OSHKOSH COMMON COUNCIL AGENDA
COUNCIL CHAMBERS, CITY HALL
OSHKOSH, WISCONSIN
October 22, 2024

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).

WORKSHOP: The Common Council will be meeting at 5:00 p.m. for a workshop on undergrounding utilities (Room 404)

Utility Undergrounding Presentation

A. ***CALL TO ORDER*** (6:00 p.m.)

B. ***ROLL CALL***

C. ***INVOCATION - VOTING FIRST:*** Council Member Floam
Invocation #1

D. ***PLEDGE OF ALLEGIANCE*** - Lakeside Elementary School

E. ***PROCLAMATION ISSUED***
Extra Mile Day, November 1, 2024

F. ***PRESENTATION***

1. GO-EDC Annual Update

2. Update on City Hall Facilities Study

G. ***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.

H. ***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.)

3. Report of Bills

4. Receipt & Filing of Minutes - Common Council Meetings

5. Receipt & Filing of Claim Filed with the City's Insurance Company

6. Res 24-549 Approve General Development Plan Amendment for an Industrial/Storage Use at 1911 West Snell Road (Plan Commission Recommends Approval)

7. Res 24-550 Approve Specific Implementation Plan Amendment for an Industrial/Storage Use at 1911 West Snell Road (Plan Commission Recommends Approval)

8. Res 24-551 Authorize Submitting Application to Wisconsin Economic Development Corporation (WEDC) for Community Development Investment (CDI) Grant Program for The Corridor Development, LLC; Accept Funds

9. Res 24-552 Approve General Development Plan for a Multi-Family Development at 0 Bowen Street, Commonly Known as Vacant Property Located Near the Southwest Corner of East Murdock Avenue and Bowen Street (Parcel 1504830300) (Plan Commission Recommends Approval)

10. Res 24-553 Approve Resolution to Declare End to Emergency Issued on May 25, 2023 in Response to Blockage of the City's Water Filtration Plant Intake Pipe

11. Res 24-554 Approve Initial Resolution for Special Assessments for Sidewalk (New and Rehabilitation), Driveway Aprons, Sanitary Sewer Main and Laterals (New and Relay), Water Main and Laterals (New and Relay), and Storm Sewer Mains and Laterals (New and Relay) Relating to Contract No. 25-07

- West 15th Avenue (Ohio Street to Oregon Street)
- Ohio Street (75' North of West 15th Avenue and 75' South of West 15th Avenue)
- Michigan Street (75' North of West 15th Avenue and 75' South of West 15th Avenue)
- Iowa Street (90' North of West 15th Avenue and 90' South of West 15th Avenue)
- Minnesota Street (90' North of West 15th Avenue and 90' South of West 15th Avenue)

12. Res 24-555 Approve CIP Budget Amendment and Approve Cooperative Purchases of Step Van from LDV Custom Specialty Vehicles for Water Distribution ($255,692.00)

13. Res 24-556 Approve Special Event - Oshkosh Area United Way to Utilize Waukau Ave. for the Race for the Light Walk-Run Hosted at the EAA Youth Education Center, December 7, 2024

14. Res 24-557 Approve Special Event - JJetpack Creative to utilize the Leach Amphitheater for the Valley Vinyl Music Festival, May 10, 2025

15. Res 24-558 Approve Class "B" Beer & "Class C" Wine License - Pin High Capital LLC

16. Res24-559 Approve Special Class "B" Licenses

I. ***ITEMS REMOVED FROM CONSENT AGENDA***

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.)*

17. Ord 24-560 Approve Zone Change from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD) at 2875 Atlas Avenue (Plan Commission Recommends Approval)

K. ***NEW RESOLUTIONS***

18. Res 24-561 Amend Capital Improvements Program to Include Lake Shore Drive Reimagination in 2027

19. Res 24-562 Approve Professional Services Agreement with Saiki Design, Inc. for Landscape Architecture Services for Lake Shore Drive Reimagination Related to the Water Filtration Plant Clearwells Replacement Project ($172,170)

20. Res 24-563 Approve 2024 Great Neighborhoods Capital Improvement Programs Funding in the Amount of $72,500.00

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

21. ***Discussion and Direction to City Manager***

A. Oshkosh Area Metropolitan Planning Organization Electric Vehicle Readiness Plan

B. West 7th Avenue Reconstruction Discussion

22. ***Future Agenda Items, Meetings, and Workshops***

A. 2025 Budget Workshops, October 28th & 29th, 8:00 a.m. - 4:30 p.m.

B. 2025 Budget Public Hearing and Workshop, Wednesday, November 6th at 6:00 p.m.

M. ***COUNCIL MEMBER ANNOUNCEMENTS & STATEMENTS***

N. ***CITY MANAGER ANNOUNCEMENTS & STATEMENTS***

23. In-Person Absentee Voting

24. Strategic Plan Dashboard Updated for 3rd Quarter

25. Grant Agreement between Public Service Commission of Wisconsin Office of Energy and the City of Oshkosh for the Energy Innovation Grant Program ($55,477.00)

26. Cooperative Purchases of Leaf Vacuum from MacQueen for Stormwater Utility ($67,156.00)

27. Professional Services Agreement with Performance Elevator Consulting, LLC for Elevator Modernization Consulting for the Oshkosh Public Library and Oshkosh

Public Museum ($33,368)

28. Professional Services Agreement with STR-SEG for the Roof Replacement Survey for General Services ($29,850)

29. Outstanding Issues

O. ***ADJOURN***

SUBJECT: Utility Undergrounding Presentation

DATE: October 22, 2024

Attachments

Utility Undergrounding Presentation

Utility Undergrounding

Common Council Workshop
October 22, 2024

Utility Undergrounding

- Introduction
- Benefits
- Challenges
- Example Structures in Easements
- Policy Considerations
- Next Steps

Utility Undergrounding

- Introduction
  - In 1843, Samuel Morse was awarded a contract to connect his telegraph system from Baltimore, MD to Washington DC.
  - Initial Plans were to install wires underground, but the insulation on those conductors could not support underground installation.
  - Aerial Utility Poles were the result of those insulation failures.
  - By 1861, Western Union had constructed a telegraph line from coast to coast.
  - Telephone and Electrical distribution lines were adapted to serve directly into homes and businesses.

City of Oshkosh

Utility Undergrounding

- Introduction
  - In Oshkosh, utility poles along most streets are owned by Wisconsin Public Service (WPS) or AT&T.
  - Ownership of poles in Oshkosh is approximately 50% each between WPS and AT&T.
  - Poles typically have many entities with wires on the poles.
    - WPS, AT&T, Spectrum, Winnebago County, Oshkosh Area School District, City of Oshkosh, and others.
  - American Transmission Company (ATC) owns utility poles for high voltage transmission lines.
    - Poles are generally not shared with other utilities.

Utility Undergrounding

- Introduction



West 9th Avenue



Bowen Street

Utility Undergrounding

- Benefits
  - Cleaner look in neighborhoods.
    - Less overhead clutter.
    - Reduces/eliminates the need for utility companies to trim trees.
  - Fewer outages due to weather, animals, and trees.
    - Underground utilities are less susceptible to damage from ice and wind storms, animal damage, and falling trees.
  - Reduced Operation and Maintenance Costs to Utility Companies.

Utility Undergrounding

- Benefits
  - Improved safety by reducing conflicts with large equipment and oversize load transportation.
    - Cranes utilized for tree removal on private property.
    - Backhoes excavating other underground utilities.
    - Clear zone requirements when working around live electrical conductors.
  - Alignment with other planning documents.
    - Several Neighborhood Association Plans include undergrounding of utilities as goals in the plan.
    - Imagine Oshkosh Plan includes utility undergrounding as a goal.

City of Oshkosh

Utility Undergrounding

- Benefits



Armory Place



Ruschfield Drive

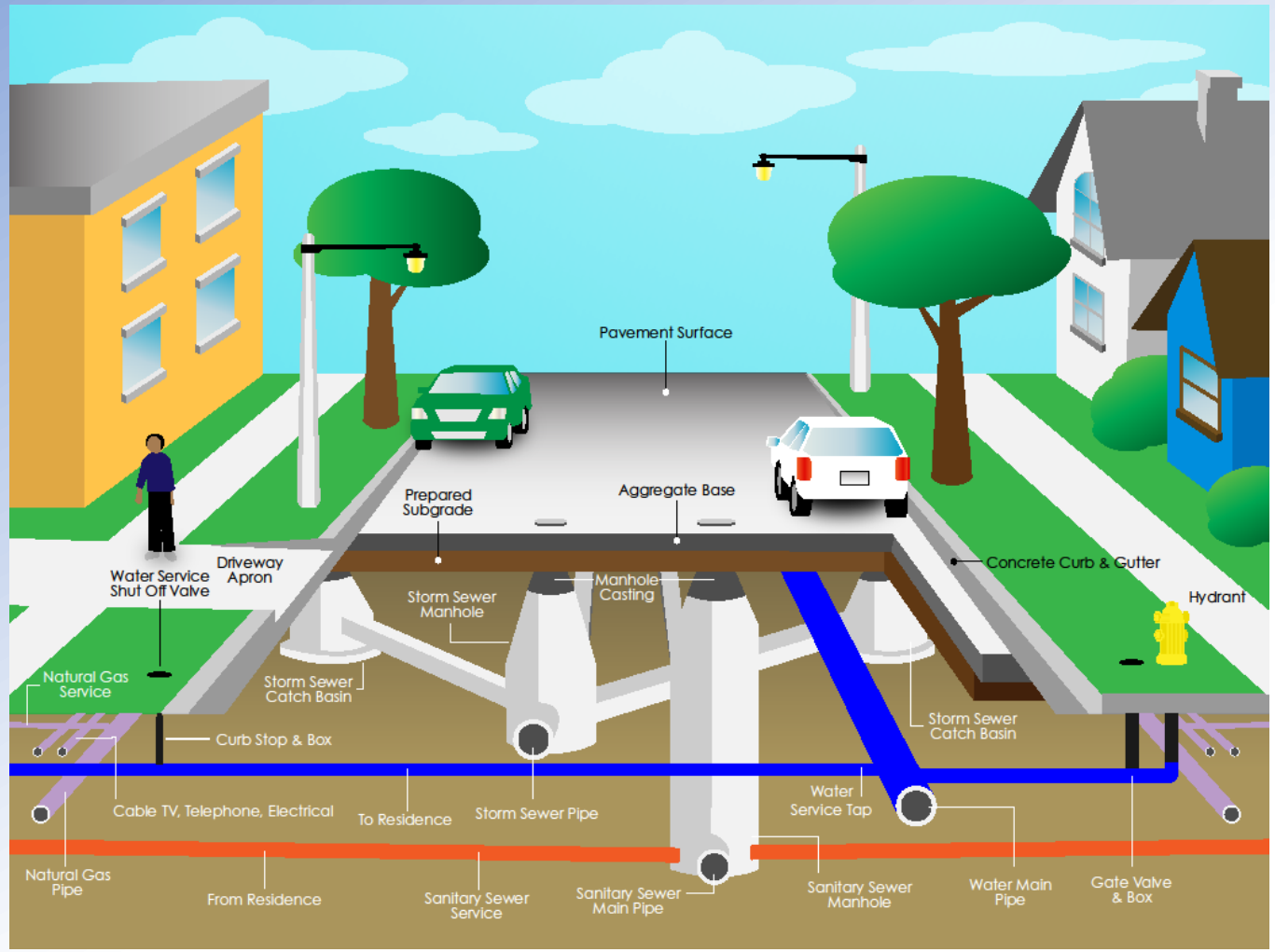
Note: Armory Place has “rear yard” utilities, but look from street is similar to underground

Utility Undergrounding

- Challenges
  - Public right-of-way is congested underground with numerous utilities, including City facilities.
    - City sanitary sewer, water, storm sewer, electric for City street lights.
    - Communications such as AT&T, Spectrum, NTD, TDS, Windstream, City of Oshkosh, Winnebago County, Oshkosh Area School District.
    - WPS gas.
  - Terrace width not sufficient for safe installation of surface appurtenances such as transformers and service pedestals.

Utility Undergrounding

- Challenges



Utility Undergrounding

- Challenges
  - Utility companies require easements outside of right-of-way (12' width) to avoid the right-of-way congestion.
    - City to acquire easements to facilitate undergrounding.
  - Property owners must agree to grant easements. Eminent Domain cannot be utilized to obtain these easements.
    - This could mean that a minority of property owners that do not wish to grant easements can block an undergrounding project.

Utility Undergrounding

- Challenges
  - Significantly increases planning and design time for street reconstruction projects.
    - Current street reconstruction projects are designed in one year, for construction in the next year.
    - Easement acquisition can take a year, or longer.
    - Utility companies require final plans before starting underground design, adding one to two years to the process.
    - Survey, upfront engineering, and design would need to start three to four (3 - 4) years prior to planned construction.
    - Undergrounding during new construction can take place easily as easements are created during the platting process.

Utility Undergrounding

- Challenges
  - Outages much more difficult to locate.
    - Aerial outages can be restored much quicker than underground outages.
    - Location of the source of aerial outages is generally obvious, so repair starts immediately.
    - Location of the source of underground outage is generally not obvious, so additional time is spent attempting to locate the source.
    - The result is outages, while less frequent with underground system, last longer, possibly days.

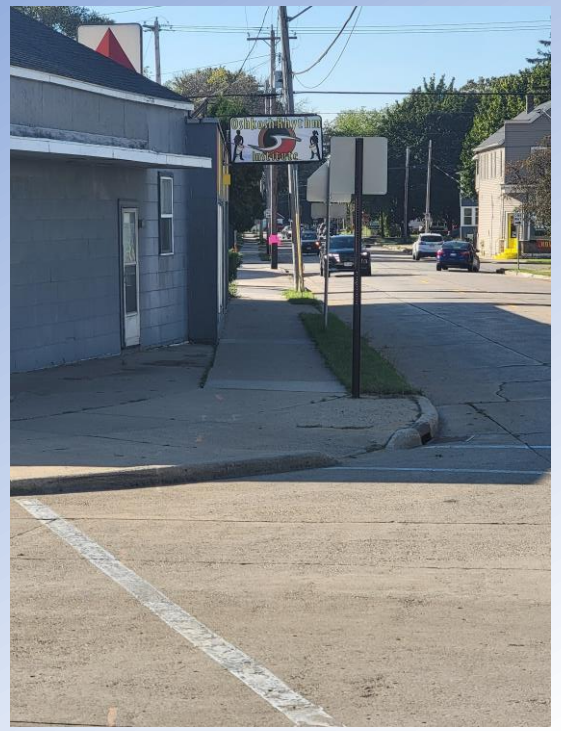
Utility Undergrounding

- Challenges
  - Future Challenges for Utility Companies.
    - Underground utilities do not provide the same flexibility as aerial utilities, creating increased risk.
      - Aerial utilities provide virtually limitless flexibility, underground limited to available conduit space.
    - If lot boundaries change, service access points can change, resulting in situations where there is not a convenient service location for a parcel.
    - Currently, companies will connect where they can, and "lash" the cable on to the existing cable to get to the service location, creating easy service.

City of Oshkosh

Utility Undergrounding

- Challenges
  - Streets with buildings located next to the right-of-way would make it virtually impossible to acquire easements.







Utility Undergrounding

- Challenges
  - Cost to City
    - Underground utility construction costs significantly more than aerial construction. Depending on the system, the increase in costs can range from 1.5 times to 10 times the cost.
    - Utility companies will charge the increase in costs for underground construction to the City.
    - Easement acquisition costs add more to the City cost.
    - The additional costs can range anywhere from several hundreds of thousands to over a million dollars.

Utility Undergrounding

- Challenges
  - Cost to Property Owner
    - Property owner will be charged to convert service from overheard to underground. For residents, this cost is generally in the $3000 - $6000 range, but can vary greatly based on conditions. Nonresidential conversion costs are even greater.
    - If service does not meet current standards, it will also need to be upgraded to meet current standards.
    - Conversion is more complex and costly in older areas of city. These areas typically have lower valued properties. This can result in less affordable properties.

Utility Undergrounding

- Example Structures in Easements



Three Phase Pad-Mounted Switchgear



Three Phase Pad-Mounted Transformer

City of Oshkosh

Utility Undergrounding

- Example Structures in Easements



Single Phase Vacuum Fault Interrupter Pad-Mounted Transformer



Single Phase Pad-Mounted Transformer

Utility Undergrounding

- Example Structures in Easements



Residential Single Phase Transformer
And Communication Pedestals



Communication Vault

Utility Undergrounding

- Policy Considerations
  - Identify categories of streets where it makes sense to evaluate utility undergrounding and where it does not make sense.
    - Street Classification: Local, Collector, Arterial.
    - Gateway entrances into the city.
  - Identify situations where it does and does not make sense to evaluate utility undergrounding.
    - Right of Way Width: Typical, Greater than typical, Less than typical.
    - Structures close to the right-of-way where easement acquisition is not feasible vs. streets where there is space.

City of Oshkosh

Utility Undergrounding

- Policy Considerations
  - Funding considerations.
    - Who will be assuming the costs of undergrounding?
    - Feasibility of Underground Utility Districts?

Utility Undergrounding

- Next Steps

SUBJECT: GO-EDC Annual Update

DATE: October 22, 2024

Attachments

GO-EDC Presentation

GREATER OSHKOSH ECONOMIC DEVELOPMENT CORPORATION

Greater Oshkosh
Economic Development Corporation

Council Presentation

10.22.24

GREATER OSHKOSH ECONOMIC DEVELOPMENT CORPORATION

Mission:

To be the leading economic development organization in the Greater Oshkosh area driving collaboration, existing business development, attraction and business start-ups.

Vision:

The Greater Oshkosh area and Winnebago County will build upon its strong economic base of existing industries, diversify the economic base by encouraging new industries, and improve the regional quality of life.

Core Values:



LEADERSHIP

We will act as leaders in the community for economic growth and quality of life.



RESPONSIVENESS

We will serve with efficiency, effectiveness and with an orientation to achieving results.



ACCOUNTABILITY

We will act in open and transparent ways to serve the public's interests.



INNOVATION

We will act in creative and flexible ways to stimulate achievement.



COLLABORATION

We will continually act as a connector in our community.

Current Challenges

1. Talent
   - **Retention, attraction, skillset**
2. Evolving Technology
   - **Creating competitive efficiencies**
3. Housing
   - **Inventories and rising costs**
4. Competitive Markets

GREATER OSHKOSH ECONOMIC DEVELOPMENT CORPORATION

Strategic Plan 2022-2024

01
Business Retention & Expansion

Regular business check-ins with GOEDC can help you assess your business' health, set ambitious goals, and access resources to support that growth.

Project Facilitation
Resource Support
Growth Opportunities

02
Workforce Development

GOEDC is prepared to lead the way in attracting and retaining top talent in today's rapidly evolving job market, ensuring your business stays competitive and well-staffed.

Training & Upskilling
Childcare Initiative
Broadband Initiative

03
Entrepreneurial Growth

Whether you're a small startup or an established company, GOEDC can provide you with the guidance and funding needed to grow in Winnebago County.

Business Consultation
Business Accelerators
Funding Programs

04
Target Industry & Community Development

We are committed to improving and promoting the greater Oshkosh area to attract new opportunities, projects, and capital investments.

Business Attraction
Site Selection
Incentive Packaging

Greater Oshkosh Programs

GREATER OSHKOSH BUSINESS RETENTION & EXPANSION BRE

GREATER OSHKOSH REVOLVING LOAN FUND

WINNEBAGO COUNTY REVOLVING LOAN FUND

RURAL WINNEBAGO REVOLVING LOAN FUND

GREATER OSHKOSH CAPITAL CATALYST FUND

Council Presentation

2023 Statistics

24

In Depth BR&E Visits

400

Business Touchpoints

15

Custom Project Services

40

RFIs Submitted

146

New Childcare Spots Created

2.7%

Unemployment Rate Average

GREATER OSHKOSH ECONOMIC DEVELOPMENT CORPORATION

Projects & Initiatives Examples

Plans



Downtown Oshkosh



Sawdust District

Workforce Development

GREATER OSHKOSH CHILDCARE TASK FORCE

Childcare

Business Development



ThedaCare/Froedert



Myers Aviation

Economic Infrastructure



Oshkosh Public Transload

Council Presentation

Access Capital

Revolving Loan Fund

GREATER OSHKOSH REVOLVING LOAN FUND

GREATER OSHKOSH CAPITAL CATALYST FUND

$2,101,000

Total Amount Disbursed

34

Companies Received Funding

$11,200,00

Net New Investments

100+

Received Technical Support

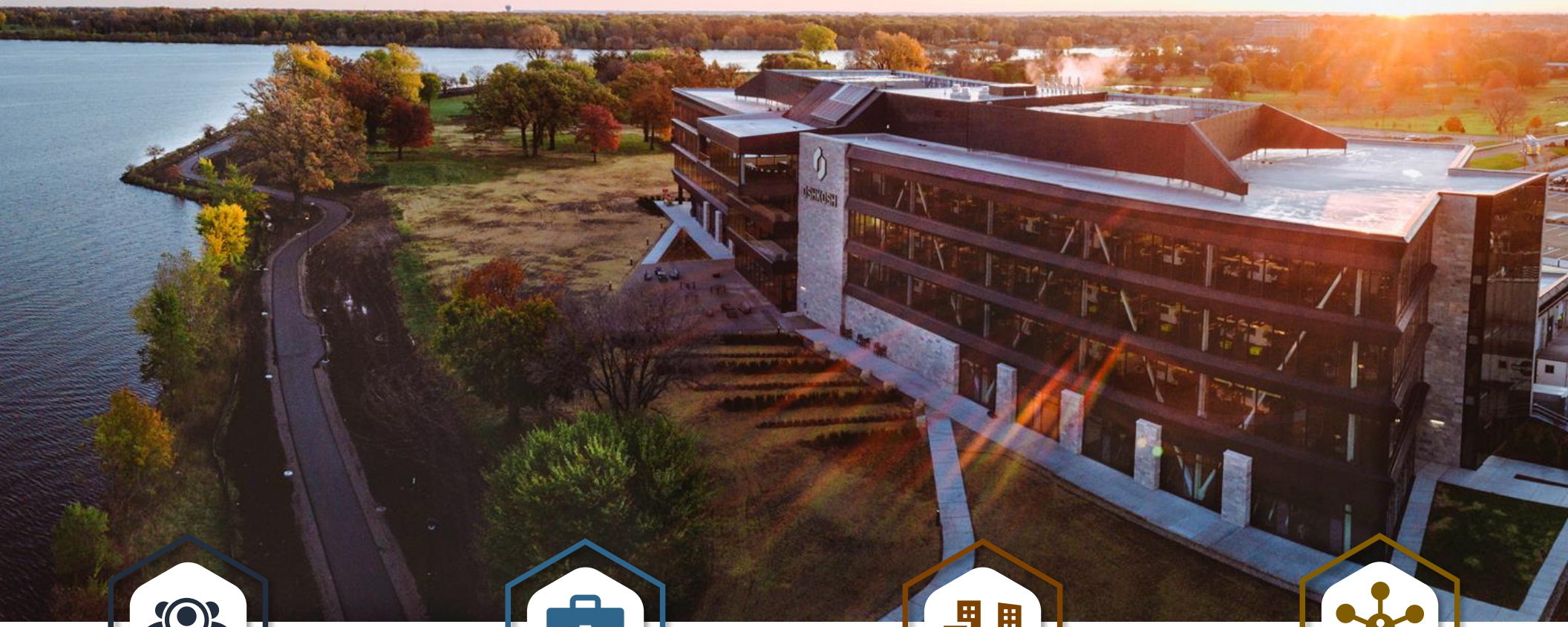
GREATER OSHKOSH ECONOMIC DEVELOPMENT CORPORATION

A Stronger Economy

$1 = **$95+**

Invested in GOEDC

Reinvested into our local economy



1,075
New Jobs Created to Date

2,431
Existing Jobs Retained to Date

$375 M
Total Capital Investment to Date

400
2023 Business Touchpoints

Investors & Partners

GREATER OSHKOSH ECONOMIC DEVELOPMENT CORPORATION

Private

CastlePierce Est. 1888 • Oshkosh, Wisconsin | ThedaCare | amcor | Ascension Mercy Hospital | Lapham-Hickey Steel | Aurora Health Care | Meyer

BARR INC. | Oshkosh Area Community Foundation | verve a credit union | Oshkosh | JEK Foundation | bakertilly | Community First Credit Union | Nicolet National Bank | NTD northern telephone and data | WPS

44 North Advertising & Design
5G Benefit LLC
AbbyBank
Amada Marvel
Bank First
Bayland Buildings/AGS Fabrication
Bergstrom Automotive
Blended Waxes
Blue Door Consulting
BMO Harris Bank
Business Lending Group
CliftonLarsonAllen
Corrim Company
Discover Oshkosh
Keller Inc.
Evergreen Retirement Community
Experimental Aircraft Association
First Business Bank
First Weber
Fox Valley Saving Bank
Great Northern Corporation
Hirschberg Law
Hoffmaster Group
Horicon Bank
Image 360, Inc.
Invista Analytics
Lakeside Packaging Plus
Lee Beverage
NAI Pfefferle
North Central Construction
Oshkosh Converting
Old National Bank
Oshkosh Chamber of Commerce
Oshkosh Herald
Oshkosh Waterfront Hotel
Pacur
Reff, Baivier, Bermingham, & Lim
Renning, Lewis & Lacy
R.J. Albright Construction
Sadoff Iron & Metal
ServPro
Shea Electric
Silver Star Brands
TDS Fiber
The Paine Art Center
The Sullivan Group
The Waters
Thomas James Real Estate
Thrivent Financial
TR Karrels & Associates
USI
Watermark 47
Wipfli, LLP
Wisconsin Metals & Plastics

Public

City of Oshkosh | Winnebago County | Town of Algoma Winnebago Co. | UWO University of Wisconsin Oshkosh

Appleton International Airport
Fox Valley Technical College
Town of Black Wolf
Town of Nekimi
Town of Nepeuskun
Town of Oshkosh
Town of Rushford
Town of Utica
Town of Vinland
Town of Winchester
Town of Winneconne

Council Presentation

What's Next...

2025-2029 Plan:

1. Realignment with stakeholder needs.
2. Renewed focus on growth
3. Future oriented

GREATER OSHKOSH ECONOMIC DEVELOPMENT CORPORATION

Greater Oshkosh EDC
111 N Main Street, Suite 204
Oshkosh, WI 54901
www.GreaterOshkosh.com



Tricia Rathermel
President and CEO
tricia.rathermel@greateroshkosh.com
(920) 230-3326

SUBJECT: Update on City Hall Facilities Study

DATE: October 22, 2024

Attachments

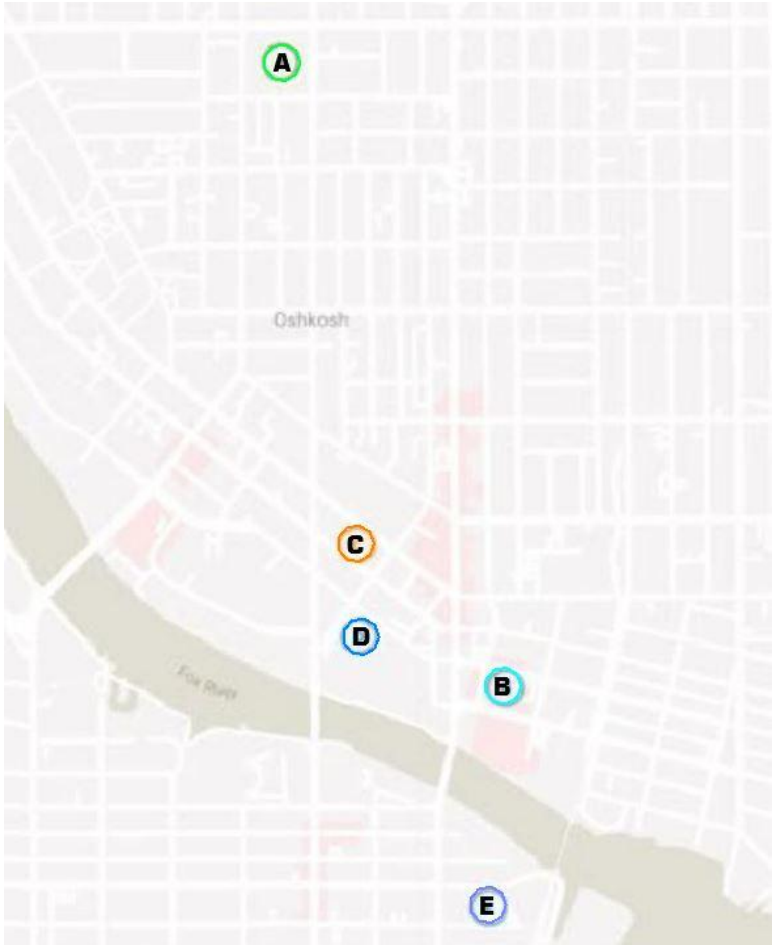
Presentation - City Hall Options
2024 City Hall Facilities Study

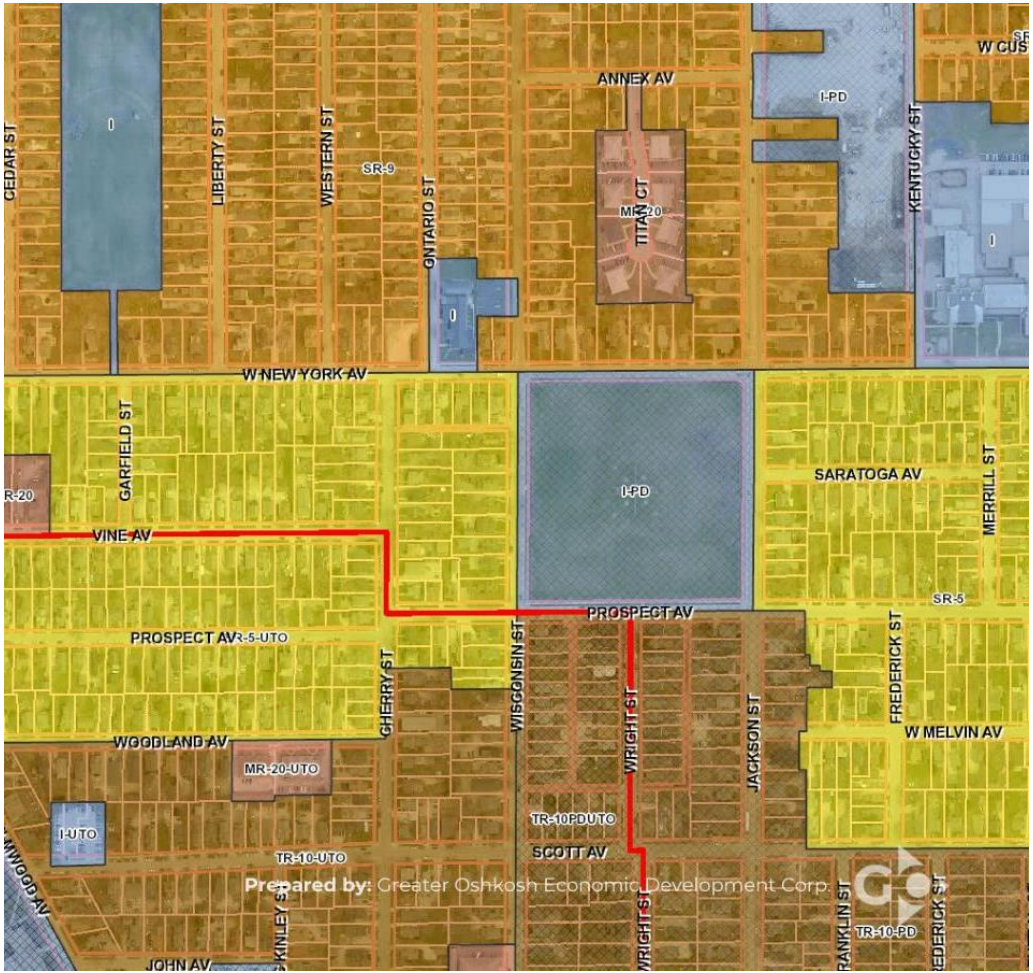
KUENY

ARCHITECTS

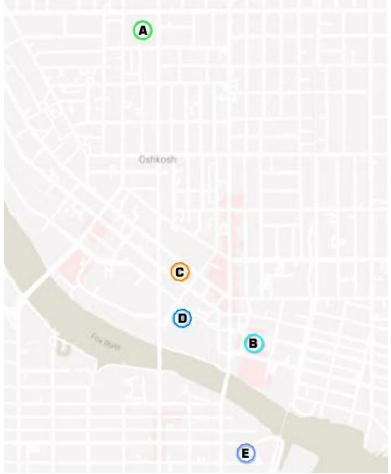
City of Oshkosh City Hall
Space Needs Assessment Update

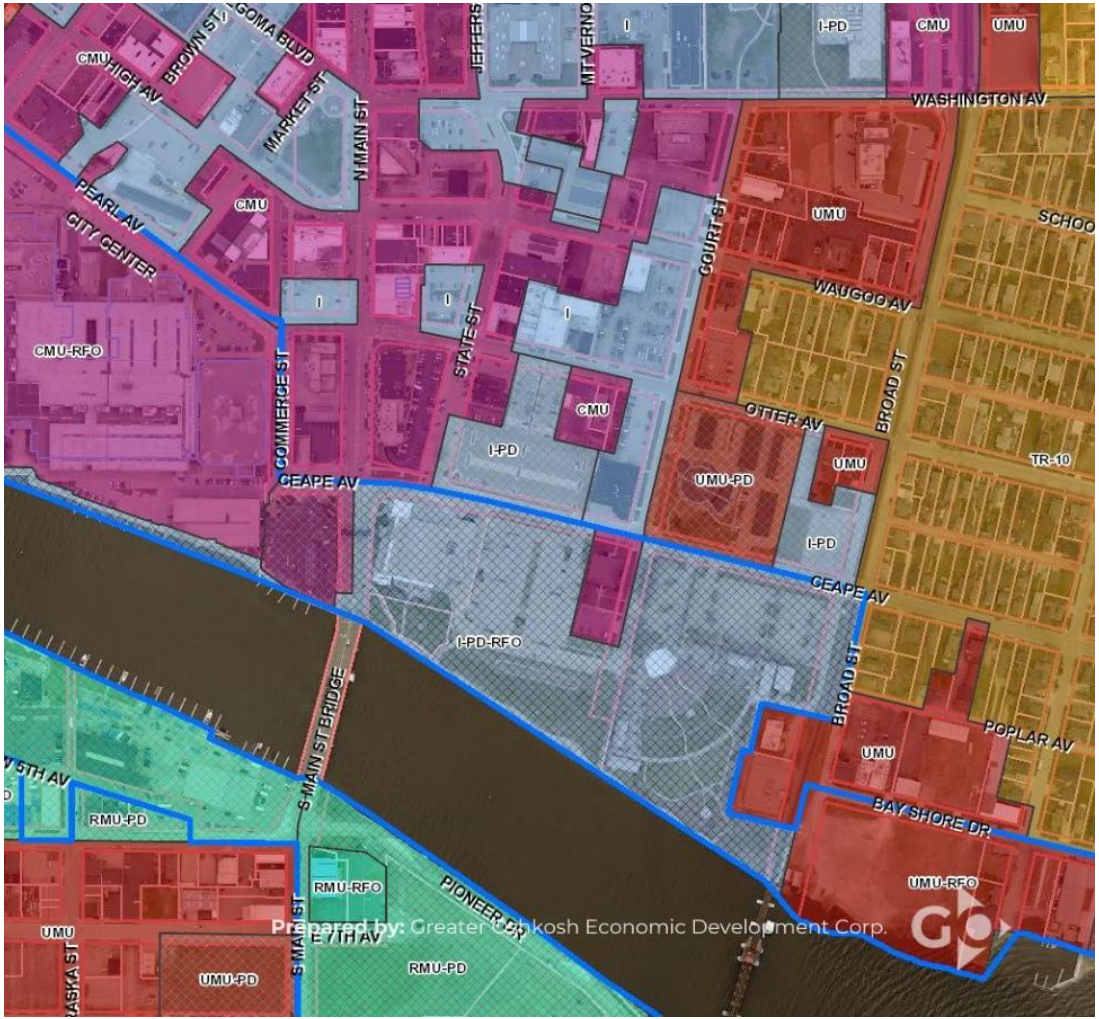
City of Oshkosh

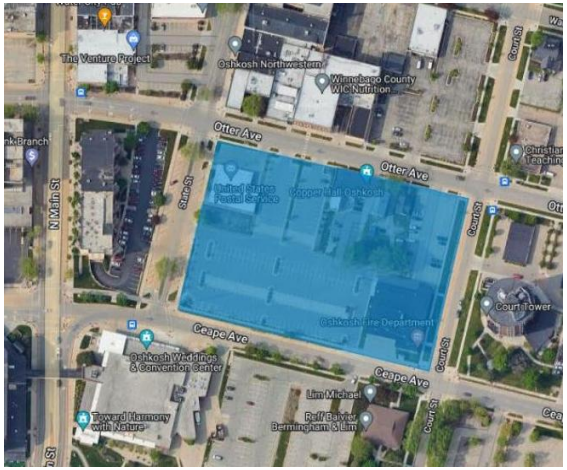

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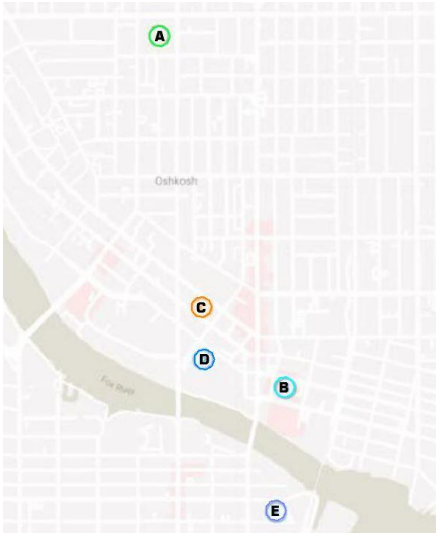

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MERRILL ST
VINE AV
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CHERRY ST
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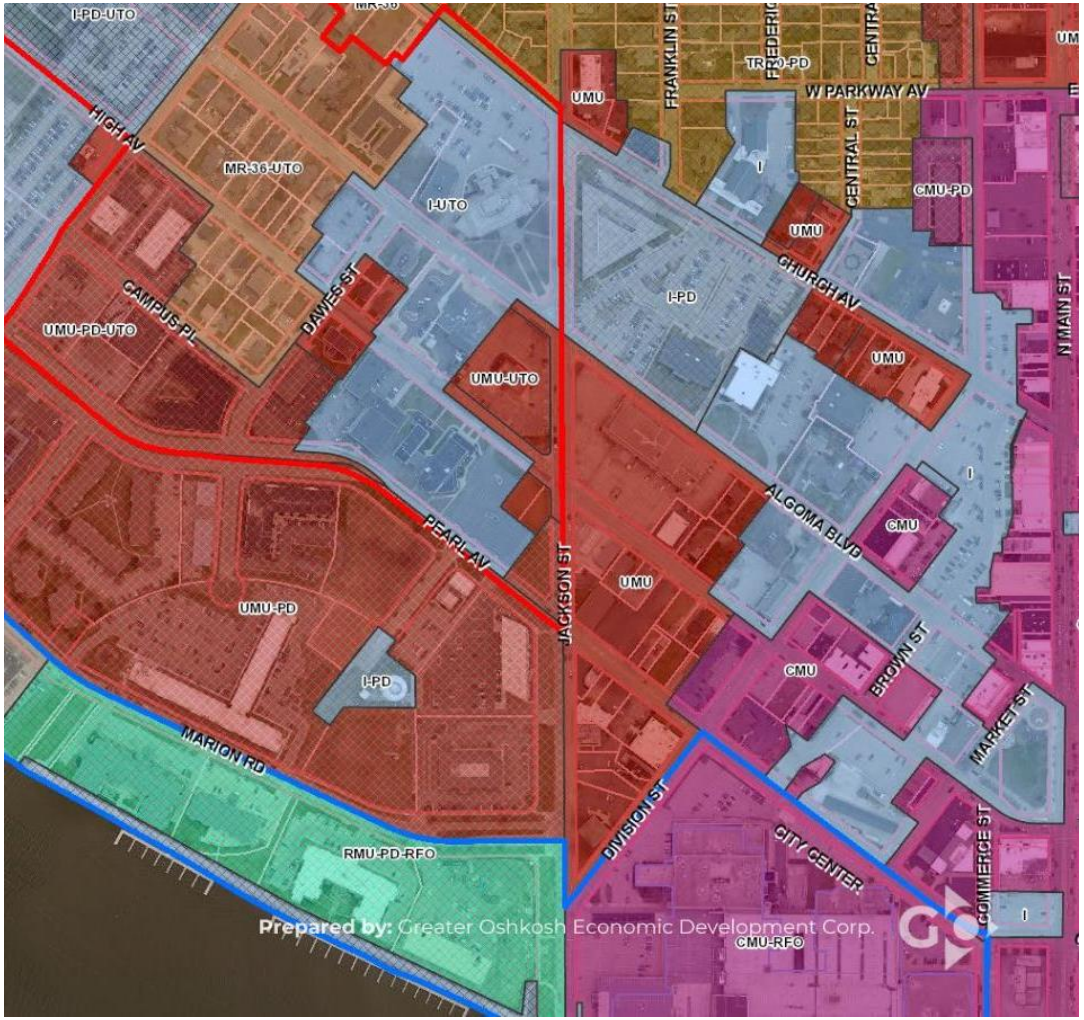

W New York Ave
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Wisconsin St
East Ball Park
Saratoga Ave
Prospect Ave
Prospect Ave
Prospect Ave
Jackson St

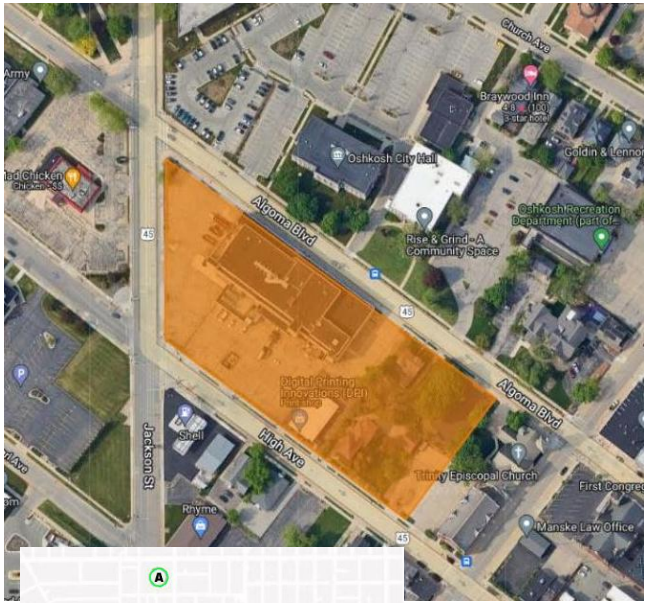

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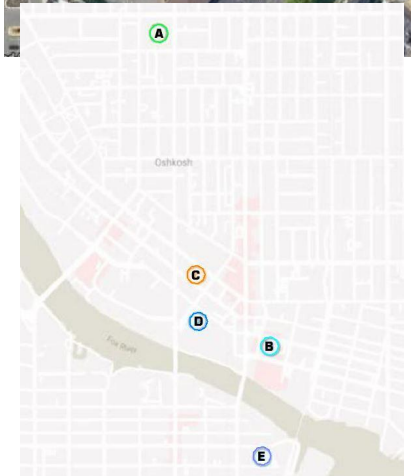

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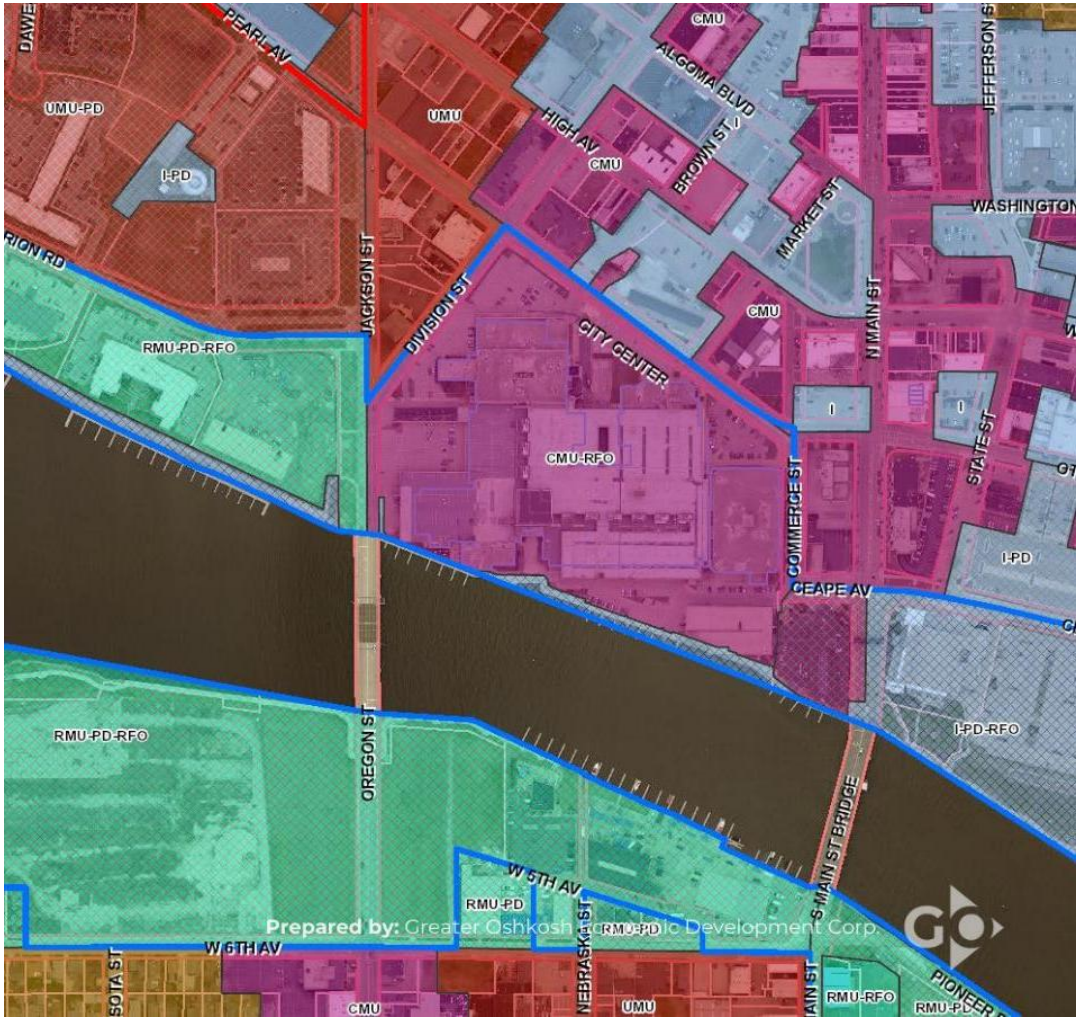

The Venture Project
Oshkosh Northwestern
Winnebago County WIC Nutrition
Otter Ave
Otter Ave
N Main St
State St
Court St
Court Tower
Ceape Ave
Oshkosh Fire Department
Oshkosh Weddings & Convention Center
Ceape Ave
Ceape Ave
Toward Harmony with Nature

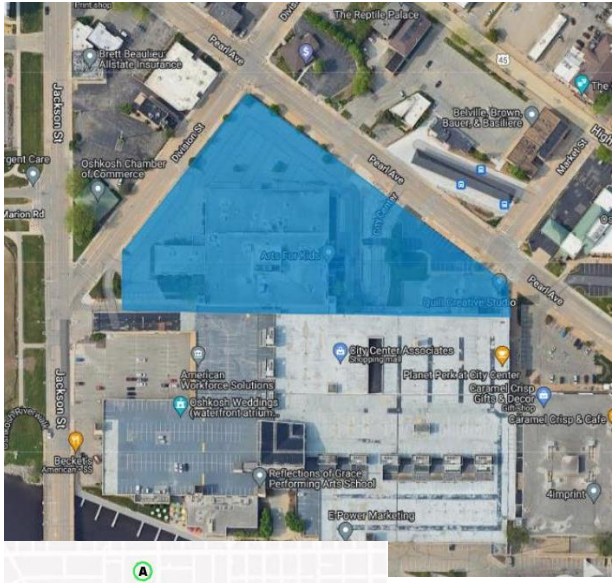

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E

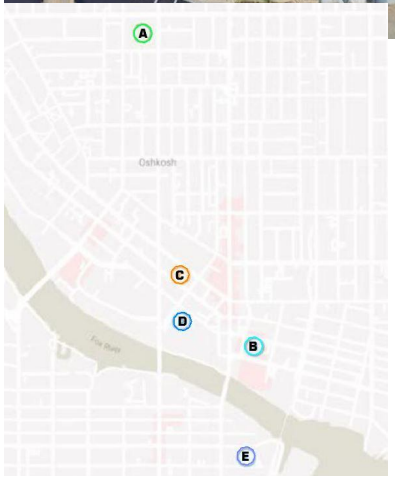

I-PD-UTO
HIGH AV
MR-36-UTO
I-UTO
CAMPUS PL
DAWES ST
UMU-PD-UTO
UMU-UTO
PEARL AV
UMU-PD
I-PD
MARION RD
RMU-PD-RFO
JACKSON ST
FRANKLIN ST
FREDERIC
TR-30-PD
UMU
W PARKWAY AV
CENTRAL ST
CENTRA
I
CMU-PD
UMU
CHURCH AV
I-PD
N MAIN ST
UMU
ALGOMA BLVD
CMU
UMU
CMU
BROWN ST
MARKET ST
DIVISION ST
CITY CENTER
COMMERCE ST
CMU-RFO
Prepared by: Greater Oshkosh Economic Development Corp.

