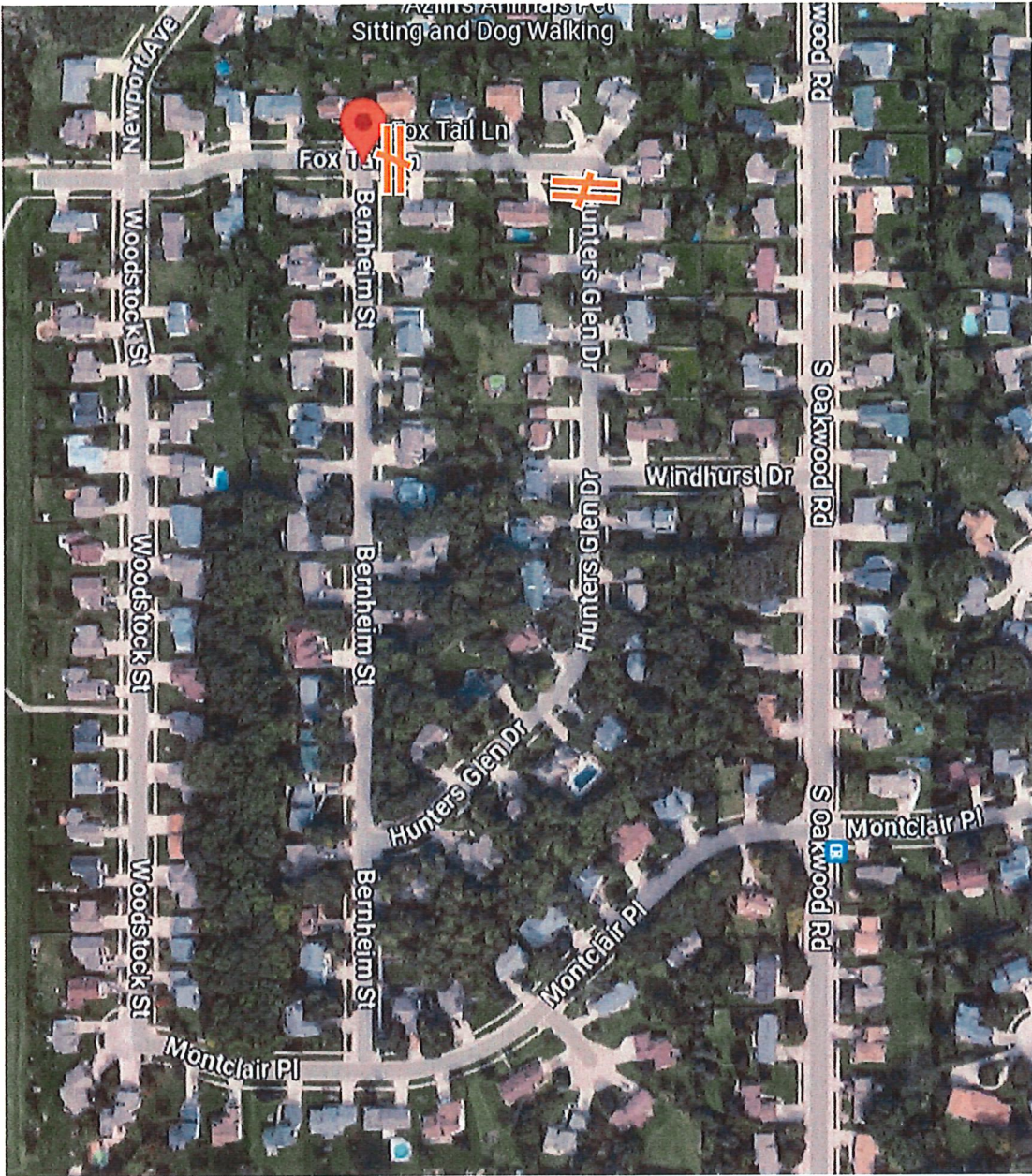
Tina Fillmore

07/02/2024

Applicant Signature

Date

October 28, 2019





TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-430 Approve Special Event - Lourdes Academy to Utilize City Streets for the Lourdes Academy Homecoming Parade, September 27, 2024

Attachments

Res 24-430
Lourdes Homecoming Parade attachment

07/23/2024

24-430

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE SPECIAL EVENT - LOURDES ACADEMY TO UTILIZE CITY STREETS FOR THE LOURDES HOMECOMING PARADE, SEPTEMBER 27, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to Lourdes Academy (David Mikesell) to utilize City streets (W. 5th Avenue, Knapp Street, Durfee Avenue, and Josslyn Street) on Friday, September 27, 2024, from 5:00 p.m. to 6:00 p.m. for the Lourdes Academy Homecoming Parade in accordance with the municipal code and the attached application, with the following exceptions/conditions:

- A.
- B.
- C.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the event during any period of emergency order or declaration prohibiting such an event. Approval of this event shall not be interpreted to supersede any emergency order or declaration applicable to such an event and all events shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services
None

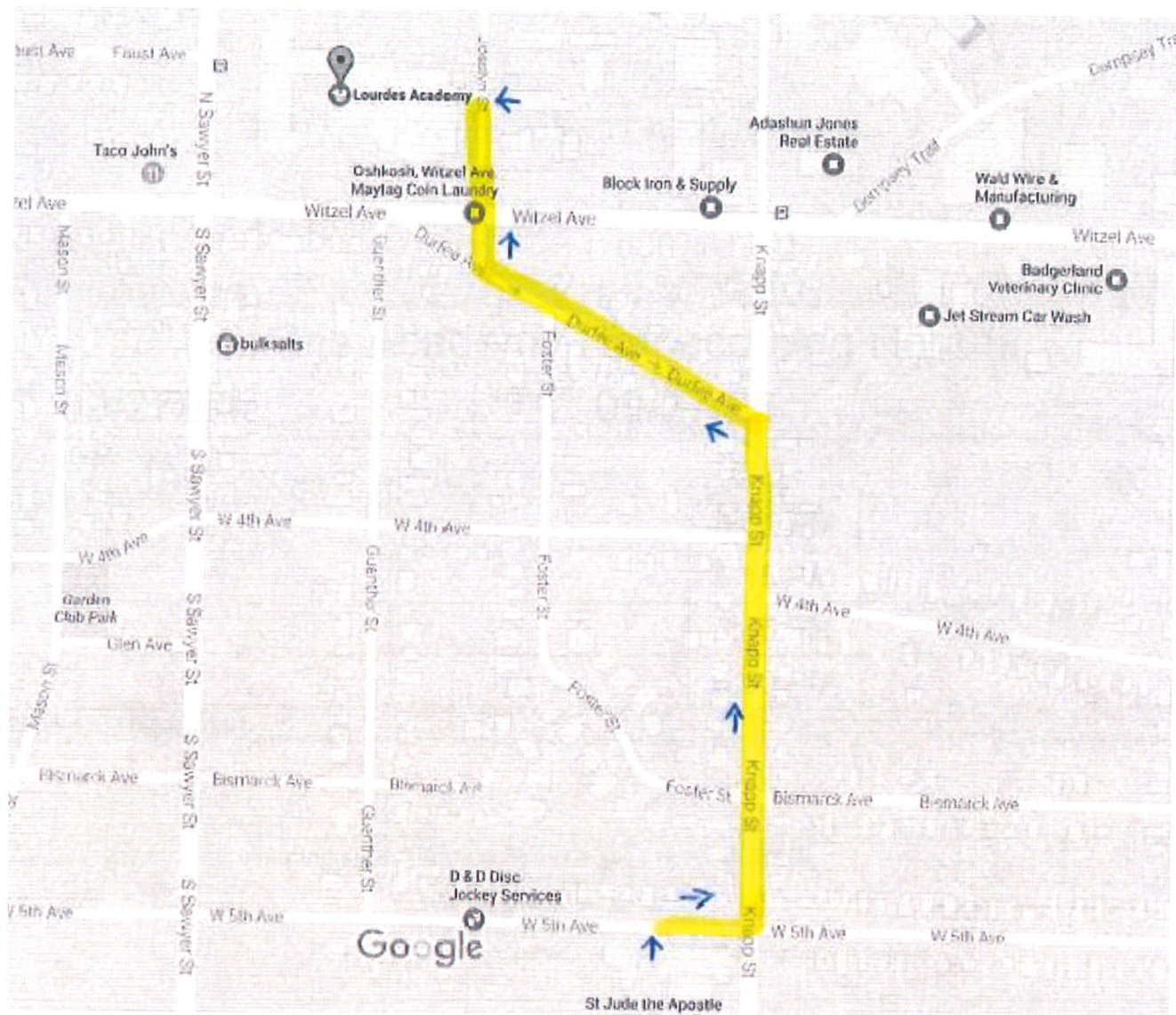


Date Filed: 6/14/24
Application Fee Paid: 6/14/24

SPECIAL EVENT PERMIT APPLICATION

Application fees are \$25 for a single day event or \$35 for a multi-day event

GENERAL INFORMATION							
Official Name of Event: Lourdes Academy Homecoming Parade							
Start Date: 09/27/24				End Date: 09/27/24			
List times for each day:							
	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME					5:00 PM		
START TIME					5:15 PM		
END TIME					5:45 PM		
CLEAN UP TIME					6:00 PM		
LOCATION OF THE EVENT							
City Park:							
Public Property (list street(s), building(s), etc.) Starts at Sacred Heart, 512 Knapp Street Heads North on Knapp Street Turn Northwest on Durfee Heads North on Josslyn Complete parade at Josslyn St Parking Lot at Lourdes							
County Park / Property:							
City Park:							
Other:							
ORGANIZATION SPONSOR							
Name: Lourdes Academy							
Address: 110 North Sawyer St							
City: Oshkosh		State: WI			Zip: 54902		
<input type="checkbox"/> Check this box if this organization is tax exempt (a copy of Wisconsin Sales & Use Tax Exempt form is required)							





TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-431 Approve Special Event - Oshkosh North High to Utilize City Streets for the Oshkosh North Homecoming Parade, October 4, 2024

Attachments

Res 24-431
Oshkosh North Homecoming Parade attachment

07/23/2024

24-431

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVAL SPECIAL EVENT - OSHKOSH NORTH HIGH TO UTILIZE CITY STREETS FOR THE OSHKOSH NORTH HOMECOMING PARADE, OCTOBER 4, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to Oshkosh North Student Council (Gina Munig) to utilize City streets (Tyler Avenue, Josslyn Street, and Southland Avenue) on Friday, October 4, 2024, from 5:30 p.m. to 6:00 p.m. for the Oshkosh North Homecoming Parade in accordance with the municipal code and the attached application, with the following exceptions/conditions:

- A.
- B.
- C.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the event during any period of emergency order or declaration prohibiting such an event. Approval of this event shall not be interpreted to supersede any emergency order or declaration applicable to such an event and all events shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services

None

Date Filed: 10/18/24Application Fee Paid: N/A

SPECIAL EVENT PERMIT APPLICATION

Application fees are \$25 for a single day event or \$35 for a multi-day event

GENERAL INFORMATION

Official Name of Event: **Oshkosh North High School Homecoming Parade**Start Date: **10/4/24**End Date: **10/4/24**

List times for each day:

	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME					4:00pm		
START TIME					5:30pm		
END TIME					6:00pm		
CLEAN UP TIME					N/A		

LOCATION OF THE EVENT

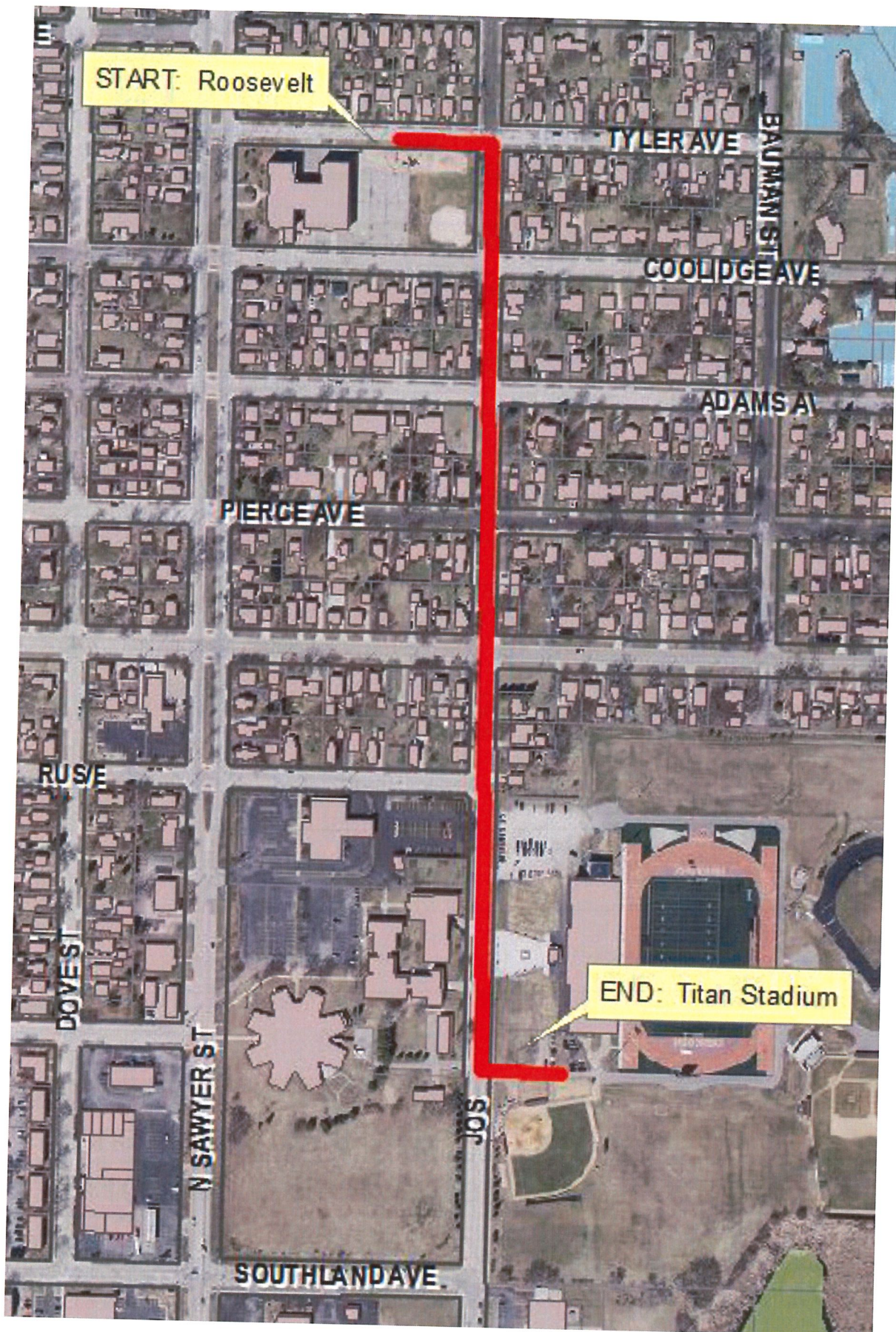
City Park:

Public Property (list street(s), building(s), etc.) Set-Up: Tyler Ave. between Sawyer & Josselyn
Parade: Starts at Tyler Ave. and ends at Southland the stadiumCounty Park / Property: **N/A**City Park: **N/A**Other: **N/A**

ORGANIZATION SPONSOR

Name: **Gina Munig (ONHS)**Address: **1100 W. Smith Avenue**City: **Oshkosh**State: **WI**Zip: **54901**

Check this box if this organization is tax exempt (a copy of Wisconsin Sales & Use Tax Exempt form is required)



START: Roosevelt

TYLER AVE

BAUMAN ST

COOLIDGE AVE

ADAMS AVE

PIERCE AVE

RUSE

DOVES

N SAWYER ST

SOF

SOUTHLAND AVE

END: Titan Stadium



TO: Honorable Mayor and Members of the Common Council
FROM: Kathy Snell, Special Events Coordinator
DATE: July 23, 2024
SUBJECT: Res 24-432 Approve Special Event - Skogens Festival Foods to Utilize City Streets for the Festival Foods Turkey Trot, November 28, 2024

Attachments

Res 24-432
Turkey Trot Attachment

7/23/2024

24-432

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE SPECIAL EVENT - SKOGENS FESTIVAL FOODS TO UTILIZE CITY STREETS FOR THE FESTIVAL FOODS TURKEY TROT, NOVEMBER 28, 2024

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh by the Common Council of the City of Oshkosh that approval is granted to Skogens Festival Foods (Steve Sagmeister) to utilize City streets on Thursday, November 28, 2024, from 8:00 a.m. to 10:30 a.m. for the Festival Foods Turkey Trot in accordance with the municipal code and the attached application, with the following exceptions/conditions:

- A.
- B.
- C.

BE IT FURTHER RESOLVED that as a condition of approval, the Event Organizer shall pay the City's actual costs for extraordinary services. Approval of this request shall not be interpreted as approval to conduct the event during any period of emergency order or declaration prohibiting such an event. Approval of this event shall not be interpreted to supersede any emergency order or declaration applicable to such an event and all events shall remain subject to all applicable ordinances, orders, declarations and requirements for public gatherings.

Cost Estimates for Extraordinary Services

Police Department

Staffing \$3,528.30 (preliminary estimate includes 22 officer hrs., 6 Supervisor hrs., and 20 CSO hrs.)

Equipment / Vehicle Use \$79.56 (preliminary estimate included dedicated use of vehicles for 4 hrs.)

Supplies / Materials \$55 (preliminary estimate includes dedicated use of cones and no parking signs)

Street Department

Staffing \$671.94 (preliminary estimate includes 18 dedicated staff hrs. for the delivery and pick up of barricades and signs)

Equipment / Vehicle Use \$208.08 (preliminary estimate includes dedicated use of truck and trailer for the delivery and pick up of barricades and signs.)

Supplies / Materials \$522.50 (preliminary estimate includes dedicated use of barricades & signs)

Fire Department

Staffing \$653.92 (preliminary estimate includes a dedicated paramedic crew for 4 hrs.)

Equipment / Vehicle Use \$193.28 (preliminary estimate includes a dedicated ambulance for 4 hrs.)

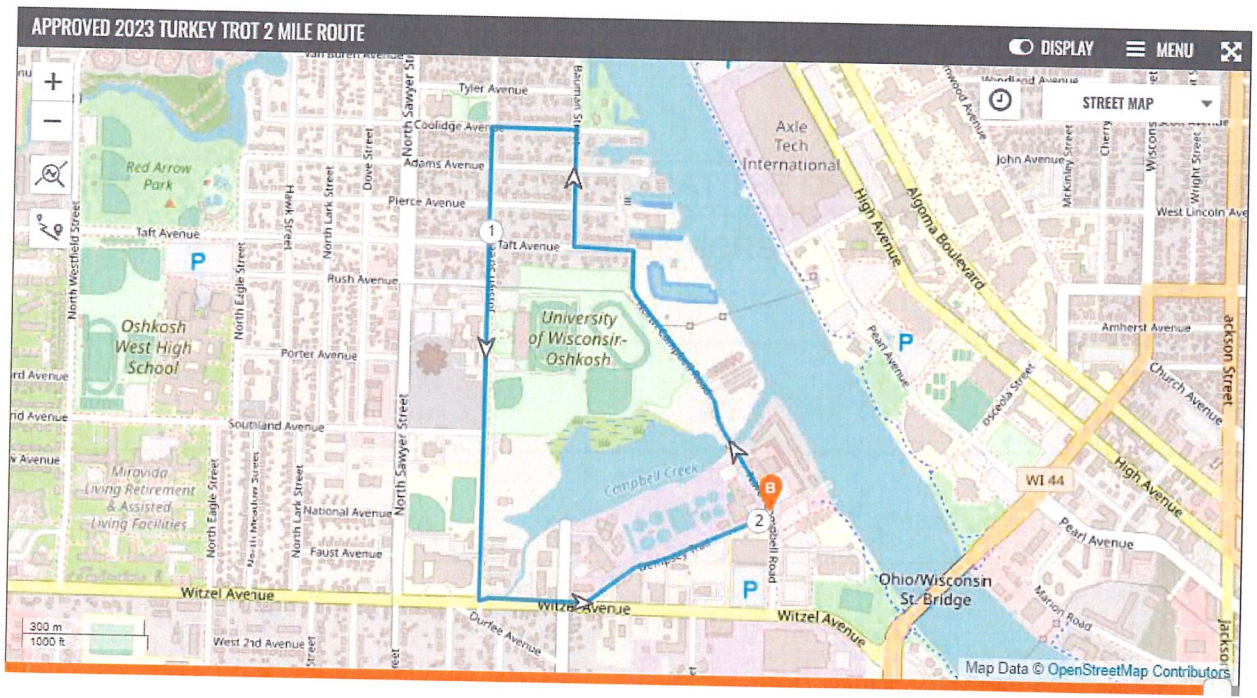
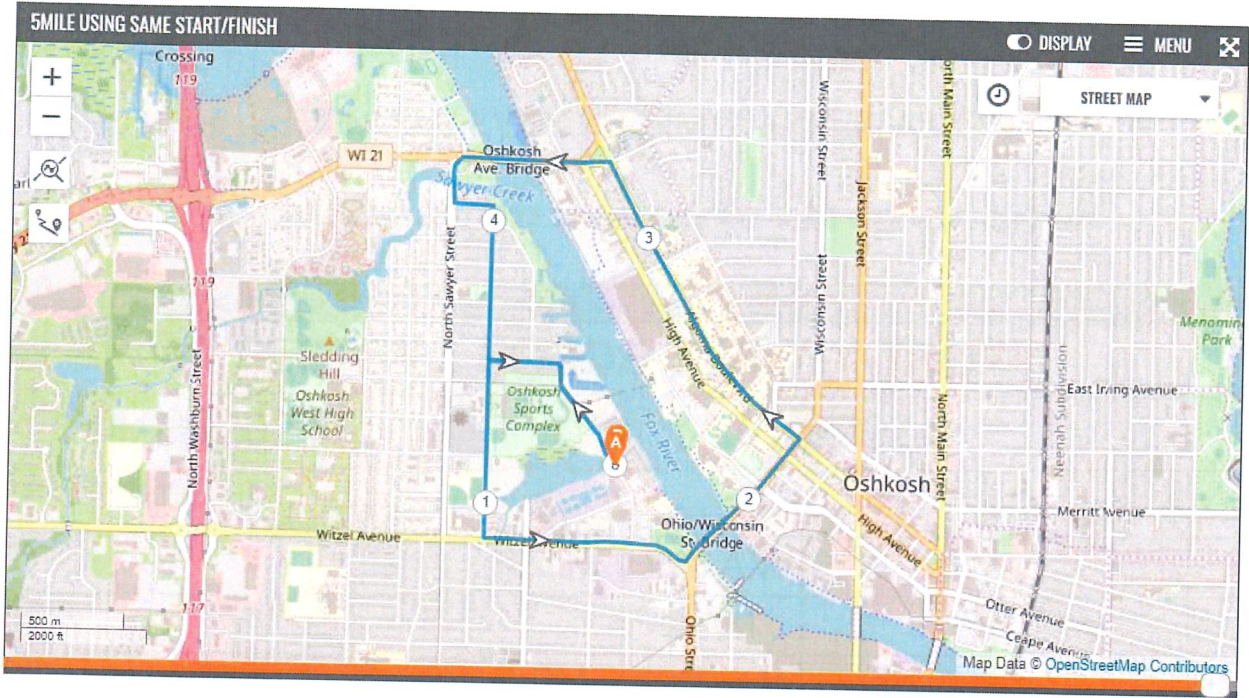


Date Filed:	5/21/24
Application Fee Paid:	INV

SPECIAL EVENT PERMIT APPLICATION

Application fees are \$25 for a single day event or \$35 for a multi-day event

GENERAL INFORMATION							
Official Name of Event: FESTIVAL FOODS TURKEY TROT							
Start Date: 11/28/2024				End Date: 11/28/2024			
List times for each day:							
	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME			10 AM	430 AM			
START TIME				8 AM			
END TIME			6 PM	1030 AM			
CLEAN UP TIME				1130 AM			
LOCATION OF THE EVENT							
City Park:							
Public Property (list street(s), building(s), etc.) STARTING AT THE OSHKOSH SENIORS CENTER ROUTES TO THE WEST AND THROUGH UWO AND BACK TO THE SENIORS CENTER							
County Park / Property:							
City Park:							
Other:							
ORGANIZATION SPONSOR							
Name: SKOGENS FESTIVAL FOODS							
Address: 1724 LAWRENCE DRIVE							
City: DEPERE		State: WI			Zip: 54115		
<input type="checkbox"/> Check this box if this organization is tax exempt (a copy of Wisconsin Sales & Use Tax Exempt form is required)							





TO: Honorable Mayor and Members of the Common Council
FROM: Diane Bartlett, City Clerk
DATE: July 23, 2024
SUBJECT: Res 24-433 Approve Special Class "B" Licenses

Attachments

Res 24-433

07/23/24	24-433	RESOLUTION
CARRIED	4-0	

PURPOSE: APPROVE SPECIAL CLASS "B" LICENSES

INITIATED BY: CITY CLERK

WHEREAS, an application and all required documentation for a license has been submitted, fees deposited, and all reviews required by city ordinance have been completed; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the following licenses be granted subject to satisfaction of such conditions; and subject to the fulfillment of any further conditions imposed by State Statute for issuance of such license:

SPECIAL CLASS "B" LICENSES

ORGANIZATION, EVENT NAME, DATE, TIME, LOCATION, AND PERSON IN CHARGE:

Fe, Vida y Esperanza Inc.
Event Name: Fiesta Mexicana
August 11, 2024, from 12:00 pm to 10:00 pm
Location: Sunnyview Grand Stand, 500 E County Rd Y, Oshkosh, WI 54901
Person in Charge: Michel Hernandez

Amvets Posts
Event Name: Waterfowl Hunters Expo
August 24, 2024, from 10:30 am to 6:00 pm
Location: Sunnyview Expo Center, 500 E County Rd Y, Oshkosh, WI 54901
Person in Charge: Janet Korth



TO: Honorable Mayor and Members of the Common Council
FROM: Matt Mugerauer, Mayor
DATE: July 23, 2024
SUBJECT: Res 24-434 Approve Appointments of Council Members as Liaisons to Various Boards

BACKGROUND

In accordance with Section 2-11 of the *City of Oshkosh Municipal Code*, the Mayor shall have the authority to appoint members to boards and commissions. At the April 23, 2024, Common Council meeting, the following appointments of Council representatives were made:

Board Name	Council Representative(s)
Advisory Park Board	Jacob Floam
Diversity, Equity & Inclusion Committee	Karl Buelow
Housing Authority	Kris Larson
Landmarks Commission	Jacob Floam
Long Range Finance Committee	Karl Buelow
Museum, Arts & Culture Board	Joe Stephenson
Oshkosh Convention and Visitors Bureau Board	Kris Larson
Plan Commission	DJ Nichols
Redevelopment Authority	Matt Mugerauer
Sustainability Advisory Board	Joe Stephenson
The Grand Oshkosh	Joe Stephenson
Transportation Committee	Paul Esslinger

Recently, the Business Improvement District (BID) Board and the Library Board each expressed an interest in having a Council representative serve as a non-voting liaison to their respective boards. Additionally, East Central Wisconsin Regional Planning Commission (ECWRPC) has requested the designation of two elected officials to serve on the Oshkosh Metropolitan Planning Organization (MPO) Board.

RECOMMENDATION

The Mayor recommends that the Common Council approve the appointments listed below:

Board Name	Council Representative(s)
BID Board	Kris Larson
Library Board	Karl Buelow
MPO Board (ECWRPC)	Karl Buelow and Matt Mugerauer

7/23/2024

24-434

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE APPOINTMENTS OF COUNCIL MEMBERS AS LIAISONS TO THE FOLLOWING BOARDS:
BUSINESS IMPROVEMENT DISTRICT (BID) BOARD
LIBRARY BOARD
OSHKOSH METROPOLITAN PLANNING ORGANIZATION BOARD (ECWRPC)

INITIATED BY: MAYOR MATT MUGERAUER

WHEREAS, in accordance with Section 2-11 of the *City of Oshkosh Municipal Code*, the Mayor shall have the authority to appoint members to the various boards and commissions within the City; and

WHEREAS, the BID Board and the Library Board wish to have a Council representative serve as a non-voting liaison to their respective boards; and

WHEREAS, East Central Wisconsin Regional Planning Commission has requested the designation of two elected officials to serve on the Oshkosh Metropolitan Planning Organization (MPO) Board.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the Council representative appointments to the various boards are made by Mayor Matt Mugerauer, as listed below, with an effective date of July 23, 2024, and are hereby approved:

Board	Council Representative(s)
Business Improvement District Board	Kris Larson
Library Board	Karl Buelow
Oshkosh Metropolitan Planning Organization	Karl Buelow and Matt Mugerauer



TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Ord 24-435 Approve Comprehensive Land Use Plan Map Amendment from Community Facility to Light Density Residential for Property Located at 929 Winnebago Avenue (Former Washington Elementary School) (Plan Commission Recommends Approval)

BACKGROUND

The City is requesting a comprehensive land use map amendment of the former Washington Elementary School site. The subject area consists of one 2.66-acre parcel with frontage on Winnebago Avenue and School Avenue, east of Bowen Street. The surrounding area consists of single and two-family uses. The subject area is designated for Community Facility land use; the applicant is requesting a change to a Light Density Residential land use designation.

ANALYSIS

The City is in the process of acquiring the subject site and has agreed upon preliminary terms with Habitat for Humanity for workforce homes on the subject site. In order to allow for the construction of single-family homes on the subject site, it will need to be rezoned to a zoning district that allows single-family residential uses and split into residential-sized lots through the platting process. The assigned zoning district of the property must be consistent with the future land use map for the area. Therefore, the City is requesting an amendment of the 2040 Comprehensive Land Use Map from the existing Community Facility designation to Light Density Residential.

FISCAL IMPACT

The subject area is intended to be platted and developed. Future development should lead to an increase in the assessed value of the property.

RECOMMENDATION

The Plan Commission recommended approval of the requested Land Use Map Amendment from Community Facility to Light Density Residential for property located at 929 Winnebago Avenue (Former Washington Elementary School) on June 4, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Ord 24-435
Land Use Map Amend - Winnebago Ave

7/23/2024
SECOND READING

24-435 ORDINANCE

7/9/2024
FIRST READING

24-373 ORDINANCE

CARRIED

4-0

PURPOSE: APPROVE COMPREHENSIVE LAND USE PLAN AMENDMENT FROM COMMUNITY FACILITY TO LIGHT DENSITY RESIDENTIAL FOR PROPERTY LOCATED AT 929 WINNEBAGO AVENUE (FORMER WASHINGTON ELEMENTARY SCHOOL)

INITIATED BY: CITY OF OSHKOSH COMMUNITY DEVELOPMENT

PLAN COMMISSION RECOMMENDATION: Approved

AN ORDINANCE TO AMEND THE COMPREHENSIVE PLAN OF THE CITY OF OSHKOSH, WISCONSIN

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

SECTION 1. City of Oshkosh Community Development, Petitioner, requests an amendment to the Comprehensive Land Use Plan maps changing the land use designation of property located at 929 Winnebago Avenue from Community Facility to Light Density.

SECTION 2. The Plan Commission recommended approval of said amendment.

SECTION 3. The City has held a public hearing on this Ordinance, in compliance with the requirements of Section 66.1001(4)(d), Wisconsin Statutes.

SECTION 4. The Common Council of the City of Oshkosh hereby approves an amendment to the Comprehensive Land Use Plan Use Maps changing the land use designation on the property located at 929 Winnebago Avenue from Community Facility to Light Density Residential.

SECTION 5. This Ordinance shall take effect upon passage by a majority vote of the members elect of the Common Council and publication as required by law.

SECTION 6. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #24-435 APPROVE COMPREHENSIVE LAND USE PLAN AMENDMENT FROM COMMUNITY FACILITY TO LIGHT DENSITY RESIDENTIAL on July 23, 2024. The full text of the Ordinance may be obtained at the Office of the City Clerk, 215 Church Ave. and on the City's website at www.oshkoshwi.gov. Clerk's phone: (920) 236-5011.

**ITEM: COMPREHENSIVE LAND USE PLAN MAP AMENDMENT FROM
COMMUNITY FACILITY TO LIGHT DENSITY RESIDENTIAL FOR
PROPERTY LOCATED AT 929 WINNEBAGO AVENUE (FORMER
WASHINGTON ELEMENTARY SCHOOL)**

Plan Commission Meeting of June 4, 2024.

GENERAL INFORMATION

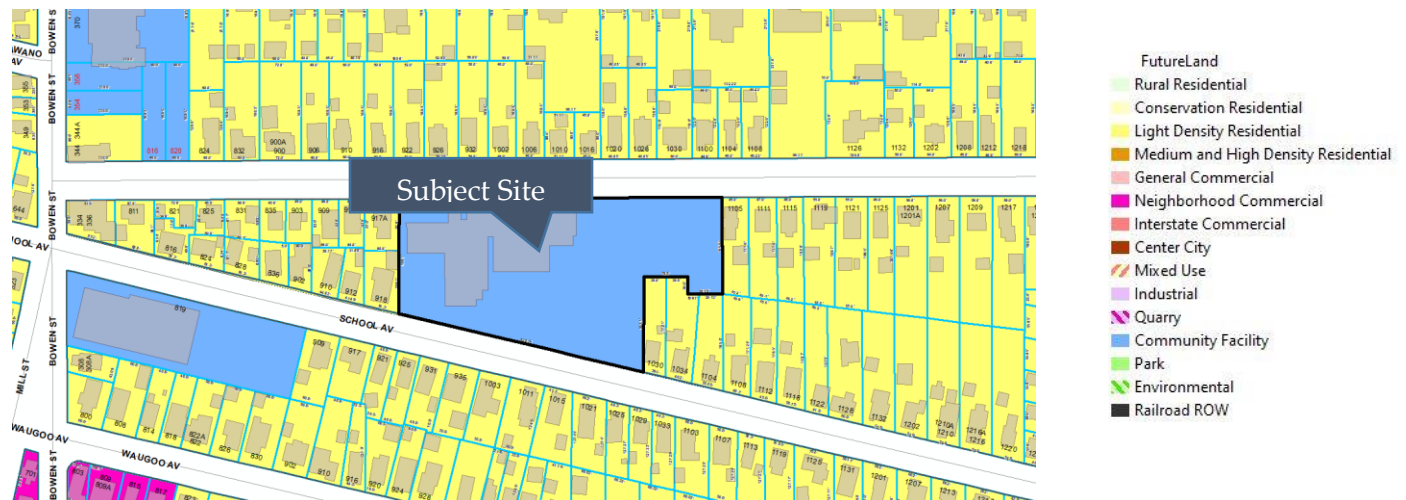
Applicant: City of Oshkosh Community Development
Property Owner: Oshkosh Area School District

Actions Requested:

The applicant is requesting an amendment to the Recommended Land Use Map in the Comprehensive Plan. The subject area is designated for Community Facility land use; the applicant is requesting a change to a Light Density Residential land use designation.

Property Location and Background Information:

The petitioner is requesting a comprehensive land use map amendment of the former Washington Elementary School site. The subject area consists of one 2.66-acre parcel with frontage on Winnebago Avenue and School Avenue, east of Bowen Street. The surrounding area consists of single and two family uses.



2040 Comprehensive Land Use Map

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Elementary School	I

Adjacent Land Use and Zoning

<i>Existing Uses</i>		<i>Zoning</i>
North	Single-family Residential	SR-9
South	Single & Two-family Residential	SR-9
East	Single-family Residential	SR-9
West	Single & Two-family Residential	SR-9

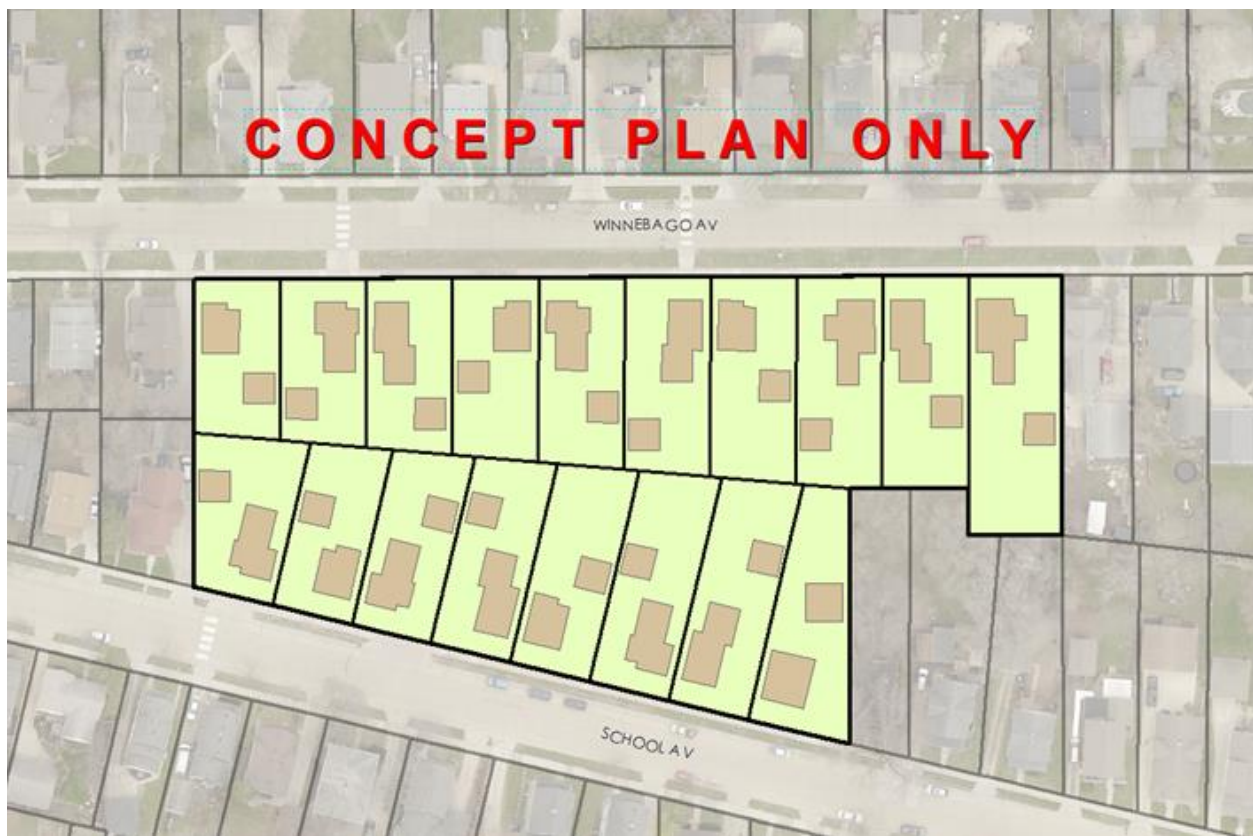
<i>Recognized Neighborhood Organizations</i>
Stevens Park

Comprehensive Plan

<i>Land Use Recommendation</i>	<i>Land Use</i>
2040 Comprehensive Land Use Recommendation	Community Facility

ANALYSIS – COMPREHENSIVE LAND USE MAP AMENDMENT

The City is in the process of acquiring the subject site and has agreed upon preliminary terms with Habitat for Humanity for workforce homes on the subject site. In order to allow for construction of single-family homes on the subject site, it will need to be rezoned to a zoning district that allows single-family residential uses, and split into residential-sized lots through the platting process. The assigned zoning district of the property must be consistent with the future land use map for the area. Therefore, the City is requesting an amendment of the 2040 Comprehensive Land Use Map from the existing Community Facility designation to Light Density Residential.



Future land use maps are intended to be used as a general reference tool for determining appropriate future land use and growth patterns. When creating the maps, recommended uses were determined on a broader scale rather than a parcel by parcel basis. Staff realizes that sections of the Comprehensive Plan, including mapping portions, need to be updated or revised periodically to accommodate logical requests/changes in future land use.

Staff feels that the proposed Light Density Residential land use designation is appropriate for the site as it allows for single and two-family residential land uses which is consistent with the surrounding single and two-family uses of the established neighborhood (Stevens Park). It is also consistent with the Light Density Residential future land use designation of the surrounding area.

RECOMMENDATION

Comprehensive Land Use Map Amendment:

Staff recommends approval of Comprehensive Land Use Plan amendment from Community Facility to Light Density Residential for property located at 929 Winnebago Avenue.

Plan Commission recommends approval of Comprehensive Land Use Plan amendment from Community Facility to Light Density Residential on June 4, 2024. The following is Plan Commission's discussion on the item.

Mr. Perry stated he will be voting present.

Site Inspections Report: Ms. Propp, Ms. Scheuermann, Mr. Loewenstein, Ms. Davey, Mr. Ulrich, and Mr. Kiefer reported visiting the site.

Staff report accepted as part of the record.

The applicant is requesting an amendment to the Recommended Land Use Map in the Comprehensive Plan. The subject area is designated for Community Facility land use; the applicant is requesting a change to a Light Density Residential land use designation.

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The petitioner is requesting a comprehensive land use map amendment of the Washington Elementary School site. The subject area consists of one 2.66-acre parcel with frontage on Winnebago Avenue and School Avenue, east of Bowen Street. The surrounding area consists of single and two family uses.

The City is in the process of acquiring the subject site and has agreed upon preliminary terms with Habitat for Humanity for workforce homes on the subject site. In order to allow for construction of single-family homes on the subject site, it will need to be rezoned to a zoning district that allows single-family residential uses, and split into residential-sized lots through the platting process. The assigned zoning district of the property must be consistent with the future land use map for the area. Therefore, the City is requesting an amendment of the 2040 Comprehensive Land Use Map from the existing Community Facility designation to Light Density Residential.

Staff feels that the proposed Light Density Residential land use designation is appropriate for the site as it allows for single and two-family residential land uses which is consistent with the surrounding single and two-family uses of the established neighborhood (Stevens Park). It is also consistent with the Light Density Residential future land use designation of the surrounding area.

Staff recommends approval of Comprehensive Land Use Plan amendment from Community Facility to Light Density Residential for property located at 929 Winnebago Avenue.

Mr. Perry opened up technical questions to staff.

Mr. Perry opened public comment and asked if the applicant wanted to make any statements.

Betty Schroeder, 1034 School Avenue, would like to keep the fence along her property and the school property.

Mr. Lyons said that when the property is surveyed, it will help to determine the exact location of the fence. The preference for staff is to leave the fence if possible and work with the neighbors outside of what happens with Plan Commission.

Ms. Schroeder asked if there would be consideration in leaving a small park there.

Mr. Lyons said this was discussed during the neighborhood meetings. It is trying to keep the balance of what is in the area, and the costs of making the project work at a workforce affordable level. As the lot number goes down, the price goes up. The goal is to match the style and character of the neighborhood as much as they can. There is not a final plat yet, and will come to Plan Commission at least 3 more times.

Ms. Schroeder said that although it is sad to lose the school, she is glad there are single family homes going in instead of apartments.

Mr. Perry asked if any members of the public wished to speak.

Jane Mikkelsen, 906 Winnebago Avenue, has concerns about green space and leaving recreational space for kids in the neighborhood.

Renee Maki, 1025 School Avenue, said she agrees with her neighbors that a small area should remain a park. She asked if the homes going in will be similarly styled.

Mr. Lyons replied that staff is currently working with a consultant group to design homes that are similar in size and character to the surrounding neighborhood, so they blend in.

Matt Mikkelsen, 906 Winnebago Avenue, vaguely recalls a study that was done a couple years ago stating a lack of park space in the city. We are underdeveloped when it comes to park green space. He suggested having community involvement and doing fundraising to raise money for a park in this area.

Mr. Perry closed public comment.

There was no closing statement from the applicant.

Motion by Scheuermann to adopt the findings and recommendation as stated in the staff report.

Seconded by Kiefer.

Mr. Perry asked if there was any discussion on the motion.

Ms. Davey wondered if this was a developer that was not the city, and they were building 18 houses, then what would their green space requirement be.

Mr. Lyons stated in this situation they would recommend fee in lieu of, just like the City would have to pay to do it. Given the size of the area, we have frequently found the development cost and maintenance cost of something so small becomes very difficult and challenging.

Ms. Scheuermann wondered if we have ever had a plot of land and a development where they did a true park, not just green space.

Mr. Lyons stated yes, Ripple Avenue Estates, Ripple Avenue Apartments on the southside, Pickardt Estates, and the Farmington development. This area of the Comprehensive Outdoor Recreation Plan (CORP) does not call for additional parkland. The character of the area is largely what Parks and the CORP use when they analyze whether fee in lieu of or parkland dedication is appropriate.

Ms. Scheuermann wondered if the proximity to Menominee Park and Stevens Park makes a difference.

Mr. Lyons stated that is largely why the CORP does not recommend additional parkland in this area.

Ms. Scheuermann remembers about twenty-eight years ago when she built over by Carl Traeger, there was a planned park. Twenty-eight years later they still do not have one.