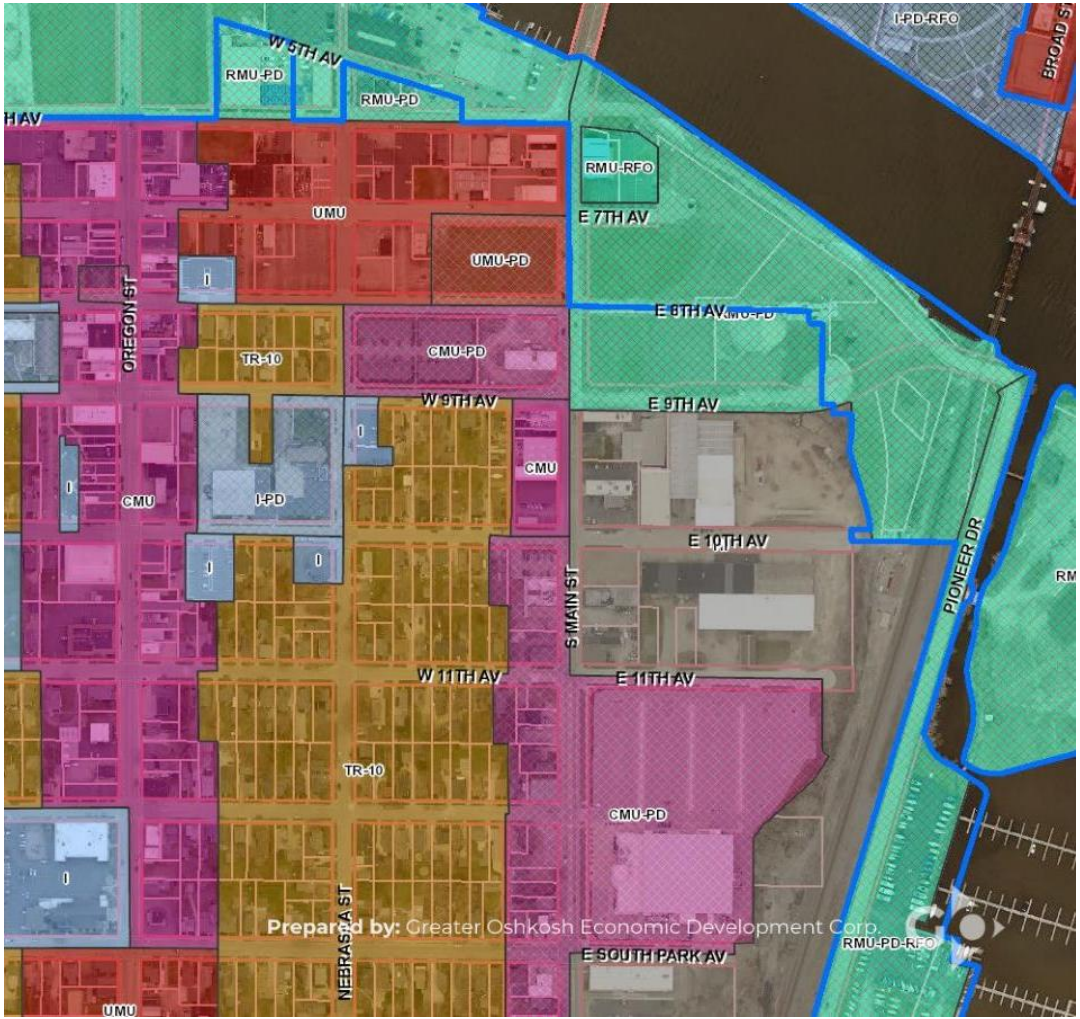

Church Ave
Oshkosh City Hall
Algoma Blvd
Rise & Grind - A Community Space
Oshkosh Recreation Department (part of...
Jackson St
High Ave
Trinity Episcopal Church
Manske Law Office


A
Oshkosh
C
D
B
E

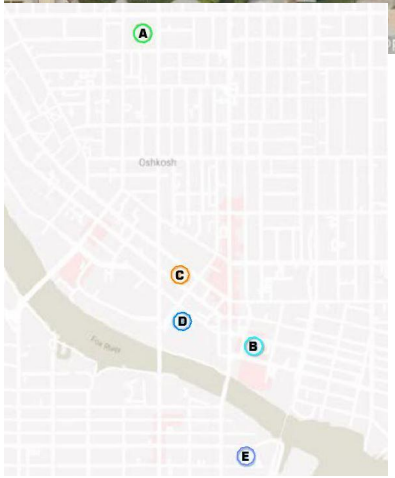

PEARL AV
UMU-PD
I-PD
UMU
ALGOMA BLVD
HIGH AV
CMU
BROWN ST
MARKET ST
JEFFERSON ST
WASHINGTON
JACKSON ST
DIVISION ST
CITY CENTER
N MAIN ST
STATE ST
COMMERCE ST
RMU-PD-RFO
CMU-RFO
I-PD
CEAPE AV
I-PD-RFO
OREGON ST
S MAIN ST BRIDGE
W 5TH AV
RMU-PD
W 6TH AV
NEBRASKA ST
PIONEER
Prepared by: Greater Oshkosh Economic Development Corp.

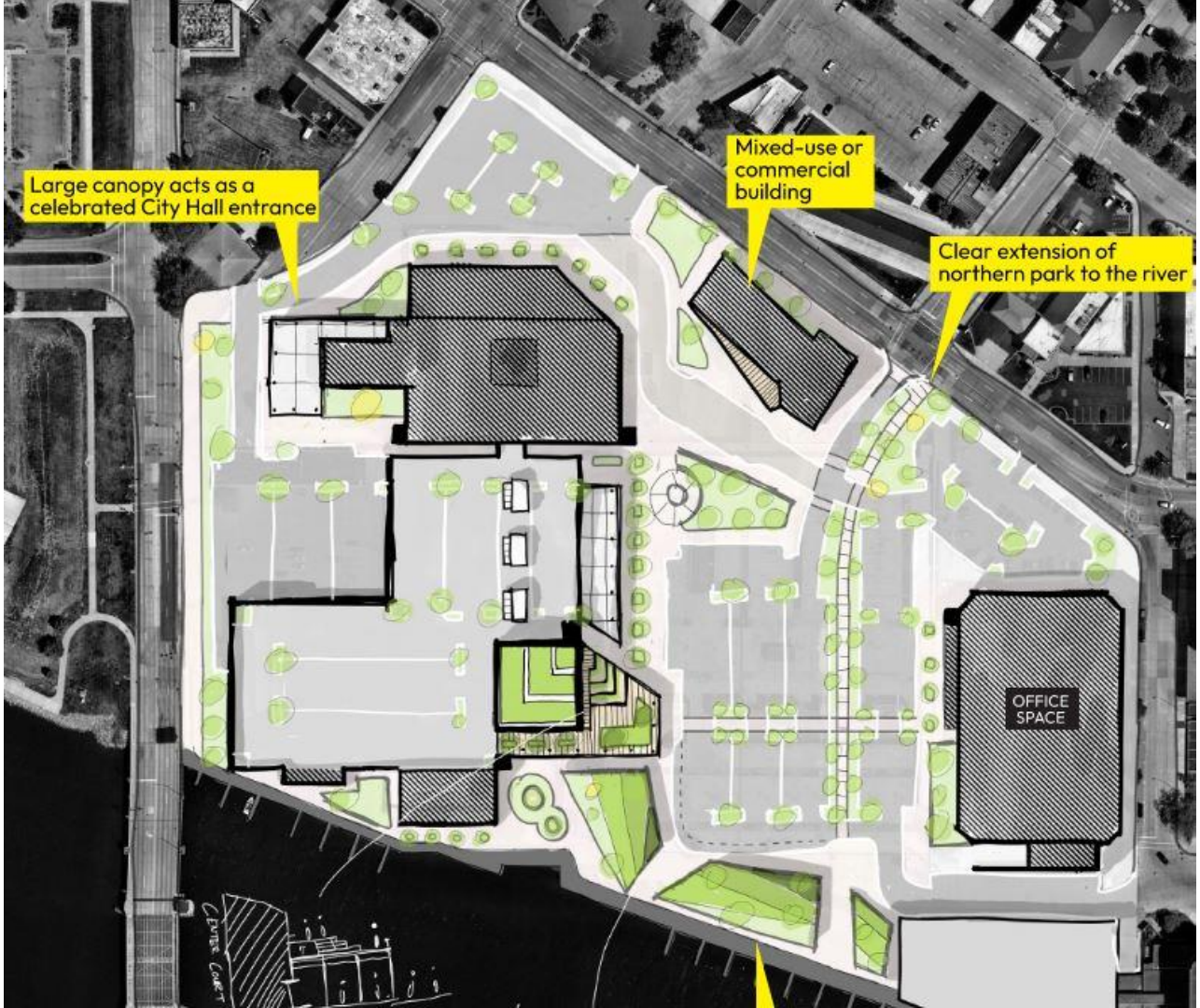

The Reptile Palace
Brett Beaulieu Allstate Insurance
Oshkosh Chamber of Commerce
Belville, Brown, Bauer & Bailleres
Pearl Ave
Jackson St
Division St
Market St
Marion Rd
Arts For Kids
City Center Associates
American Workforce Solutions
Oshkosh Weddings (waterfront atrium)
Planet Perk at City Center
Caramel Crisp Gifts & Decor
Caramel Crisp & Cafe
Reflections of Grace Performing Arts School
4imprint
E Power Marketing

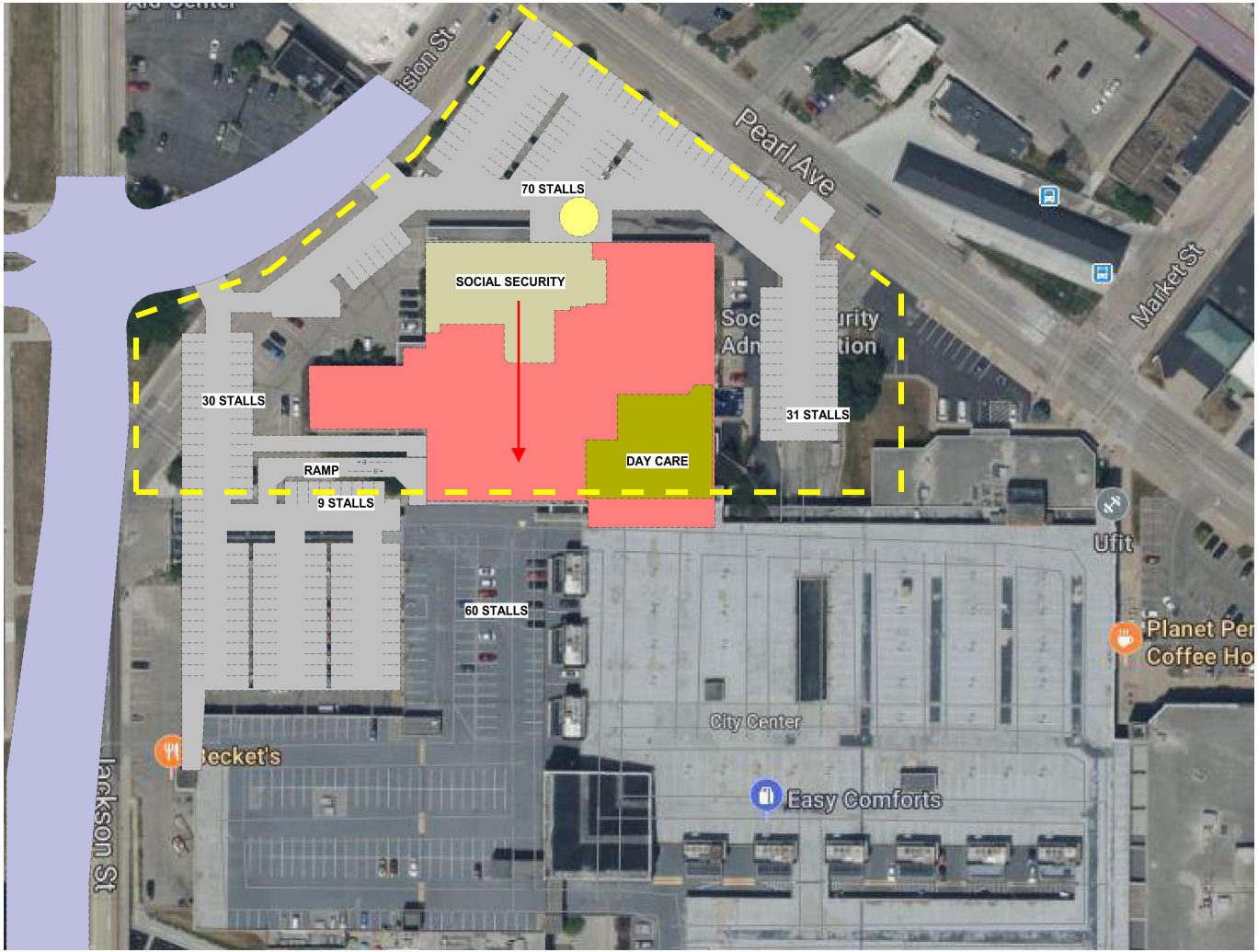

A
Oshkosh
C
D
B
E


W 5TH AV
RMU-PD
RMU-PD
I-PD-RFO
BROAD ST
RMU-RFO
E 7TH AV
UMU
UMU-PD
OREGON ST
E 8TH AV
TR-10
CMU-PD
W 9TH AV
E 9TH AV
CMU
CMU
I-PD
E 10TH AV
S MAIN ST
PIONEER DR
W 11TH AV
E 11TH AV
TR-10
CMU-PD
Prepared by: Greater Oshkosh Economic Development Corp.
NEBRASKA ST
E SOUTH PARK AV
RMU-PD-RFO
UMU


E 8th Ave
E 8th Ave
Pioneer Drive Park
E 9th Ave
E 9th Ave
G. Rehnke & Company Monuments
Community Bike Shop
E 10th Ave
E 10th Ave
Canadian National Oshkosh Yard
A. Kalmerton Welding Supplies


A
Oshkosh
C
D
B
E


Large canopy acts as a celebrated City Hall entrance
Mixed-use or commercial building
Clear extension of northern park to the river
OFFICE SPACE


Pearl Ave
70 STALLS
SOCIAL SECURITY
30 STALLS
31 STALLS
RAMP
9 STALLS
DAY CARE
60 STALLS
Market St
Ufit
City Center
Easy Comforts
Jackson St


Department Legend
Accounting
Accounting Future
Assessor
Assessor Future
Circulation
City Clerk
Community Development
Council Chamber
Economic Development
Economic Development - Future
Facilities
Finance
Inspection Services
Inspection Services - Future
IT
Mechanical
Oshkosh Media
Planning
Planning Future
Support
Social Security
10,400sq/ft
Day Care
8,010sq/ft
Facilities
A1389
2,349 ft²
Council Chambers
A1340
1,779 ft²
Council Chambers Overflow - Multi Room
A1341
833 ft²
hallgathering
A1378
2,263 ft²
Meeting Room - Closed
A1342
783 ft²
Room
A1388
3,959 ft²
Main Public Lobby
A1317
1,875 ft²
Open Office
A1281
678 ft²
Conference room
A1366
296 ft²
Conference room
A1385
212 ft²
Conference room
A1354
240 ft²
Conference Room
A1347
484 ft²
Copy/Print Area
A1359
340 ft²
First Floor Plan



Second Floor Plan

City of Oshkosh City Hall Master Plan Cost Study - CITY HALL - OPTION 1

								Low	High	2027
1	**Description**			**QTY**		**Unit Price**				
2	**Building Related Items**					Low	High			
3	First Floor Plan			*12,065*	6%	$225	$275	$2,714,625	$3,317,875	$3,516,948
4	First Floor Plan - Expansion			2,750	6%	$325	$375	$893,750	$1,031,250	$1,093,125
5	Existing Mechanical Building Upgrades/Add Osh Media			*15,000*	6%	$85	$110	$1,275,000	$1,650,000	$1,749,000
6	Second Floor Plan			*11,497*	6%	$225	$275	$2,586,825	$3,161,675	$3,351,376
7	Second Floor Plan - Expansion			3,200	6%	$325	$375	$1,040,000	$1,200,000	$1,272,000
8	Third Floor Plan			*11,497*	6%	$225	$275	$2,586,825	$3,161,675	$3,351,376
9	Third Floor Plan - Expansion			3,200	6%	$325	$375	$1,040,000	$1,200,000	$1,272,000
10	Fourth Floor Plan			*11,239*	6%	$225	$275	$2,528,775	$3,090,725	$3,276,169
11	Fourth Floor Plan - Expansion			3,200	6%	$325	$375	$1,040,000	$1,200,000	$1,272,000
12	Site improvements			**73,648**	6%	$0.75	$1.25	$621,816	$1,036,360	$1,098,542
13	New Sq/Ft Total	73,648								
14	Existing Sq/Ft Total	61,298				Building Related Items Sub Total		$16,327,616	$20,049,560	$21,252,534
15	City Hall only New Sq/Ft Total	58,648								
16	**Special Items**									
17	Misc Demo			46,298	6%	$8		$370,384	$425,000	$450,500
18	Sell of City Hall	Not Part of this Model		12,350	6%	$0		$0	$0	$0
19	Misc Items - Furnishings	Existing 114	Future 26	140	6%	$7,200		$1,008,000	$1,250,000	$1,325,000
20	Upgrade generator full facility(Gas)			1	6%	$225,000		$225,000	$245,000	$259,700
21	Roof Solar Panels (12,000s/f)			1	6%	$400,000		$400,000	$475,000	$503,500
22	Material Scanning			1	6%	$300,000		$300,000	$400,000	$424,000
23	Technology Equipment			1	6%	$450,000		$450,000	$500,000	$530,000
24	Temp Relocation w/ Fiber		46,298	22	6%	$80,000		$80,000	$100,000	$106,000
25						Special Items Sub Total		$2,833,384	$3,395,000	$3,598,700
26										
27							Project Sub Total	$19,161,000	$23,444,560	$24,851,234
28	**Project Cost**									
29	A/E Fee				6%			$1,100,000	$1,300,000	$1,378,000
30	State plan fee and printing				6%			$15,500	$15,500	$16,430
31	Gas and electric services fee				6%			$125,000	$140,000	$148,400
32	Program Contingency				6%			$2,200,000	$2,600,000	$2,756,000
33	Construction Contingency				6%			$1,000,000	$1,400,000	$1,484,000
34	Land Cost				6%			$0	$0	$0
35	Geotechnical				6%			$25,000	$25,000	$26,500
36	Radio Tower				6%			$75,000	$100,000	$106,000
37	Temp Fiber Osh Media				6%			$50,000	$65,000	$68,900
38	Temp Fiber for Relocation				6%			$50,000	$65,000	$68,900
39	Temp Office Relocation				6%			$2,000,000	$2,400,000	$2,544,000
40	Builders Risk				6%			$28,000	$32,000	$33,920
41						Project Estimate Subtotal		$6,668,500	$5,480,500	$8,631,050
42										
43	**Total Project Estimate**							**$25,829,500**	**$28,925,060**	**$33,482,284**
44								$23,829,500	$26,525,060	$30,938,284
45										
46										
47										26-Nov-24

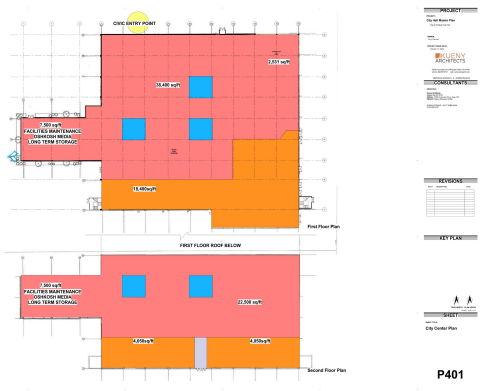
City of Oshkosh City Hall Master Plan Cost Study - CITY HALL - CITY CENTER - OPTION 2

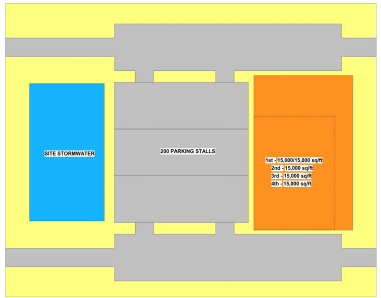
								Low	High	2027
1	**Description**			**QTY**		**Unit Price**				
2	**Building Related Items**					Low	High			
3	First Floor Plan			*38,400*	6%	$185	$235	$7,104,000	$9,024,000	$9,565,440
4	Facility Maintenance/Long Term Storage			*15,000*	6%	$45	$55	$675,000	$825,000	$874,500
5	Second Floor Plan			*22,500*	6%	$185	$235	$4,162,500	$5,287,500	$5,604,750
6	Interior Light Wells (3)		*81,000*		6%	$8	$10	$648,000	$810,000	$858,600
7	Exterior Facade Up-Grades (Windows and Civic Look)		*30,000*		6%	$20	$36	$600,000	$1,080,000	$1,144,800
8	Site improvements		60,900		6%			$621,800	$1,036,000	$1,098,160
9	Future Expansion Space	$$$$		TBD						
10	Purchase of Day Care and SS		19,000	TBD	$85.00	$1,615,000				
11	Day Care 5000	12	60,000							5/31/2024
12	Social Security 20000	12	240,000	years	Payback	6.72	7.58			11/17/2028
13	Used Sq/Ft	**75,900**								
14	Existing Sq/Ft	75,900				Building Related Items Sub Total		$13,811,300	$18,062,500	$19,238,767
15										
16	**Special Items**									
17	Misc Demo			75,900	6%	$2		$151,800	$180,000	$190,800
18	* Sale of City Hall				6%	$0		-$1,000,000	-$2,000,000	-$2,120,000
20	Misc Items - Furnishings	Existing 114	Future 26	140	6%	$7,200		$1,008,000	$1,250,000	$1,325,000
21	Upgrade generator full facility(Gas)	Use existing		1	6%	$0		$0	$0	$0
22	Roof Solar Panels (12,000s/f)			1	6%	$400,000		$400,000	$475,000	$503,500
23	Material Scanning			1	6%	$300,000		$300,000	$400,000	$424,000
24	Technology Equipment			1	6%	$450,000		$450,000	$500,000	$530,000
25	Relocate Social Security / ODAR			*10,400*	6%	$155	$175	$1,612,000	$1,820,000	$1,929,200
26						Special Items Sub Total		$2,921,800	$2,625,000	$2,782,500
27										
28						Project Sub Total		$16,733,100	$20,687,500	$22,021,267
29	**Project Cost**									
30	A/E Fee				6%			$1,100,000	$1,300,000	$1,378,000
31	State plan fee and printing				6%			$15,500	$15,500	$16,430
32	Gas and electric services fee				6%			$125,000	$140,000	$148,400
33	Program Contingency				6%			$2,175,000	$2,565,000	$2,718,900
34	Construction Contingency				6%			$1,000,000	$1,400,000	$1,484,000
35	* Facility Cost	(Also Lost Tax Roll $'s)			6%			$3,000,000	$4,000,000	$4,240,000
36	Parking Cost		Stalls	60	6%	$10,000	$12,000	$600,000	$720,000	$763,200
37	Parking Structure Shared Capital Improvements - 10 Years		Stalls	60	6%	$1,500	$2,000	$90,000	$120,000	$127,200
38	Geotechnical				6%			$25,000	$25,000	$26,500
39	Radio Tower				6%			$75,000	$100,000	$106,000
40	New Fiber to the site - Osh Media				6%			$110,000	$145,000	$153,700
41	New Fiber to the site				6%			$250,000	$300,000	$318,000
42	Builders Risk				6%			$28,000	$32,000	$33,920
43						Project Estimate Subtotal		$8,593,500	$10,862,500	$11,514,250
44										
45	**Total Project Estimate**							**$25,326,600**	**$31,550,000**	**$33,443,000**
46	Purchase of Day Care and SS									$1,615,000
47	New Total									$35,058,000.00
48										
49	* Based on recent similar comps from GO-EDC data									26-Nov-24

City of Oshkosh City Hall Master Plan Cost Study - NEW CITY HALL SITE - OPTION 3

								Low	High	2027
1	**Description**			**QTY**		**Unit Price**				
2	**Building Related Items**					Low	High			
3	First Floor Plan			*15,000*	6%	$305	$355	$4,575,000	$5,325,000	$5,644,500
	Facility Maintenance/Long Term Storage			*15,000*	6%	$45	$75	$675,000	$1,125,000	$1,192,500
4	Second Floor Plan			*15,000*	6%	$305	$355	$4,575,000	$5,325,000	$5,644,500
5	Third Floor Plan			*15,000*	6%	$305	$355	$4,575,000	$5,325,000	$5,644,500
6	Fourth Floor Plan			*15,000*	6%	$325	$355	$4,875,000	$5,325,000	$5,644,500
7	Site improvements			175,000	6%	$2.00	$3.00	$1,658,176	$2,487,264	$2,636,500
8	New Sq/Ft	75,000								
9						Building Related Items Sub Total		$20,933,176	$24,912,264	$26,407,000
10										
11	**Special Items**									
12	Misc Demo		n/a							
13	* Sale of City Hall							-$1,000,000	-$2,000,000	-$2,000,000
14	Misc Items - Furnishings	Existing 114	Future 26	140	6%	$7,200		$1,008,000	$1,250,000	$1,325,000
15	Upgrade generator full facility(Gas)			1	6%	$225,000		$225,000	$245,000	$259,700
16	Roof Solar Panels (12,000s/f)			1	6%	$400,000		$400,000	$475,000	$503,500
17	Material Scanning			1	6%	$300,000		$300,000	$400,000	$424,000
18	Technology Equipment			1	6%	$450,000		$450,000	$500,000	$530,000
20	Temp Relocation w/ Fiber		n/a							
21						Special Items Sub Total		$1,383,000	$870,000	$1,042,200
22										
23						Project Sub Total		$22,316,176	$25,782,264	$27,449,200
24	**Project Cost**									
25	A/E Fee				6%			$1,100,000	$1,300,000	$1,378,000
26	State plan fee and printing				6%			$15,500	$15,500	$16,430
27	Gas and electric services fee				6%			$125,000	$140,000	$148,400
28	Program Contingency				6%			$1,940,000	$2,600,000	$2,422,100
29	Construction Contingency				6%			$1,000,000	$1,400,000	$1,484,000
30	** Land Cost	(Also Lost Tax Roll $'s)			6%			$2,000,000	$4,000,000	$4,240,000
31	Geotechnical				6%			$55,000	$65,000	$68,900
32	Radio Tower				6%			$75,000	$100,000	$106,000
33	Fiber to the site Up Grade Osh Media				6%	$50,000	$65,000	$110,000	$145,000	$153,700
34	Fiber to the site Up Grade				6%	$50,000	$65,000	$250,000	$300,000	$318,000
35	Builders Risk				6%			$28,000	$32,000	$33,920
36						Project Estimate Subtotal		$6,698,500	$9,520,500	$10,369,450
37										
38	**Total Project Estimate**							**$29,014,676**	**$35,302,764**	**$37,818,650**
39										
40										
41	* Based on recent similar comps from GO-EDC data									
42	** This assumes Land Centrally Located									26-Nov-24







Option 1

Option 2

Option 3

	City of Oshkosh City Hall Master Plan Cost Study - CITY HALL - OPTIONS									
	26-Nov-24							Low	High	2027
1	Description									
2	OPTION 1 - CITY HALL							$25,829,500	$28,925,060	$33,482,284
3	OPTION 2A - CITY CENTER							$25,326,600	$31,550,000	$33,443,000
4	OPTION 2B - CITY CENTER							$26,941,600	$33,165,000	$35,058,000
5	OPTION 3 - NEW CITY HALL SITE							$29,014,676	$35,302,764	$37,818,650

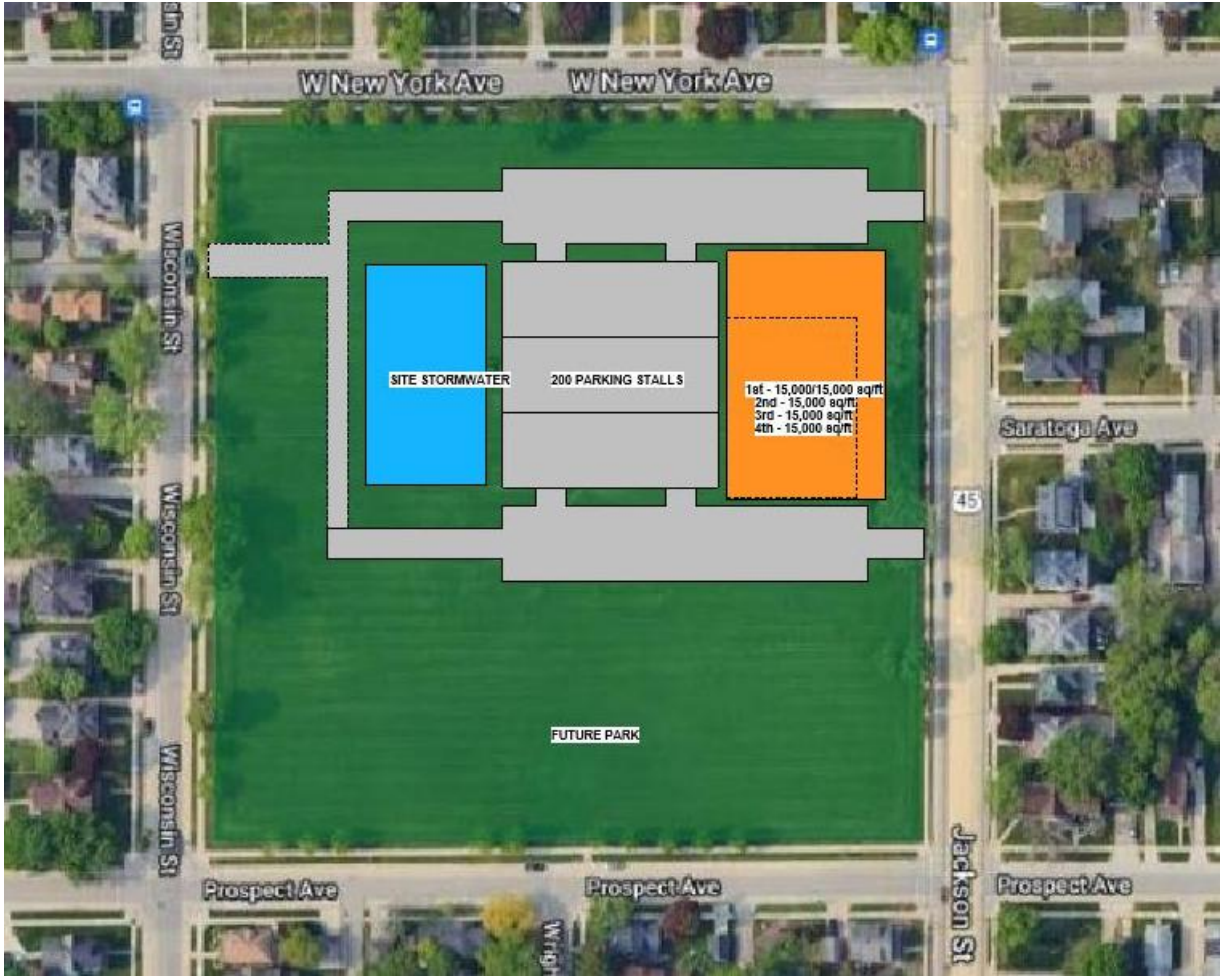
KUENY

ARCHITECTS

QUESTIONS

?

City of Oshkosh


W New York Ave
W New York Ave
Wisconsin St
Wisconsin St
Wisconsin St
SITE STORMWATER
200 PARKING STALLS
1st - 15,000/15,000 sq/ft
2nd - 15,000 sq/ft
3rd - 15,000 sq/ft
4th - 15,000 sq/ft
FUTURE PARK
Saratoga Ave
45
Jackson St
Prospect Ave
Prospect Ave
Prospect Ave

City of Oshkosh

City Hall Master Plan

Space Needs Assessment and Master Plan

Kueny Architects, LLC

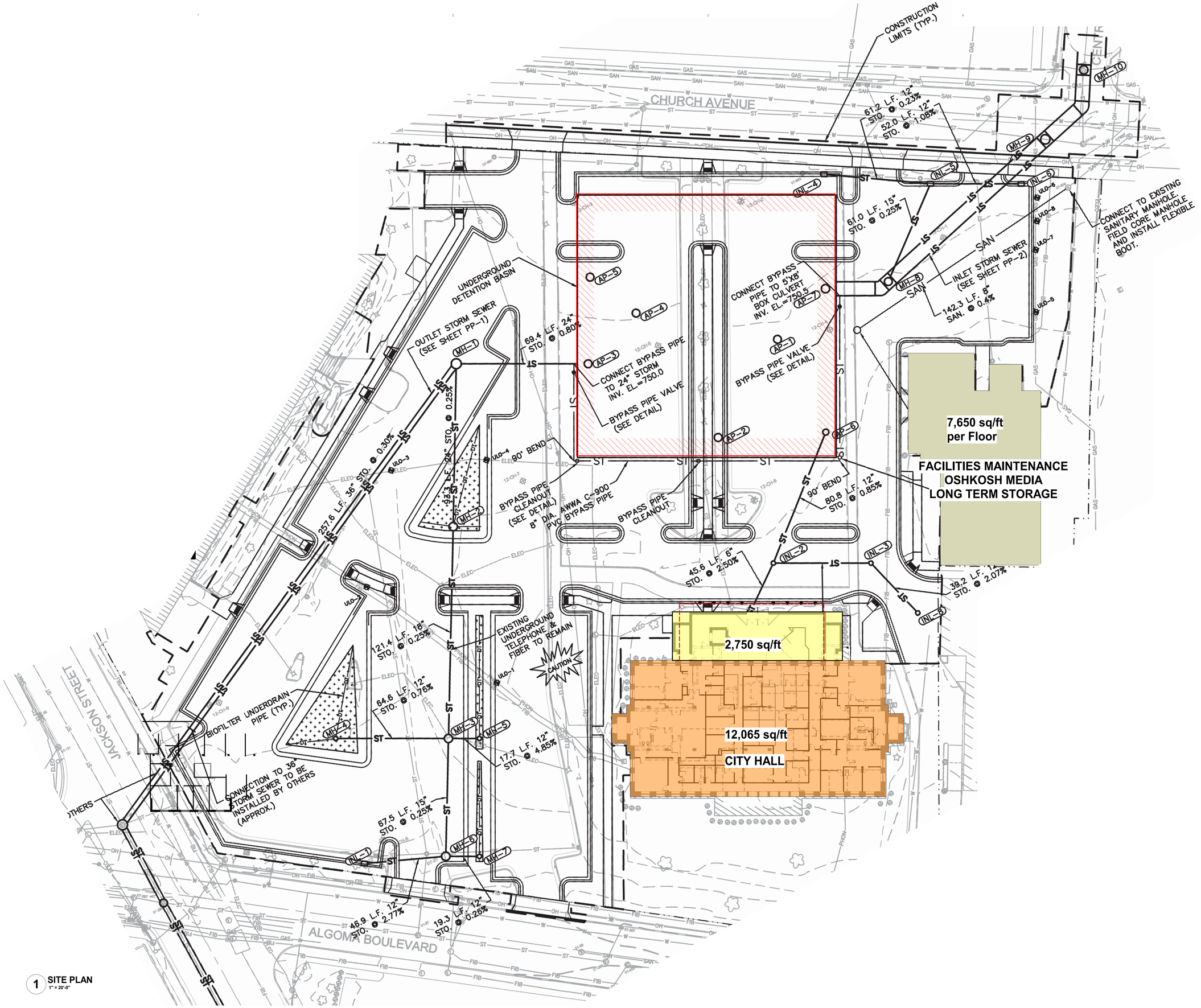
October 17, 2024

Workshop Draft

I. FLOOR PLANS 2 - 11

II. ROOM AREA WORKSHEETS 12 - 16

III. OPTION 1, OPTION 2 AND OPTION 3 COST WORKSHEETS 17 - 20



1 SITE PLAN
1" = 20'-0"

10/17/2024 2:35:16 PM

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:

City of Oshkosh

PROJECT ISSUE DATE:

October 17, 2024

KUENY ARCHITECTS

10505 Corporate Drive, Pleasant Prairie, WI 53158
phone: 262.857.8101 web: www.kuenyarch.com

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CONSULTANTS

ARCHITECT

Kueny Architects
Phone: 262.857.8101
Address: 10505 Corporate Drive, Suite 100
Pleasant Prairie, Wisconsin 53158

Architect of Record - Jon P. Wallenkamp
P:414.690.3197

REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

SCALE: 1" = 20'-0"

SHEET

SHEET TITLE:

City Hall Site Plan

P101

First Floor Room Areas

NUMBER	NAME	Area
Accounting		
126	Utilities Accounting	203 ft²
130	Accounting Storage	160 ft²
131	Payroll Office	161 ft²
132	Collections	527 ft²
133	Accounting Office	142 ft²
134	Accounting	2,019 ft²
135	Safe	68 ft²
		3,279 ft²
Circulation		
101	Vest.	100 ft²
102	Corridor	1,703 ft²
103	Elev.	46 ft²
113	Vest.	51 ft²
114	Vest.	56 ft²
117	Stair	160 ft²
118	Vest.	72 ft²
137	Stair	158 ft²
139	Vest.	72 ft²
140	Closet	28 ft²
		2,446 ft²
City Clerk		
123	Conf. Room	187 ft²

First Floor Room Areas

NUMBER	NAME	Area
124	City Clerk Office	229 ft²
125	City Clerk Office	119 ft²
127	City Clerk Files	416 ft²
		951 ft²
Finance		
141	Finance Office	366 ft²
142	Finance Office	206 ft²
143	Finance Office	204 ft²
144	Closet	20 ft²
		797 ft²
IT		
105	IT Storage	266 ft²
		266 ft²
Oshkosh Media		
107	O.M. Office	114 ft²
108	O.M. Office	86 ft²

First Floor Room Areas

NUMBER	NAME	Area
109	O.M.Office	81 ft²
110	O.M. Office	99 ft²
111	O.M. Control Room	212 ft²
112	O.M. Recep	616 ft²
115	Oshkosh Media Studio	350 ft²
		1,557 ft²
Support		
104	Elev. Equip	94 ft²
116	Jan	67 ft²
119	Stor.	32 ft²
120	Mens	126 ft²
121	Closet	23 ft²
136	Women	113 ft²
136b	Women	52 ft²
138	Stor.	33 ft²
		540 ft²
		9,836 ft²

Department Legend

- Accounting
- Circulation
- City Clerk
- Finance
- IT
- Oshkosh Media
- Support



1 EXISTING FIRST FLOOR PLAN
3/16" = 1'-0"

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:
City of Oshkosh

PROJECT ISSUE DATE:
October 17, 2024

KUENY ARCHITECTS

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Architect of Record - Jon P. Wallenkamp
P:414.690.3197

REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH
SCALE: 3/16" = 1'-0"

SHEET

SHEET TITLE:

Existing First Floor Plan

P201

10/17/2024 2:35:29 PM

Second Floor Room Areas

NUMBER	NAME	Area
Assessor		
225	Assessor Reception	170 ft²
226	Assessor Offices	820 ft²
227	Assessor Office	254 ft²
228	Assessor Office	160 ft²
		1,404 ft²
Circulation		
201	Stair	263 ft²
203	Corridor	1,038 ft²
211	Elev.	46 ft²
222	Stairs	269 ft²
		1,616 ft²
Community Development		
204	Community Development Reception	442 ft²
205	Closet	19 ft²
206	Community Development Office	256 ft²
		717 ft²
Economic Development		
207	Economic Development OFfice	112 ft²
208	Economic Development Office	234 ft²
209	Closet	12 ft²
210	Economic Development Office	127 ft²
		485 ft²

Second Floor Room Areas

NUMBER	NAME	Area
Inspection Services		
213	Inspection Services	803 ft²
214	I.S. Files	61 ft²
215	I.S. Office	140 ft²
216	I.S. Office	70 ft²
217	I.S. Office	105 ft²
218	I.S. Office	68 ft²
219	I.S. Office	127 ft²
220	I.S. Office	61 ft²
221	Kitchen	132 ft²
		1,565 ft²
Planning		
229	Closet	30 ft²
231	Planning Storage	95 ft²
232	Planning Office	268 ft²
233	Planning Reception	245 ft²
234	Planning	872 ft²
235	Planning Office	124 ft²
236	Closet	13 ft²
237	Closet	13 ft²
238	Planning Office	314 ft²
239	Planning Office	136 ft²
240	Kitchen	106 ft²
241	Planning Office	221 ft²
242	Planning Office	244 ft²
		2,683 ft²

Second Floor Room Areas

NUMBER	NAME	Area
Support		
212	Conf. Room	364 ft²
224	Jan.	118 ft²
230	Conf. Room	192 ft²
		673 ft²
		9,143 ft²

Department Legend

- Assessor
- Circulation
- Community Development
- Economic Development
- Inspection Services
- Planning
- Support



1 EXISTING SECOND FLOOR PLAN
3/16" = 1'-0"

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:
City of Oshkosh

PROJECT ISSUE DATE:
October 17, 2024

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Architect of Record - Jon P. Wallenkamp
P:414.690.3197

REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

SCALE: 3/16" = 1'-0"

SHEET

SHEET TITLE:

Existing Second Floor Plan

P202

10/17/2024 2:35:34 PM

Third Floor Room Areas

NUMBER	NAME	Area
Circulation		
301	Stair	241 ft²
302	Corridor	992 ft²
303	Elev.	46 ft²
314	Stairs	246 ft²
		1,524 ft²
Engineering		
310	Engineering	711 ft²
311	Engineering Files	204 ft²
312	Engineering OFfice	135 ft²
313	Engineering	580 ft²
326	Engineering	496 ft²
327	Engineering Office	175 ft²
328	Engineering Files	227 ft²
		2,529 ft²
General Services		
331	Purchasing Reception	101 ft²
332	Purchasing and Facilities	840 ft²
333	Stor.	84 ft²
334	Purchasing	200 ft²
335	Kitchen	65 ft²
		1,291 ft²