Mr. Lyons stated Rusch Park should hopefully be built this year. The CORP is being updated this year. As part of that Council approved a fee in lieu of and a park development policy to be reviewed by a consultant.

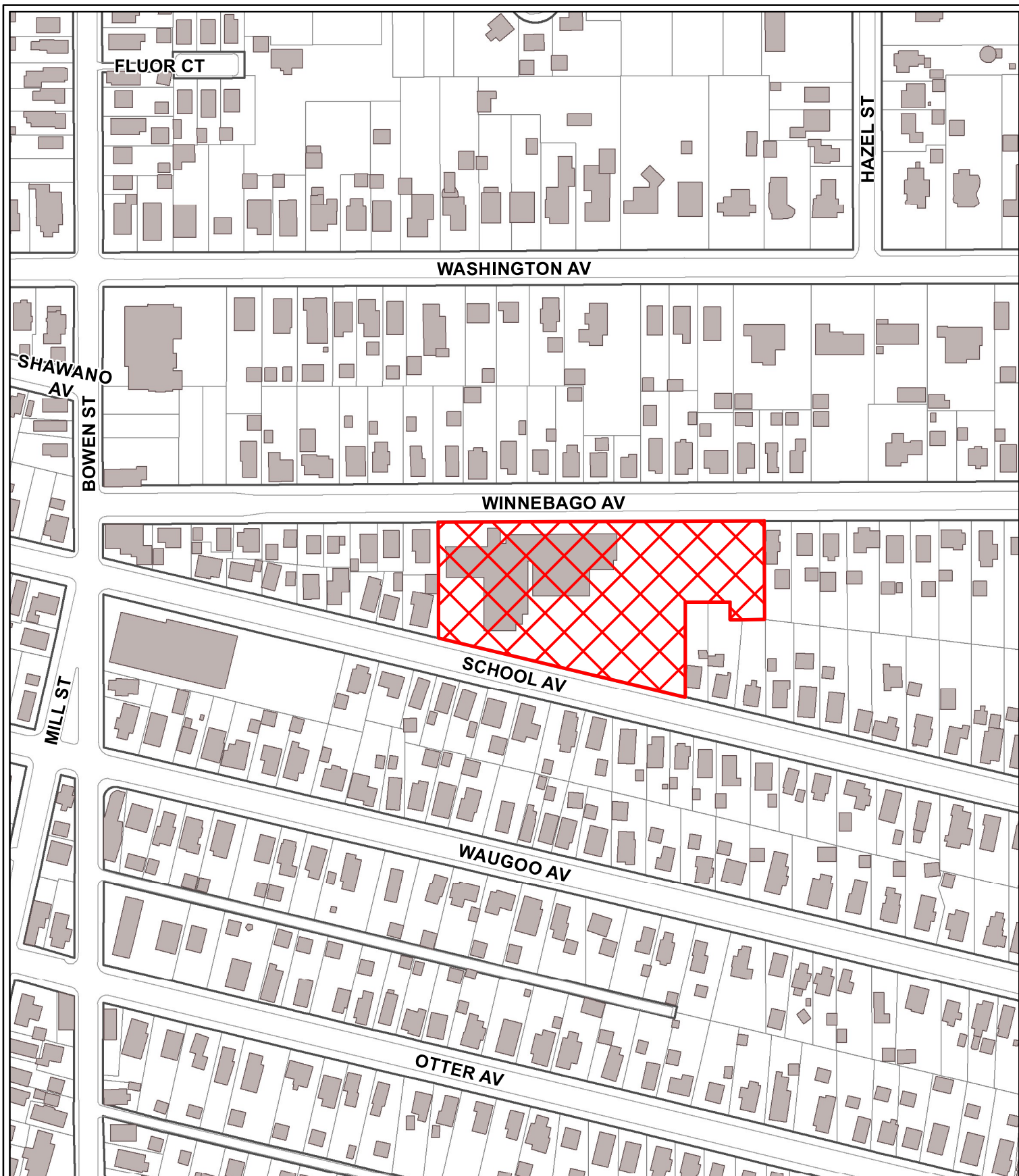
Mr. Ulrich stated he knows we have fewer parks per capita. He knows a lot of people living on Winnebago and School, and the consensus in the area is overwhelmingly in support of green space here. Even if we allot two lots to it and do not put playground equipment on it. Just trees and greenery for people to run and get a little bit of space would be beneficial. I hope to see something come from the financial analysis that could maybe incorporate that option. He has talked to some of the people doing the design standards for the housing that is being proposed. The designs look really nice. He is optimistic that the styles will be similar to what is there now.

Motion carried 6-0. Mr. Perry voted Present.

Owner	Postal Address	City	State	Zip
VUE LEE/MAI LOR	1001 WAUGOO AVE	OSHKOSH	WI	54901-5462
LINDA M DEARTH	1002 WAUGOO AVE	OSHKOSH	WI	54901-5463
SHANE J KNABENBAUER	1002 WINNEBAGO AVE	OSHKOSH	WI	54901-5329
GEOFFREY D/HEATHER L SCHWARTZ	1003 SCHOOL AVE	OSHKOSH	WI	54901-5314
GERALD YORKEY-STAWICKI/ALEXIS STAWICKI	1004 WAUGOO AVE	OSHKOSH	WI	54901-5463
THOMAS W HANSEN/GINGER HECKEL	1005 WASHINGTON AVE	OSHKOSH	WI	54901-5353
MICHAEL A/RANDI L SELNER	1006 WINNEBAGO AVE	OSHKOSH	WI	54901-5329
NICHOLAS P/EMILY E BERNDT	1010 WASHINGTON AVE	OSHKOSH	WI	54901-5354
GERALD F HEISLER/D J FIELDS	1010 WINNEBAGO AVE	OSHKOSH	WI	54901-5329
LISE MAY	1011 SCHOOL AVE	OSHKOSH	WI	54901-5314
ROBERT/MARIAREVE RUCINSKI	1013 WASHINGTON AVE	OSHKOSH	WI	54901-5353
MARK A/JULIE A THUROW	1015 SCHOOL AVE	OSHKOSH	WI	54901-5314
ROGER D/PATRICIA SHAW	1016 WASHINGTON AVE	OSHKOSH	WI	54901-5354
SCOT G/CLAIRE E PENNELL	1016 WINNEBAGO AVE	OSHKOSH	WI	54901-5329
KOLE P KRUEGER	1017 WAUGOO AVE	OSHKOSH	WI	54901-5462
LYLE C MCDONALD	1020 WAUGOO AVE	OSHKOSH	WI	54901-5463
TYLER J HORTON/JILL M KARPINSKY	1020 WINNEBAGO AVE	OSHKOSH	WI	54901-5329
ANNE H STEVENS	1021 WASHINGTON AVE	OSHKOSH	WI	54901-5353
ROBERT B/DENISE M PREHN REV TRUST	1022 WASHINGTON AVE	OSHKOSH	WI	54901-5354
KERRY J HOBART	1024 WAUGOO AVE	OSHKOSH	WI	54901-5463
RENEE K MAKI	1025 SCHOOL AVE	OSHKOSH	WI	54901-5314
MICHAEL J/M A JAWORSKI	1025 WAUGOO AVE	OSHKOSH	WI	54901-5462
BREANNA R SCHNEIDER	1026 WINNEBAGO AVE	OSHKOSH	WI	54901-5329
DAVID M/AMY J SITTER	1027 WASHINGTON AVE	OSHKOSH	WI	54901-5353
SARA A WEIDNER	1029 SCHOOL AVE	OSHKOSH	WI	54901-5314
KEVIN J SMERLING	1030 SCHOOL AVE	OSHKOSH	WI	54901-5315
MARGARET H WACHTEL REV TRUST	1030 WASHINGTON AVE	OSHKOSH	WI	54901-5354
JESSE J GYLDENVAND	1030 WINNEBAGO AVE	OSHKOSH	WI	54901-5329
DAVID A/DOROTHY N ZERBE	1031 WASHINGTON AVE	OSHKOSH	WI	54901-5353
FRANCIS B/NANCY L MURRAY IRREV TRUST	1032 WAUGOO AVE	OSHKOSH	WI	54901-5463
ZACHARY D THOMAS	1033 SCHOOL AVE	OSHKOSH	WI	54901-5314
MARGARET A GRUNDY LIFE ESTATE	1034 SCHOOL AVE	OSHKOSH	WI	54901-5315
KRISTOPHER S SHAFFER	1100 WAUGOO AVE	OSHKOSH	WI	54901-5465
DA NENG VANG	1100 WINNEBAGO AVE	OSHKOSH	WI	54901-5331
KORY SCHRIMPF	1101 WAUGOO AVE	OSHKOSH	WI	54901-5464
KARI A USELMAN	1103 SCHOOL AVE	OSHKOSH	WI	54901-5316
DREW J PIETENPOL	1103 WASHINGTON AVE	OSHKOSH	WI	54901-5355
JACOB T/ERIN E DEWILDE	1104 SCHOOL AVE	OSHKOSH	WI	54901-5317
JASON GOMOLL	1105 WINNEBAGO AVE	OSHKOSH	WI	54901-5330
DAVID J/LORIE J BUNKE	1107 SCHOOL AVE	OSHKOSH	WI	54901-5316
ARLEN L NEUBAUER	1108 SCHOOL AVE	OSHKOSH	WI	54901-5317
WILLIAM D KRAMLICH	1109 WAUGOO AVE	OSHKOSH	WI	54901-5464
EK REAL ESTATE FUND I LLC	111 W 33RD ST FL 12	NEW YORK	NY	10120-1220
CRAIG A WILLIAMS	1110 WAUGOO AVE	OSHKOSH	WI	54901-5465
NATHANIEL J/AMANDA J FRANK	1111 WASHINGTON AVE	OSHKOSH	WI	54901-5355
JASON WERNER	1111 WINNEBAGO AVE	OSHKOSH	WI	54901-5330
JONATHAN D WILSON	1112 SCHOOL AVE	OSHKOSH	WI	54901-5317
SANTO A/CHELSEA S MORALES	1113 SCHOOL AVE	OSHKOSH	WI	54901-5316
ROBERT A/HARRIET H BREEST	1114 WASHINGTON AVE	OSHKOSH	WI	54901-5356
ROGER D FRIKART/KAREN E BARTER	1115 WASHINGTON AVE	OSHKOSH	WI	54901-5355
SYDNEY GRAY	1115 WAUGOO AVE	OSHKOSH	WI	54901-5464
JASON S VANMATRE	1118 SCHOOL AVE	OSHKOSH	WI	54901-5317
BREANNA V PAULSON	1119 SCHOOL AVE	OSHKOSH	WI	54901-5316
WILLIAM/HEATHER L KAMETLER	1119 WAUGOO AVE	OSHKOSH	WI	54901-5464
THAO YANG/NENG XIONG	1119 WINNEBAGO AVE	OSHKOSH	WI	54901-5330
AARON FRANKLIN/MACHAELA JORDEN JACKSON	1121 WAUGOO AVE	OSHKOSH	WI	54901-5464
DENNIS F RIOUX/STACEY A OTTO	1121 WINNEBAGO AVE	OSHKOSH	WI	54901-5330
LUIS B HERNANDEZ	1122 SCHOOL AVE	OSHKOSH	WI	54901-5317

THOMAS J/MOLLY MOORE IRREVOCABLE TRUST	1122 WASHINGTON AVE	OSHKOSH	WI	54901-5356
LYNDA S TROUDT	1122 WAUGOO AVE	OSHKOSH	WI	54901-5465
KENNETH MONROE	1125 SCHOOL AVE	OSHKOSH	WI	54901-5316
DAYANA DUARTE/JAZZRIC OROZCO	1125 WINNEBAGO AVE	OSHKOSH	WI	54901-5330
GAYLE V RIOUX LIVING TRUST	1126 WINNEBAGO AVE	OSHKOSH	WI	54901-5331
SARA C JUNGWIRTH	1128 SCHOOL AVE	OSHKOSH	WI	54901-5317
J PETER/ KAROLA H JUNGBACKER	1128 WASHINGTON AVE	OSHKOSH	WI	54901-5356
ELIZABETH A WILLIAMS	1131 SCHOOL AVE	OSHKOSH	WI	54901-5316
LUIS A POMALES	1132 SCHOOL AVE	OSHKOSH	WI	54901-5317
STEPHANY LEURQUIN	1132 WINNEBAGO AVE	OSHKOSH	WI	54901-5331
WILLIAM/JULIA KNUDSON	1202 SCHOOL AVE	OSHKOSH	WI	54901-5319
TODD S MOXHAM	1202 WINNEBAGO AVE	OSHKOSH	WI	54901-5333
JAMES/YOLANDA MANSKE	1203 WASHINGTON AVE	OSHKOSH	WI	54901-5357
OSCAR R/ILIANA REYES JR	1207 SCHOOL AVE	OSHKOSH	WI	54901-5318
LISA GERSON	1207 WINNEBAGO AVE	OSHKOSH	WI	54901-5332
LANE C KLINE	1208 WINNEBAGO AVE	OSHKOSH	WI	54901-5333
GABRIEL LOIACONO/ANDREA JAKOBS	1209 WASHINGTON AVE	OSHKOSH	WI	54901-5357
DAVID M JONES	1209 WINNEBAGO AVE	OSHKOSH	WI	54901-5332
DENNIS P MCCARTHY	1210 SCHOOL AVE	OSHKOSH	WI	54901-5319
ANGELA MASTERS	1212 WINNEBAGO AVE	OSHKOSH	WI	54901-5333
RONALD B/NANCY L MARKS LIV TRUST	1213 WASHINGTON AVE	OSHKOSH	WI	54901-5357
DAVID D PETERSON	1217 WINNEBAGO AVE	OSHKOSH	WI	54901-5332
DEBRA K CRAM	1220 SCHOOL AVE	OSHKOSH	WI	54901-5319
JOSEPH E PERZENTKA	1353 OTTER AVE	OSHKOSH	WI	54901-5452
ROBERT/KRISTALEE WILCOX	1729 BERNHEIM ST	OSHKOSH	WI	54904-8967
THEO M HOLBA	18201 COLLINS AVE APT 4902	SUNNY ISLES BEACH	FL	33160-5154
KZ HOLDINGS LLC	2080 W 9TH AVE #198	OSHKOSH	WI	54904-8072
SAND BETWEEN LLC	212 CEDAR DR N	MYRTLE BEACH	SC	29575-3853
CHRISTOPHER E/VAN WALKER	231 E LINCOLN AVE	OSHKOSH	WI	54901-4520
PAUL H ENGLER IRREV SUP TRUST C/O MARY NELSON	2605 BAUMGARTNER DR	LA CROSSE	WI	54603-8503
MARK J/JILL M SCHLICHTING	2915 HOMESTEAD DR	OSHKOSH	WI	54904-7412
SALIX INVESTMENTS LLC	3001 WYLDE OAK CT	OSHKOSH	WI	54904-7653
JANE E KLUG	3250 ARNESON AVE	OSHKOSH	WI	54904-1804
CORY A/SYLVA STANG	336 BOWEN ST	OSHKOSH	WI	54901-5156
NICOLET INVESTMENTS LLP	3389 COUNTY ROAD A	OSHKOSH	WI	54901-1414
TRAVIS SCHINKE	344 BOWEN ST	OSHKOSH	WI	54901-5157
TRINITY EV LUTH CHURCH	370 BOWEN ST	OSHKOSH	WI	54901-5157
ALAN L/KAY M STENERSON	3742 FOND DU LAC RD	OSHKOSH	WI	54902-7346
KIMBERLY A TANK	4076 MOON FLOWER LN	POLLOCK PINES	CA	95726-9461
JOSEPH A/JODY A ROBL	4117 ALIDA LN	OSHKOSH	WI	54904-9390
DANIEL J MEISEL	513 W 6TH AVE	OSHKOSH	WI	54902-5915
RICHARD E/KAY EHLKE REV TRUST	5168 I AH MAYTAH RD	OSHKOSH	WI	54901-1313
ROBERTO CASTILLO/TANIA D TAMAYO LEYVA	519 E MAPLE ST	APPLETON	WI	54915-1802
BREEZY HOMES LLC	602 WISCONSIN AVE	N FOND DU LAC	WI	54937-1334
SOLUTIONS RECOVERY INC	621 EVANS ST	OSHKOSH	WI	54901-4605
JAMES R STEINBERG	651 FRANKLIN ST	OSHKOSH	WI	54901-4340
KAOO GROUP LLC	7855 GREEN LINKS DR SE	CALEDONIA	MI	49316-7619
NICOLE HENRY	811 WINNEBAGO AVE	OSHKOSH	WI	54901-5370
DENNIS P PANICH TRUST	813 N SAWYER ST	OSHKOSH	WI	54902-3360
KELLY D MATTHEWS	817 WAUGOO AVE	OSHKOSH	WI	54901-5458
BRANDON, DARRELL & MARY CHAPIN	821 WINNEBAGO AVE	OSHKOSH	WI	54901-5370
JOSEPH S/ROSEMARY D BLANDO	823 WASHINGTON AVE	OSHKOSH	WI	54901-5349
DOLORES A MOORE	823 WAUGOO AVE	OSHKOSH	WI	54901-5458
CRAIG/EMILY SAMPO	824 SCHOOL AVE	OSHKOSH	WI	54901-5311
KENNETH A/ROSE M LEACH JR	824 WINNEBAGO AVE	OSHKOSH	WI	54901-5371
ROBIN R LOSSE	825 WINNEBAGO AVE	OSHKOSH	WI	54901-5370
BRIAN J/CAROL A ANDERSON	826 WAUGOO AVE	OSHKOSH	WI	54901-5459
MARK M/SANDRA J SCHMIDT	828 SCHOOL AVE	OSHKOSH	WI	54901-5311
PHILIP A/NANCY J HEINRICH	830 WAUGOO AVE	OSHKOSH	WI	54901-5459

ELIZABETH BINDER/STUART BAILEY	831 WASHINGTON AVE	OSHKOSH	WI	54901-5349
LIZETH MARTINEZ TOVAR/ALEXIS BANUELOS	831 WAUGOO AVE	OSHKOSH	WI	54901-5458
MICHAEL & CAROLYN FRAHM/JENNIFER BURNETT	831 WINNEBAGO AVE	OSHKOSH	WI	54901-5370
ALEXIS D SOMMER	832 WINNEBAGO AVE	OSHKOSH	WI	54901-5371
EDWARD C/DIANNE J WILCOX	835 WAUGOO AVE	OSHKOSH	WI	54901-5458
ZACHARY P GRABNER	835 WINNEBAGO AVE	OSHKOSH	WI	54901-5370
GAYLE L SCHRADER	836 SCHOOL AVE	OSHKOSH	WI	54901-5311
MATTHEW C RINGENBERG	900 WINNEBAGO AVE	OSHKOSH	WI	54901-5327
SHOSHANA BURKHEAD	901 WASHINGTON AVE	OSHKOSH	WI	54901-5351
ASHLEY ROBINSON	902 WAUGOO AVE	OSHKOSH	WI	54901-5461
AMY WHITCOMB	903 WINNEBAGO AVE	OSHKOSH	WI	54901-5326
DAVID/SARAH STUDZINSKI	905 WASHINGTON AVE	OSHKOSH	WI	54901-5351
DAVID BEARDSLEY TRUST/SUSAN TATUM TRUST	907 WASHINGTON AVE	OSHKOSH	WI	54901-5351
DEBORAH J KIEFER	908 WASHINGTON AVE	OSHKOSH	WI	54901-5352
MR/MRS NAOVANG LOR	909 SCHOOL AVE	OSHKOSH	WI	54901-5312
BARBARA M BATZNER	909 WINNEBAGO AVE	OSHKOSH	WI	54901-5326
ELIZA O/OLIVIA K FARROW	910 WAUGOO AVE	OSHKOSH	WI	54901-5461
ROBERT J HART	910 WINNEBAGO AVE	OSHKOSH	WI	54901-5327
KIT M POLLASKI	911 WAUGOO AVE	OSHKOSH	WI	54901-5460
MAI DER C MUELLER	912 SCHOOL AVE	OSHKOSH	WI	54901-5313
CARRIE J WEGEHAUPT	913 WASHINGTON AVE	OSHKOSH	WI	54901-5351
WILLIAM J/CHARLOTTE E CLARK	914 WASHINGTON AVE	OSHKOSH	WI	54901-5352
PATRICIA A NOURSE	916 WAUGOO AVE	OSHKOSH	WI	54901-5461
SUSAN I LAIN	917 SCHOOL AVE	OSHKOSH	WI	54901-5312
DANIEL J/ANGELA C SMIDL	918 SCHOOL AVE	OSHKOSH	WI	54901-5313
GRANT A/GRETCHEN M WITHERS	918 WASHINGTON AVE	OSHKOSH	WI	54901-5352
JOAQUIN W/TRACY A YARNELL-LIRA	919 WASHINGTON AVE	OSHKOSH	WI	54901-5351
STEVEN J GAUGER	920 WAUGOO AVE	OSHKOSH	WI	54901-5461
MAI YIA M LOR	921 SCHOOL AVE	OSHKOSH	WI	54901-5312
TIFFANY D PEARSON	922 WINNEBAGO AVE	OSHKOSH	WI	54901-5327
THOMAS/JEAN KELLY	924 WASHINGTON AVE	OSHKOSH	WI	54901-5352
THOMAS M UNRATH	924 WAUGOO AVE	OSHKOSH	WI	54901-5461
GAIL L BRIGGS SECOND AMENDED REV TRUST	925 WAUGOO AVE	OSHKOSH	WI	54901-5460
JESSE D LAIN/MOZHGAN RAD	927 WASHINGTON AVE	OSHKOSH	WI	54901-5351
CARRIE A HINTZE	928 WAUGOO AVE	OSHKOSH	WI	54901-5461
DONALD/JENNIFER C WEBER	929 WAUGOO AVE	OSHKOSH	WI	54901-5460
TED M BUEHNER	930 WASHINGTON AVE	OSHKOSH	WI	54901-5352
BETTY L HABER	931 SCHOOL AVE	OSHKOSH	WI	54901-5312
KRISTINE FROHRIB	932 WINNEBAGO AVE	OSHKOSH	WI	54901-5327
SUZANNE C WORWOOD	933 WASHINGTON AVE	OSHKOSH	WI	54901-5351
MARK S NEKOLI	935 SCHOOL AVE	OSHKOSH	WI	54901-5312
BRIAN/REBECCA M FUCHS	947 E COUNTY ROAD Z	OSHKOSH	WI	54902-9199
HAPPY BRAD RENTALS LLC	E8869 MANSKE RD	NEW LONDON	WI	54961-8934
KES PROPERTIES LLC	PO BOX 1414	OSHKOSH	WI	54903-1414
MATTHEW P/JANE P MIKKELSEN	PO BOX 1623	OSHKOSH	WI	54903-1623
DEVON E/SUSAN K JONES	PO BOX 166	OSHKOSH	WI	54903-0166
OSHKOSH RENTAL PROPERTIES LLC	PO BOX 2446	OSHKOSH	WI	54903-2446
OSHKOSH AREA SCHOOL DISTRICT	PO BOX 3048	OSHKOSH	WI	54903-3048
JEFFREY BENTLEY	PO BOX 3865	OSHKOSH	WI	54903-3865
1118 WAUGOO AVENUE LLC	PO BOX 5564	MADISON	WI	53705-0564
K CORNERSTONE HOMES LLC	PO BOX 64	LITTLE CHUTE	WI	54140-0064
CWP LLC	PO BOX 693	OSHKOSH	WI	54903-0693
ERIC J KESSENICH	W7003 COBBLESTONE DR	FOND DU LAC	WI	54937-9182
STEVENS PARK NBHD ASSOC C/O RON & LIL HANSCH	52 EVELINE ST	OSHKOSH	WI	54901-5428
STEVENS PARK NBHD ASSOC C/O RENEE LAUTENSCHLAGER	1215 CARR PL	OSHKOSH	WI	54901-5414
MENOMINEE S NBHD ASSOC C/O CYNTHIA THORPE & DENNIS K	1107 MERRITT AVE	OSHKOSH	WI	54901-5345
RIVER EAST NBHD ASSOC C/O KATHY WEBB	543 OTTER AVE	OSHKOSH	WI	54901-5103
RIVER EAST NBHD ASSOC C/O TAMMY HACKETT	349 BOWEN ST	OSHKOSH	WI	54901-5155
RIVER EAST NBHD ASSOC C/O CARMEN SCOTT	521 OTTER AVE	OSHKOSH	WI	54901-5103



929 WINNEBAGO AVE

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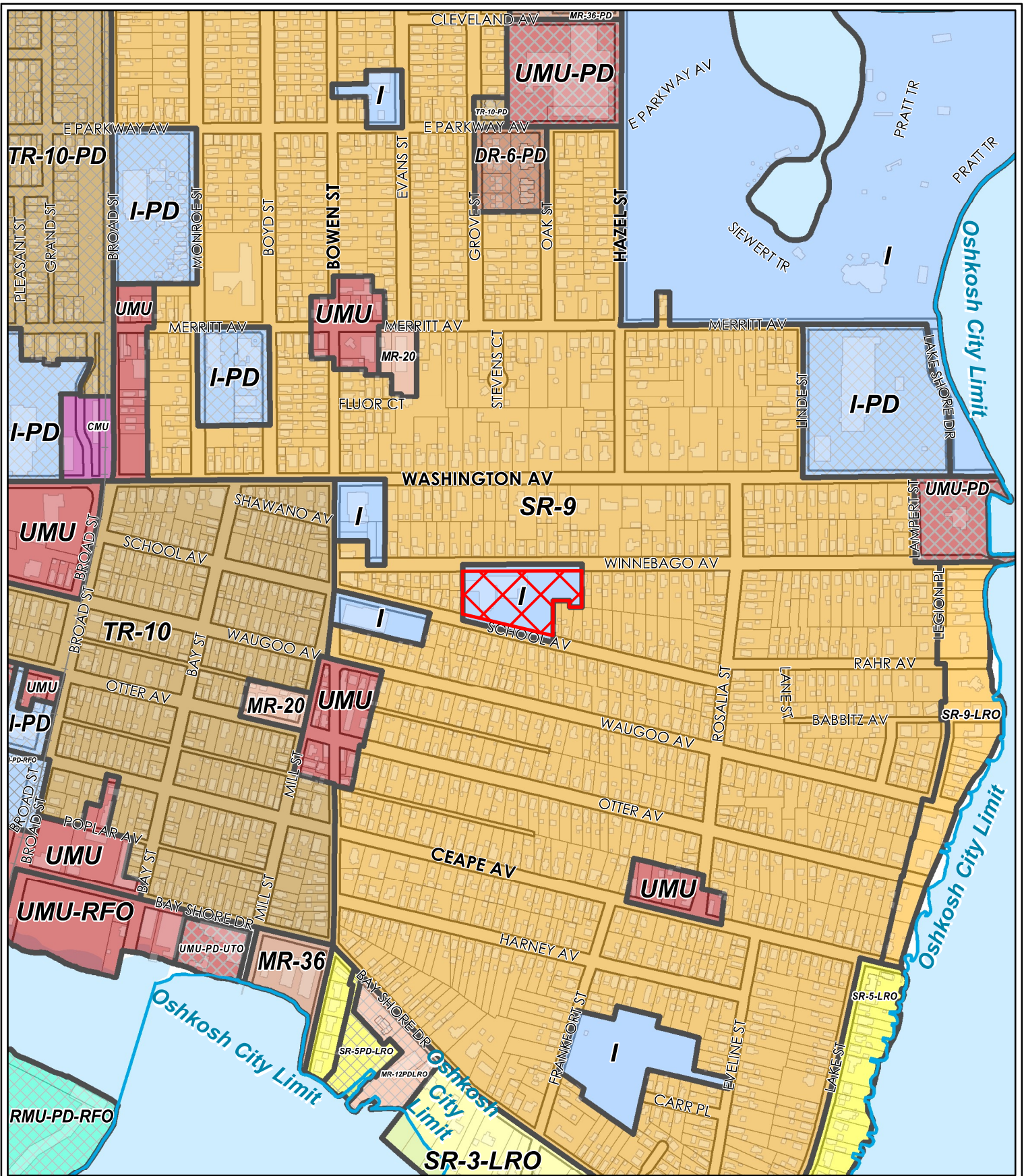
1 in = 0.04 mi

1 in = 220 ft

Printing Date: 3/20/2024

Prepared by: City of Oshkosh, WI





929 WINNEBAGO AVE

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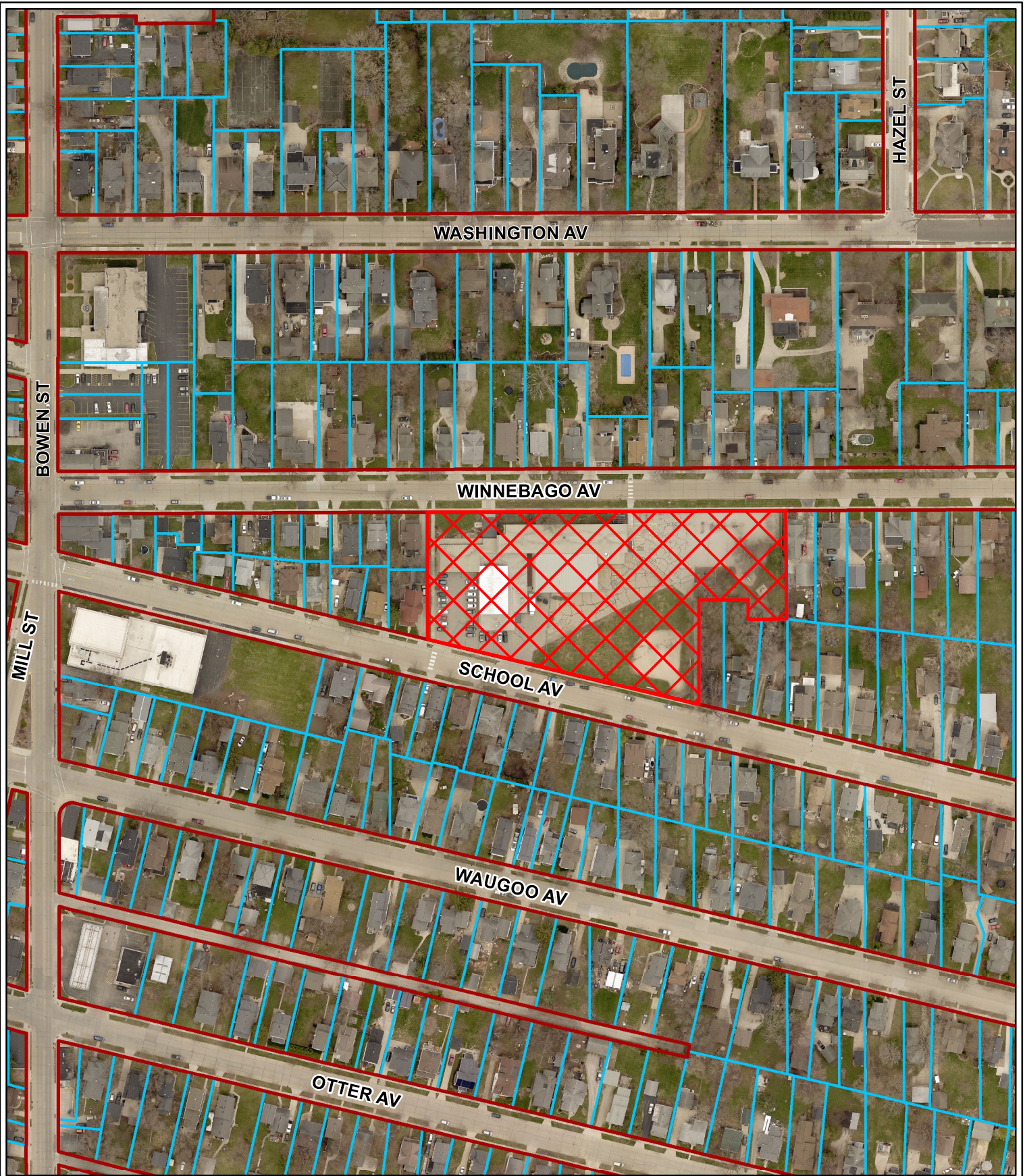


1 in = 0.11 mi
1 in = 600 ft

Printing Date: 3/20/2024

Prepared by: City of Oshkosh, WI





929 WINNEBAGO AVE

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1 in = 0.04 mi

1 in = 200 ft

Printing Date: 3/20/2024

Prepared by: City of Oshkosh, WI





TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Ord 24-436 Approve Zone Change from Urban Mixed Use District (UMU) to Urban Mixed Use District with a Planned Development Overlay (UMU-PD) for Property Located South of 686 North Main Street – Parcel 0402300000 (Formerly 668 North Main Street) (Plan Commission Recommends Approval)

BACKGROUND

The subject area included in the zone change request consists of a 3,600-square-foot vacant property located on the east side of North Main Street, south of East Irving Avenue. The site previously had a commercial building that was razed in 2021. The surrounding area consists primarily of a mix of commercial, mixed-use, and vacant properties. The 2040 Comprehensive Plan recommends Center City land use for the subject property and the adjoining parcels. The property is owned by the City of Oshkosh Redevelopment Authority.

ANALYSIS

On November 14, 2023, Common Council approved a zone change for 11 neighboring properties along North Main Street and Jefferson Street to Urban Mixed Use District with a Planned Development Overlay (UMU-PD). This rezone was intended to accommodate conceptual plans for a mixed-use development on the subject parcels (The Corridor). This request will correct an oversight, as this property was intended to be included with the rezone of the neighboring properties. The proposed UMU-PD zoning designation is consistent with the 2040 Comprehensive Land Use Plan recommendation (Center City).

RECOMMENDATION

The Plan Commission recommended approval of the requested zone change for the property located south of 686 North Main Street, parcel 0402300000, on July 2, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Ord 24-436
Rezone - 668 N Main St

7/23/2024
SECOND READING

24-436 ORDINANCE

7/9/2024
FIRST READING

24-395 ORDINANCE

CARRIED

4-0

PURPOSE: APPROVE ZONE CHANGE FROM URBAN MIXED USE DISTRICT (UMU) TO URBAN MIXED USE DISTRICT WITH A PLANNED DEVELOPMENY OVERLAY (UMU-PD) FOR PROPERTY LOCATED SOUTH OF 686 NORTH MAIN STREET – PARCEL 0402300000 (FORMERLY 668 NORTH MAIN STREET)

INITIATED BY: CITY OF OSHKOSH

PLAN COMMISSION RECOMMENDATION: Approved

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH AMENDING SECTION 30-381 OF THE OSHKOSH MUNICIPAL CODE PERTAINING TO ZONING DISTRICTS.

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

SECTION 1. That Section 30-381 of the Oshkosh Municipal Code pertaining to Zoning Districts and the map therein described is hereby amended by changing the district character of the property formerly known as 668 North Main Street, Parcel 0402300000, from Urban Mixed Use (UMU) to Urban Mixed Use with a Planned Development Overlay (UMU-PD).

ZONE CHANGE FROM URBAN MIXED USE DISTRICT (UMU) TO URBAN MIXED USE DISTRICT WITH A PLANNED DEVELOPMENT OVERLY (UMU-PD) FOR PROPERTY LOCATED FORMERLY 668 NORTH MAIN STREET, PARCEL 0402300000.

THE NORTH THIRTY (30) FEET OF THE WEST ½ OF LOT SIX (6) OF BLOCK SEVENTY-TWO (72), IN THE FOURTH WARD, CITY OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN, PER LEACH'S MAP OF 1894.

SECTION 2. This Ordinance shall be in full force and effect from and after its passage and publication.

SECTION 3. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #24-436 approve zone change from Urban Mixed Use District (UMU) to Urban Mixed Use District with a Planned Development Overlay (UMU-PD) for the PROPERTY LOCATED FORMERLY AT 668 NORTH MAIN STREET, PARCEL 0402300000 on July 23, 2024. This ordinance changes the zoning of the properties located formerly at 668 North Main Street, Parcel 0402300000, from Urban Mixed Use District (UMU) to Urban Mixed Use District with a Planned Development Overlay (UMU-PD). The full text of the Ordinance may be obtained at the Office of the City Clerk, 215 Church Avenue and on the City's website at www.oshkoshwi.gov. Clerk's phone: (920) 236-5011.

ITEM: PUBLIC HEARING: ZONE CHANGE FROM URBAN MIXED USE DISTRICT (UMU) TO URBAN MIXED USE DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (UMU-PD) FOR PROPERTY LOCATED SOUTH OF 686 NORTH MAIN STREET - PARCEL 0402300000 (FORMERLY 668 NORTH MAIN STREET)

Plan Commission Meeting of July 2, 2024.

GENERAL INFORMATION

Applicant: City of Oshkosh

Owner: City of Oshkosh Redevelopment Authority

Actions Requested:

The applicant requests a zone change from the existing Urban Mixed Use District (UMU) to Urban Mixed Use District with a Planned Development Overlay (UMU-PD) for the property located south of 686 North Main Street, parcel 0402300000 (formerly 668 North Main Street).

Applicable Ordinance Provisions:

Zoning map amendment standards are found in Section 30-381 of the Zoning Ordinance.

Background Information, Property Location and Type:

The subject area included in the zone change request consists of a 3,600 sq. ft. vacant property located on the east side of North Main Street, south of East Irving Avenue. The site previously had a commercial building that was razed in 2021. The surrounding area consists primarily of a mix of commercial, mixed use and vacant properties. The 2040 Comprehensive Plan recommends Center City land use for the subject property and the adjoining parcels.

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Vacant	UMU

Adjacent Land Use and Zoning

<i>Existing Uses</i>		<i>Zoning</i>
North	Commercial	UMU
South	Mixed Commercial/Residential	UMU
East	Vacant	UMU-PD
West	Commercial	UMU

Recognized Neighborhood Organizations

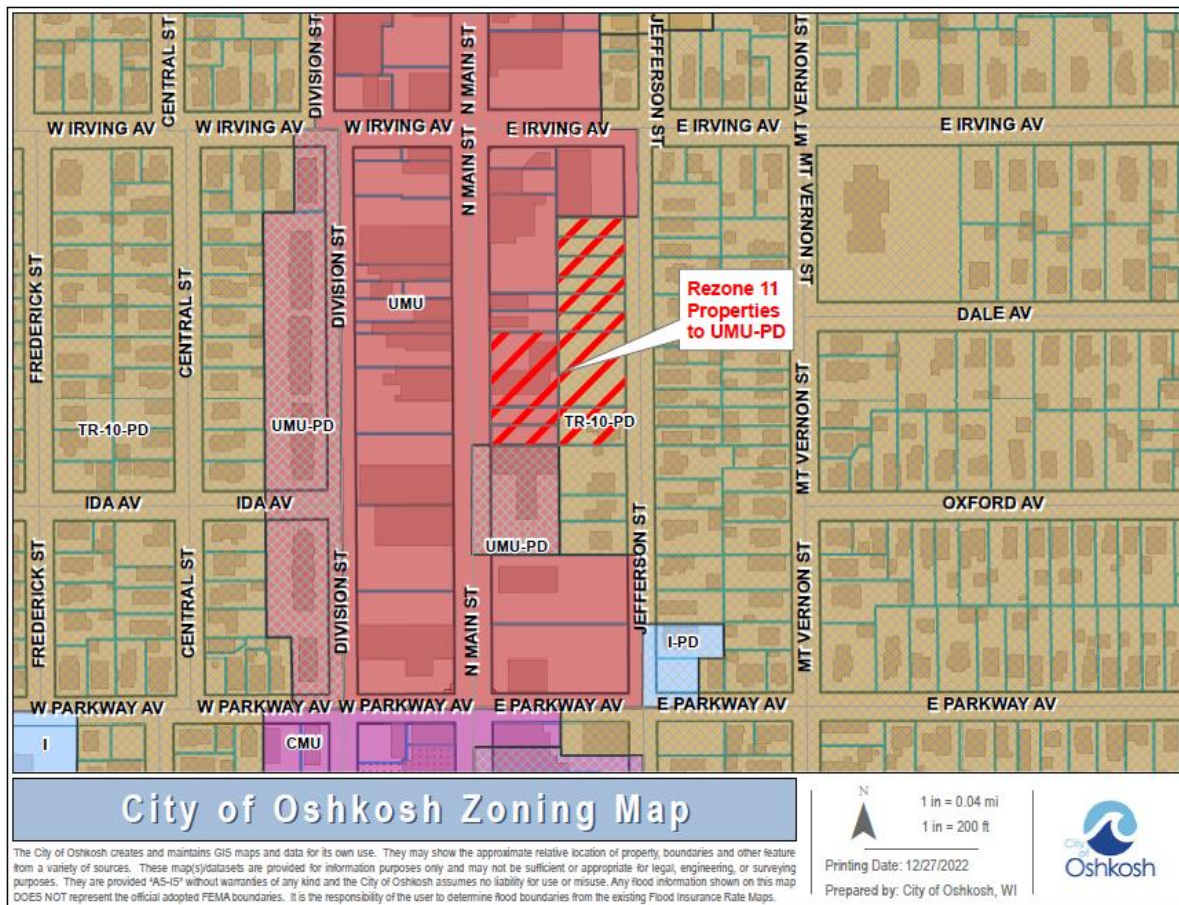
Downtown

Comprehensive Plan

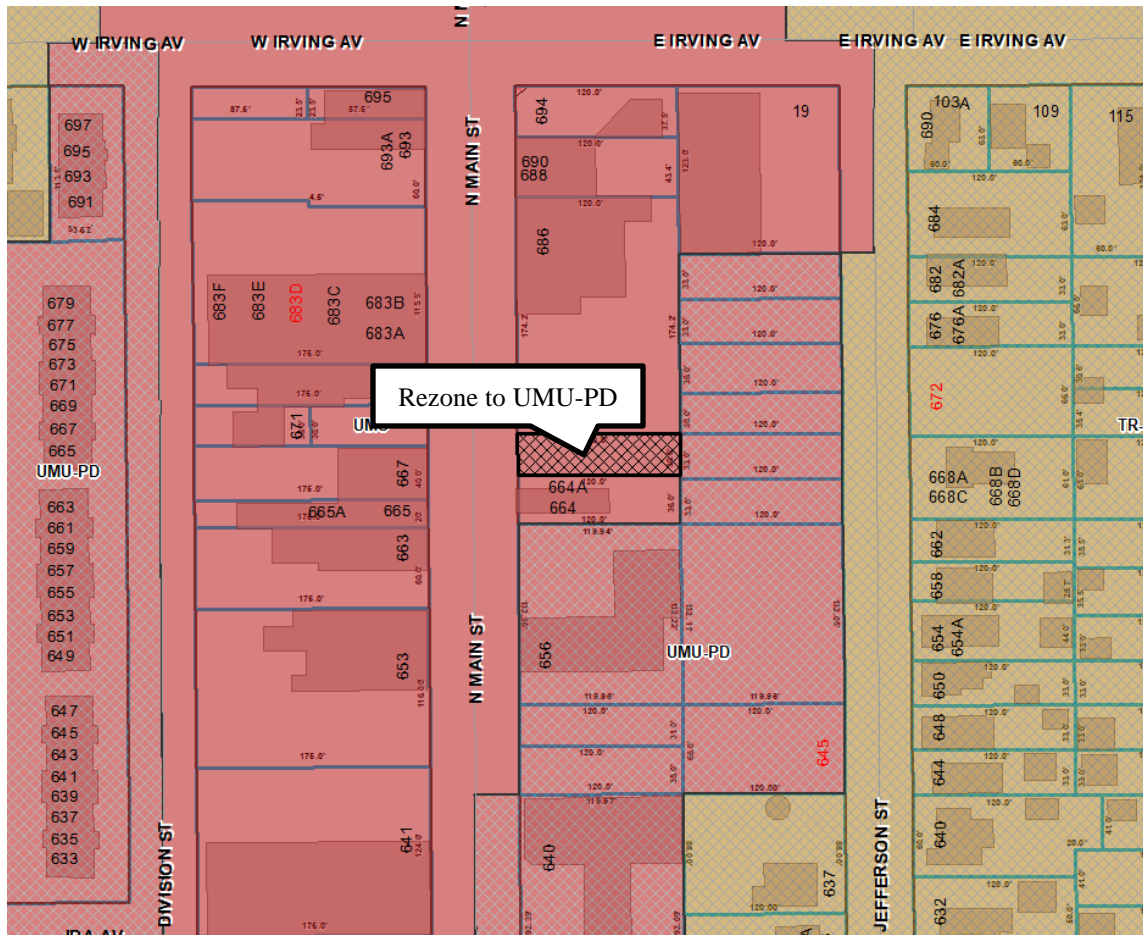
<i>Comprehensive Plan Land Use Recommendation</i>	<i>Land Use</i>
2040 Land Use Recommendation	Center City

ANALYSIS

On November 14, 2023, Common Council approved a zone change for 11 neighboring properties along North Main Street and Jefferson Street to Urban Mixed Use District with a Planned Development Overlay (UMU-PD). This rezone was intended to accommodate conceptual plans for a mixed-use development on the subject parcels (The Corridor). After further discussions with the prospective developer, it was determined that the subject site of this rezone request should have been included in the rezone request of the neighboring properties. The subject site is needed for driveway access to the proposed future mixed-use development.