Third Floor Room Areas

NUMBER	NAME	Area
Legal		
317	Attorney's Reception	141 ft²
318	Storage	102 ft²
319	Attorneys	421 ft²
320	Attorney's Office	121 ft²
321	Kitchen	113 ft²
322	Attorney's Office	294 ft²
323	Attorney's Office	285 ft²
		1,476 ft²
Mayor		
329	Mayor and Common Council Office	179 ft²
		179 ft²

Third Floor Room Areas

NUMBER	NAME	Area
Public Works		
304	Public Works	688 ft²
305	Conf. Room	205 ft²
306	Public Works Office	233 ft²
307	Public Works Office	151 ft²
308	Public Works Office	117 ft²
309	Public Works Office	147 ft²
		1,541 ft²
Support		
315	Mens	168 ft²
316	Jan.	115 ft²
324	Vest.	86 ft²
325	Conf. Room	281 ft²
330	Lactation Room	155 ft²
336	Womens	160 ft²
		966 ft²
		9,506 ft²

Department Legend

- Circulation
- Engineering
- General Services
- Legal
- Mayor
- Public Works
- Support



1 EXISTING THIRD FLOOR PLAN
3/16" = 1'-0"

10/17/2024 2:35:59 PM

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:

City of Oshkosh

PROJECT ISSUE DATE:

October 17, 2024

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Architect of Record - Jon P. Wallenkamp
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REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

SCALE: 3/16" = 1'-0"

SHEET

SHEET TITLE:

Existing Third Floor Plan

P203

Fourth Floor Room Areas

NUMBER	NAME	Area
Circulation		
401	Stair	247 ft²
403	Corridor	628 ft²
404	Elev.	46 ft²
420	Stair	252 ft²
		1,173 ft²
City Manager		
428	City Manager Reception	263 ft²
429	City Manager Office	442 ft²
		705 ft²
Council Chamber		
426	Council Chamber	1,375 ft²
426A	Closet	11 ft²
		1,386 ft²
Human Resources		
405	Human Resources Reception	384 ft²
406	Human Resources Office	215 ft²
407	Human Resources Office	216 ft²
408	Human Resources Office	136 ft²
409	Human Resources Office	117 ft²
410	Closet	26 ft²
411	Corridor	76 ft²

Fourth Floor Room Areas

NUMBER	NAME	Area
412	Human Resources Office	152 ft²
413	Human Resources Office	232 ft²
		1,554 ft²
IT		
415	IT Reception	83 ft²
416	IT Office	438 ft²
417	IT Office	150 ft²
418	IT Server Room	397 ft²
419	Paper Storage	75 ft²
424	IT Storage	179 ft²
425	IT Central Services	287 ft²
		1,609 ft²
Mechanical		
414	Air Handler Room	1,366 ft²
		1,366 ft²
Support		
402	Womens	165 ft²
421	Mens	165 ft²
422	Toilet	74 ft²
423	Break Room	662 ft²
427	Meeting Room	1,084 ft²
		2,150 ft²
		9,942 ft²

Department Legend

- Circulation
- City Manager
- Council Chamber
- Human Resources
- IT
- Mechanical
- Support



1 EXISTING FOURTH FLOOR PLAN
3/16" = 1'-0"

10/17/2024 2:35:43 PM

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:
City of Oshkosh

PROJECT ISSUE DATE:
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Architect of Record - Jon P. Wallenkamp
P:414.690.3197

REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH
SCALE: 3/16" = 1'-0"

SHEET

SHEET TITLE:

Existing Fourth Floor Plan

P204



Department Legend

- Accounting
- Accounting Future
- Circulation
- City Clerk
- City Manager
- Council Chamber
- Finance
- Human Resources
- Human Resources - Future
- IT
- Mechanical
- Oshkosh Media
- Oshkosh Media Future
- Support

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:

City of Oshkosh

PROJECT ISSUE DATE:

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Architect of Record - Jon P. Wallenkamp
P:414.690.3197

REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

SCALE: 3/16" = 1'-0"

SHEET

SHEET TITLE:

Future First Floor Plan

P301

1 MASTER PLAN FIRST FLOOR PLAN
3/16" = 1'-0"

10/17/2024 2:35:51 PM



1 MASTER PLAN SECOND FLOOR PLAN
3/16" = 1'-0"

Department Legend

- Assessor
- Assessor Future
- Circulation
- Community Development
- Council Chamber
- Economic Development
- Economic Development - Future
- Inspection Services
- Inspection Services - Future
- IT - Future
- Planning
- Planning Future
- Support

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:
City of Oshkosh

PROJECT ISSUE DATE:
October 17, 2024

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Architect of Record - Jon P. Wallenkamp
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REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

SCALE: 3/16" = 1'-0"

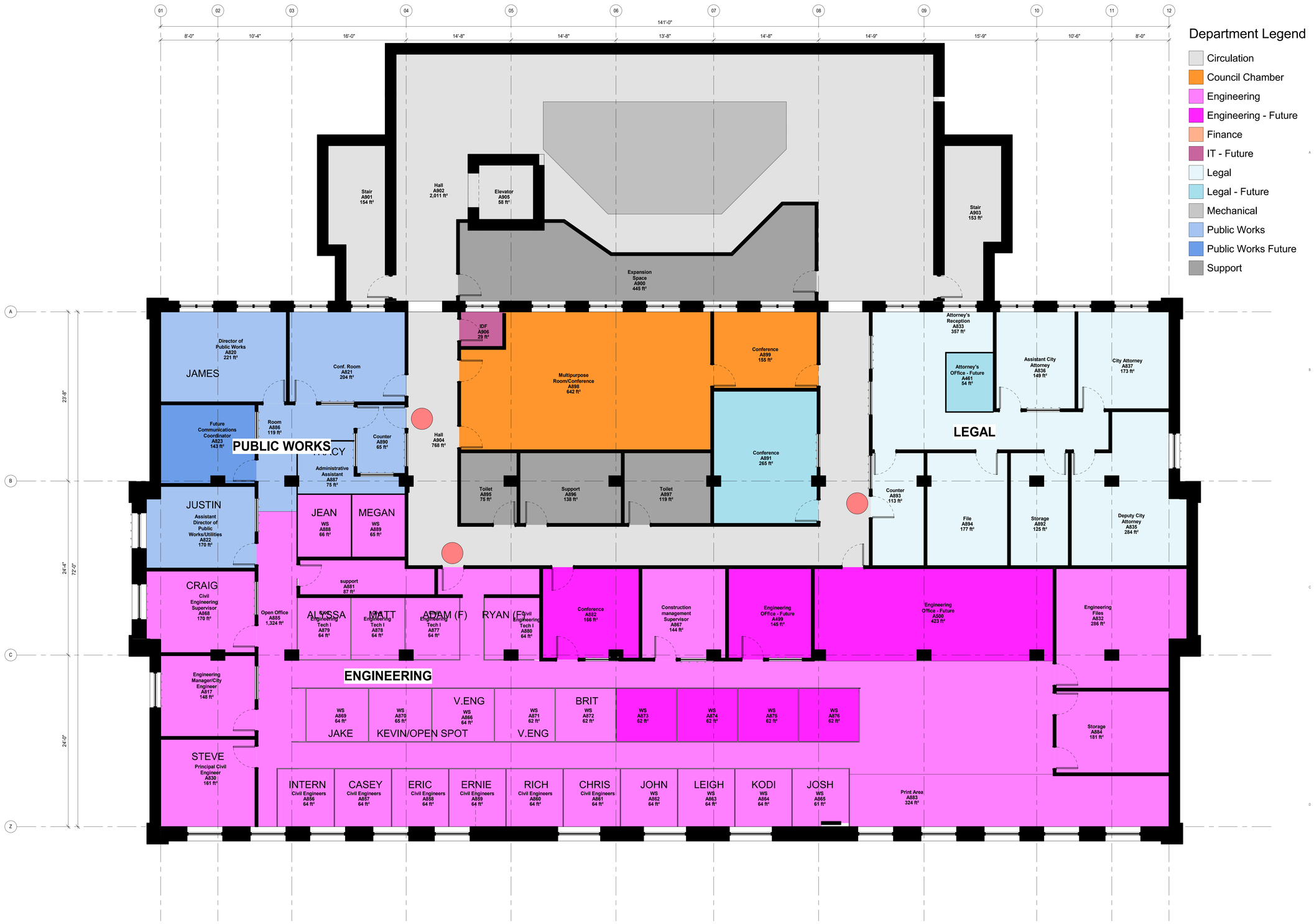
SHEET

SHEET TITLE:

Future Second Floor Plan

P302

10/17/2024 2:35:55 PM



Department Legend

- Circulation
- Council Chamber
- Engineering
- Engineering - Future
- Finance
- IT - Future
- Legal
- Legal - Future
- Mechanical
- Public Works
- Public Works Future
- Support

1 FUTURE THIRD FLOOR PLAN
3/16" = 1'-0"

10/17/2024 2:35:58 PM

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:
City of Oshkosh

PROJECT ISSUE DATE:
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REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

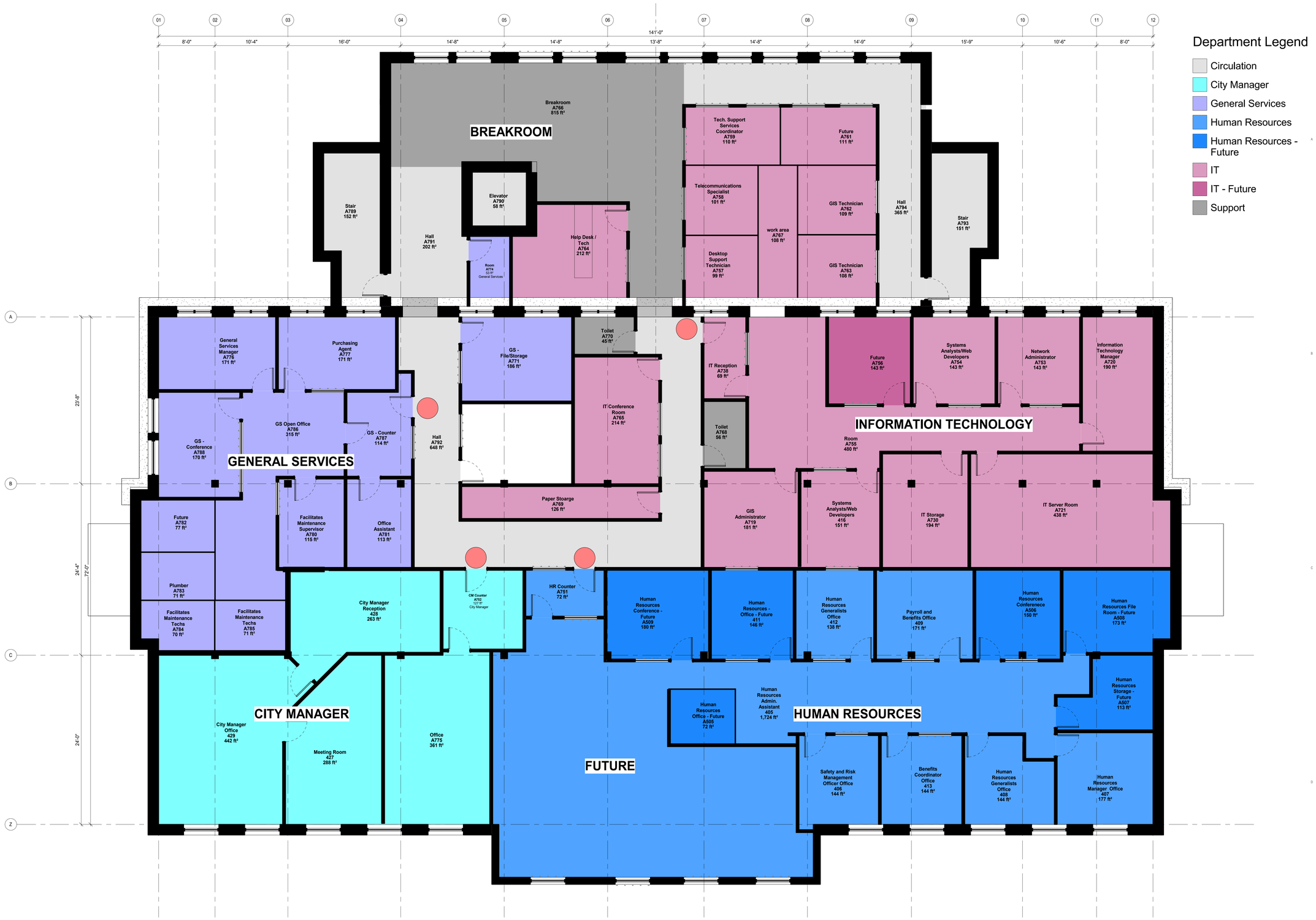
SCALE: 3/16" = 1'-0"

SHEET

SHEET TITLE:

Future Third Floor Plan

P303



Department Legend

- Circulation
- City Manager
- General Services
- Human Resources
- Human Resources - Future
- IT
- IT - Future
- Support

1 **MASTER PLAN FOURTH FLOOR PLAN**
3/16" = 1'-0"

10/17/2024 2:36:02 PM

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:

City of Oshkosh

PROJECT ISSUE DATE:

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Architect of Record - Jon P. Wallenkamp
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REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

SCALE: 3/16" = 1'-0"

SHEET

SHEET TITLE:

Future Fourth Floor Plan

P304



NOT FOR CONSTRUCTION

10/17/2024 2:43:21 PM

PROJECT

PROJECT:

City Hall Master Plan

City of Oshkosh City Hall

OWNER:

City of Oshkosh

PROJECT ISSUE DATE:

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REVISIONS

REV #	DESCRIPTION	DATE

KEY PLAN

TRUE NORTH PLAN NORTH

SCALE: 1/16" = 1'-0"

SHEET

SHEET TITLE:

City Center Plan

P401

	Job Class	Adjacency	No. of Positions	Future No. of Positions	Vehicles	Hard Wall Office 1	Hard Wall Office 2	Open Office 1	Open Office 2	Conference Room 1	Conference Room 2	Storage	File Room	Locker	# of Copiers
1															
2	**Elected Officials**														
3	City Council Members		7	7		1									
4	**Total**		**7**	**7**											
5	**City Manager**	*Near HR*									1	1	1		
6	City Manager	*Near Council*	1	1			1			1					
7	Executive Assistant	*Small waiting/3-4*	1	1				1							
8	**Total**	**near 1**	**2**	**2**											
9															
10	**Administrative Services Dept.**	**near 1**													
11	1 Assistant City Manager / Director of Administrative Services	*Near City Manager*	1	1			1				1				
12	**Total**		**1**	**1**											
13															
14	**Human Resources**	**near 1**								1	1	1	1		1
15	Human Resources Manager	need back door exit for - *like first floo* r	1	1			1								
16	Benefits Coordinator	hidden area - not eyes on - remote	1	1		1									
17	Safety and Risk Management Officer		1	1		1									
18	Human Resources Generalists		2	2		2									
19	Human Resources Admin. Assistant	*Phone back-up to CM*	1	1				1							
20	Payroll and Benefits		1	1		1									
21	Future			2			1	1							
22	**Total**		**7**	**9**		**5**	**2**	**2**		**1**	**1**	**1**	**1**		**1**
23	*Interview room 2-3 per day*														
24	*Small Conference room*														
25	*Mothers room*														
26	*Future office*														
27	*kitchenet within space*														
28	*Need secured vestibule*														
29	*Storage within offices could be central*														
30															
31															
32	**General Services Division**	**near 1**									1	1	1		
33	General Services Manager		1	1			1			1					
34	Purchasing Agent		1	1			1								
35	Office Assistant		1	1		1									
36	Facilitates Maintenance Supervisor	more space for tech area	1	1	1	1									
37	Facilitates Maintenance Techs	*2/5 - 2 at city hall*	7	7	2			2							
38	Maintenance Workers	*not at City Hall*	1.64	2											
39	Facilities Project Coordinator		1	1		1									
40	Plumber		1	1	1			1							
41	Future			1				1							
42	Communications Coordinator		1	1			1								
43	Media Services Coordinator	Need to look at TW fiber feed??	1	1			1					1			
44	Video Editing Technician		1	1		1									
45	Media Services editor (computer)				1	1									
46	Future			1				1							
47	**Total**		**17.64**	**20**		**5**	**4**	**5**		**1**	**1**	**2**	**1**		**0**
48															
49	*need spare open office*														
50	*Need Tower*														
51	*Bid opening conf room*														
52	*Central copier*														

	Job Class	Adjacency	No. of Positions	Future No. of Positions	Vehicles	Hard Wall Office 1	Hard Wall Office 2	Open Office 1	Open Office 2	Conference Room 1	Conference Room 2	Storage	File Room	Locker	# of Copiers
53	*File storage*														
54	*Open File area like Parks*														
55	still need tower	**? Need to see who's all on tower**													
56	**Information Technology Division**	**near 1**								1		1	1		1
57	Information Technology Manager		1	1			1								
58	Network Administrator		1	1		1									
59	Systems Analysts/Web Developers		2	2		2									
60	GIS Administrator		1	1		1									
61	GIS Technician		2	2				2							
62	Desktop Support Technician		1	1				1							
63	Help Desk Specialist		1	1				1							
64	Telecommunications Specialist		1	1				1							
65	Tech. Support Services Coordinator		1	1				1							
66	Future			2		1		1							
67															
68	**Total**		**11**	**13**		**5**	**1**	**7**		**1**		**1**	**1**		**1**
69															
70	*IDF on each level*	**- sim to GIS now plus gis needs same area**													
71	*Paper Storage - Central Services(store room)*														
72	*PC stagging*														
73	*Conference room - Staff size*														
74	*Server room - raised floor*														
75	*No loading dock*														
76	*Existing phone in IT storage*														
77	*Fiber leaves to 4 different buildings - station 18, water filtration, library, station 15*														
78															
79	**City Clerk Department**									1		1	1		1
80	City Clerk		1	1			1								
81	Deputy City Clerk		1	1		1									
82	Office Assistant		1	1				1							
83	Elections Specialist		1	1				1							
84	**Total**	need to look into cold storage(8x12)	**4**	**4**		**1**	**1**	**2**		**1**		**1**	**1**		**1**
85	*need vault*	*breakroom within*													
86	*19 voting equipment*	*move on/off a truck*													
87	*designated voting area*	*side entry*													
88	*Locked ballot room*	*could be in vault*													
89	*2nd inline to counter*	*still need their counter*													
90															
91															
92	**Community Development Department**									1	1				1
93	Director of Community Development		1	1			1								
94	Administrative Assistant		1	1				1							
95	**Total**		**2**	**2**			**1**	**1**		**1**	**1**				**1**
96															
97															
98	**Assessor Services Division**	open meeting space within the open office -- like parks										1	1		1
99	City Assessor	workstations - make height	1	1		1									
100	Property Appraiser		3	3				3							
101	Office Assistant		1	1				1							
102	Assessment Tech		1	1		1									
103	Future			2		1		1							

	Job Class	Adjacency	No. of Positions	Future No. of Positions	Vehicles	Hard Wall Office 1	Hard Wall Office 2	Open Office 1	Open Office 2	Conference Room 1	Conference Room 2	Storage	File Room	Locker	# of Copiers
104	**Total**		**6**	**8**		**3**		**5**				**1**	**1**		**1**
105	*Card file area - fire proof cabinets*	no public													
106	*Large file room*														
107															
108															
109	**Economic Development Division**														1
110	Director	*kitchenette within space(3) now*	1	1			1								
111	Assistant Director		1	1			1								
112	Economic Development Specialist		1	1		1									
113	Future			2		1			1						
114	**Total**		**3**	**5**		**2**	**2**		**1**						
115															
116															
117	**Inspection Services**	open meeting space within the open office -- like parks										1			1
118	Chief Building Official	workstations - make height	1	1	5	1								1	
119	Building Systems Inspectors		3	3				3						1	
120	Commercial Building Inspector		3	3		3								1	
121	Office Assistant		1	1				1						1	
122	Inspection Technician		1	1				1						1	
123	Inspector		1	1				1						1	
124	Future		0	2	5	1		1						1	
125	**Total**		**10**	**12**	**10**	**5**		**7**				**1**		**7**	
126	*5 future added vehicles*														
127															
128															
129	**Planning Services Division**	open meeting space within the open office -- like parks									1	1			1
130	Planning Services Manager	workstations - make height	1	1		1									
131	Principal Planner		2	2				2							
132	Planners		1	1				1							
133	Assistant Planners		1	1		1									
134	Associate Planner		1	1		1									
135	Zoning Administrator		1	1		1									
136	Office Assistants		2	2				2							
137	Housing Specialist		1	1				1							
138	Future			2		1		1							
139	**Total**		**10**	**12**		**5**		**7**							
140															
141															
142															
143	**Finance Department(First Floor)**														
144	Director of Finance	safe room still needed	1	1			1			1					1
145	Assistant Finance Director	cold storage area needs to match	1	1			1								
146	Payroll Coordinator		1	1		1									
147	Staff Accountant		1	1				1							
148	Management Analyst		1	1		1									
149	Future			2		1		1							
150	**Total**		**5**	**5**		**3**	**2**	**2**		**1**					**1**
151															
152															
153	**Accounting and Collections Division**														
154	Financial Accounting Manager	*near window group*	1	1		1									
155	Account Clerk II	??? Drive up window??	4	4				4							

	Job Class	Adjacency	No. of Positions	Future No. of Positions	Vehicles	Hard Wall Office 1	Hard Wall Office 2	Open Office 1	Open Office 2	Conference Room 1	Conference Room 2	Storage	File Room	Locker	# of Copiers
156	Account Clerk III		1	1				1							
157	Financial Specialists		2	2				1							
158	Future			2		1		1							
159	**Total**		**8**	**10**											
160	**Water and Sewer Utility Division**										1				1
161	Financial Utility Manager		1	1		1									
162	Account Clerk II		4	4				4							
163	Customer Service Clerk		1	1				1							
164	Future/Intern			**2**		**1**		**1**							
165	**Total**		**6**	**8**		**2**		**6**			**1**			**0**	**1**
166															
167	*Needs to be on first floor*														
168	*Need 4 window spots and 5th ADA*														
169	*10 person conference room near entry*														
170	*5-6 laptops used by auditors 2x's year*														
171	*need printer/scanner*														
172	*Future offices*														
173	*Intern*														
174	*need kiosk locations in lobby*														
175															
176								19							
177	**Legal Department**	*Engineering 1st*								1		1	1		1
178	City Attorney	*community dev 2nd*	1	1			1								
179	Deputy City Attorney		1	1		1									
180	Assistant City Attorney		1	1		1									
181	Paralegal		1	1				1							
182	Future(now) Admin Asst			1				1							
183	**Total**		**4**	**5**		**2**	**1**	**2**		**1**		**1**	**1**		**1**
184															
185	*No conference room within but needs one near front door for interviews*														
186	*Need room for active files*														
187	*copier area*														
188	*3-10 visitors a week*														
189	*kitchenette within space*														
190	*storage for records*														
191	*Future office*	also some open growth space				1									
192															
193															
194	**Public Work Department**														
195	Director of Public Works		1	1			1				1	1			
196	Assistant Director of Public Works/Utilities General Manager		1	1			1								
197															
198	Management Analyst	*Not located at City Hall*													
199	Administrative Assistant		1	1				1							
200	Future Communications Coordinator			1		1									
201	**Total**		**3**	**4**		**1**	**2**	**1**			**1**	**1**			
202															
203															
204	**Engineering Division**				6					1	1	1	1		1
205	Civil Engineering Supervisor	*Need 5 offices*	1	1			1								
206	Construction management Supervisor		1	1			1								

	Job Class	Adjacency	No. of Positions	Future No. of Positions	Vehicles	Hard Wall Office 1	Hard Wall Office 2	Open Office 1	Open Office 2	Conference Room 1	Conference Room 2	Storage	File Room	Locker	# of Copiers
207	Principal Civil Engineer		1	1			1								
208	Civil Engineers		6	6				6							
209	Civil Engineering Tech I	area open for contractors - clean area at door	4	4				4						4	
210	Civil Engineering Tech II		6	6				6						6	
211	Civil Engineering Tech Prog Coordinators		2	2				2						2	
212	Utility Locator I		1	1				1						1	
213	Office Assistant		1	1				1							
214	Engineering Manager/City Engineer		1	1			1								
215	Future			5	1	2		3							
216	**Total**		**24**	**29**	**7**	**2**	**4**	**23**		**1**	**1**	**1**	**1**	**13**	**1**
217	*File storage*														
218	*Plotter/Scanner room*														
219	*6 vehicles*														
220	*lockers for field staff*														
221	*battery wall for survey equip*														
222	*survey misc. item storage*														
223	*locators*														
224	*Central file area*	1/2 for future area													
225	*Future open offices - 4-5*							5							
226	*Meeting space for 30-35*														
227															
228	**Utilities Division**														
229	Utility Operations Manager	not in city hall - water	1	1											
230	**Total**		1	1											

								Low	High	2027
	City of Oshkosh City Hall Master Plan Cost Study - CITY HALL - OPTION 1									
1	**Description**			**QTY**		**Unit Price**				
2	**Building Related Items**					Low	High			
3	First Floor Plan			*12,065*	6%	$225	$275	$2,714,625	$3,317,875	$3,516,948
4	First Floor Plan - Expansion			2,750	6%	$325	$375	$893,750	$1,031,250	$1,093,125
5	Second Floor Plan			*11,497*	6%	$225	$275	$2,586,825	$3,161,675	$3,351,376
6	Second Floor Plan - Expansion			3,200	6%	$325	$375	$1,040,000	$1,200,000	$1,272,000
7	Third Floor Plan			*11,497*	6%	$225	$275	$2,586,825	$3,161,675	$3,351,376
8	Third Floor Plan - Expansion			3,200	6%	$325	$375	$1,040,000	$1,200,000	$1,272,000
9	Fourth Floor Plan			*11,239*	6%	$225	$275	$2,528,775	$3,090,725	$3,276,169
10	Fourth Floor Plan - Expansion			3,200	6%	$325	$375	$1,040,000	$1,200,000	$1,272,000
11	Site improvements			58,648	6%	$0.75	$1.25	$621,816	$1,036,360	$1,098,542
12	New Sq/Ft	58,648								
13	Existing Sq/Ft	46,298				Building Related Items Sub Total		$15,052,616	$18,399,560	$19,503,534
14										
15	**Special Items**									
16	Misc Demo			46,298	6%	$8		$370,384	$425,000	$450,500
17	Sell of City Hall	Not Part of this Model		12,350	6%	$0		$0	$0	$0
18	Misc Items - Furnishings	Existing 114	Future 26	140	6%	$7,200		$1,008,000	$1,250,000	$1,325,000
19	Upgrade generator full facility(Gas)			1	6%	$225,000		$225,000	$245,000	$259,700
20	Roof Solar Panels (12,000s/f)			1	6%	$400,000		$400,000	$475,000	$503,500
21	Material Scanning			1	6%	$300,000		$300,000	$400,000	$424,000
22	Technology Equipment			1	6%	$450,000		$450,000	$500,000	$530,000
23	Existing Mechanical Building Upgrades/Add Osh Media			*15,000*	6%	$85	$110	$1,275,000	$1,650,000	$1,749,000
24	Temp Relocation w/ Fiber		46,298	22	6%	$80,000		$80,000	$100,000	$106,000
25						Special Items Sub Total		$4,108,384	$5,045,000	$5,347,700
26										
27						Project Sub Total		$19,161,000	$23,444,560	$24,851,234
28	**Project Cost**									
29	A/E Fee				6%			$1,100,000	$1,300,000	$1,378,000
30	State plan fee and printing				6%			$15,500	$15,500	$16,430
31	Gas and electric services fee				6%			$125,000	$140,000	$148,400
32	Design Contingency				6%			$2,200,000	$2,600,000	$2,756,000
33	Construction Contingency				6%			$1,000,000	$1,400,000	$1,484,000
34	Land Cost				6%			$0	$0	$0
35	Geotechnical				6%			$25,000	$25,000	$26,500
36	Radio Tower				6%			$75,000	$100,000	$106,000
37	Fiber to the site Up Grade Osh Media				6%			$50,000	$65,000	$68,900
38	Fiber to the site Up Grade				6%			$50,000	$65,000	$68,900
39	Builders Risk				6%			$28,000	$32,000	$33,920
40						Project Estimate Subtotal		$4,668,500	$5,480,500	$6,087,050
41										
42	**Total Project Estimate**							**$23,829,500**	**$28,925,060**	**$30,938,284**
43										
44										
45										
46										17-Oct-24

City of Oshkosh City Hall Master Plan Cost Study - CITY HALL - CITY CENTER - OPTION 2

								Low	High	2027
1	**Description**			**QTY**		**Unit Price**				
2	**Building Related Items**					Low	High			
3	First Floor Plan			*38,400*	6%	$185	$235	$7,104,000	$9,024,000	$9,565,440
	Facility Maintenance/Long Term Storage			*15,000*	6%	$45	$55	$675,000	$825,000	$874,500
4	Second Floor Plan			*22,500*	6%	$185	$235	$4,162,500	$5,287,500	$5,604,750
5	Interior Light Wells (3)		*2,700*	*81,000*	6%	$8	$10	$648,000	$810,000	$858,600
6	Exterior Facade Up-Grades (Windows and Civic Look)			*30,000*	6%	$20	$36	$600,000	$1,080,000	$1,144,800
7	Site improvements			60,900	6%			$621,800	$1,036,000	$1,098,160
8	Used Sq/Ft	75,900								
9	Existing Sq/Ft	75,900				Building Related Items Sub Total		$13,811,300	$18,062,500	$19,146,250
10										
11	**Special Items**									
12	Misc Demo			75,900	6%	$2		$151,800	$180,000	$190,800
13	* Sale of City Hall				6%	$0		-$1,000,000	-$2,000,000	-$2,120,000
14	Misc Items - Furnishings	Existing 114	Future 26	140	6%	$7,200		$1,008,000	$1,250,000	$1,325,000
15	Upgrade generator full facility(Gas)			1	6%	$225,000		$225,000	$245,000	$259,700
16	Roof Solar Panels (12,000s/f)			1	6%	$400,000		$400,000	$475,000	$503,500
17	Material Scanning			1	6%	$300,000		$300,000	$400,000	$424,000
18	Technology Equipment			1	6%	$450,000		$450,000	$500,000	$530,000
20						Special Items Sub Total		$1,534,800	$1,050,000	$1,113,000
21										
22						Project Sub Total		$15,346,100	$19,112,500	$20,259,250
23	**Project Cost**									
24	A/E Fee				6%			$1,100,000	$1,300,000	$1,378,000
25	State plan fee and printing				6%			$15,500	$15,500	$16,430
26	Gas and electric services fee				6%			$125,000	$140,000	$148,400
27	Design Contingency				6%			$2,200,000	$2,600,000	$2,756,000
28	Construction Contingency				6%			$1,000,000	$1,400,000	$1,484,000
29	* Facility Cost	(Also Lost Tax Roll $'s)			6%			$3,000,000	$4,000,000	$4,240,000
30	Parking Cost		Stalls	200	6%	$10,000	$12,000	$2,000,000	$2,400,000	$2,544,000
31	Parking Structure Shared Capital Improvements - 10 Years		Stalls	200	6%	$1,000	$1,500	$200,000	$300,000	$318,000
32	Geotechnical				6%			$25,000	$25,000	$26,500
33	Radio Tower				6%			$75,000	$100,000	$106,000
34	Fiber to the site - Osh Media				6%			$110,000	$145,000	$153,700
35	Fiber to the site				6%			$225,000	$265,000	$280,900
36	Builders Risk				6%			$28,000	$32,000	$33,920
37						Project Estimate Subtotal		$10,103,500	$12,722,500	$13,485,850
38										
39	**Total Project Estimate**							**$25,449,600**	**$31,835,000**	**$33,745,100**
40										
41										
42										
43	* Based on recent similar comps from GO-EDC data									17-Oct-24

City of Oshkosh City Hall Master Plan Cost Study - NEW CITY HALL SITE - OPTION 3

								Low	High	2027
1	**Description**			**QTY**		**Unit Price**				
2	**Building Related Items**					Low	High			
3	First Floor Plan			*15,000*	6%	$305	$355	$4,575,000	$5,325,000	$5,644,500
	Facility Maintenance/Long Term Storage			*15,000*	6%	$45	$75	$675,000	$1,125,000	$1,192,500
4	Second Floor Plan			*15,000*	6%	$305	$355	$4,575,000	$5,325,000	$5,644,500
5	Third Floor Plan			*15,000*	6%	$305	$355	$4,575,000	$5,325,000	$5,644,500
6	Fourth Floor Plan			*15,000*	6%	$325	$355	$4,875,000	$5,325,000	$5,644,500
7	Site improvements			175,000	6%	$2.00	$3.00	$1,658,176	$2,487,264	$2,636,500
8	New Sq/Ft	75,000								
9						Building Related Items Sub Total		$20,933,176	$24,912,264	$26,407,000
10										
11	**Special Items**									
12	Misc Demo		n/a							
13	* Sale of City Hall							-$1,000,000	-$2,000,000	-$2,000,000
14	Misc Items - Furnishings	Existing 114	Future 26	140	6%	$7,200		$1,008,000	$1,250,000	$1,325,000
15	Upgrade generator full facility(Gas)			1	6%	$225,000		$225,000	$245,000	$259,700
16	Roof Solar Panels (12,000s/f)			1	6%	$400,000		$400,000	$475,000	$503,500
17	Material Scanning			1	6%	$300,000		$300,000	$400,000	$424,000
18	Technology Equipment			1	6%	$450,000		$450,000	$500,000	$530,000
20	Temp Relocation w/ Fiber		n/a							
21						Special Items Sub Total		$1,383,000	$870,000	$1,042,200
22										
23						Project Sub Total		$22,316,176	$25,782,264	$27,449,200
24	**Project Cost**									
25	A/E Fee				6%			$1,100,000	$1,300,000	$1,378,000
26	State plan fee and printing				6%			$15,500	$15,500	$16,430
27	Gas and electric services fee				6%			$125,000	$140,000	$148,400
28	Design Contingency				6%			$2,200,000	$2,600,000	$2,756,000
29	Construction Contingency				6%			$1,000,000	$1,400,000	$1,484,000
30	** Land Cost	(Also Lost Tax Roll $'s)			6%			$2,000,000	$4,000,000	$4,240,000
31	Geotechnical				6%			$55,000	$65,000	$68,900
32	Radio Tower				6%			$75,000	$100,000	$106,000
33	Fiber to the site Up Grade Osh Media				6%			$50,000	$65,000	$68,900
34	Fiber to the site Up Grade				6%			$50,000	$65,000	$68,900
35	Builders Risk				6%			$28,000	$32,000	$33,920
36						Project Estimate Subtotal		$6,698,500	$9,520,500	$10,369,450
37										
38	**Total Project Estimate**							**$29,014,676**	**$35,302,764**	**$37,818,650**
39										
40										
41	* Based on recent similar comps from GO-EDC data									
42	** This assumes Land Centrally Located									17-Oct-24

	City of Oshkosh City Hall Master Plan Cost Study - CITY HALL - OPTIONS									
	17-Oct-24							Low	High	2027
1	**Description**									
2	OPTION 1 - CITY HALL							**$23,829,500**	**$28,925,060**	**$30,938,284**
3	OPTION 2 - CITY CENTER							**$25,449,600**	**$31,835,000**	**$33,745,100**
4	OPTION 3 - NEW CITY HALL SITE							**$29,014,676**	**$35,302,764**	**$37,818,650**

TO:	Honorable Mayor and Members of the Common Council
FROM:	Julie Calmes, Director of Finance
DATE:	October 22, 2024
SUBJECT:	Report of Bills

Background

The items below are being presented for approval by the Oshkosh Common Council.
These items have been properly audited and certified by the City Comptroller and are herewith submitted for your allowance in the amount of $7,117,879.19.

Bills paid October 4 and October 11, 2024	$3,616,327.45
Payroll paid October 11, 2024	$1,193,448.62
Regular UMR payables paid throughout the month of September	$698,949.53
Regular UMR payables paid throughout the month of September	$1,609,153.59

Attachments

10042024 Check run
10112024 Check run
September 2024 UMR

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
11703	10/04/2024	ANTHONY L NEUMANN	48.65
11704	10/04/2024	BROOKS TRACTOR INC	277.95
11705	10/04/2024	CAREW CONCRETE & SUPPLY CO INC	1,263.75
11706	10/04/2024	CARYN BEHLMAN	60.30
11707	10/04/2024	CENTER FOR INTERNET SECURITY INC	706.21
11708	10/04/2024	CINTAS CORPORATION NO 2	1,819.57
11709	10/04/2024	COMMISSION ON ACCREDITATION	4,620.00
11710	10/04/2024	COMMUNICATIONS ENGINEERING CO	687.50
11711	10/04/2024	CORE AND MAIN LP	10,654.76
11712	10/04/2024	DANIEL BRAUN	238.52
11713	10/04/2024	ENERGENECS INC	5,815.00
11714	10/04/2024	EWALDS HARTFORD FORD LLC	44,924.00
11715	10/04/2024	FERGUSON WATERWORKS #1476	7,569.00
11716	10/04/2024	FRANK CONTRACTORS LLC	3,600.00
11717	10/04/2024	GANNETT WISCONSIN LOCALIQ	559.07
11718	10/04/2024	GROUND EFFECTS OF WI INC	694.40
11719	10/04/2024	HOWARD ALLEN DAVIS	1,375.00
11720	10/04/2024	HYDRO CORP	8,781.00
11721	10/04/2024	JEFFERSON FIRE & SAFETY	343.44
11722	10/04/2024	JFTCO INC	1,874.46
11723	10/04/2024	JOHNSON CONTROLS US HOLDINGS LLC	1,039.86
11724	10/04/2024	KENNETH L GRESSER	50.25
11725	10/04/2024	KONE INC	969.33
11726	10/04/2024	LAKE AND POND SOLUTIONS LLC	225.00
11727	10/04/2024	LINCOLN CONTRACTORS SUPPLY INC	36,080.26
11728	10/04/2024	MACQUEEN EQUIPMENT GROUP	2,285.07
11729	10/04/2024	MCC INC	12,693.87
11730	10/04/2024	MONROE TRUCK EQUIPMENT	3,602.09
11731	10/04/2024	NORTHERN LAKE SERVICE INC	533.87
11732	10/04/2024	OSHKOSH CONVENTION AND VISITORS BUREAU INC	8,298.48
11733	10/04/2024	PLYMOUTH LUBRICANTS	1,731.25
11734	10/04/2024	POESCHL PRINTING COMPANY INC	136.00
11735	10/04/2024	PREMISE HEALTH EMPLOYER SOLUTIONS LLC	34,084.05
11736	10/04/2024	PRIMADATA LLC	12,387.06
11737	10/04/2024	QUALITY TRUCK CARE CENTER INC	7,589.41
11738	10/04/2024	RNOW INC	513.23
11739	10/04/2024	SECURIAN FINANCIAL GROUP INC	22,145.74
11740	10/04/2024	SERVICEMASTER BLDG MAINTENANCE	5,705.00
11741	10/04/2024	SHERWIN INDUSTRIES INC	2,592.75
11742	10/04/2024	SHI INTERNATIONAL CORP	3,095.95
11743	10/04/2024	SONSEEKER POOL MASONRY LLC	100,605.75
11744	10/04/2024	TRACY JUNGWIRTH	228.65
11745	10/04/2024	TYLER TECHNOLOGIES INC	10,262.50
11746	10/04/2024	ON TIME EMBROIDERY INC	1,575.00
11747	10/04/2024	VANGUARD COMPUTERS INC	3,003.00
11748	10/04/2024	WI PUBLIC SERVICE CORP	14,698.49

11749	10/04/2024	WINNEBAGO COUNTY TREASURER	206.25
11750	10/04/2024	AUGUST WINTER & SONS INC	4,345.45
11751	10/04/2024	ZOLL MEDICAL CORPORATION	22,279.40
5002976	10/04/2024	ADVANCE CONSTRUCTION INC	682,073.40
5002977	10/04/2024	ADVOCAP INC	186,420.10
5002978	10/04/2024	B AND H PHOTO VIDEO	3,513.08
5002979	10/04/2024	BLUE PRINT SERVICE COMPANY	447.69
5002980	10/04/2024	BOUND TREE MEDICAL LLC	551.08
5002981	10/04/2024	ELAYNA G BREWER	237.10
5002982	10/04/2024	CARDINAL CONSTRUCTION CO INC	68,216.40
5002983	10/04/2024	CHRIS HAEDT	64.32
5002984	10/04/2024	CHRIS ROMANOWICZ	18.00
5002985	10/04/2024	CATHERINE CLARK	45.97
5002986	10/04/2024	DAMITA BUSS	25.75
5002987	10/04/2024	DAVEL ENGINEERING AND ENVIRONMENTAL INC	1,110.00
5002988	10/04/2024	EMILY TARDIFF	134.00
5002989	10/04/2024	EMMA DZIENGELESKI	50.92
5002990	10/04/2024	EMMA EISNER	70.35
5002991	10/04/2024	FIRST AMERICAN TITLE INSURANCE CO	46.47
5002992	10/04/2024	GARTMAN MECHANICAL SERVICES	3,854.05
5002993	10/04/2024	GARY T GORDUS	4,997.41
5002994	10/04/2024	GUARANTY TITLE SERVICES INC	84.13
5002995	10/04/2024	GUNDERSON CLEANERS INC	1,797.35
5002996	10/04/2024	HASTINGS AIR ENERGY CONTRL INC	254.86
5002997	10/04/2024	HEATH FEAVEL	18.00
5002998	10/04/2024	HENRY SCHEIN INC	986.24
5002999	10/04/2024	HOLBROOK TENNIS COURT SERVICES LLC	2,675.00
5003000	10/04/2024	INTERSTATE PUMP & TANK LLC	307.65
5003001	10/04/2024	JACKS MAINTENANCE SERVICE INC	360.00
5003002	10/04/2024	KEEGAN WILBER	40.89
5003003	10/04/2024	THE LEAGUE OF WISCONSIN MUNICIPALITIES	300.00
5003004	10/04/2024	LIFTING GEAR HIRE CORPORATION	10,872.00
5003005	10/04/2024	LNJ PROPERTIES LLC	139.98
5003006	10/04/2024	SCOTT LUONG	10.83
5003007	10/04/2024	JERICHO ROAD MINISTRIES INC	12,986.25
5003008	10/04/2024	MARSHALL J POTTER	250.00
5003009	10/04/2024	MUELLER COMMUNICATIONS LLC	2,366.08
5003010	10/04/2024	NEUMAN POOLS INC	1,637.64
5003011	10/04/2024	BARI MANSOOR/SHAYMAA LUAIB	2,392.20
5003012	10/04/2024	BRIAN MEYER	1,491.16
5003013	10/04/2024	HEATHER TAYLOR	57.75
5003014	10/04/2024	JOSEPH COLE INVESTMENTS LLC	1,562.12
5003015	10/04/2024	RALPH QUINONES	2,037.29
5003016	10/04/2024	RANDI DAVIS	15.00
5003017	10/04/2024	OSHKOSH AREA HUMANE SOCIETY	377.00
5003018	10/04/2024	CITY OF OSHKOSH	60.00
5003019	10/04/2024	CITY OF OSHKOSH	2,965.00

5003020	10/04/2024	PARK 'N PRINT INC	22.00
5003021	10/04/2024	PAULA JEAN STEINERT	250.00
5003022	10/04/2024	PUBLIC SERVICE COMMISSION OF WI	22,496.13
5003023	10/04/2024	RADDATZ FARM LLC	455.00
5003024	10/04/2024	REGISTRATION FEE TRUST	169.50
5003025	10/04/2024	STERICYCLE INC	265.03
5003026	10/04/2024	STUDIOM 333 LLC	100.00
5003027	10/04/2024	THOMAS R KARRELS PE SC	22,098.50
5003028	10/04/2024	TKK ELECTRONICS LLC	22,788.10
5003029	10/04/2024	TODD MUEHRER	24.12
5003030	10/04/2024	UNITED PARCEL SERVICE	78.42
5003031	10/04/2024	US BANK TRUST	2,000.00
5003032	10/04/2024	U S POST OFFICE	300.00
5003033	10/04/2024	US SIGNAL COMPANY LLC	67.11
5003034	10/04/2024	VERIZON WIRELESS	120.09
5003035	10/04/2024	WISCONSIN CRIME PREVENTION PRACTITIONERS ASSOC INC	225.00
5003036	10/04/2024	XYLEM WATER SOLUTIONS USA INC	1,735.00
			1,479,990.10

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
11752	10/11/2024	AIRGAS USA LLC	9,626.65
11753	10/11/2024	AURORA HEALTH CARE	3,973.50
11754	10/11/2024	CHEMTRADE CHEMICALS US LLC	16,924.55
11755	10/11/2024	CINTAS CORPORATION NO 2	618.88
11756	10/11/2024	CONVERGENT CLAIMS SERVICES, LLC	1,532.07
11757	10/11/2024	DFI SOLUTIONS IN PRINT INC	2,991.86
11758	10/11/2024	DORNER INC	768,865.71
11759	10/11/2024	EMMONS BUSINESS INTERIORS	5,900.75
11760	10/11/2024	EMPATHIA INC	2,505.60
11761	10/11/2024	ENTERPRISE LIGHTING LTD	7,968.87
11762	10/11/2024	FIRE APPARATUS & EQUIPMENT INC	491.25
11763	10/11/2024	FIRELINE SPRINKLER CORPORATION	690.00
11764	10/11/2024	GAPPA SECURITY SOLUTIONS LLC	1,025.00
11765	10/11/2024	JIM FISCHER INC	247,918.66
11766	10/11/2024	JOHN ZARATE	409.10
11767	10/11/2024	JUSTIFACTS CVS INC	388.74
11768	10/11/2024	KWIK TRIP INC	2,244.91
11769	10/11/2024	LEAGUE OF WISCONSIN MUNICIPALITIES MUTUAL INS	118,861.05
11771	10/11/2024	LINCOLN CONTRACTORS SUPPLY INC	935.49
11772	10/11/2024	MACQUEEN EQUIPMENT GROUP	1,149.16
11773	10/11/2024	MCC INC	1,412.66
11774	10/11/2024	NORTHERN LAKE SERVICE INC	442.32
11775	10/11/2024	OSHKOSH CITY CAB CO INC	101,910.00
11776	10/11/2024	OSHKOSH FIRE & POLICE EQP INC	3,790.00
11777	10/11/2024	POLYDYNE INC	19,090.00
11778	10/11/2024	POMP'S TIRE SERVICES INC	3,688.96
11779	10/11/2024	PREMISE HEALTH EMPLOYER SOLUTIONS LLC	56.00
11780	10/11/2024	PSYCHOLOGIE CLINIQUE SC	610.00
11781	10/11/2024	QUALITY TRUCK CARE CENTER INC	2,516.66
11782	10/11/2024	QUARLES AND BRADY LLP	8,000.00
11783	10/11/2024	RENNING LEWIS AND LACY SC	4,015.00
11784	10/11/2024	RUCINSKYS PAINT AND DECORATING LLC	870.00
11785	10/11/2024	SECURIAN FINANCIAL GROUP INC	21,930.14
11786	10/11/2024	SONSEEKER POOL MASONRY LLC	5,340.00
11787	10/11/2024	TAPCO INC	4,089.19
11788	10/11/2024	VC3 INC	6,316.00
11789	10/11/2024	ON TIME EMBROIDERY INC	475.00
11790	10/11/2024	VANGUARD COMPUTERS INC	5,172.70
11791	10/11/2024	VINTON CONSTRUCTION INC	381,580.27
11792	10/11/2024	WI PUBLIC SERVICE CORP	78,235.23
11793	10/11/2024	WINNEBAGO COUNTY TREASURER	305.97
5003037	10/11/2024	LIGHTHOUSE PRODUCTIONS	10,220.17
5003038	10/11/2024	STEVEN ANDERSON	1,000.00
5003039	10/11/2024	ACME TRENCHLESS UTILITIES LLC	21,100.00
5003040	10/11/2024	AL DIX CONCRETE	98,286.05
5003041	10/11/2024	ALEXANDER CHEMICAL CORPORATION	16,619.76

5003042	10/11/2024	ASSURANCE TITLE SERVICES INC	225.00
5003043	10/11/2024	KAITLIN BAUMANN	51.60
5003044	10/11/2024	HAILEY J BLEIMEHL	78.60
5003045	10/11/2024	BRANDON C NIELSEN	30.15
5003046	10/11/2024	COMMUNITY TRANSPORTATION ASSOCIATION OF AMERICA	900.00
5003047	10/11/2024	DAVEL ENGINEERING AND ENVIRONMENTAL INC	4,300.00
5003048	10/11/2024	DONS AUTO BODY INC	1,152.40
5003049	10/11/2024	FLOORQUEST LLC	7,516.90
5003050	10/11/2024	FOX VALLEY IRON METAL AND AUTO SALVAGE INC	90.00
5003051	10/11/2024	GALLS LLC	1,221.37
5003052	10/11/2024	GARTMAN MECHANICAL SERVICES	1,979.38
5003053	10/11/2024	GLACIER DENTAL LLC	605.96
5003054	10/11/2024	HENRY SCHEIN INC	4,687.23
5003055	10/11/2024	HERITAGE-CRYSTAL CLEAN LLC	682.16
5003056	10/11/2024	MARION B HETZEL ESTATE	98.12
5003057	10/11/2024	INCHECK INC	1,974.50
5003058	10/11/2024	JEMAZA PROPERTIES LLC	42.01
5003059	10/11/2024	A. KALMERTON WELDING SUPPLIES	234.25
5003060	10/11/2024	KASCHAK ROOFING INC	23,330.00
5003061	10/11/2024	KATRINA MALSON	131.32
5003062	10/11/2024	KIM WALLMULLER	17.72
5003063	10/11/2024	KITZ AND PFEIL POWER CENTER & SERVICE	9,306.55
5003064	10/11/2024	KLINK EQUIPMENT	332.21
5003065	10/11/2024	LANGE ENTERPRISES	4,759.00
5003066	10/11/2024	LUBE-TECH RELIABLE PLUS INC	924.29
5003067	10/11/2024	JERICHO ROAD MINISTRIES INC	930.75
5003068	10/11/2024	MARK FRANCIS OSTROWSKI	1,500.00
5003069	10/11/2024	MCKAY NURSERY HOLDING COMPANY INC	1,111.15
5003070	10/11/2024	MOODYS INVESTORS SERVICE INC	2,000.00
5003071	10/11/2024	NATIONAL TESTING NETWORK, INC	500.00
5003072	10/11/2024	OLD NATIONAL BANK	433.83
5003073	10/11/2024	WADE FOLEY	90.15
5003074	10/11/2024	AG MECHANICAL	18.00
5003075	10/11/2024	BARRON DAVIDSON	23.00
5003076	10/11/2024	CASEY'S MEADOW, LLC	2,600.00
5003077	10/11/2024	DON SOMMERS	7.00
5003078	10/11/2024	LISA SCHULZ	288.75
5003079	10/11/2024	URBANESQUE SALON LLC	105.00
5003080	10/11/2024	OPERATION DREAM NORTH INC	5,660.00
5003081	10/11/2024	OSHKOSH AREA SCHOOL DISTRICT	5,103.29
5003082	10/11/2024	OSHKOSH FAMILY INC	45.57
5003083	10/11/2024	OSHKOSH ROTARY CLUB	232.00
5003084	10/11/2024	PASCARELLAS AUTO SALES INC	12,000.00
5003085	10/11/2024	RAMBOLL AMERICAS ENGINEERING SOLUTIONS INC	2,421.57
5003086	10/11/2024	REALTORS ASSOCIATION OF NORTHEAST WISCONSIN INC	556.00
5003087	10/11/2024	REGISTRATION FEE TRUST	508.50
5003088	10/11/2024	SHANE J RENARD	122.29

5003089	10/11/2024	RETTLER CORPORATION	4,502.27
5003090	10/11/2024	ROBBIE BAUER	200.00
5003091	10/11/2024	SALZER SIDING INC	16,000.00
5003092	10/11/2024	SARAH PAUER	255.15
5003093	10/11/2024	SCHMITT TITLE LLC	5,000.00
5003094	10/11/2024	SCOTT SOPATA	23.00
5003095	10/11/2024	SEW DIVINE	64.00
5003096	10/11/2024	STEVEN SCHIMMEL-OLSON	378.66
5003097	10/11/2024	STRAVELERS SPORT CENTER	10.00
5003098	10/11/2024	TC PROPERTIES OF THE FOX VALLEY LLC	34.94
5003099	10/11/2024	THE HOME DEPOT PRO	698.40
5003100	10/11/2024	THE HOME DEPOT PRO	55.88
5003101	10/11/2024	TITAN PROPERTY MANAGEMENT LLC	70.12
5003102	10/11/2024	TOVAR CONSTRUCTION LLC	11,385.00
5003103	10/11/2024	TOYS FOR TRUCKS INC	2,863.74
5003104	10/11/2024	UNITED DATA TECH LLC	570.04
5003105	10/11/2024	UNITED PARCEL SERVICE	53.68
5003106	10/11/2024	WAUKESHA COUNTY AREA TECH COLLEGE	69.80
5003107	10/11/2024	WISCONSIN POLICE EXECUTIVE GROUP INCORPORATED	30.00
5003108	10/11/2024	WINNEBAGO AREA LITERACY COUNCIL	436.83
5003109	10/11/2024	WORTH IT ACCOUNTING FIRM LLC	346.40
5003110	10/11/2024	WRS PROPERTY MANAGEMENT LLC	267.99
			2,136,337.35

CHECK NUMBER	CHECK DATE	CHECK TYPE	VENDOR NUMBER	VENDOR NAME	AMOUNT
90924	09/09/2024	WIRE	27018	UMR	68,498.21
91324	09/13/2024	WIRE	27018	UMR	106,324.58
92024	09/20/2024	WIRE	27018	UMR	167,883.35
92724	09/27/2024	WIRE	27018	UMR	92,830.00
109291	09/10/2024	WIRE	27018	UMR	542.90
109301	09/03/2024	WIRE	27018	UMR	80.00
109311	09/05/2024	WIRE	27018	UMR	28,802.47
109321	09/13/2024	WIRE	27018	UMR	184.15
109331	09/13/2024	WIRE	27018	UMR	219.48
109341	09/03/2024	WIRE	27018	UMR	196.42
109361	09/18/2024	WIRE	27018	UMR	126.45
109371	09/23/2024	WIRE	27018	UMR	40.00
109381	09/20/2024	WIRE	27018	UMR	363.14
109391	09/13/2024	WIRE	27018	UMR	554.21
109401	09/13/2024	WIRE	27018	UMR	154.59
109411	09/20/2024	WIRE	27018	UMR	437.69
109421	09/20/2024	WIRE	27018	UMR	219.46
109431	09/17/2024	WIRE	27018	UMR	222.16
109441	09/12/2024	WIRE	27018	UMR	123,412.73
109451	09/18/2024	WIRE	27018	UMR	119.81
109461	09/30/2024	WIRE	27018	UMR	250.00
109471	09/18/2024	WIRE	27018	UMR	300.82
109481	09/12/2024	WIRE	27018	UMR	1,200.00
109491	09/12/2024	WIRE	27018	UMR	125.64
109511	09/30/2024	WIRE	27018	UMR	180.00
109521	09/25/2024	WIRE	27018	UMR	861.80
109531	09/26/2024	WIRE	27018	UMR	87,179.36
109551	09/26/2024	WIRE	27018	UMR	458.90
109561	09/26/2024	WIRE	27018	UMR	728.87
909241	09/09/2024	WIRE	27018	UMR	3,435.54
913241	09/13/2024	WIRE	27018	UMR	6,436.09
920241	09/20/2024	WIRE	27018	UMR	3,949.77
927241	09/27/2024	WIRE	27018	UMR	2,630.94
				TOTAL	698,949.53

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	AMOUNT
11416	09/01/2024	13835	ASSOCIATED BANK MERCHANT SERVICES	414.23
11483	09/01/2024	23976	BANKCARD USA	524.32
11500	09/01/2024	22837	DELTA DENTAL OF WISCONSIN INC	4,654.84
11502	09/04/2024	22837	DELTA DENTAL OF WISCONSIN INC	14,289.60
11554	09/11/2024	22837	DELTA DENTAL OF WISCONSIN INC	6,473.10
11639	09/25/2024	22837	DELTA DENTAL OF WISCONSIN INC	11,397.55
11571	08/18/2024	22837	DELTA DENTAL OF WISCONSIN INC	7,157.44
11770	09/11/2024	13604	BANK ONE	172,080.90
11794	09/03/2024	341	MISSION SQUARE	78,231.44
11795	09/13/2024	341	MISSION SQUARE	67,091.44
11796	09/27/2024	341	MISSION SQUARE	88,787.62
11797	09/01/2024	538	CITY OF OSHKOSH	320.19
11798	09/06/2024	585	PITNEY BOWES INC	10,000.00
11799	09/01/2024	27478	SOFTERWARE INC	10.94
11800	09/06/2024	19938	TASC	82.59
11801	09/16/2024	19938	TASC	22,328.38
11802	09/20/2024	19938	TASC	34.00
11803	09/25/2024	19938	TASC	732.00
11804	09/30/2024	19938	TASC	22,498.38
11805	09/13/2024	25209	US TREASURY	364,415.04
11806	09/27/2024	25209	US TREASURY	363,900.48
11807	09/17/2024	2033	WISCONSIN NATURAL RESOURCES	550.00
11808	09/12/2024	1217	WI DEPT OF REVENUE	75,042.69
11809	09/12/2024	1217	WI DEPT OF REVENUE	78,475.28
11810	09/17/2024	1217	WI DEPT OF REVENUE	5,463.59
11811	09/26/2024	1217	WI DEPT OF REVENUE	71,324.59
11812	09/30/2024	805	WI DEPT OF TRANSPORTATION	456.00
11813	09/16/2024	27018	UMR	142,416.96
				1,609,153.59

SUBJECT: Receipt & Filing of Minutes - Common Council Meetings

DATE: October 22, 2024

Attachments

09.24.24 DRAFT Meeting Minutes
10.08.24 DRAFT Meeting Minutes

D R A F T

CITY COUNCIL MINUTES
09.24.24

CALL TO ORDER 6:00 PM

ROLL CALL

Present: Matt Mugerauer, Mayor; Kris Larson; Joe Stephenson; Karl Buelow, Deputy Mayor; Paul Esslinger; Jacob Floam

Absent: DJ Nichols

Staff: Mark Rohloff, City Manager; Lynn Lorenson, City Attorney; Diane Bartlett, City Clerk; Julie Calmes, Finance Director

INVOCATION - VOTING FIRST: Council Member Larson

PLEDGE OF ALLEGIANCE - Lourdes Academy High School

INTRODUCTION OF STAFF - Sara Rutkowski, Assistant Community Development Director

PROCLAMATION - Altrusa Club of Oshkosh - 75th Anniversary

CITIZEN STATEMENTS TO COUNCIL

CONSENT AGENDA ITEMS

Report of Bills

Receipt & Filing of Minutes - Common Council Meeting, 07.09.24 & 09.10.24

Receipt & Filing of Minutes - Museum Arts and Culture Board, 07.10.2024 & 08.14.2024

Receipt & Filing of Claim Filed with the City's Insurance Company - John Parker

Res 24-507 Approve Specific Implementation Plan for Phase II of a Commercial Development West of and Adjacent to 1710 Oshkosh Avenue (Plan Commission Recommends Approval)

Res 24-508 Approve Renewal of Employee Health and Dental Insurance for 2025

Res 24-509 Authorize 2025 Grant Application -- Wisconsin Department of Natural Resources Urban Forestry Grant

Res 24-510 Approve Change Order No. 1 (Final) for Public Works Contract No. 22-12 New Parks Facility / SMA Construction Services, LLC (+$27,534.55)

Res 24-511 Approve Extension of Approved Pilot Study, Waiver of Purchasing Requirements, and Purchase of Phosphorus Reduction Rare Earth Mineral Chemical Compound from Martelle Water Treatment, Inc. (estimated $255,000)

Res 24-512 Approve Special Event - Sons of the American Legion Squadron 70 to Utilize City Streets for the Tribute to Vietnam Veterans, October 9, 2024

Res 24-513 Approve Special Event - Oshkosh West High School to Utilize City Streets for the

Oshkosh West Homecoming Parade, October 11, 2024

Res 24-514 Approve Special Event - Wisconsin Herd to Utilize City Streets & Riverwalk for the Run with the Herd 5k & 1k, October 20, 2024

Res 24-515 Approve Special Event - Josie's Gift to Utilize Menominee Park to Host Their Kids Fishing Day, July 19, 2025

Res 24-516 Approve Special Event - Oshkosh Noon Kiwanis to Utilize City Streets and South Park for the Children's Day Parade, August 2, 2025

Res 24-517 Approve Agent Change - Cast Iron Cocktail Company / Terry's

- Mayor Mugerauer commented on RES 24-508 and applauded the staff for their work with insurance carriers and for presenting to the council a reduced insurance rate for employees than initially thought.

APPROVE CONSENT AGENDA ABOVE

Motion To Approve Jacob Floam
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Paul Esslinger, Jacob Floam

6 - 0 Passed

RECONSIDERED ORDINANCE

Ord 24-518 Approve Zone Change from Institutional District (I) and Single Family Residential-9 District (SR-9) to Institutional District with a Planned Development Overlay (I-PD) at 108 West New York Avenue and Property Located at Southeast Corner of West Custer Avenue and Kentucky Street (Parcel 1500740100) (Plan Commission Recommends Approval) (Stephenson)

- James Fochs, Director of Facilities and Project Management for the school district was present if the Council had questions.
- Council Member Stephenson brought this item back for review discussion and a vote because originally, he did not have clarification. New plan information increased the use and clarified the rezoning.
- Council Member Floam agreed with the reconsideration of the ordinance, clarifying that it was initially specifically for a zone change/use.
- Council Member Esslinger is standing by his initial vote and voting no. He does not believe that a new track / green space facility is beneficial for this area. Housing is still an issue in Oshkosh and believes this area should be used for housing.

Motion To Approve Deputy Mayor Karl Buelow
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Jacob Floam

No: Paul Esslinger

5 - 1 Passed

PENDING ORDINANCE

Ord 24-519 Amend Section 27A-8 of the Municipal Code Pertaining to Through Street Designation (Scott Avenue)

- Mayor Mugerauer noted that this is not exactly what the property owner is requesting, but it is a step in the right direction, making the area safer.

Motion To Approve Deputy Mayor Karl Buelow
Second Paul Esslinger

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Paul Esslinger, Jacob Floam

6 - 0 Passed

NEW ORDINANCES *(NOTE: no formal action was taken at this meeting on items below)*

****Ord 24-520*** Amend Sections 27A-8 and 27A-10 of the Municipal Code to Designate W. 12th Avenue as a Through Street at the Intersection of W. 12th Avenue and Minnesota Street (Transportation Committee Recommends Approval)

****Ord 24-521*** Amend Section 27A-11 of the Municipal Code to Remove a Bus Loading Zone on Hazel Street and a Handicap Parking Area on Melvin Avenue Due to Relocation of the School Facilities in and Around the New Menominee Elementary School Site (Transportation Committee Recommends Approval)

****Ord 24-522*** Amend Section 27A-11 of the Municipal Code to Change No Parking Restriction on Algoma Blvd in Front of University of Wisconsin Oshkosh Albee Hall from No Parking to 60- Minute Parking (Transportation Committee Recommends Approval)

****Ord 24-523*** Amend Section 27A-11 of the Municipal Code Update Parking Regulations on Nebraska Street and 10th Avenue Adjacent to Grace Lutheran Church and School (Transportation Committee Recommends Approval)

****Ord 24-524*** Adopt Parking Lot Maps and Associated Regulations within Appendix 27B of the Municipal Code for the Rec Department, Grand South and 200 West Parking Lots (Transportation Committee Recommends Approval)

****Ord 24-525*** Approve Zone Change from Neighborhood Mixed Use District (NMU) to Neighborhood Mixed Use District with a Planned Development Overlay (NMU-PD) at 1700 Oregon Street (Plan Commission Recommends Approval)

NEW RESOLUTIONS

Res 24-526 Approve General Development Plan and Specific Implementation Plan for Athletics Facility at 108 West New York Avenue and Property Located at the Southeast Corner of West Custer Avenue and Kentucky Street (Parcel 1500740100)

- James Fochs, Director of Facilities and Project Management for the school district spoke to the Council and wanted to make clear that this was not just an athletic field and facility for middle school students. This area is available to all members of the community to use and enjoy. Fochs also noted that students can utilize this area after school, before school, and during the school day. The district will be able to host other schools for athletic events. This facility will also decrease the difficulty of getting middle school students to the high school track etc... this facility will also give students and others ample opportunity to participate in different sports. Fochs also shed light on the memorial garden being proposed (memorializing Mr. Merrill, founder of the school)

- Council Member Stephenson added an amendment that the portion of the memorial come back to the Council and Plan Commission and be part of neighborhood conversations - the council discussed the amendment and agreed the portion of the memorial to go through the Plan Commission and does not need to come back through council. This amendment is for the plan commission to review and approve the SIP for the memorial space only.
- Council Member Buelow disapproved of the thought of this space being only available a few months out of a year and is for students only. Buelow clarified that spaces like this are used by community members throughout the year. Buelow also noted that families utilize other community school green space areas. Buelow stated that he would be in full support of this.
- Council Member Floam still stands by his original comments and understands that this property is owned by the school district, and the school district has the final say... If any residents are unhappy with what the school district is doing to this area residents should reach out to the Oshkosh Area School District and board members. Floam realizes that this resolution is regarding the site plan only and is in support of this resolution.
- Mayor Mugerauer noted that this proposed use plan will be beneficial to this area of Oshkosh and all its residents.

Motion To Approve Deputy Mayor Karl Buelow
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Jacob Floam

No: Paul Esslinger

5 - 1 Passed

Res 24-527 Adopt 2024 City of Oshkosh Comprehensive Outdoor Recreation Plan

Parks Director Ray Maurer summarized the comprehensive outdoor rec plan being brought to the council. Maurer noted that this is done every five years or so. The plan gives a roadmap of what the city and park facilities are proposing over the next 10 to 20 years. This document also allows the city to be eligible for grant funding from the DNR.

Motion To Approve Deputy Mayor Karl Buelow
Second Joe Stephenson

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Paul Esslinger, Jacob Floam

6 - 0 Passed

Res 24-528 Approve Budget Amendment and Appropriate ARPA Funds for Specific 2024 Infrastructure Projects

Finance Director Calmes noted that the finance department examined ARPA fund requests in all locations and made necessary adjustments. They took a realistic look at current funding and took advantage of narrowing down projects that will have the ability to be appropriated by December 31, 2024.

Motion To Approve Deputy Mayor Karl Buelow
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Paul Esslinger, Jacob Floam

6 - 0 Passed

Res 24-529 Approve Issuance of Combination "Class B" Beer/Liquor License (Begonias)

Motion To Approve Deputy Mayor Karl Buelow
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Paul Esslinger, Jacob Floam

6 - 0 Passed

Res 24-530 Approve General Development Plan and Specific Implementation Plan for a Mixed Use Development on the East Side of the 600 Block of North Main Street and the West Side of the 600 Block of Jefferson Street: Parcels 0402300000, 0402260000, 0402240000, 0402230000, 0402370000, 0402360000, 0402340000, 0402330000, 0402320000, 0402310000, 0402280000, 0402250000 (Plan Commission Recommends Approval)

Motion To Approve Paul Esslinger
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, Jacob Floam

5 - 0 Passed

Res 24-531 Approve TID No. 29 TIF Development Agreement and Lease Agreement with Boat Works LLC

Developers Hess and Weissenberg were available to answer any questions the Council might have on this project:

- Deputy Mayor Buelow is in support of this resolution but wanted clarification as to this being affordable housing. Buelow asked how rent is measured, and how is the city informed that rents are being offered at an affordable rate?
- Community Development Nieforth noted that they add a clause to similar projects that requires the developer to annually supply rental information to ensure that they are within the 80 to 120% affordable threshold.
- Deputy Mayor Buelow also asked the developers what their hope was as to the date for tenants to be allowed to move into this location. The developers are looking at June 2025.
- Council Member Stephenson is excited about this project and the prospect of workforce housing.

Motion To Approve Paul Esslinger
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Joe Stephenson, Deputy Mayor Karl Buelow, Paul Esslinger, Jacob Floam

6 - 0 Passed

COUNCIL DISCUSSION, DIRECTION TO CITY MANAGER & FUTURE AGENDA ITEMS

Discussion and Direction to City Manager

Future Agenda Items and Workshops

Workshop on Undergrounding Utilities, October 22nd, 5:00 p.m.

Presentation from Greater Oshkosh Economic Development Corporation (GO-EDC), October 22nd, in meeting

COUNCIL MEMBER ANNOUNCEMENTS & STATEMENTS

Council Member Floam noted that on Thursday the Landmarks Commission will have a plaque presentation for industrial photographer Louis Hein.

City Manager Recruitment Update (Mugerauer)

- Mayor Mugerauer reviewed the recruitment calendar for the City Manager position. Mugerauer touched on important dates and noted that the consultant is on target and is following this calendar and timeline accordingly.
- Council proceeded with a discussion about POLCO and how some surveys require a login and some are open to guests. Administrative Services Director Fitzpatrick noted that some surveys are sensitive, and POLCO would like to ensure that they are not being overpopulated or over-answered by individuals who aren't directly serviced by the city.
- Council members also stated that it's good to know that Oshkosh surveys its residents and encourages them to engage in important city issues.

CITY MANAGER ANNOUNCEMENTS & STATEMENTS

Joint Meeting with Transportation Committee Regarding Electric Vehicle Charging Readiness Plan, October 10, 2024, 4:00 p.m.

Outstanding Issues

ADJOURN 7:11 PM

SUBMITTED BY DIANE BARTLETT, CITY CLERK

THE FULL AUDIO RECORDING OF THIS MEETING IS AVAILABLE ON THE CITY WEBSITE.

D R A F T

CITY COUNCIL MINUTES
10.08.24

CALL TO ORDER 6:01 p.m.

ROLL CALL

Present: Matt Mugerauer, Mayor; Kris Larson; Karl Buelow, Deputy Mayor; Paul Esslinger; DJ Nichols; Jacob Floam

Absent: Joe Stephenson

Staff: Mark Rohloff, City Manager; Diane Bartlett, City Clerk; Dave Praska, Deputy City Attorney; Sara Rutkowski, Assistant Community Development Director

INVOCATION - VOTING FIRST: Council Member Esslinger

PLEDGE OF ALLEGIANCE - Valley Christian School

PROCLAMATIONS

- 104th Anniversary of Rímac (Peru) National Volunteer Fire Company No. 21, October 8, 2024 (Mayoral Proclamation and Legislative Citation)
- White Cane Safety Day, October 15, 2024 (Issued)

CITIZEN STATEMENTS TO COUNCIL

Lee Faust - 411 W 7th - read the following:

This is regarding the property at 411 W. 7th Ave. My father has lived on the property for 60 years. I grew up there, and I can tell you from living there that we never had this issue before the recent reconstruction project was done. Water is flowing into his foundation through the block and pouring into the sump pump pit. His sump pump is kicking on and running every 20 seconds. I am over there constantly monitoring this and that is how quickly the pit is filling up. It has been going on since September 19, and it is running thousands of times per day.
There was a power outage which immediately flooded the basement in minutes. His furnace is in his basement, as well as the water heater. I contacted the supervisor and showed the recent floodwater marks on a table and bench where the water had risen in the short time the power was out. The power was out for roughly an hour and a half and in that amount of time, the water level was up 4 inches. The basement has standing water on the floor even after cleanup because the water is coming right through the block. There's a lot of pressure around the foundation and walls because of the excessive groundwater. This was relayed to me by my plumber and he has also informed me the sump pump is wearing out, making a bearing noise. I contacted him in regards to having a backup sump pump on hand for when the pump wears out. The upstairs has a musty smell as soon as you enter the home, and it is impossible to dry the basement even with fans running because of the water flowing through the mortar and block. The ground outside where they poured has groundwater leaking or escaping from below. The concrete will never set properly and will sink and break apart. I researched this personally on the Internet and I've spoken to a professional concrete gentleman with 40+ years of experience pouring concrete and he confirmed this to be true, if they pour that with a very short time, they're going to be ripping that apart. We just had perfect drying conditions being sunny with only trace rain over two weeks, but the ground remains wet and the sump pumps are still

running. If we get any measurable amount of rain, the sump pump will not be able to keep up. This past spring and summer saw tremendous rainfall, one of the wettest ever recorded for the state of Wisconsin. The month of June alone saw 6.97 inches of rain for the state, that's 48% above normal and the property did not experience anything like what we're dealing with now. There was only some dampness in the basement and the sump pump was not running a cycle time of 20 seconds, I was personally there to verify this, but I'm helping my father to take care of his property. We also had a plumbing doing work during this time frame, and they can attest to the condition of the basement as they had their tools and building supplies stored down there. This issue has been absolutely overwhelming. I wake up every night and start thinking about it and worrying about the sump pump, burning out, or another power outage that causes the basement to immediately be flooded. It's almost like dealing with a major thunderstorm with torrential rain that's coming every night of your life. It is that severe to these properties tunnel that they just replaced on the other side of the street around 25 years ago and it was doing an adequate job. The properties were not having any groundwater flooding issues when we had the major flood in Oshkosh in 2008 when 5.4 inches of rain fell in a couple of hours and the entire City of Oshkosh was flooded. According to Casey Kennedy (engineering), the highway 41 tunnel water level is already right up to the top. I don't see how you can add any more water to this tunnel. It's overwhelming already and once again it has not been raining. Rainwater is also to be fed into this tunnel. I initially contacted Casey Kennedy on Monday, September 23 with no response back. I waited a few days and I went down to City Hall on Thursday, September 26 and spoke to supervisor Alyssa Decker. She took down some brief notes and informed me that nobody would be available to speak with me as they were all out of the office until Monday. Once again, no one contacted me so finally on October 4 I called again and asked if he would come to the property to see what we were dealing with. It was 12 days before anyone showed up to even acknowledge the problem that we are dealing. For the city to say that we always had this ongoing flooding issue and some pumps always running is absolutely ridiculous. How can you make a statement like that when you've never lived on the property or even been in the home? That's just showing their ignorance and total apathy for the problem they've caused along with zero acceptance of responsibility. Oshkosh just went through a reassessment. If you cannot fix this issue you created, the property owners at the current assessed value and you can deal with this extremely detrimental issue. The total apathy in regard to this issue is unbelievable. I was told by Casey on October 4 and quoting him, "This is just something you're going to have to deal with". That is a completely unacceptable response. Wasn't the whole purpose of the reconstruction project to make things better? You have created an intolerable living situation for numerous property owners on 7th Avenue. (pictures were delivered to the clerk's office and forwarded to the council and included with the initial grievance)

Mr. Faust then went on to show a short video of his father's basement/sump pump.

Alia Carroll - 417 W 7th - read the following:

This is an additional reference to our original grievance letter that my neighbors collaboratively worked on: On the evening of Thursday, September 19 without any rain water started gushing into our pump pits, causing our yard and street to flood with just the discharge alone. A police report was filed. However, despite efforts to notify the city representatives to help rectify this damage, the water has not stopped draining into our sump pump pit since this event. We discovered groundwater levels have risen to a couple of feet below ground level directly caused by the reconstruction project, meaning the groundwater is now surrounding our foundation, adding pressure to our foundations, causing seepage, and deterioration to our properties while causing this continuous low water tarp. As a result, our sump pumps have been continuously running since September 19 without any rain / very little rain.

Our sump pumps run anywhere from 10 seconds to a few minutes, depending on the property. This event has been severely alarming. It is abnormal for some pumps to run this consistently, keeping in mind again no rain. Before the reconstruction project, our basements were dry, and our sump pumps would run during rainfall, maybe spring thaw. So now every day we have to anxiously wait for our sump pumps to burn out from endless use. We dread rainfall as our properties are now extremely vulnerable to flooding and we are astonished by how much our property values have been negatively impacted by this CIP project.

I'm going to read a letter from my plumber as well: To whom it concerns, J Cox (?) plumbing has been servicing the residence of 417 W. 7th Ave. for the last few years. In the recent couple of weeks, while working on updating the plumbing, I noticed the sump pump discharge outside of the residence was spraying water every five seconds. I quickly ran the pipe to the storm drain that was recently installed in her yard. When looking down inside the storm drain, I noticed that the water level was extremely high. If you transfer this level to the foundation of our house, it would be roughly 4 to 5 feet above the basement floor. Alia made the smart decision to add a battery backup system just in case of loss of power. In the process of the installation, I noticed her foundation is leaking in a couple of different areas. This basement was dry, and the sump pump rarely went off before the construction of her road. I'm concerned if her sump pump dies, her basement will be quickly taken over by the high water that was brought in from the recent work on the road. Since the city has now artificially raised the groundwater level and the overflow from this underground river is continuously flooding our properties. I am very fearful. I share the same anxiety that Lee has shared as well. So now I think constantly, what will happen when it rains? Because my basement will flood now. Will my appliances, water heater, and furnace by damaged? What if the power goes out? How long will this battery backup on this new system even last? If it's a Saturday night and my plumber isn't available to change my sump pump, what happens then? How long will my sump pump last? How many times will I need to replace this sump pump? How long before foundation begins to deteriorate from being submerged underwater? What if my basement wall caves in due to too much pressure? Will I ever be able to even sell this house anymore because I have constant water pouring into my sump pump pit? How much has my value of my property been depreciated because of this project? Will the City even listen or help me? The damage this CIP project has shown is immediate and noticeable. The water damage is clearly going to destroy my home if it is left unaddressed. My mental health has suffered from this ongoing damage, and I'm forced to live with my phone beside me 24 hours a day waiting for the notice of my sump pump failure. I have it on loud 24 hours a day, when I'm sleeping, in meetings. Now imagine again, my sump pump fails, it's Sunday at midnight. Who do you call to replace a sump pump? If my battery backup lasts four hours max...? You can do the math. My basement will be flooded. So, I insist that going forward, the city reverses the damages caused by the CIP project and compensates me for the preventable expenses that I've incurred including a new sump pump system I had to install and flood insurance of nearly $4000. I've been consulting with the lawyer on this case, but I'm hoping that the city will take our grievance seriously and work quickly to fix this issue.

Julie Klintworth - 427 W 7th - read the following:

Good evening -- I've been a property owner and resident for 14 years. During those 14 years, basement water infiltration has not been an issue. The sump pump worked when needed for spring thaw and summer rains. With the new and so-called improvements to the road... what has changed? Basement water infiltration is now a common occurrence in a basement that for 14 years was dry. A compromised basement floor with cracks and fishers that I have to repair. Continuous sump pump activation. Increased utility bills because of this. A shifting foundation. How do I know

it's shifting? I have plaster walls in the house and I see horizontal vertical cracks beginning to develop. Who is going to take care of that? And, diminished property values. My hope is that the council, city manager, engineering department, and Director of Public Works will take our concerns and be proactive. Do not give us empty platitudes. Do not tell us you'll have to live with it now. Step up, we are here as residents. As taxpayers, we want resolutions. Thank you for your time.

Cort Lakosh - 433 W 7th - gave the following statement:

We were here in the house during the flood of 2008 and had to put a furnace in and a water heater. Since that time, the house has been dry. My wife and I kept the house, and my mom now resides in it. At the beginning of this project, I kept telling her, yes, it's going to get worse as this project goes on. It's going to be a very big project, but it will come to an end. Now as we're coming to an end, I see things getting worse. The other culvert was supposed to take water away but is 100% full. We are supposed to be in a drought right now and water is over the top of the rings. I would like to have some kind of spec sheets (should be a public record) of what this thing is supposed to be filled up to. If the rings on top of the discharge are for the drains on the side of the road, is it supposed to be full to the top? We are within 6 inches of the top of the road, and we don't even have any rain. How is it supposed to carry water away? I believe the rings were not on top level so all the water from the Winnebago system dumped into our yards. Is that an engineering thing? In my experience over the years, as a plumber steam fitter union member,, I've never seen a drainage ditch like that, that full when we didn't have rain. It should be a public record. I'd like to see some spec sheets on this and engineering should know that it's been put in that way. I want a safe place for my mom to live. Thank you.

Marcia Lakosh - 433 W 7th - gave the following statement:

Marcia expressed her displeasure with the construction and project. She has been here for approximately 13 years. The construction around her house has been unsafe since March. They have not had access to driveways or putting their garbage cans out. Also, workers have been starting very early, and she believes there is an ordinance that they should not be starting this early. Marcia is not happy with how long it has taken to get this project done. There is no safe place provided to walk or place the garbage. Thank you.

Mayor Mugerauer noted that we cannot give direction or discuss this issue at this time because it is not on the agenda, but it's my understanding that staff is working on this and they know about it.

City Manager Rohloff stated that he could give a brief update on the project itself. Rohloff noted that the staff is currently trying to figure out what is going on. "I'm sure this will not salsify residents, but I can tell them that we've had these situations before when we had a construction project very close to the water. When the city did a reconstruction of Bowen Street about 10 years ago, at the very south end near the river, residents had similar situations." City Manager Rohloff noted that the city is faced with challenges when doing construction so close to the water. Staff is looking at alternatives and solutions regarding this project. The information and grievance letter was forwarded to the city's insurance company, who will also do an investigation. Rohloff also noted that there is also the possibility of a closed session because of a potential lawsuit.

CONSENT AGENDA ITEMS

Report of Bills

August 2024 Financial Report

Receipt & Filing of Minutes - Library Board, 08.29.24

Res 24-533 Disallowance of Claim - John Parker

Res 24-534 Approve Annexation Agreement with Christine A. Kromm for Property in the Town of Oshkosh (4434 Island View Drive)

Res 24-535 Authorize Application for Bureau of Justice Assistance Fiscal Year 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program

Res 24-536 Approve Purchase from TelVue Corporation for Master Control Equipment for Oshkosh Media ($71,238.63)

Res 24-537 Award Bid to Olson Trailer & Body LLC for Two Stainless-Steel Dump Bodies, Hoists and Hydraulics for the Parks Department ($64,381.00)

Res 24-538 Approve Block Party Request - Jacqueline Torres Gladney to Utilize Wright Street for a Neighborhood Block Party, October 29, 2024

Res 24-539 Approve Special Class "B" Licenses

Approve Consent Agenda Above

Motion To Approve Jacob Floam
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

PENDING ORDINANCES

Ord 24-540 Amend Sections 27A-8 and 27A-10 of the Municipal Code to Designate W. 12th Avenue as a Through Street at the Intersection of W. 12th Avenue and Minnesota Street (Transportation Committee Recommends Approval)

Motion To Approve Paul Esslinger
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

Ord 24-541 Amend Section 27A-11 of the Municipal Code to Remove a Bus Loading Zone on Hazel Street and a Handicap Parking Area on Melvin Avenue Due to Relocation of the School Facilities in and Around the New Menominee Elementary School Site (Transportation Committee Recommends Approval)

Motion To Approve Paul Esslinger
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

Ord 24-542 Amend Section 27A-11 of the Municipal Code to Change No Parking Restriction on Algoma Blvd in Front of University of Wisconsin Oshkosh Albee Hall from No Parking to 60-Minute Parking (Transportation Committee Recommends Approval)

Council Member, Nichols inquired if the City depends on the residents to tell us or ask us about parking, or if any study was done?

City Manager Rohloff confirmed that we look at these on a case-by-case basis.

Motion To Approve Paul Esslinger
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

Ord 24-543 Amend Section 27A-11 of the Municipal Code Update Parking Regulations on Nebraska Street and 10th Avenue Adjacent to Grace Lutheran Church and School (Transportation Committee Recommends Approval)

Motion To Approve Paul Esslinger
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

Ord 24-544 Adopt Parking Lot Maps and Associated Regulations within Appendix 27B of the Municipal Code for the Rec Department, Grand South and 200 West Parking Lots (Transportation Committee Recommends Approval)

Motion To Approve Mayor Matt Mugerauer
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

Ord 24-545 Approve Zone Change from Neighborhood Mixed Use District (NMU) to Neighborhood Mixed Use District with a Planned Development Overlay (NMU-PD) at 1700 Oregon Street (Plan Commission Recommends Approval)

Motion To Approve Paul Esslinger
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

NEW RESOLUTIONS

Res 24-546 Approve General Development Plan and Specific Implementation Plan for a Mixed Use Building at 1700 Oregon Street (Plan Commission Recommends Approval)

Deputy Mayor Buelow applauded staff regarding the creativity used to utilize older buildings.

Motion To Approve Paul Esslinger
Second Kris Larson

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

Res 24-547 Approve Professional Service Agreement with Associated Appraisal Consultants, Inc. for 2025 Commercial Assessment Revaluation ($285,000)

MOTION TO LAYOVER

Motion To Approve Paul Esslinger
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

Res 24-548 Approve Professional Service Agreement with Associated Appraisal Consultants, Inc. for Three (3) Year Annual Maintenance for Commercial Assessment Services ($202,500)

The common council discussed new resolutions 24--547 and 24--548 and all agreed to layover these resolutions. The council would like more details and a more robust staff memo to include what was done, what will be done, how it will be done, and the plan for the future. Also, to include step-by-step, directions, timeline, information for residence, public service, announcements, etc.... Council Member Nichols would like the updated resolution to include the above information along with staff, exploring the option of doing regular maintenance/reevaluations to avoid noncompliance.

Other council members echoed their desire for reevaluations at regular intervals and possibly a policy for determining when they are necessary.

City Manager, Rohloff and Assistant Community Development Director Sara Rutkowski agreed and noted that this will be brought back to the council, hence the layover.

Council Member Esslinger questioned how the City of Oshkosh was going to be compliant or reach the DOR's compliance number, when, in fact, the data is data.

City Manager, Rohloff, and Assistant Community Director Rutkowski both stated that this is an unusual/uncommon situation. City Manager Rohloff went on to summarize the meeting with the Department of Revenue, Community Development staff, the new potential commercial assessor, and Assessor staff, and how the Department of Revenue will be working closely to be sure the City of Oshkosh is compliant.

MOTION TO LAYOVER

Motion To Approve Paul Esslinger
Second Deputy Mayor Karl Buelow

AYE: Mayor Matt Mugerauer, Kris Larson, Deputy Mayor Karl Buelow, Paul Esslinger, DJ Nichols, Jacob Floam

6 - 0 Passed

COUNCIL DISCUSSION, DIRECTION TO CITY MANAGER & FUTURE AGENDA ITEMS

Discussion and Direction to City Manager:

Council members requested an update regarding the 7th Avenue project and any important information.

Future Agenda Items, Meetings, and Workshops

Workshop on Undergrounding Utilities, October 22nd, 5:00 p.m.

Update on City Hall Facilities Study, October 22nd, in-meeting workshop

Presentation from Greater Oshkosh Economic Development Corporation (GO-EDC), October 22nd, in meeting

2025 Budget Workshops, October 28th & 29th, 8:00 a.m. - 4:30 p.m.

COUNCIL MEMBER ANNOUNCEMENTS & STATEMENTS

CITY MANAGER ANNOUNCEMENTS & STATEMENTS

Trick-or-Treat Hours - October 31, 2024, 5:00 p.m. - 7:00 p.m.

Outstanding Issues

ADJOURN 7:18 pm

SUBMITTED BY DIANE BARTLETT, CITY CLERK

THE FULL AUDIO RECORDING OF THIS MEETING IS AVAILABLE ON THE CITY WEBSITE.

SUBJECT: Receipt & Filing of Claim Filed with the City's Insurance Company

DATE: October 22, 2024

Claim Information

Claimant: Lee Faust, Alia Carroll, Stephanie Gustavus, Julie Klintworth, Marcia Lakosha, Cort Lakosh, Melissa Lakosh and Carrie Daniels.
Date of Loss: 05/21/2024
Summary of Claim: Flooding and water damage to basements and yards throughout the road construction project.

Attachments

Letter of Grievance

FORMAL LETTER OF GRIEVANCE

Dear Members of the City Council,

We, the undersigned residents of 7th Ave between Michigan and Iowa Street, are writing to formally file a grievance regarding the damage caused to our properties by the 2024 Capital Improvement Program (CIP) Plan, which we believe was conducted negligently and without sufficient regard for the impact on our homes and well-being.

In May 2024, the city began the reconstruction along 7th Ave in our neighborhood. The description of the project provided by James Rabe Director of Public Works is as follows:

"Full reconstruction of the street, including public utilities and laterals, from South Main Street to 300' east of 7th Avenue. Proposed 300' length of 32' concrete pavement in 60' right-of-way. Existing 6' water main will be replaced with 8' water main. New storm sewer will be installed. Sidewalk sections will be installed/repaired, as needed. This is due to the T. Wall Sawdust District development."

Unfortunately, as a direct result of this project, many of us have experienced significant property damage and increased expense, including but not limited to:

1. Flooding and water damage to basements and yards throughout the reconstruction project.
2. Flooding and water damage to basements during a power outage on September 23rd.
3. Weakened foundations due to seepage and groundwater levels surrounding foundations.
4. Increased electric utility costs due to consistent sump pump usage.
5. Upgraded sump pump systems cost, including battery backup, required due to constant water flow.

Specifically, on the evening of Thursday, September 19th, 2024, without any rain, water started gushing into our sump pump pits causing our yards and street to flood from the discharge alone. A police report was filed, however, despite our efforts to notify city representatives to help rectify this damage, the water has not stopped draining into our sump pump pits since this event. We discovered groundwater levels have risen to a

couple of feet below ground level directly caused by the reconstruction of the road. Meaning, that the groundwater is now surrounding our foundations, adding pressure to foundations, causing seepage, and deteriorating our properties while causing a continuous flow of water into our sump pump pits. As a result, our sump pumps have been running consistently since September 19th. Without any rain, our sump pumps are running anywhere between every ten seconds to every few minutes depending on the property. This event has severely alarmed us, as it is abnormal for our sump pumps to run consistently, keeping in mind, there has been little to no rain. Before the reconstruction CIP project, our basements were dry and our sump pumps ran during rainfall and spring thaw. Now, every day, we wait anxiously for the day our sump pumps burn out from endless use, dread rainfall as our properties are now extremely vulnerable to flooding and are astonished by how much our property values have been negatively affected by the CIP project.

We have previously reached out to the relevant city departments, including Justin Gierach, Engineering Division Manager, Casey Canady, Civil Engineer, and Ryan Busching, Civil Engineering Technician, but have not received a satisfactory response or resolution to the issues caused by the city's actions.

The financial and emotional burden this has placed on us is significant, and we believe it is the city's obligation to rectify the harm caused by its project. Specifically, we request that:

- The city conducts a formal investigation into the damages caused by the 2024 CIP reconstruction project.
- The city provides reports and specifications that justified the decision to move the underground river from the even side of the street to the odd side of the street.
- The city provides a written report including what efforts have been made to fix the damages since they were reported on Thursday, September 19th, 2024.
- The city diverts water away from our homes.
- The city covers the cost of necessary repairs to our properties.
- Future projects in residential areas be conducted with greater care and transparency, and with a commitment to mitigate harm to private property.

We respectfully urge the City Council to address this matter promptly and assist us in securing a resolution. We are more than willing to provide any additional documentation or evidence needed to support our claims, including photographs, videos, witness statements of the damage, and correspondence with city officials.