November 14, 2023 Rezone of neighboring properties.



Proposed rezone.

Staff is supportive of the proposed zone change to include a Planned Development Overlay as it will serve to accommodate future development needs for the site. This request is consistent with the previously approved zone change of 11 neighboring parcels and will correct an oversight as this property was intended to be included with the rezone of the neighboring properties. The proposed UMU-PD zoning designation is also consistent with the 2040 Comprehensive Land Use Plan recommendation (Center City).

FINDINGS/RECOMMENDATION/CONDITIONS

In its review and recommendation to the Common Council on an application for a Zoning Map amendment, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-381 (D)(2):

- (a) Advances the purposes of this Chapter as outlined in Section 30-03 and the applicable rules of Wisconsin Department of Administration and the Federal Emergency Management Agency.
- (b) Is in harmony with the Comprehensive Plan.
- (c) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.

(d) Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:

- (ii) Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.

Staff recommends approval of the zone change with the findings listed above.

Plan Commission recommends approval of the requested zone change with the findings for the property located south of 686 North Main Street, parcel 0402300000 (formerly 668 North Main Street) on July 2, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Ms. Scheuermann, Mr. Lowenstein, Mr. Ulrich, Council Member Nichols, Ms. Davey, Mr. Bowen and Mr. Perry all reported visiting the site.

Staff report accepted as part of the record.

The applicant requests a zone change from the existing Urban Mixed Use District (UMU) to Urban Mixed Use District with a Planned Development Overlay (UMU-PD) for the property located at 0 North Main Street (Parcel 0402300000).

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The subject area included in the zone change request consists of a 3,600 sq. ft. vacant property located on the east side of North Main Street, south of East Irving Avenue. The site previously had a commercial building that was razed in 2021. The surrounding area consists primarily of a mix of commercial, mixed use and vacant properties. The 2040 Comprehensive Plan recommends Center City land use for the subject property and the adjoining parcels.

Mr. Perry opened up technical questions to staff.

Council Member Nichols asked if the applicant will have to resubmit their WHEDA application due to this parcel not being included in the initial rezone.

Ms. Nieforth said that the applicant will not need to resubmit their application. They were approved for the tax credits, and this was just an oversight. This planned development overlay is able to give the applicant flexibility.

Mr. Perry opened the public hearing and asked if any members of the public wished to speak.

April Chase; 686 N Main St, asked if a fence will be put up since the fence she had was torn down during the demolition of the building.

Mr. Slusarek said that the fence will be addressed as part of the planned development when the applicant comes back through Plan Commission with their plans for the general development

plan and specific implementation plan. At this time, it is just a zone change to get common zoning.

Mr. Perry closed the public hearing.

There was no closing statement from the applicant.

Motion by Kiefer to adopt the findings and recommendation as stated in the staff report.

Seconded by Davey.

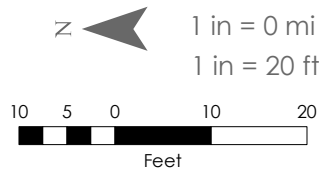
Mr. Perry asked if there was any discussion on the motion.

Motion carried 9-0.



PARCEL 0402300000

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Printing Date: 6/6/2024



Prepared by: City of Oshkosh, WI

ZONE CHANGE
0 N MAIN ST, PARCEL 0402300000
PC: 7-2-2024

MARLA J TONN
664 N MAIN ST A
OSHKOSH WI 54901-4443

ALEE CHASE INVESTMENTS LLC
515 N MAIN ST #A
OSHKOSH WI 54901-4908

NATHAN M HENNAGER
663 N MAIN ST
OSHKOSH WI 54901-4431

NORTHERN ASPEN LLC
105 E RIVER DR
OMRO WI 54963-1019

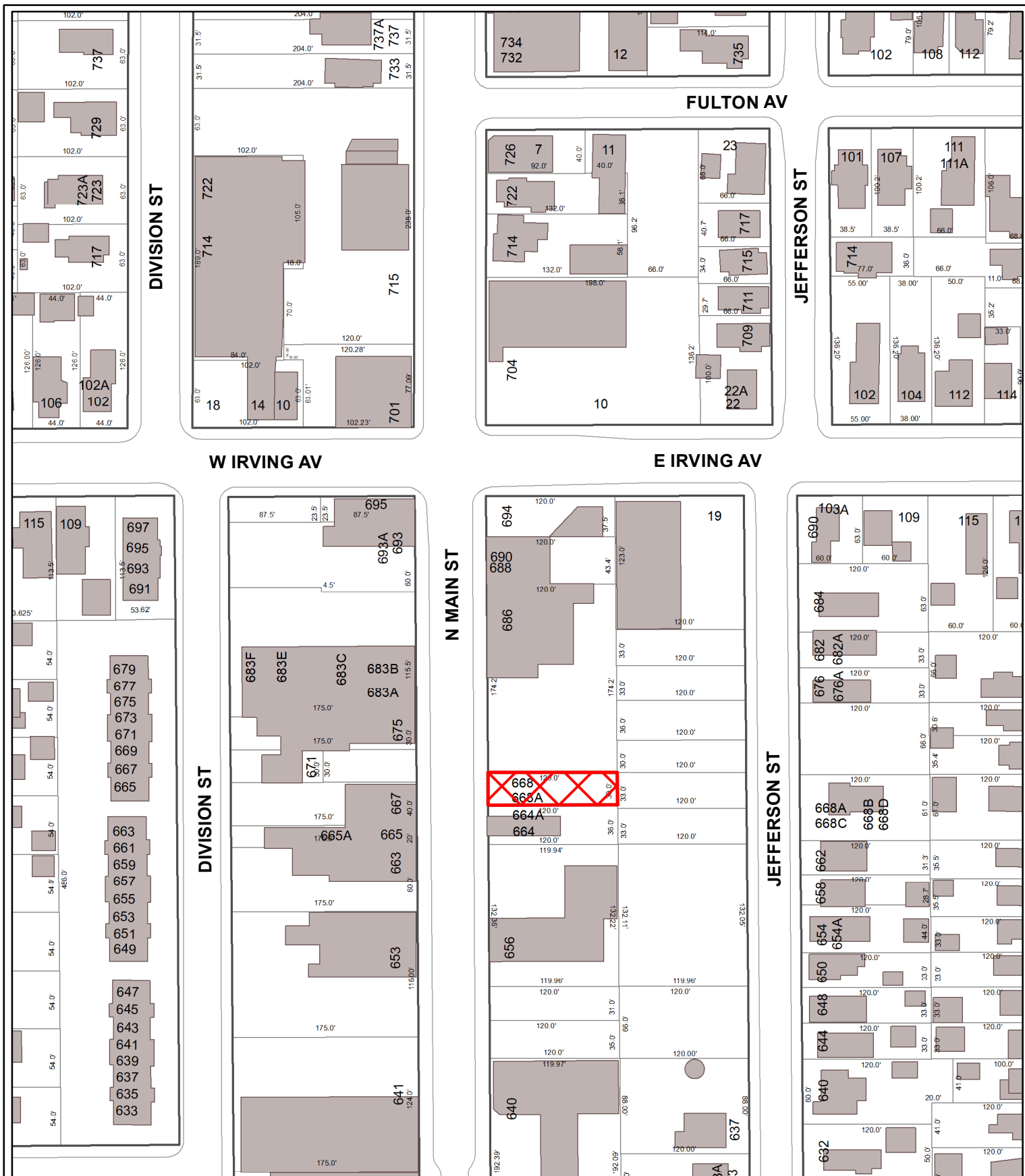
FINK INK LTD
1275 W SMITH AVE
OSHKOSH WI 54901-1895

ROHAN MEIER & MORGAN LLC
671 N MAIN ST
OSHKOSH WI 54901-4431

ROGER BECKER
675 N MAIN ST
OSHKOSH WI 54901-4431

STEVEN F OROURKE
683 N MAIN ST STE C
OSHKOSH WI 54901-4472

DOWNTOWN NBHD ASSOC
C/O JESSIE MEIDL
903 W 7TH AVE
OSHKOSH WI 54902-5854



PARCEL 0402300000

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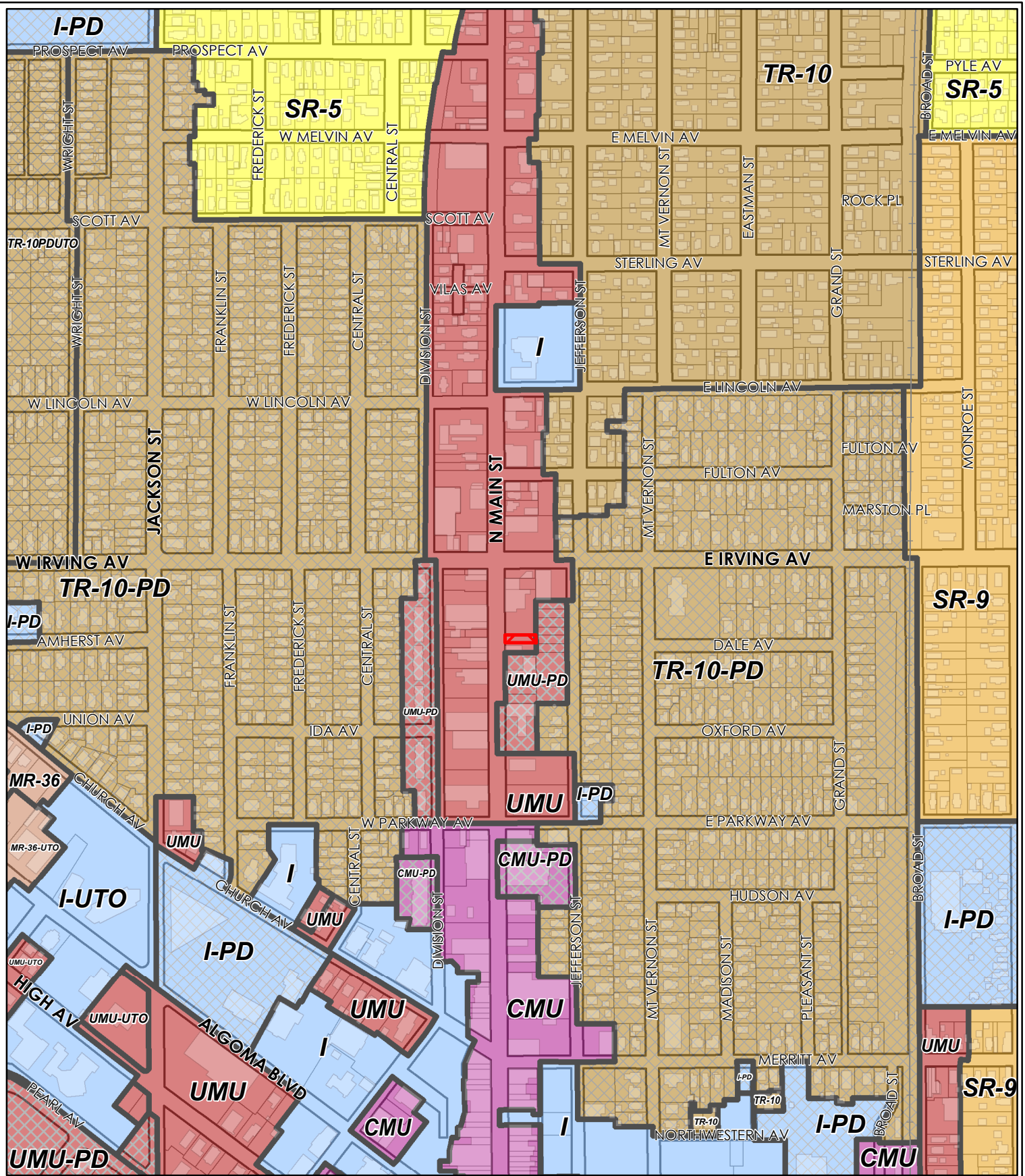
1 in = 0.02 mi

1 in = 120 ft

Printing Date: 6/4/2024

Prepared by: City of Oshkosh, WI





PARCEL 0402300000

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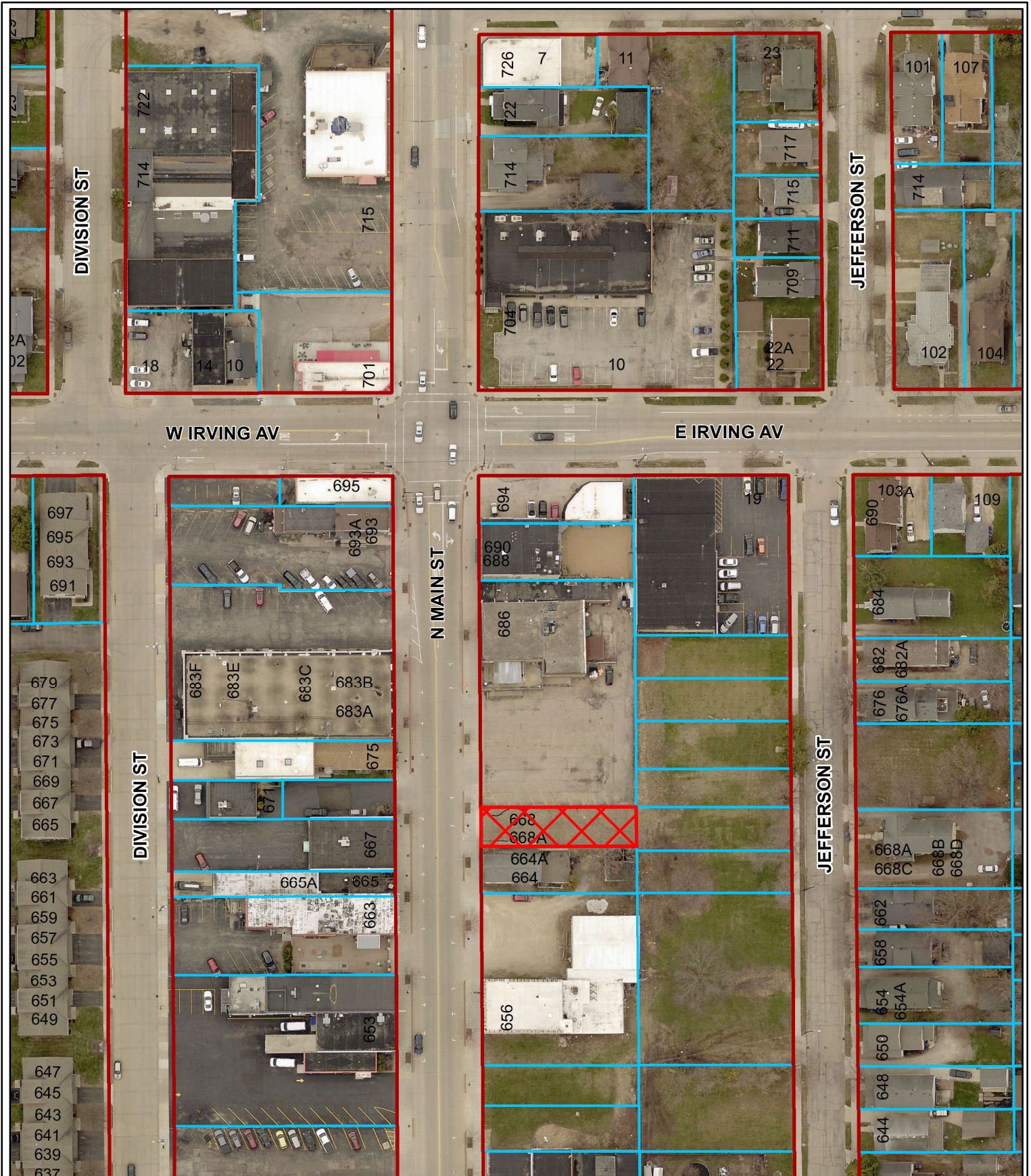
1 in = 0.09 mi

1 in = 500 ft

Printing Date: 6/4/2024

Prepared by: City of Oshkosh, WI





PARCEL 0402300000

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1 in = 0.02 mi

1 in = 100 ft

Printing Date: 6/4/2024

Prepared by: City of Oshkosh, WI





TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Ord 24-437 Approve Zone Change from Single Family Residential-9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD) for Property at 600 Merritt Avenue (Plan Commission Recommends Approval) (Applicant Requests Waiving the Rules and Adopting on First Reading)

BACKGROUND

The subject site is a 2.51-acre property with frontage on Merritt Avenue, Boyd Street, and Monroe Street. The site has a six-story apartment building (Marian Manor) with 121 living units. The surrounding area consists primarily of residential uses along with the Boys and Girls Club to the west and St. Mary's Church to the south. The 2040 Comprehensive Land Use Plan recommends Light Density Residential use for the subject site.

ANALYSIS

The applicant is requesting a zone change from the existing Single Family Residential - 9 District (SR-9) designation to Institutional District with a Development Overlay (I-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to allow for expansion of the existing legal nonconforming use. The existing multi-family use is not permitted in the SR-9 District. The applicant has submitted plans for six additional apartment units within the existing building. The applicant is requesting Planned Development approval to allow expansion of the existing legal nonconforming use, which will be addressed as a General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow.

Staff is supportive of the proposed rezone as it will be consistent with I-PD zoning of neighboring properties to the south and west. The 2040 Comprehensive Land Use Plan has the property slated for Light Density Residential Use. However, the Comprehensive Plan is not intended to be parcel-specific and the proposed rezone is consistent with the established use of the property as well as neighboring land uses. The Planned Development Overlay will allow for changes and improvements to the site as it is currently a legal nonconforming site.

The applicant is requesting that Common Council waive the rules and adopt on first reading. The applicant states that waiting for the second reading on August 14, 2024, would cause a delay in their desired construction start date, as they cannot move forward with signing necessary contracts prior to approval from the Common Council. A letter from the applicant requesting the rules be waived is included in the meeting packet.

RECOMMENDATION

The Plan Commission recommended approval of the requested zone change for the property located at 600 Merritt Avenue on July 16, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Ord 24-437
REZONE GDP SIP 600 Merritt Ave

CARRIED

4-0

PURPOSE: APPROVE ZONE CHANGE FROM SINGLE FAMILY RESIDENTIAL-9 DISTRICT (SR-9) TO INSTITUTIONAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (I-PD) AT 600 MERRITT AVENUE

INITIATED BY: MARIAN MANOR REDEVELOPMENT LLC

PLAN COMMISSION RECOMMENDATION: Approved

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF OSHKOSH, AS ADOPTED BY SECTION 30-32 OF THE OSHKOSH MUNICIPAL CODE.

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

SECTION 1. That the Official Zoning Map of the City of Oshkosh, as adopted by Section 30-32 of the Oshkosh Municipal Code, is hereby amended by changing the district of the property located at 600 Merritt Avenue from Single Family Residential-9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD) The subject property, 600 Merritt Avenue, is more particularly described as follows:

BEING LOTS 1 THROUGH 10 AND LOTS 27 THROUGH 31 OF BLOCK 57 OF FORD'S ADDITION AS RECORDED IN VOLUME 2, PAGE 3, WINNEBAGO REGISTER OF DEEDS AND THE ADJACENT EAST HALF OF MONROE STREET, THE WEST HALF OF BOYD STREET AND THE NORTH HALF OF MERRITT AVENUE RIGHTS-OF-WAY, LOCATED IN THE SOUTHWEST ¼ OF THE NORTHEAST ¼, SECTION 24, TOWNSHIP 18 NORTH, RANGE 16 EAST, CITY OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN.

SECTION 2. This Ordinance shall be in full force and effect from and after its passage and publication.

SECTION 3. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #24-XXX APPROVE ZONE CHANGE FROM SINGLE FAMILY RESIDENTIAL-9 DISTRICT (SR-9) TO INSTITUTIONAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (I-PD) FOR PROPERTY LOCATED AT 600 MERRITT AVENUE on August 14, 2024. This ordinance changes the zoning of the property located at 600 Merritt Avenue from Single Family Residential-9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD). The full text of the Ordinance may be obtained at the Office of the City Clerk, 215 Church Avenue and on the City's website at www.oshkoshwi.gov. Clerk's phone: (920) 236-5011.

ITEM: PUBLIC HEARING: ZONE CHANGE FROM SINGLE FAMILY RESIDENTIAL - 9 DISTRICT (SR-9) TO INSTITUTIONAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (I-PD) AND APPROVAL OF A GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN FOR A MULTI-FAMILY RESIDENTIAL USE AT 600 MERRITT AVENUE

Plan Commission Meeting of July 16, 2024.

GENERAL INFORMATION

Applicant: Marian Manor Redevelopment LLC

Owner: Housing Authority of the City of Oshkosh

Action(s) Requested:

The applicant requests a zone change from the existing Single Family Residential - 9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD). The applicant also requests approval of a General Development Plan and Specific Implementation Plan to allow a multi-family residential use.

Applicable Ordinance Provisions:

Zoning map amendment standards are found in Section 30-381 of the Zoning Ordinance. Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject site is a 2.51-acre property with frontage on Merritt Avenue, Boyd Street, and Monroe Street. The site has a six-story apartment building (Marian Manor) with 121 living units. The surrounding area consists primarily of residential uses along with the Boys and Girls Club to the west and St. Mary's Church to the south. The 2040 Comprehensive Land Use Plan recommends Light Density Residential use for the subject site.

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Multi-family Residential	SR-9

Recognized Neighborhood Organizations

Menominee South

Adjacent Land Use and Zoning

<i>Existing Uses</i>	<i>Zoning</i>
North Residential	SR-9

South	Residential & Institutional	I-PD
East	Residential	SR-9
West	Residential & Institutional	SR-9 & I-PD

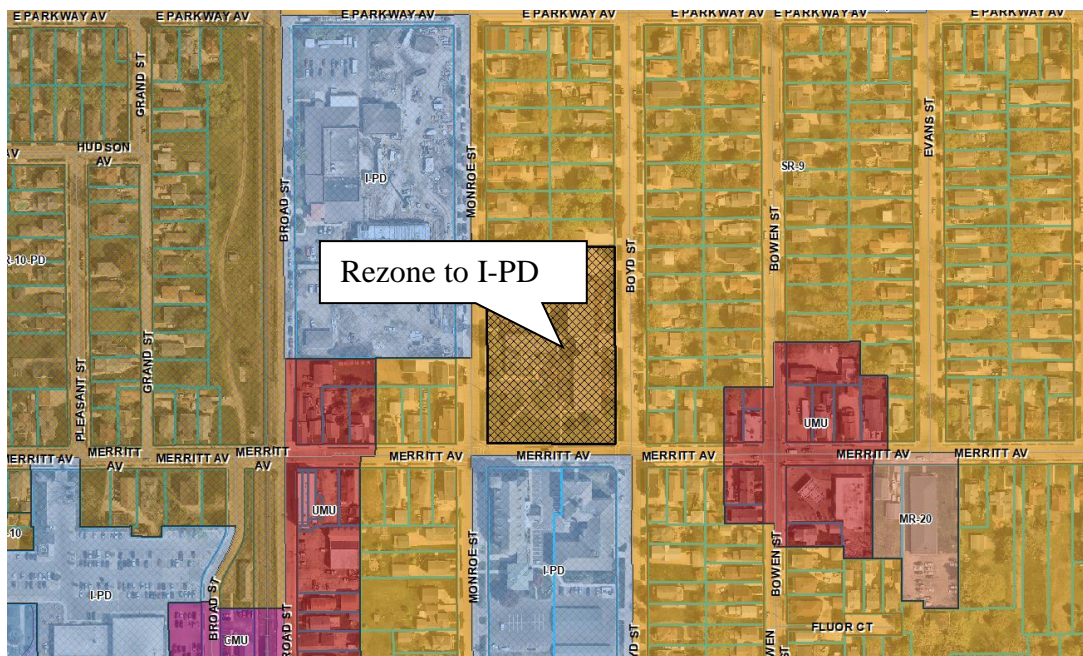
<i>Comprehensive Plan Land Use Recommendation</i>	<i>Land Use</i>
2040 Comprehensive Land Use Recommendation	Light Density Residential

ANALYSIS

Zone Change

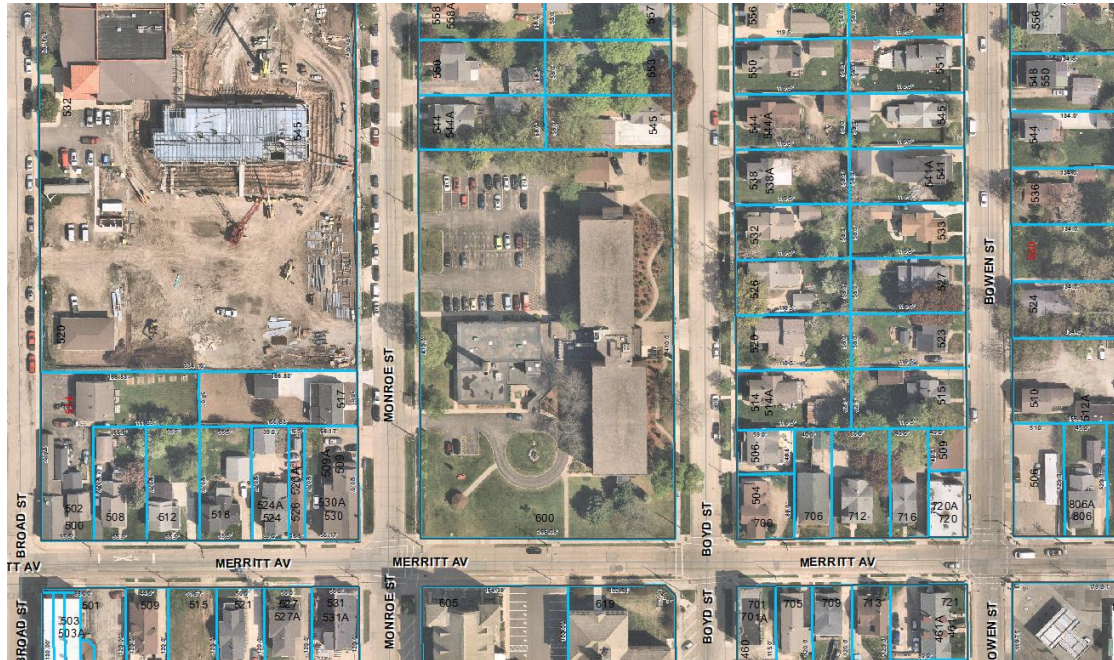
The applicant is requesting a zone change from the existing Single Family Residential - 9 District (SR-9) designation to Institutional District with a Development Overlay (I-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to allow for expansion of the existing legal nonconforming use. The existing multi-family use is not permitted in the SR-9 District. The applicant has submitted plans for 6 additional apartment units within the existing building. The applicant is requesting Planned Development approval to allow expansion of the existing legal nonconforming use, which will be addressed as a General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow.

Staff is supportive of the proposed rezone as it will be consistent with I-PD zoning of neighboring properties to the south and west. The 2040 Comprehensive Land Use Plan has the property slated for Light Density Residential Use. However, the Comprehensive Plan is not intended to be parcel-specific and the proposed rezone is consistent with the established use of the property as well as neighboring land uses. The Planned Development Overlay will allow for changes and improvements to the site as it is currently a legal nonconforming site.



Use

Marian Manor is 121 units of housing for very low-income persons. Most are older adults and persons with disabilities. The applicant is proposing a remodel of the building for a general facelift of the apartments and common areas, replace failing windows, and adding 6 apartment units for a total of 127 units. The area to be converted to new residential units is located with the existing community space and general offices of the Housing Authority, which is being relocated to an off-site location.



Apartments are not permitted in the Institutional District. A Base Standard Modification (BSM) is needed to allow the additional apartment units. Staff is supportive of a BSM to allow the additional apartments as it is consistent with the existing use of the property and the relatively minor increase in number of residents should not negatively impact the surrounding area. The additional units will serve to provide needed housing in the area. Tenants are not anticipated to have personal vehicles, so no changes are expected to existing parking on the site or traffic in the surrounding area.

Site Design

No changes are being proposed to the existing site design as only interior changes are being made for the additional apartment units.

Signage

No additional signage is being proposed.

Site Lighting

No additional lighting is being proposed for the site.

Landscaping

No additional landscaping is being proposed.

Storm Water Management/Utilities

The Department of Public Works has noted that site plan approval is needed for any site improvements.

Building Facades

No changes are being proposed to the existing building facades.

FINDINGS/RECOMMENDATION/CONDITIONS

In its review and recommendation to the Common Council on an application for a Zoning Map amendment, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-381 (D)(2):

- (a) Advances the purposes of this Chapter as outlined in Section 30-03 and the applicable rules of Wisconsin Department of Administration and the Federal Emergency Management Agency.
- (b) Is in harmony with the Comprehensive Plan.
- (c) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.
- (d) Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:
 - (ii) Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.

In its review and recommendation to the Common Council on an application for a Planned Development district, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-387 (C)(6):

- (a) The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.
- (c) The proposed Planned Development project would maintain the desired relationships between land uses, land use densities and intensities, and land use impacts in the environs of the subject site.
- (d) Adequate public infrastructure is or will be available to accommodate the range of uses being proposed for the Planned Development project, including but not limited to public sewer and water and public roads.
- (e) The proposed Planned Development project will incorporate appropriate and adequate buffers and transitions between areas of different land uses and development densities/intensities.
- (g) The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.

Staff recommends approval of the zone change, General Development Plan, and Specific Implementation Plan with the findings listed above and the following condition:

1. Base Standard Modification (BSM) to allow apartments (37+ units) in an Institutional District (I).

Plan Commission recommends approval of the proposed zone change, General Development Plan and Specific Implementation Plan with findings and one condition for property located at 600 Merritt Avenue on July 16, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen, Ms. Scheuermann, Ms. Propp, Mr. Nichols, and Ms. Davey reported visiting the site.

Staff report accepted as part of the record.

The applicant requests a zone change from the existing Single Family Residential - 9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD). The applicant also requests approval of a General Development Plan and Specific Implementation Plan to allow a multi-family residential use.

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The subject site is the Marian Manor apartments located on Merritt Avenue, Boyd Street, and Monroe Street. The site is currently a legal nonconforming site. It is zoned SR – 9 which does not allow multi-family residential. There is currently 121 apartment units on the site. The applicant is requesting a zone change to Institutional District with a Development Overlay (I-PD). The Planned Development Overlay would allow them to request to make their legal nonconforming use allowed, and allow them to expand it through that planned development process.

Staff is supportive of the proposed rezone as it will be consistent with I-PD zoning of neighboring properties to the south, Saint Mary's Church, and west, Boys and Girls Club.

The applicant is not proposing any changes to the site design or exterior of the site. They are proposing an additional six apartment units within the building. The existing site is housed by very low-income persons, with most being older adults and persons with disabilities. They are going from 121 units to 127 units, and no changes to the building exterior or the site design.

Apartments are not permitted in the Institutional District. A Base Standard Modification (BSM) is needed to allow the additional apartment units. Staff is supportive of a BSM to allow the additional apartments as it is consistent with the existing use of the property and the relatively minor increase in number of residents should not negatively impact the surrounding area. Tenants are not anticipated to have personal vehicles, so no changes are expected to existing parking on the site or traffic in the surrounding area.

Staff recommends approval of the zone change, General Development Plan, and Specific Implementation Plan with the findings and condition listed in the staff report.

Mr. Lyons stated this is a clean-up. It was a nonconforming use. They want to remodel their office into six more units. We took a look at the zoning to see if multi-family would be appropriate. However, design characteristics of the building do not meet multi-family, so we would have created a different type of nonconforming use. We felt it was appropriate to use I-PD given the I in the surrounding area, the style of development, and the PD be in place for any future development.

Ms. Propp opened up technical questions to staff.

Ms. Propp opened the public hearing and asked if the applicant wanted to make a statement.

Wade Foley, of 1100 West 20th Avenue, Director of Maintenance for the Oshkosh Housing Authority. The project is pretty much ready and during the appraisal for financing this popped up. We have to get it resolved.

Ms. Propp asked about the area being remodeled into apartments.

Mr. Foley stated the community area being remodeled is more of a tv lounge. There are two other community spaces in the building which will remain.

Ms. Propp asked if any members of the public wished to speak.

Ms. Propp closed the public hearing.

There was no closing statement from the applicant.

Motion by Davey to adopt the findings and recommendation as stated in the staff report.

Seconded by Scheuermann.

Ms. Propp asked if there was any discussion on the motion.

Motion carried 5-0.



City of Oshkosh Application Zoning Map Amendment (Rezoning)

SUBMIT TO:
Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, Wisconsin 54903-1130
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: Marian Manor Redevelopment, LLC Date: 5-29-2024
Petitioner's Address: 600 Merritt Ave City: Oshkosh State: WI Zip: 54901
Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email
Status of Petitioner (Please Check): ☐ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer ☒ **Executive Director**
Petitioner's Signature (required): Wendy Fran Date: 5-29-24

OWNER INFORMATION

Owner(s): Housing Authority of the City of Oshkosh, WI Date: 5-29-2024
Owner(s) Address: 1100 W. 20th Ave City: Oshkosh State: WI Zip: 54902-6619
Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email
Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☒ **Corporation** ☒ **Quasi Governmental Agency**

Property Owner Consent: (required)

By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Planning Services Division for incomplete submissions or other administrative reasons.

Property Owner's Signature: Wendy Fran Date: 5-29-24

ZONING AND DEVELOPMENT INFORMATION

Address/Location of Rezoning Request: 600 Merritt Ave.
Tax Parcel Number(s): 0404950000
Rezoned property from: SR-9 to I-PD
Purpose for Rezoning: Bring property up-to-date with proper zoning status.

Describe existing property development and land use: Existing 121 apartments for elderly/disabled tenants and Housing Authority office space.

Describe proposed development and/or proposed land use: Renovate office space into 6 one-bedroom apartments on the 1st & 2nd floor of 2 story portion of property. Renovate highrise by updating apartments, adding new windows and reroof entire apartment complex.
Proposed time schedule for development and/or use of the property:

Start renovations in fall and end in spring of 2025.

Zoning Adjacent to the Site:

North: R-2
South: I-PD
East: R-2
West: I-PD

Sign _____ Staff _____ Date Rec'd _____

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

- ☐ Map of the immediate area showing property involved. Area to be rezoned must be outlined in color
 - ☐ A site plan drawn to readable scale showing present status of property and proposed development
 - ☐ Street address, adjacent streets, intersections and any other information or landmarks to help identify the property
 - ☐ Location of existing uses, structures, fences and signs and location of proposed uses, structures, fences and signs
 - ☐ A narrative statement explaining the zone change and discussion of the project
- Property owner's signature is required for submittal to be complete.
- Application fees are due at time of submittal. Make check payable to City of Oshkosh.
- Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required): Wendy Fromm

Date: 5-29-2024

SUMMARY OF PROCESS

The City of Oshkosh Plan Commission and Common Council act on all amendments to the Official Zoning Map. The petitioner or owner should be present at both the Plan Commission and Common Council meetings to discuss and answer questions regarding the request.

The application package is reviewed by Planning Services staff to determine conformance with adopted city plans, zoning requirements and development standards. A staff recommendation is prepared for consideration by the Plan Commission and Common Council. The petitioner will be provided with a copy of the staff report and meeting notice several days prior to the Plan Commission meeting. The staff report and meeting notice will also be available on the City's website. No notice is sent to the petitioner or owner regarding the Common Council's consideration of the request. Petitioners and owners are encouraged to contact Planning Services staff to find out when the request will be sent to the Common Council for review.

Neighborhood opinion is an important factor in the decision-making process. If the proposed development is expected to have significant impact on other properties, the petitioner may be required to conduct a neighborhood meeting to solicit public input prior to action by the Plan Commission and City Council. Planning Services staff is available to offer assistance in compiling a mailing list for the neighborhood meeting. If deemed appropriate, notification by mail informing the property owners within 100 feet of the subject property of the proposal may substitute for the public meeting. Please note that a meeting notice will be mailed to all abutting property owners regarding your request.

Within 90 days of filing a complete application, Plan Commission shall hold a public hearing to consider the request. Within 60 days of the public hearing, the Plan Commission may make a written report to the Common Council with recommendations regarding the proposal. The Plan Commission's report is advisory only. The Common Council will make the final decision regarding all zone change requests. The Plan Commission may lay over requests to subsequent meetings if incomplete information is provided or additional questions or concerns are raised at the meeting.

After the Plan Commission makes its recommendation, the request will be forwarded to the Common Council for consideration. This generally occurs three weeks after the Plan Commission meeting depending on the date the Council meeting is scheduled (the Council meets on the 2nd and 4th Tuesday of every month) and on the availability of a legal description for the zone change. Wisconsin State Statutes require a zone change to be published as Class II notice in the local newspaper, the City takes care of this publication requirement prior to the Council meeting.

The Common Council may approve the Official Zoning Map amendment as originally proposed, may approve the proposed amendment with modifications, or may deny approval of the proposed amendment. If the Official Zoning Map amendment is approved, the Ordinance is published in the newspaper on the following Saturday and will be effective on Sunday. City administrative offices are notified of the effective date of the Ordinance and will make changes to the Official Zoning Map accordingly.

For more information please visit the City's website at <https://www.ci.oshkosh.wi.us/CommunityDevelopment/>



City of Oshkosh
Planned Development Application
For General Development Plan or Specific Implementation Plan

SUBMIT TO:
Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, WI 54901
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

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APPLICANT INFORMATION

Petitioner: Marian Manor Redevelopment LLC Date: 5-29-2024
Petitioner's Address: 600 Merritt Ave City: Oshkosh State: WI Zip: 54901
Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email
Status of Petitioner (Please Check): ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer
Petitioner's Signature (required): _____ Date: _____

OWNER INFORMATION

Owner(s): Housing Authority of the City of Oshkosh Date: _____
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Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email
Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☐ Corporation ☐ Quasi Government Entity

Property Owner Consent: (required)

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Property Owner's Signature: Wendy Fromm Date: 5-29-2024

TYPE OF REQUEST:

- | | |
|--|---|
| <input checked="" type="checkbox"/> General Development Plan (GDP) | <input type="checkbox"/> General Development Plan (GDP) Amendment |
| <input checked="" type="checkbox"/> Specific Implementation Plan (SIP) | <input type="checkbox"/> Specific Implementation Plan (SIP) Amendment |

SITE INFORMATION

Address/Location of Proposed Project: 600 Merritt Avenue
Proposed Project Type: Apartments for Elderly and Disabled
Estimated Cost: \$7.5 million
Current Use of Property: Apartments for elderly and disabled Zoning: SR9
Land Uses Surrounding Your Site: North: R-2
South: I-PD
East: R-2
West: I-PD

- It is recommended that the applicant meet with Planning Services staff prior to submittal to discuss the proposal.
- Application fees are due at time of submittal. Make check payable to City of Oshkosh.
- Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE

For more information please visit the City's website at www.ci.oshkosh.wi.us/Community_Development/Planning.htm

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

Sign _____ Staff _____ Date Rec'd _____

The following information must be provided in order for the application to be considered complete and able to be scheduled for Plan Commission Review. Please use the checklist below to determine the required information to be submitted at the time of application. If all information below cannot be provided at the time of application, please request a waiver in writing to the Division's Director or designee.

- ☐ **A General Development Plan (GDP) submittal, per Section 30-387(C)(4), shall include the following items (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
 - ☐ General location map of the subject site depicting:
 - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject property.
 - Current zoning of the subject site and abutting properties, and the jurisdiction(s) that maintains that control.
 - A graphic scale and north arrow.
 - ☐ Generalized site plan showing the pattern or proposed land uses, including:
 - General size, shape, and arrangement of lots and specific use areas.
 - Basic street pattern and pattern of internal drives.
 - General site grading plan showing preliminary road grades.
 - Basic storm drainage pattern, including proposed on-site stormwater detention.
 - General location of recreational and open space areas, including designation of any such areas to be classified as common open space.
 - ☐ Statistical data, including:
 - Minimum lot sizes in the development.
 - Approximate areas of all lots.
 - Density/intensity of various parts of the development.
 - Building coverage.
 - Landscaping surface area ratio of all land uses.
 - Expected staging.
 - ☐ Conceptual landscaping plan.
 - ☐ General signage plan.
 - ☐ General outline of property owners association, covenants, easements, and deed restrictions.
 - ☐ A written description of the proposed Planned Development, including:
 - General project themes and images.
 - The general mix of dwelling unit types and/or land uses.
 - Approximate residential densities and nonresidential intensities.
 - General treatment of natural features.
 - General relationship to nearby properties and public streets.
 - General relationship of the project to the Comprehensive Plan or other area plans.
 - Proposed exceptions from the requirements of the Zoning Ordinance and enhancements that will be provided to compensate for them.
 - ☐ Traffic Impact Analysis (TIA), if deemed necessary by the Director of Planning Services, or designee.
- ☐ **A Specific Implementation Plan (SIP) submittal, per Section 30-387(C)(5), shall include the following items. Note that the area included in an SIP may be only a portion of the area included in a previously approved GDP (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
 - ☐ An existing conditions map of the subject site depicting the following:
 - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject site.
 - Current zoning of the subject property and all abutting properties, and the jurisdiction(s) that maintains that control.
 - Existing utilities and recorded easements.
 - All lot dimensions of the subject site.
 - A graphic scale and a north arrow.
 - ☐ An SIP map of the proposed site showing at least the following:
 - All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled
 - All required and proposed building setback and offset lines
 - Impervious surface ratio (percentage)
 - All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, walls
 - Location of all outdoor storage and refuse disposal areas and the design and materials used for construction
 - Location and dimension of all on-site parking (and off-site parking provisions if they are to be utilized), including a summary of the number of parking stalls provided per the requirements of Section 30-175 City of Oshkosh Zoning Ordinance
 - Location and dimension of all loading and service areas on the subject property
 - Location, height, design, illumination power and orientation of all exterior lighting on the property including a photometrics plan

- Location of all exterior mechanical equipment and utilities and elevations of proposed screening devices where applicable (i.e. visible from a public street or residential use or district). Mechanical equipment includes, but is not limited to; HVAC equipment, electrical transformers and boxes, exhaust flues, plumbing vents, gas regulators, generators
- ☐ Proposed grading plan.
- ☐ Specific landscaping plan for the subject site, specifying the location, species, and installation size of plantings. The landscaping plans shall include a table summarizing all proposed species and required and provided landscaping points for all applicable landscaping components (building foundation, paved areas, street frontages, yards, bufferyards).
- ☐ Architectural plans for any nonresidential buildings, multi-family structures, or building clusters, other than conventional single-family or two-family homes on individual lots, in sufficient detail to indicate the floor area, bulk, and visual character of such buildings. The architectural plans shall include a percentage breakdown of exterior materials applied to each building façade.
- ☐ Conceptual Engineering plans for all water and sewer systems, stormwater systems, roads, parking areas, and walkways.
- ☐ Signage plan for the project, including all project identification signs, concepts for public fixtures and signs, and group development signage themes that may or may not vary from City standards or common practices.
- ☐ Any other necessary information as determined during pre-submittal meeting with City staff.
- ☐ Specific written description of the proposed SIP including:
 - Specific project themes and images.
 - Specific mix of dwelling unit types and/or land uses.
 - Specific residential densities and nonresidential intensities as described by dwelling units per acre, and landscaping surface area ratio and/or other appropriate measures of density and intensity.
 - Specific treatment of natural features, including parkland.
 - Specific relationship to nearby properties and public streets.
 - Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads; density/intensity of various parts of the development; building coverage, and landscaping surface area ratio of all land uses; proposed staging; and any other plans required by Plan Commission.
 - A statement of rationale as to why PD zoning is proposed. This statement shall list the standard zoning requirements that, in the applicant's opinion, would inhibit the development project and the opportunities for community betterment that are available through the proposed PD project.
 - A complete list of zoning standards that would not be met by the proposed SIP and the location(s) in which such exceptions/base standard modifications would occur and enhancements that will be provided to compensate for them.
 - Phasing schedule, if more than one development phase is intended.
- ☐ Agreements, bylaws, covenants, and other documents relative to the operational regulations of the development and particularly providing for the permanent preservation and maintenance of common open areas and amenities.
- ☐ A written description that demonstrates how the SIP is consistent with the approved GDP and any and all differences between the requirements of the approved GDP and the proposed SIP.

Planning Staff may waive certain requirements if deemed not applicable to the project review.

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required): Wendy Iron

Date: 5-29-2024

Affordable Housing Redevelopment Summary

Oshkosh – Winnebago Housing Authority (“OWHA”)

Property Description: The property being redeveloped is Marian Manor - an existing six story poured in place concrete and masonry structure located on a 2.7 acre urban infill site in central Oshkosh, Wisconsin. See photo below.