Thank you for your attention to this serious issue. We look forward to your response and to a swift and fair resolution.

Sincerely,

Lee Faust
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920-203-8178
Caseyspub4@gmail.com

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carriedaniels1950@gmail.com

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	October 22, 2024
SUBJECT:	Res 24-549 Approve General Development Plan Amendment for an Industrial/Storage Use at 1911 West Snell Road (Plan Commission Recommends Approval)

BACKGROUND

The subject site consists of an approximate 5.84 acre parcel located at the southwest corner of Interstate 41 and West Snell Road with a zoning designation of Urban Industrial with a Plan Development Overlay (UI-PD). The property contains a 13,863 sq. ft. auto service garage (formerly Loren's Truck Plaza) and associated parking area including a roughly 1,900 sq. ft. canopy.

On May 18, 2019, Common Council approved a Planned Development (PD) Amendment for vehicle sales for the previous owner. However, the approved use was never established. The site was previously used as an auto service garage. The site also had an open violation for storage of unregistered, unlicensed/inoperable vehicles since 2017. The previously approved Specific Implementation Plan (SIP) Amendment for vehicle sales at the site was intended to bring the site into compliance. The approved use was never established and conditions of the SIP were never met. The property has since been sold by Loren's 41 Truck Plaza LLC to the current owner (Maverick Family Enterprises, LLC). The current owner, in coordination with the City of Oshkosh, has removed the illegally stored items from the site.

ANALYSIS

The applicant is proposing to use the site for a steel construction company facility (Beson & Houle, LLC). According to the applicant, the site will be used as office space for their staff, shop storage of tools and equipment, and an outdoor storage yard for small trucks and trailers with only 10 on-site employees anticipated. The applicant is also proposing future contractor storage buildings and a future storage/business rental building located on the southern portion of the parcel.

The proposed industrial and indoor storage uses are permitted in the UI district, while outdoor storage is a Conditional Use. The plan also shows 8 "product stalls," which are considered outdoor displays and are also a Conditional Use in the UI district. Staff is supportive of the proposed land uses as they are compatible with the Urban Industrial zoning designation and 2040 Comprehensive Land Use Plan designation of industrial use.

The applicant is requesting Base Standard Modifications (BSMs) for parking surfacing, increased impervious surface ratio, reduced setbacks, and reduction of landscaping requirements. Staff is supportive of these BSMs as the current footprint of the site is being maintained and the applicant has significantly improved the appearance of the site by removing all stored items/debris accumulated by the previous owner. The applicant is also providing new landscaping to further improve the site.

FISCAL IMPACT

Approval of this may result in an increase in the assessed property value for the site. The applicant is anticipating spending approximately $275,000 on the proposed project.

RECOMMENDATION

The Plan Commission recommended approval of the requested General Development Plan Amendment with the findings and conditions at 1911 West Snell Road on October 15, 2024. Please see the attached

staff report and meeting minutes for more information.

Attachments

Res 24-549
GDP Amend - 1911 W Snell Rd

10/22/2024 24-549 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE GENERAL DEVELOPMENT PLAN AMENDMENT FOR AN INDUSTRIAL/STORAGE USE AT 1911 WEST SNELL ROAD

INITIATED BY: BESON AND HOULE, LLC

PLAN COMMISSION RECOMMENDATION: Approved

WHEREAS, the Plan Commission finds that the General Development Plan for an industrial/storage use at 1911 West Snell Road, 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 Amendment for an industrial/storage use at 1911 West Snell Road, 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 is consistent with the City's Comprehensive Plan and other area plans. (It is the responsibility of the City to determine such consistency.)
3. 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.
4. 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.
5. The proposed Planned Development project will incorporate appropriate and adequate buffers and transitions between areas of different land uses and development densities/intensities.
6. The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.
7. The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.
8. The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

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 Amendment for an industrial/storage use at 1911 West Snell Road:

1. Base Standard Modification (BSM) to allow gravel parking areas.
2. BSM to allow increased impervious surface ratio to 85.32%.
3. BSM to allow reduced front setback to 0'.
4. BSM to allow reduced street side setback to 0'.
5. BSM to allow reduced side yard setback to 5'.
6. BSM to allow reduced paved area landscaping to 0 points.
7. BSM to allow reduced street frontage landscaping along West Snell Road to 0 points.
8. BSM to allow reduced street frontage landscaping devoted to medium trees along Interstate-41 to 0

points.

ITEM: **GENERAL DEVELOPMENT PLAN AMENDMENT FOR AN INDUSTRIAL/STORAGE USE AT 1911 WEST SNELL ROAD**

Plan Commission Meeting of October 15, 2024.

GENERAL INFORMATION

Applicant: Beson and Houle, LLC

Owner: Maverick Family Enterprises, LLC

Action(s) Requested:

The applicant requests approval of a General Development Plan Amendment for an industrial/storage use.

Applicable Ordinance Provisions:

Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject site consists of an approximate 5.84 acre parcel located at the southwest corner of Interstate 41 and West Snell Road with a zoning designation of Urban Industrial with a Plan Development Overlay (UI-PD). The property contains a 13,863 sq. ft. auto service garage (formerly Loren's Truck Plaza) and associated parking area including a roughly 1,900 sq. ft. canopy.

On May 18, 2019, Common Council approved a Planned Development (PD) Amendment for vehicle sales for the previous owner. However, the approved use was never established.

Subject Site

Existing Land Use	*Zoning*
Vacant Commercial	UI-PD

Adjacent Land Use and Zoning

Existing Uses		*Zoning*
North	Mobile home park	MH-9-PD
South	Vacant/undeveloped	UI-PD
East	Agriculture/undeveloped	A-1 (County)
West	Vacant/undeveloped	UI-PD

Comprehensive Plan Land Use Recommendation	*Land Use*
10 Year & 20 Year Land Use Recommendations	Industrial

ANALYSIS

Use

The site was previously used as an auto service garage. The site also had an open violation for storage of unregistered, unlicensed/inoperable vehicles since 2017. The previously approved PD Amendment for vehicle sales at the site was intended to bring the site into compliance. The approved use was never established and conditions of the PD were never met. The property has since been sold by Loren's 41 Truck Plaza LLC to the current owner (Maverick Family Enterprises, LLC). The current owner, in coordination with the City of Oshkosh, has removed the illegally stored items from the site. Below are photos of the site before and after clean up.



2018 GIS Aerial Photo



2020 GIS Aerial Photo


2022 Eagleview Photo





2024 photos





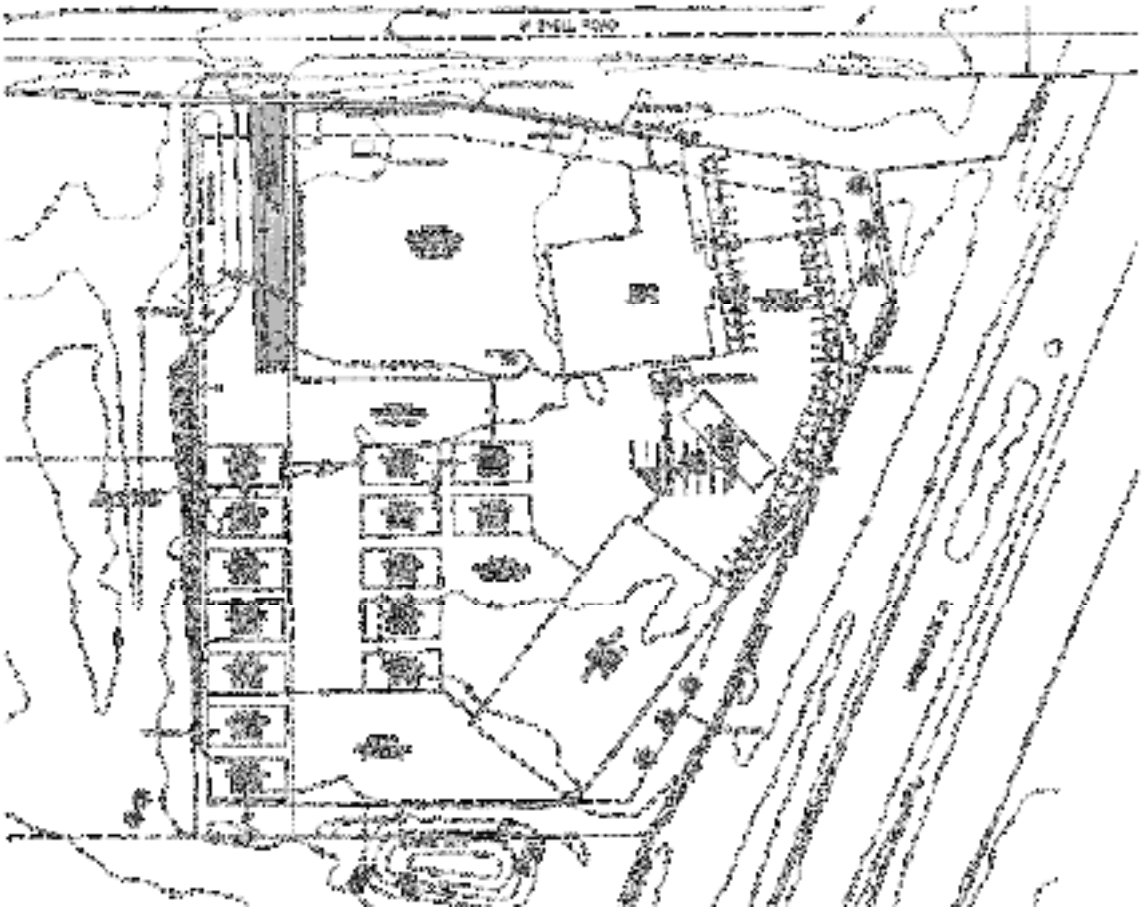
2024 photos

The applicant is proposing to use the site for a steel construction company facility (Beson & Houle, LLC). According to the applicant, the site will be used as office space for their staff, shop storage of tools and equipment, and an outdoor storage yard for small trucks and trailers and 10 on-site employees are anticipated. The applicant is also proposing future contractor storage buildings and a future storage/business rental building located on the southern portion of the parcel.

The proposed industrial and indoor storage uses are permitted in the UI district, while outdoor storage is a conditional use. The plan also shows 8 “product stalls”, which is considered outdoor display and is also a conditional use in the UI district. Staff is supportive of the proposed land uses as they are compatible with the Urban Industrial zoning designation and comprehensive land use plan designation of industrial use.

Site Design/Access

The proposed site will utilize existing access off of West Snell Road. The applicant is requesting a Base Standard Modification (BSM) to allow the existing gravel/asphalt to remain as is with potholes and uneven areas being repaired. Code requires all driveways and parking areas to be paved with a hard, all-weather surface (concrete or asphalt). Staff is supportive of a BSM to allow existing gravel areas to remain as the site will be utilized for industrial purposes and the site has been greatly improved from its previous state.



	Required	Provided
Parking Spaces	44	55
Impervious Surface	Maximum: 80% of lot	85.32% of lot

	Minimum	Provided
Front Setback (North)	10 ft.	0 ft.
Side Setback (east)	25 ft.	0 ft.
Side Setback (west)	10 ft.	5 ft.
Rear Setback (south)	25 ft.	25 ft.

The site plan shows 55 total parking spaces. For industrial/storage uses, code requires one space per 2,000 sq. ft. of gross floor area and one space for every 10,000 sq. ft. of gross outdoor storage area, plus one space per employee on the largest work shift. Based on the proposed

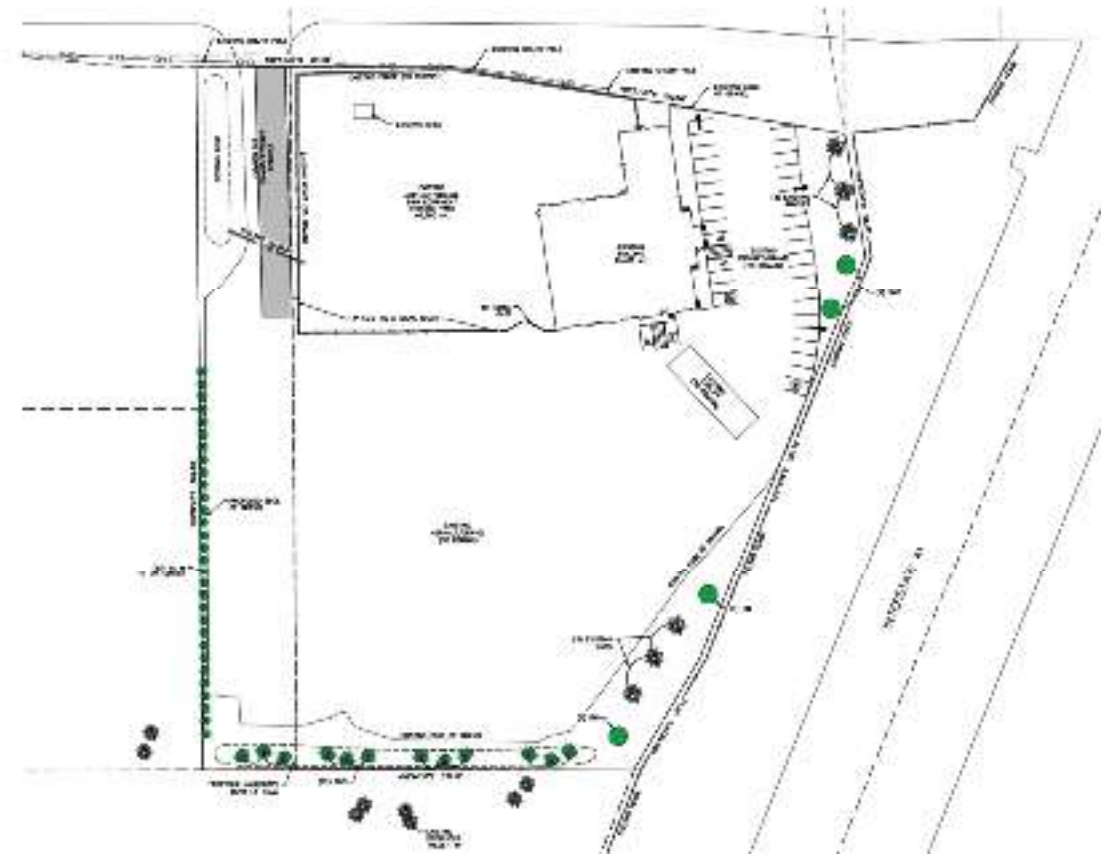
indoor/outdoor storage areas and number of employees for Phase 1, the parking requirement is being met. The requirement may vary based on number of total employees for the site. Parking requirements will be reviewed during the Specific Implementation Plan (SIP) review for each phase of the development.

The applicant is proposing to retain the existing footprint of the site for building and parking areas. This requires a BSM for increased impervious surface ratio to 85.32% of the lot, where code allows a maximum of 80% impervious surface ratio in the UI district. BSMs are also required for reduced front and street side setbacks to 0' and side setback to 5'. Staff is supportive of the requested BSMs for increased impervious surface ratio and decreased front, side, and street side setbacks as the existing impervious surface areas are not being expanded from the existing footprint. Also, as previously noted, the applicant has significantly improved the appearance of the site by removing previously stored junk/debris and inoperable vehicles. The applicant is also proposing a row of 30 Techny arborvitae along the west property line to offset the reduced side yard setback.

Signage

Signage plans were not included with this request. Signage for the site will be subject to UI district signage requirements and may be reviewed during the SIP phase(s).

Landscaping



PLANT LIST

KEY	QTY	SIZE	COMMON NAME	ROOT	POINTS
	(10)	SHADE TREES			
RM	2	2"	RED MAPLE	BB	55
SWO	2	2"	SWAMP WHITE OAK	BB	55
EXISTING	6	6"	OAK & MAPLE		55
	(42)	EVERGREEN TREES			
TA	30	4' TALL	TENCHY ARBORVITAE	BB	33
BHS	12	4' TALL	BLACK HILLS SPRUCE	BB	44

NOTES:
1) INDIVIDUAL TREES AND SHRUB GROUPINGS IN LAWN AREAS TO RECEIVE SHREDDED HARDWOOD BARK MULCH PLANT RINGS (4' DIAMETER) SPREAD TO A DEPTH OF 3"
2) OWNER WILL BE RESPONSIBLE FOR LANDSCAPE MAINTENANCE AFTER COMPLETION AND ACCEPTANCE OF THE PROJECT.

Building Foundation

Code requires 40 building foundation landscaping points per 100 linear feet of building foundation. Building foundation landscaping will be reviewed during the SIP phase(s).

Paved Area

Code requires 30 paved area landscaping points per 10 parking stalls or 10,000 sq. ft. of paved area. The applicant is not providing new paved area landscaping. Staff is supportive of a BSM to waive the paved area landscaping requirement as all paved areas already exist and no internal landscape areas are available for plantings.

Street Frontage

Code requires 30 landscaping points per 100 feet of right-of-way. The landscaping plan shows new and existing tall trees being provided to exceed this requirement along Interstate-41. No street frontage points are shown along West Snell Road. Staff is supportive of a BSM to allow 0 street frontage landscaping points along West Snell Road as the applicant has exceeded the total point requirement for both frontages by providing 880 total points along Interstate 41, where 865.56 total points are required for both frontages.

Code further specifies that 50% of the required street frontage points shall be devoted to medium trees. No medium street frontage plantings are shown on the plan. Staff is supportive of a BSM to waive this requirement as tall trees may provide a more suitable visual buffer for the site from Interstate 41 than medium trees.

Yards

Code requires 10 landscaping points per 1,000 sq. ft. of gross floor area. The provided yard landscaping points exceed this requirement based on the proposed outdoor storage area and anticipated future building areas. Yard landscaping requirements will be reviewed upon SIP submittal of plans for future phase(s).

Storm Water Management/Utilities

The Department of Public Works has reviewed the submittal and noted that plans will need to be updated and submitted for a formal site plan review of all anticipated hard surface parking lot improvements and future buildings.

Site Lighting
The applicant submitted a photometric plan for the initial phase. This will be addressed as part of the SIP review to follow in the subsequent Plan Commission item.

Building Facades
The applicant is not proposing any exterior changes to the existing building on the site and has not submitted building elevation plans for the future buildings. Building elevations will be reviewed as part of the SIP request for future buildings.

Overall Site
The applicant is requesting BSMs for parking surfacing, increased impervious surface ratio, reduced setbacks, and reduction of landscaping requirements. Staff is supportive of these BSMs as the current footprint of the site is being maintained and the applicant has significantly improved the appearance of the site by removing all stored items/debris accumulated by the previous owner. The applicant is also providing new landscaping to further improve the site.

FINDINGS/RECOMMENDATION/CONDITIONS

In its review and recommendation to the Common Council on an application for a Planned Development district, staff recommends the Plan Commission consider 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.
(b) The proposed Planned Development project is consistent with the City's Comprehensive Plan and other area plans. (It is the responsibility of the City to determine such consistency.)
(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.
(h) The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.
(i) The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

Staff recommends approval of the General Development Plan Amendment with the findings listed above and the proposed following conditions:

1. Base Standard Modification (BSM) to allow gravel parking areas.
2. BSM to allow increased impervious surface ratio to 85.32%.
3. BSM to allow reduced front setback to 0'.
4. BSM to allow reduced street side setback to 0'.
5. BSM to allow reduced side yard setback to 5'.
6. BSM to allow reduced paved area landscaping to 0 points.
7. BSM to allow reduced street frontage landscaping along West Snell Road to 0 points.
8. BSM to allow reduced street frontage landscaping devoted to medium trees along Interstate-41 to 0 points.

Plan Commission recommended approval of the General Development Plan Amendment with the findings and conditions on October 15, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Kiefer reported visiting the site.

Staff report accepted as part of the record.

The applicant requests approval of a General Development Plan (GDP) Amendment for an industrial/storage 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 located at the southwest corner of Interstate 41 and West Snell Road. It contains an auto service garage (formerly Loren's Truck Plaza). In 2019 Council approved a Planned Development (PD) Amendment for vehicle sales for the previous owner. However, the approved use was never established.

The site was previously used as an auto service garage. The site also had an open violation for storage of unregistered, unlicensed/inoperable vehicles since 2017. The previously approved PD Amendment for vehicle sales at the site was intended to bring the site into compliance. The approved use was never established and conditions of the PD were never met. The property has since been sold by Loren's 41 Truck Plaza LLC to the current owner (Maverick Family Enterprises, LLC). The current owner has removed the illegally stored items from the site.

The applicant is proposing to use the site for a steel construction company facility (Beson & Houle, LLC). The site will be used as office space for their staff, shop storage of tools and equipment, and an outdoor storage yard. The applicant is also proposing future contractor storage buildings and a future storage/business rental building located on the southern portion of the parcel.

The proposed industrial and indoor storage uses are permitted in the UI district, while outdoor storage is a conditional use. The plan also shows 8 "product stalls", which is considered outdoor display and is also a conditional use in the UI district.

The proposed site will utilize existing access off of West Snell Road. The applicant is requesting a Base Standard Modification (BSM) to allow the existing gravel/asphalt to remain as is with potholes and uneven areas to be repaired. Staff is supportive of a BSM to allow existing gravel areas to remain as the site will be utilized for industrial purposes and the site has been greatly improved from its previous state.

The applicant is proposing to retain the existing footprint of the site and parking areas. This requires a BSM for increased impervious surface ratio to 85.32% of the lot, where code allows a maximum of 80% impervious surface. BSMs are also required for reduced front and street side setbacks to 0′ and side setback to 5′. Staff is supportive of the requested BSMs for increased impervious surface ratio and decreased setbacks as the existing impervious surface areas are not being expanded. The applicant will also provide 30 Techny arborvitae hedges along the west property line to offset the reduced setbacks.

The applicant is not providing new paved area landscaping. Staff is supportive of a BSM to waive the paved area landscaping requirement as all paved areas already exist and no internal landscape areas are available for plantings.

For street frontage landscaping, the plan shows new and existing tall trees being provided along Interstate-41. That meets the street frontage landscaping requirement. They are not providing any new landscaping along Snell Road, but the points along Interstate 41 meet the overall point requirement for both street frontages. They need a BSM for allowing the Snell Road frontage without landscaping.

For yard landscaping, the provided landscaping points exceed the overall point requirement based on the proposed outdoor storage area and anticipated future building areas. Yard landscaping requirements will be reviewed upon SIP submittal of plans for future phase(s).

The applicant is requesting BSMs for parking surfacing, increased impervious surface ratio, reduced setbacks, and reduction of landscaping requirements. Staff is supportive of these BSMs as the current footprint of the site is being maintained and the applicant has significantly improved the appearance of the site by removing all stored items/debris accumulated by the previous owner. The applicant is also providing new landscaping to further improve the site.

Staff recommends approval of the GDP Amendment with the findings and conditions listed in the staff report.

Mr. Perry opened up technical questions to staff.

Mr. Bowen wanted to discuss what the GDP and SIP encompass.

Mr. Slusarek spoke to that.

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

Jesse Houle, of W10716 Konow Road in Rosendale, owner of Maverick Family Enterprises LLC and Beson and Houle LLC, made himself available for questions. As Brian mentioned, we have a small construction company that we do structural steel erection. That's a large part of what's going to be in the building along with some future tenant space that we can utilize the corridor of 41 for visibility.

Mr. Kiefer wondered if there were/are any environmental issues on the site.

Mr. Houle stated no, nothing we are aware of.

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

Ed Crum, a group owner of Omni Glass and Paint (3530 Omni Drive in Oshkosh), had several questions. Some of his questions had to be answered by the applicant during their closing statement. He wondered if we are dealing with a Conditional Use Permit (CUP) with this property as well.

Mr. Slusarek stated the Planned Development (PD) addresses the CUP as well, so it would be one approval for the PD that also addresses the CUP in one approval.

Mr. Crum stated regarding the outdoor storage, so if I look at those blocks that are there to the south and to the west. Those are not exposed; I would assume it is like a post frame metal building. Is it going to be cold storage, or will there be water, sewer, and electric.

Mr. Houle stated electric.

Mr. Crum stated regarding the 8-foot corrugated steel fence that basically runs to the north, is 4' the max, and they are looking at a variance on that for the 8-foot.

Mr. Slusarek stated correct, they're proposing to match the existing 8 foot out there to fully enclose it.

Mr. Crum stated the existing fence is pretty run down.

Mr. Slusarek stated we have codes that state they need to maintain fencing. If it gets in disrepair, they'd have to fix it.

Mr. Crum stated regarding the existing structure of the buildings themselves, It appears they are clad with vinyl siding. It looks like an addition on an addition was done over time. It appears there are no plans to improve the actual physical structure facade itself. No masonry requirements, newer metal siding, windows, or glass.

Mr. Slusarek stated with it being an existing building, if it is not meeting the current material requirement, it'd be a legal nonconforming building. We would not require them to retrofit it to meet current codes.

Mr. Crum wanted to know what type of metal erection would take place. Are girders and I-beams going to be fabricated, or is the applicant taking metal and converting the metal. Will they be buying materials, cutting, gouging, plasma cutting, and welding. And will there be used materials, like demo materials coming from other sites. What are the provisions to manage all of that dunnage that comes in there and order of the property.

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

Lorenz Rangeloff *(former owner of the subject site)*, of 3000 Oregon Street, stated he is here to speak on the outside. The fence is not 8-foot, it's 6-foot panels. And the current code is 8-foot. I hope he just has to abide by the current code of 8-foot fence. And all impervious surfaces are supposed to be paved with a curb and landscaping islands in the middle. Now, I was told if I changed the use of any kind, I would have had to do that. So I hope you extend the same to him, that everything's paved and curbed and landscaped. And the fence should be upgraded to the current code. I know somebody in that area, at the time it was 6-foot fence, took out a permit, put up a 6-foot fence. Meanwhile, the code was changed to 8-foot and he had to take down a 6-foot fence and replace it with an 8-foot. I hope outside the parking area and the fenced-in area meets the current code.

Mr. Perry closed public comment.

Mr. Perry asked the applicant to make a closing statement.

Mr. Houle stated, in response to Mr. Crum's questions, the future plans are for contractor storage units, something along those lines. The utilities that are planned at this point would be electrical only. Not to say we wouldn't entertain water and sewer there in the future, but this is not near-term for future for us. This is probably a 5-year to 10-year plan. So that may be feasible at that time. You asked about the existing building. I'm not aware of any need to upgrade the building. We are implementing additional landscaping around the area to screen the building from view from the adjacent properties and trying to enhance the property as much as we can. As far as steel erection versus fabrication, to be very clear, we're not a fabricator. We're not a fabrication company. We are steel erectors. The majority of our work is on-site. This will really be a mobilization location for our crews to come, our home base. There will be pickup trucks coming in and out with trailers. Everything will be behind that 8-foot fence, which is what's required and completely fenced in. All the dunnage and unloading and things that you speak of will definitely be activities that we incur every day on a daily basis, which will all be held inside that fenced area as planned. It's part of doing business there. I believe I addressed all of the questions. Thank you.

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

Seconded by Loewenstein.

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

Mr. Nichols stated this site will come before Plan Commission again under additional SIPs, so there will be more opportunities to look at plans and ask questions.

Ms. Propp stated I'm absolutely delighted to see this site cleaned up.

Mr. Perry stated I am generally not for storage units of any kind on a major public road, and being that this is on the highway, this would generally fit within my definition. However, living close by this place and driving down Snell Road the other day I almost broke my neck looking in there because of the significant change. I couldn't think of a better thing to go in there at this particular point, so I will be in full support of this.

Motion carried 8-0.

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

City of Oshkosh

Planned Development Application

For General Development Plan or Specific Implementation Plan

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: Beson and Houle, LLC Date: 8/28/24

Petitioner's Address: W10716 Konow Rd City: Rosendale State: WI Zip: 54974

Telephone #: (920) 979-2914 Email: jhoule@beson-houle.com Contact preference: ☐ Phone ☒ Email

Status of Petitioner (Please Check): ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): _____ Date: 8/29/24

OWNER INFORMATION

Owner(s): Beson and Houle, LLC Date: 8/28/24

Owner(s) Address: W10716 Konow Rd City: Rosendale State: WI Zip: 54974

Telephone #: (920) 979-2914 Email: jhoule@beson-houle.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: _____ Date: 8/29/24

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: 1911 West Snell Road

Proposed Project Type: Redevelopment for businesses and storage

Estimated Cost: $275,000

Current Use of Property: Auto Salvage Yard Zoning: Urban Industrial-PD

Land Uses Surrounding Your Site: North: Mobile Home Park

South: Vacant

East: Interstate ROW

West: Vacant

- **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** _____

<u>SUBMITTAL REQUIREMENTS</u> – 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)

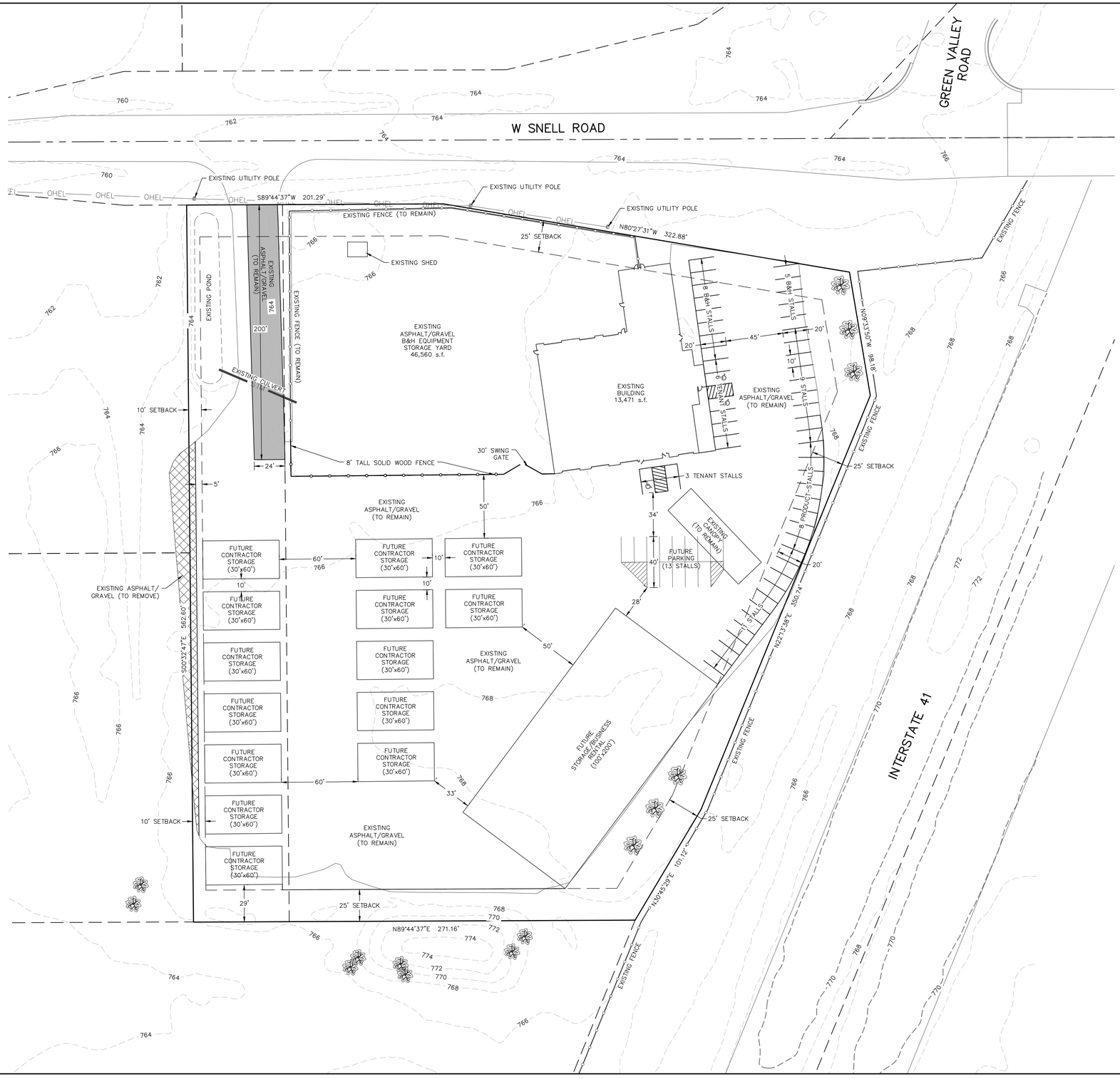
- All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, walls
- Location of all outdoor storage and refuse disposal areas and the design and materials used for construction
- Location and dimension of all on-site parking (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): _____ Date: 9/27/24



PAVING LEGEND

1.5" ASPHALT PAVEMENT OVERLAY

REVISIONS:		
NO.	DATE	DESCRIPTION

PARISH SURVEY & ENGINEERING
122 Wisconsin Street, West Bend, WI 53095
262.346.7800
www.parishse.com

PROJECT TITLE:
BESON & HOULE
1911 W. SNELL ROAD
OSHKOSH, WI 54904

PLAN TITLE:
GDP SITE PLAN

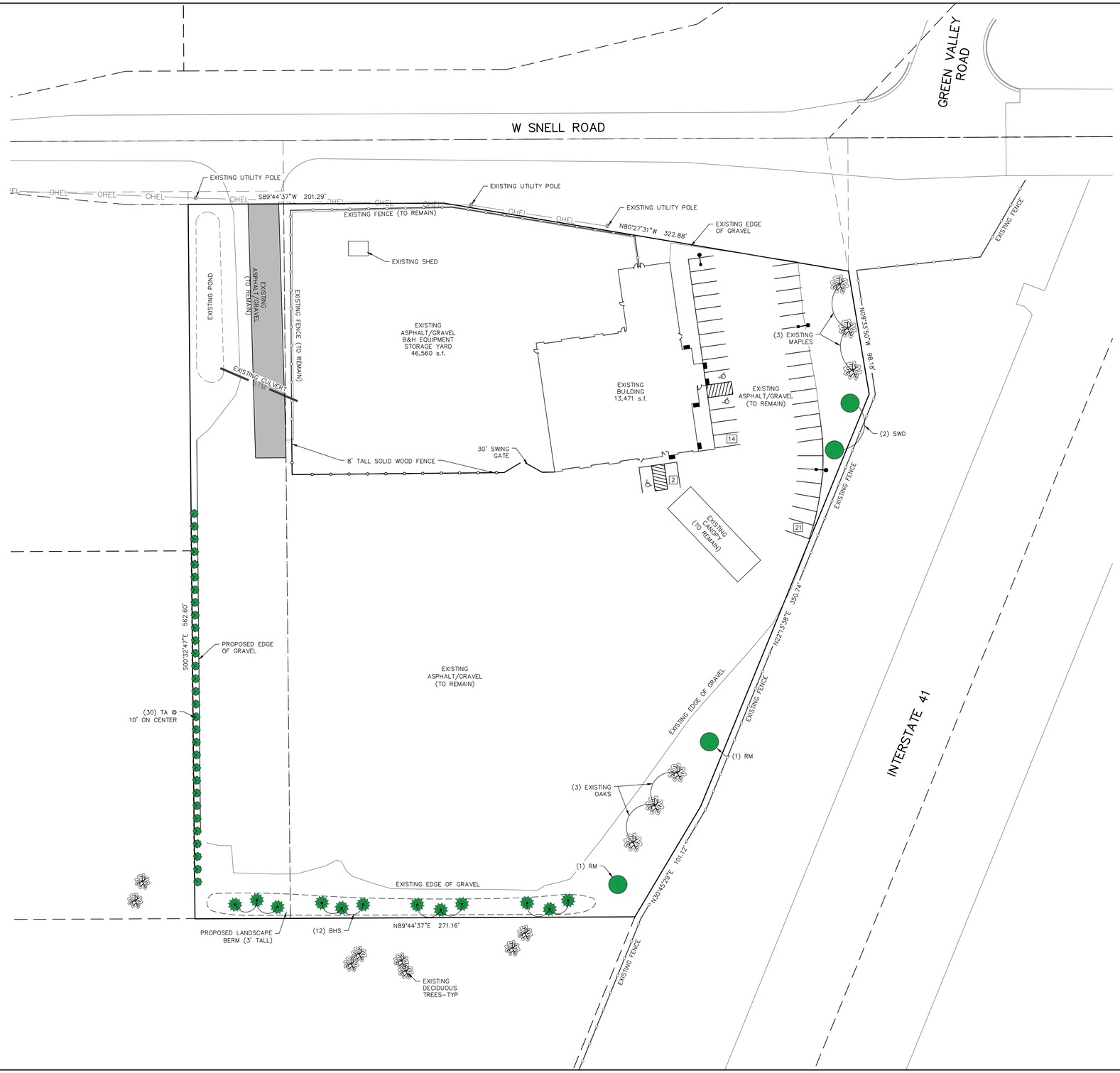
DRAWN BY: **KJP**
DESIGNED BY: **KJP**
CHECKED BY: **KJP**

PLAN DATE: **8/29/2024**

PROJECT NO: **\BH-10-24**

PRELIMINARY

SHEET NO:
C1.00



PLANT LIST

KEY	QTY	SIZE	COMMON NAME	ROOT	POINTS
	(10)		SHADE TREES		
RM	2	2"	RED MAPLE	BB	55
SWO	2	2"	SWAMP WHITE OAK	BB	55
EXISTING	6	6"	OAK & MAPLE		55
	(42)		EVERGREEN TREES		
TA	30	4' TALL	TENCHY ARBORVITAE	BB	33
BHS	12	4' TALL	BLACK HILLS SPRUCE	BB	44

NOTES:
1) INDIVIDUAL TREES AND SHRUB GROUPINGS IN LAWN AREAS TO RECEIVE SHREDDED HARDWOOD BARK MULCH PLANT RINGS (4' DIAMETER) SPREAD TO A DEPTH OF 3"
2) OWNER WILL BE RESPONSIBLE FOR LANDSCAPE MAINTENANCE AFTER COMPLETION AND ACCEPTANCE OF THE PROJECT.

LANDSCAPE POINTS TABLE

INTERSTATE 41 FRONTAGE	
POINTS REQUIRED: (549 LF/100 LF X 100 POINTS)	549
POINTS SUPPLIED: (10 X 55 POINTS/TREE)	550
YARDS	
POINTS REQUIRED: 58,671 SF/1000 SF X 20 POINTS =	1,173
POINTS SUPPLIED: (30x33 POINTS/TREE)	990
(12x44 POINTS/TREE)	528
TOTAL	1,518

REVISIONS:

NO.	DATE	DESCRIPTION

PSE
PARISH SURVEY & ENGINEERING
122 Wisconsin Street, West Bend, WI 53095
262.346.7800
www.parishse.com

PROJECT TITLE:
BESON & HOULE
1911 W. SNELL ROAD
OSHKOSH, WI 54904

PLAN TITLE:
SIP LANDSCAPE PLAN

DRAWN BY: **KJP**
DESIGNED BY: **KJP**
CHECKED BY: **KJP**

PLAN DATE: **8/29/2024**

PROJECT NO: **\BH-10-24**

PRELIMINARY

SHEET NO:
C1.03

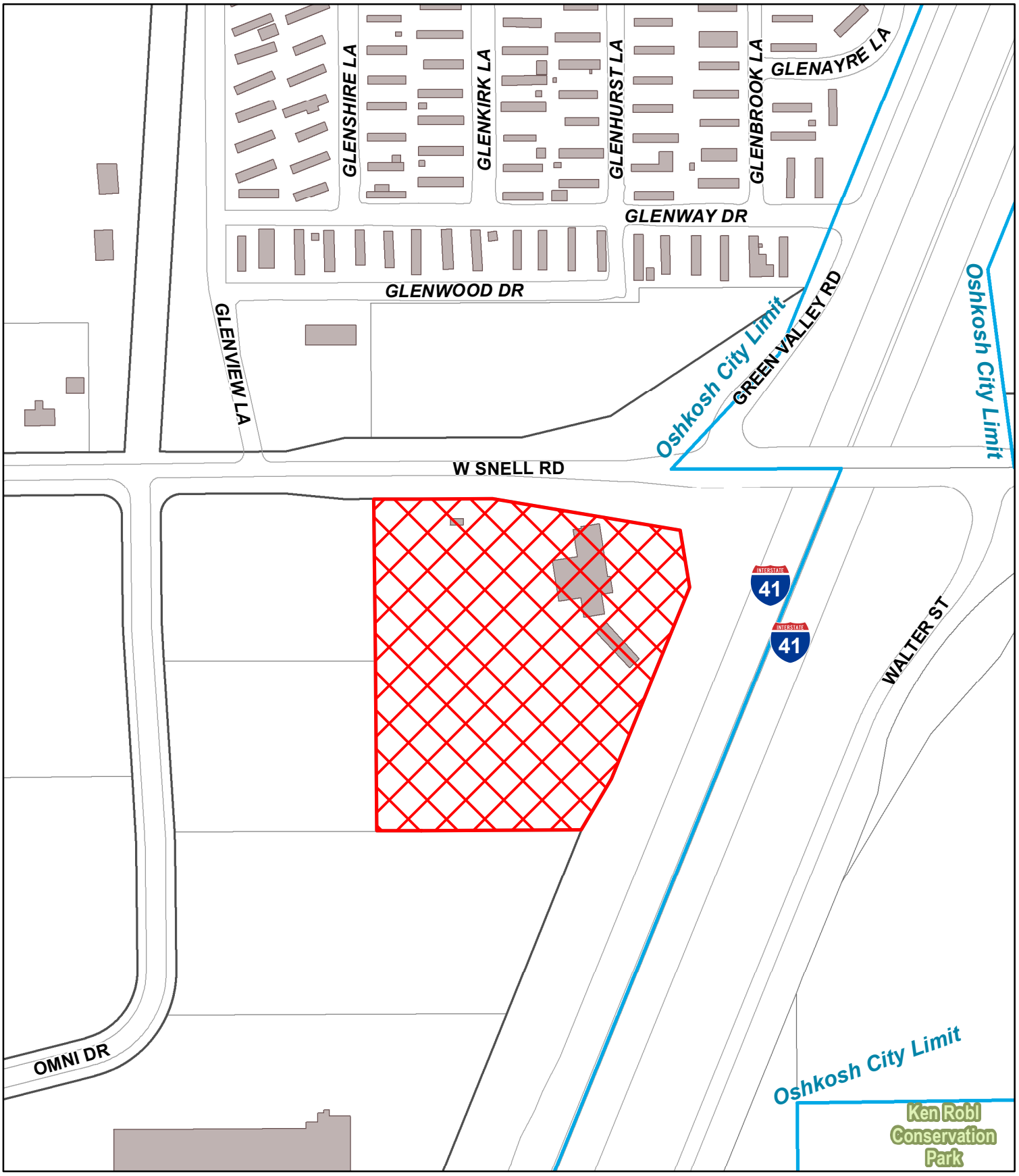
GDP AMENDMENT/SIP
1911 W SNELL RD
PC: 10.15.2024

3530 OMNI DRIVE LLC
3530 OMNI DR
OSHKOSH WI 54904-8512

WISCONSIN DOT
PO BOX 28080
GREEN BAY WI 54304-0080

MAVERICK FAMILY
ENTERPRISES LLC
W10716 KONOW RD
ROSENDALE WI 54974-9711

TOWN OF OSHKOSH
1076 COZY LN
OSHKOSH WI 54901-1404



BASE MAP
1911 WEST SNELL RD

N

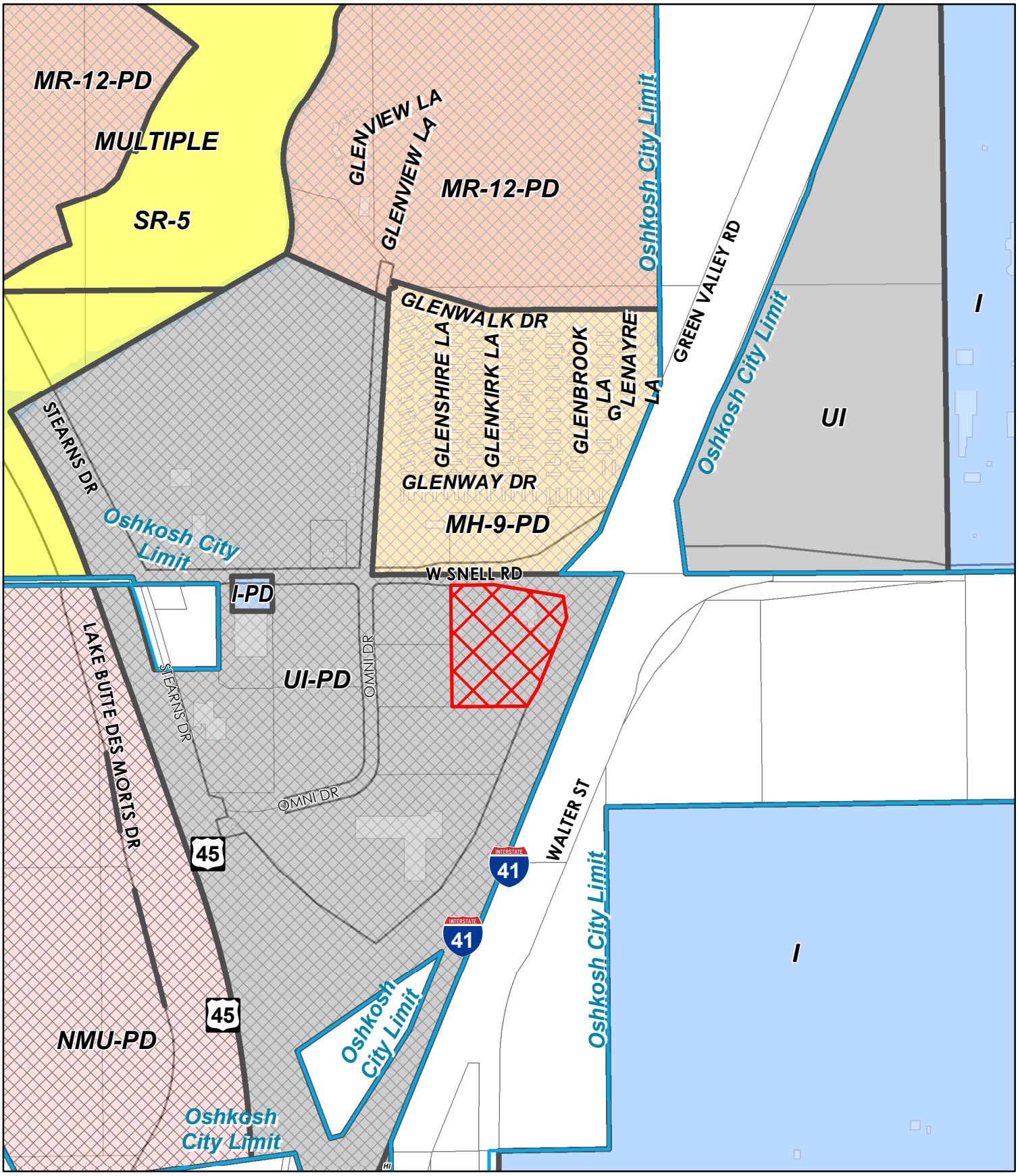
1 in = 0.04 mi
1 in = 220 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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ZONING MAP
1911 WEST SNELL RD

N

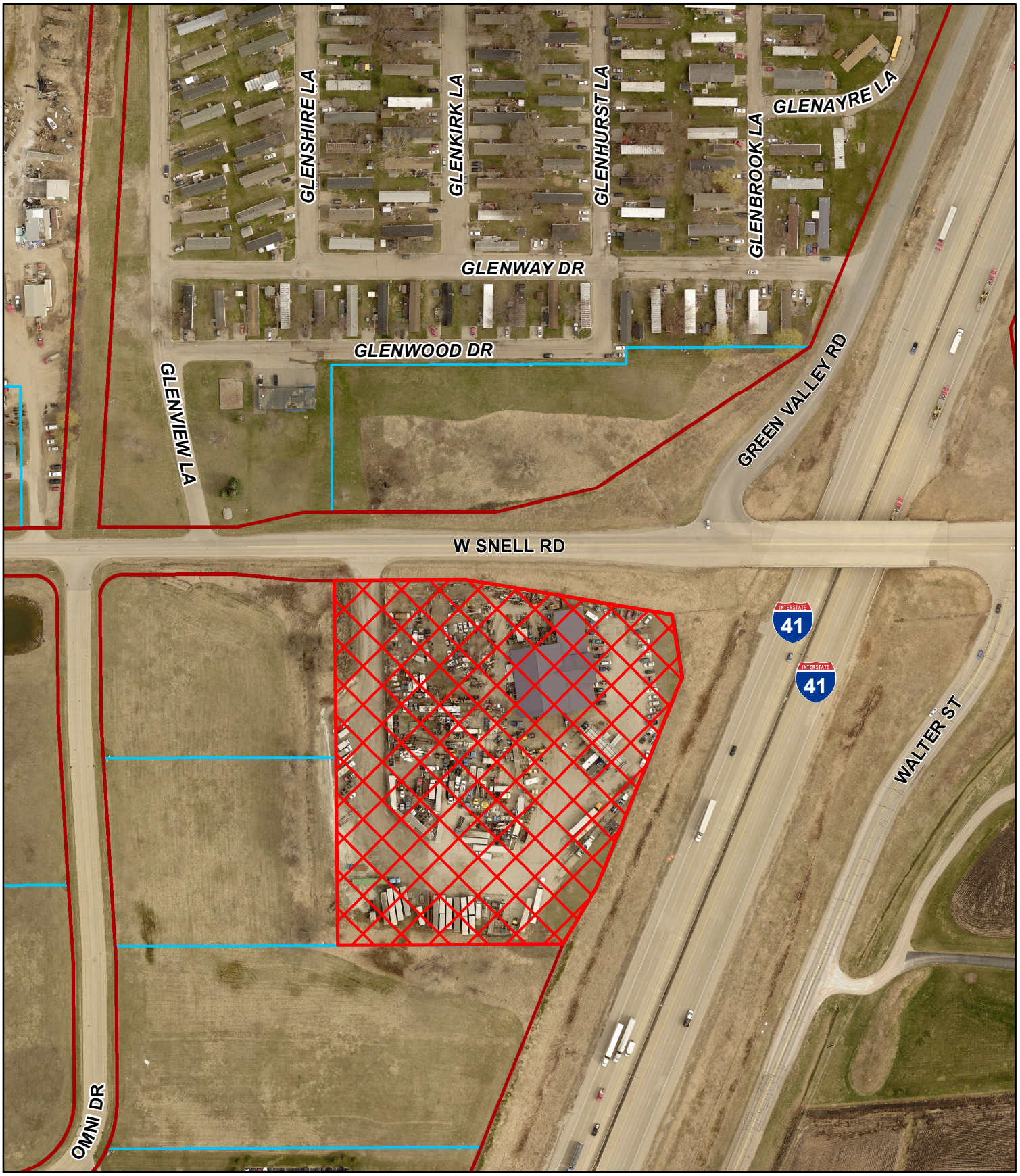
1 in = 0.11 mi
1 in = 600 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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AERIAL MAP
1911 WEST SNELL RD

N

1 in = 0.04 mi
1 in = 200 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	October 22, 2024
SUBJECT:	Res 24-550 Approve Specific Implementation Plan Amendment for an Industrial/Storage Use at 1911 West Snell Road (Plan Commission Recommends Approval)

BACKGROUND

The subject site consists of an approximate 5.84 acre parcel located at the southwest corner of Interstate 41 and West Snell Road with a zoning designation of Urban Industrial with a Plan Development Overlay (UI-PD). The property contains a 13,863 sq. ft. auto service garage (formerly Loren's Truck Plaza) and associated parking area including a roughly 1,900 sq. ft. canopy.