Wisconsin Public Housing Authority Operations: As a Wisconsin Public Housing Authority organized under Wisconsin Municipal Law Statutes Section 66.1201, the OWHA can issue taxable and double tax exempt bonds, borrow traditional debt, exercise Eminent Domain authority, invest in affordable housing, and access the various federal – state - local housing tax credit and other affordable housing programs. The OWHA owns and operates 650 housing units and also manages the County Wide HUD Housing Choice Voucher (housing for 400 households). Third party prepared full financial audits of the OWHA and its various housing property operations are available for review. The OWHA has used federal housing tax credits to redevelop eight of its properties. The OWHA self manages all of its owned affordable housing in Winnebago County, WI.

Property Operation: Marian Manor is 121 units of housing for very low income persons. Most are older adults and persons with disabilities. Each resident has a full featured apartment with kitchen, bedroom, bathroom and living room. There is considerable common area in the building for residents to gather in large or very small groups. The property was remodeled extensively in 2008, including significant upgrades to the HVAC systems. The 2024 remodeling plan is to complete a general facelift of the apartments and common areas, replace failing windows, and increase the housing units to 127. The housing increase will occur in the low-rise –center of the photo- section of the property (the area with the chimney which will be removed as part of the redevelopment). This area now houses a large community kitchen, meeting areas, lobby, as well as the general offices of the OWHA. The OWHA offices will be relocated to an offsite location thus freeing up sufficient space to add an additional six housing units. The community kitchen, common areas and lobby will remain but will be upgraded.

Operating Property Financing: All 127 units will have some form of “rental assistance” for the residents. This is in the form of HUD long term financial support referred to as Project Based Rental Assistance (“PBRA”), Project Based Vouchers (“PBV”) or Housing Choice Vouchers (“HCV”). With this HUD assistance, residents pay no more than 30% of their respective household income in rent plus basic utilities. The remainder of the rent, up to the annual HUD prescribed limit, is paid monthly by HUD. The HUD assistance generally is renewable twenty year contracts. As a result of the HUD rental assistance, the most critical component of the property long term financing is not based on tenant’s ability to pay the posted rent. Thus, households with virtually no income can reside in the property, with the support of the HUD rental assistance. The long term housing market studies show a high need for the housing given the ability of the OWHA to offer the rental assistance support for very low income residents.

Capital Improvement Property Financing: (long and short term components)
The property financing used in the 2008 remodeling was a mix of some grants, the Federal Affordable Housing Tax Credit (e.g. the 4% automatic tax credit) and double tax exempt bonds issued by the OWHA and purchased by US Bank on a direct sale. The same financing structure will be used on the 2024 building upgrade. The OWHA estimates the long term capital stack to be roughly: \$4.9 million of Tax Credit Investor equity, \$3.2 million long term first mortgage debt (either double tax exempt or traditional debt), \$2.9 million grants and other soft money, and a \$4.2 million seller note.

The short term (e.g. 24 month construction – stabilization period) would be made up of tax credit investor bridge financing, grants – soft funds, seller note, and between \$8 - \$12 million of double tax exempt bonds issued by the OWHA and purchased on a negotiated sale.



Oshkosh Housing Authority
Winnebago County Housing Authority

P.O. Box 397, Oshkosh, Wisconsin 54903-0397
(920) 424-1450 • Fax (920) 424-1474
www.ohawcha.org

Department of Community Development
Attn: Mark Rohloff
215 Church Ave., room 204
P.O. Box 1130
Oshkosh, WI 54901

Re: Request for Approval at July 23 Council Meeting for Rezoning for Marian Manor

Mr. Rohloff,

The Oshkosh Housing Authority, managing member of Marian Manor Redevelopment LLC, is in the late stages of the planning and approval process to renovate Marian Manor's current apartments, renovate the old Housing Authority offices into six one-bedroom apartments, add new roofs, add new windows, and other general interior cosmetic upgrades to the building. The footprint of the building will not change.

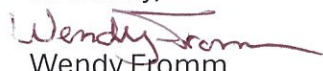
During the finalization of the required appraisal for financing, the appraiser asked why the property was zone SR-9. This led to an email to Mark Lyons who informed us that Marian Manor is considered a legal conforming grandfathered use under the current SR-9 District. From this discussion it was determined that the property should be rezoned to Planned Development.

MartinRiley Architects have been working with the City of Oshkosh staff and have received from the Chief Building Inspector the Commercial Plan Examination Conditional Approval.

The project is very close to being shovel ready and this rezoning will cause an unexpected delay in the construction start as we cannot move forward with signing contracts without knowing the outcome of the approval from City Council. The plan is to have windows and new roof on before late fall before weather changes.

By this letter, Oshkosh Housing Authority is asking that you approve and recommend to the City Council on July 23, that they choose to waive the rule of a second council meeting and adopt the resolution approving the Planned Development for Marian Manor.

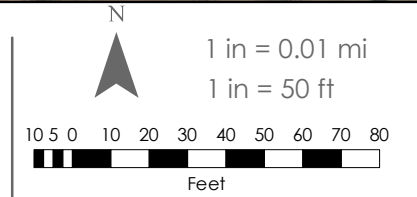
Sincerely,


Wendy Fromm
Executive Director



600 MERRITT AVE

City of Oshkosh maps and data are intended to be used for general identification purposes only, and the City of Oshkosh assumes no liability for the accuracy of the information. Those using the information are responsible for verifying accuracy. For full disclaimer please go to www.ci.oshkosh.wi.us/GISdisclaimer



Printing Date: 6/7/2024



Prepared by: City of Oshkosh, WI

ZONE CHANGE/GDP/SIP
600 MERRITT AVE
PC: 7-16-2024

DREW CLARK
531 MERRITT AVE A
OSHKOSH WI 54901-5139

ST MARYS CONG
449 HIGH AVE
OSHKOSH WI 54901-4708

CABRINI SCHOOL LOFTS LLC
230 OHIO ST STE 200
OSHKOSH WI 54902-5894

DANIEL/DAVID OROURKE TRUS
683 N MAIN ST C
OSHKOSH WI 54901-4472

ROBERT J KOCH
517 MONROE ST
OSHKOSH WI 54901-4644

BOYS & GIRLS CLUB OF OSH INC
501 E PARKWAY AVE
OSHKOSH WI 54901-4650

OSH HOUSING AUTHORITY
PO BOX 397
OSHKOSH WI 54903-0397

MICHAEL/HEATHER SERAPHINE
545 BOYD ST
OSHKOSH WI 54901-4632

PARKER R GAWLICK
553 BOYD ST
OSHKOSH WI 54901-4632

BAM PROPERTY HOLDINGS LLC
PO BOX 3522
OSHKOSH WI 54903-3522

MARK BENISHEK II
4077 NORWAY PINE CT UNIT 316
RICHFIELD WI 53076-9671

D & M RENTALS LLC
522 W 12TH AVE
OSHKOSH WI 54902-6424

BRANDIE BARBEAU
ALESHA GILL
506 BOYD ST
OSHKOSH WI 54901-4633

MCCLONE INVESTMENTS LLC
152 SCHRAMM RD
NEENAH WI 54956-9210

DELWYN MOXON
1823 S MAIN ST
OSHKOSH WI 54902-6952

RONALD C WINSTON
520 BOYD ST
OSHKOSH WI 54901-4633

VALERIE A BARBIAN
526 BOYD ST
OSHKOSH WI 54901-4633

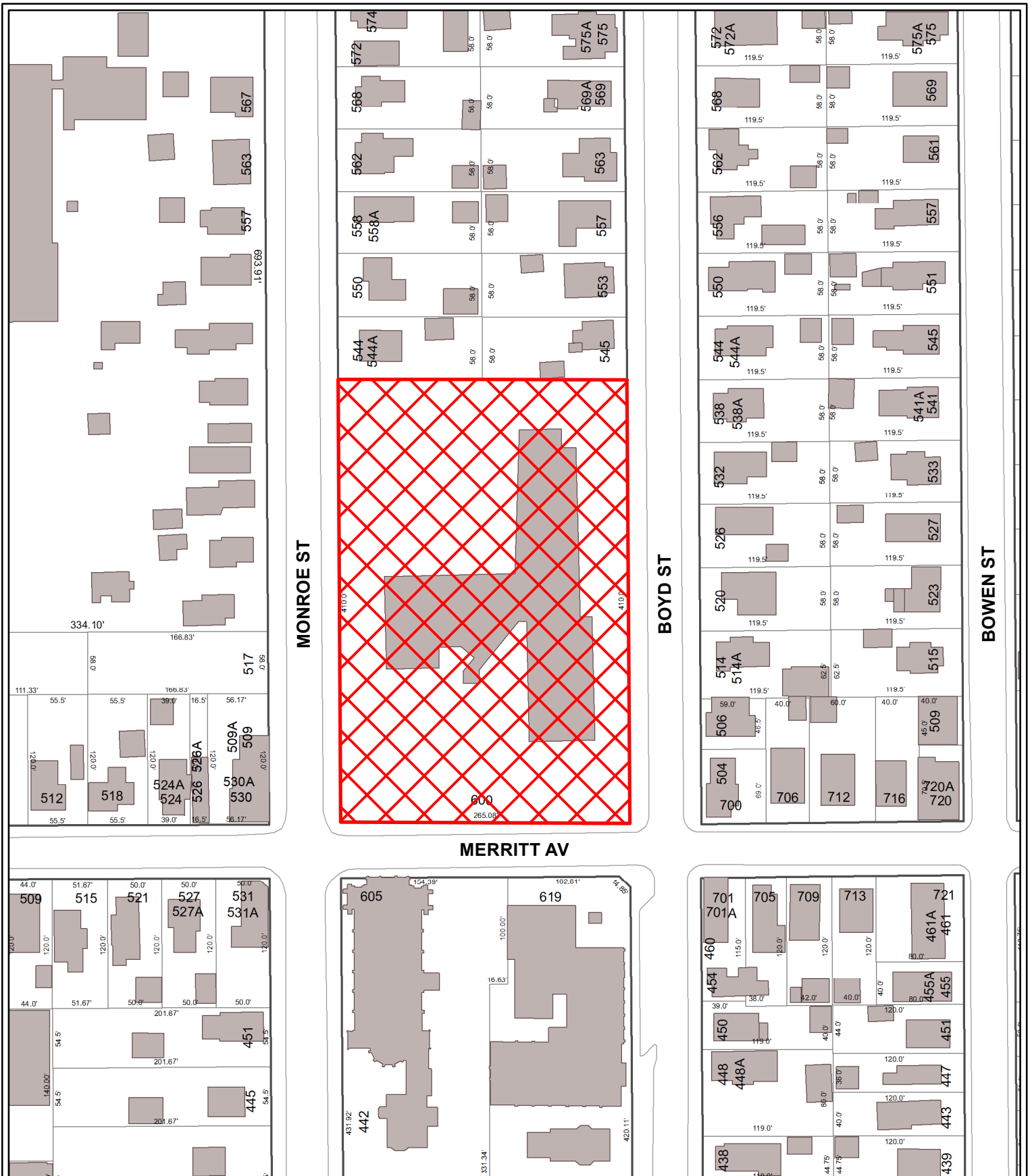
HOME PATH FINAN LIM PARTN
5116 N 126TH ST
BUTLER WI 53007-1306

JEFFREY A WILSON
324 POLK ST
N FOND DU LAC WI 54937-1240

RYAN L SCHULTZ
W7528 W LONE ELM
VAN DYNE WI 54979-9779

SCOTT A BLAKE
550 BOYD ST
OSHKOSH WI 54901-4633

MENOMINEE S NBHD ASSOC
C/O THORPE & KAVANAUGH
1107 MERRITT AVE
OSHKOSH WI 54901-5345



600 MERRITT AVE

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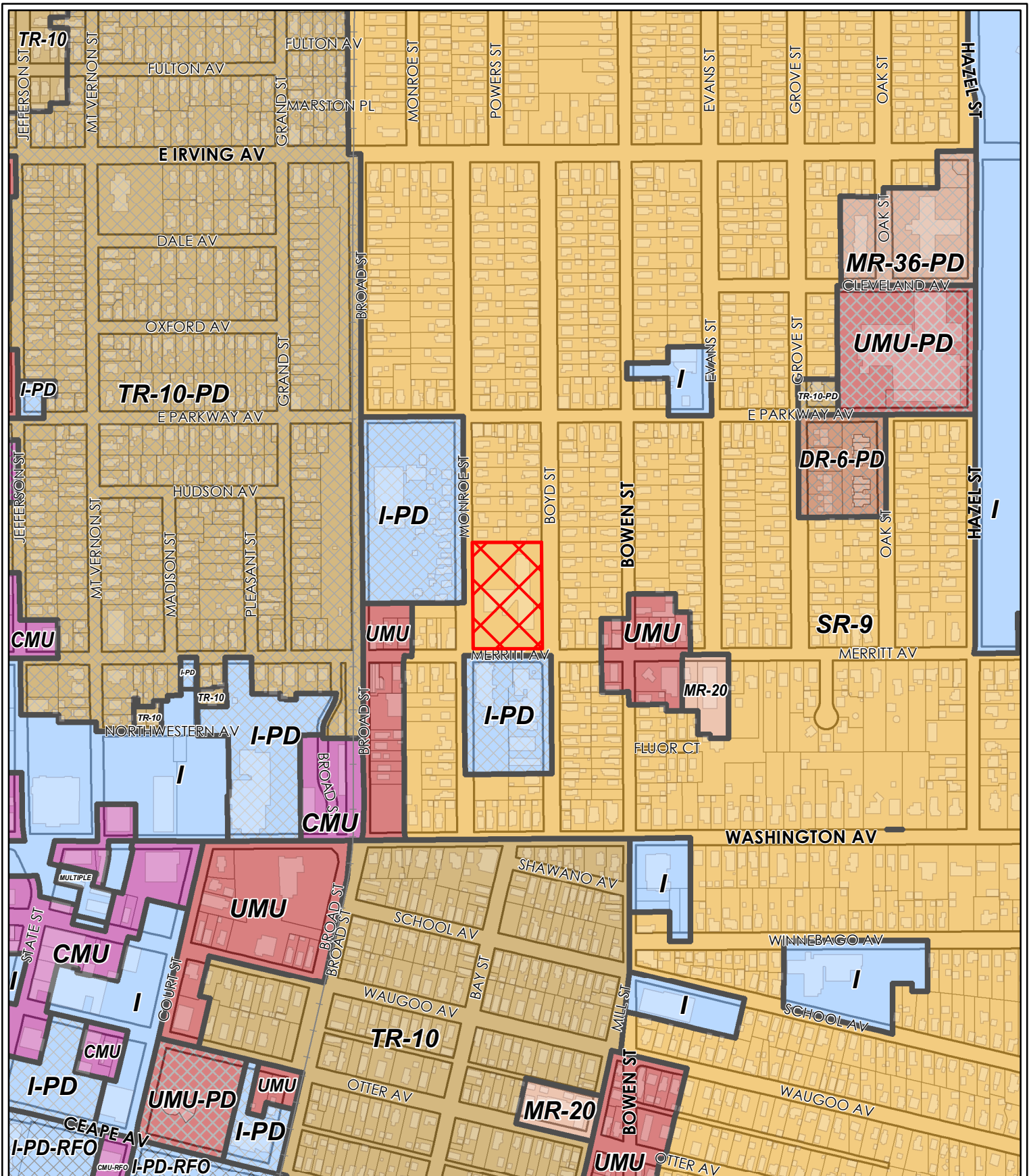
1 in = 0.02 mi

1 in = 120 ft

Printing Date: 6/7/2024

Prepared by: City of Oshkosh, WI





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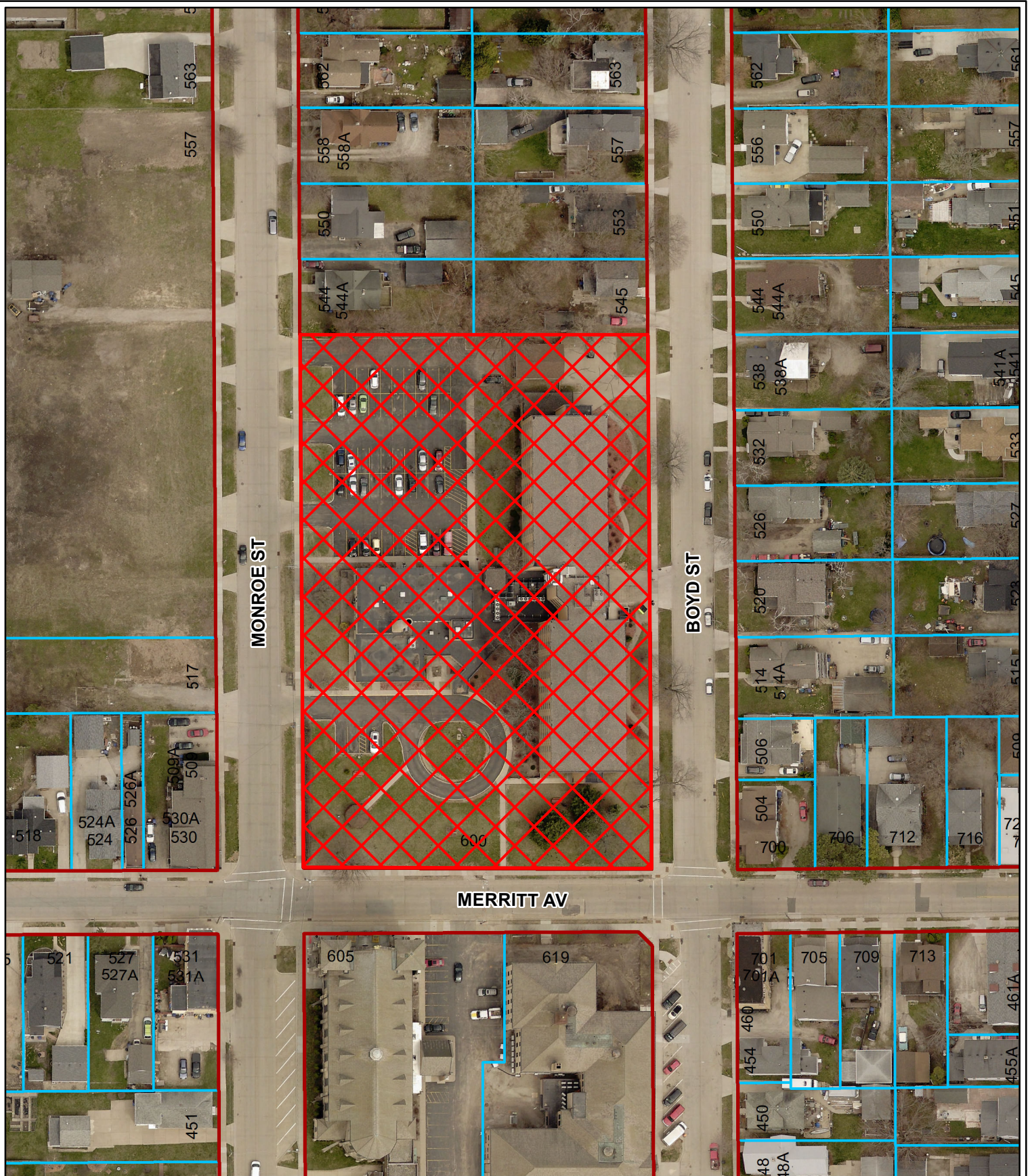
1 in = 0.09 mi

1 in = 500 ft

Printing Date: 6/7/2024

Prepared by: City of Oshkosh, WI





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1 in = 0.02 mi

1 in = 100 ft

Printing Date: 6/7/2024

Prepared by: City of Oshkosh, WI





TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: *Ord 24-438 Approve Zone Change from Central Mixed-Use District with Riverfront Overlay (CMU-RFO) to Central Mixed-Use District with Riverfront and Planned Development Overlay (CMU-RFO-PD) at 400 City Center (Plan Commission Recommends Approval)

BACKGROUND

The subject site consists of the City Center shopping center building, located at the southeast corner of Jackson Street and Division Street. The City Center building is enveloped by a 16.5-acre condo parcel. The surrounding parent parcel has four street frontages as well as frontage on the Riverwalk. The site was constructed in 1970 and has several commercial and institutional users, and the surrounding area consists primarily of commercial uses. The 2040 Comprehensive Land Use Plan recommends Center City use for the subject site.

ANALYSIS

The applicant is requesting a zone change from the existing Central Mixed-Use District with Riverfront Overlay (CMU-RFO) designation to Central Mixed-Use District with Riverfront and Planned Development Overlay (CMU-RFO-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate a new use on the property. The applicant has submitted plans for a personal storage facility, which will be addressed as a General Development Plan (GDP) and Specific Implementation Plan (SIP) at the Common Council meeting on August 14, 2024.

Staff is supportive of the proposed zone change to include a Planned Development Overlay as it may serve to accommodate future development needs for the site. The Planned Development Overlay will provide flexibility for future development or redevelopment plans as it relates to the unique lot configuration with four street frontages. The proposed CMU-RFO-PD zoning designation is also consistent with the 2040 Comprehensive Land Use Plan recommendation (Center City) as well as the neighboring commercial land uses.

RECOMMENDATION

The Plan Commission recommended approval of the requested zone change for the property located at 400 City Center with findings on July 16, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Ord 24-438
Rezone - 400 City Center

PURPOSE: APPROVE ZONE CHANGE FROM CENTRAL MIXED-USE DISTRICT WITH RIVERFRONT OVERLAY (CMU-RFO) TO CENTRAL MIXED-USE DISTRICT WITH RIVERFRONT AND PLANNED DEVELOPMENT OVERLAY (CMU-RFO-PD) FOR PROPERTY AT 400 CITY CENTER

INITIATED BY: CITY CENTER ASSOCIATES LLC

PLAN COMMISSION RECOMMENDATION: Approved

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF OSHKOSH, AS ADOPTED BY SECTION 30-32 OF THE OSHKOSH MUNICIPAL CODE.

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

SECTION 1. That the Official Zoning Map of the City of Oshkosh, as adopted by Section 30-32 of the Oshkosh Municipal Code, is hereby amended by changing the district of the property located at 400 City Center from Central Mixed-Use District with Riverfront Overlay (CMU-RFO) to Central Mixed-Use District with a Riverfront and Planned Development Overlay (CMU-RFO-PD). The subject property, 400 City Center, is more particularly described as follows:

BEING UNIT 2 OF CITY CENTER CONDOMINIUM AS RECORDED IN DOCUMENT NUMBER 1312826, WINNEBAGO COUNTY REGISTER OF DEEDS, LOCATED IN THE NORTHWEST ¼ OF THE SOUTHWEST ¼ OF SECTION 24, TOWNSHIP 18 NORTH, RANGE 16 EAST, CITY OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN.

SECTION 2. This Ordinance shall be in full force and effect from and after its passage and publication.

SECTION 3. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #24-XXX APPROVE ZONE CHANGE FROM CENTRAL MIXED-USE DISTRICT WITH A RIVERFRONT OVERLAY (CMU-RFO) TO CENTRAL MIXED-USE DISTRICT WITH A RIVERFRONT AND PLANNED DEVELOPMENT OVERLAY (CMU-RFO-PD) on August 14, 2024. This ordinance changes the zoning of the properties located at 400 City Center from Central Mixed-Use District with a Riverfront Overlay (CMU-RFO) to Central Mixed-Use District with a Riverfront and Planned Development Overlay (CMU-RFO-PD). The full text of the Ordinance may be obtained at the Office of the City Clerk, 215 Church Avenue and on the City's website at www.oshkoshwi.gov. Clerk's phone: (920) 236-5011.

ITEM: PUBLIC HEARING: ZONE CHANGE FROM CENTRAL MIXED-USE DISTRICT WITH RIVERFRONT OVERLAY (CMU-RFO) TO CENTRAL MIXED-USE DISTRICT WITH RIVERFRONT AND PLANNED DEVELOPMENT OVERLAY (CMU-RFO-PD) FOR PROPERTY AT 400 CITY CENTER

Plan Commission Meeting of July 16, 2024.

GENERAL INFORMATION

Owner/Applicant: City Center Associates LLC

Actions Requested:

The applicant requests a zone change from the existing Central Mixed-Use District with Riverfront Overlay (CMU-RFO) to Central Mixed Use District with Riverfront and Planned Development Overlay (CMU-RFO-PD).

Applicable Ordinance Provisions:

Zoning map amendment standards are found in Section 30-381 of the Zoning Ordinance.

Background Information, Property Location and Type:

The subject site consists of the City Center shopping center building, located at the southeast corner of Jackson Street and Division Street. The City Center building is enveloped by a 16.5-acre condo parcel. The surrounding parent parcel has four street frontages as well as frontage on the Riverwalk. The site was constructed in 1970 and has several commercial and institutional users and the surrounding area consists primarily of commercial uses. The 2040 Comprehensive Land Use Plan recommends Center City use for the subject site.

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Commercial	CMU-RFO

<i>Recognized Neighborhood Organizations</i>
Downtown Oshkosh Neighborhood Association

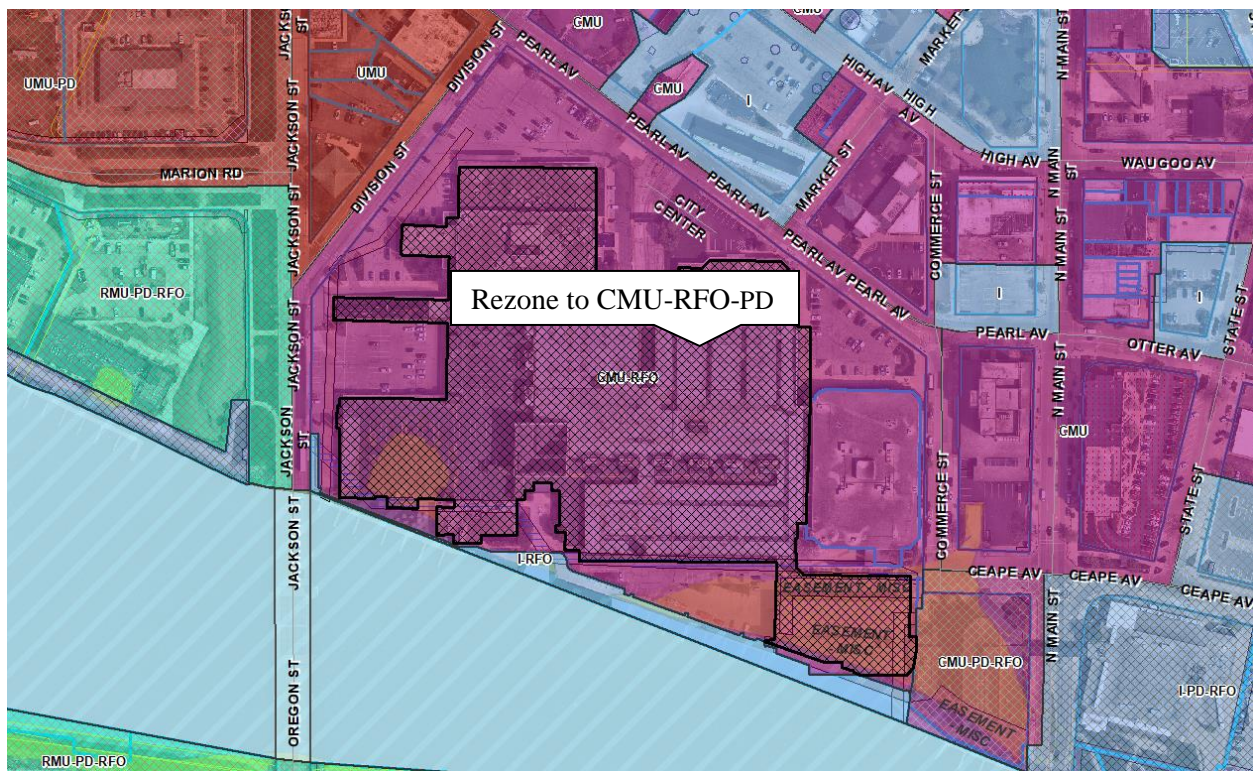
Adjacent Land Use and Zoning

<i>Existing Uses</i>		<i>Zoning</i>
North	Commercial	CMU/UMU/I
South	Riverwalk	I-PD
East	Commercial	CMU
West	Mixed Commercial/Residential	RMU-PD-RFO

<i>Comprehensive Plan Land Use Recommendation</i>	<i>Land Use</i>
2040 Comprehensive Land Use Recommendation	City Center

ANALYSIS

The applicant is requesting a zone change from the existing Central Mixed-Use District with Riverfront Overlay (CMU-RFO) designation to Central Mixed Use District with Riverfront and Planned Development Overlay (CMU-RFO-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate a new use on the property. The applicant has submitted plans for a personal storage facility, which will be addressed as a General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow.



Staff is supportive of the proposed zone change to include a Planned Development Overlay as it may serve to accommodate future development needs for the site. The Planned Development Overlay will provide flexibility for future development or redevelopment plans as it relates to the unique lot configuration with four street frontages. The proposed CMU-RFO-PD zoning designation is also consistent with the 2040 Comprehensive Land Use Plan recommendation (Center City) as well as the neighboring commercial land uses.

FINDINGS/RECOMMENDATION/CONDITIONS

In its review and recommendation to the Common Council on an application for a Zoning Map amendment, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-381 (D)(2):

- (a) Advances the purposes of this Chapter as outlined in Section 30-03 and the applicable rules of Wisconsin Department of Administration and the Federal Emergency Management Agency.
- (b) Is in harmony with the Comprehensive Plan.
- (c) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.
- (d) Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:
 - (ii) Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.

Staff recommends approval of the zone change with the findings listed above.

Plan Commission recommends approval of the proposed zone change with the findings for property at 400 City Center on July 16, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen, Ms. Scheuermann, Ms. Propp, Mr. Nichols, and Ms. Davey reported visiting the site.

Staff report accepted as part of the record.

The applicant requests a zone change from the existing Central Mixed-Use District with Riverfront Overlay (CMU-RFO) to Central Mixed-Use District with Riverfront and Planned Development Overlay (CMU-RFO-PD).

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The applicant is requesting a zone change from the existing Central Mixed-Use District with Riverfront Overlay (CMU-RFO) designation to Central Mixed-Use District with Riverfront and Planned Development Overlay (CMU-RFO-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate a new use on the property. The applicant has submitted plans for a personal storage facility, which will be addressed as a General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow.

Staff is supportive of the proposed zone change to include a Planned Development Overlay as it may serve to accommodate future development needs for the site. The Planned Development Overlay will provide flexibility for future development or redevelopment plans as it relates to the unique lot configuration with four street frontages. Staff recommends approval of the zone change with the findings listed in the staff report.

Ms. Propp opened up technical questions to staff.

Mr. Bowen and Ms. Scheuermann wanted clarification on findings.

Mr. Lyons stated if there is a motion to approve, there must be findings articulated as part of the motion. Findings are basically your specific reasons why you have come to that conclusion. Findings become part of all ordinances and resolutions.

Mr. Nichols wondered how the findings are handled by Council.

Mr. Lyons stated Council could adopt the findings that Plan Commission recommends, or they could choose to make their own set of findings.

Mr. Nichols wanted to know how many housing units are proposed, right now, for the downtown area.

Mr. Lyons will research that.

Ms. Propp referenced pages that list findings in the staff report.

Ms. Lyons stated findings A through J in the zoning ordinance are examples for a planned development as listed in the ordinance. It gives you some criteria, and types of things you can consider. They are by no means the only things you can consider.

Mr. Nielsen stated when staff recommends approval on other planned developments, the findings used are applicable to the specific property/development so they vary.

Ms. Propp opened the public hearing and asked if the applicant wanted to make any statements.

Kurt Koeppler, of 1726 River Mill Road, resident of Oshkosh for fifty years, and one of the managing partners and owners of City Center. We purchased this property in 2001 and at that time it had a seventy-five percent vacancy rate. Since the purchase, we have invested over twelve million dollars in improvements. The project we are bringing you today is a critical part of our property. The market for large office space is virtually non-existent. Due to Covid more people are working from home. This previously was a US Bank back-room office complex. They downsized because most of their people are working from home. We have had the property on the market for two years and have received no interest. We think that Extra Space Storage will be a great fit for our property and the reasons are as follows: they're a national chain with over thirty-five hundred locations; they have the largest self-storage facility in the country; parking is a problem at our property when we are full; US Bank tenant required two hundred parking stalls and US Bank (*maybe meant to say Extra Space Storage*) will require four, so it is a significant downsize of our parking requirements enabling us to offer more parking to future and potential tenants. Extra Space Storage operates more as a retail destination. They have limited access with overhead doors with controlled entrances. Customers will drive up, open one of the overhead doors, pull in, close the door behind them, unload, and then exit. There will be no storage outside of any vehicles. No trailers; no semis; everything will be inside. Will average about thirty-five cars a day. That is the normal car load that would be arriving. We have done

extensive research on Extra Space Storage and believe they will be a great asset to our property and to the community. Apartment living has become a way of life for many Americans and the need to put their excess items in storage has become a necessity. Extra Space Storage fits that need. I have toured some of their sites. I have even used some of their sites, and they are first rate. They are well lit, safe, clean, and they couldn't run a better operation. We plan to make improvements to the exterior of the building to facilitate this need. For the sake of clarity, Mr. Koeppler asked staff to put up the elevations on the screen and he then discussed them in detail. This will be a great upgrade for us. I can't explain how important it is to our site, to let us maintain the current budget plans that we have that allow us to keep it looking as good as it does. Thank you for your time. I want to commend you on the workshop idea. I have been doing this for a lot of years, and have come before the Plan Commission on numerous occasions. I think the workshop is a great addition to what you guys do.

Eric Welhouse, of W2646 Buchanan Road in Appleton WI, is an owner of several Extra Space Storage sites, and the developer working with Mr. Koeppler on the City Center location. Will go over some highlights. This facility will be staffed. There will be access hours, which I think were indicated before in the workshop. The typical hours of operation for staffing are from 9:30 a.m. to 6 p.m., Monday through Friday. Saturday is 9 a.m. to 5 p.m. The access hours are 6 a.m. to 10 p.m. So, it is not like it is open 24/7. It should eliminate loitering and keep everybody's stuff safe. These are Class A storage facilities. It's really a different product. Most of the time when people hear of self-storage they think of long buildings with multiple doors, and poorly lit. This is completely opposite. There is LED lighting, it is staffed, and hours of operation. Extra Space Storage is the largest self-storage operator in the United States. They know what they are doing and they do it very well. They coexist in multiple urban settings like this throughout the nation. I can give you examples of those if you'd like.

Ms. Propp asked if any members of the public wished to speak.

Ms. Propp closed the public hearing and public comments.

There was no closing statement from the applicant.

Motion by Davey to adopt the findings and recommendation as stated in the staff report.

Seconded by Scheuermann.

Ms. Propp asked if there was any discussion on the motion.

Motion carried 5-0.



City of Oshkosh Application Zoning Map Amendment (Rezoning)

SUBMIT TO:
Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, Wisconsin 54903-1130
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: City Center Associates LLC Date: 5/30/2024
Petitioner's Address: 334 City Center City: Oshkosh State: WI Zip: 54901
Telephone #: (920) 233-5050 Email: Kirkseppk@gmail.com Contact preference: ☐ Phone ☒ Email
Status of Petitioner (Please Check): ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer
Petitioner's Signature (required): [Signature] Date: 5/30/24

OWNER INFORMATION

Owner(s): City Center Associates Date: 5/30/24
Owner(s) Address: 334 City Center City: Oshkosh State: WI Zip: 54901
Telephone #: (920) 233-5050 Email: Kirkseppk@gmail.com Contact preference: ☐ Phone ☒ Email
Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☒ Corporation

Property Owner Consent: (required)

By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Planning Services Division for incomplete submissions or other administrative reasons.

Property Owner's Signature: [Signature] Date: 5/30/2024

ZONING AND DEVELOPMENT INFORMATION

Address/Location of Rezoning Request: 400 City Center Oshkosh WI 54901
Tax Parcel Number(s): 0100600000
Rezone property from: LMU-RFO to LMU-RFO-PD
Purpose for Rezoning: Change of Tenant Use and Rehab of Existing Building
Describe existing property development and land use: Mixed Use Commercial and Retail

Describe proposed development and/or proposed land use: Rehab of Existing Building
Land Use would stay the same

Proposed time schedule for development and/or use of the property:
Construction would take approx 6 months. Occupancy would follow immediately

Zoning Adjacent to the Site:

North:	<u>LMU</u>
South:	<u>RMU-RFO</u>
East:	<u>LMU</u>
West:	<u>UMU</u>

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

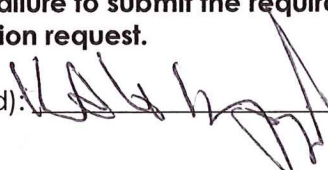
(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

- ☐ Map of the immediate area showing property involved. Area to be rezoned must be outlined in color
- ☐ A site plan drawn to readable scale showing present status of property and proposed development
- ☐ Street address, adjacent streets, intersections and any other information or landmarks to help identify the property
- ☐ Location of existing uses, structures, fences and signs and location of proposed uses, structures, fences and signs
- ☐ A narrative statement explaining the zone change and discussion of the project

- **Property owner's signature is required for submittal to be complete.**
- **Application fees are due at time of submittal. Make check payable to City of Oshkosh.**
- **Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE**

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required):



Date: 6/30/2024

SUMMARY OF PROCESS

The City of Oshkosh Plan Commission and Common Council act on all amendments to the Official Zoning Map. The petitioner or owner should be present at both the Plan Commission and Common Council meetings to discuss and answer questions regarding the request.

The application package is reviewed by Planning Services staff to determine conformance with adopted city plans, zoning requirements and development standards. A staff recommendation is prepared for consideration by the Plan Commission and Common Council. The petitioner will be provided with a copy of the staff report and meeting notice several days prior to the Plan Commission meeting. The staff report and meeting notice will also be available on the City's website. No notice is sent to the petitioner or owner regarding the Common Council's consideration of the request. Petitioners and owners are encouraged to contact Planning Services staff to find out when the request will be sent to the Common Council for review.

Neighborhood opinion is an important factor in the decision-making process. If the proposed development is expected to have significant impact on other properties, the petitioner may be required to conduct a neighborhood meeting to solicit public input prior to action by the Plan Commission and City Council. Planning Services staff is available to offer assistance in compiling a mailing list for the neighborhood meeting. If deemed appropriate, notification by mail informing the property owners within 100 feet of the subject property of the proposal may substitute for the public meeting. Please note that a meeting notice will be mailed to all abutting property owners regarding your request.

Within 90 days of filing a complete application, Plan Commission shall hold a public hearing to consider the request. Within 60 days of the public hearing, the Plan Commission may make a written report to the Common Council with recommendations regarding the proposal. The Plan Commission's report is advisory only. The Common Council will make the final decision regarding all zone change requests. The Plan Commission may lay over requests to subsequent meetings if incomplete information is provided or additional questions or concerns are raised at the meeting.

After the Plan Commission makes its recommendation, the request will be forwarded to the Common Council for consideration. This generally occurs three weeks after the Plan Commission meeting depending on the date the Council meeting is scheduled (the Council meets on the 2nd and 4th Tuesday of every month) and on the availability of a legal description for the zone change. Wisconsin State Statutes require a zone change to be published as Class II notice in the local newspaper, the City takes care of this publication requirement prior to the Council meeting.

The Common Council may approve the Official Zoning Map amendment as originally proposed, may approve the proposed amendment with modifications, or may deny approval of the proposed amendment. If the Official Zoning Map amendment is approved, the Ordinance is published in the newspaper on the following Saturday and will be effective on Sunday. City administrative offices are notified of the effective date of the Ordinance and will make changes to the Official Zoning Map accordingly.

For more information please visit the City's website at <https://www.ci.oshkosh.wi.us/CommunityDevelopment/>

Kurt Koeppler
1726 River Mill Rd.
Oshkosh, WI 54901

I am one of the managing Partners and Owner at City Center. We purchased the property in 2001. At that time there was a 75% vacancy rate. Since the purchase we have invested over \$12 million in improvements.

The Project we are bringing to you today is a critical part of our Property. The market for large office space has dramatically changed over the last 5 years. Due to Covid more people are working from home and the need for this type of space is vitally non-existent. We have had the property on the market for over 2 years and have received no interest.

We think Extra Space Storage will be a great fit for our property.
The reasons are as follows:

They are a national chain with over 3,500 locations nationwide. They are the largest self storage facility in the country.

Parking is a problem when the Property is full. US Bank, our previous tenant required 200 parking stalls. Extra Space Storage will reduce that to 4 spaces. This is a huge plus for our future needs.

Extra Space Storage operates more as a retail destination. They have limited access 4 over head doors and controlled entrances. Customers will drive up, open one of the overhead doors, pull in, close the door behind them, unload and then exit. There will be no outside parking of any vehicles. Typically they have an average of only 35 cars per day.

We have done extensive research on Extra Space Storage and we believe they will be a great asset to our Property and our community.

As apartment living has become a way of life for many Americans, the need for places to put their excess items has become a necessity. Extra Space Storage fits that need. We have toured some sites and they are first rate. Clean. Safe. Secure. Well lit. We would not be here if we thought otherwise.

We plan on making improvements to the exterior of the building. For the sake of clarity I am going to refer to the elevation as to the direction they face. Please look at the attached drawings.

NORTH ELEVATION EAST END

This is currently an open loading dock and visible standby generator. We propose closing that in with two overhead doors. This will be an improvement to what is currently there.

The windows which flank the existing doors will be covered with a film similar to the window cladding on the rest of the Property. This will prevent any interior operations from being visible to the street. The masonry panels will be painted to match the attached Extra Space Storage color palette in your packet. The area above will be painted an exact color.

NORTH ELEVATION WEST END

This area will consist of 2 overhead doors and the main entrance to their space.

The far right area will consist of metal cladding to match the color scheme of the building. The other areas will be painted to match.

All customers will have access to the overhead doors. They will open them with a remote, pull in, unload and leave.

WEST END OF BUILDING

This area will be painted to match the remainder of the building using the existing contour of the concrete panels. Please see the landscape plan attached, that will be completed in that area. We anticipate additional landscaping in that area after final plans are submitted for the new Oregon St. Bridge.

We will use the same color palette to enhance the Social Security entrance.

SUMMARY

We appreciate your time and effort to consider this Project. Once again we feel this will be a valuable addition for our Project.

We would be happy to give any of the Plan Commission Members a tour of what we are proposing.

Respectfully,
Kurt Koepler
Managing Partner

ZONE CHANGE, GDP & SIP
PC: 7.16.2024

Z&V INVESTMENTS LLC
223 N MAIN ST
OSHKOSH WI 54901-4814

CLOVER INVESTMENTS WI LLC
PO BOX 275
PENNINGTON NJ 08534-0275

ROWLOCK QOZB LLC
3220 SHOREWOOD DR
OSHKOSH WI 54901-1643

1 N MAIN LLC
5 REVERE DR STE 200
NORTHBROOK IL 60062-8000

CITY CENTER ASSOC LLC
C/O JEFF PAULY
334 CITY CTR
OSHKOSH WI 54901-4826

BAYSHORE DEVELOPMENT II LL
PO BOX 3435
OSHKOSH WI 54903-3435

IAN JUNGBACKER ETAL
222 PEARL AVE
OSHKOSH WI 54901-4834

BL BRANCH GROUP II LLC
120 E WASHINGTON ST STE 201
SYRACUSE NY 13202-4008

OSHKOSH LUXURY LOFTS LLC
2270 NORTH HAVEN LN
OSHKOSH WI 54904-9337

WILKINS 145 LLC
2340 GENEVA ST
OSHKOSH WI 54901-1804

WR RIDGE HOLDINGS LLC
PO BOX 346
WRIGHTSTOWN WI 54180-0346

GILLENS LLC
C/O PAUL T WINTER
5042 WASHINGTON ST
BUTTE DES MORTS WI 54927-9326

OSH COMM CREDIT UNION
250 PEARL AVE
OSHKOSH WI 54901-4834

OMPARAVATI LLC
215 DIVISION ST
OSHKOSH WI 54901-4729

303 PEARL ST OFFICE LLC
C/O MIDWEST MANAGE II LLC
13435 S MCCALL RD. UNIT 16
PORT CHARLOTTE FL 33981-6421

OSH CHAMBER OF COMMERCE
120 JACKSON ST
OSHKOSH WI 54901-4714

PABST LLC
1660 OSHKOSH AVE STE 100
OSHKOSH WI 54902-2613

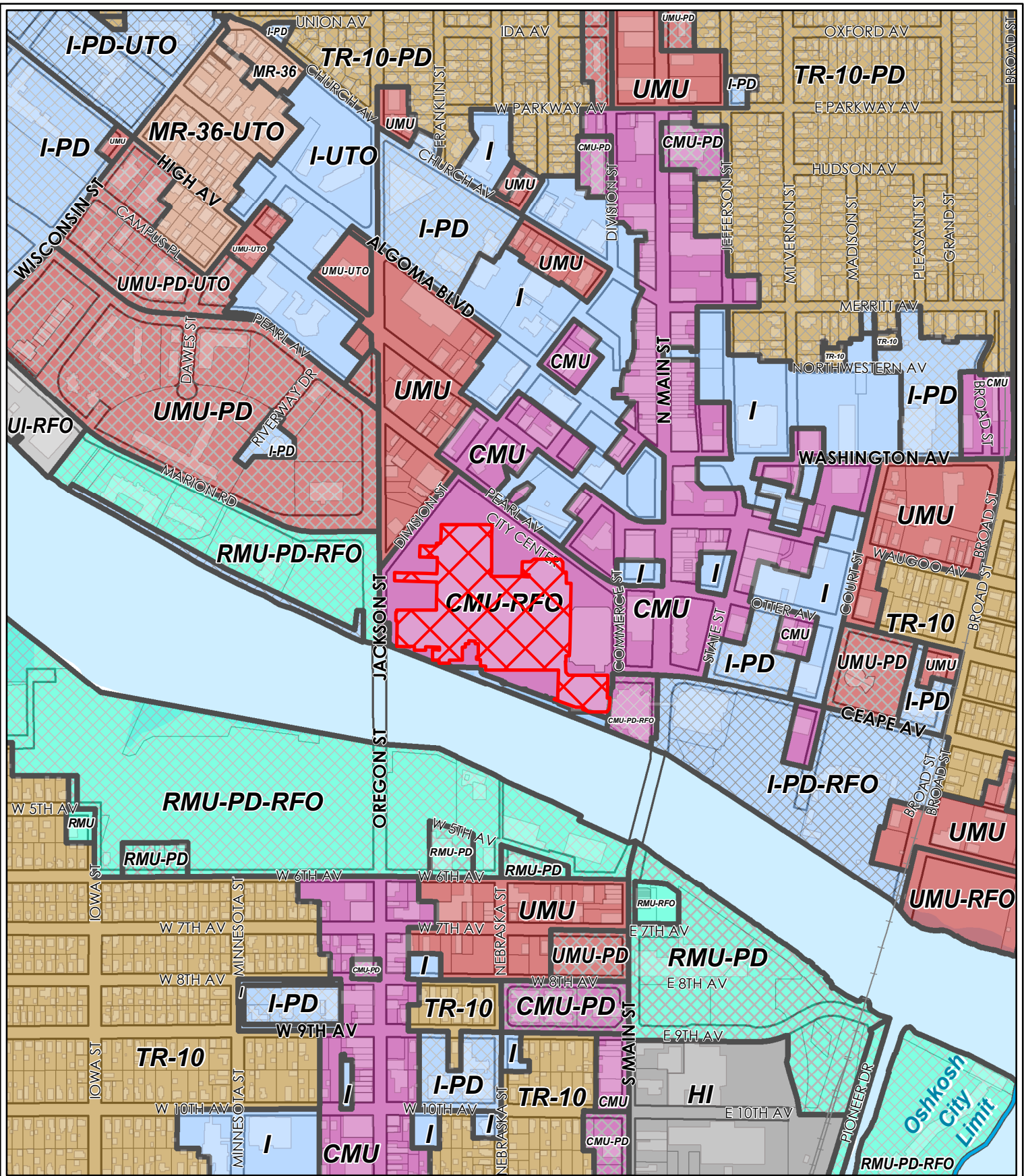
101 HIGH AVE LLC
101 HIGH AVE
OSHKOSH WI 54901-4808

BROWN BELL PROPERTIES LLC
103 HIGH AVE
OSHKOSH WI 54901-4808

DOWNTOWN NBHD ASSOC
C/O JESSIE MEIDL
903 W 7TH AVE
OSHKOSH WI 54902-5854

MIDDLE VILLAGE NBHD ASSOC
C/O KATIE LOFTON
1216 MERRITT AVE
OSHKOSH WI 54901-5382

MIDDLE VILLAGE NBHD ASSOC
C/O DAVID STUBBE
659 CENTRAL ST
OSHKOSH WI 54901-4454



ZONING MAP



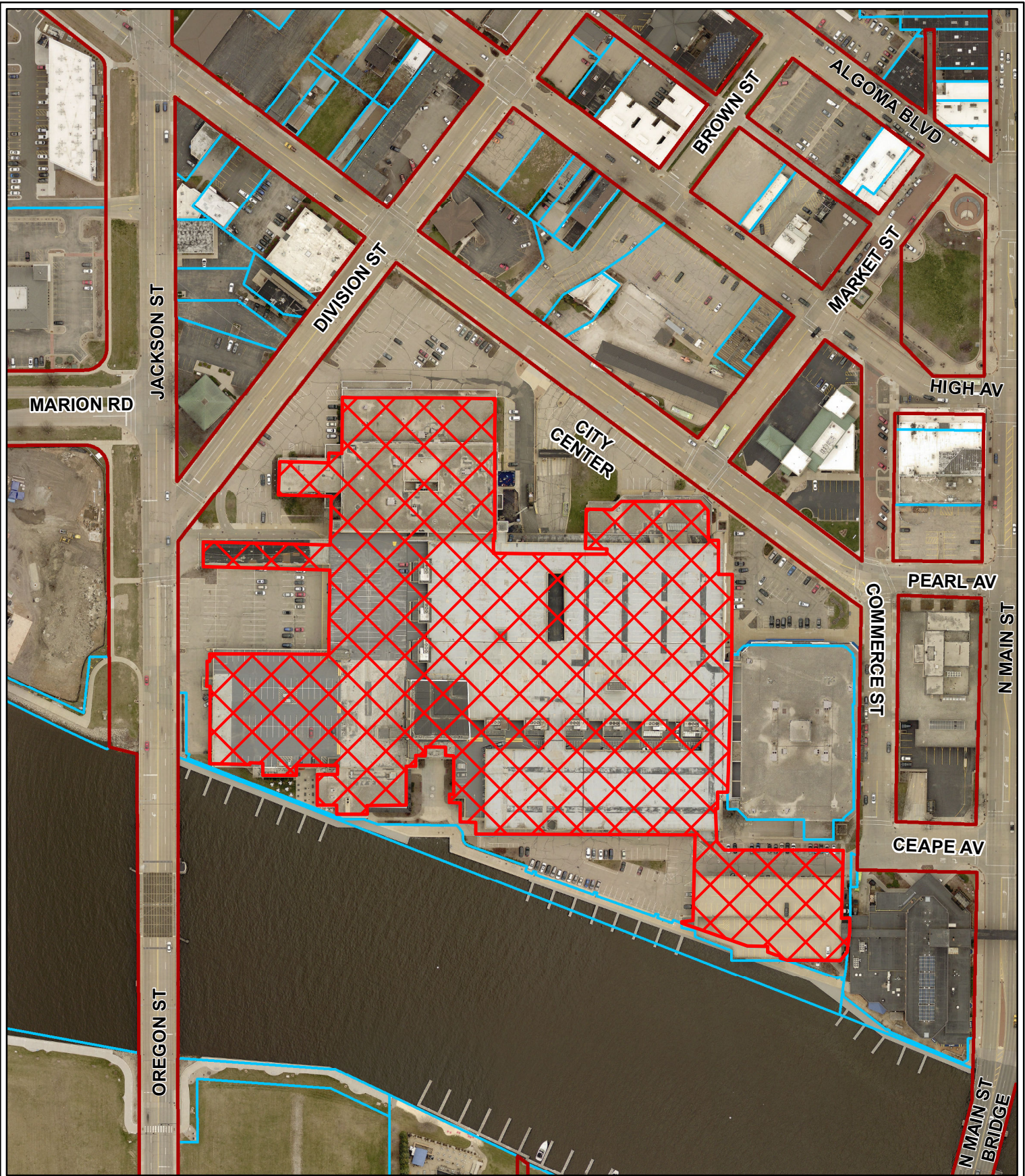
1 in = 0.11 mi
1 in = 600 ft

Printing Date: 6/24/2024

Prepared by: City of Oshkosh, WI



City of Oshkosh maps and data are intended to be used for general identification purposes only, and the City of Oshkosh assumes no liability for the accuracy of the information. Those using the information are responsible for verifying accuracy. For full disclaimer please go to www.ci.oshkosh.wi.us/GISdisclaimer



AERIAL MAP

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1 in = 0.04 mi

1 in = 200 ft

Printing Date: 6/24/2024

Prepared by: City of Oshkosh, WI





TO: Honorable Mayor and Members of the Common Council
FROM: Kelly Nieforth, Director of Community Development
DATE: July 23, 2024
SUBJECT: *Ord 24-439 Approve Request to Attach to the City from Town of Nekimi / Zellner Voluntary Attachment: 3669 Oregon Street

BACKGROUND

This is a voluntary attachment of approximately 1.062 acres of privately-owned land and public right-of-way located on the west side of Oregon Street, ¼ mile south of West 35th Avenue in the Town of Nekimi. The subject site contains a single-family home and typical residential accessory structures. The purpose of the attachment is to allow for City sanitary sewer and water main to be connected to the petitioner's house.

ANALYSIS

The property is proposed to be attached with a zoning classification of Single Family Residential-5 (SR-5) District, which is appropriate for the current use of the property. The City's Comprehensive Land Use Plan recommends the subject site, as well as the west side of Oregon Street to the north and south, suitable for industrial uses, however, the existing residential use will remain until market conditions warrant reuse of the property for industrial development. The proposed attachment is compliant with the terms of the intergovernmental agreement between the City and the Town of Nekimi, which has been fully implemented with a Cooperative Plan approved by the State of Wisconsin. The agreement provides for attachments only through unanimous consent of the property owners.

Surrounding uses on the east side of Oregon Street are primarily agricultural with associated single-family farmsteads and agricultural accessory buildings. The west side of Oregon Street contains Fox Valley Technical College and Wittman Regional Airport as well as pockets of single-family uses.

City sanitary sewer and water main is readily available from Oregon Street and is easily accessible. This stretch of Oregon Street is currently being reconstructed by Winnebago County, and it is an opportune time for the petitioner to connect to City services. Other City services, including police and fire protection and trash collection, will not be an issue as most of the area surrounding the subject site is already within the Oshkosh corporate limits.

FISCAL IMPACT

This attachment will add approximately \$150,000 in assessed property value to the City. Connection charges will be collected from the petitioner for the original construction of sanitary sewer and water main within Oregon Street.

RECOMMENDATION

It appears that the Zellner Voluntary Attachment is in the best interest of the City and Staff recommends approval as requested.

Attachments

Ord 24-439
Exhibit A to Ord 24-439
Stamped Zellner Map

Stamped Zellner Zoning Petition
Zellner Request to Attach

PURPOSE: APPROVE REQUEST TO ATTACH TO THE CITY FROM THE TOWN OF NEKIMI / ZELLNER VOLUNTARY ATTACHMENT: 3669 OREGON STREET

INITIATED BY: JAMES AND SHEREE ZELLNER

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH ATTACHING CERTAIN TERRITORY TO THE CITY OF OSHKOSH AND SPECIFICALLY TO THE 22nd WARD OF SAID CITY.

WHEREAS, the City of Oshkosh and Town of Nekimi have adopted a Cooperative Plan as set forth in s. 66.0307, Wis. Stats., and approved by the Wisconsin Department of Administration, that identifies areas within the Town of Nekimi as expansion areas to attach to the City of Oshkosh; and

WHEREAS, a voluntary attachment petition duly circulated has heretofore been signed by the owners of all the real property within such territory to be attached to the City of Oshkosh from the Town of Nekimi; and

WHEREAS, the proposed territory to be attached is located within the designated Expansion Area of the Town of Nekimi to the City of Oshkosh; and

WHEREAS, the property owner has requested temporary and permanent zoning of Single Family Residential-5 (SR-5) District; and

WHEREAS, the Town Clerk for the Town of Nekimi has been provided with written notice regarding the attachment in the time period specified by the approved Cooperative Plan; and

WHEREAS, the Town of Nekimi has not filed an objection to the attachment with the City.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Oshkosh as follows:

SECTION 1. The following described territory, pursuant to a duly filed voluntary attachment petition is hereby attached to and made part of the City of Oshkosh, a municipal corporation located in Winnebago County, more specifically to the 22ND Ward of said City and is subject to Wisconsin Statutes and amendments thereto:

Legal Description: See Exhibit A.

SECTION 2. The current population of the territory to be attached, as defined by Wis. Stat. 66.0201, is two (2).

SECTION 3. The maps of the City of Oshkosh, including those adopted in Sections 1-28 thru 1-30 of the Oshkosh Municipal Code pertaining to Boundaries, Wards, Polls, Benchmarks are hereby amended so as to reflect the provisions of this Ordinance and the proper City officials are hereby authorized and directed to make such changes.

SECTION 4. The proper City officials are hereby authorized and directed to comply with the requirements of Section 66.0307(10) including those requirements of 66.0217(9)(a) adopted by reference therein of the Wisconsin Statutes and the City Clerk shall give written notice to the Secretary of Administration.

SECTION 5. Said property hereinabove described is hereby zoned Single-Family Residential-5 (SR-5).

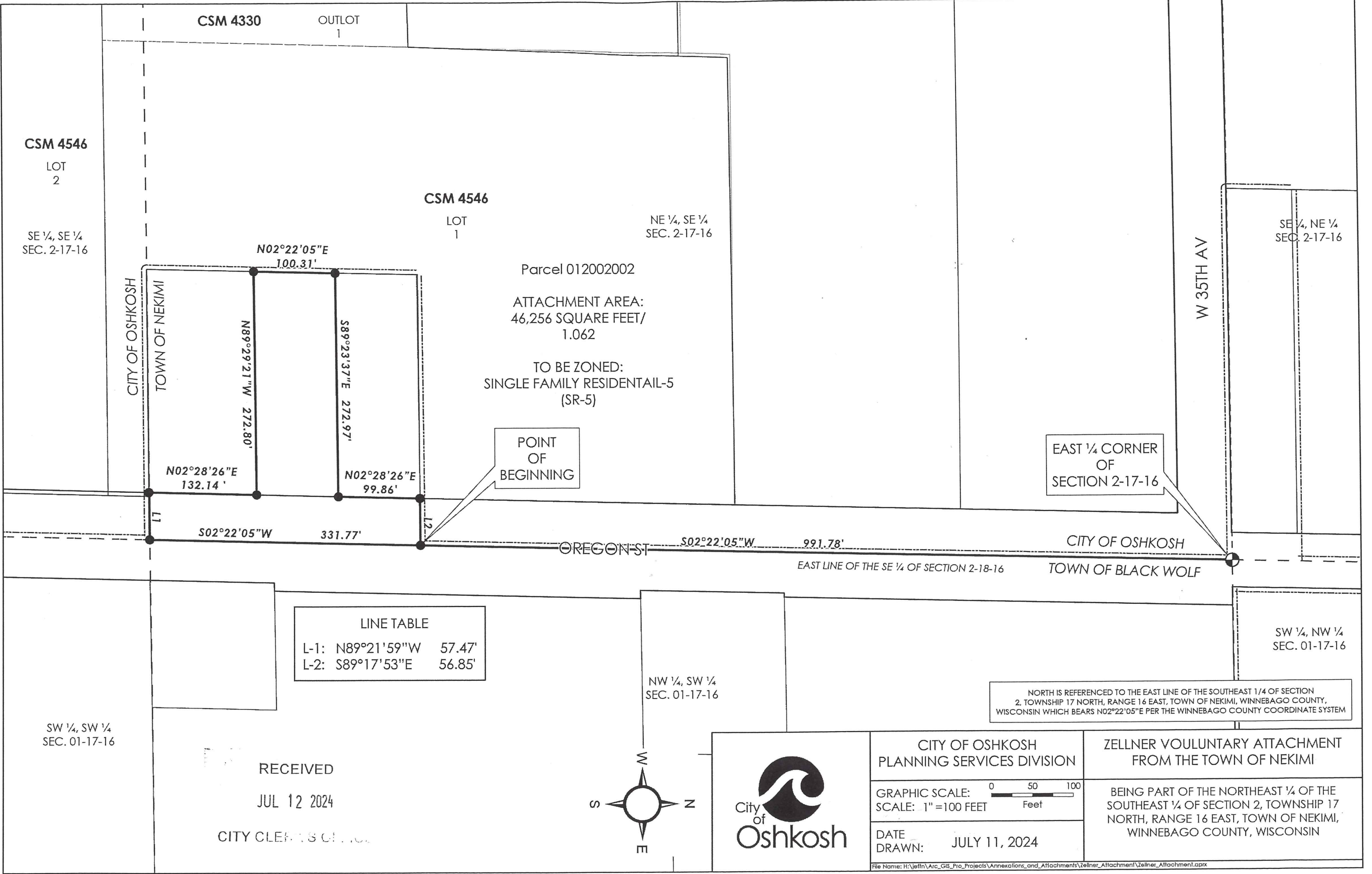
SECTION 6. This Ordinance shall be in full force and effect after its passage and publication.

SECTION 7. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #24-XXX APPROVE REQUEST TO ATTACH TO THE CITY FROM THE TOWN OF NEKIMI / ZELLNER VOLUNTARY ATTACHMENT; 3669 OREGON STREET; on August 14, 2024. This ordinance attaches 1.062 acres of privately-owned land and public right-of-way located on the west side of Oregon Street, ¼ mile south of West 35th Avenue in the Town of Nekimi to the City of Oshkosh. The full text of the Ordinance may be obtained at the office of the City Clerk, 215 Church Ave. and on the City's website at www.oshkoshwi.gov. Clerk's phone: (920) 236-5011.

EXHIBIT A

BEING PART OF THE NORTHEAST $\frac{1}{4}$ OF THE SOUTHEAST $\frac{1}{4}$ OF SECTION 2, TOWNSHIP 17 NORTH, RANGE 16 EAST, TOWN OF NEKIMI, WINNEBAGO COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE EAST QUARTER CORNER OF SAID SECTION 2; THENCE S02°22'05"W, 991.78 FEET ALONG THE EAST LINE OF SAID SECTION 2 TO A POINT ON AN EXTENDED SOUTH LINE OF CERTIFIED SURVEY MAP NUMBER 4546, RECORDED AS DOCUMENT NUMBER 1096211, WINNEBAGO COUNTY REGISTER OF DEEDS AND THE POINT OF BEGINNING; THENCE CONTINUING S02°22'05"W, 331.77 FEET ALONG SAID EAST LINE TO A POINT ON AN EXTENDED NORTH LINE OF SAID CERTIFIED SURVEY MAP; THENCE N89°21'59"W, 57.47 FEET ALONG SAID EXTENDED LINE TO A POINT ON THE WEST LINE OF OREGON STREET; THENCE N02°28'26"E, 132.14 FEET ALONG SAID WEST LINE TO THE NORTHEAST CORNER OF LANDS DESCRIBED IN DOCUMENT NUMBER 716570, WINNEBAGO COUNTY REGISTER OF DEEDS; THENCE N89°29'21"W, 272.80 FEET ALONG THE NORTH LINE OF SAID DESCRIBED LANDS TO A POINT ON AN EAST LINE OF SAID CERTIFIED SURVEY MAP NUMBER 4546; THENCE N02°22'05"E, 100.31 FEET ALONG SAID EAST LINE; THENCE S89°23'37"E, 272.97 FEET TO A POINT ON THE WEST LINE OF SAID OREGON STREET; THENCE N02°28'26"E, 99.86 FEET ALONG SAID WEST LINE TO A SOUTHEAST CORNER OF SAID CERTIFIED SURVEY MAP NUMBER 4546; THENCE S89°17'53"E, 56.85 FEET ALONG AN EXTENDED SOUTH LINE OF SAID CERTIFIED SURVEY MAP TO THE POINT OF BEGINNING; SAID AREA CONTAINS 46,256 SQUARE FEET OR 1.06 ACRES, MORE OR LESS.



CSM 4546

LOT
2

SE 1/4, SE 1/4
SEC. 2-17-16

CSM 4330

OUTLOT
1

CSM 4546

LOT
1

NE 1/4, SE 1/4
SEC. 2-17-16

Parcel 012002002

ATTACHMENT AREA:
46,256 SQUARE FEET/
1.062

TO BE ZONED:
SINGLE FAMILY RESIDENTIAL-5
(SR-5)

POINT
OF
BEGINNING

EAST 1/4 CORNER
OF
SECTION 2-17-16

SE 1/4, NE 1/4
SEC. 2-17-16

W 35TH AV

CITY OF OSHKOSH
TOWN OF NEKIMI

N02°22'05"E
100.31'

N89°29'21"W 272.80'

S89°23'37"E 272.97'

N02°28'26"E
132.14'

N02°28'26"E
99.86'

S02°22'05"W

331.77'

OREGON ST

S02°22'05"W

991.78'

CITY OF OSHKOSH

EAST LINE OF THE SE 1/4 OF SECTION 2-18-16

TOWN OF BLACK WOLF

LINE TABLE

L-1: N89°21'59"W 57.47'
L-2: S89°17'53"E 56.85'

NW 1/4, SW 1/4
SEC. 01-17-16

SW 1/4, NW 1/4
SEC. 01-17-16

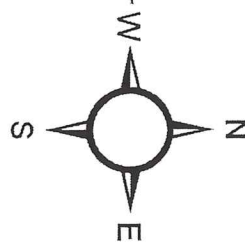
SW 1/4, SW 1/4
SEC. 01-17-16

NORTH IS REFERENCED TO THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION
2, TOWNSHIP 17 NORTH, RANGE 16 EAST, TOWN OF NEKIMI, WINNEBAGO COUNTY,
WISCONSIN WHICH BEARS N02°22'05"E PER THE WINNEBAGO COUNTY COORDINATE SYSTEM

RECEIVED

JUL 12 2024

CITY CLERK'S OFFICE



CITY OF OSHKOSH
PLANNING SERVICES DIVISION

GRAPHIC SCALE: 0 50 100
SCALE: 1" = 100 FEET Feet

DATE
DRAWN: JULY 11, 2024

ZELLNER VOULUNTARY ATTACHMENT
FROM THE TOWN OF NEKIMI

BEING PART OF THE NORTHEAST 1/4 OF THE
SOUTHEAST 1/4 OF SECTION 2, TOWNSHIP 17
NORTH, RANGE 16 EAST, TOWN OF NEKIMI,
WINNEBAGO COUNTY, WISCONSIN

File Name: H:\jeffn\Arc_Gis_Pro_Projects\Annexations_and_Attachments\Zellner_Attachment\Zellner_Attachment.aprx

PETITION FOR TEMPORARY & PERMANENT ZONING CLASSIFICATION

TO THE COMMON COUNCIL OF THE CITY OF OSHKOSH:

WHEREAS the undersigned are electors and/or property owners in the area being sought to be attached to the City of Oshkosh, said area being more particularly described in a certain petition for unanimous attachment to the City of Oshkosh,



Zellner Voluntary Attachment,

and,

WHEREAS it is acknowledged by the undersigned that submitting of this petition does not in any matter attempt to make said petition for attachment conditional upon this petition or the action taken by the said Common Council pursuant to this petition.

NOW, THEREFORE, the undersigned petition the Common Council of the City of Oshkosh that the ordinance attaching said territory include a provision temporarily designating the classification for zoning purposes, pursuant to Sec. 66.0217(8) of the Wisconsin Statutes, until the zoning ordinance is amended as prescribed in Sec. 62.23(7)(d) of the Wisconsin Statutes, as follows:

Single Family Residential-5 (SR-5)

Signature of Petitioner	Printed Name	Date of Signing	Elector or Property Owner	Address or Description of Property
	James Zellner	7-11-2024	Owner	3669 Oregon St. Oshkosh, WI 54902
	Sheree Zellner	7-11-2024	Owner	3669 Oregon St. Oshkosh, WI 54902

RECEIVED

JUL 12 2024

CITY OF OSHKOSH OFFICE

06-25-24

To whom it may concern:

I am requesting to annex my property located at 3669 Oregon Street Ashkosh, Wisconsin to the City of Ashkosh, Wisconsin from the Town of Nekimi, Ashkosh, Wisconsin (Parcel Number-012-002002).

Please add my wife's name, Sherree J. Zellner to the property tax bill.

Thank You!
James E. Zellner
Sherree J. Zellner



TO: Honorable Mayor and Members of the Common Council
FROM: Mike Stanley, Fire Chief
DATE: July 23, 2024
SUBJECT: *Ord 24-440 Amend Section 13-7 of the City of Oshkosh Municipal Code Pertaining to Open Outdoor Fires, Outdoor Fireplaces, Cooking Fires, and Barbecue Grills, Kettles, and Outdoor Hibachis to Remove Permitting Requirements

BACKGROUND

The mission of the Oshkosh Fire Department is: "The City of Oshkosh Fire Department is a highly trained team that adds value to our community by providing a wide range of emergency services with skill and compassion. We advocate risk reduction through prevention and education and we provide leadership in times of crises."

The fire department utilizes the national Community Risk Reduction (CRR) model to reduce risk in our community. This process, known as "The Five Es," relies on Education, Engineering, Enforcement, Emergency Response and Economic Incentives. This model is a foundational piece of our recently completed Community Risk Assessment.

ANALYSIS

Recreational burning permits are a prevention practice that has been successfully implemented by numerous departments in our area, the State of Wisconsin, the Midwest, and Nationally. Fire departments and municipalities have made a deliberate effort to prevent injuries and property loss by utilizing the permitting process. The Oshkosh Fire Department and prior Common Councils found value in implementing a recreational burning permit to promote education and provide an enforcement component with the intent to prevent future emergency responses.

While some residents of the City of Oshkosh and many non-residents may not see the value and purpose of recreational permits, those who share the opposite concerns should not be disregarded. The permitting process was put in place at the recommendation of the department's Fire Marshall after he researched solutions to address the numerous complaint calls to our non-emergency number and 911 from neighbors who had legitimate concerns about recreational fires that are too close to buildings, hours of burning, and materials being burned. Before the permitting process was implemented, these complaints also were an opportunity to insert the fire department into disputes between neighbors.

Preventive efforts in any application are difficult to quantify and qualify. There is a challenge in attempting to measure something that has not happened. However, over the past four years, the department has seen a very steady rise in its overall number of incident responses. An incident type that has remained static and has not demonstrated the same rate of rise is unauthorized burning which is how these responses are classified by the National Fire Incident Reporting System (NFIRS). I would view that as an indication that the permitting process has had positive results and has shown a benefit.

While the fee may be viewed by some as extraneous and unnecessary, it is also routinely associated with the burning permit process in other municipalities. Risk reduction occurs through a commitment of staff and resources. The fee can offset that expense. It is also applied to those that are creating the risk.

FISCAL IMPACT

Tragically, in the last several days the Oshkosh Fire Department responded to an incident in a neighboring

municipality where gasoline was thrown on a recreational fire. That municipality does not have a recreational burn permitting process. The two victims received 2nd and 3rd-degree burns over large portions of their bodies. It cannot be said with absolute certainty that a burn permit would have prevented this tragedy. However, preventing these types of incidents and injuries is precisely the intent of why the permitting process was implemented. The cumulative sum of \$15,000.00 yearly is paltry in comparison to the cost of the medical bills that will be amassed by these burn victims who will likely require lengthy medical care that could include skin grafts. That cost does not account for the pain and suffering of the victims and their families either.

RECOMMENDATION

My recommendation as the Fire Chief is that the current permitting process not be altered. I would caution against reversing a practice that was put in place to reduce risk. By doing so the department would suffer a reduction in its ability to educate and would lose an important component of enforcement.

Attachments

Ord 24-440

amend outdoor burning ordinance13-7 clean

amend outdoor burning ordinance13-7 redline

PURPOSE: AMEND SECTION 13-7 OF THE CITY OF OSHKOSH MUNICIPAL CODE PERTAINING TO OPEN OUTDOOR FIRES, OUTDOOR FIREPLACES, COOKING FIRES AND BARBECUE GRILLS, KETTLES AND OUTDOOR HIBACHIS TO REMOVE PERMITTING REQUIREMENTS

INITIATED BY: COUNCIL MEMBER ESSLINGER

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH AMENDING SECTION 13-7 OF THE CITY OF OSHKOSH MUNICIPAL CODE PERTAINING TO OPEN OUTDOOR FIRES, OUTDOOR FIREPLACES, COOKING FIRES AND BARBECUE GRILLS, KETTLES AND OUTDOOR HIBACHIS TO REMOVE PERMITTING REQUIREMENTS

WHEREAS, a majority of the Council directed the creation of an ordinance to remove the permitting and attendant fee requirements from the City's Municipal Code for outdoor recreational firepits at their meeting on July 9, 2024.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Oshkosh as follows:

SECTION 1. That Section 13-7 of the City of Oshkosh Municipal Code is amended to read as shown on the attachment to this Ordinance.

SECTION 2. This ordinance shall be in full force and effect from and after its passage and publication.

SECTION 3. Publication Notice. Please take notice that the City of Oshkosh enacted ordinance #24-XXX AMEND SECTION 13-7 OF THE CITY OF OSHKOSH MUNICIPAL CODE PERTAINING TO OPEN OUTDOOR FIRES, OUTDOOR FIREPLACES, COOKING FIRES AND BARBECUE GRILLS, KETTLES AND OUTDOOR HIBACHIS TO REMOVE PERMITTING REQUIREMENTS on August 14, 2024. This ordinance repeals portions of the current ordinance requiring persons to obtain a local permit for outdoor fireplaces, firepits and similar appliances. Outdoor burning remains regulated as provided by local, state and federal law.

The full text of the ordinance may be obtained at the Office of the City Clerk, 215 Church Avenue and through the City's website at www.oshkoshwi.gov. Clerk's phone: 920/236-5011.

**SECTION 13-7 OPEN OUTDOOR FIRES, OUTDOOR FIREPLACES, COOKING
FIRES AND BARBEQUE GRILLS, KETTLES, AND OUTDOOR
HIBACHIS**

- (A) Except as stated in paragraph (B), below, open outdoor fires, including fires confined within outdoor fireplaces and outdoor cooking fires, shall be prohibited for multifamily occupancies without separate private yards for each tenant; without the property owner's permission; or in a public right-of-way, alley, or other public thoroughfare.
- (B) Fires fueled by natural gas, propane, or charcoal in commercially manufactured appliances are subject to all regulations that may be required by a local, state, or federal government entity. This paragraph is intended to apply to gas or propane grills or fire tables, charcoal grills, or similar appliances after review and approval by the Fire Marshal.
- (C) The Fire Chief or designee shall be authorized to create rules, regulations, guidelines, and criteria that are required to be met for any activity covered by this Section. Such rules, regulations, guidelines, and criteria shall be available for public review on the City's website or social media, or on paper, or in any other format that the Fire Chief or their designee believes is reasonably accessible to the public.

SECTION 13-7 OPEN OUTDOOR FIRES, OUTDOOR FIREPLACES, COOKING
FIRES AND BARBEQUE GRILLS, KETTLES, AND OUTDOOR
HIBACHIS

- (A) Except as stated in paragraph (B), below, ~~no~~ open outdoor fires, including fires confined within outdoor fireplaces and outdoor cooking fires, shall be ~~started by any person unless a permit is first obtained from the Fire Department. No permit shall be granted for open burning prohibited~~ for multifamily occupancies without separate private yards for each tenant, ~~nor~~ without the property owner's permission, ~~nor~~ in a public right-of-way, alley, or other public thoroughfare.
- (B) Fires fueled by natural gas, propane, or charcoal in commercially manufactured appliances are ~~not subject to permitting by the Fire Department, but remain~~ subject to ~~any all other permitting or~~ regulations that may be required by a local, state, or federal government entity. This paragraph is intended to apply to gas or propane grills or fire tables, charcoal grills, or similar appliances after review and approval by the Fire Marshal.
- ~~(C) — The Fire Department may charge a fee for this permit. Fees shall be approved by the Common Council and may from time to time be modified by resolution. A fee schedule shall be made available to the public in a format that is reasonably accessible.~~
- ~~(D)~~(C) The Fire Chief or designee shall be authorized to create rules, regulations, guidelines, and criteria that are required to be met ~~before permits will be issued~~ for any activity covered by this Section. Such rules, regulations, guidelines, and criteria shall be available for public review on the City's website or social media, or on paper, or in any other format that the Fire Chief or their designee believes is reasonably accessible to the public.



TO: Honorable Mayor and Members of the Common Council
FROM: Kelly Nieforth, Director of Community Development
DATE: July 23, 2024
SUBJECT: Res 24-441 Approve Dissolving Tax Incremental District No. 12 Division Street Redevelopment

BACKGROUND

On April 24, 1997, Council approved a creation resolution for a project plan and boundaries for Tax Incremental Financing District (TID) No. 12 Division Street Redevelopment. The TID was created to assist with the rehabilitation of blighted property and to add parking on Division Street and Main Street between Irving Street and Church Avenue. On March 12, 2024, Common Council approved an Affordable Housing Extension to extend TID 12 for one additional year, which will result in approximately \$168,000 being added to the Healthy Neighborhood Initiative for housing improvements in the community.

ANALYSIS

State statutes require that a TID be terminated after enough increment has been generated to pay all remaining project costs or after any applicable extensions end. TID No. 12 has now reached its statutory termination of 27 years and must be dissolved. The TID increment is currently valued at approximately \$6,916,000.00, which will be added to the general property tax roll upon closure.

FISCAL IMPACT

The cash balance for TID No. 12 is about \$850,000. After the final audit is complete, the City will retain about 30% of the funds to establish a reserve fund to help other underperforming TIDs in the city. According to state statutes, the municipality must return excess funds based on each taxing jurisdiction's portion of the total tax rate. The Department of Revenue recommends basing the distribution on the most recent tax levy proportions without the tax increment. The other taxing jurisdictions include the Oshkosh Area School District, Winnebago County, and Fox Valley Technical College, in proportion to their contributions.

RECOMMENDATION

Staff recommends approval of dissolving Tax Incremental District No. 12 Division Street Redevelopment.

Attachments

Res 24-441

7/23/2024

24-441

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE DISSOLVING TAX INCREMENTAL DISTRICT NO. 12 DIVISION STREET REDEVELOPMENT

INITIATED BY: CITY ADMINISTRATION

WHEREAS, on April 24, 1997, the Common Council of the City of Oshkosh created Tax Incremental Finance District No. 12 Division Street Redevelopment; and

WHEREAS, State Statutes require that when a municipality recovers its cost incurred in a district or when 27 years has expired, whichever occurs first, the District shall be dissolved; and

WHEREAS, Tax Increment Finance District #12 has reached its 27 year statutory life; and

WHEREAS, on March 12, 2024 the Common Council of the City of Oshkosh approved extending the life of TID No. 12 for one (1) year in order to utilize the additional year's increment to fund the Healthy Neighborhood Initiative to improve housing stock of the community.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that Tax Incremental Finance District No. 12 Division Street Redevelopment will be dissolved as of April 24, 2025.



TO: Honorable Mayor and Members of the Common Council
FROM: Kelly Nieforth, Director of Community Development
DATE: July 23, 2024
SUBJECT: Res 24-442 Approve Dissolving Tax Incremental District No. 28 Oshkosh Beach Building Redevelopment

BACKGROUND

On June 14, 2016, Council approved a creation resolution for a project plan and boundaries for Tax Incremental Financing District (TID) No. 28 Oshkosh Beach Building Redevelopment. The TID was created to assist in the adaptive reuse of the Beach Building at 240 Algoma Boulevard into a mixed-use modern commercial/residential apartment complex and retail/service business center. On March 12, 2024, Common Council approved an Affordable Housing Extension to extend TID 28 for one additional year, which will result in approximately \$64,000 being added to the Healthy Neighborhood Initiative for housing improvements in the community.

ANALYSIS

On January 16, 2024, the property was sold to the Christine Ann Center. The new owners have requested tax-exempt status, and the City has determined the property is eligible. As a result, the prior development agreement for Paygo development assistance is now void.

FISCAL IMPACT

The cash balance for TID No. 28 is about \$150,000. After the final audit is complete, the City will retain about 30% of the funds to establish a reserve fund to help underdeveloped TIDs. According to state statutes, the municipality must return excess funds based on each taxing jurisdiction's portion of the total tax rate. The Department of Revenue recommends basing the distribution on the most recent tax levy proportions without the tax increment. The other taxing jurisdictions include the Oshkosh Area School District, Winnebago County, and Fox Valley Technical College, in proportion to their contributions.

RECOMMENDATION

Staff recommends approval of dissolving Tax Incremental District No. 28 Oshkosh Beach Building Redevelopment.

Attachments

Res 24-442

7/23/2024

24-442

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE DISSOLVING TAX INCREMENTAL DISTRICT NO. 28 OSHKOSH BEACH BUILDING REDEVELOPMENT

INITIATED BY: CITY ADMINISTRATION

WHEREAS, on June 14, 2016, the Common Council of the City of Oshkosh created Tax Incremental Finance District No. 28 Oshkosh Beach Building Redevelopment; and

WHEREAS, State Statutes require that when a municipality recovers its cost incurred in a district, the TID reaches its maximum life or extended life date, or the municipality decides to terminate the TID for any other reason, the district shall be dissolved; and

WHEREAS, the property owner within Tax Increment Finance District #28 requested a tax-exempt status and the City has determined the property is tax exempt eligible; and

WHEREAS, the TID will no longer generate increment because of the tax-exempt status and the Developer's Agreement for TIF Paygo assistance is no longer applicable and has ended; and

WHEREAS, on March 12, 2024 the Common Council of the City of Oshkosh approved extending the life of TID No. 28 for one (1) year in order to utilize the additional year's increment to fund the Healthy Neighborhood Initiative to improve housing stock of the community.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that Tax Incremental Finance District No. 28 Oshkosh Beach Building Redevelopment will be dissolved on June 14, 2025.



TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Res 24-443 Approve Specific Implementation Plan Amendment for Exterior Building Modifications at 640 North Main Street (Plan Commission Recommends Approval)

BACKGROUND

The subject area consists of an approximate 0.5-acre parcel located on the east side of North Main Street, north of East Parkway Avenue. The site has an existing building that was previously used as an auto service facility and associated vehicle parking/storage area. The surrounding area consists primarily of commercial uses as well as residential uses to the east. The 2040 Comprehensive Land Use Plan recommends Center City use for the subject area.

On May 25, 2021, Common Council approved a General Development Plan and Specific Implementation Plan for a gas station/convenience store and laundromat. The approved development has not been constructed.

ANALYSIS

Plans were previously approved to renovate the existing 6,931 sq. ft. building for a convenience store/laundromat as well as a new fuel station/canopy with six pumps and associated parking area. The applicant has submitted revised plans for remodel of the existing building with the second floor being removed, resulting in a one-story 5,800 sq. ft. building. The building will be used as a convenience store with space for a future tenant (to be determined). No changes are proposed to the fuel station. Plans also include exchanging the approved 6' Concrete Masonry Unit (CMU) fencing, along the east property line, with 8' tall cedar fencing.

A neighborhood meeting was held on July 8, 2024. No neighbors attended the meeting. Staff received a phone call from a neighbor who was unable to attend the meeting. They stated that they would prefer an 8' tall CMU fence rather than the proposed 8' tall cedar fence, along the east property line, to increase the buffer for their residence.

BOARD/COMMISSION INFORMATION

The July 16, 2024 Plan Commission meeting involved discussion related to fencing along the east property line. During the hearing, the person who had previously called staff, regarding the fence, reiterated her desire for the fencing material to be CMU. Plan Commission was supportive of the applicant's proposed 8' cedar fencing as it exceeds the bufferyard requirements for fencing. The attached minutes provide further information related to their comments.

FISCAL IMPACT

Approval of this may result in an increase in the assessed property value for the site. The applicant is anticipating spending approximately \$1.2 million on the proposed project.

RECOMMENDATION

The Plan Commission recommended approval of the Specific Implementation Plan Amendment for exterior building modifications at 640 North Main Street with findings and conditions on July 16, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Res 24-443

SIP Amendment - 640 N Main St

7/23/2024

24-443

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE SPECIFIC IMPLEMENTATION PLAN AMENDMENT FOR EXTERIOR BUILDING MODIFICATIONS AT 640 NORTH MAIN STREET

INITIATED BY: LAURA KROLL, ARCHITECTURAL GROUP, LLC

PLAN COMMISSION RECOMMENDATION: Approved

WHEREAS, the Plan Commission finds that the Specific Implementation Plan Amendment for exterior building modifications at 640 North Main Street, is consistent with the criteria established in Section 30-387 of the Oshkosh Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that a Specific Implementation Plan Amendment for exterior building modifications at 640 North Main Street per the attached, is hereby approved, with the following findings:

1. The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.
2. The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.
3. The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.

BE IT FURTHER RESOLVED by the Common Council of the City of Oshkosh that the following are conditions of approval for a Specific Implementation Plan Amendment for exterior building modifications at 640 North Main Street:

1. Base Standard Modification for reduced Class I materials on the north façade to 15%, where code requires 50% Class I materials.

**ITEM: SPECIFIC IMPLEMENTATION PLAN AMENDMENT FOR EXTERIOR
BUILDING MODIFICATIONS AT 640 NORTH MAIN STREET**

Plan Commission Meeting of July 16, 2024.

GENERAL INFORMATION

Applicant: Laura Kroll, Gries Architectural Group, LLC

Property Owner: Del Singh, RK Five LLC

Action(s) Requested:

The applicant requests approval of Specific Implementation Plan Amendment for building modifications.

Applicable Ordinance Provisions:

Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject area consists of an approximate 0.5-acre parcel located on the east side of North Main Street, north of East Parkway Avenue. The site has an existing building that was previously used as an auto service facility and associated vehicle parking/storage area. The surrounding area consists primarily of commercial uses as well as residential uses to the east. The 2040 Comprehensive Land Use Plan recommends Center City use for the subject area.

On May 25, 2021, Common Council approved a General Development Plan and Specific Implementation Plan for a gas station/convenience store and laundromat. The approved development has not been constructed.

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Vacant auto service facility	UMU

Recognized Neighborhood Organizations

None

Adjacent Land Use and Zoning

<i>Existing Uses</i>		<i>Zoning</i>
North	Vacant	UMU
South	Commercial	UMU
East	Residential	TR-10 PD
West	Commercial	UMU

<i>Comprehensive Plan Land Use Recommendation</i>	<i>Land Use</i>
2040 Comprehensive Land Use Recommendation	Center City

ANALYSIS

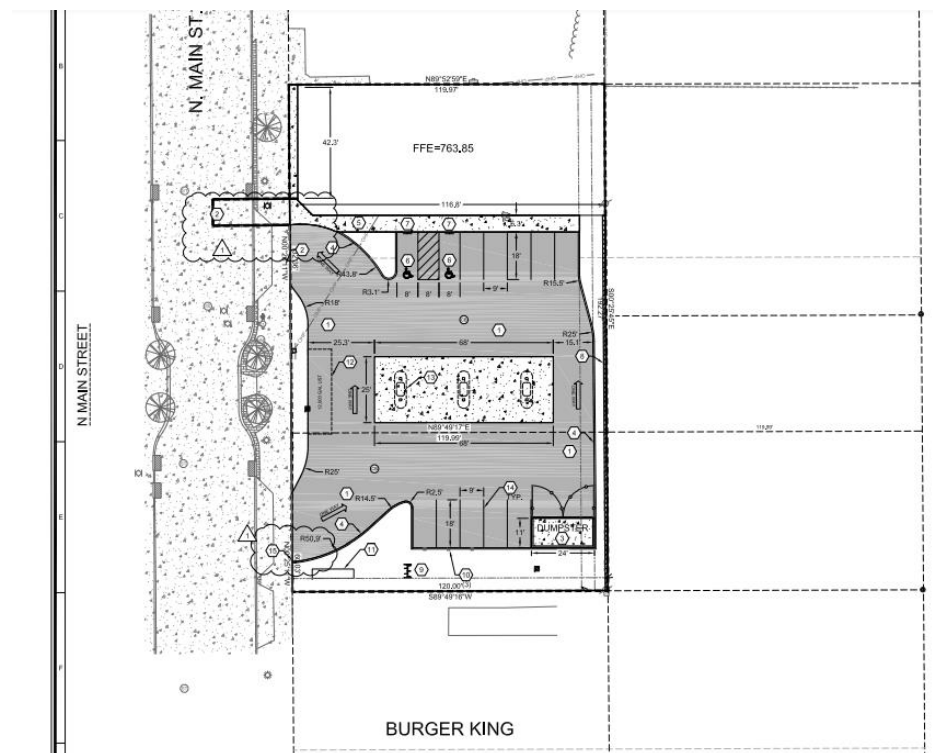
Use

Plans were previously approved to renovate the existing 6,931 sq. ft. building for a convenience store/laundromat as well as a new fuel station/canopy with 6 pumps and associated parking area. The applicant has submitted revised plans for remodel of the existing building with the second floor being removed resulting in a one-story 5,800 sq. ft. building. The building will be used as a convenience store with space for a future tenant (to be determined). No changes are proposed to the fuel station.

A neighborhood meeting was held on July 8, 2024. No neighbors attended the meeting. Staff received a phone call from a neighbor who was unable to attend the meeting. They stated that they would prefer an 8' tall CMU fence rather than the proposed 8' tall cedar fence along the east property line to increase the buffer for their residence.