On May 18, 2019, Common Council approved a Planned Development for vehicle sales submitted by the previous owner. However, the approved use was never established.

ANALYSIS

The applicant is proposing to use the site for a steel construction company facility (Beson & Houle, LLC). According to the applicant, the site will be used as office space for their staff, shop storage of tools and equipment, and outdoor storage yard for small trucks and trailers. The applicant anticipates 10 employees at the site. The applicant notes that part of the existing building may also be rented out to other businesses in the future and the site plan includes eight "product stall" spaces for potential future tenant use. The proposed industrial and indoor storage uses are permitted in the UI district and the outdoor storage and outdoor display uses are permitted Conditional Uses.

The applicant is proposing 8' solid wood fencing in addition to the existing 8' solid metal fencing to screen the outdoor storage area. The applicant has stated that the existing solid metal fencing is 8' tall, which serves to screen the storage area. Code requires the storage area to be screened with 8' tall solid fencing. A Base Standard Modification (BSM) is needed to allow the existing 8' solid metal panel fencing in its current location as the zoning ordinance limits fencing in front yard areas to 4' tall and 50% opaque. Staff is supportive of this BSM as the 8' tall solid fencing will serve to sufficiently screen the storage area for the site.

FISCAL IMPACT

Approval of this may result in an increase in the assessed property value for the site. The applicant is anticipating spending approximately $275,000 on the proposed project.

RECOMMENDATION

The Plan Commission recommended approval of the requested Specific Implementation Plan Amendment with the findings and conditions at 1911 West Snell Road on October 15, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Res 24-550

10/22/2024	24-550	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE SPECIFIC IMPLEMENTATION PLAN AMENDMENT FOR AN INDUSTRIAL/STORAGE USE AT 1911 WEST SNELL ROAD

INITIATED BY: BESON AND HOULE, LLC

PLAN COMMISSION RECOMMENDATION: Approved

WHEREAS, the Plan Commission finds that the Specific Implementation Plan Amendment for an industrial/storage use at 1911 West Snell Road 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 an industrial/storage use at 1911 West Snell Road, 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 is consistent with the City's Comprehensive Plan and other area plans. (It is the responsibility of the City to determine such consistency.)
3. 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.
4. 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.
5. The proposed Planned Development project will incorporate appropriate and adequate buffers and transitions between areas of different land uses and development densities/intensities.
6. The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.
7. The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.
8. The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

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 an industrial/storage use at 1911 West Snell Road:

1. Base Standard Modification (BSM) to allow 8 ft. tall solid fencing in a front yard.
2. BSM to allow increased lighting level at the right-of-way line to 1.7 fc.
3. BSM to allow decreased lighting level for entrance/drive lane to 0.0 fc.
4. Final landscaping plan shall be reviewed and approved by the Department of Community Development.

ITEM V: **SPECIFIC IMPLEMENTATION PLAN AMENDMENT FOR AN INDUSTRIAL/STORAGE USE AT 1911 WEST SNELL ROAD**

Plan Commission Meeting of October 15, 2024

GENERAL INFORMATION

Applicant: Beson and Houle, LLC

Owner: Maverick Family Enterprises, LLC

Action(s) Requested:

The applicant requests approval of a Specific Implementation Plan Amendment for an industrial/storage use.

Applicable Ordinance Provisions:

Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject site consists of an approximate 5.84 acre parcel located at the southwest corner of Interstate 41 and West Snell Road with a zoning designation of Urban Industrial with a Plan Development Overlay (UI-PD). The property contains a 13,863 sq. ft. auto service garage (formerly Loren's Truck Plaza) and associated parking area including a roughly 1,900 sq. ft. canopy.

On May 18, 2019, Common Council approved a Planned Development for vehicle sales submitted by the previous owner. However, the approved use was never established. The applicant has submitted a request for General Development Plan Amendment, which was addressed under the subsequent item.

Subject Site

Existing Land Use	*Zoning*
Vacant Commercial	UI-PD

Adjacent Land Use and Zoning

Existing Uses		*Zoning*
North	Mobile home park	MH-9-PD
South	Vacant/undeveloped	UI-PD
East	Agriculture/undeveloped	A-1 (County)
West	Vacant/undeveloped	UI-PD

Comprehensive Plan Land Use Recommendation	*Land Use*
10 Year & 20 Year Land Use Recommendations	Industrial

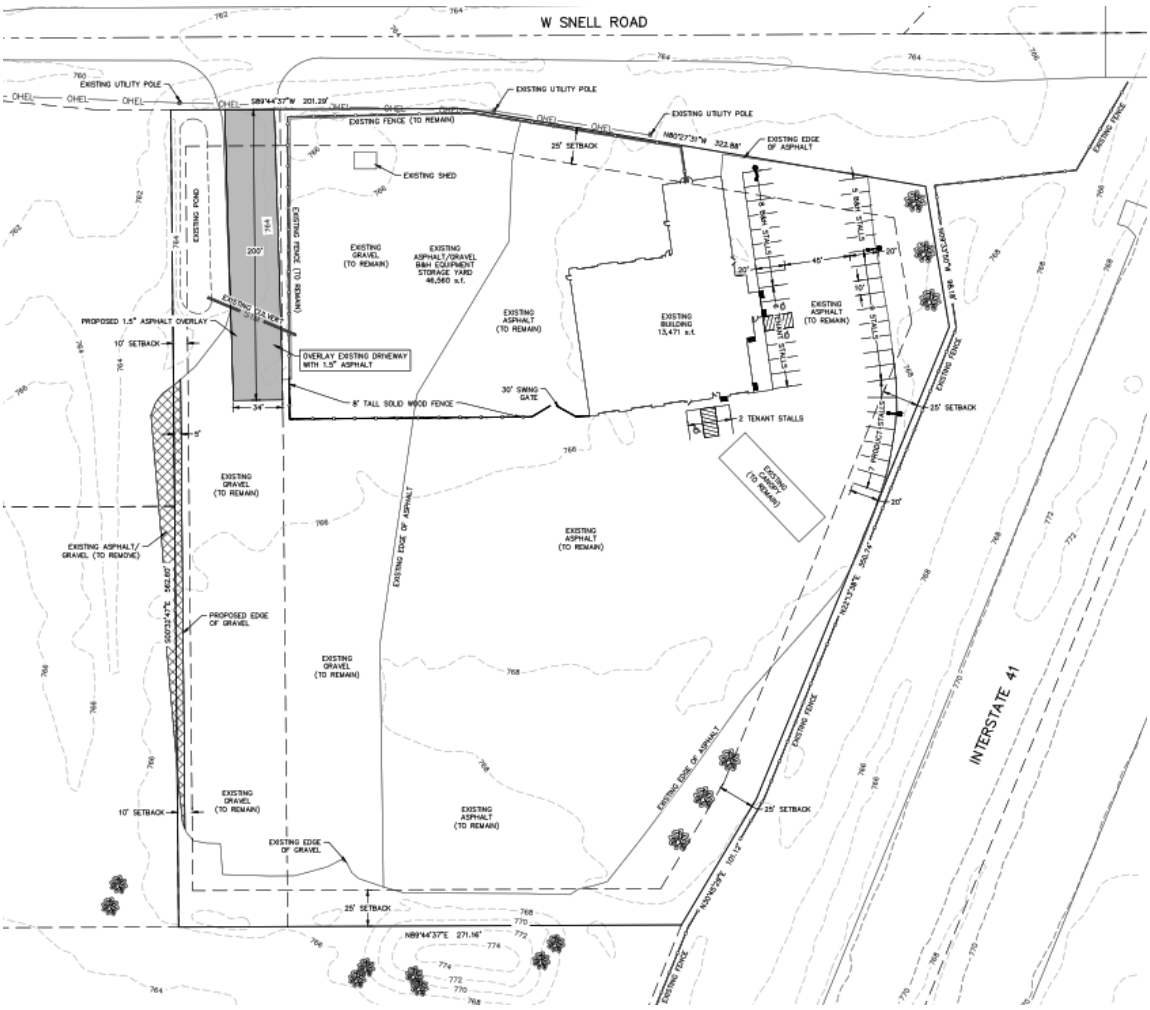
ANALYSIS

Use

The applicant is proposing to use the site for a steel construction company facility (Beson & Houle, LLC). According to the applicant, the site will be used as office space for their staff, shop storage of tools and equipment, and outdoor storage yard for small trucks and trailers. The applicant anticipates 10 employees at the site. The applicant notes that part of the existing building may also be rented out to other businesses in the future and the site plan includes 7 future "product stall" spaces for potential future tenant use. The proposed industrial and indoor storage uses are permitted in the UI district and the outdoor storage and outdoor display uses are conditional uses.

Site Design/Access

The proposed site will utilize existing access off of West Snell Road. As part of this Specific Implementation Plan (SIP), the applicant plans to add an 8' solid wood fence on the west side of the existing building, which will connect to existing 8' metal panel fencing to fully enclose a 46,560 sq. ft. graveled storage yard. The applicant plans to stripe 30 parking stalls and 7 "product stall" spaces to be used by future tenants for display of items for sale.



	Required	Provided
Parking Spaces	21	30
Impervious Surface	Maximum: 80% of lot	85.32% of lot

	Minimum	Provided
Front Setback (North)	10 ft.	0 ft.
Side Setback (east)	25 ft.	0 ft.
Side Setback (west)	10 ft.	5 ft.
Rear Setback (south)	25 ft.	25 ft.

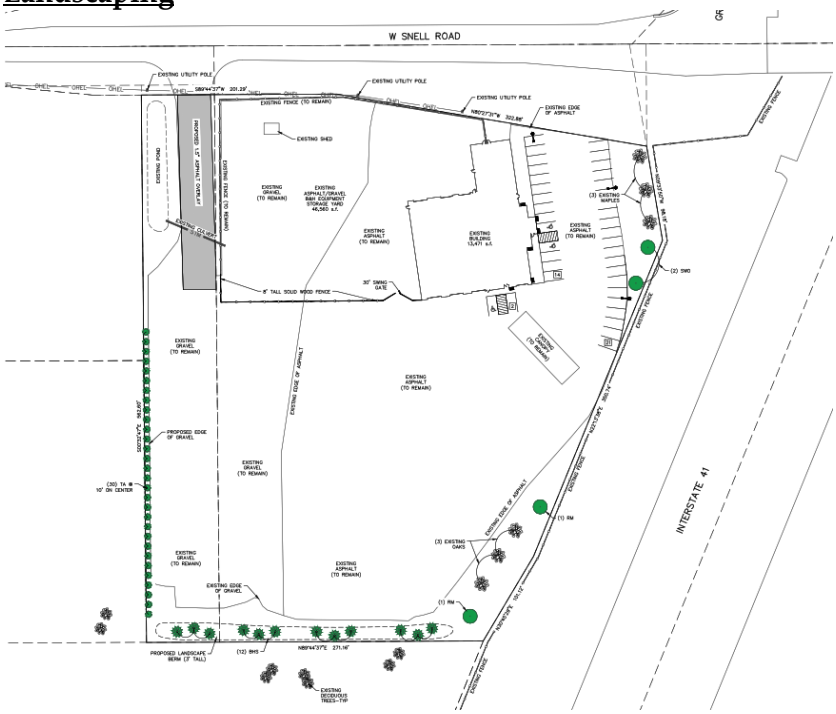
As noted in the GDP staff report, the applicant plans to retain the existing footprints of the building and paved areas. BSMs were requested for existing surfacing, increased impervious surface ratio, and reduced setbacks as part of the GDP request. The proposed 8' solid wood fencing in addition to the existing 8' solid metal fencing meets the code requirement for screening of outdoor storage areas. A Base Standard Modification (BSM) is needed to allow the existing 8' solid metal panel fencing in its current location as the zoning ordinance limits fencing in front yard areas to 4' tall and 50% opaque. Staff is supportive of this BSM as the existing fence will serve to sufficiently screen the storage area for the site.

The proposed 30 parking stalls meet the parking requirement for storage/industrial uses of one space for per 2,000 sq. ft. of gross floor area and one space for every 10,000 sq. ft. of gross outdoor storage area, plus one space per employee on the largest work shift.

Signage

No signage plans were submitted. All signage for the site will be subject to UI district signage standards and will be addressed under a separate building permit.

Landscaping



Building Foundation

No building foundation landscaping is required as no new buildings are being proposed.

Paved Area

Code requires 30 paved area landscaping points per 10 parking stalls or 10,000 sq. ft. of paved area. The landscape plan does not include paved area landscaping. Staff recommended waiving the paved area landscaping requirement as part of the GDP request.

Street Frontage

Code requires 30 landscaping points per 100 feet of right-of-way. Code further specifies that 50% of the required points shall be devoted to medium trees. New and existing street frontage landscaping is shown along Interstate-41. As part of the GDP, staff recommended a BSM to allow 0 street frontage landscaping points along West Snell Road and 0 medium tree points along Interstate-41.

Yards

Code requires 10 landscaping points per 1,000 sq. ft. of gross floor area. Based on the overall proposed development of the site addressed in the GDP, 1,052 yard landscaping points are required. Based on the existing building area and proposed outdoor storage area utilized in this phase, 600 yard landscaping points are required. The applicant is proposing 1,518 yard landscaping points. The proposed yard landscaping exceeds the point requirement for this phase as well as future phases. This serves to offset the requested BSMs.

Storm Water Management/Utilities

The Department of Public Works has reviewed the submittal and noted that plans will need to be updated and submitted for a formal site plan review of all anticipated hard surface parking lot improvements and future buildings.

Site Lighting

The applicant submitted a photometric plan for the site. New lighting is being proposed for the parking area to the east and south of the existing building. Code requires a minimum lighting level of 0.4 fc for all parking and drive areas. Proposed lighting levels meet the 0.4 fc minimum requirement for the parking area, but does not meet the requirement for the driveway access to the site and access to the parking area. Staff is supportive of a BSM to allow the unlit access to the site as it had previously functioned without entrance/driveway lighting and only relatively minimal use of the access is anticipated due to the use of the site (approximately 10 employees).

Code allows a maximum lighting level of 0.5 fc at internal property lines and 1.0 fc at the public right-of-way. The applicant is requesting a BSM to allow a slight increase to 1.7 fc at the right-of-way line along Interstate-41. Staff is supportive of this BSM request as it will allow for the parking lot lighting needs to be met and the slight increase in lighting will not have a negative impact on the surrounding area.

The proposed 20’ light poles are under the maximum light fixture mounting height of 25’ for the UI district and will have full cut-off fixtures per lighting code requirements.

Building Facades

No new buildings or exterior changes to the existing building are being proposed with this request.

FINDINGS/RECOMMENDATION/CONDITIONS

In its review and recommendation to the Common Council on an application for a Planned Development district, staff recommends the Plan Commission consider 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.

(b) The proposed Planned Development project is consistent with the City's Comprehensive Plan and other area plans. (It is the responsibility of the City to determine such consistency.)

(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.

(h) The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.

(i) The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

Staff recommends approval of the Specific Implementation Plan Amendment with the findings listed above and the proposed following conditions:

1. Base Standard Modification (BSM) to allow 8 ft. tall solid fencing in a front yard.
2. BSM to allow increased lighting level at the right-of-way line to 1.7 fc.
3. BSM to allow decreased lighting level for entrance/drive lane to 0.0 fc.
4. Final landscaping plan shall be reviewed and approved by the Department of Community Development.

Plan Commission recommended approval of the Specific Implementation Plan Amendment with the findings and conditions on October 15, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Kiefer reported visiting the site.

Staff report accepted as part of the record.

The applicant requests approval of a Specific Implementation Plan (SIP) Amendment for an industrial/storage 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 applicant is proposing to use the site for a steel construction company facility (Beson & Houle, LLC). They will use it for office space, shop storage, and outdoor storage yard for small trucks and trailers. The applicant notes that part of the existing building may also be rented out to other businesses in the future.

The applicant plans to install 8′ tall solid fencing to fully enclose the storage area. That will connect to existing 8′ tall metal panel fencing to fully enclose that area. It will be a graveled storage area.

The applicant plans to stripe 30 parking stalls and 7 product stalls to be used by a future tenant.

The proposed 8′ tall solid fencing and existing metal fencing extends into the front yard area. Code allows only 4′ tall fencing and 50% opaque in the front yard areas so they need a Base Standard Modification (BSM) to allow the 8′ tall solid fencing within the front yard. Staff is supportive of this BSM as it is needed to fully enclose that storage area.

The paved areas and street frontage landscaping were addressed as part of the General Development Plan (GDP). The proposed yard landscaping exceeds the point requirement for this phase as well as all future phases. They are exceeding the point requirement for yard landscaping for all phases and that serves to offset the requested Base Standard Modifications (BSM).

The applicant is adding additional lighting along the east portion of the site for the new parking areas. They are requesting a BSM to allow increased lighting along the property line to 1.7 fc, where code allows a maximum of 1.0 fc at the right-of-way. That is needed as their parking is close to the property line and it should not cause any impacts on the surrounding area as it is abutting the Interstate-41 right-of-way. They are also requesting a BSM to allow access to this area to have 0 fc lighting. Staff is supportive of that as the site has historically functioned without that lighting and based on the use of the site it should not generate much traffic.

Staff recommends approval of the SIP Amendment with the findings and conditions listed in the staff report.

Mr. Perry opened up technical questions to staff.

Mr. Bowen wanted to discuss what the GDP and SIP encompass.

Mr. Slusarek spoke to that.

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

Jesse Houle, of W10716 Konow Road in Rosendale, owner of Maverick Family Enterprises LLC and Beson and Houle LLC, made himself available for questions. As Brian mentioned, we have a small construction company that we do structural steel erection. That's a large part of what's going to be in the building along with some future tenant space that we can utilize the corridor of 41 for visibility.

Mr. Kiefer wondered if there were/are any environmental issues on the site.

Mr. Houle stated no, nothing we are aware of.

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

Ed Crum, a group owner of Omni Glass and Paint (3530 Omni Drive in Oshkosh), had several questions. Some of his questions had to be answered by the applicant during their closing statement. He wondered if we are dealing with a Conditional Use Permit (CUP) with this property as well.

Mr. Slusarek stated the Planned Development (PD) addresses the CUP as well, so it would be one approval for the PD that also addresses the CUP in one approval.

Mr. Crum stated regarding the outdoor storage, so if I look at those blocks that are there to the south and to the west. Those are not exposed; I would assume it is like a post frame metal building. Is it going to be cold storage, or will there be water, sewer, and electric.

Mr. Houle stated electric.

Mr. Crum stated regarding the 8-foot corrugated steel fence that basically runs to the north, is 4' the max, and they are looking at a variance on that for the 8-foot.

Mr. Slusarek stated correct, they're proposing to match the existing 8 foot out there to fully enclose it.

Mr. Crum stated the existing fence is pretty run down.

Mr. Slusarek stated we have codes that state they need to maintain fencing. If it gets in disrepair, they'd have to fix it.

Mr. Crum stated regarding the existing structure of the buildings themselves, It appears they are clad with vinyl siding. It looks like an addition on an addition was done over time. It appears there are no plans to improve the actual physical structure facade itself. No masonry requirements, newer metal siding, windows, or glass.

Mr. Slusarek stated with it being an existing building, if it is not meeting the current material requirement, it'd be a legal nonconforming building. We would not require them to retrofit it to meet current codes.
Mr. Crum wanted to know what type of metal erection would take place. Are girders and I-beams going to be fabricated, or is the applicant taking metal and converting the metal. Will they be buying materials, cutting, gouging, plasma cutting, and welding. And will there be used materials, like demo materials coming from other sites. What are the provisions to manage all of that dunnage that comes in there and order of the property.

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

Lorenz Rangeloff *(former owner of the subject site)*, of 3000 Oregon Street, stated he is here to speak on the outside. The fence is not 8-foot, it's 6-foot panels. And the current code is 8-foot. I hope he just has to abide by the current code of 8-foot fence. And all impervious surfaces are supposed to be paved with a curb and landscaping islands in the middle. Now, I was told if I changed the use of any kind, I would have had to do that. So I hope you extend the same to him, that everything's paved and curbed and landscaped. And the fence should be upgraded to the current code. I know somebody in that area, at the time it was 6-foot fence, took out a permit, put up a 6-foot fence. Meanwhile, the code was changed to 8-foot and he had to take down a 6-foot fence and replace it with an 8-foot. I hope outside the parking area and the fenced-in area meets the current code.

Mr. Perry closed public comment.

Mr. Perry asked the applicant to make a closing statement.

Mr. Houle stated, in response to Mr. Crum's questions, the future plans are for contractor storage units, something along those lines. The utilities that are planned at this point would be electrical only. Not to say we wouldn't entertain water and sewer there in the future, but this is not near-term for future for us. This is probably a 5-year to 10-year plan. So that may be feasible at that time. You asked about the existing building. I'm not aware of any need to upgrade the building. We are implementing additional landscaping around the area to screen the building from view from the adjacent properties and trying to enhance the property as much as we can. As far as steel erection versus fabrication, to be very clear, we're not a fabricator. We're not a fabrication company. We are steel erectors. The majority of our work is on-site. This will really be a mobilization location for our crews to come, our home base. There will be pickup trucks coming in and out with trailers. Everything will be behind that 8-foot fence, which is what's required and completely fenced in. All the dunnage and unloading and things that you speak of will definitely be activities that we incur every day on a daily basis, which will all be held inside that fenced area as planned. It's part of doing business there. I believe I addressed all of the questions. Thank you.

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

Seconded by Loewenstein.

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

Mr. Nichols stated I know there was a concern that the existing fence is 6', not 8'. If we learn that's true, is the requirement to make it 8', or is it to match what's existing.

Mr. Slusarek stated the requirement is 8'.

Mr. Nichols so the way that the findings are written is to allow 8-foot solid fencing. I just want to confirm that in no circumstance would 6 feet be appropriate.

Mr. Slusarek stated that is correct. It would need a BSM to allow a lower fence height to screen it. They're proposing 8' and that meets code.

Motion carried 8-0.

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

City of Oshkosh

Planned Development Application

For General Development Plan or Specific Implementation Plan

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: Beson and Houle, LLC Date: 8/28/24

Petitioner's Address: W10716 Konow Rd City: Rosendale State: WI Zip: 54974

Telephone #: (920) 979-2914 Email: jhoule@beson-houle.com Contact preference: ☐ Phone ☒ Email

Status of Petitioner (Please Check): ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): _____ Date: 8/29/24

OWNER INFORMATION

Owner(s): Beson and Houle, LLC Date: 8/28/24

Owner(s) Address: W10716 Konow Rd City: Rosendale State: WI Zip: 54974

Telephone #: (920) 979-2914 Email: jhoule@beson-houle.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: _____ Date: 8/29/24

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: 1911 West Snell Road

Proposed Project Type: Redevelopment for businesses and storage

Estimated Cost: $275,000

Current Use of Property: Auto Salvage Yard Zoning: Urban Industrial-PD

Land Uses Surrounding Your Site: North: Mobile Home Park

South: Vacant

East: Interstate ROW

West: Vacant

- **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** _____

<u>SUBMITTAL REQUIREMENTS</u> – 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): _____ Date: 9/27/24

August 28, 2024

SIP Project Narrative

Re: Maverick Family Enterprises, LLC
1911 W Snell Road

Maverick Family Enterprises, LLC is requesting a General Implementation Plan (GDP) and Specific Implementation Plan (SIP) approval for the existing building and improvements located at 1911 W. Snell Road. The subject site consists of an approximate 5.84 acre parcel located on the southwest corner of Interstate 41 and W. Snell Road and has a zoning designation of Urban Industrial with a Planned Development Overlay (UI- PD).

Maverick Family Enterprises (MFE) has recently acquired the property described below and formally known as the Lorens 41 Truck Plaza. The former usage has been cleaned and cleared and the current Ownership is looking forward to implementation of the proposed plans and final usage as a home for Beson & Houle, LLC (B&H), a steel construction company. B&H currently has a small staff of office personnel, shop storage of tools and equipment and yard usage that will include storage of small trucks and trailers.(No consistent semi traffic-only deliveries). The existing site will serve well for the future home of B&H as well as options for future tenants that will utilize visual frontage along I-41 ensuring a clean, manicured sight.

The existing building is 13,471 square feet including a canopy of 1,900 square feet located in the northeast corner of the parcel with an existing asphalt access along the west side of the parcel via Snell Road. A solid metal fence extends along Snell Road from the north side of the building to the entrance and extending to the south along the existing entrance approximately 200 feet south of the Snell Road right-of-way. The remainder of the parcel consists of degraded asphalt/gravel.

The surrounding area consists predominately of undeveloped land and commercial uses and a mobile home park to the north. The 2040 Comprehensive Land Use Plan recommends industrial use for the subject site.

The GDP consists of future contractor storage and future storage/business rental building located along the south portion of the parcel within the existing asphalt/gravel area.

The SIP consists of adding a solid wood fence from the south side of the existing building extending to the west and connecting to the existing solid metal fence. The first 200’ of the existing asphalt driveway will be paved with a 1.5” overlay. Proposed parking stalls are shown on the site plan to accommodate the number of employees on the largest shift. Landscaping and Lighting Plans are included to meet the City of Oshkosh requirements.

Stormwater management is not required since there is no land disturbance and the existing site is currently paved/graveled. Pictures of the site are included in the GDP/SIP submittal.

SIP Narrative Requirements:

- **Specific project themes and images**

- The existing building is 13,471 square feet. There are no improvements or changes to the exterior of the building. The existing solid metal fence will be painted to complement the existing building color. The proposed solid wood fence will be painted the same color as the existing solid metal fence.

- **Specific mix of land uses**
  - The proposed building use will include office, indoor storage, and indoor maintenance which are permitted uses in the Urban Industrial zoning district. There is also outdoor storage which will be within the fenced area.

- **Specific nonresidential densities.**
  - The existing building is 13,471 square feet. The outdoor storage within the fenced area is 46,560 square feet. The proposed site will include 85% impervious surface and 15% open space.

- **Specific treatment of natural features**
  - The parcel is located just north of the Highway 41 and Highway 45 split. The site will be cleaned and junk removed. Landscaping is proposed along the Highway corridor to meet the City Landscape requirements.

- **Specific relationship to nearby properties and public streets**
  - The parcel is located just north of the Highway 41 and Highway 45 split which is mostly zoned Urban Industrial - PD. There is a Mobile Home – PD zoning district located north of Snell Road. The proposed use is compatible with the adjacent zoning districts. The existing solid metal fence will block the view of the outdoor storage area from the mobile home district.

- **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.**
  - The parcel size is 5.84 acres. The proposed site will contain an existing building footprint of 13,471 s.f. (0.31 acres) and 203,529 s.f. (4.67 acres) of existing asphalt/gravel impervious surfaces, and 37,348 s.f. (0.86 acres) of open space. The proposed site is comprised of 85.32% impervious surfaces and 14.68% open space.

- **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.**
  - The site is part of an existing Urban Industrial – PD. The surrounding area consists predominately of undeveloped land and commercial uses and a mobile home park to the north. The 2040 Comprehensive Land Use Plan recommends industrial use for the subject site.

- **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.**
  - Base standard modification for side (west) setback reduction to 5', code requires 10' setback.

        - Thirty (30) Techny Arborvitae trees, 4' minimum height at time of planting, will be installed on the west property line and shall be evenly spaced 10' on center. There will be a Base Standard Modification reduction in the required side yard on the west property line from 10 feet as previously approved in 2006 to 5 feet.
    - Base standard modification required for hard surfacing per Section 30-175 (S).
        - The existing asphalt/gravel will remain as is with pot holes and uneven areas being repaired in kind. The first 200' of the entrance will be paved with a 1.5" asphalt overlay.

- **Phasing Schedule**
    - The proposed site improvements will be completed following City approval. The GDP Concept Plan is a future proposal and will be submitted for an SIP approval when feasible.

- **Agreements, bylaws, covenants, and other documents relative to the operational regulations of the development and particularly providing for permanent preservation and maintenance of common open space areas and amenities.**
    - All open spaces will remain. Additional landscaping and berms will be installed to enhance the current open spaces.

- **How is SIP consistent with the approved GDP?**
    - The proposed Planned Development project is consistent with the City's Comprehensive Plan and other area plans.
    - 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.
    - 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.
    - The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.
    - The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/ base standard modifications variation of any standard or regulation.

W SNELL ROAD

GREEN VALLEY ROAD

INTERSTATE 41

EXISTING UTILITY POLE

EXISTING UTILITY POLE

EXISTING UTILITY POLE

S89°44'37"W 201.29'

N80°27'31"W 322.88'

N00°15'50"W 91.86'

N22°13'38"E 350.74'

N30°45'29"E 101.12'

N89°44'37"E 271.16'

S00°32'47"E 562.60'

EXISTING FENCE (TO REMAIN)

EXISTING FENCE

EXISTING FENCE

EXISTING FENCE

EXISTING FENCE

EXISTING SHED

EXISTING POND

EXISTING ASPHALT/GRAVEL (TO REMAIN)

200'

EXISTING CULVERT

EXISTING ASPHALT/GRAVEL B&H EQUIPMENT STORAGE YARD 46,560 s.f.

EXISTING BUILDING 13,471 s.f.

EXISTING ASPHALT/GRAVEL (TO REMAIN)

8 B&H STALLS

5 B&H STALLS

9 TENANT STALLS

3 TENANT STALLS

8 PRODUCT STALLS

7 STALLS

EXISTING HANDICAP (TO REMAIN)

FUTURE PARKING (13 STALLS)

EXISTING ASPHALT/ GRAVEL (TO REMOVE)

FUTURE CONTRACTOR STORAGE (30'x60')

FUTURE STORAGE/BUSINESS RENTAL (100'x200')

EXISTING ASPHALT/GRAVEL (TO REMAIN)

25' SETBACK

10' SETBACK

30' SWING GATE

8' TALL SOLID WOOD FENCE

24'

5'

45'

20'

10'

60'

50'

34'

40'

28'

33'

29'

0 40 80

N

PAVING LEGEND

1.5" ASPHALT PAVEMENT OVERLAY

REVISIONS:

NO.	DATE	DESCRIPTION

PARISH SURVEY & ENGINEERING
122 Wisconsin Street, West Bend, WI 53095
262.346.7800
www.parishse.com

PROJECT TITLE:
BESON & HOULE
1911 W. SNELL ROAD
OSHKOSH, WI 54904

PLAN TITLE:
GDP SITE PLAN

DRAWN BY:
KJP

DESIGNED BY:
KJP

CHECKED BY:
KJP

PLAN DATE:
8/29/2024

PROJECT NO:
\BH-10-24

PRELIMINARY

SHEET NO:
C1.00



PLANT LIST

KEY	QTY	SIZE	COMMON NAME	ROOT	POINTS
	(10)		SHADE TREES		
RM	2	2"	RED MAPLE	BB	55
SWO	2	2"	SWAMP WHITE OAK	BB	55
EXISTING	6	6"	OAK & MAPLE		55
	(42)		EVERGREEN TREES		
TA	30	4' TALL	TENCHY ARBORVITAE	BB	33
BHS	12	4' TALL	BLACK HILLS SPRUCE	BB	44

NOTES:
1) INDIVIDUAL TREES AND SHRUB GROUPINGS IN LAWN AREAS TO RECEIVE SHREDDED HARDWOOD BARK MULCH PLANT RINGS (4' DIAMETER) SPREAD TO A DEPTH OF 3"
2) OWNER WILL BE RESPONSIBLE FOR LANDSCAPE MAINTENANCE AFTER COMPLETION AND ACCEPTANCE OF THE PROJECT.

LANDSCAPE POINTS TABLE

INTERSTATE 41 FRONTAGE	
POINTS REQUIRED: (549 LF/100 LF X 100 POINTS)	549
POINTS SUPPLIED: (10 X 55 POINTS/TREE)	550
YARDS	
POINTS REQUIRED: 58,671 SF/1000 SF X 20 POINTS =	1,173
POINTS SUPPLIED: (30x33 POINTS/TREE)	990
(12x44 POINTS/TREE)	528
TOTAL	1,518

REVISIONS:

NO.	DATE	DESCRIPTION

PSE
PARISH SURVEY & ENGINEERING
122 Wisconsin Street, West Bend, WI 53095
262.346.7800
www.parishse.com

PROJECT TITLE:
BESON & HOULE
1911 W. SNELL ROAD
OSHKOSH, WI 54904

PLAN TITLE:
SIP LANDSCAPE PLAN

DRAWN BY: **KJP**
DESIGNED BY: **KJP**
CHECKED BY: **KJP**

PLAN DATE: **8/29/2024**

PROJECT NO: **\BH-10-24**

PRELIMINARY

SHEET NO:
C1.03

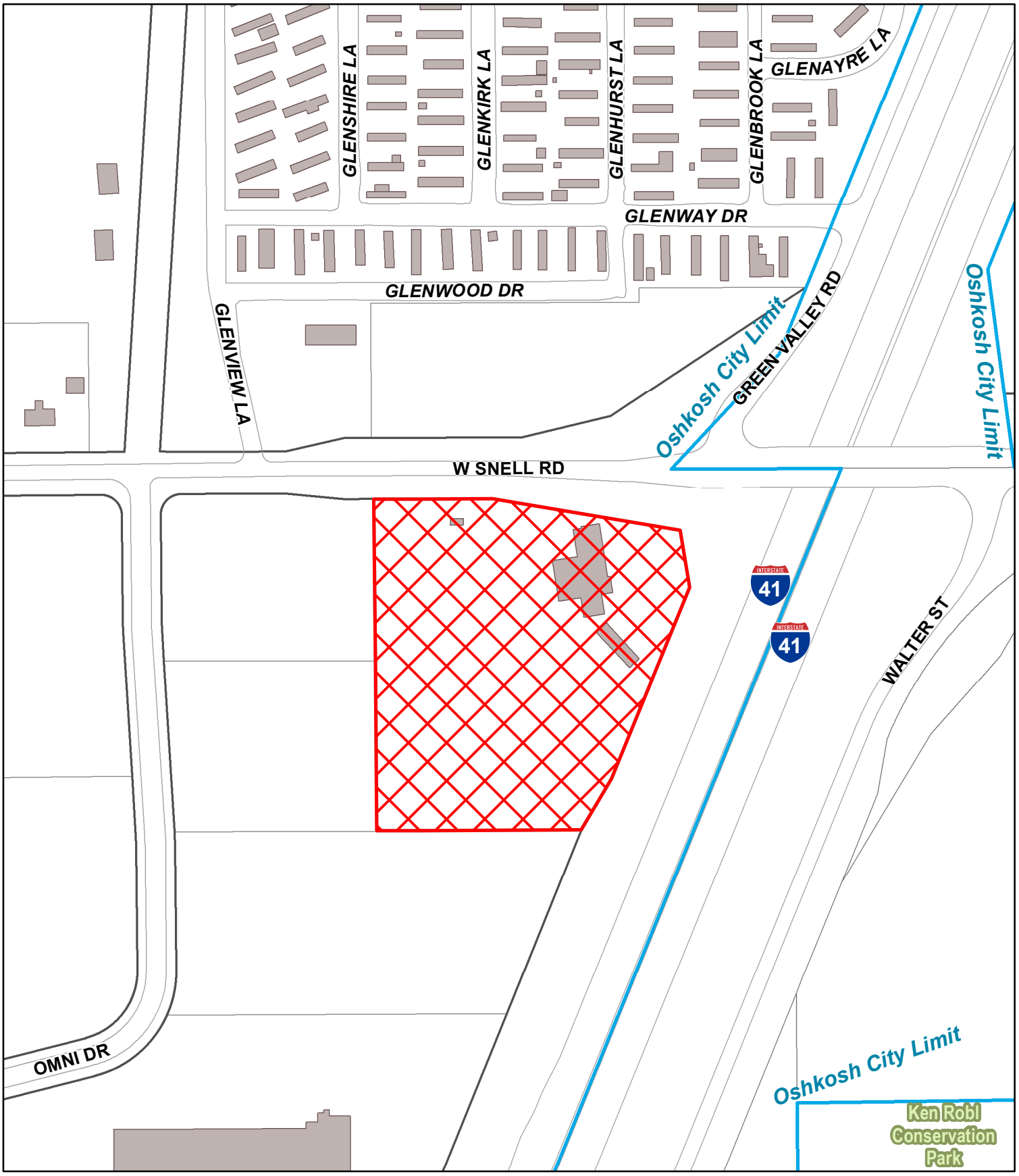
GDP AMENDMENT/SIP
1911 W SNELL RD
PC: 10.15.2024

3530 OMNI DRIVE LLC
3530 OMNI DR
OSHKOSH WI 54904-8512

WISCONSIN DOT
PO BOX 28080
GREEN BAY WI 54304-0080

MAVERICK FAMILY
ENTERPRISES LLC
W10716 KONOW RD
ROSENDALE WI 54974-9711

TOWN OF OSHKOSH
1076 COZY LN
OSHKOSH WI 54901-1404



BASE MAP
1911 WEST SNELL RD

N

1 in = 0.04 mi
1 in = 220 ft

Printing Date: 9/6/2024

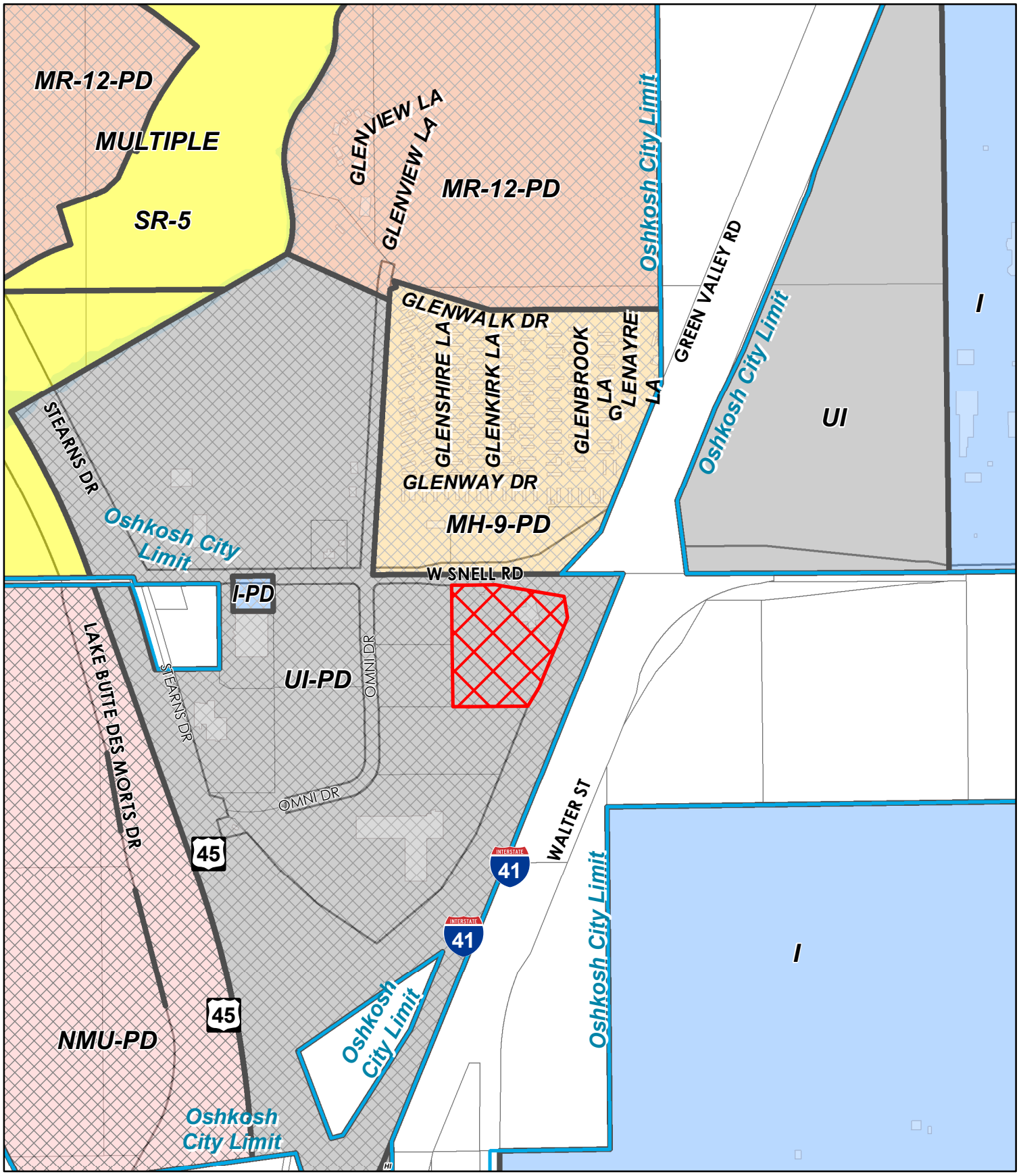
Prepared by: City of Oshkosh, WI

City of Oshkosh

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User: katrinam



ZONING MAP
1911 WEST SNELL RD

N

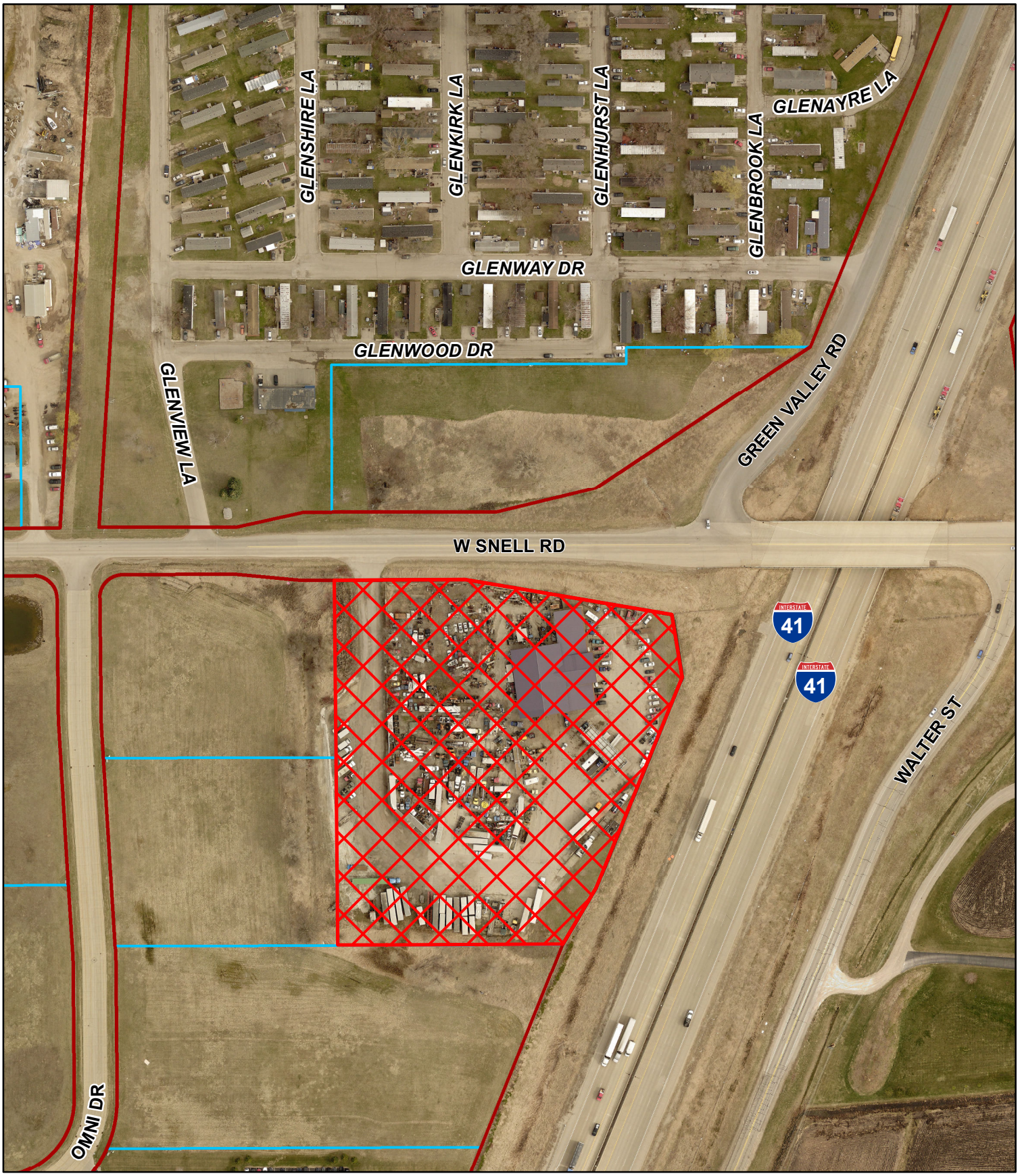
1 in = 0.11 mi
1 in = 600 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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AERIAL MAP
1911 WEST SNELL RD

N

1 in = 0.04 mi
1 in = 200 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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User: katrinam

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	October 22, 2024
SUBJECT:	Res 24-551 Authorize Submitting Application to Wisconsin Economic Development Corporation (WEDC) for Community Development Investment (CDI) Grant Program for The Corridor Development, LLC; Accept Funds

BACKGROUND

Staff is proposing to submit a CDI grant application to WEDC on behalf of The Corridor Development LLC. The grant amount shall not exceed $250,000 and the funds will be used to redevelop parcels obtained by the Redevelopment Authority (RDA) located along the 600 block of North Main and Jefferson Street. The Corridor Development LLC, who will be closing on the RDA parcels shortly, is proposing a mixed-use project consisting of 55-units of low-income and workforce housing and a two-shift daycare development with surface parking lots, other infrastructure, and site improvements, that will remove barriers for residents in the workforce, all in furtherance of achieving implementation goals of the 2022 Housing Study. The proposed project will convert existing vacant land into workforce housing and host the City's only two-shift daycare.