Site Design

No changes are being proposed to the existing site design.



Lighting

The applicant has submitted a photometric lighting plan that matches the lighting plan of the approved SIP.

Signage

The applicant has not submitted revised signage plans. The existing SIP included a Base Standard Modification (BSM) to allow a 15' tall electronic message board sign to be placed 94 ft. from a residentially-zoned parcel, where code requires a 100' separation from residentially-zoned properties. Wall signage and canopy signage must be compliant with UMU district signage standards, which allow a maximum of 1 sq. ft. of signage per linear foot of building frontage. Ground signage must comply with UMU signage standards or match the approved sign of the existing SIP.

Landscaping

No changes are being proposed to the approved landscaping plan. However, the applicant has modified proposed fencing for buffer yard requirements from the approved 6' solid CMU fencing to 8' tall cedar fencing. Staff does not have concerns with the fencing revision as buffer yard requirements do not specify material of the minimum 6' tall solid fencing.

Design Standards

The approved building elevations of the existing SIP consisted predominantly of Class I materials (brick veneer/storefront windows) on all facades along with a split-face CMU knee wall. The applicant has submitted revised building elevations that consist of brick, storefront windows, and LP Smartside.

Section 30-243 of the zoning ordinance requires commercial buildings to be clad in 50% Class I materials. Rear facades not facing a public street are exempt from this requirement. The specific elevations breakdown is as follows.

North (side):	Class I – 15%	Class III – 85%
South (side):	Class I – 52%	Class III – 48%
East (rear):	Class I – 19%	Class III – 81%
West (front):	Class I – 51%	Class III – 49%

The proposed building elevations slightly exceed the 50% Class I material requirement on the front (west) and side (south) façades. The applicant is requesting reduced Class I materials on the north (side) façade. Staff is supportive of the Class I material reduction on this façade as the building is built to the property line and it is anticipated that future development on the property to the north of the site will result in minimal visibility of this façade. To offset the requested Class I material reduction, the applicant has slightly increased Class I materials on the south and west facades and included variation of colors and entrance awnings for added detail and have included enhanced materials (brick) on the canopy columns.

- (a) The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.
- (c) The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.
- (d) The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.

Staff recommends approval of the Specific Implementation Plan Amendment as proposed with the findings listed above and the following conditions:

1. Base Standard Modification for reduced Class I materials on the north façade to 15%, where code requires 50% Class I materials.
2. Except as specifically modified by this Specific Implementation Plan Amendment, the terms and conditions of the original Specific Implementation Plan dated May 25, 2021 (Resolution 21-290) remain in full force and effect.

Plan Commission recommends approval of the proposed Specific Implementation Plan Amendment with the findings and conditions for property located at 640 North Main Street on July 16, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen, Ms. Scheuermann, Ms. Propp, Mr. Nichols, and Ms. Davey reported visiting the site.

Staff report accepted as part of the record.

The applicant requests approval of Specific Implementation Plan Amendment for building modifications.

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The subject area consists of an approximate 0.5-acre parcel located on the east side of North Main Street, north of East Parkway Avenue. The site has an existing building that was previously used as an auto service facility and associated vehicle parking/storage area. The surrounding area consists primarily of commercial uses as well as residential uses to the east. The 2040 Comprehensive Land Use Plan recommends Center City use for the subject area.

On May 25, 2021, Common Council approved a General Development Plan and Specific Implementation Plan for a gas station/convenience store and laundromat. The approved development has not been constructed.

Plans were previously approved to renovate the existing 6,931 sq. ft. building for a convenience store/laundromat as well as a new fuel station/canopy with 6 pumps and associated parking area. The applicant has submitted revised plans for remodel of the existing building with the second floor being removed resulting in a one-story 5,800 sq. ft. building. The building will be

used as a convenience store with space for a future tenant (to be determined). No changes are proposed to the fuel station or parking area.

A neighborhood meeting was held on July 8, 2024. No neighbors attended the meeting. Staff received a phone call from a neighbor who was unable to attend the meeting. They stated that they would prefer an 8' tall CMU fence rather than the proposed 8' tall cedar fence along the east property line to increase the buffer for their residence.

No changes are being proposed to the existing site design or landscaping.

The applicant has not submitted revised signage plans. The existing SIP included a Base Standard Modification (BSM) to allow a 15' tall electronic message board sign to be placed 94 ft. from a residentially-zoned parcel, where code requires a 100' separation from residentially-zoned properties. Wall signage and canopy signage must be compliant with UMU district signage standards, which allow a maximum of 1 sq. ft. of signage per linear foot of building frontage. Ground signage must comply with UMU signage standards or match the approved sign of the existing SIP.

No changes are being proposed to the approved landscaping plan. However, the applicant has modified proposed fencing for buffer yard requirements from the approved 6' solid CMU fencing to 8' tall cedar fencing. Staff does not have concerns with the fencing revision as buffer yard requirements do not specify material of the minimum 6' tall solid fencing.

The approved building elevations of the existing SIP consisted predominantly of Class I materials (brick veneer/storefront windows) on all facades along with a split-face CMU knee wall. The applicant has submitted revised building elevations that consist of brick, storefront windows, and LP Smartside.

The proposed building elevations slightly exceed the 50% Class I material requirement on the front (west) and side (south) façades. The applicant is requesting reduced Class I materials on the north (side) façade. Staff is supportive of the Class I material reduction on this façade as the building is built to the property line and it is anticipated that future development on the property to the north of the site will result in minimal visibility of this façade. To offset the requested Class I material reduction, the applicant has slightly increased Class I materials on the south and west facades and included variation of colors and entrance awnings for added detail and have included enhanced materials (brick) on the canopy columns.

Staff recommends approval of the Specific Implementation Plan Amendment as proposed with the findings and conditions listed in the staff report.

Mr. Lyons said the applicants came back with this request because they are aware of The Corridor development to the north that will be coming forward in the near future. They didn't think the design they had blended well with that project. They requested the concept elevations for that project, although not approved yet, but wanted to match the cohesiveness of the area.

Ms. Propp opened up technical questions to staff.

Ms. Propp opened public comment and asked if the applicant wanted to make a statement.

Laura Kroll, 500 N. Commercial Street in Neenah WI, said that the project is a convenience store with a gas station. It was previously approved by Plan Commission, but materials were changed to be more cohesive with the building to the north. They are proposing a change in the fencing from a six-foot high masonry to an eight-foot-high cedar fence. She is not aware of any city codes that would require a masonry fence. The current proposed eight-foot cedar does meet code and it's less expensive.

Ms. Propp asked if any members of the public wished to speak.

Barb Kagak, 637 Jefferson Street, stated she has been at her residence for 22 years. She is concerned about having a large building behind her that will have public access. She said Main Street is not known for having nice or quiet public guests. She would rather have the masonry fence instead of the cedar. She doesn't care what it looks like, but would prefer her privacy.

Ms. Propp asked the applicant about the fence change.

Ms. Kroll stated the original proposal was cedar fence. During the Plan Commission meeting in 2021, it was changed to masonry. It has now been changed to a cedar fence.

Ms. Propp asked if it'll be an eight-foot cedar fence.

Ms. Kroll said that it will be an eight-foot cedar fence instead of a six-foot masonry fence.

Ms. Propp asked when this project would start.

Ms. Kroll said that pending approval, it will start at the end of summer.

Ms. Propp closed public comment.

There was no closing statement from the applicant.

Motion by Davey to adopt the findings and recommendation as stated in the staff report.

Seconded by Scheuermann.

Ms. Propp asked if there was any discussion on the motion.

Mr. Bowen asked if the CMU fence was something that the applicant had proposed or something that Plan Commission requested.

Mr. Lyons said that the primary discussion back in 2021 in regards to the fence, was six feet versus eight feet. Code requires six feet as part of the bufferyard standards, but it allows up to eight feet. The approval was only for the six-foot CMU style fencing. What is currently being

proposed exceeds code as an eight-foot cedar. The neighbor, considering the proximity, would prefer to see an eight-foot CMU. There were a number of base standard modifications that were granted as part of the original approval for this gas station to be on the small lot. Granting these BSMs allow Plan Commission to question if an eight-foot CMU is necessary or is the commission comfortable with eight-foot cedar. It's up to their discretion.

Mr. Bowen asked if when this originally approved, if the focus was less on the material and more on the height.

Mr. Lyons said there was a discussion about if the fencing should be eight feet instead of six feet. The original material was noted as CMU.

Mr. Bowen asked if that was proposed by the applicant rather than required by the Plan Commission.

Mr. Lyons said there is nothing in the minutes from that meeting that specifically changed it to CMU.

Ms. Scheuermann asked if there is a noise buffer difference between the two types of fencing.

Mr. Lyons said he cannot comfortably answer that since they have not evaluated the noise suppression of wood versus CMU.

Mr. Nichols asked for confirmation that the proposed fencing currently is exceeding code.

Mr. Lyons said that is correct, that six-foot solid fencing is the standard requirement.

Ms. Propp wanted to know what a CMU fence is.

Mr. Lyons said that CMU is essentially concrete blocks.

Mr. Bowen said that CMU is a concrete block wall, maybe similar to what is around the Paine.

Ms. Propp does not like the CMU fence. It would not be appropriate in that neighborhood. She would prefer an eight-foot cedar fence, which is what is being proposed by the applicant.

Ms. Davey asked if having an eight-foot cedar fence doesn't preclude anything that goes on behind that fence. She asked if there could be other barriers.

Mr. Lyons said that is correct, the owner could do something in addition if they chose to.

Motion carried 5-0.



City of Oshkosh

Planned Development Application For General Development Plan or Specific Implementation Plan

Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, WI 54901
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: Laura Kroll, Gries Architectural Group, LLC. Date: 06/03/2024

Petitioner's Address: 500 N. Commercial St. City: Neenah State: WI Zip: 54956

Telephone #: (920) 722-2445 Email: 305 N. Sawyer St. Contact preference: ☐ Phone ☒ Email

Status of Petitioner (Please Check): ☐ Owner ☒ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): Laura Kroll Date: 06/03/2024

OWNER INFORMATION

Owner(s): Del Singh, RK Five LLC. Date: 06/03/2024

Owner(s) Address: 305 N. Sawyer St. City: Oshkosh State: WI Zip: 54902

Telephone #: (920) _____ Email: singhdel177@gmail.com Contact preference: ☐ Phone ☒ Email

Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☐ Corporation

Property Owner Consent: (required)

By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Planning Services Division for incomplete submissions or other administrative reasons.

Property Owner's Signature: Resham Singh Date: 5/31/24

TYPE OF REQUEST:

- ☐ General Development Plan (GDP) ☐ General Development Plan (GDP) Amendment
☐ Specific Implementation Plan (SIP) ☒ Specific Implementation Plan (SIP) Amendment

SITE INFORMATION

Address/Location of Proposed Project: 640 N. Main

Proposed Project Type: Mercantile

Estimated Cost: \$1.2M

Current Use of Property: Vacant Zoning: UMU-PD

Land Uses Surrounding Your Site: North: UMU-PD

South: UMU-PD

East: TR-10-PD

West: UMU

- It is recommended that the applicant meet with Planning Services staff prior to submittal to discuss the proposal.
- Application fees are due at time of submittal. Make check payable to City of Oshkosh.
- Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE

For more information please visit the City's website at <https://www.ci.oshkosh.wi.us/CommunityDevelopment/>

Sign _____ Staff _____ Date Rec'd _____

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

The following information must be provided in order for the application to be considered complete and able to be scheduled for Plan Commission Review. Please use the checklist below to determine the required information to be submitted at the time of application. If all information below cannot be provided at the time of application, please request a waiver in writing to the Division's Director or designee.

- ❑ **A General Development Plan (GDP) submittal, per Section 30-387(C)(4), shall include the following items (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
 - ❑ General location map of the subject site depicting:
 - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject property.
 - Current zoning of the subject site and abutting properties, and the jurisdiction(s) that maintains that control.
 - A graphic scale and north arrow.
 - ❑ Generalized site plan showing the pattern or proposed land uses, including:
 - General size, shape, and arrangement of lots and specific use areas.
 - Basic street pattern and pattern of internal drives.
 - General site grading plan showing preliminary road grades.
 - Basic storm drainage pattern, including proposed on-site stormwater detention.
 - General location of recreational and open space areas, including designation of any such areas to be classified as common open space.
 - ❑ Statistical data, including:
 - Minimum lot sizes in the development.
 - Approximate areas of all lots.
 - Density/intensity of various parts of the development.
 - Building coverage.
 - Landscaping surface area ratio of all land uses.
 - Expected staging.
 - ❑ Conceptual landscaping plan.
 - ❑ General signage plan.
 - ❑ General outline of property owners association, covenants, easements, and deed restrictions.
 - ❑ A written description of the proposed Planned Development, including:
 - General project themes and images.
 - The general mix of dwelling unit types and/or land uses.
 - Approximate residential densities and nonresidential intensities.
 - General treatment of natural features.
 - General relationship to nearby properties and public streets.
 - General relationship of the project to the Comprehensive Plan or other area plans.
 - Proposed exceptions from the requirements of the Zoning Ordinance and enhancements that will be provided to compensate for them.
 - ❑ Traffic Impact Analysis (TIA), if deemed necessary by the Director of Planning Services, or designee.
- ☒ **A Specific Implementation Plan (SIP) submittal, per Section 30-387(C)(5), shall include the following items. Note that the area included in an SIP may be only a portion of the area included in a previously approved GDP (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
 - ☒ An existing conditions map of the subject site depicting the following:
 - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject site.
 - Current zoning of the subject property and all abutting properties, and the jurisdiction(s) that maintains that control.
 - Existing utilities and recorded easements.
 - All lot dimensions of the subject site.
 - A graphic scale and a north arrow.
 - ☒ An SIP map of the proposed site showing at least the following:
 - All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled
 - All required and proposed building setback and offset lines
 - Impervious surface ratio (percentage)

- All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, walls
- Location of all outdoor storage and refuse disposal areas and the design and materials used for construction
- Location and dimension of all on-site parking (and off-site parking provisions if they are to be utilized), including a summary of the number of parking stalls provided per the requirements of Section 30-175 City of Oshkosh Zoning Ordinance
- Location and dimension of all loading and service areas on the subject property
- Location, height, design, illumination power and orientation of all exterior lighting on the property including a photometrics plan
- Location of all exterior mechanical equipment and utilities and elevations of proposed screening devices where applicable (i.e. visible from a public street or residential use or district). Mechanical equipment includes, but is not limited to; HVAC equipment, electrical transformers and boxes, exhaust flues, plumbing vents, gas regulators, generators
- ☒ Proposed grading plan.
- ☒ Specific landscaping plan for the subject site, specifying the location, species, and installation size of plantings. The landscaping plans shall include a table summarizing all proposed species and required and provided landscaping points for all applicable landscaping components (building foundation, paved areas, street frontages, yards, bufferyards).
- ☒ Architectural plans for any nonresidential buildings, multi-family structures, or building clusters, other than conventional single-family or two-family homes on individual lots, in sufficient detail to indicate the floor area, bulk, and visual character of such buildings. The architectural plans shall include a percentage breakdown of exterior materials applied to each building façade.
- ☒ Conceptual Engineering plans for all water and sewer systems, stormwater systems, roads, parking areas, and walkways.
- ☐ Signage plan for the project, including all project identification signs, concepts for public fixtures and signs, and group development signage themes that may or may not vary from City standards or common practices.
- ☒ Any other necessary information as determined during pre-submittal meeting with City staff.
- ☐ Specific written description of the proposed SIP including:
 - Specific project themes and images.
 - Specific mix of dwelling unit types and/or land uses.
 - Specific residential densities and nonresidential intensities as described by dwelling units per acre, and landscaping surface area ratio and/or other appropriate measures of density and intensity.
 - Specific treatment of natural features, including parkland.
 - Specific relationship to nearby properties and public streets.
 - Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads; density/intensity of various parts of the development; building coverage, and landscaping surface area ratio of all land uses; proposed staging; and any other plans required by Plan Commission.
 - A statement of rationale as to why PD zoning is proposed. This statement shall list the standard zoning requirements that, in the applicant's opinion, would inhibit the development project and the opportunities for community betterment that are available through the proposed PD project.
 - A complete list of zoning standards that would not be met by the proposed SIP and the location(s) in which such exceptions/base standard modifications would occur and enhancements that will be provided to compensate for them.
 - Phasing schedule, if more than one development phase is intended.
- ☐ Agreements, bylaws, covenants, and other documents relative to the operational regulations of the development and particularly providing for the permanent preservation and maintenance of common open areas and amenities.
- ☐ A written description that demonstrates how the SIP is consistent with the approved GDP and any and all differences between the requirements of the approved GDP and the proposed SIP.

Planning Staff may waive certain requirements if deemed not applicable to the project review.

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required): Laura Hroll

Date: 06/03/2024



640 N. MAIN C-STORE

1. Project Narrative.

The Owner of the property at 640 N. Main St. has plans to utilize the property as a new C-Store. The proposed C-Store is a remodel of an existing building. The existing second floor of the building will be removed and the building will be one story, 5,800 s.f., when completed. The facility use will be mercantile (C-Store) with a space for a future tenant (to be determined).

2. Project Design.

- a. The existing building construction is comprised of masonry exterior walls with steel beams and wood joists. New exterior materials will be provided on all the existing facades. Typical color pallet is greys, blacks, and neutral colors. The exterior will be cladded at the base with brick; Glen Gery, Sioux City Brick, Color: Vintage Black Velour. LP Smart Siding in two colors, Abyss Black and Quarry Gray, will be located above the brick. There will be sheet metal sill flashing matching the dark LP Smartside, continuous at the top of the brick. Prefinished black metal awnings from Baraboo Awnings will be located on the south elevation; and aluminum storefront will be finished with clear mill finish.
- b. Exterior site work will consist of concrete sidewalk and concrete pavement repair per city standards, new asphalt pavement and new fueling stations with canopy (canopy by others). Canopy supports will match the building.
- c. Pavement parking lines will be painted.
- d. A five stall bike rack is proposed.
- e. Refer to the civil plans for storm water and erosion control design and calculations.

3. Landscaping

- a. The site will be landscaped in accordance with city requirements. Refer to the attached landscape plan provided for City approval.

4. Fencing and Gates

- a. The rear (east) yard will have privacy fencing. Refer to civil plans. Fencing will be modified as required.

5. Signs

- a. New signage is being proposed. A full sign package showing conformance to City sign requirements will be submitted.

6. Lighting

- a. New exterior lighting will be provided. Refer to the civil plans and attached fixture cut sheets.

7. Dumpster enclosure

- a. A new dumpster enclosure is being proposed for the site. Refer to the civil plans for location. The enclosure materials will be masonry and will match the building.



SITE STATISTICS

PARCEL ADDRESS: 640 N MAIN STREET
PARCEL NUMBER: 0402210000 & 0401820000
PARCEL SIZE: 23,209 SF (0.53 AC)
ZONING: UMU; URBAN MIXED USE DISTRICT

<u>EXISTING SITE</u>	
GREEN SPACE:	1,944 SF (8.4%)
IMPERVIOUS AREA	
BUILDING:	8,516.24 SF (36.7%)
PAVEMENT:	12,748.76 SF (54.9%)
TOTAL IMPERVIOUS:	21,265 SF (91.6%)

<u>PROPOSED SITE</u>	
TOTAL DISTURBED AREA:	18,243.16 SF (0.419 AC)
GREEN SPACE REQUIRED:	15% OF DISTURBED AREA (2,736.47 SF)
GREEN SPACE PROVIDED:	3,027.85 SF (22.1% OF DISTURBED AREA)
IMPERVIOUS AREA	
BUILDING:	5,832.79 SF (25.1%)
PAVEMENT:	14,348.36 SF (61.8%)
TOTAL IMPERVIOUS:	20,181.15 SF (87.0%)

* EXISTING SITE STATISTICS ARE BASED ON PRE-FIRE AND REMOVAL OF STRUCTURES.

OWNER

RK FIVE, LLC.
3166 QUAIL RUN DRIVE
OSHKOSH, WI 54904

GENERAL
CONTRACTOR

ALLIANCE CONSTRUCTION & DESIGN
1050 BROADWAY STREET
WRIGHTSTOWN, WI 54180

SHEET KEY NOTES:

- ⑦ STANDARD DUTY ASPHALT PAVEMENT; SEE DETAIL A SHEET C5.0
- ⑧ CONCRETE SIDEWALK AND CONCRETE PAVEMENT REPAIR PER CITY STANDARDS. ALL CONCRETE SIDEWALK AND TERRACE ON N. MAIN STREET SHALL BE REPLACED SUCH THAT THE EXISTING CONCRETE AND BRICK MOTIF IS RESTORED TO MATCH THE SURROUND RIGHT OF WAY BEAUTIFICATION DESIGN.
- ⑨ DUMPSTER PAD; SEE DETAIL B SHEET C5.0. ENCLOSURE TO BE MASONRY WALL, REFER TO ARCHITECTURAL PLANS FOR ENCLOSURE.
- ⑩ CONCRETE CURB; SEE DETAIL C SHEET C5.0
- ⑪ CONCRETE SIDEWALK; SEE DETAIL D SHEET C5.0
- ⑫ ADA STALL PAVEMENT MARKING; SEE DETAIL E SHEET C5.0
- ⑬ ADA PARKING SIGN; SEE DETAIL F SHEET C5.0
- ⑭ 8" CMU WALL ALONG EAST PROPERTY LINE; REFER TO ARCHITECTURAL PLANS FOR DETAILS
- ⑮ FIVE STALL BIKE RACK
- ⑯ FUTURE ELECTRIC CAR CHARGING UNIT
- ⑰ SIGN; REFER TO LA CROSSE SIGN GROUP SIGN DETAIL
- ⑱ 12,000 GAL UNDERGROUND STORAGE TANK (UST)
- ⑲ FUELING STATIONS WITH CANOPY; REFER TO ARCHITECTURAL PLANS
- ⑳ 4" WIDE PAINT STRIPE
- ㉑ ALL PRIVATE CURB HEAD LOCATIONS TO BE CONSTRUCTED WITH A CURB HEAD TERMINATING ZERO ELEVATION AT THE BACK OF SIDEWALK, ALONG THE PUBLIC RIGHT OF WAY. SEE DETAIL H SHEET C5.0

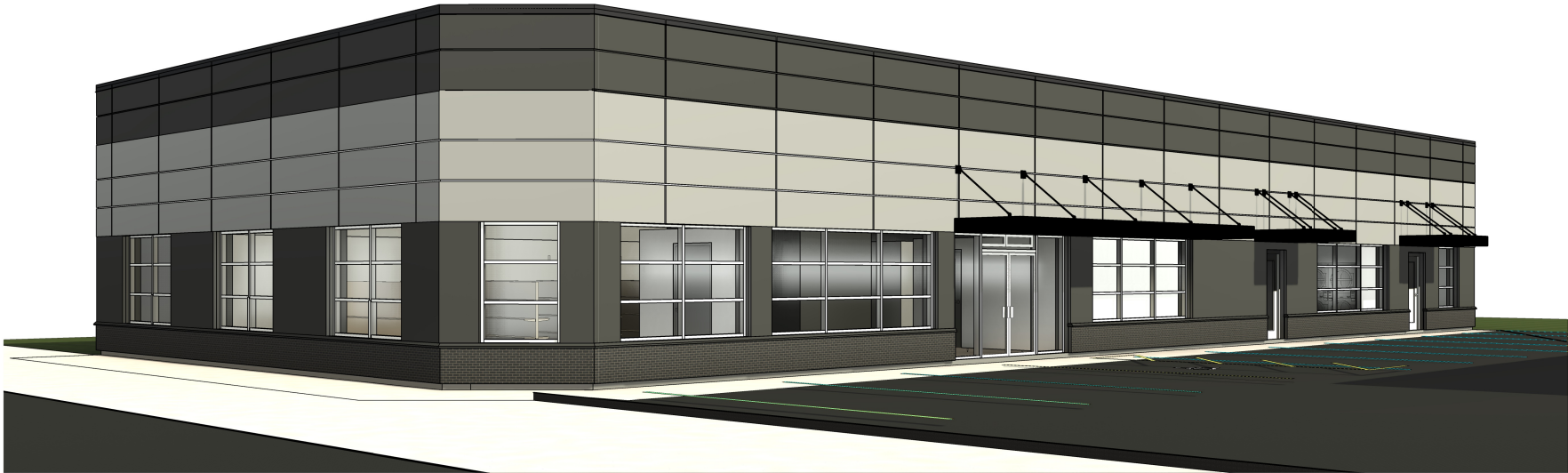


ALLIANCE CONSTRUCTION & DESIGN

640 N. MAIN STREET

SITE PLAN

DATE: 07/22/2021	
DRAFTED BY: RPH	
CHECKED BY:	
PROJECT NO.: 1815-02-21	
DRAWING NUMBER	
SHEET NUMBER	
C1.0	
OF 9	



1 3D VIEW
A0.0 NOT TO SCALE

PRELIMINARY - NOT FOR CONSTRUCTION

date	06-09-2024
job	24-004
d. by	LAK
rev.	

A0.0

PROJECT FOR:
640 N. MAIN C-STORE
OSHKOSH, WISCONSIN

 **QUASIUS**
CONSTRUCTION CO.
SHEBOYGAN, WI

 **Gries**
Architectural Group Inc.

NINETEEN OFFICE
10000 W. Wisconsin Ave.
Suite 100
Milwaukee, WI 53224
www.gries-architect.com

THIRTEEN OFFICE
10000 W. Wisconsin Ave.
Suite 100
Milwaukee, WI 53224
www.gries-architect.com

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SIP AMENDMENT
640 NORTH MAIN ST
PC: 7-16-2024

TIGER 10 OSHKOSH BK LLC
33 E MAIN ST STE 610
MADISON WI 53703-4655

GRACY PROPERTIES LLC
1172 ATRIUM CT
DE PERE WI 54115-3296

KZ HOLDINGS LLC
2080 W 9TH AVE #198
OSHKOSH WI 54904-8072

RAMSEY/BARBARA A KAGAK
637 JEFFERSON ST
OSHKOSH WI 54901-4555

RK FIVE LLC
3166 QUAIL RUN DR
OSHKOSH WI 54904-6598

DORSEY RENTS LLC
204 E SCOTT ST
OMRO WI 54963-1706

P & E PROPERTIES LLC
4073 SAND PIT RD
OSHKOSH WI 54904-9360

GLENN R/CAROL A RAND
2905 PRAIRIE WOOD DR
OSHKOSH WI 54904-8476

GUNDERSON MAIN ST HOLDIN
1440 ONEIDA ST
APPLETON WI 54915-7101

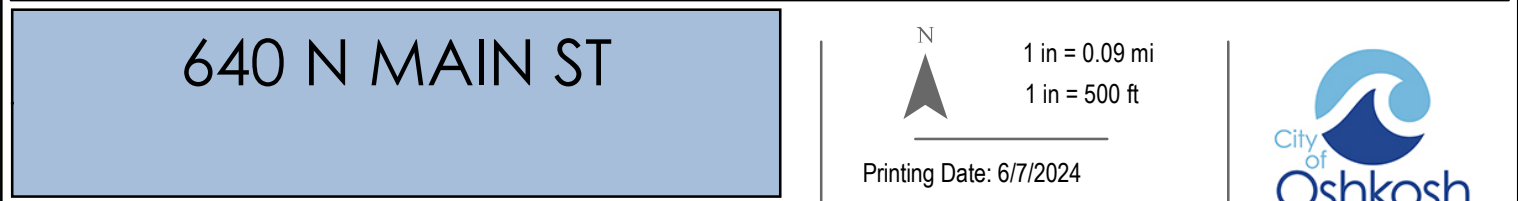
DOWNTOWN NBHD ASSOC
C/O JESSIE MEIDL
903 W 7TH AVE
OSHKOSH WI 54902-5854

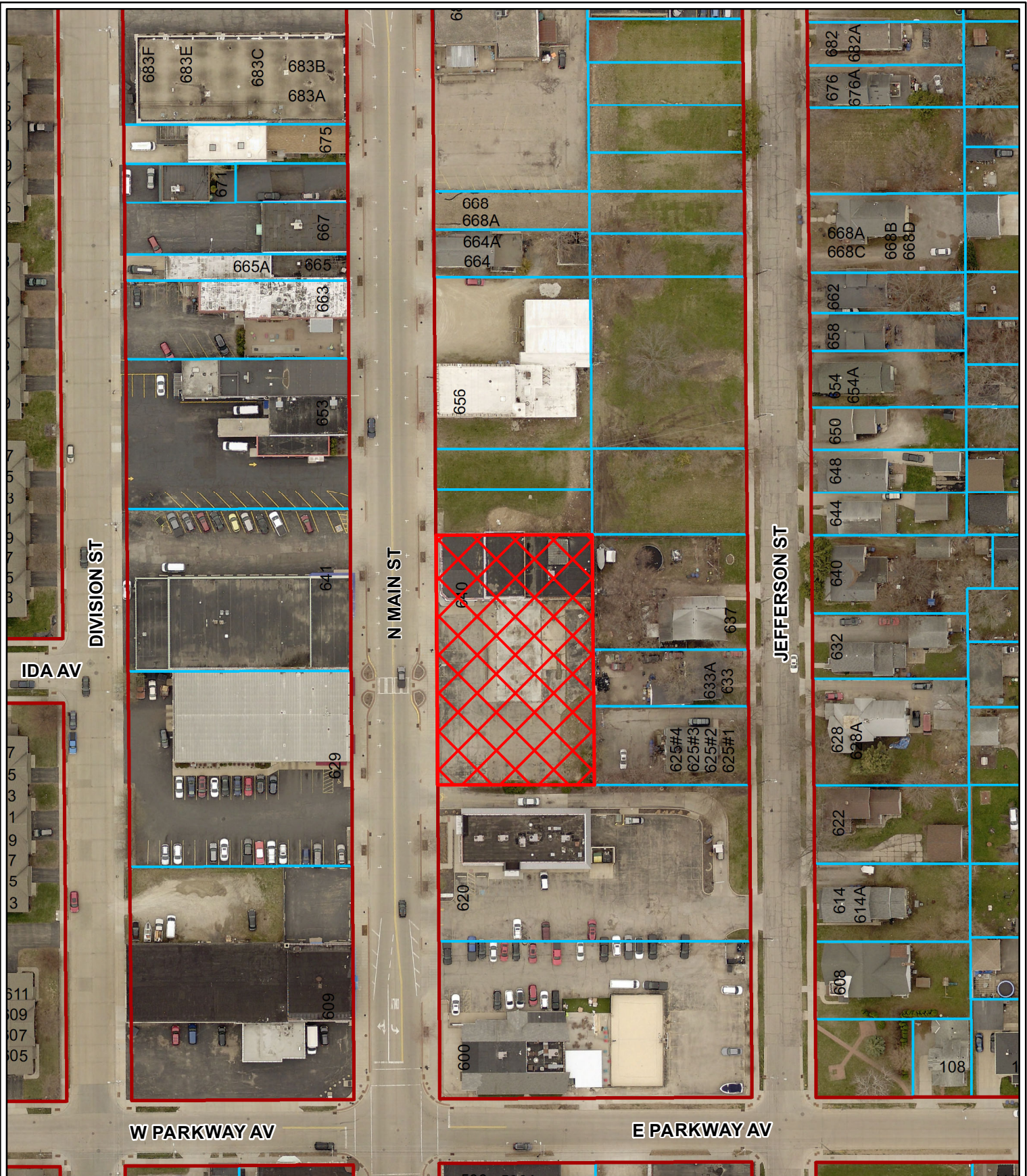
MIDDLE VILLAGE NBHD ASSOC
C/O KATIE LOFTON
1216 MERRITT AVE
OSHKOSH WI 54901-5382

MIDDLE VILLAGE NBHD ASSOC
C/O DAVID STUBBE
659 CENTRAL ST
OSHKOSH WI 54901-4454

HIST 4TH WARD NBHD ASSOC
C/O SARA RUSSELL
653 GRAND ST
OSHKOSH WI 54901-4575

HIST 4TH WARD NBHD ASSOC
C/O MISTY BRAUN
320 DALE AVE
OSHKOSH WI 54901-4504





640 N MAIN ST



1 in = 0.02 mi

1 in = 100 ft

Printing Date: 6/7/2024

Prepared by: City of Oshkosh, WI



City of Oshkosh maps and data are intended to be used for general identification purposes only, and the City of Oshkosh assumes no liability for the accuracy of the information. Those using the information are responsible for verifying accuracy. For full disclaimer please go to www.ci.oshkosh.wi.us/GISdisclaimer



TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Res 24-444 Approve General Development Plan and Specific Implementation Plan for a Multi-Family Residential Use at 600 Merritt Avenue (Plan Commission Recommends Approval)

BACKGROUND

The subject site is a 2.51-acre property with frontage on Merritt Avenue, Boyd Street, and Monroe Street. The site has a six-story apartment building (Marian Manor) with 121 living units. The surrounding area consists primarily of residential uses along with the Boys and Girls Club to the west and St. Mary's Church to the south. The 2040 Comprehensive Land Use Plan recommends Light Density Residential use for the subject site.

ANALYSIS

Marian Manor has 121 units of housing for very low-income persons. Most are older adults and persons with disabilities. The applicant is proposing a remodel of the building for a general facelift of the apartments and common areas, replacing failing windows, and adding six apartment units for a total of 127 units. The area to be converted to new residential units is located with the existing community space and general offices of the Housing Authority, which are being relocated to an off-site location. No changes are proposed to the existing site layout.

Apartments are not permitted in the Institutional District. A Base Standard Modification (BSM) is needed to allow the additional apartment units. Staff is supportive of a BSM to allow the additional apartments as it is consistent with the existing use of the property and the relatively minor increase in number of residents should not negatively impact the surrounding area. The additional units will serve to provide needed housing in the area. Tenants are not anticipated to have personal vehicles, so no changes are expected to existing parking on the site or traffic in the surrounding area.

FISCAL IMPACT

Approval of this would not result in an increase in the assessed property value for the site as the site is exempt. The applicant is anticipating spending approximately \$7.5 million on the overall improvements.

RECOMMENDATION

The Plan Commission recommended approval of the requested General Development Plan and Specific Implementation Plan for multi-family residential use at 600 Merritt Avenue with findings and one condition on July 16, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Res 24-444
GDP SIP 600 Merritt Ave

7/23/2024

24-444

RESOLUTION

CARRIED

4-0

PURPOSE: APPROVE GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN FOR A MULTI-FAMILY RESIDENTIAL USE AT 600 MERRITT AVENUE

INITIATED BY: MARION MANOR REDEVELOPMENT LLC

PLAN COMMISSION RECOMMENDATION: Approved

WHEREAS, the Plan Commission finds that the General Development Plan and Specific Implementation Plan for a multi-family residential use at 600 Merritt Avenue, is consistent with the criteria established in Section 30-387 of the Oshkosh Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that a General Development Plan and Specific Implementation Plan for a multi-family residential use at 600 Merritt Avenue, per the attached, is hereby approved, with the following findings:

1. The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.
2. The proposed Planned Development project would maintain the desired relationships between land uses, land use densities and intensities, and land use impacts in the environs of the subject site.
3. Adequate public infrastructure is or will be available to accommodate the range of uses being proposed for the Planned Development project, including but not limited to public sewer and water and public roads.
4. The proposed Planned Development project will incorporate appropriate and adequate buffers and transitions between areas of different land uses and development densities/intensities.

The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.

BE IT FURTHER RESOLVED by the Common Council of the City of Oshkosh that the following are conditions of approval for a General Development Plan and Specific Implementation Plan for a multi-family residential use at 600 Merritt Avenue:

1. Base Standard Modification (BSM) to allow apartments (37+ units) in an Institutional District (I).

ITEM: PUBLIC HEARING: ZONE CHANGE FROM SINGLE FAMILY RESIDENTIAL - 9 DISTRICT (SR-9) TO INSTITUTIONAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (I-PD) AND APPROVAL OF A GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN FOR A MULTI-FAMILY RESIDENTIAL USE AT 600 MERRITT AVENUE

Plan Commission Meeting of July 16, 2024.

GENERAL INFORMATION

Applicant: Marian Manor Redevelopment LLC

Owner: Housing Authority of the City of Oshkosh

Action(s) Requested:

The applicant requests a zone change from the existing Single Family Residential - 9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD). The applicant also requests approval of a General Development Plan and Specific Implementation Plan to allow a multi-family residential use.

Applicable Ordinance Provisions:

Zoning map amendment standards are found in Section 30-381 of the Zoning Ordinance. Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject site is a 2.51-acre property with frontage on Merritt Avenue, Boyd Street, and Monroe Street. The site has a six-story apartment building (Marian Manor) with 121 living units. The surrounding area consists primarily of residential uses along with the Boys and Girls Club to the west and St. Mary's Church to the south. The 2040 Comprehensive Land Use Plan recommends Light Density Residential use for the subject site.

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Multi-family Residential	SR-9

Recognized Neighborhood Organizations

Menominee South

Adjacent Land Use and Zoning

<i>Existing Uses</i>	<i>Zoning</i>
North Residential	SR-9

South	Residential & Institutional	I-PD
East	Residential	SR-9
West	Residential & Institutional	SR-9 & I-PD

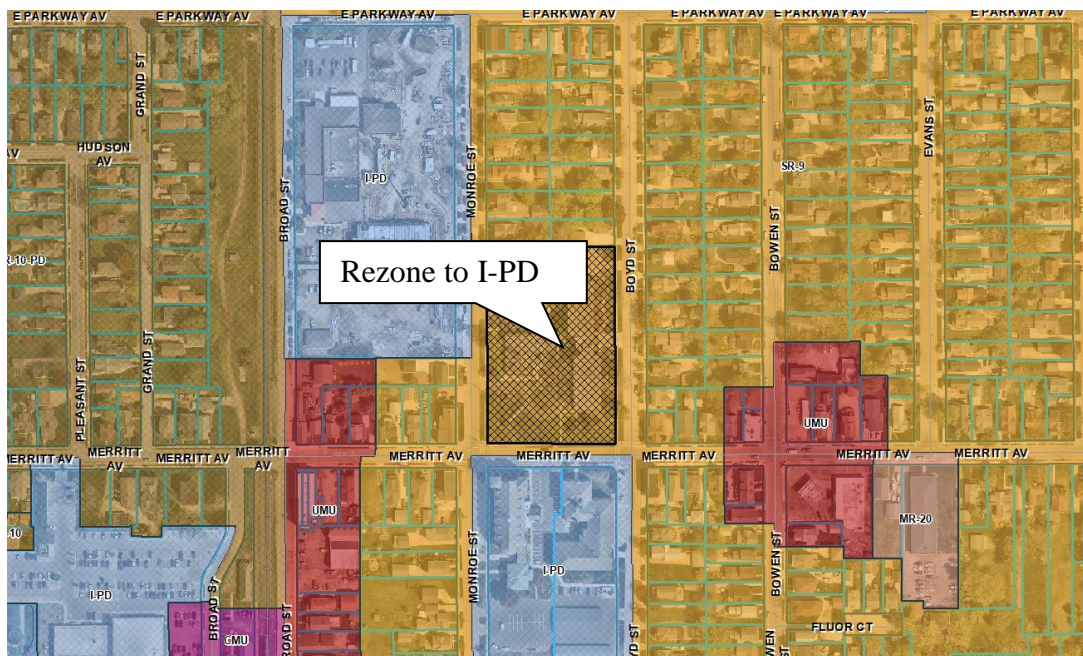
<i>Comprehensive Plan Land Use Recommendation</i>	<i>Land Use</i>
2040 Comprehensive Land Use Recommendation	Light Density Residential

ANALYSIS

Zone Change

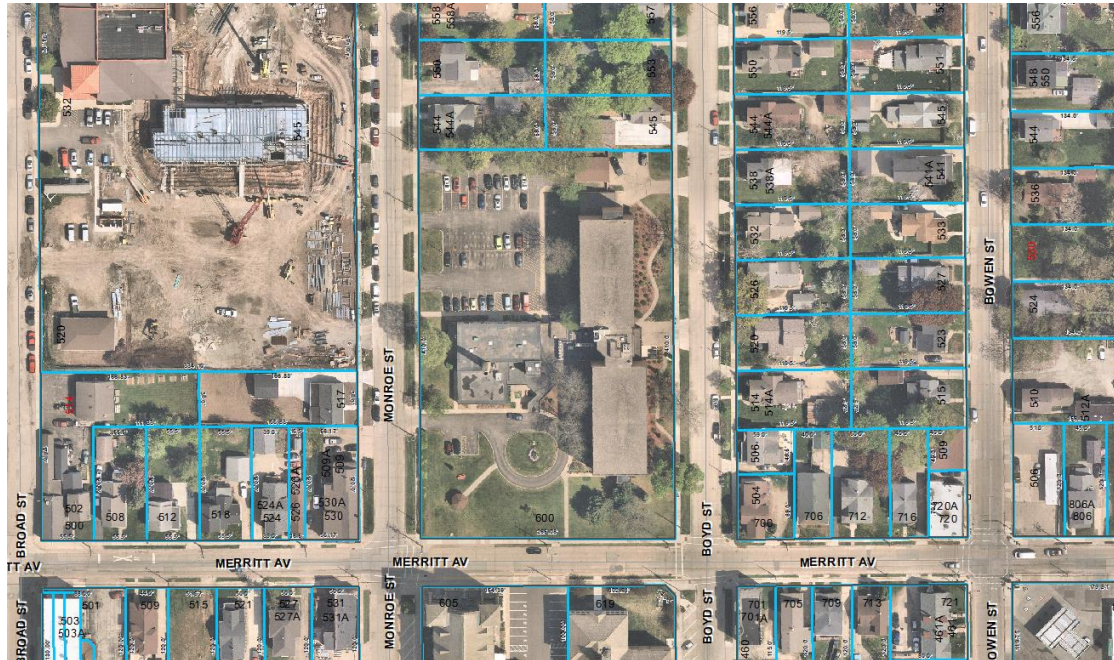
The applicant is requesting a zone change from the existing Single Family Residential - 9 District (SR-9) designation to Institutional District with a Development Overlay (I-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to allow for expansion of the existing legal nonconforming use. The existing multi-family use is not permitted in the SR-9 District. The applicant has submitted plans for 6 additional apartment units within the existing building. The applicant is requesting Planned Development approval to allow expansion of the existing legal nonconforming use, which will be addressed as a General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow.

Staff is supportive of the proposed rezone as it will be consistent with I-PD zoning of neighboring properties to the south and west. The 2040 Comprehensive Land Use Plan has the property slated for Light Density Residential Use. However, the Comprehensive Plan is not intended to be parcel-specific and the proposed rezone is consistent with the established use of the property as well as neighboring land uses. The Planned Development Overlay will allow for changes and improvements to the site as it is currently a legal nonconforming site.



Use

Marian Manor is 121 units of housing for very low-income persons. Most are older adults and persons with disabilities. The applicant is proposing a remodel of the building for a general facelift of the apartments and common areas, replace failing windows, and adding 6 apartment units for a total of 127 units. The area to be converted to new residential units is located with the existing community space and general offices of the Housing Authority, which is being relocated to an off-site location.



Apartments are not permitted in the Institutional District. A Base Standard Modification (BSM) is needed to allow the additional apartment units. Staff is supportive of a BSM to allow the additional apartments as it is consistent with the existing use of the property and the relatively minor increase in number of residents should not negatively impact the surrounding area. The additional units will serve to provide needed housing in the area. Tenants are not anticipated to have personal vehicles, so no changes are expected to existing parking on the site or traffic in the surrounding area.

Site Design

No changes are being proposed to the existing site design as only interior changes are being made for the additional apartment units.

Signage

No additional signage is being proposed.

Site Lighting

No additional lighting is being proposed for the site.

Landscaping

No additional landscaping is being proposed.

Storm Water Management/Utilities

The Department of Public Works has noted that site plan approval is needed for any site improvements.

Building Facades

No changes are being proposed to the existing building facades.

FINDINGS/RECOMMENDATION/CONDITIONS

In its review and recommendation to the Common Council on an application for a Zoning Map amendment, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-381 (D)(2):

- (a) Advances the purposes of this Chapter as outlined in Section 30-03 and the applicable rules of Wisconsin Department of Administration and the Federal Emergency Management Agency.
- (b) Is in harmony with the Comprehensive Plan.
- (c) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.
- (d) Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:
 - (ii) Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.

In its review and recommendation to the Common Council on an application for a Planned Development district, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-387 (C)(6):

- (a) The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.
- (c) The proposed Planned Development project would maintain the desired relationships between land uses, land use densities and intensities, and land use impacts in the environs of the subject site.
- (d) Adequate public infrastructure is or will be available to accommodate the range of uses being proposed for the Planned Development project, including but not limited to public sewer and water and public roads.
- (e) The proposed Planned Development project will incorporate appropriate and adequate buffers and transitions between areas of different land uses and development densities/intensities.
- (g) The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.

Staff recommends approval of the zone change, General Development Plan, and Specific Implementation Plan with the findings listed above and the following condition:

1. Base Standard Modification (BSM) to allow apartments (37+ units) in an Institutional District (I).

Plan Commission recommends approval of the proposed zone change, General Development Plan and Specific Implementation Plan with findings and one condition for property located at 600 Merritt Avenue on July 16, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen, Ms. Scheuermann, Ms. Propp, Mr. Nichols, and Ms. Davey reported visiting the site.

Staff report accepted as part of the record.

The applicant requests a zone change from the existing Single Family Residential - 9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD). The applicant also requests approval of a General Development Plan and Specific Implementation Plan to allow a multi-family residential use.

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The subject site is the Marian Manor apartments located on Merritt Avenue, Boyd Street, and Monroe Street. The site is currently a legal nonconforming site. It is zoned SR – 9 which does not allow multi-family residential. There is currently 121 apartment units on the site. The applicant is requesting a zone change to Institutional District with a Development Overlay (I-PD). The Planned Development Overlay would allow them to request to make their legal nonconforming use allowed, and allow them to expand it through that planned development process.

Staff is supportive of the proposed rezone as it will be consistent with I-PD zoning of neighboring properties to the south, Saint Mary's Church, and west, Boys and Girls Club.

The applicant is not proposing any changes to the site design or exterior of the site. They are proposing an additional six apartment units within the building. The existing site is housed by very low-income persons, with most being older adults and persons with disabilities. They are going from 121 units to 127 units, and no changes to the building exterior or the site design.

Apartments are not permitted in the Institutional District. A Base Standard Modification (BSM) is needed to allow the additional apartment units. Staff is supportive of a BSM to allow the additional apartments as it is consistent with the existing use of the property and the relatively minor increase in number of residents should not negatively impact the surrounding area. Tenants are not anticipated to have personal vehicles, so no changes are expected to existing parking on the site or traffic in the surrounding area.

Staff recommends approval of the zone change, General Development Plan, and Specific Implementation Plan with the findings and condition listed in the staff report.

Mr. Lyons stated this is a clean-up. It was a nonconforming use. They want to remodel their office into six more units. We took a look at the zoning to see if multi-family would be appropriate. However, design characteristics of the building do not meet multi-family, so we would have created a different type of nonconforming use. We felt it was appropriate to use I-PD given the I in the surrounding area, the style of development, and the PD be in place for any future development.

Ms. Propp opened up technical questions to staff.

Ms. Propp opened the public hearing and asked if the applicant wanted to make a statement.

Wade Foley, of 1100 West 20th Avenue, Director of Maintenance for the Oshkosh Housing Authority. The project is pretty much ready and during the appraisal for financing this popped up. We have to get it resolved.

Ms. Propp asked about the area being remodeled into apartments.

Mr. Foley stated the community area being remodeled is more of a tv lounge. There are two other community spaces in the building which will remain.

Ms. Propp asked if any members of the public wished to speak.

Ms. Propp closed the public hearing.

There was no closing statement from the applicant.

Motion by Davey to adopt the findings and recommendation as stated in the staff report.

Seconded by Scheuermann.

Ms. Propp asked if there was any discussion on the motion.

Motion carried 5-0.



City of Oshkosh Application Zoning Map Amendment (Rezoning)

SUBMIT TO:
Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, Wisconsin 54903-1130
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: Marian Manor Redevelopment, LLC Date: 5-29-2024
Petitioner's Address: 600 Merritt Ave City: Oshkosh State: WI Zip: 54901
Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email
Status of Petitioner (Please Check): ☐ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer ☒ Executive Director
Petitioner's Signature (required): Wendy Fran Date: 5-29-24

OWNER INFORMATION

Owner(s): Housing Authority of the City of Oshkosh, WI Date: 5-29-2024
Owner(s) Address: 1100 W. 20th Ave City: Oshkosh State: WI Zip: 54902-6619
Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email
Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☒ Corporation ☒ Quasi Governmental Agency

Property Owner Consent: (required)

By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Planning Services Division for incomplete submissions or other administrative reasons.

Property Owner's Signature: Wendy Fran Date: 5-29-24

ZONING AND DEVELOPMENT INFORMATION

Address/Location of Rezoning Request: 600 Merritt Ave.
Tax Parcel Number(s): 0404950000
Rezoned property from: SR-9 to I-PD
Purpose for Rezoning: Bring property up-to-date with proper zoning status.

Describe existing property development and land use: Existing 121 apartments for elderly/disabled tenants and Housing Authority office space.

Describe proposed development and/or proposed land use: Renovate office space into 6 one-bedroom apartments on the 1st & 2nd floor of 2 story portion of property. Renovate highrise by updating apartments, adding new windows and reroof entire apartment complex.
Proposed time schedule for development and/or use of the property:

Start renovations in fall and end in spring of 2025.

Zoning Adjacent to the Site:

North: R-2
South: I-PD
East: R-2
West: I-PD

Sign _____ Staff _____ Date Rec'd _____

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

- ☐ Map of the immediate area showing property involved. Area to be rezoned must be outlined in color
 - ☐ A site plan drawn to readable scale showing present status of property and proposed development
 - ☐ Street address, adjacent streets, intersections and any other information or landmarks to help identify the property
 - ☐ Location of existing uses, structures, fences and signs and location of proposed uses, structures, fences and signs
 - ☐ A narrative statement explaining the zone change and discussion of the project
- Property owner's signature is required for submittal to be complete.
- Application fees are due at time of submittal. Make check payable to City of Oshkosh.
- Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required): Wendy Fromm

Date: 5-29-2024

SUMMARY OF PROCESS

The City of Oshkosh Plan Commission and Common Council act on all amendments to the Official Zoning Map. The petitioner or owner should be present at both the Plan Commission and Common Council meetings to discuss and answer questions regarding the request.

The application package is reviewed by Planning Services staff to determine conformance with adopted city plans, zoning requirements and development standards. A staff recommendation is prepared for consideration by the Plan Commission and Common Council. The petitioner will be provided with a copy of the staff report and meeting notice several days prior to the Plan Commission meeting. The staff report and meeting notice will also be available on the City's website. No notice is sent to the petitioner or owner regarding the Common Council's consideration of the request. Petitioners and owners are encouraged to contact Planning Services staff to find out when the request will be sent to the Common Council for review.

Neighborhood opinion is an important factor in the decision-making process. If the proposed development is expected to have significant impact on other properties, the petitioner may be required to conduct a neighborhood meeting to solicit public input prior to action by the Plan Commission and City Council. Planning Services staff is available to offer assistance in compiling a mailing list for the neighborhood meeting. If deemed appropriate, notification by mail informing the property owners within 100 feet of the subject property of the proposal may substitute for the public meeting. Please note that a meeting notice will be mailed to all abutting property owners regarding your request.

Within 90 days of filing a complete application, Plan Commission shall hold a public hearing to consider the request. Within 60 days of the public hearing, the Plan Commission may make a written report to the Common Council with recommendations regarding the proposal. The Plan Commission's report is advisory only. The Common Council will make the final decision regarding all zone change requests. The Plan Commission may lay over requests to subsequent meetings if incomplete information is provided or additional questions or concerns are raised at the meeting.

After the Plan Commission makes its recommendation, the request will be forwarded to the Common Council for consideration. This generally occurs three weeks after the Plan Commission meeting depending on the date the Council meeting is scheduled (the Council meets on the 2nd and 4th Tuesday of every month) and on the availability of a legal description for the zone change. Wisconsin State Statutes require a zone change to be published as Class II notice in the local newspaper, the City takes care of this publication requirement prior to the Council meeting.

The Common Council may approve the Official Zoning Map amendment as originally proposed, may approve the proposed amendment with modifications, or may deny approval of the proposed amendment. If the Official Zoning Map amendment is approved, the Ordinance is published in the newspaper on the following Saturday and will be effective on Sunday. City administrative offices are notified of the effective date of the Ordinance and will make changes to the Official Zoning Map accordingly.

For more information please visit the City's website at <https://www.ci.oshkosh.wi.us/CommunityDevelopment/>



City of Oshkosh
Planned Development Application
For General Development Plan or Specific Implementation Plan

SUBMIT TO:
Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, WI 54901
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

PLEASE TYPE OR PRINT USING BLACK INK

APPLICANT INFORMATION

Petitioner: Marian Manor Redevelopment LLC Date: 5-29-2024

Petitioner's Address: 600 Merritt Ave City: Oshkosh State: WI Zip: 54901

Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email

Status of Petitioner (Please Check): ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): _____ Date: _____

OWNER INFORMATION

Owner(s): Housing Authority of the City of Oshkosh Date: _____

Owner(s) Address: 1100 W. 20th Ave City: Oshkosh State: WI Zip: 54902-6619

Telephone #: (920) 424-1450 Email: wendyf@ohawcha.org Contact preference: ☒ Phone ☒ Email

Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☐ Corporation ☐ Quasi Government Entity

Property Owner Consent: (required)

By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Planning Services Division for incomplete submissions or other administrative reasons.

Property Owner's Signature: Wendy Fromm Date: 5-29-2024

TYPE OF REQUEST:

- | | |
|--|---|
| <input checked="" type="checkbox"/> General Development Plan (GDP) | <input type="checkbox"/> General Development Plan (GDP) Amendment |
| <input checked="" type="checkbox"/> Specific Implementation Plan (SIP) | <input type="checkbox"/> Specific Implementation Plan (SIP) Amendment |

SITE INFORMATION

Address/Location of Proposed Project: 600 Merritt Avenue

Proposed Project Type: Apartments for Elderly and Disabled

Estimated Cost: \$7.5 million

Current Use of Property: Apartments for elderly and disabled Zoning: SR9

Land Uses Surrounding Your Site: North: R-2

South: I-PD

East: R-2

West: I-PD

- It is recommended that the applicant meet with Planning Services staff prior to submittal to discuss the proposal.
- Application fees are due at time of submittal. Make check payable to City of Oshkosh.
- Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE

For more information please visit the City's website at www.ci.oshkosh.wi.us/Community_Development/Planning.htm

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

Sign _____ Staff _____ Date Rec'd _____

The following information must be provided in order for the application to be considered complete and able to be scheduled for Plan Commission Review. Please use the checklist below to determine the required information to be submitted at the time of application. If all information below cannot be provided at the time of application, please request a waiver in writing to the Division's Director or designee.

- ☐ **A General Development Plan (GDP) submittal, per Section 30-387(C)(4), shall include the following items (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
 - ☐ General location map of the subject site depicting:
 - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject property.
 - Current zoning of the subject site and abutting properties, and the jurisdiction(s) that maintains that control.
 - A graphic scale and north arrow.
 - ☐ Generalized site plan showing the pattern or proposed land uses, including:
 - General size, shape, and arrangement of lots and specific use areas.
 - Basic street pattern and pattern of internal drives.
 - General site grading plan showing preliminary road grades.
 - Basic storm drainage pattern, including proposed on-site stormwater detention.
 - General location of recreational and open space areas, including designation of any such areas to be classified as common open space.
 - ☐ Statistical data, including:
 - Minimum lot sizes in the development.
 - Approximate areas of all lots.
 - Density/intensity of various parts of the development.
 - Building coverage.
 - Landscaping surface area ratio of all land uses.
 - Expected staging.
 - ☐ Conceptual landscaping plan.
 - ☐ General signage plan.
 - ☐ General outline of property owners association, covenants, easements, and deed restrictions.
 - ☐ A written description of the proposed Planned Development, including:
 - General project themes and images.
 - The general mix of dwelling unit types and/or land uses.
 - Approximate residential densities and nonresidential intensities.
 - General treatment of natural features.
 - General relationship to nearby properties and public streets.
 - General relationship of the project to the Comprehensive Plan or other area plans.
 - Proposed exceptions from the requirements of the Zoning Ordinance and enhancements that will be provided to compensate for them.
 - ☐ Traffic Impact Analysis (TIA), if deemed necessary by the Director of Planning Services, or designee.
- ☐ **A Specific Implementation Plan (SIP) submittal, per Section 30-387(C)(5), shall include the following items. Note that the area included in an SIP may be only a portion of the area included in a previously approved GDP (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
 - ☐ An existing conditions map of the subject site depicting the following:
 - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject site.
 - Current zoning of the subject property and all abutting properties, and the jurisdiction(s) that maintains that control.
 - Existing utilities and recorded easements.
 - All lot dimensions of the subject site.
 - A graphic scale and a north arrow.
 - ☐ An SIP map of the proposed site showing at least the following:
 - All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled
 - All required and proposed building setback and offset lines
 - Impervious surface ratio (percentage)
 - All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, walls
 - Location of all outdoor storage and refuse disposal areas and the design and materials used for construction
 - Location and dimension of all on-site parking (and off-site parking provisions if they are to be utilized), including a summary of the number of parking stalls provided per the requirements of Section 30-175 City of Oshkosh Zoning Ordinance
 - Location and dimension of all loading and service areas on the subject property
 - Location, height, design, illumination power and orientation of all exterior lighting on the property including a photometrics plan

- Location of all exterior mechanical equipment and utilities and elevations of proposed screening devices where applicable (i.e. visible from a public street or residential use or district). Mechanical equipment includes, but is not limited to; HVAC equipment, electrical transformers and boxes, exhaust flues, plumbing vents, gas regulators, generators
- ☐ Proposed grading plan.
- ☐ Specific landscaping plan for the subject site, specifying the location, species, and installation size of plantings. The landscaping plans shall include a table summarizing all proposed species and required and provided landscaping points for all applicable landscaping components (building foundation, paved areas, street frontages, yards, bufferyards).
- ☐ Architectural plans for any nonresidential buildings, multi-family structures, or building clusters, other than conventional single-family or two-family homes on individual lots, in sufficient detail to indicate the floor area, bulk, and visual character of such buildings. The architectural plans shall include a percentage breakdown of exterior materials applied to each building façade.
- ☐ Conceptual Engineering plans for all water and sewer systems, stormwater systems, roads, parking areas, and walkways.
- ☐ Signage plan for the project, including all project identification signs, concepts for public fixtures and signs, and group development signage themes that may or may not vary from City standards or common practices.
- ☐ Any other necessary information as determined during pre-submittal meeting with City staff.
- ☐ Specific written description of the proposed SIP including:
 - Specific project themes and images.
 - Specific mix of dwelling unit types and/or land uses.
 - Specific residential densities and nonresidential intensities as described by dwelling units per acre, and landscaping surface area ratio and/or other appropriate measures of density and intensity.
 - Specific treatment of natural features, including parkland.
 - Specific relationship to nearby properties and public streets.
 - Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads; density/intensity of various parts of the development; building coverage, and landscaping surface area ratio of all land uses; proposed staging; and any other plans required by Plan Commission.
 - A statement of rationale as to why PD zoning is proposed. This statement shall list the standard zoning requirements that, in the applicant's opinion, would inhibit the development project and the opportunities for community betterment that are available through the proposed PD project.
 - A complete list of zoning standards that would not be met by the proposed SIP and the location(s) in which such exceptions/base standard modifications would occur and enhancements that will be provided to compensate for them.
 - Phasing schedule, if more than one development phase is intended.
- ☐ Agreements, bylaws, covenants, and other documents relative to the operational regulations of the development and particularly providing for the permanent preservation and maintenance of common open areas and amenities.
- ☐ A written description that demonstrates how the SIP is consistent with the approved GDP and any and all differences between the requirements of the approved GDP and the proposed SIP.

Planning Staff may waive certain requirements if deemed not applicable to the project review.

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required): Wendy Iron

Date: 5-29-2024

Affordable Housing Redevelopment Summary

Oshkosh – Winnebago Housing Authority (“OWHA”)

Property Description: The property being redeveloped is Marian Manor - an existing six story poured in place concrete and masonry structure located on a 2.7 acre urban infill site in central Oshkosh, Wisconsin. See photo below.



Wisconsin Public Housing Authority Operations: As a Wisconsin Public Housing Authority organized under Wisconsin Municipal Law Statutes Section 66.1201, the OWHA can issue taxable and double tax exempt bonds, borrow traditional debt, exercise Eminent Domain authority, invest in affordable housing, and access the various federal – state - local housing tax credit and other affordable housing programs. The OWHA owns and operates 650 housing units and also manages the County Wide HUD Housing Choice Voucher (housing for 400 households). Third party prepared full financial audits of the OWHA and its various housing property operations are available for review. The OWHA has used federal housing tax credits to redevelop eight of its properties. The OWHA self manages all of its owned affordable housing in Winnebago County, WI.

Property Operation: Marian Manor is 121 units of housing for very low income persons. Most are older adults and persons with disabilities. Each resident has a full featured apartment with kitchen, bedroom, bathroom and living room. There is considerable common area in the building for residents to gather in large or very small groups. The property was remodeled extensively in 2008, including significant upgrades to the HVAC systems. The 2024 remodeling plan is to complete a general facelift of the apartments and common areas, replace failing windows, and increase the housing units to 127. The housing increase will occur in the low-rise –center of the photo- section of the property (the area with the chimney which will be removed as part of the redevelopment). This area now houses a large community kitchen, meeting areas, lobby, as well as the general offices of the OWHA. The OWHA offices will be relocated to an offsite location thus freeing up sufficient space to add an additional six housing units. The community kitchen, common areas and lobby will remain but will be upgraded.

Operating Property Financing: All 127 units will have some form of “rental assistance” for the residents. This is in the form of HUD long term financial support referred to as Project Based Rental Assistance (“PBRA”), Project Based Vouchers (“PBV”) or Housing Choice Vouchers (“HCV”). With this HUD assistance, residents pay no more than 30% of their respective household income in rent plus basic utilities. The remainder of the rent, up to the annual HUD prescribed limit, is paid monthly by HUD. The HUD assistance generally is renewable twenty year contracts. As a result of the HUD rental assistance, the most critical component of the property long term financing is not based on tenant’s ability to pay the posted rent. Thus, households with virtually no income can reside in the property, with the support of the HUD rental assistance. The long term housing market studies show a high need for the housing given the ability of the OWHA to offer the rental assistance support for very low income residents.

Capital Improvement Property Financing: (long and short term components)
The property financing used in the 2008 remodeling was a mix of some grants, the Federal Affordable Housing Tax Credit (e.g. the 4% automatic tax credit) and double tax exempt bonds issued by the OWHA and purchased by US Bank on a direct sale. The same financing structure will be used on the 2024 building upgrade. The OWHA estimates the long term capital stack to be roughly: \$4.9 million of Tax Credit Investor equity, \$3.2 million long term first mortgage debt (either double tax exempt or traditional debt), \$2.9 million grants and other soft money, and a \$4.2 million seller note.

The short term (e.g. 24 month construction – stabilization period) would be made up of tax credit investor bridge financing, grants – soft funds, seller note, and between \$8 - \$12 million of double tax exempt bonds issued by the OWHA and purchased on a negotiated sale.



Oshkosh Housing Authority
Winnebago County Housing Authority

P.O. Box 397, Oshkosh, Wisconsin 54903-0397
(920) 424-1450 • Fax (920) 424-1474
www.ohawcha.org

Department of Community Development
Attn: Mark Rohloff
215 Church Ave., room 204
P.O. Box 1130
Oshkosh, WI 54901

Re: Request for Approval at July 23 Council Meeting for Rezoning for Marian Manor

Mr. Rohloff,

The Oshkosh Housing Authority, managing member of Marian Manor Redevelopment LLC, is in the late stages of the planning and approval process to renovate Marian Manor's current apartments, renovate the old Housing Authority offices into six one-bedroom apartments, add new roofs, add new windows, and other general interior cosmetic upgrades to the building. The footprint of the building will not change.

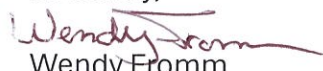
During the finalization of the required appraisal for financing, the appraiser asked why the property was zone SR-9. This led to an email to Mark Lyons who informed us that Marian Manor is considered a legal conforming grandfathered use under the current SR-9 District. From this discussion it was determined that the property should be rezoned to Planned Development.

MartinRiley Architects have been working with the City of Oshkosh staff and have received from the Chief Building Inspector the Commercial Plan Examination Conditional Approval.

The project is very close to being shovel ready and this rezoning will cause an unexpected delay in the construction start as we cannot move forward with signing contracts without knowing the outcome of the approval from City Council. The plan is to have windows and new roof on before late fall before weather changes.

By this letter, Oshkosh Housing Authority is asking that you approve and recommend to the City Council on July 23, that they choose to waive the rule of a second council meeting and adopt the resolution approving the Planned Development for Marian Manor.

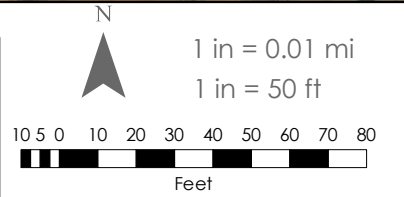
Sincerely,


Wendy Fromm
Executive Director



600 MERRITT AVE

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Printing Date: 6/7/2024



Prepared by: City of Oshkosh, WI

ZONE CHANGE/GDP/SIP
600 MERRITT AVE
PC: 7-16-2024

DREW CLARK
531 MERRITT AVE A
OSHKOSH WI 54901-5139

ST MARYS CONG
449 HIGH AVE
OSHKOSH WI 54901-4708

CABRINI SCHOOL LOFTS LLC
230 OHIO ST STE 200
OSHKOSH WI 54902-5894

DANIEL/DAVID OROURKE TRUS
683 N MAIN ST C
OSHKOSH WI 54901-4472

ROBERT J KOCH
517 MONROE ST
OSHKOSH WI 54901-4644

BOYS & GIRLS CLUB OF OSH INC
501 E PARKWAY AVE
OSHKOSH WI 54901-4650

OSH HOUSING AUTHORITY
PO BOX 397
OSHKOSH WI 54903-0397

MICHAEL/HEATHER SERAPHINE
545 BOYD ST
OSHKOSH WI 54901-4632

PARKER R GAWLICK
553 BOYD ST
OSHKOSH WI 54901-4632

BAM PROPERTY HOLDINGS LLC
PO BOX 3522
OSHKOSH WI 54903-3522

MARK BENISHEK II
4077 NORWAY PINE CT UNIT 316
RICHFIELD WI 53076-9671

D & M RENTALS LLC
522 W 12TH AVE
OSHKOSH WI 54902-6424

BRANDIE BARBEAU
ALESHA GILL
506 BOYD ST
OSHKOSH WI 54901-4633

MCCLONE INVESTMENTS LLC
152 SCHRAMM RD
NEENAH WI 54956-9210

DELWYN MOXON
1823 S MAIN ST
OSHKOSH WI 54902-6952

RONALD C WINSTON
520 BOYD ST
OSHKOSH WI 54901-4633

VALERIE A BARBIAN
526 BOYD ST
OSHKOSH WI 54901-4633

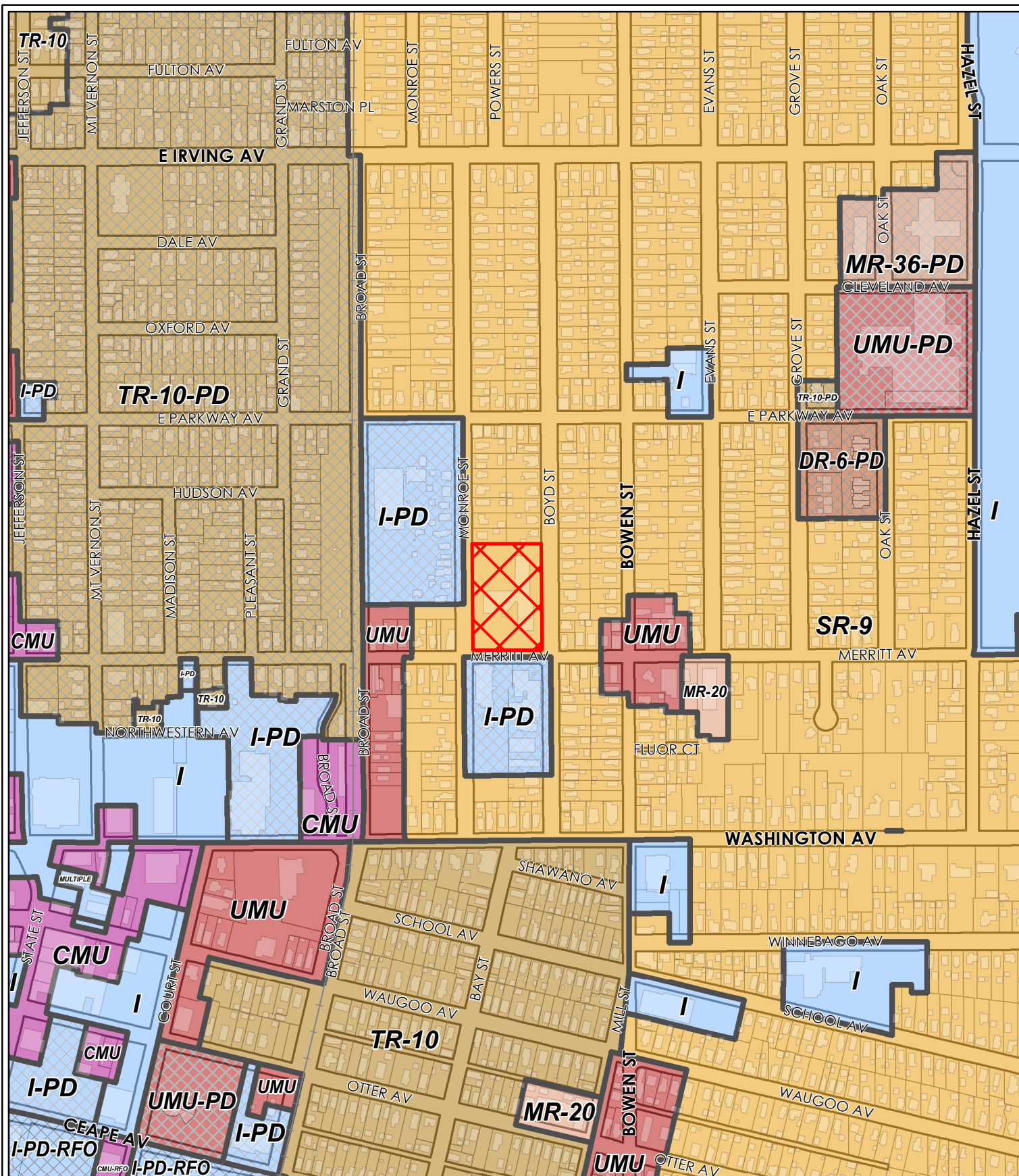
HOME PATH FINAN LIM PARTN
5116 N 126TH ST
BUTLER WI 53007-1306

JEFFREY A WILSON
324 POLK ST
N FOND DU LAC WI 54937-1240

RYAN L SCHULTZ
W7528 W LONE ELM
VAN DYNE WI 54979-9779

SCOTT A BLAKE
550 BOYD ST
OSHKOSH WI 54901-4633

MENOMINEE S NBHD ASSOC
C/O THORPE & KAVANAUGH
1107 MERRITT AVE
OSHKOSH WI 54901-5345



600 MERRITT AVE

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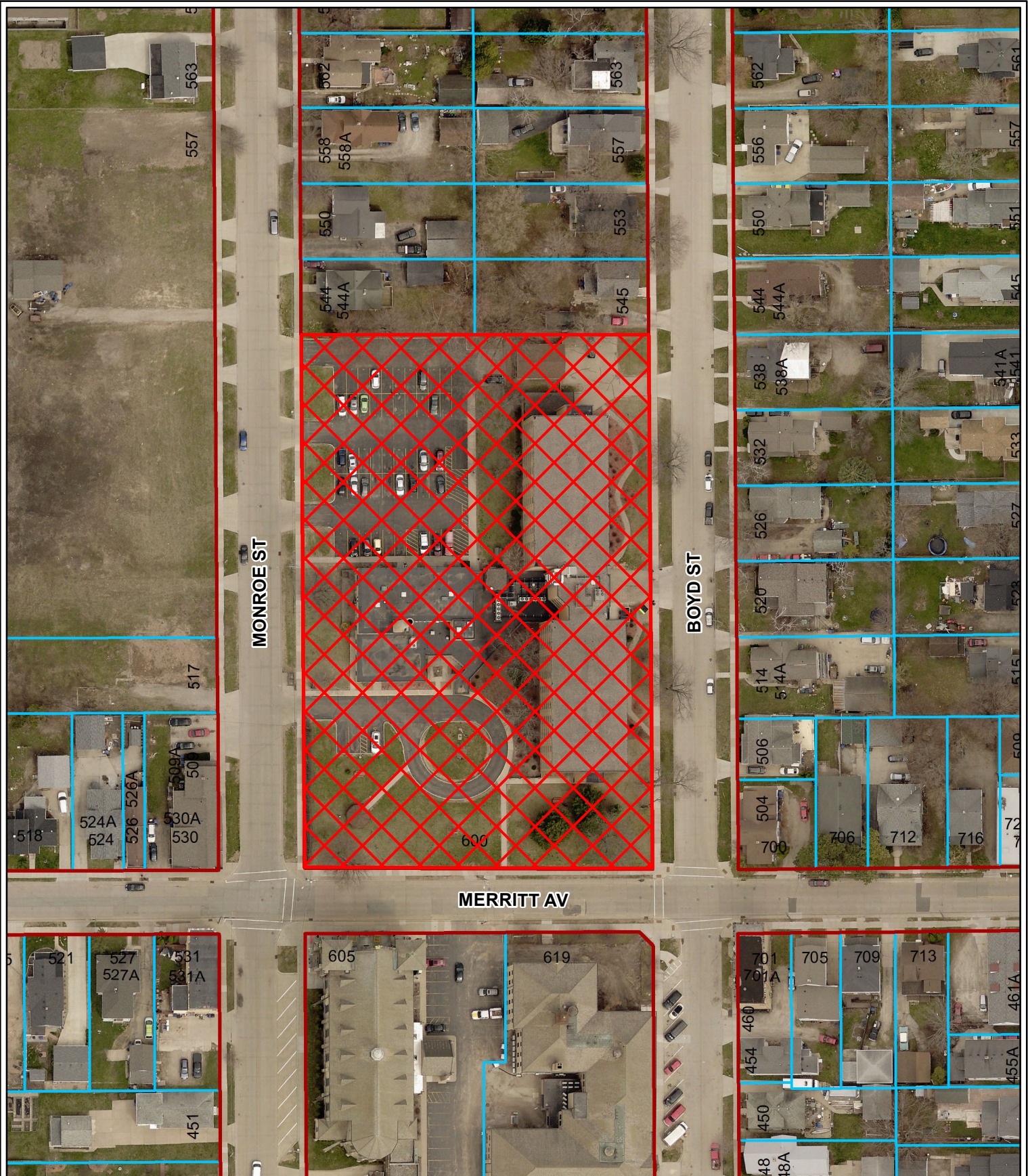
1 in = 0.09 mi

1 in = 500 ft

Printing Date: 6/7/2024

Prepared by: City of Oshkosh, WI





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1 in = 0.02 mi

1 in = 100 ft

Printing Date: 6/7/2024

Prepared by: City of Oshkosh, WI





SUBJECT: City Manager's Mid-Year Review (Tuesday, July 30th, Closed Session following Budget Workshop)

DATE: July 23, 2024



SUBJECT: Fireworks Regulation and Enforcement, Wednesday, August 14th

DATE: July 23, 2024



SUBJECT: Budget Workshop #1 - Capital Improvement Plan, Tuesday, July 30th, 5:00 p.m. - 7:00 p.m.,
Room 404

DATE: July 23, 2024



SUBJECT: Budget Workshop #2 - 2025 Early Projections and Direction on Priorities from Council,
Wednesday, August 28th, 5:00 p.m.

DATE: July 23, 2024



SUBJECT: Oshkosh Common Council Regular Meeting - Wednesday, August 14th, 6:00 p.m.

DATE: July 23, 2024

Background

Due to the Partisan Primary being held on Tuesday, August 13, 2024, the regular meeting of the Oshkosh Common Council will be moved, in accordance with Oshkosh Municipal Code Section 2-10(B)(1), to Wednesday, August 14, 2024.



SUBJECT: Closed Session (Boatworks Development), Wednesday, August 14th, before or after Council Meeting

DATE: July 23, 2024



SUBJECT: Undergrounding Utilities, date to be determined

DATE: July 23, 2024



TO: Honorable Mayor and Members of the Common Council
FROM: Jon Urben, General Services Manager
DATE: July 23, 2024
SUBJECT: Cooperative Purchase of Rectangular Rapidly Flashing Beacons for Intersection of W. 9th Avenue and Graceland Drive for Transportation Department (\$36,311.70, plus freight estimated at \$3,000)

BACKGROUND

The Common Council allocated funds in the 2024 CIP for bicycle and pedestrian infrastructure. At their July 9th meeting, the Transportation Committee recommended the installation of rectangular rapidly flashing beacons (RRFB) at the intersection of W. 9th Avenue and Graceland Drive to improve the safety of the pedestrian crossing at that location.

ANALYSIS

Purchasing has confirmed that the necessary equipment for this project can be procured through the OMNIA Partners cooperative contract # 2020-200 via TAPCO (Traffic & Parking Control Co., Inc.). This procurement includes all necessary equipment and materials for the RRFB. Purchasing has confirmed this purchase is pursuant to the cooperative purchase exception to our purchasing ordinance. The Electric Division will install the RRFB at this intersection.

FISCAL IMPACT

The total fiscal impact of this equipment from TAPCO is \$36,311.70 plus freight and has been charged to A/N# 03220740 7218 61008 (Road Improvements- Bicycle and Pedestrian Infrastructure). Transportation and Finance have confirmed there are sufficient funds within this CIP for this project.

RECOMMENDATION

Section 12-15 of the Municipal Code provides that subject to approval of the City Manager, cooperative purchases pursuant to a contract with any other local, state or federal governmental unit or agency may be made without following a competitive bidding or quotation process. In accordance with Section 12-15 of the Municipal Code, I am hereby submitting a report of this purchase to the Common Council. If you have any questions on this purchase, please contact me or Transportation Director Jim Collins.



TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Professional Services Agreement with Davel Engineering & Environmental, Inc. for Engineering Services and Land Surveying for the Former Washington School Workforce Housing Subdivision (\$29,000)

BACKGROUND

The City is in the process of acquiring the subject site and has agreed upon preliminary terms with Habitat for Humanity for workforce homes on the site. In order to allow for construction of single-family homes, on the subject site, it will need to go through the subdivision platting process. The platting process includes civil engineering and design for the necessary utilities and storm water infrastructure.

ANALYSIS

The City contacted several local consulting firms to obtain quotes for the necessary work. Davel Engineering & Environmental Inc has experience in similar previous projects.

FISCAL IMPACT

The cost to complete the required design and platting is \$29,000.00 and will be funded out of the City's Capital Improvement Plan - Housing Study Implementation funds.



TO: Honorable Mayor and Members of the Common Council
FROM: Mark Lyons, Planning Services Manager
DATE: July 23, 2024
SUBJECT: Professional Services Agreement with Davel Engineering & Environmental, Inc. for Engineering and Land Surveying for the Farmington Workforce Housing Subdivision (\$27,000)

BACKGROUND

The City is in the process of acquiring the subject site. In order to allow for construction of single-family homes, on the subject site, it will need to go through the subdivision platting process. The platting process includes civil engineering and design for the necessary utilities and storm water infrastructure.

ANALYSIS

The City contacted several local consulting firms to obtain quotes for the necessary work. Davel Engineering & Environmental Inc has experience in similar previous projects and history with the subject site. Their prior work on the subject site resulted in a lower quote for completing the necessary work

FISCAL IMPACT

The cost to complete the required design and platting is \$27,000.00 and will be funded out of the City's Capital Improvement Plan - Housing Study Implementation funds.



TO: Honorable Mayor and Members of the Common Council
FROM: Mark Rohloff, City Manager
DATE: July 23, 2024
SUBJECT: Professional Services Agreement with Robert E. Lee & Associates, Inc. for Environmental Review Services for 2025 and 2026 Capital Improvement Projects (\$70,600)

BACKGROUND

The Department of Public Works requested proposals from ten (10) engineering firms for environmental review services for projects in the 2025 and 2026 CIP. The services provided under this proposal include, but are not limited to, conducting Phase I Environmental Site Assessments in accordance with ASTM E1527-21.

ANALYSIS

The Department received proposals from four (4) firms. Staff has reviewed the proposals and costs, and have selected Robert E. Lee to perform this work. Robert E. Lee was chosen due to their demonstrated knowledge in background investigations of similar nature, their experience in providing these services to the City in the past, and their low proposal cost.

FISCAL IMPACT

Funds for this work were budgeted in the 2024 and 2025 CIP (Account #03210410-68XX-04091/Multiple Funds and #03231717-7216-63001/Parking Lot Improvements-Land Improvement-Parking Lot Improvements).

RECOMMENDATION

Chapter 12 of the Municipal Code of the City of Oshkosh provides that professional services of a specialized nature, including engineering services, may be procured without the use of formal, sealed quotes. In accordance with Section 12-16 of the Code, I am hereby submitting this report regarding this professional services agreement.

Please contact me if you have any questions concerning this professional services agreement.

Attachments

2025-2026 REL proposal-env records review



PROPOSAL TO PROVIDE ENVIRONMENTAL RECORDS REVIEW SERVICES

*For The City of Oshkosh
2025-2026 Capital Improvement
Program Projects*

Prepared For:
The City of Oshkosh
July 15, 2024

Alan Gustafson, P.G.
agustafson@releeinc.com

Nicole LaPlant
nlaplant@releeinc.com
920.662.9641



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STATEMENT OF QUALIFICATIONS

INTRO TO THE FIRM/REL STAFF QUALIFICATIONS

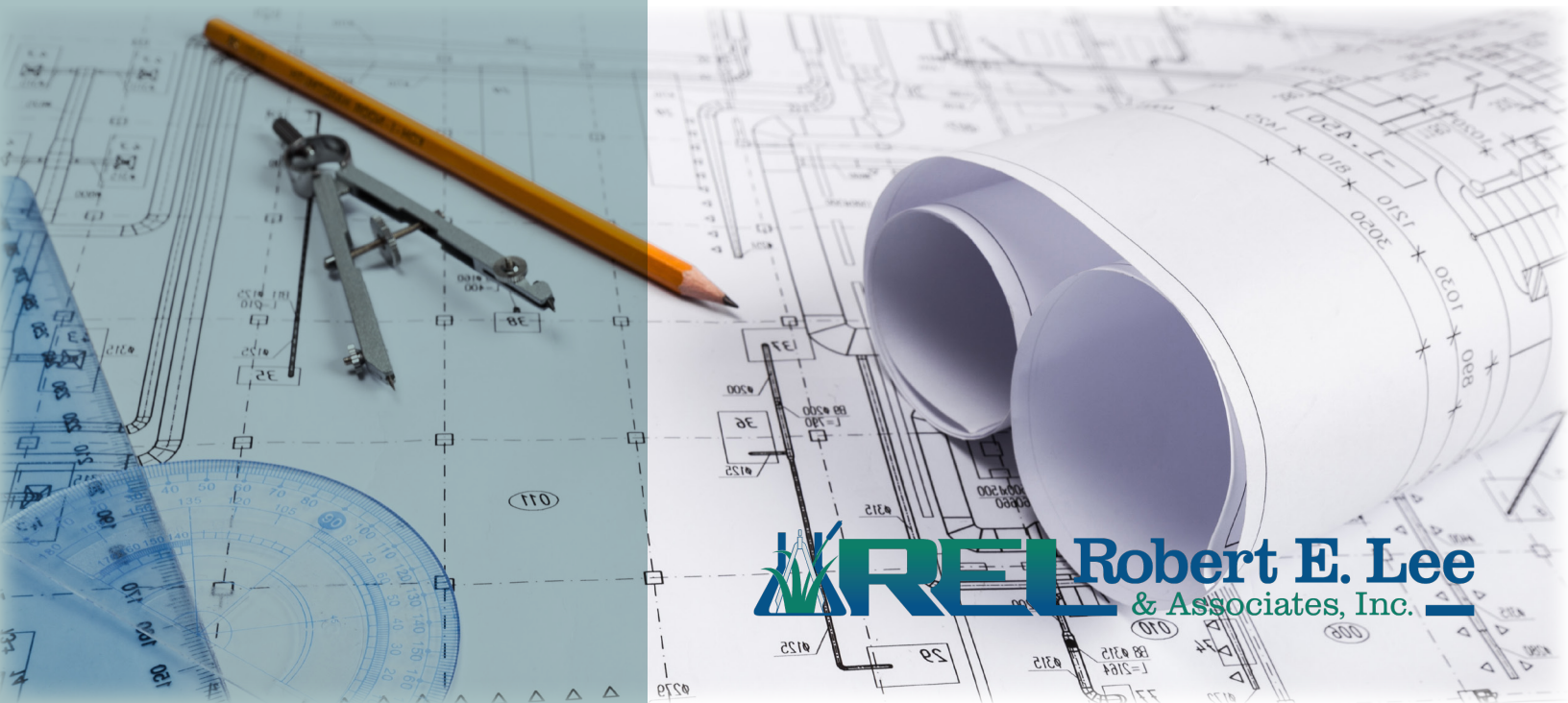
PROJECT EXAMPLE

PROJECT TEAM

PROJECT FEE

PROJECT SCHEDULE

INSURANCE CERTIFICATES



July 15, 2024

Ms. Tracy Taylor ttaylor@oshkoshwi.gov
CITY OF OSHKOSH
215 Church Avenue
P. O. Box 1130
Oshkosh, WI 54301-5026

RE: Request for Proposal – 2025/2026 Environmental Records Review Services, City of Oshkosh, WI

Dear Ms. Taylor:

Robert E. Lee & Associates, Inc. (REL) is pleased to submit this proposal to provide Environmental Engineering Services to the City of Oshkosh (the City). This proposal includes our statement of qualifications, project examples, project team, fee, and schedule. We are a locally-owned firm and have been providing engineering and environmental services for over 60 years. Our staff features hydrogeologists, geologists, environmental engineers, ecologists, and scientists with over 100 years of environmental consulting experience. This experience provides REL with strong relationships with local communities, businesses, contractors, and regulatory personnel. REL has over 60 employees at our office located in the Village of Hobart, on the west side of Green Bay. Our mission is “Quality-First” with a dedication to long-term relationships, created through listening to our client’s needs, and providing a high quality and timely product, at a tremendous value to the clients we serve.

Our team will be led by Nicole L. LaPlant, Project Manager, and Alan J. Gustafson, P.G. Other staff will also be relied on for assistance. We believe our firm provides a wealth of experience across many environmental issues that may impact your study areas. REL has successfully completed environmental records review for previous projects within the City’s Capital Improvement Program. Based on our firm’s personnel and experience, we are confident REL would be an excellent resource for the City of Oshkosh.

Thank you for this opportunity to provide the City with our services. If you have any questions or need any additional information, please call (920) 662-9641 or e-mail Nicole at nlaplant@releeinc.com.

Sincerely,

ROBERT E. LEE & ASSOCIATES, INC.



Alan J. Gustafson, P.G.
Geologist

AJG/NLL/NJM

ENC.



Nicole L. LaPlant, Environmental Compliance
Project Manager/Geologist

Section 1: Statement of Qualifications

Statement of Qualifications

The City of Oshkosh (the City) is soliciting Requests for Proposal (RFP) for environmental records review for projects within the 2025/2026 Capital Improvement Program (CIP).

Robert E. Lee and Associates, Inc., (REL) is very interested in providing these services to the City, and we feel uniquely qualified for the project for the following reasons:

Local Relationships And Knowledge

We are a locally-owned firm and have been providing engineering services throughout Wisconsin for over 60 years. The members of our environmental department have spent nearly their entire careers providing environmental consulting services in Northeast Wisconsin. Our staff features hydrogeologists, geologists, environmental engineers, ecologists, and scientists with many years of environmental consulting experience in Wisconsin. This local experience provides REL with strong relationships with local communities, businesses, contractors, and regulatory personnel.

Extensive Experience

Our staff is highly experienced in Phase I and Phase II Environmental Site Assessments (ESA), site investigation, and remediation projects throughout Northeast Wisconsin. Our project experience includes former and current gas stations, dry cleaners, machine shops, petroleum bulk plants, paper mills, historic fill sites, plating operations, manufacturing facilities, spill sites, and illegal dumping sites. Many of our ESA projects include asbestos and lead-based paint surveys. We also develop specifications for demolition projects and provide oversight for asbestos and lead-based paint abatement. We have completed many utility corridor evaluations for many municipal clients.

Project Management Approach

REL's management and staff have executed thousands of Phase I ESAs throughout Northeast Wisconsin, including a number of them in the City of Oshkosh. REL's policy is to have project managers maintain control over the project from conception through construction, and the principals actively involved in projects. For this project, Jared Schmidt, P.E. will be the Principal. Project manager duties will be split between Nicole LaPlant and Alan Gustafson.



Statement of Qualifications

Our philosophy is to develop and maintain a personal partnership with the City throughout the duration of a project. For all of our projects, REL will review all the potential options with the City to determine the most cost-effective alternative. Kick-off meetings will be held with the City and regulatory agencies, as necessary, to ensure an open line of communication between all involved parties.