ANALYSIS

The Corridor Development LLC will utilize the WEDC funds and housing tax credits to assist with the redevelopment of the 600 block of North Main and Jefferson Streets. The proposed mixed-use development aligns with the city's Comprehensive Plan and the city's Housing Study of 2022. The parcels have been sitting vacant for roughly 15 years.

City staff has worked with The Corridor Development LLC's representatives in preparing the grant application. A grant development agreement will need to be approved by Common Council at a future meeting which will outline how the grant funds will be disbursed and other WEDC requirements that need to be followed by the City and the developers.

FISCAL IMPACT

There are no City funds included in the WEDC CDI grant application or implementation. The Developer will be paying for City's staff time for grant administration - mainly the grant draws as necessary.

RECOMMENDATION

Common Council approves the submission of the WEDC CDI grant applications and accepts the WEDC CDI grant funds should they be awarded to the City.

Attachments

Res 24-551
Site Plan Corridor

10/22/2024 24-551 RESOLUTION

CARRIED 6-0

PURPOSE: AUTHORIZE SUBMITTING APPLICATION TO WISCONSIN ECONOMIC DEVELOPMENT CORPORATION FOR COMMUNITY DEVELOPMENT INVESTMENT GRANT PROGRAM FOR THE CORRIDOR DEVELOPMENT LLC; ACCEPT FUNDS

INITIATED BY: COMMUNITY DEVELOPMENT DEPARTMENT

WHEREAS, the Wisconsin Economic Development Corporation (WEDC) has grant funds available for projects to support local initiatives with a downtown emphasis by providing financial incentives for projects that are downtown community driven; and

WHEREAS, local municipalities are an eligible applicant and can apply for said grant funds; and

WHEREAS, the City is applying for said grant funds for the proposed project consisting of 55-units of low-income and workforce housing and a two-shift daycare development at the 600 block of North Main and Jefferson Street, to offset costs incurred by the private developer.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the proper City officials are hereby authorized to submit a Community Development Investment grant application to Wisconsin Economic Development Corporation to obtain funds for said purpose.

BE IT FURTHER RESOLVED that if said grant funds are awarded, the proper City officials are hereby authorized and directed to accept said funds, pursuant to the terms of the grant application, and to execute any and all documents and assurances which may be required for purposes of same.



NORTH

PRELIMINARY SITE PLAN

SCALE: 1" = 30'-0"

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	October 22, 2024
SUBJECT:	Res 24-552 Approve General Development Plan for a Multi-Family Development at 0 Bowen Street, Commonly Known as Vacant Property Located Near the Southwest Corner of East Murdock Avenue and Bowen Street (Parcel 1504830300) (Plan Commission Recommends Approval)

BACKGROUND

The subject site consists of a 2.26-acre vacant lot on the southwest corner of East Murdock Avenue and Bowen Street. The site is zoned Urban Mixed Use District with a Planned Development Overlay (UMU-PD). The surrounding area consists of industrial uses to the north, commercial and institutional uses to the east, commercial uses to the west, as well as vacant to the south. The 2040 Comprehensive Land Use Plan recommends Neighborhood Commercial use for the subject area.

A Plan Commission workshop was held on April 16, 2024 and Plan Commission was supportive of this proposal. A neighborhood meeting was held on September 9, 2024. Neighbors in attendance voiced questions and concerns primarily related to surrounding land uses and traffic.

This item came to Plan Commission on September 17, 2024, and Plan Commission voted to lay over this item because the applicant and/or owner was not present to answer their questions and concerns. Staff contacted the applicant and owner, and an updated landscaping plan was submitted addressing Plan Commission's questions and concerns.

ANALYSIS

The applicant is proposing a multi-family development, which will include two 8-unit apartment buildings, one 16-unit apartment building, and detached garages. The proposed 32 units results in a density of 14.2 units per acre, while the maximum density is 36 units per acre for apartment buildings in the UMU district. The minimum lot area is 1,200 sq. ft. per dwelling unit, and the applicant is proposing 3,049 sq. ft. per dwelling unit which exceeds the necessary requirement.

As proposed, two of the apartment buildings will have 8 units and one of the buildings will have 16 units. The UMU district allows apartments of 3-12 units per building. Apartments with 13-16 units are allowed as a Conditional Use. Staff does not have concerns with the proposed 16 unit building as the site will remain under the maximum density and is not adjacent to lower intensity land uses.

FISCAL IMPACT

Approval of this may result in an increase in the assessed property value for the site. The applicant is anticipating spending approximately $4.8 million on the proposed project.

RECOMMENDATION

The Plan Commission recommended approval of the requested General Development Plan with the findings and conditions at 0 Bowen Street (parcel 1504830300) on October 15, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Res 24-552

GDP - 0 Bowen St

10/22/2024 24-552 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE GENERAL DEVELOPMENT PLAN FOR A MULTI-FAMILY DEVELOPMENT AT 0 BOWEN STREET, COMMONLY KNOWN AS VACANT PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF EAST MURDOCK AVENUE AND BOWEN STREET (PARCEL 1504830300)

INITIATED BY: MACH IV ENGINEERING & SURVEYING LLC

PLAN COMMISSION RECOMMENDATION: Approved

WHEREAS, the Plan Commission finds that the General Development Plan for a multi-family development at 0 Bowen Street (parcel 1504830300), 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 for a multi-family development at 0 Bowen Street (parcel 1504830300), 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 is consistent with the City's Comprehensive Plan and other area plans. (It is the responsibility of the City to determine such consistency.)
3. 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.
4. 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.
5. The proposed Planned Development project will incorporate appropriate and adequate buffers and transitions between areas of different land uses and development densities/intensities.
6. The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.
7. The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.
8. The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

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 for a multi-family development at 0 Bowen Street (parcel 1504830300):

1. Cross Access Agreement shall be filed with the Winnebago County Register of Deeds.
2. Base Standard Modification (BSM) to allow reduced rear yard setback to 18.7 ft.
3. All other requested BSMs will be addressed as part of the Specific Implementation Plan application.

ITEM: **GENERAL DEVELOPMENT PLAN FOR A MULTI-FAMILY DEVELOPMENT AT 0 BOWEN STREET, COMMONLY KNOWN AS VACANT PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF EAST MURDOCK AVENUE AND BOWEN STREET (PARCEL 1504830300)**

Plan Commission Meeting of October 15, 2024.

GENERAL INFORMATION

Applicant: Mach IV Engineering & Surveying LLC
Property Owner: Thomas Rusch

Action(s) Requested:

The applicant requests approval of a General Development Plan (GDP) for a multi-family development.

Applicable Ordinance Provisions:

Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject site consists of a 2.26-acre vacant lot on the southwest corner of East Murdock Avenue and Bowen Street. The site is zoned Urban Mixed Use District with a Planned Development Overlay (UMU-PD). The surrounding area consists of industrial uses to the north, commercial and institutional uses to the east, commercial uses to the west, as well as vacant to the south. The 2040 Comprehensive Land Use Plan recommends Neighborhood Commercial use for the subject area.

A Plan Commission workshop was held on April 16, 2024 and Plan Commission was supportive of this proposal.

This item came to Plan Commission on September 17, 2024, and Plan Commission voted to lay over this item because the applicant and/or owner was not present to answer their questions and concerns. Staff contacted the applicant and owner, and an updated landscaping plan was submitted addressing Plan Commission's questions and concerns.

Subject Site

Existing Land Use	*Zoning*
Vacant	UMU-PD

Recognized Neighborhood Organizations
N/A

Adjacent Land Use and Zoning

Existing Uses		*Zoning*
North	Industrial	UI
South	Vacant	UMU-PD
East	Commercial & Institutional	UMU-PD & I
West	Commercial	UMU-PD
Comprehensive Plan Land Use Recommendation		***Land Use***
2040 Comprehensive Land Use Recommendation		Neighborhood Commercial

ANALYSIS

Use

The applicant is proposing a multi-family development, which will include two 8-unit apartment buildings, one 16-unit apartment building, and detached garages. The proposed 32 units results in a density of 14.2 units per acre, while the maximum density is 36 units per acre for apartment buildings in the UMU district. The minimum lot area is 1,200 sq. ft. per dwelling unit, and the applicant is proposing 3,049 sq. ft. per dwelling unit which exceeds the necessary requirement.

As proposed, two of the apartment buildings will have 8 units and one of the buildings will have 16 units. The UMU district allows apartments of 3-12 units per building. Apartments with 13-16 units are allowed as a Conditional Use. Staff does not have concerns with the proposed 16 unit building as the site will remain under the maximum density and is not adjacent to lower intensity land uses.

A neighborhood meeting was held on September 9, 2024. Neighbors in attendance voiced questions and concerns related to surrounding land uses, traffic, and recreation areas.

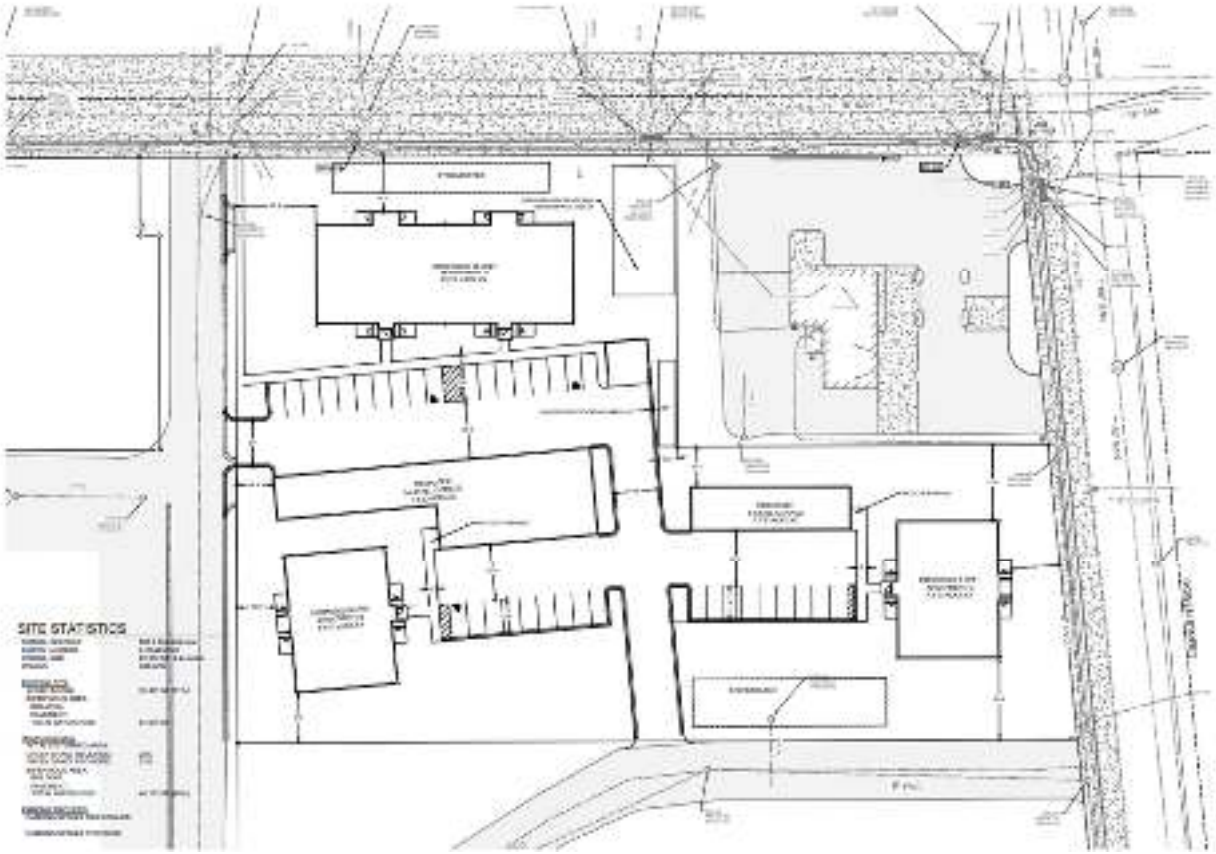
Site Design/Access

The proposed site will utilize an existing driveway access on East Murdock Avenue and Bowen Street that is currently utilized by the Piggly Wiggly grocery store. Cross Access Agreement will need to be recorded with the Winnebago County Register of Deeds to allow the shared accesses. The applicant is providing 32 garage parking spaces and 36 driveway spaces to meet the parking requirement of 1 space per dwelling unit. There is not a maximum number of parking spaces for multi-family developments. The applicant is requesting a Based Standard Modification (BSM) to allow a reduced rear setback to 18.7 feet, where code allows a minimum of 25 feet. Staff is supportive of this BSM request as the rear property line is adjacent to an existing parking lot and access drive.

	Required	Provided
Parking Spaces	Minimum: 32	68
Impervious Surface	Maximum: 75% of lot	49% of lot
Density	Maximum: 82 Dwelling Units	32 Dwelling Units

	Minimum	Provided
Side Setback (south)	25 ft.	25 ft.
Side Setback (east)	25 ft.	25 ft.
Side Setback (west)	25 ft.	18.7 ft.
Rear Setback (north)	25 ft.	28.1 ft.

The applicant is under the maximum impervious surface ratio of 85% of the lot, for the UMU district.



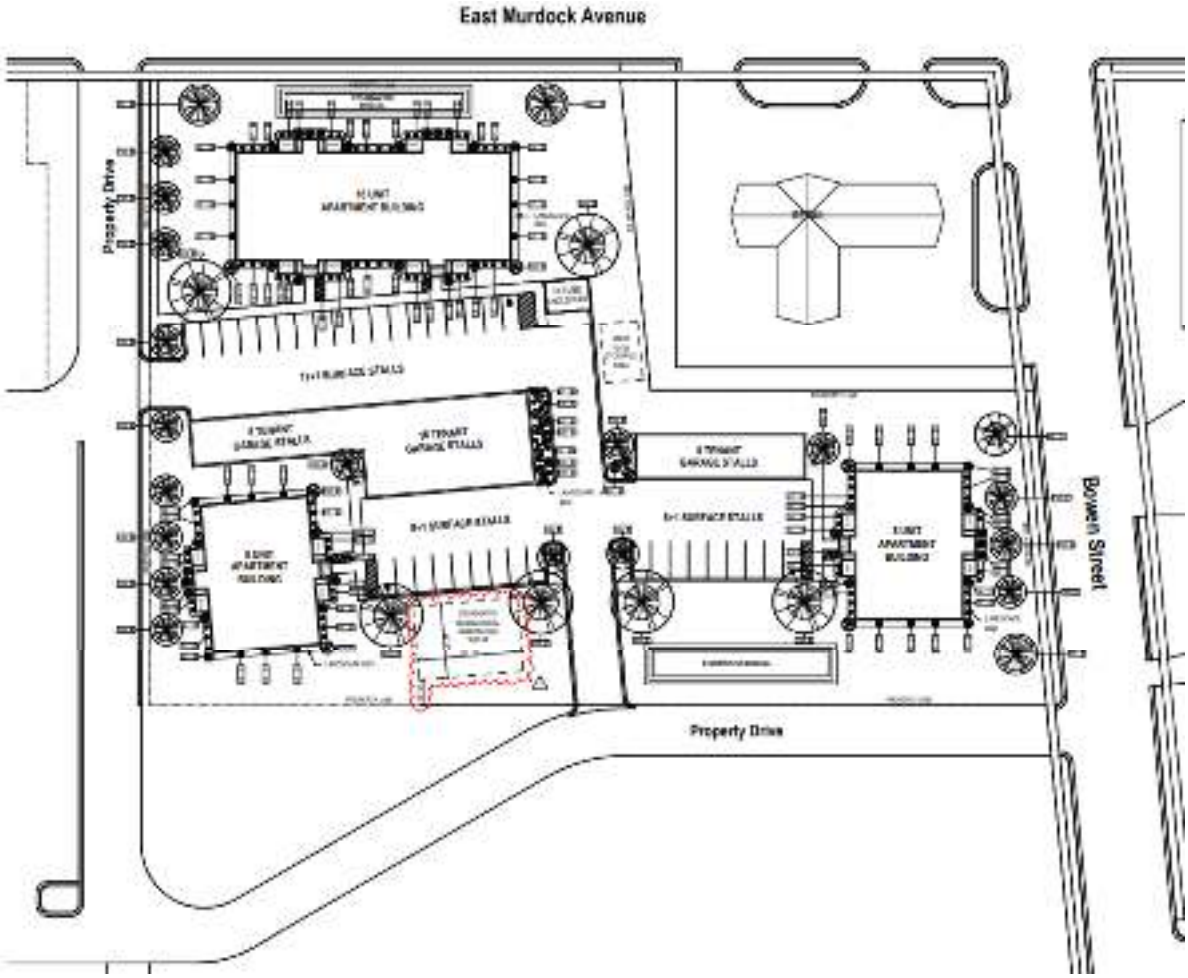
The plan includes a refuse enclosure at the northeast part of the parking lot. Final refuse enclosure plan will be addressed as part of the Specific Implementation Plan (SIP).

Code requires recreation area for multi-family developments at a minimum of 200 sq. ft. plus 25 sq. ft. per bedroom, for a total of 1,800 sq. ft. of recreation area. The applicant submitted an updated landscaping plan that moved the location of the recreation area. The new proposed recreation area will be located just south of the parking lot, and will be 1,800 sq. ft in size, which meets the necessary requirement.

Signage

Sign renderings were not included with this request and are not required for the GDP approval. Final signage plans will be submitted and reviewed as part of the SIP request.

Landscaping





GENERAL LANDSCAPE NOTES

ZONING ORDINACE ANALYSIS:
PARKING:
TOTAL PROPOSED APARTMENT UNITS (1 AND 2 BEDROOM APTS): 32 UNITS
PROPOSED PARKING STALLS:
SURFACE PARKING STALLS: 36
GARAGE STALLS: 32
TOTAL PROPOSED PARKING: 68

LANDSCAPING:
BUILDING FOUNDATIONS ([PER FIG. 30-253d) FOR UMU-PD DISTRICT]
OVERALL BUILDING = 40 POINTS PER EACH 100 LINEAL FEET
STREET FACING FACADE = MIN. 25% OF REQUIRED POINTS
MAIN ENTERANCE FACADE = MIN. 50% OF REQUIRED POINTS

APARTMENT BUILDINGS:
16 UNIT BUILDINGS:
PERIMETER = 407 LF; [407 / 100] x 40 = 163 MIN. POINTS REQUIRED; 196 PROVIDED
25% OF 163 = 41 MIN. POINTS REQ'D FOR STREET FACING FACADE; 93 PROVIDED
50% OF 163 = 82 MIN. POINTS REQ'D FOR MAIN ENTRANCE FACADE; 85 PROVIDED

8 UNIT BUILDINGS:
PERIMETER = 275 LF; [275 / 100] x 40 = 110 MIN. POINTS REQUIRED; 171.6 PROVIDED
25% OF 110 = 28 MIN. POINTS REQ'D FOR STREET FACING FACADE; 52.8 PROVIDED
50% OF 110 = 55 MIN. POINTS REQ'D FOR MAIN ENTRANCE FACADE; 100.8 PROVIDED

GARAGE BUILDINGS:
NOT APPLICABLE

PAVED AREAS:
PER FIG. 30-253d: 40 POINTS REQ'D PER GREATER OF EITHER EACH 10 STALLS OR EACH 10,000 SF OF PAVEMENT.
MIN. 30% OF POINTS WITH MEDIUM OR TALL TREES
MIN. 40% OF POINTS WITH SHRUBS

STALL CALC: 36 SURFACE STALLS / 10 = 3.6; PAVEMENT AREA CALC: 20,680 SF / 10,000 = 2.1
3.6>2.1; USE 3.6 X 40 = 144 POINTS REQUIRED; 150 PROVIDED (EXCLUDES PERENNIALS)
30% OF 144 = 43.2 MIN. POINTS REQUIRED WITH MEDIUM OR TALL TREES; 75 POINTS PROVIDED
40% OF 144 = 57.6 MIN. POINTS REQUIRED WITH SHRUBS; 75 POINTS PROVIDED

STREET FRONTAGE:
PER FIG. 30-253d: 60 POINTS REQ'D PER EACH 100 LF OF STREET FRONTAGE ABUTTING PUBLIC STREET RIGHT-OF-WAY
MIN. 50% OF POINTS WITH MEDIUM TREES

CALC: TOTAL: [379 LF / 100] x 60 = 226 MIN. POINTS REQUIRED; 245 PROVIDED
MEDIUM TREES: 50% OF 226 = 113 MIN. REQ'D; 245 PROVIDED

YARDS:
PER FIG. 30-253d: 10 POINTS REQ'D PER EACH 1,000 SF OF GROSS **FLOOR** AREA.

CALC: FLOOR AREAS:
16 PLEX(S): 7,092 SF [includes 1st Flr only] PER BUILDING x 1 BUILDINGS = 7,920 SF
8 PLEX(S): 3,836 SF [includes 1st Flr only] PER BUILDING x 2 BUILDINGS = 7,672 SF
GARAGES: 8-STALL = 1875.9 SF; 24-STALL = 5,574.9 SF

CALC. TOTAL: [22,214.8 TOTAL GROSS FLOOR AREA / 1000] x 10 = 223 POINTS REQUIRED; 234 PROVIDED

RECREATIONAL AREA:
200 sf + 25 sf / BEDROOM
CALC # OF BEDROOMS: 32 TOTAL UNITS (2 BEDROOMS / UNIT) = 64 TOTAL BEDROOMS
CALC REQ'D REC. AREA: 200 + 25 (64 TOTAL BEDROOMS) = 1800 SF REQ'D; 1800 SF PROVIDED

Building Foundation

The building foundation landscaping point requirement of 40 landscaping points per 100 linear feet of building foundation is being met for each of the buildings.

Paved Area

The paved area requirement of 40 landscaping points per 10 parking stalls or 10,000 sq. ft. of paved area is being met. The code further specifies 30% of all points will be devoted to tall trees and 40% will be devoted to shrubs. Both of these requirements are being met. The plan is also meeting the requirement that a deciduous tree be planted at all parking row ends.

Street Frontage

Code requires 60 landscaping points per 100 feet of right-of-way. The provided street frontage landscaping points exceeds the total requirement. However, the landscaping calculations do not specify points for the individual street frontages. This may be addressed during the SIP phase.

Yards

Code requires 10 landscaping points per 1,000 sq. ft. of gross floor area. The provided yard landscaping points exceed this requirement. Additional yard landscaping serves to offset the requested BSM for reduced rear yard setback.

Storm Water Management/Utilities

The Department of Public Works has reviewed the plans and noted that final submitted plans are required to be in full compliance with the requirements of the City of Oshkosh Municipal Code Chapter 14 for storm water management. This will be addressed during the SIP and Site Plan Review processes.

Site Lighting

The applicant submitted a photometric plan for the site. The lighting levels meet the .4 foot-candle minimum requirement for parking and drive areas, while not exceeding the maximum of .5 foot-candles of light trespass at the property lines.

The fixtures must be shielded so that the lighting elements are not visible from neighboring residential properties. This will be verified during Site Plan Review.

Building Facades

Building renderings were not submitted with this request as they are not required for the GDP approval. Final building elevations will need to be submitted as part of the SIP phase and shall be complaint with the City's residential design standards, unless Base Standard Modifications are granted for the exterior design.

FINDINGS/RECOMMENDATION/CONDITIONS

In its review and recommendation to the Common Council on an application for a Planned Development district, staff recommends the Plan Commission consider 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.

(b) The proposed Planned Development project is consistent with the City's Comprehensive Plan and other area plans. (It is the responsibility of the City to determine such consistency.)

(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.
(h) The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.
(i) The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

Staff recommends approval of the General Development Plan with the findings listed above and the proposed following conditions:

1. Cross Access Agreement shall be recorded with the Winnebago County Register of Deeds.
2. Base Standard Modification (BSM) to allow reduced rear yard setback to 18.7 ft.
3. All other requested BSMs will be addressed as part of the Specific Implementation Plan application.

Plan Commission recommended approval of the General Development Plan with the findings and conditions on October 15, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen, Ms. Propp, Mr. Nichols, Ms. Davey, Mr. Kiefer, and Mr. Perry reported visiting the site.

Staff report accepted as part of the record.

The applicant requests approval of a General Development Plan (GDP) for a multi-family development.

Ms. Dziengeleski 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 consists of a 2.26-acre vacant lot on the southwest corner of East Murdock Avenue and Bowen Street. The site is zoned Urban Mixed Use with a Planned Development Overlay (UMU-PD). A Plan Commission (PC) workshop was held on April 16th of this year, and the PC was supportive of this proposal.

This item came to PC on September 17th, 2024, and PC voted to lay over this item because the applicant and owner were not present to answer their questions and concerns. Staff contacted

the applicant and owner regarding those questions and concerns, and an updated landscaping plan was submitted. As a reminder, the applicant is proposing a multifamily development, which will include two 8-unit apartment buildings and one 16-unit apartment building with detached garages.

The proposed site will utilize an existing driveway access on East Murdock Avenue and Bowen Street that is currently utilized by the Piggly Wiggly Grocery Store. The cross-access agreement will need to be recorded with the Winnebago County Register of Deeds to allow that shared access. The applicant is also requesting a Base Standard Modification (BSM) to allow for a reduced rear setback of 18.7', where code allows a minimum of 25'. Staff is supportive of this BSM request, as the rear property line is adjacent to an existing parking lot and access drive.

Code requires the recreation area for multifamily developments at a minimum of 200 sq. ft. plus 25 sq. ft. per bedroom for a total of 1,800 square feet. The new proposed recreation area will be located just south of the parking lot and will be 1,800 sq. ft. in size, which meets the necessary requirement.

Staff recommends approval of the GDP with the findings and conditions listed in the staff report.

Mr. Perry opened up technical questions to staff.

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

Chet Wesenberg, of 531 North Main Street, made himself available for questions.

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

Mr. Perry closed public comment.

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 Bowen.

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

Mr. Bowen made reference to the petitioner's narrative and had questions regarding proposed zoning ordinance exceptions.

Mr. Slusarek stated the final landscaping plan would be part of the SIP.

Ms. Propp stated I need to ask the applicant about the driveways. As you probably heard, I raised questions about the driveways because they are inadequate. I can't support a final plan that doesn't rehab the driveways. It works for the grocery store but it needs to be replaced. You know that there are big potholes that form every spring. A Public Works person, a wise person,

once told me that's because the base is inadequate. They patch it, but it never works. That, of course, would require discussion with the grocery store. And whether they would be responsive to this, it's not their problem. It's really kind of your problem.

Mr. Wesenberg stated so far I believe they are responsive. After I got that comment, I did drive through there. I did a quick visual inspection, and I personally did not see a problem. But with that said, if there is any damage, we'd certainly be responsible for fixing it. And I guess I don't believe the access is inadequate. I believe it's more than adequate.

Ms. Propp stated I know because I live in the area. I go to the grocery store three times a day or something. Right now it looks fine, but in the spring those black patched areas will disintegrate once again. They'll become huge potholes. Ms. Davey is going to agree with me that it's not adequate to support your vehicle traffic. In and out, in and out. Both driveways have big black patches and that is where the problems are. It won't work as is, because it will be inadequate. I feel so strongly about it. Otherwise, I love the plan and what you want to put there. I think the driveways are a big issue.

Ms. Davey stated I agree with Ms. Propp and she's absolutely right. All of us who live on that side of town know that you can fall in those potholes and never get your car back come springtime. That's been a problem for a long time. But I love the project and I'm very happy to see that you moved the playground. I think that's a little bit safer place for it than where it had previously been designated between a really busy corner and a vape shop. I have concerns about the traffic in and out. When you're building this, aren't you going to have to be bringing in really heavy trucks to get stuff there.

Mr. Wesenberg stated yes regarding the heavy trucks. It's not that big of a project, so it's not all that intensive. But I'll take your guys' word for it. I'll look into it again. Like I said, I did a quick drive-around and inspection, and it didn't look bad to me. But that was me just going there to look at it to see what the concern was.

Ms. Davey asked if a traffic study had been considered

Mr. Wesenberg stated absolutely not.

Ms. Davey wondered why.

Mr. Wesenberg stated the 32 apartments is not going to bring a lot of traffic in. This corner is designed to hold something much more intensive than a 32-unit apartment building.

Ms. Davey wondered if you were to do a traffic study, it would only affect the public streets. It wouldn't affect the parking lot streets, correct.

Mr. Wesenberg stated I guess it would be whatever is required for a traffic study.

Ms. Davey stated I think that's unfortunate because I think there's going to be problems with increased traffic.

Mr. Nichols had questions for City staff. As we think about code enforcement, I'm assuming that potholes for an area like this would be problematic, and you all would get complaints.

Mr. Slusarek stated there is a maintenance section in our zoning ordinance that covers that.

Mr. Nichols wondered in the event that there were large potholes, would somebody from Inspections go out there and look at it, and then would Mr. Wesenberg get a letter.

Mr. Slusarek stated correct, if there's a violation there. If there is a violation he'd have to correct it.

Mr. Nichols stated I'm comfortable moving forward here, understanding that we have mechanisms in place that would require the correction in the event that they exist, after the equipment comes in, after the building is built. My guess is that you're going to have to do some remediation after the building is built, to Ms. Davy's point, that the equipment is going to damage something.

Mr. Loewenstein stated the issue is that it's not his property. I think where we're kind of hung up is that someone else has to promise to fix the access roads, and not him, unless they have some sort of agreement in place. The potholes are not Mr. Wesenberg's problem if they are on the Piggly Wiggly property. That's sort of a code enforcement problem. They could say, we're not dealing with it, and Mr. Wesenberg doesn't legally have to deal with it.

Mr. Perry stated there's a cross-access agreement that has to be filed.

Mr. Slusarek stated generally the city is going to send a letter to whichever property the driveway is on. It is between the property owners, who are part of that cross-access agreement, to get it corrected.

Mr. Loewenstein wondered if that agreement could have a component about who's responsible for maintenance on that road.

Mr. Slusarek stated generally that would be included in that agreement.

Mr. Wesenberg stated we're one-third owner of the Piggly Wiggly property.

Ms. Propp stated one-third owner isn't maybe enough to convince Piggly Wiggly to adequately repair their own driveway. Those are the Piggly Wiggly driveways. In this housing development you are requesting cross-access. I like the location of the driveways, and I think the size of the driveways is fine, but I'm sorry it isn't going to work. You don't have to take my word for it until the spring when you see what happens.

Mr. Wesenberg stated I guess I was unaware. I drove by and looked at it.

Ms. Propp stated driving by now is way different than driving by in spring. I can vote for this now because it's a GDP, but I'm going to need reassurance when you come back here.

Mr. Wesenberg stated he understood.

Mr. Bowen wondered if there is an existing cross-access agreement or is it to be negotiated.

Mr. Wesenberg stated the agreement is to be negotiated.

Mr. Bowen wondered if there were any existing driveways on the subject site.

Mr. Wesenberg stated right now it's all lawn and no driveways. When our office looked at the traffic, it made the most sense to use these (Piggly Wiggly) driveways rather than create new access points.

Motion carried 8-0.

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

City of Oshkosh

Planned Development Application

For General Development Plan or Specific Implementation Plan

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: Mach IV ENGINEERING & SURVEYING LLC Date: 06/13/2023

Petitioner's Address: 2260 SALSCHEIDER COURT City: GREEN BAY State: WI Zip: 54313

Telephone #: (920) 569-5765 Email: JEHRFURTH@MACH-IV.COM Contact preference: ☐ Phone ☒ Email

Status of Petitioner (Please Check): ☐ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): Joel Ehrfurth Date: 7-23-2024

OWNER INFORMATION

Owner(s): THOMAS RUSCH Date: 06/13/2024

Owner(s) Address: 3807 STATE RD 21 A City: OSHKOSH State: WI Zip: 54901

Telephone #: (920) 230-4900 Email: CHET@WESENBERG.CO 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: 7/31/24

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: 585 EAST MURDOCK AVENUE

Proposed Project Type: RESIDENTIAL DEVELOPMENT

Estimated Cost:

Current Use of Property: VACANT LOT Zoning: UMU-PD

Land Uses Surrounding Your Site: North: URBAN INDUSTRIAL
South: URBAN MIXED USE - PLANNED DEVELOPMENT
East: INSTITUTIONAL
West: URBAN MIXED USE - PLANNED DEVELOPMENT

- **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 _____

<u>SUBMITTAL REQUIREMENTS</u> – 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): Joel Thrfurth Date: 7-23-2024

MACH IV
ENGINEERING • SURVEYING • ENVIRONMENTAL

General Development Plan (GDP)

General Location Map

The site is located at 585 East Murdock Avenue. The existing site is a vacant lot. The site is 2.24 acres in size.

The site to the north is immediately fronted by a public right of way (ROW) and further north is an industrial warehouse development, the south side is a vacant lot under urban mixed use planned development, the east side is immediately fronted by a retail gas station under urban mixed use planned development immediately followed by public ROW with a further east institutional fire station and residential single family homes, the west side is a retail grocery store under urban mixed use planned development.

The site is currently zoned urban mixed use with a PD overlay; therefore we are requesting a PD amendment. Abutting zoning is as follows:

North:	Urban Industrial
South:	Urban Mixed Use – Planned Development
East:	Institutional
West:	Urban Mixed Use – Planned Development

Specific Use

The intent of the project is to develop the site into residential apartments. The Lot will be developed as Fairfield Apartments. Improvements include two 8-unit Apartment buildings and one 16-unit apartment building, associated surface stalls, detached garages, and stormwater management practices.

Traffic Patterns

The site will develop new ingress/egress points with the neighboring parcels that are south and west and have its own stormwater management practices.

Grading

Site grading is modified to accommodate the proposed development and direct storm flow to the appropriate stormwater management facilities in order to comply with City and State stormwater regulations.

Drainage

Site drainage will be primarily directed toward storm water practices. The practices are sized to meet City and State stormwater performance standards.

Open Spaces

The existing site is a vacant lot and entirely green space. The proposed site plans decrease the amount of green space to about half of what is existing

Statistical Data

The minimum lot area required is 1200 SF per dwelling unit, The proposed lot area is 3,049 SF per dwelling unit.

The maximum impervious surface ratio is 75%.

The Minimum dwelling unit structure area required is 500 SF per dwelling unit or 400 SF per individual dwelling unit.

	Fairfield Apartments
Lot Size	97,574 SF
Green Space	49,996 SF (51%)
Impervious Surface	47,578 SF (49%)

Landscaping

Concept landscape plans are included in sheet

Planned Development

Planned uses are Apartments.

Architectural Plans

Architectural site plans, floor plans, and detached garages plans are included for the site.

Engineering Plans

Concept site and landscape engineering plans are included. The plans include proposed grading, stormwater management, site utilities, landscaping and erosion control.

Proposed Exceptions from Zoning Ordinance

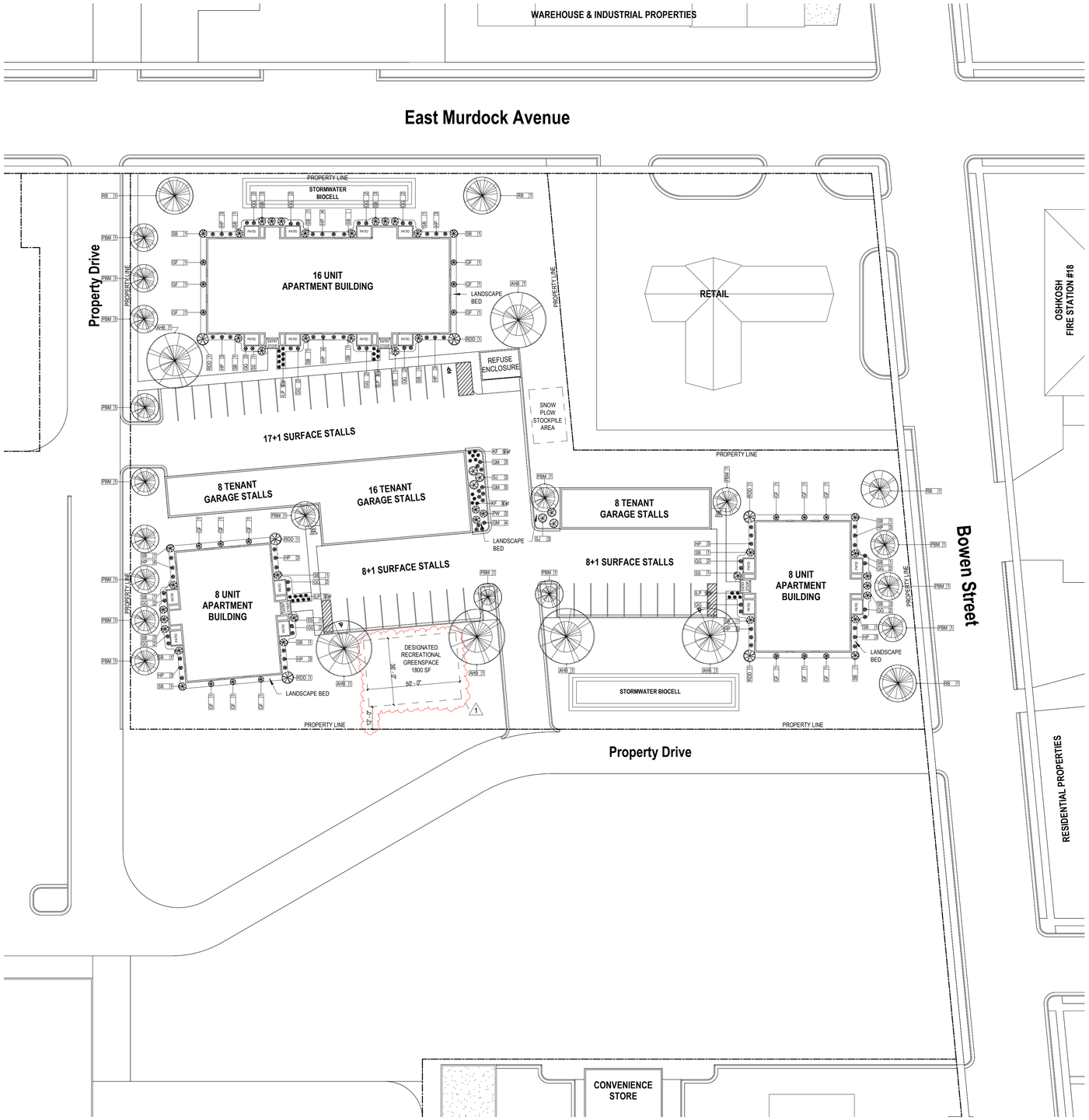
The site's zoning is currently Planned Development (PD). This request is to amend the PD to allow the development as described above. The proposed site requests the following exceptions from the City's Zoning Ordinances:

1. 13 to 16 unit apartments to be listed as conditional use.

   Chapter 30, Article III: Land Use Regulations. Section 30-74, pg.7

2. Omission of landscape islands at termination of ends of parking stall runs at select locations as shown on proposed site plan.