We recognize that cost is an important factor in the services we provide. We work to control costs by ensuring we have a thorough understanding of the project scope and communicate with the City during the project so that all the necessary information is used to perform the project. In addition, REL's billing rates are very competitive with other engineering firms in the area.

Personnel and Work Products

REL employs three full-time staff members that are qualified Environmental Professionals (EPs), as defined in the ASTM E-1527-21 standard. This includes two staff members that are licensed Professional Geologists in the State of WI. REL also employs twelve licensed Professional Engineers and five Engineers-In-Training/Designers. All due diligence reports are completed and supervised by an EP.

Insurance

REL maintains the following insurance coverage. Copies of insurance certificates are included in the last section of this proposal.

- Professional Liability \$5,000,000
- Automobile \$1,000,000
- Commercial General Liability \$1,000,000
- Workman's Compensation Statutory Requirements
- Umbrella \$8,000,000

Workload

The REL Environmental Compliance team staff completes approximately 150 due diligence projects per year. We are well equipped to complete this project within the deadlines provided.



Statement of Qualifications

Other Services

REL provide full service environmental compliance capabilities. Additional services provided are listed below:

- Vapor intrusion sampling and evaluations.
- Asbestos and lead-based paint assessments.
- Soil and groundwater remediation experience.
- Demolition planning. Development of plans and specifications for building demolition, and coordination and oversight of building demolition.
- Environmental audits and SPCC plans.
- Surveying.
- Site development engineering.
- Wetland delineation services.
- Spill response.
- Voluntary Party Liability Exemptions.
- Lender Liability Exemptions.
- Drilling services. REL owns a Geoprobe® drill rig and are able to initiate Phase II Environmental Assessment work often times weeks earlier than our competition, as we are not dependent on a drilling company's schedule, which often times can cause a two to three week delay.



Section 2: Intro to the Firm/REL Staff Overview

Firm Information



Firm Principals

Mark J. Larson, CPA, CGMA President
Jared G. Schmidt, P.E., Vice President

Disciplines Represented

Civil Engineering
Environmental Engineering
Geology
Land Surveying
Transportation Engineering
Ecology
Economics
Environmental Sciences
Hydrogeology
Soil Sciences
Urban and Regional Planning
Cartography

Project Types

Feasibility Studies
Concept Development
Preliminary Engineering Studies
Grant Application
Detailed Engineering Design and Specifications
Permit Application Assistance
Environmental Assessment
Construction Observation and Supervision
Start-up Services

Introduction to the Firm

Robert E. Lee & Associates, Inc. was established in 1956. Our full-service consulting firm specializes in civil and environmental engineering, surveying, and natural resources services. This spectrum of services provides an integrated approach to project management for our commercial, industrial, and municipal clients throughout Wisconsin and Michigan.

Specialty Services

- Sanitary Sewer Collection Systems
- Solid/Hazardous Waste Management
- Water/Wastewater Engineering
- Construction Administration
- Contamination Investigations
- Land Surveying
- Remediation System Design
- Bridge Painting Observation
- Street & Roadway Design
- Environmental Due Diligence Services
- Natural Resources
- Road and Bridge Engineering
- Site Development
- Storm Water Management
- Land Use Planning
- Agricultural Engineering
- Hydrologic and Hydraulic Engineering
- Flood Studies

Professional Registrations & Certifications

- Professional Engineer (12)
- Engineer-In-Training/Designer (5)
- Underground Storage Tank Site Assessor (1)
- Certified Wastewater Treatment Plant Operator (3)
- Land Surveyor (8)
- Professional Geologist (2)
- Certified Hydrogeologist (2)
- Geologist (3)
- Asbestos Inspector (1)
- OSHA Hazardous Waste Site Worker (5)
- Ecologist (9)

Construction Certifications

- Environmental Engineering & Sciences
- Civil Engineering
- Economics
- Profilograph
- Grading
- Aggtec/I/P/IPP
- Asphtec/I/II/III
- PCC Tec-1



Section 3: Project Examples

Project Examples

All due diligence work will be conducted in accordance with applicable American Society for Testing and Materials (ASTM) standards (1527-21). Similarly, all investigative work will be conducted in accordance with applicable Wisconsin Department of Natural Resources (WDNR) standards and guidance.

REL environmental staff has completed thousands of Phase I ESAs and hundreds of Phase II ESAs, site investigations, and remediation projects throughout Northeast Wisconsin. Our investigation and remediation project experience includes former and current farm cooperatives, gas stations, dry cleaners, machine shops, petroleum bulk plants, paper mills, historic fill sites, plating operations, manufacturing facilities, spill sites, and illegal dumping sites. Our expertise has not gone unnoticed, as we have been recognized as the preferred due diligence provider for many local financial institutions and often receive referrals from our clients and regulatory agencies. All work will be performed by an Environmental Professional (EP) as defined in 312.10 of 40 Code of Federal Regulations and also meeting the appropriate qualifications under Chapter NR712, Wisconsin Administrative Code.

REL regularly completes corridor studies for road reconstruction and utility projects we are designing for communities we work with. Over the past ten years it has become our standard practices as part of REL's design process. Our environmental staff is well versed in reviewing available records (historical and environmental) as well as interviews with local residents to determine areas of potential concern along the construction corridor.

Several recent examples of utility corridor evaluations are provided below.

City of Oshkosh, WI – REL completed Phase I environmental records reviews on 18 corridors as part of the 2024 CIP. The reviews were completed by Alan Gustafson, P.G. with assistance from Nicole LaPlant, Project Manager/Geologist. Nicole LaPlant assisted in project management duties.

City of Oshkosh, WI – REL completed Phase I environmental reviews on 14 corridors as part of the 2023 CIP. Nicole LaPlant assisted with the environmental reviews and project management duties.

City of Oshkosh, WI – REL completed Phase I environmental reviews on 16 corridors as part of the 2019 CIP. Alan Gustafson, P.G. and Nicole LaPlant assisted with the environmental reviews and project management duties.

City of Wisconsin Rapids, WI – REL completed pre-planning and oversight of the W. Jackson Street and 9th Avenue N. reconstruction in 2022, and East Grand Avenue reconstruction in 2019. REL assisted on pre-screening environmental items of concern along corridor, coordinating prior approval of contaminated soil and groundwater to prevent contractor delays. REL was on call



Project Examples

during construction, mobilizing to the site, as needed, to assist City crews properly handle and dispose of impacted material. REL also coordinated PECFA reimbursement for soil generated from a closed LUST case along the East Grand Avenue corridor. Nicole LaPlant and Alan Gustafson managed the project.

REL is currently under contract with the City of Wisconsin Rapids to provide oversight addressing contamination issues on utility and road reconstruction projects in the summer of 2024.

Village of Wrightstown, WI – REL completed an environmental review of an 11 mile water transmission line connecting Wrightstown to Green Bay.

Pulaski, WI (multiple reviews throughout the Village) – Nicole LaPlant performed the review and identified potential concern sites. Additional investigation was conducted adjacent to several sites identified as posing a significant concern. Contamination was identified and REL in consort with Pulaski officials were able to plan for the impacts and coordinate payment for several sites through the PECFA program. Nicole LaPlant managed the project.

City of Shawano, WI WisDOT Phase I/II – East 5th Street, utility and road reconstruction, Phase I and Phase II ESA work was completed. REL completed a Phase I through the corridor under the direction of WisDOT identifying multiple areas of potential concern and proceeded with a Phase II investigation to assess contaminant levels. Results were shared with the WisDOT and local utility officials to aid in planning for proposed road and utility reconstruction work. Nicole LaPlant and Alan Gustafson assisted in the Phase I reviews and conducted the Phase II ESA.

City of Peshtigo, WI – French Street reconstruction. Nine block area of French Street (a main street in Peshtigo) was reviewed identifying seven potential sites of concern that were evaluated and planned for during construction. Nicole LaPlant worked on the review.

Village of Junction City, WI – Corridor study related to installation of new water main and a new municipal wells as part of a CDBG grant.

Town of Wrightstown, WI – Corridor Study related to the installation of water and sewer as part of a CDBG grant.

City of Algoma, WI – 2022 Corridor Study related to the acquisition of one block of blighted properties as part of a CDBG grant. Alan Gustafson completed the review.



Section 4: Project Team

Project Team

All the work on the project will be performed by the REL Environmental Services Department out of our local office at 1250 Centennial Centre Boulevard., Hobart, WI 54155. The project team assembled for this project primarily includes Jared Schmidt, P.E. as Principal, Nicole LaPlant as Project Manager, Alan Gustafson, P.G., and Cody Appletkamp, P.G. for Phase I ESA completion.

The project team will also rely on GIS Specialists Anna Peters and Kyle Clark for production of maps. Our Administrative Department will support report production and generation of meeting materials.

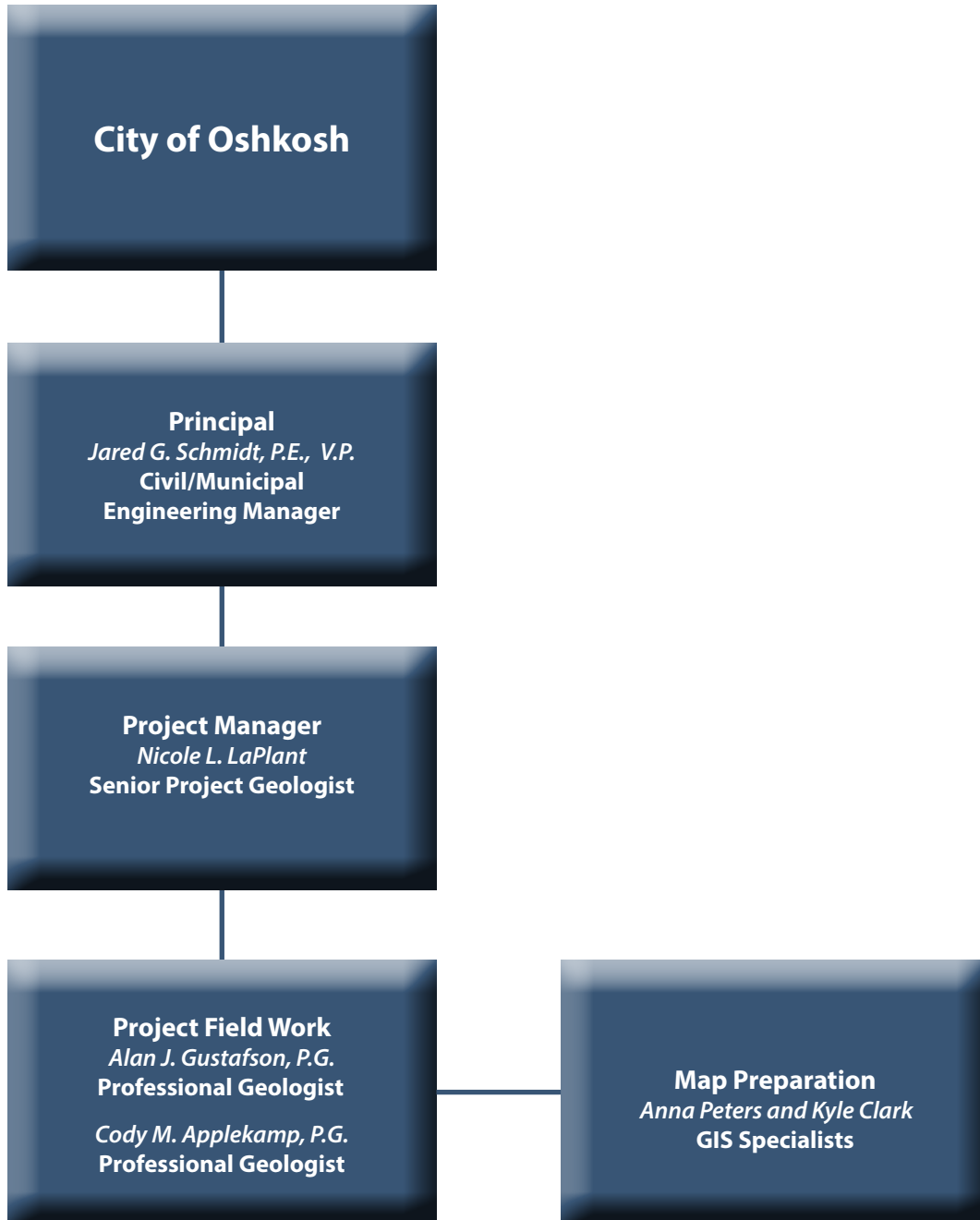
The members of the project team have spent nearly their entire careers providing environmental consulting services in Northeast Wisconsin. Our staff features hydrogeologists, environmental engineers, ecologists, and scientists with extensive environmental consulting experience in the Green Bay area. This provides REL with significant local knowledge as well as strong relationships with local Wisconsin Department of Natural Resources (WDNR) personnel.

Resumes of the project team are attached.



Project Team

The below organization chart shows the key project team members that will be assigned to this project. Resumes of key staff are also included.



Project Team

The following is a list of the key personnel and respective roles or services that they will provide.

PROJECT TEAM

All the work on the project will be performed out of our local office at 1250 Centennial Centre Blvd. Hobart, WI 54155. The project team assembled for this project includes REL professional staff. The project team members and their roles are presented below. Resumes of key staff are included.

Jared G. Schmidt, P.E., Project Principal

Jared has been involved with engineering design and construction for over 20 years. Jared's engineering background is focused around site development, water resources, and municipal engineering. Project experience includes facilitating projects from development through final close out, including conceptual planning, design, permitting, bidding, and construction management. Jared's involvement will be centered on the Pre-Site Clearance Permitting.

Nicole L. LaPlant, Project Manager

Nicole has over 30 years of environmental experience beginning her career with the WDNR. Nicole has experience addressing all aspects of environmental investigation and remediation of contaminated properties. Nicole has experience evaluating and identifying environmental concerns and impacts at properties and determining appropriate corrective action to enable redevelopment to occur. She will provide general project oversight, act as the technical lead, and provide quality assurance for all documents generated for the City and represent REL at meetings with City officials.

Alan Gustafson, Professional Geologist

Alan has 10 years of environmental consulting experience, and specializes in Phase I ESA completion and site investigation services. Alan will be responsible for oversight of Phase I activities and will conduct much of the environmental research. He will be completing the Phase I ESA reports and also represent REL at meetings with City officials.

Cody M. Applekamp, Professional Geologist

Cody has 9 years of environmental consulting experience. Cody will be assisting Alan in conducting environmental research.

Anna Peters, GIS Specialist

Anna has 7 years of GIS and mapping experience, specializing in environmental and wetland maps, utility asset GIS systems, and site planning and analysis. Anna will prepare maps and figures as needed for the project, utilizing ArcMap GIS software.



Project Team

PROJECT TEAM (Continued)

Kyle Clark, GIS Specialist

Kyle has 2 years of GIS and mapping experience, specializing in environmental and wetland maps, utility asset GIS systems, and site planning. Kyle will assist Anna in preparing maps and figures as needed for the project, utilizing ArcMap GIS software.





Jared G. Schmidt, P.E.

*Vice President
Civil/Municipal Engineering Manager*

EXPERIENCE

20 years experience in civil engineering covering the following areas of expertise:

- *Municipal engineering*
- *Site & storm water plan design*
- *Storm water management design & permitting*
- *Waterway analysis & design*
- *Site & recreational design & planning*
- *Material dredging*
- *Federal, state, and local agency permitting*

Municipal Engineering

Project manager for the design and construction of sanitary sewer, lift stations, water main, storm sewer facilities, material dredging, street and roadway cross sections; development of plans, specifications and necessary contract documents for bidding purposes; coordination between owner, contractor and construction observer. Coordination of public involvement meetings and information for municipal board meetings. Work also includes site design of residential developments, commercial building sites, parking lots, park and recreational areas. Project examples include:

- *Shawano Avenue, Green Bay, WI*
- *Jenny Lane at University Avenue, Green Bay, WI*
- *Bay Mist Drive, Green Bay, WI*
- *Wisconsin Avenue, Grand Chute, WI*
- *Investors Court road/storm water work, Grand Chute, WI*
- *Black Hawk Drive, Allouez, WI*
- *Centerline Drive, Founders Terrace, Lear Lane, Hobart, WI*
- *Tulip Trail, Gardenia Drive, Golden Gate Drive, Little Chute, WI*
- *East Industrial Park, Kiel, WI*
- *TID Planning and creation, Hobart, Florence County, Pulaski, WI*
- *83rd Street & 90th Avenue, Pleasant Prairie, WI*
- *Oconto River Dredging, Oconto, WI*
- *Menekaunee Harbor, Dredge & Restoration, Marinette, WI*
- *NWTC Pond Dredging, Green Bay, WI*

Centennial Centre at Hobart, Village of Hobart, WI

- *Sanitary sewer construction of 12,500 lf of 8"-18" sanitary sewer*
- *Water main construction of 12,000 lf of 8"-12" water mains,*
- *Storm sewer construction of 10,000 lf of 12"-36" storm sewer with corresponding laterals for servicing the multi-use development.*
- *Design of a four-lane boulevard, concrete roadways, roundabout (3), regional storm water management plan, detailed streetscaping, park spaces (3), and design of private decorative lighting system*

Education
Marquette University
Bachelor of Science
Civil Engineering, 2003

Registrations
Professional Engineer
Wisconsin

Professional Organizations
American Council of Engineering Companies - WI
American Society of Civil Engineers
Fox Wolf Watershed Alliance, Past President
Northeast Wisconsin Storm Water Consortium
Brown County Home Builders Association,
Past Government Affairs Chairman
Preble Optimist Member

Continuing Education
Dam break analysis using HEC-RAS
Source Loading and Management Model (SLAMM)
P8 urban catchment model
Post-construction storm water management
Construction erosion control
Phase II storm water regulation and compliance
Docks and marinas

Jared G. Schmidt, P.E.

Vice President

Civil/Municipal Engineering Manager

Site & Storm Water Plan Design & Permitting

Layouts of physical improvements including building location, parking lots, and green space. Utility layouts (water main, sanitary & storm sewer), grading plans, and erosion control plans. Complete storm water BMPs design reporting, and permitting are typically required for this work. Project examples include:

- *WPS Gas Meter Stations, Sheboygan Falls, Manitowoc Rapids, Herman, Wrightstown, Peshtigo, Oconto, Long Lake, Forestville, Neenah, WI*
- *WPS Electrical Substations, Lena, Pound, Sobieski, WI*
- *Marinette Community Center, Marinette, WI*
- *Community Memorial Hospital, Oconto Falls, WI*
- *Fountain Ridge, Pleasant Prairie, WI*
- *Bellin Hospital Courtyard Addition, Green Bay, WI*
- *Bellevue Crossing, Bellevue, WI*
- *Jones Sign, Lawrence, WI*
- *South Bay Marina, Green Bay, WI*
- *EMT International, Hobart, WI*
- *Centennial Estates, Hobart, WI*
- *83rd Street & 90th Avenue, Pleasant Prairie, WI*
- *Oconto River Dredging, Oconto, WI*
- *Menekaunee Harbor, Dredge & Restoration, Marinette, WI*
- *South Channel Habitat Restoration, Marinette, WI*

Storm Water Management Design

Regional facility designs included the development of regional storm water Best Management Practices (BMPs) for previously or newly developed areas. Identification of complete drainage basins, land uses, storm sewer conveyance systems, and site soils to design site specific BMPs. Regional ponds or other BMPs are then designed and evaluated for storm water quality and quantity impact. Project examples include:

- *"The Woods" Golf Course Storm Water Pond, Green Bay, WI*
- *Brown County Farms Pond, Green Bay, WI*
- *Green Bay Parks - E. River Trail, Arnie Wolff Soccer Complex, Colburn Park, Bay Beach facilities, Beaver Dam Park, Green Bay, WI*
- *Centennial Centre at Hobart regional storm plan, Hobart, WI*
- *Fochs Trails, Hilbert, WI*
- *Rockville Heights, Kiel, WI*
- *Glen Kent Estates, Howard, WI*
- *Pulaski School District Pond Retrofit, Pulaski, WI*

Waterway Analysis & Design

Hydraulic & hydrologic analysis of numerous waterways throughout the state of Wisconsin. Data can be used for FEMA flood planing mapping, a base line for future development, culvert sizing, stream restoration. By utilizing HEC-RAS, detail analysis and design can be performed. Project examples include:

- *Mud Creek Bridge, Grand Chute, WI*
- *Irish Road Crossing, Hilbert, WI*

Jared G. Schmidt, P.E.

Vice President

Civil/Municipal Engineering Manager

- *Fish Passage--CTH W, Waupaca County, WI*
- *Mosher Creek Stream Restoration, North Fond Du Lac, WI*
- *Lane Creek Stream Restoration, Town of Patch, Grant County, WI*
- *Porlier Pier Permitting, Green Bay, WI*
- *Vine Road Box Culvert Replacement, Freedom, WI*
- *Ashwaubenon Creek Flood Plain Analysis, Lawrence, WI*
- *East River Flood Plan Analysis, Wrightstown, WI*

Site/Recreational Design & Planning

Planning and development of recreational facilities such as trails, shelters, playgrounds, ballfields, parking lots, and restrooms. Work includes coordination between clients, the users of the facility, and the agencies that oversee it; as well as design layout, cost estimates, specification writing, bid documents, and construction oversight. Project examples include:

- *Memorial Park Ball Diamonds, Pulaski, WI*
- *Soccer & Track Areas, Denmark School District, WI*
- *NWTC Campus Development Projects, Green Bay, WI*
- *Multi-Use Trails in Hobart, Sister Bay, and Waupaca, WI*
- *Jan Wos Park, Hobart, WI*
- *Centennial Centre at Hobart Regional Park, Hobart, WI*
- *Town Center Park, Grand Chute, WI*
- *South Bay Marina, Green Bay, WI*
- *Marian College Baseball Facility, Fond Du Lac, WI*
- *Bay Beach Green Infrastructure Parking Lot, Green Bay, WI*
- *Bay Beach Falling Star Amusement Ride, Green Bay, WI*
- *Green Bay Booyah, Baseball Facility, Ashwaubenon, WI*



Education

UW - Green Bay

Bachelor of Science
Urban and Public Affairs

UW - Oshkosh

Additional Courses
Geology and Hydrogeology

Registration

Asbestos Inspector
Wisconsin

Environmental Professional

Per ASTM 1527-23

Professional Organizations

WI Groundwater Association

Continuing Education

OSHA 40-Hour HAZWOPER Training
Adult First Aid/CPR/AED Certification

Nicole LaPlant

Environmental Compliance

Project Manager

EXPERIENCE

30 years experience in environmental consulting covering the following areas of expertise:

- Contamination Assessment and Remediation
- Brownfield Redevelopment
- Property Transaction Environmental Due Diligence
- Environmental Compliance
- Confidential PFAS Assessments For Industrial Customers.

Contamination Assessment and Remediation

Contaminant investigations, feasibility studies, remedial design natural attenuation: petroleum hydrocarbons, chlorinated solvents, and metals. Regulatory agency negotiation and liaison. Project examples include:

Redevelopment of Contaminated Properties

- Marinette Marine Corporation, Marinette Facility Contaminated Soil Assistance
- 1428 Main Street, Marinette Phase I/II ESA – NWTC Acquisition of the former Goodwill Industries Building
- 2209 Roosevelt Street, Two Rivers, WI, Holy Family Hospital acquisition and development of a former Hamilton Company property
- Door Artisan Cheese Company, Egg Harbor, WI, Redevelopment of former orchard
- Tier 1 Nutritional, Madison, WI, Building expansion contaminated soil assistance
- Completed numerous PECFA & DERF funded projects

Brownfield Redevelopment

Knowledgeable of Brownfield grant programs. Experienced grant application preparation, Blight Elimination and Brownfield Redevelopment Grant, Site Assessment Grant and US EPA Site Assessment grant. Quality Assurance Project Plan (QAPP) preparation for US Environmental Protection Agency Brownfields Assessment Grant projects. Project examples include:

- City of Wisconsin Rapids, \$400,000 EPA Brownfield Assessment Grant
- City of Green Bay, EPA Community-Wide Brownfield Assessment Grant
- City of Wisconsin Rapids – RCH Enterprises, Brownfield Project
- City of Kaukauna -- Former Gunderson Cleaners
- City of Kiel – Former Stoelting Manufacturing Property
- Village of Hobart – Former West Side Garage Brownfield Property

Nicole LaPlant

Environmental Compliance

Project Manager

Property Transaction Environmental Due Diligence

Completion of Transaction Screens and Phase I and II Environmental Site Assessment reports for private and public sector clients. Provide environmental risk analysis related to redevelopment of contaminated properties. Knowledgeable provider of environmental assessment requirements for Small Business Administration Basic 7(a) Loan Guaranty Program and 504 Certified Development Corporation Program. Project examples include:

Environmental Due Diligence

- *SBA Environmental Investigations*
- *Completed numerous Phase I ESAs at commercial and industrial properties throughout WI and MI*
- *Completed numerous utility corridor environmental reviews*

Environmental Compliance

Assist clients with variety of compliance needs including: SPCC plans, air permitting, WPDES permitting, land application of industrial & agricultural waste, and hazardous waste management.



Education

UW - Eau Claire

Bachelor of Science
Comprehensive Geology

UW - Eau Claire

Additional Coursework
Information Systems

Registration & Certification
Professional Geologist
Wisconsin

Environmental Professional
Per ASTM 1527-21

Soil Tester
Wisconsin

Tank System Site Assessor
Wisconsin

Continuing Education
OSHA 10-hour Training
OSHA 40-Hour HAZWOPER Training

Alan Gustafson, P.G.

Environmental Compliance

Professional Geologist

EXPERIENCE

10 years experience in environmental consulting covering the following areas of expertise:

- *Property Transaction Environmental Due Diligence*
- *Contamination Assessment and Remediation*
- *Solid Waste Landfill Monitoring*
- *Environmental Compliance*

Property Transaction Environmental Due Diligence

Completion of Record Search with Risk Assessments, Transaction Screens, Phase I and II Environmental Site Assessment reports for private and public sector clients including lending institutions, attorneys, private land owners. Provide environmental risk analysis related to redevelopment of contaminated properties.

Solid Waste Landfill Siting and Monitoring

Development and implementation of groundwater monitoring programs. Responsible for the groundwater monitoring supervision, evaluation, and reporting of data. Completion of solid waste transfer facility, initial site applications, and plans of operation.

- *Permitted Solid Waste Transfer Facility, Green Bay, WI.*

Contamination Assessment and Remediation

Contaminant investigations, remedial excavation oversight and coordination, remedial alternative evaluation and implementation. Regulatory agency negotiation and liaison.

Vapor Intrusion Monitoring

- *Completion of vapor intrusion monitoring, including sub-slab, gas probes, and indoor air sampling at residential, commercial and industrial properties.*

Spill Response

- *Oversight of emergency spill response, including direct clean up of petroleum, acids/caustics, other chemicals. Spill reporting, spill excavation, and material disposal coordination.*

Environmental Compliance

Assist clients with variety of compliance needs including: Spill Prevention, Control, and Countermeasure (SPCC) plans, Emergency Planning and Community Right-to-Know Act (EPCRA) compliance for Form R and Tier II reporting, USDA NEPA reports, Community Development Block Grants (CDBG), Emergency Dredge Material Sampling and reporting.

United States Department of Agriculture (USDA) National Environmental Policy Act (NEPA) Environmental Reporting

- *Environmental Report, Wastewater Treatment Facility Modifications, Village of Sister Bay, WI*

Alan Gustafson, P.G.

*Environmental Compliance
Professional Geologist*

WDNR Clean Water Fund Environmental Analysis

- *Environmental Analysis Report, Clarks Mills Sanitary District No. 1, Town of Cato, WI*

Community Development Block Grants

- *Environmental Review, Village of Black Creek, WI*
- *Environmental Review, Village of Pulaski, WI*
- *Environmental Review, City of Algoma, WI*

Emergency Dredge Material Sampling/Reporting

- *Algoma Marina, City of Algoma, WI*



Education

UW - Green Bay
Bachelor of Science
Geoscience

Registration & Certification
Professional Geologist
Wisconsin

Environmental Professional
per ASTM 1527-21

Certified Soil Tester
Wisconsin

Continuing Education
OSHA 40-Hour HAZWOPER Training
Solid Waste Landfill Design - UW Madison
Confined Space Entry Training

Cody Applekamp, P.G.

*Environmental Compliance
Professional Geologist*

EXPERIENCE

9 years experience in environmental consulting covering the following areas of expertise:

- *Property Transaction Environmental Due Diligence*
- *Solid Waste Landfill Monitoring*
- *Contamination Assessment and Remediation*
- *Confidential PFAs Sampling for Industrial Customers*

Property Transaction Environmental Due Diligence

Completion of Record Search with Risk Assessments, Transaction Screens, and Phase I and II Environmental Site Assessment reports for private and public sector clients. Project examples include:

Environmental Due Diligence

- *SBA Environmental Investigations*
- *Lender Liability Exemptions*
- *Property and Records Research*

Solid Waste Landfill Monitoring

Responsible for the groundwater, surface water, gas, private wells, and leachate monitoring programs at over 25 landfills totaling over 500 monitoring points. Responsible for the reporting of groundwater monitoring data. Current and past project examples include:

- *Brown, Door, and Kewaunee County Landfills*
- *Numerous closed municipal landfills*
- *Annual monitoring and cap inspections.*
- *Coordinate field investigations of historic landfills.*

Contamination Assessment and Remediation

Contaminant investigations at sites contaminated with: petroleum products, chlorinated solvents and metals. Regulatory agency negotiation and liaison. Project examples include:

- *Geoprobe Operator*
- *Soil and groundwater sampling*
- *Vapor sampling*
- *Low-flow sampling*
- *Data analysis and report writing*
- *Utility construction observation and contamination assessment*
- *WPDES permit illicit discharge screening*
- *Sediment/dredge sampling*



Anna Peters

GIS Specialist

EXPERIENCE

7 years experience in Geographic Information Systems (GIS) services covering the following areas of expertise.

- *Water, sanitary sewer, and storm utility GIS mapping*
- *Municipal GIS and mapping administration*
- *Wetland and environmental mapping*
- *Conceptual site planning and mapping*
- *Suitability analysis and mapping*
- *UAV (drone) data collection*

Water, Sanitary Sewer, Storm Utility GIS Mapping

Project specialist for the design, development, implementation, and maintenance of GIS systems for municipal utility clients. Visible utility features are located by our survey crew, and this data is combined with existing digital and paper as-built drawings to map the pipelines, record feature attributes, and create a complete view of the utility networks. All completed maps and data are uploaded to the ArcGIS Online platform, allowing the client to use the interactive maps on any desktop computer or mobile device. Any paper drawings associated with the utility system are scanned and indexed to be available within the GIS. As new utility work is completed, GIS system is updated to reflect the change. Training is provided on system completion. Projects include:

- *City of Green Bay Green Stormwater Infrastructure (GSI) Plan, Aqualis*

Municipal GIS and Mapping Administration

Serves as the GIS administrator providing services to include creation and development of zoning, weapons discharge, street sign inventory, parks, trails, and EMS call maps. Provides regular updates to these municipal maps, as well as on-demand mapping services. ArcGIS software installation, updates, and training are also provided.

Wetland and Environmental Mapping

Provides GIS and mapping support for our ecological sector, NES Ecological Services. Create wetland delineation maps utilizing field data collected with the Trimble GEO7XH and Trimble DA2 GPS units, as well as soils, surface water, and wetland inventory data. Produce invasive species, controlled burn, and historical imagery maps, as needed. Assists with managing GPS hardware and configuring data and projects for devices. Configures multiple mobile data collection solutions for ArcGIS Field Maps and ArcGIS Survey123 to eliminate paper-based collection methods and automate reporting.

Education

UW - Stevens Point

Bachelor of Science
Hydrology with GIS Minor, 2018

Certifications

GIS Professional
Cartography
Natural Resources & GIS Applications
Remote Pilot Certification

Professional Organizations

Wisconsin Land Information Association - New
Member Engagement Committee Co-Chair

Continuing Education

Python ArcGIS Pro Training

Anna Peters

GIS Specialist

Conceptual Site Planning and Mapping

Creates conceptual site maps for planning new development. Provides a comprehensive view of existing site conditions, bringing together data layers such as orthophotography, parcels, environmentally sensitive areas, floodplain, soils, wetlands, utilities, and built structures. Uses existing conditions to locate optimal areas for development as well as potentially excluded areas. Provides rapid prototyping of various site layouts, depicting proposed buildings, parking, roads, green space, and utilities in relation to the existing conditions. Utilizes SketchUp and ArcGIS Pro for three-dimensional views of proposed site conditions.

Suitability Analysis and Mapping

Generate series of maps to aid in analyzing site suitability for storm water infrastructure. Provide a spatial view of variables associated with storm water management and develop an ArcGIS Online map for maintenance tracking of future infrastructure.

UAV (Drone) Data Collection

Pilots UAV system to collect high resolution aerial photos and 3D topography data. The data is used for a number of purposes, including site planning and analysis, mine and quarry surveys, construction site documentation, and environmental monitoring. The resulting 3D models can be used to generate detailed topographic contours, calculate volumes of stockpiles, and perform other analysis.



Education

Portland State University

Bachelor of Science
Anthropology (Archaeology)

Fort Vancouver Field School

Archaeological Field Technician

Portland Community College

GIS Certification Program

Certifications

Geographic Information Systems (GIS)

Kyle Clark

GIS/CAD Technician

EXPERIENCE

1 year experience in Geographic Information Systems (GIS) services covering the following areas of expertise.

- *Water, sanitary sewer, and storm utility GIS mapping*
- *Municipal GIS and mapping*
- *Wetland and environmental mapping*
- *Conceptual site planning and mapping*

Water, Sanitary Sewer, Storm Utility GIS Mapping

Provides assistance for the design, development, implementation, and maintenance of GIS systems for municipal utility clients. Visible utility features are located by our survey crew, then data is combined with existing digital and paper as-built drawings to map the pipelines, record feature attributes, and create a complete utility networks view. Completed maps and data are uploaded to the ArcGIS Online platform, allowing our client to use interactive maps on desktop computers or mobile devices. Paper drawings associated with the utility system are scanned and indexed to be available within GIS. As new utility work is completed, GIS system is updated. Training is provided on system completion.

Municipal GIS and Mapping

Serves as the GIS technician providing services to include creation and development of zoning, street sign inventory, parks, trails, and EMS call maps. Aids in updates to these municipal maps.

Wetland and Environmental Mapping

Provides GIS and mapping support for our ecological sector, NES Ecological Services. Create wetland delineation and pesticide applicator maps utilizing field data collected with the Trimble GEO7XH GPS, Trimble DAZ GPS, as well as soils, surface water, and wetland inventory data. Assists with managing GPS hardware and configuring data and projects for devices. Configures multiple mobile data collection solutions for ArcGIS Field maps and ArcGIS Survey123 to eliminate paper-based collection methods and automate reporting.

Conceptual Site Planning and Mapping

Creates conceptual site maps for planning new development utilizing ArcGIS Pro & CAD softwares. Provides a comprehensive view of existing site conditions, bringing together data layers such as orthophotography, parcels, environmentally sensitive areas, floodplain, soils, wetlands, utilities, and built structures. Uses existing conditions to locate optimal areas for development as well as potentially excluded areas. Provides rapid prototyping of various site layouts, depicting proposed buildings, parking, roads, green space, and utilities in relation to the existing conditions. Utilizes SketchUp and ArcGIS Pro for three-dimensional views of proposed site conditions.

Section 5: Project Fee

Project Fee

Cost Proposal Environmental Records Review 2025 and 2026 Capital Improvement Program

2025 Projects:

Description	Unit	Quantity	Unit Price	Extended Price
1. Bay Shore Drive	Lump Sum	1	\$1,800	\$1,800
2. Bay Street	Lump Sum	1	\$1,700	\$1,700
3. Bowen Street	Lump Sum	1	\$1,800	\$1,800
4. Central Street	Lump Sum	1	\$1,800	\$1,800
5. Waugoo Avenue	Lump Sum	1	\$1,700	\$1,700
6. West 15 th Avenue	Lump Sum	1	\$1,700	\$1,700
7. West 11 th Avenue	Lump Sum	1	\$1,800	\$1,800
8. Michigan Street	Lump Sum	1	\$1,800	\$1,800
9. Faust Avenue	Lump Sum	1	\$1,800	\$1,800
10. North Lark Street	Lump Sum	1	\$1,700	\$1,700
11. National Avenue	Lump Sum	1	\$1,700	\$1,700
12. Parking Lot 1	Lump Sum	1	\$1,800	\$1,800
13. Parking Lot 2	Lump Sum	1	\$1,800	\$1,800
14. Parking Lot 3	Lump Sum	1	\$1,800	\$1,800
15. Miscellaneous Additional Projects	Task Order Basis	N/A	N/A	\$15,000
2025 Total:				\$39,700



Project Fee

Cost Proposal Environmental Records Review 2025 and 2026 Capital Improvement Program

2026 Projects:

Description	Unit	Quantity	Unit Price	Extended Price
1. Ohio Street	Lump Sum	1	\$1,800	\$1,800
2. Scott Avenue	Lump Sum	1	\$1,700	\$1,700
3. West 16 th Avenue	Lump Sum	1	\$1,800	\$1,800
4. Woodland Avenue	Lump Sum	1	\$1,700	\$1,700
5. Clairville Road	Lump Sum	1	\$1,700	\$1,700
6. Josslyn Street	Lump Sum	1	\$1,800	\$1,800
7. Michigan Street	Lump Sum	1	\$-	\$-
8. Faust Avenue	Lump Sum	1	\$-	\$-
9. North Lark Street	Lump Sum	1	\$-	\$-
10. National Avenue	Lump Sum	1	\$-	\$-
11. Parking Lot 1	Lump Sum	1	\$1,800	\$1,800
12. Parking Lot 2	Lump Sum	1	\$1,800	\$1,800
13. Parking Lot 3	Lump Sum	1	\$1,800	\$1,800
14. Miscellaneous Additional Projects	Task Order Basis	N/A	N/A	\$15,000
2026 Total:				\$30,900
TOTAL PROPOSAL COST for 2025 and 2026				\$70,600



Section 6: Project Schedule

Project Schedule

- July 2024 - Begin 2025 project work.
- August 16, 2024 - Provide 2025 project maps showing areas of potentially impacted soil and groundwater, for Bay Shore Drive, Bay Street, Bowen Street, Central Street, Waugoo Avenue, West 15th Avenue, Faust Avenue, North Lark Street, National Avenue, West 11th Avenue, and Michigan Street
- August 23, 2024 - Provide soil sampling location recommendations for 2025 projects: Bay Shore Drive, Bay Street, Bowen Street, Central Street, Waugoo Avenue, West 15th Avenue, Faust Avenue, North Lark Street, National Avenue, West 11th Avenue, and Michigan Street.
- August 30, 2024 - Provide project maps for remaining 2025 public property Improvement projects.
- September 6, 2024 - Provide Phase I Reports for Bay Shore Drive, Bay Street, Bowen Street, Central Street, Waugoo Avenue, West 15th Avenue, Faust Avenue, North Lark Street, National Avenue, West 11th Avenue, and Michigan Street.
- September 20, 2024 - Provide soil sampling location recommendations for remaining 2025 public property Improvement projects.
- October 4, 2024 - Provide Phase I Reports for remaining 2025 public property Improvement projects.
- February 2025 - Contact City staff prior to starting work on 2026 projects of updated CIP streets.
- March/April 2025 - Begin 2026 project work.
- May 23, 2025 - Provide 2026 project maps showing areas of potentially impacted soil and groundwater for Ohio Street, Scott Avenue, West 16th Avenue, Woodland Avenue, Clairville Road, and Josslyn Street.
- June 6, 2025 - Provide project maps for remaining 2026 public property improvement projects.
- June 27, 2025 - Provide soil sampling recommendations and Phase I Reports for Ohio Street, Scott Avenue, West 16th Avenue, Woodland Avenue, Clairville Road, and Josslyn Street.
- July 11, 2025 - Provide soil sampling recommendations and Phase I ESA Reports for remaining 2026 public property improvement projects.



Section 7: Insurance Certificates



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/22/2024

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	NOVAK AGENCY, INC 410 MILWAUKEE ST, PO BOX 57 KEWAUNEE, WI 54216	CONTACT NAME: Cheri Kline PHONE (A/C, No, Ext): (920)388-2890 E-MAIL ADDRESS: ckline@novakagency.com FAX (A/C, No): (920)388-2740
INSURED	ROBERT E LEE & ASSOCIATES INC 1250 CENTENNIAL CENTRE BLVD HOBART, WI 54155	INSURER(S) AFFORDING COVERAGE INSURER A: INTEGRITY INSURANCE INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # 14303

COVERAGES

CERTIFICATE NUMBER: 00001069-3308282

REVISION NUMBER: 140

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 type="checkbox"/> LOC OTHER:			BP 1223006	06/04/2024	06/04/2025	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 - COMPI/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA 1223007	06/04/2024	06/04/2025	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 EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUP1223004	06/04/2024	06/04/2025	EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WCP1223005	06/04/2024	06/04/2025	<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)

CERTIFICATE HOLDER

CANCELLATION

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXX EVIDENCE OF INSURANCE XXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX, XX XXXXXXXX

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

Cheri Kline

(CMK)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/05/2024

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: WTW Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com
INSURED Robert E. Lee & Associates Inc & Northern Ecological Services 1250 Centennial Centre Blvd Hobart, WI 541558995	INSURER(S) AFFORDING COVERAGE INSURER A: Underwriters at Lloyd's London INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 15792

COVERAGES

CERTIFICATE NUMBER: W33820867

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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			ENVP0000409-24	06/01/2024	06/01/2025	Per Claim: \$5,000,000 Aggregate: \$5,000,000 Deductible: \$50,000

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

SEE ATTACHED

CERTIFICATE HOLDER

CANCELLATION

For Bid Purposes Only	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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ACORD 25 (2016/03)

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SR ID: 25974013

BATCH: 3489010



ADDITIONAL REMARKS SCHEDULE

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AGENCY Willis Towers Watson Midwest, Inc.		NAMED INSURED Robert E. Lee & Associates Inc & Northern Ecological Services 1250 Centennial Centre Blvd Hobart, WI 541558995	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

INSURER AFFORDING COVERAGE: Underwriters at Lloyd's London

NAIC#: 15792

POLICY NUMBER: ENVF0000409-24

EFF DATE: 06/01/2024

EXP DATE: 06/01/2025

TYPE OF INSURANCE:
Pollution Liability

LIMIT DESCRIPTION:
Per Claim:
Aggregate:
Deductible:

LIMIT AMOUNT:
\$5,000,000
\$5,000,000
\$50,000

NOTE: 2026 Certificates of Insurance will be submitted prior to start of work on 2026 projects.



SUBJECT: Outstanding Issues

DATE: July 23, 2024

Attachments

Outstanding Issues 07.23.24

City of Oshkosh Status of Outstanding Issues

Date of Initial Request	Affected Department(s) (If Applicable)	Title of Directive	Current Status	Next Status Report/Update	Other Notes
6/9/2020	City Manager	Community Conversations to address racism	City Manager continuing discussions with various community groups. Council approved city sponsorship of Juneteenth event on June 8th.	9/30/2024	
1/10/2023	City Manager	Engage other governmental and non-profit entities in the region to reduce and prevent homelessness	Staff participating in groups organized by Community Foundation to review short term and long term issues.	9/30/2024	
1/10/2023	City Manager	Infuse Sustainability and DEI concepts into City policies and day-to-day operations	Training on sustainability principles planned for staff. Staff to begin work with Sustainability Advisory Board (SAB) to update Sustainability Plan.	9/30/2024	
1/9/2024	City Manager	Continue participating in state wide initiatives to improve Oshkosh's shortfall in state-local funding, including fully funding Municipal Services Program (MSP).	Continuation of this goal will focus on MSP program in 2024.	12/31/2024	Initiative will carry into State's 2026 budget cycle, which will begin following November elections.
1/10/2023	DPW/Legal	Sanitary District Negotiations	Mediation held on June 27th. Second mediation session to be scheduled soon.	7/23/2024	
4/16/2024	DPW & Community Development	Undergrounding Utilities	Staff met with other utilities on June 25th	8/14/2024	Staff incorporating input from other utilities.
4/23/2024	Community Development	Review processes and municipal codes pertaining to commercial and residential development to ensure the City's codes and processes are encouraging growth within the City	Staff is working on multiple aspects of this project including drafting a Request for Proposals to obtain proposals for a process improvement plan and researching options to review municipal codes related to commercial and residential development.	9/10/2024	
5/14/2024	Transportation	Parking Restrictions Review	Council referred to Transportation Committee. Report planned to be discussed at August Committee meeting with recommendations to Council for review and discussion on August 27th.	8/27/2024	Transportation Director Collins provided an update to Council on the scope of parking concerns being considered.