   Chapter 30, Article IX Landscape Requirements: Section 30-253, (B) Paved Areas- (4)(b)



N

1 **PROPOSED - LANDSCAPE PLAN**
1" = 30'-0"

GENERAL SITE NOTES

DEVELOPMENT DATA:
PARKING STALLS REQUIRED:
TOTAL APARTMENT UNITS 32
REQUIRED PARKING STALLS (32 X 1) = 32

PARKING STALLS PROVIDED:
SURFACE STALLS 33 + 3 ADA = 36
GARAGE STALLS 32
TOTAL STALLS PROVIDED 68

GENERAL LANDSCAPE NOTES

ZONING ORDINACE ANALYSIS:
PARKING:
TOTAL PROPOSED APARTMENT UNITS (1 AND 2 BEDROOM APTS): 32 UNITS
PROPOSED PARKING STALLS:
SURFACE PARKING STALLS: 36
GARAGE STALLS: 32
TOTAL PROPOSED PARKING: 68

LANDSCAPING:
BUILDING FOUNDATIONS [(PER FIG. 30-253d) FOR UMU-PD DISTRICT]
OVERALL BUILDING = 40 POINTS PER EACH 100 LINEAL FEET
STREET FACING FACADE = MIN. 25% OF REQUIRED POINTS
MAIN ENTERANCE FACADE = MIN. 50% OF REQUIRED POINTS

APARTMENT BUILDINGS:
16 UNIT BUILDINGS:
PERIMETER = 407 LF; [407 / 100] x 40 = 163 MIN. POINTS REQUIRED; 196 PROVIDED
25% OF 163 = 41 MIN. POINTS REQ'D FOR STREET FACING FACADE; 93 PROVIDED
50% OF 163 = 82 MIN. POINTS REQ'D FOR MAIN ENTRANCE FACADE; 85 PROVIDED

8 UNIT BUILDINGS:
PERIMETER = 275 LF; [275 / 100] x 40 = 110 MIN. POINTS REQUIRED; 171.6 PROVIDED
25% OF 110 = 28 MIN. POINTS REQ'D FOR STREET FACING FACADE; 52.8 PROVIDED
50% OF 110 = 55 MIN. POINTS REQ'D FOR MAIN ENTRANCE FACADE; 100.8 PROVIDED

GARAGE BUILDINGS:
NOT APPLICABLE

PAVED AREAS:
PER FIG. 30-253d: 40 POINTS REQ'D PER GREATER OF EITHER EACH 10 STALLS OR EACH 10,000 SF OF PAVEMENT.
MIN. 30% OF POINTS WITH MEDIUM OR TALL TREES
MIN. 40% OF POINTS WITH SHRUBS

STALL CALC: 36 SURFACE STALLS / 10 = 3.6; PAVEMENT AREA CALC: 20,693 SF / 10,000 = 2.1
3.6>2.1; USE 3.6 X 40 = 144 POINTS REQUIRED; 150 PROVIDED (EXCLUDES PERENNIALS)
30% OF 144 = 43.2 MIN. POINTS REQUIRED WITH MEDIUM OR TALL TREES; 75 POINTS PROVIDED
40% OF 144 = 57.6 MIN. POINTS REQUIRED WITH SHRUBS; 75 POINTS PROVIDED

STREET FRONTAGE:
PER FIG. 30-253d: 60 POINTS REQ'D PER EACH 100 LF OF STREET FRONTAGE ABUTTING PUBLIC STREET RIGHT-OF-WAY
MIN. 50% OF POINTS WITH MEDIUM TREES

CALC: TOTAL: [379 LF / 100] x 60 = 226 MIN. POINTS REQUIRED; 245 PROVIDED
MEDIUM TREES: 50% OF 226 = 113 MIN. REQ'D; 245 PROVIDED

YARDS:
PER FIG. 30-253d: 10 POINTS REQ'D PER EACH 1,000 SF OF GROSS **FLOOR** AREA.

CALC: FLOOR AREAS:
16 PLEX(S): 7,092 SF [includes 1st Flr only] PER BUILDING x 1 BUILDINGS = 7,920 SF
8 PLEX(S): 3,836 SF [includes 1st Flr only] PER BUILDING x 2 BUILDINGS = 7,672 SF
GARAGES: 8-STALL = 1875.9 SF; 24-STALL = 5,574.9 SF

CALC. TOTAL: [22,214.8 TOTAL GROSS FLOOR AREA / 1000] x 10 = 223 POINTS REQUIRED; 234 PROVIDED

RECREATIONAL AREA:
200 sf + 25 sf / BEDROOM
CALC# OF BEDROOMS: 32 TOTAL UNITS (2 BEDROOMS / UNIT) = 64 TOTAL BEDROOMS
CALC REQ'D REC. AREA : 200 + 25 (64 TOTAL BEDROOMS) = 1800 SF REQ'D; 1800 SF PROVIDED

1

LANDSCAPE & PLANTING SCHEDULE

MARK	COMMON NAME	BOTANICAL NAME	PLANTING SIZE	MATURE CANOPY HEIGHT / DIA.	COLOR SUMMER / FALL	CITY OF OSHKOSH ZONING DESIGNATION	POINTS PER PLANT
DECIDUOUS TREES							
SL	SILVER LINDEN	TILIA TOMENTOSA	2" CALIPER	60' / 30'	GREEN / PALE YELLOW	TALL DECIDUOUS SHADE TREE	50
CP	CHANTILEER PEAR	PYRUS CALLERYANA	2" CALIPER	30' / 15'	GREEN / RED TO PURPLE	TALL DECIDUOUS SHADE TREE	30
RR	ROYAL RED MAPLE	ACER PLATANOIDES 'ROYAL RED'	2" CALIPER	35' / 25'	GREEN / RED	TALL DECIDUOUS SHADE TREE	55
RB	RIVER BIRCH	BETULA NIGRA	2" CALIPER	30' / 20'	GREEN / YELLOW	MED. DECIDUOUS SHADE TREE	50
AHB	AMERICAN HORNBEAM	CARPINUS CAROLINIANA	2" CALIPER	30' / 30'	GREEN / YELLOW-ORANGE	MED. DECIDUOUS SHADE TREE	16.5
PBM	PAPER BARK MAPLE	ACER GRISEUM	2" CALIPER	25' / 15'	GREEN / SCARLET	MED. DECIDUOUS SHADE TREE	15
RC	RED BARRON FLOWERING CRAB	MALUS 'RED BARRON'	1 1\/2" CALIPER	15' / 15'	PURPLE / PURPLE	SHORT DECIDUOUS SHADE TREE	10
PC	PROFUSION FLOWERING CRAB	MALUS 'PROFUSION'	1 1\/2" CALIPER	15' / 15'	GREEN / PINK	SHORT DECIDUOUS SHADE TREE	10
CONIFEROUS TREES							
BS	BLUE SPRUCE	PICEA PUNGENS	4'	60' / 20'	BLUE-GREEN	TALL EVERGREEN	40
NS	NORWAY SPRUCE	PICEA ABIES	4'	50' / 25'	GREEN	TALL EVERGREEN	40
BHS	BLACK HILLS SPRUCE	PICEA GLAUCA 'DENSATA'	4'	50' / 20'	DARK GREEN	MED. EVERGREEN	44
BKS	SLACK SPRUCE	PICEA MARIANA	4'	30' / 20'	BLUE-GREEN	MED. EVERGREEN	33
APA	AMERICAN PILLAR ARBORVITAE	THUJA OCCIDENTALIS	4'	20' - 30' / 3' - 5'	BRIGHT GREEN	MED. EVERGREEN	33
DECIDUOUS SHRUBS							
VJUDD	JUDD VIBURNUM	VIBURNUM X JUDDII	2 GALLON	7' / 6'	RED / PURPLE	TALL DECIDUOUS SHRUB	5
RDD	RED OSIER DOGWOOD	CORNUS SERICEA	2 GALLON	7' / 6'	GREEN	TALL DECIDUOUS SHRUB	5
PW	PURPLE LEAF WIEGELA	CAPRIFOLIACEAE	2 GALLON	3' / 4'	DARK RED	MED. DECIDUOUS SHRUB	3
SB	SPARKLE BERRY	BERBERIS THUNBERGI 'SPARKLE'	2'	4' / 4'	DARK GREEN	MED. DECIDUOUS SHRUB	3
SS	SNOWMOUND SPIREA	SPIREA NIPPONICA 'SNOWMOUND'	2'	4' / 4'	DARK GREEN	MED. DECIDUOUS SHRUB	3
GF	GOLDFLAME SPIREA	SPIREA BUMALDA 'GOLD FLAME'	2'	3' / 3'	YELLOW, RED, GREEN	MED. DECIDUOUS SHRUB	3
GM	GOLDMOUND SPIREA	SPIREA X 'GOLD MOUND'	2'	2' / 2'	CREAMY YELLOW	MED. DECIDUOUS SHRUB	3
LSMC	LOW SCAPE MOUND CHOKECHERRY	ARONIA MELANOCARPA 'UC165'	1 GALLON	3' / 2'	RED-ORANGE	SHORT DECIDUOUS SHRUB	1
HP	HAPPY FACE PINK POTENTILLA	CINQUEFOIL P. FRUITICOSE 'KUPINPA'	15" - 18"	2' / 2'	PURPLE	SHORT DECIDUOUS SHRUB	3.3
CONIFEROUS SHRUBS							
GMBW	GREEN MOUNTAIN BOXWOOD	BUXUS X 'GREEN MOUNTAIN'	1 GALLON	5' / 3'	BRIGHT GREEN	TALL EVERGREEN SHRUB	5
SJ	SEA GREEN JUNIPER	JENJPERUS CHINENSIS	15" - 18"	4' / 5'	GREEN	MED. EVERGREEN SHRUB	5
GG	GOLDEN GLOBE ARBORVITAE	THUJA OCCIDENTALIS 'GOLDEN GLOBE'	12" - 24"	2' / 2'	GOLDEN YELLOW-GREEN	MED. EVERGREEN SHRUB	3
PERENNIALS							
ILP	ENGLISH LAVENDAR PURPLE	LAVANDULA ANGUSTIFOLIA 'HIDCOTE'	1 GALLON	2' / 2'	BLUE-GREEN	PERENNIAL	1 / SF
KF	KARL FORESTER GRASS	CALAMAGROSTIS ACUTIFLORA	5" POT	48" / 24"	GREEN	PERENNIAL	1 / SF
PDS	PRARIE DROPSEED	SPOROBOLUS HETERLEPIS	5" POT	3' / 18"	GREEN / GREEN-GOLD	PERENNIAL	1 / SF
BZS	BLUE ZINGER SEDGE	CAREX FLACCA 'BLUE ZINGER'	5" POT	16" / 24"	BLUE, GREY, GREEN	PERENNIAL	1 / SF

LANDSCAPE & PLANTING SCHEDULE NOTES:
1. ALL BEDS TO RECIEVE WOOD MULCH OR LANDSCAPE STONE OVER LANDSCAPE FABRIC.
2. PLANTING SELECTIONS MAY VARY PER CITY REQUIREMENTS. LANDCAPE PLANTER SHALL OBTAIN CITH APPROVAL OF PLANTING SELECTIONS AND COORDINTE WITH CITY, OWNER, ARCHITECT AND GENERAL CONTRACTOR.
3. ALL AREAS DISTURBED BY CONSTRUCTION THAT ARE NOT INDICATE TO BE PAVEMENT, SIDEWALK, DESIBNATED MULCHED LANDSCAPE BED, SHALL BE GRASS SEEDED.
4. PLANTING AND GRASS SEED WATERING BY CONTRACTOR UNTIL SUBSTANTIAL COMPLETION. WATERING AND MAINTENANCE BY OWNER THEREAFTER.

WESENBERG ARCHITECTS
WESENBERGARCHITECTS.COM | 240 ALGOMA BOULEVARD, SUITE A, OSHKOSH, WISCONSIN 54901 | 920.230.4900

FIELD VERIFY ALL GIVEN DATA BEFORE PREPARATION OF SHOP DRAWINGS, CONSTRUCTION AND INSTALLATION.

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FOR PROPER INTERPRETATION, THESE DRAWINGS SHALL BE PRINTED IN COLOR

Proposed Offices, Showroom and Warehouse for:
RUSCH PROPERTIES
Fairfield Apartments
Murdock Ave. Oshkosh, WI

ISSUE DATE:
September 9, 2024

SET TYPE:
PROGRESS SET

REVISIONS:

NO.	DESCRIPTION	DATE
1	Revision 1	Sep. 25, 2024

LANDSCAPE PLAN

PRINTED: 9/25/2024 9:50:16 AM

PROJECT NUMBER
2413

SHEET NUMBER
AS100

G:\Shared drives\CWA Projects_Current\2413_Fairfield Apartments (Murdock)\Programs\Revit\2022 07 18_Fairfield Apartments_Site Model.rvt

GENERAL DEV. PLAN (GDP)
PARCEL 1504830300
PC: 9.17.2024

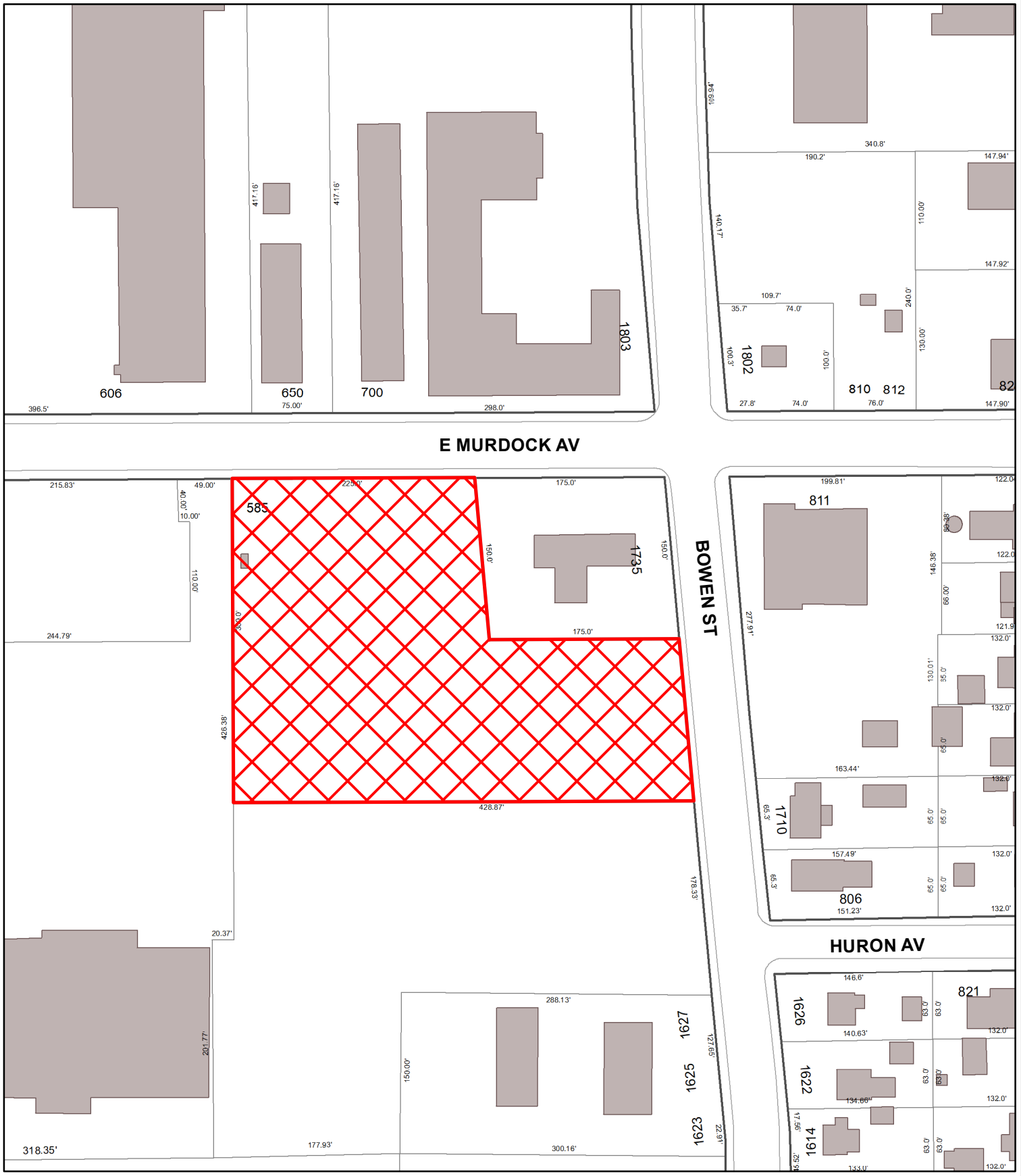
BRUCE R BARTEL
2124 HAZEL ST
OSHKOSH WI 54901-2449

THOMAS N RUSCH
3807 STATE ROAD 21 A
OSHKOSH WI 54904-9323

MMP RE HOLDINGS LLC
606 E MURDOCK AVE
OSHKOSH WI 54901-2352

EDWARD A NELSON
806 HURON AVE
OSHKOSH WI 54901-3077

DEBRA L KAHUT
1710 BOWEN ST
OSHKOSH WI 54901-3046



BASE MAP

N

1 in = 0.02 mi

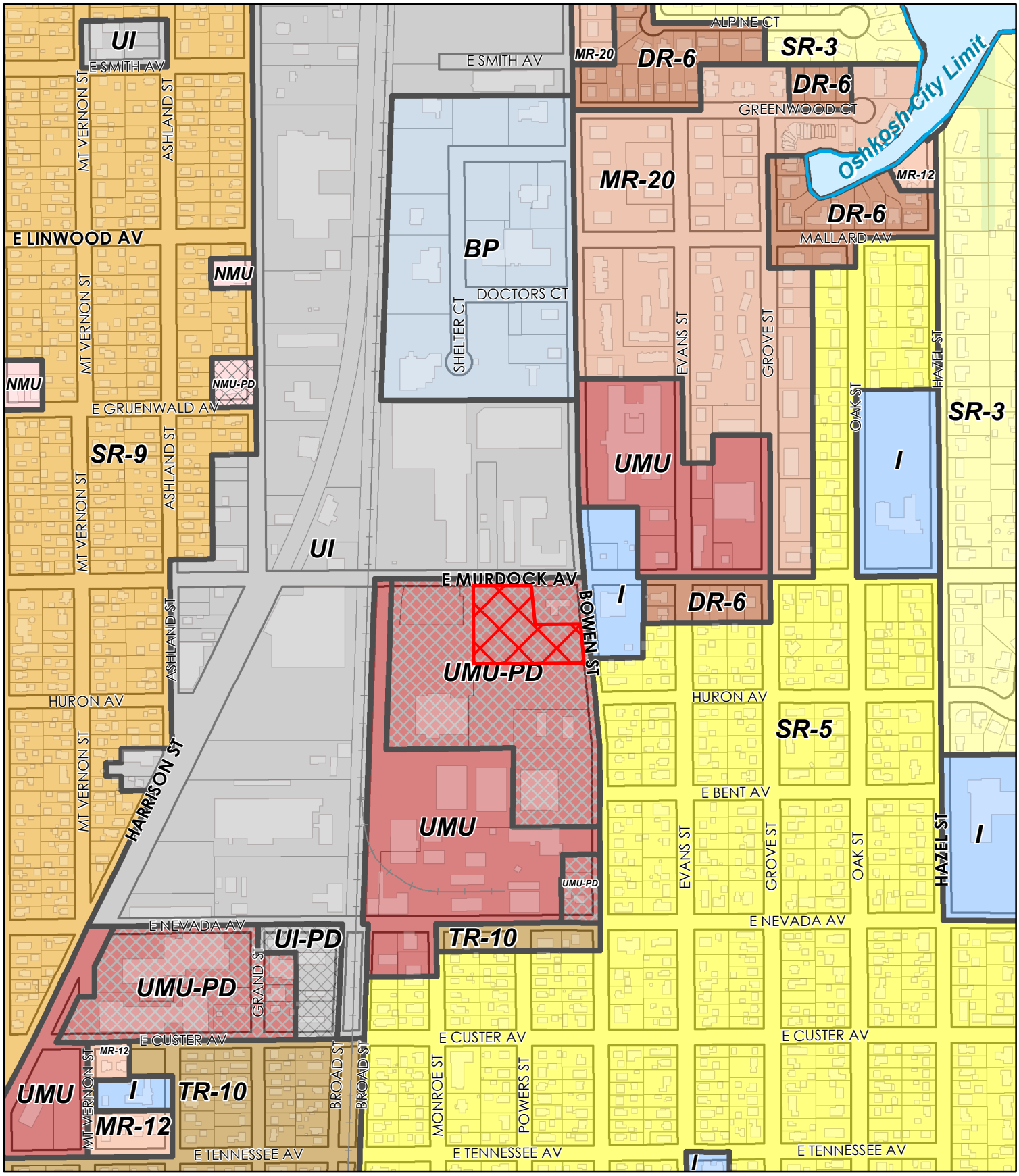
1 in = 120 ft

Printing Date: 7/22/2024

Prepared by: City of Oshkosh, WI

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ZONING MAP

N

1 in = 0.09 mi

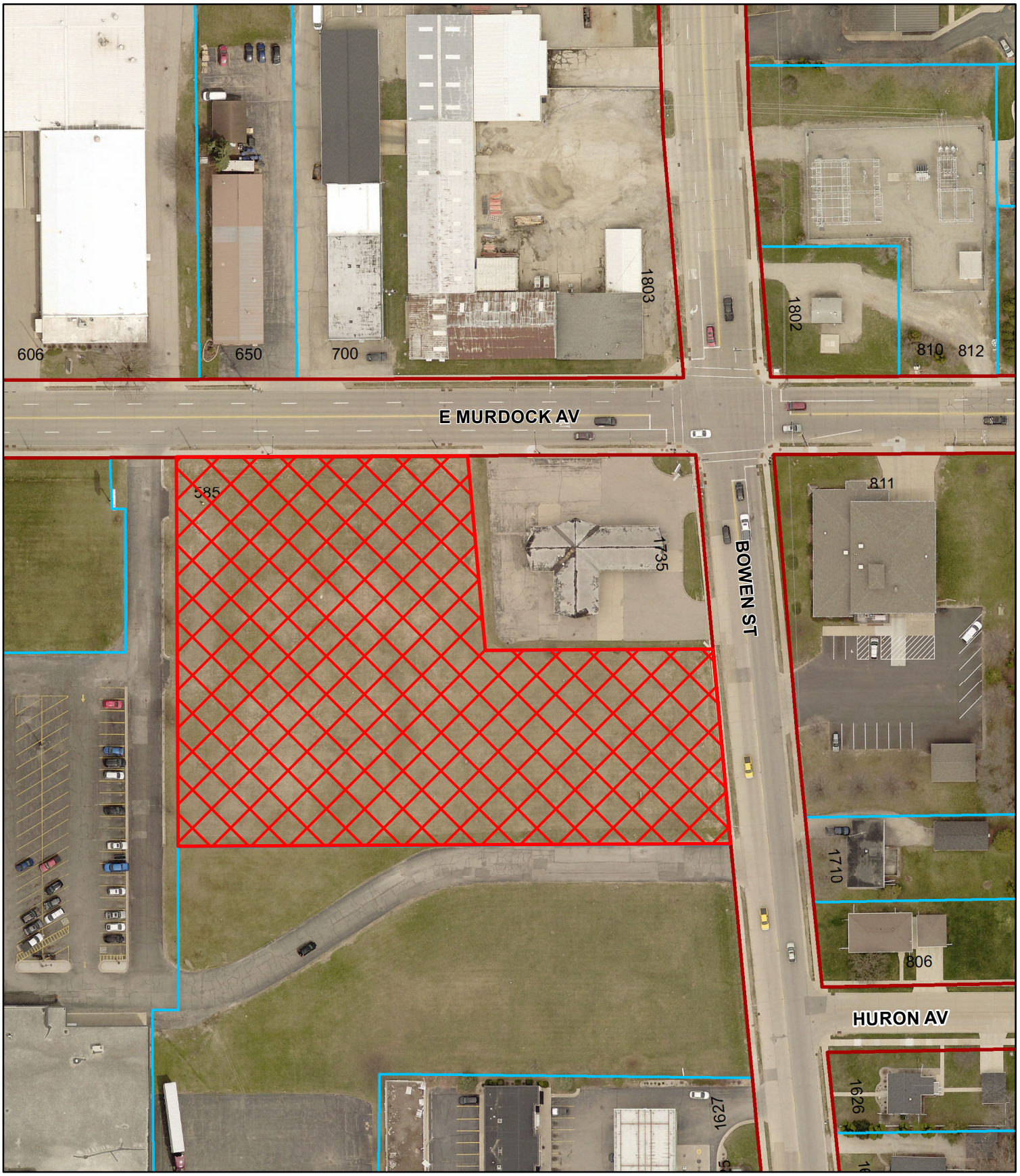
1 in = 500 ft

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AERIAL MAP

N

1 in = 0.02 mi

1 in = 100 ft

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User: katrinam

TO:	Honorable Mayor and Members of the Common Council
FROM:	James Rabe, Director of Public Works
DATE:	October 22, 2024
SUBJECT:	Res 24-553 Approve Resolution to Declare End to Emergency Issued on May 25, 2023 in Response to Blockage of the City's Water Filtration Plant Intake Pipe

BACKGROUND

On May 25, 2023, City Manager, Mark Rohloff, acting in his role as the Board of Public Works, signed an Emergency Declaration declaring an emergency for the purpose of authorizing the emergency action for the cleaning of the primary intake pipe at the Water Filtration Plant (WFP) that supplies water to the WFP from Lake Winnebago and for purchases and/or contracts for services. In May 2023, it was discovered that this intake pipe was significantly blocked (50% - 60%) by sediment. While not an immediate threat in warm weather, the blockage causes velocities in the pipe to increase and can lead to the formation of frazil ice during the winter. The City of Oshkosh (City) suffered from an ice blockage during the winter of 2015-2016. At that time, the WFP had two 24" backup intake pipes that were used to supply water to the plant. Since then, ice shoves have damaged one (1) of these backups, restricting the capacity of the pipe. Without completion of the primary intake cleaning, the City is at a significant risk of not being able to supply water during the winter months. The lack of safe drinking water and fire protection water is a significant public health and safety concern.

ANALYSIS

Pursuant to the Declaration of Emergency, the cleaning of the primary intake pipe was completed. There is no longer a need for the emergency declaration. Therefore, it is necessary for the Council to declare an end to the emergency.

FISCAL IMPACT

There is no fiscal impact to this resolution. Costs related to the cleaning of the primary intake pipe totaled $1,827,185.60. Funds were available within the 2023 and 2024 Water Utility Operating Budget (Account No. 05411864-6529-08643/Water Treatment Operating-Non-Inv -- Supplies-Sundry & Other Fixed Charges, 05411864-6401-08643/Water Treatment Operating-PS -- Engineer/Survey/Appraisal-Sundry & Other Fixed Charges, and 05411861-6529-08613/Supply Expense/Operations-Non-Inv -- Supplies-Maint of Intakes) and 2023 and 2024 Water Utility Capital Improvements Program (Account No. 03221810-7206-64110/Water Capital Fund-Capital Construction-WFP -- Infrastrc Imprvmt).

RECOMMENDATION

It is recommended the Council pass the Resolution declaring an end to the Emergency declared on May 25, 2023 for the purpose of authorizing the emergency action for the cleaning of the primary intake pipe and for purchases and/or contracts for services.

Attachments

Res 24-553

10/22/2024	24-553	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE RESOLUTION TO DECLARE END TO EMERGENCY ISSUED ON MAY 25, 2023 IN RESPONSE TO BLOCKAGE OF THE CITY'S WATER FILTRATION PLANT INTAKE PIPE

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, on December 12, 2023, the City Council ratified an emergency declaration of the City Manager declared on May 25, 2023, for the purpose of authorizing the emergency action for the cleaning of the primary intake pipe at the Water Filtration Plant (WFP) that supplies water to the WFP from Lake Winnebago and for purchases and/or contracts for services; and

WHEREAS, the actions of the City Manager and staff have adequately addressed the emergency and there is no longer a need for the emergency declaration to remain in effect.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the actions of the City Manager and staff in response to the Emergency are hereby ratified and affirmed.

BE IT FURTHER RESOLVED that Emergency declared on May 25, 2023 and ratified by Council on December 12, 2023, for the purpose of the emergency action for the cleaning of the primary intake pipe at the Water Filtration Plant (WFP) that supplies water to the WFP from Lake Winnebago and for purchases and/or contracts for services is hereby ended.

TO: Honorable Mayor and Members of the Common Council

FROM: Justin Gierach, Engineering Division Manager/City Engineer

DATE: October 22, 2024

SUBJECT: Res 24-554 Approve Initial Resolution for Special Assessments for Sidewalk (New and Rehabilitation), Driveway Aprons, Sanitary Sewer Main and Laterals (New and Relay), Water Main and Laterals (New and Relay), and Storm Sewer Mains and Laterals (New and Relay) Relating to Contract No. 25-07

- West 15th Avenue (Ohio Street to Oregon Street)
- Ohio Street (75' North of West 15th Avenue and 75' South of West 15th Avenue)
- Michigan Street (75' North of West 15th Avenue and 75' South of West 15th Avenue)
- Iowa Street (90' North of West 15th Avenue and 90' South of West 15th Avenue)
- Minnesota Street (90' North of West 15th Avenue and 90' South of West 15th Avenue)

BACKGROUND

This resolution is the initial resolution for allowing the City of Oshkosh (City) to assess abutting property owners for improvements to be completed during the reconstruction of West 15th Avenue, from Ohio Street to Oregon Street. The assessable work may include sidewalk (new and rehabilitation), driveway aprons, sanitary sewer mains and laterals (new and relay), storm sewer mains and laterals (new and relay), and water mains and laterals (new and relay). Sidewalk and driveway assessments will only be generated if/when sidewalk or driveway are to be installed as new or if a property owner requests additional work, outside the scope of work planned by the City.

ANALYSIS

The resolution allows City staff to proceed with preparing assessments for the abutting properties. A public hearing needs to be held and a final resolution needs to be approved by the Council prior the assessments being levied on the properties.

FISCAL IMPACT

Assessments allow the City to recover a portion of the costs associated with projects from benefiting properties. Funding for the project is included in the 2025 Capital Improvement Program in the Street, Storm Sewer, Sanitary Sewer, Water Main, Sidewalk, and Traffic Improvement sections (Account #03210410-6801-04507/Contract Control-Paving-25-07 W 15th Ave Reconstruction, #03210410-6804-04507/Contract Control-Storm Sewer-25-07 W 15th Ave Reconstruction, #03210410-6802-04507/Contract Control-Sanitary Sewer-25-07 W 15th Ave Reconstruction, #03210401-6803-04507/Contract Control-Water Main-25-07 W 15th Ave Reconstruction, #03210410-6806-04507/Contract Control-Sidewalk-25-07 W 15th Ave Reconstruction, and #03210410-6809-04507/Contract Control-Traffic-25-07 W 15th Ave Reconstruction).

RECOMMENDATION

I recommend approval of the initial resolution.

Attachments

Res 24-554

10/22/2024 24-554 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE INITIAL RESOLUTION FOR SPECIAL ASSESSMENTS FOR SIDEWALK (NEW AND REHABILITATION), DRIVEWAY APRONS, SANITARY SEWER MAIN AND LATERALS (NEW AND RELAY), WATER MAIN AND LATERALS (NEW AND RELAY), AND STORM SEWER MAINS AND LATERALS (NEW AND RELAY) RELATING TO CONTRACT NO. 25-07

- WEST 15TH AVENUE (OHIO STREET TO OREGON STREET)
- OHIO STREET (75' NORTH OF WEST 15TH AVENUE AND 75' SOUTH OF WEST 15TH AVENUE)
- MICHIGAN STREET (75' NORTH OF WEST 15TH AVENUE AND 75' SOUTH OF WEST 15TH AVENUE)
- IOWA STREET (90' NORTH OF WEST 15TH AVENUE AND 90' SOUTH OF WEST 15TH AVENUE)
- MINNESOTA STREET (90' NORTH OF WEST 15TH AVENUE AND 90' SOUTH OF WEST 15TH AVENUE)

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

BE IT RESOLVED BY the Common Council of the City of Oshkosh as follows:

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703 and 66.0705 of the Wisconsin Statutes to levy special assessments upon property within the following described areas for benefits conferred upon such property by improving the following:

   Sidewalk (New and Rehabilitation), Driveway Aprons, Sanitary Sewer Main and Laterals (New and Relay), Water Main and Laterals (New and Relay), and Storm Sewer Main and Laterals (New and Relay):

   West 15th Avenue from Ohio Street to Oregon Street
   Ohio Street from 75' North of West 15th Avenue and 75' South of West 15th Avenue
   Michigan Street from 75' North of West 15th Avenue and 75' South of West 15th Avenue
   Iowa Street from 90' North of West 15th Avenue and 90' South of West 15th Avenue
   Minnesota Street from 90' North of West 15th Avenue and 90' South of West 15th Avenue

2. The total amount assessed against such district shall not exceed the total cost of the improvements and the amount assessed against any parcel shall not be greater than the benefits accrued thereto from said improvements.
3. The assessments against any parcel may be paid according to the provisions of Chapter 21 of the Oshkosh Municipal Code.
4. The governing body determines that the improvements constitute an exercise of the police power for the health, safety, and general welfare of the municipality and its inhabitants.
5. The Board of Public Works is directed to prepare a report consisting of:
   a. Final plans and specifications for said improvements.
   b. An estimate of the entire cost of the proposed work or improvements.
   c. An estimate as to each parcel of property within the assessment district of:
      1. The assessment of benefits to be levied for each improvement.
      2. The damages to be awarded for property taken or damages by each improvement.
      3. The net amount of benefits over damages or the net amount of damages over benefits for each improvement.
      4. The total assessment against each parcel

   Upon completion of such report, the Board of Public Works is directed to file a copy thereof in the City Clerk's Office for public inspection.

6. Upon receiving the report of the Board of Public Works, the City Clerk is directed to give notice of a

public hearing on such reports as specified in Section 66.0703(7)(a) of the Wisconsin Statutes. The hearing shall be held before the Common Council at the Council Chambers, Room 406 in the City Hall at a time set by the Clerk in accordance with the Wisconsin Statutes. The assessment against any parcel may be paid in cash, paid with the first property tax installment, or paid in installments pursuant to the provisions of Chapter 21 of the City of Oshkosh Municipal Code.

7. The installation of said street improvements shall be accomplished according to the provisions of Section 25-3 through 25-11 of the Oshkosh Municipal Code.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	October 22, 2024
SUBJECT:	Res 24-555 Approve CIP Budget Amendment and Approve Cooperative Purchases of Step Van from LDV Custom Specialty Vehicles for Water Distribution ($255,692.00)

BACKGROUND

The Common Council allocated $165,000.00 in the 2022 CIP to purchase a step van for the Water Division. This vehicle will be used on a daily basis as the service truck for dig crews and will house all the tools, parts, and equipment needed for any water distribution system repairs. This memo seeks Council approval of the purchase of a new step van pursuant to the cooperative purchase exception to our purchasing ordinance.

ANALYSIS

Purchasing confirmed LDV Custom Specialty Vehicles holds a GSA cooperative contract (#47QMCA21D00F) for this type of vehicle. By using the cooperative contracts for these vehicles, the city will save a total of $9,750.00 (3.7%) off list price. Purchasing has confirmed this contract qualifies as cooperative purchasing exception to our purchasing ordinance.

FISCAL IMPACT

The total fiscal impact of purchasing this vehicle via the GSA cooperative contract is $255,692.00. A total of $165,000.00 was allocated for this vehicle in the 2022 CIP. The overage ($90,692.00) is a result of the lag that occurred between the budgeting in 2022 and this purchase, which is taking place in the fall of 2024. The budget shortfall will be addressed through budget transfers from the following accounts/amounts: A/N#: 03221810 7210 66030 (CNG TNDM-AXL DMP TK W/ STL DMP- $70,521.72), A/N#: 03221810 7210 66031 (WD - VEHICLES (ANNUAL- $9,167.00), A/N#: 03221810 7210 66013 (3/4-TN CNG PICK UP / VAN- $11,003.28) to A/N#: 03221810 7210 66112 (WATER STEP VAN)

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 and with approval by the City Manager, Purchasing recommends the Common Council approve the budget amendment as noted above and approve the step van cooperative purchase from LDV Custom Specialty Vehicles, 180 Industrial Drive, Burlington, WI 53105, for $255,692.00. If there are any questions about this purchase, please contact me or Public Works Director James Rabe.

Attachments

Res 24-555

10/22/2024 24-555 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE CIP BUDGET AMENDMENT AND APPROVE COOPERATIVE PURCHASES OF STEP VAN FROM LDV CUSTOM SPECIALTY VEHICLES FOR WATER DISTRIBUTION ($255,692.00)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, the proposed 2022 Capital Improvement Program (CIP) includes an allocation of $165,000.00 for the Water Distribution to purchase a Step Van; and

WHEREAS, section 12-15 of the City of Oshkosh Municipal Code provides that purchases may be done without the use of formal sealed quotations or bids pursuant to a contract with any other local, state or federal governmental unit or agency; and

WHEREAS, by participating through the State of Wisconsin Sourcewell Cooperative Purchase program, staff was able to obtain a more competitive price for the Step Van in the amount of $255,692.00; and

WHEREAS, LDV Custom Specialty Vehicles holds the Sourcewell cooperative contract (#47QMCA21D00F) for this type of vehicle; and

WHEREAS, it is necessary to amend the 2022 Capital Improvement Program Budget to add additional funding for this purchase.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the 2022 Capital Improvement Budget, on file in the City Clerk's Office, is hereby amended to transfer $90,692.00 from A/N#: 03221810 7210 66030 (CNG TNDM-AXL DMP TK W/ STL DMP- $70,521.72), A/N#: 03221810 7210 66031 (WD - VEHICLES (ANNUAL- $9,167.00), A/N#: 03221810 7210 66013 (3/4-TN CNG PICK UP / VAN- $11,003.28) to A/N#: 03221810 7210 66112 (WATER STEP VAN).

BE IT FURTHER 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 above-mentioned Step Van:

LDV CUSTOM SPECIALTY VEHICLES
180 Industrial Drive,
Burlington, WI 53105

Total Bid: $255,692.00

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. 03221810 7210 66112 (WATER STEP VAN)

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kathy Snell, Special Events Coordinator
DATE:	October 22, 2024
SUBJECT:	Res 24-556 Approve Special Event - Oshkosh Area United Way to Utilize Waukau Ave. for the Race for the Light Walk-Run Hosted at the EAA Youth Education Center, December 7, 2024

Attachments

Res 24-556
Race for the Light attachment

10/22/2024	24-556	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE SPECIAL EVENT - OSHKOSH AREA UNITED WAY TO UTILZE WAUKAU AVE. FOR THE RACE FOR THE LIGHT WALK-RUN HOSTED AT THE EAA YOUTH EDUCATION CENTER, DECEMBER 7, 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 Oshkosh Area United Way (Beth Oswald) to utilize Waukau Ave. for the Race for the Light Walk-Run hosted at the EAA Youth Education Center, December 7, 2024.

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 $515.73 (preliminary estimate includes 3 Sgt. Supervisor hrs., 3 officer hrs.)
Equipment / Vehicle Use $59.67 (preliminary estimate includes dedicated use of police vehicles for 3 hrs.)
Supplies / Materials $11.00 (preliminary estimate includes use of cones)

City of Oshkosh

Date Filed: 9/30/24
Application Fee Paid: 9/30/24

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: Race for the Light

Start Date: 12/07/2024 | End Date: 12/07/2024

List times for each day:

	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME						3:00 pm	
START TIME						4:30 pm	
END TIME						6:30 pm	
CLEAN UP TIME						8:30 pm	

LOCATION OF THE EVENT

City Park:

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

County Park / Property:

City Park:

Other: EAA Youth Education Center, 3000 Poberezny Road, Oshkosh / Waukau Ave

ORGANIZATION SPONSOR

Name: Oshkosh Area United Way

Address: 16 Washington Ave

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)

Site Map - Race for the Light



Race Route
Staff/Guest Parking
Contracted Area

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kathy Snell, Special Events Coordinator
DATE:	October 22, 2024
SUBJECT:	Res 24-557 Approve Special Event - JJetpack Creative to utilize the Leach Amphitheater for the Valley Vinyl Music Festival, May 10, 2025

Attachments

Res 24-557
Valley Vinyl Music Festival Attachment

10/22/2024	24-557	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE SPECIAL EVENT - JJETPACK CREATIVE TO UTILIZE THE LEACH AMPHITHEATER FOR THE VALLEY VINYL MUSIC FESTIVAL, MAY10, 2025

INITIATED BY: CITY ADMINISTRATION

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that approval is granted to JJetpack Creative (Johnathon Jungwirth) to utilize the Leach Amphitheater on May 10, 2025, from 3:00 p.m. to 11:00 p.m. for the Valley Vinyl Music Festival, in accordance with the municipal code and the attached application, with the following exceptions/conditions:

A. $5,000 cash down payment received on/or before April 10, 2025, or approximately 50% estimated extraordinary service fees
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
(Estimated Extraordinary Services Fees are based on the 2023 Events Fees Schedule and may be subject to change)
Police Department
Staffing $7,686.24 (preliminary estimate includes dedicated staff hours for 2 CSO's for 2 hrs., 12 officers for 7 hrs., and 8 Supervisor hrs.)
Fire Department
Staffing $1,226.10 (preliminary estimate includes dedicated paramedic crew for 7.5 hrs)
Equipment/Vehicle $362.40 (preliminary estimate includes dedicated ambulance for 7.5 hrs.)

City of Oshkosh

Date Filed: 9/13/24
Application Fee Paid: 9/13/24

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: Valley Vinyl Music Festival

Start Date: 05-10-2025 | End Date: 05-10-2025

List times for each day:

	MON	TUES	WED	THURS	FRI	SAT	SUN
SET UP TIME						9am	
START TIME						3pm	
END TIME						11pm	
CLEAN UP TIME						12pm	

LOCATION OF THE EVENT

City Park:

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

County Park / Property:

City Park:

Other: Leach Amphitheater

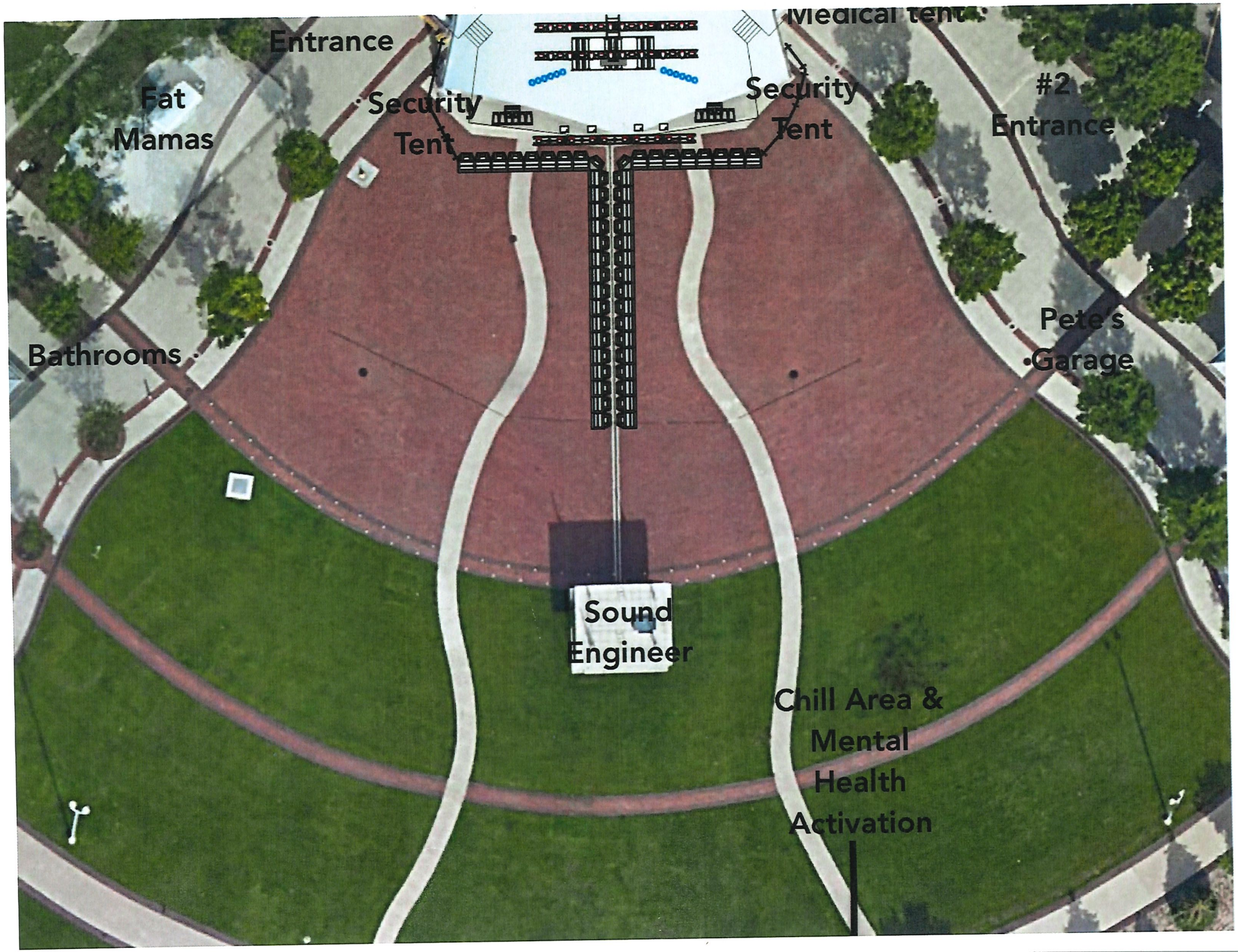
ORGANIZATION SPONSOR

Name: JJetpack Creative

Address: 667 W 8th Avenue

City: Oshkosh | State: WI | Zip: 54902

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


Medical tent
Entrance
Fat Mamas
Security Tent
Security Tent
#2 Entrance
Pete's Garage
Bathrooms
Sound Engineer
Chill Area & Mental Health Activation

TO:	Honorable Mayor and Members of the Common Council
FROM:	Diane Bartlett, City Clerk
DATE:	October 22, 2024
SUBJECT:	Res 24-558 Approve Class "B" Beer & "Class C" Wine License - Pin High Capital LLC

Attachments

Res 24-558
X Golf Business Info Sheet

10/22/2024	24-558	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE CLASS "B" BEER & "CLASS C" WINE LICENSE

INITIATED BY: CITY CLERK

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

WHEREAS, the Chief of Police, or their respective designees, have conducted the necessary investigation of the following licenses as noted in their report to the City Clerk; and

WHEREAS, any licensee whose license is granted subject to conditions has been notified of those conditions and has had the opportunity to appear before the Council and be heard in relation to any of those conditions.

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 as identified by the Chief of Police and Fire Chief, or their respective designees, or by a representative of the Winnebago County Health Department; subject to the payment of taxes and other charges as specified in section 4-5(B) of the City of Oshkosh Municipal Code; and subject to the fulfillment of any further conditions imposed by State Statute for issuance of such license:

CLASS "B" BEER & "CLASS C" WINE LICENSE
(OCTOBER 23, 2024 - JUNE 30, 2025)
NAME, ADDRESS, AND LOCATION OF PREMISES:
Pin High Capital LLC
2035 Koeller Str, Oshkosh
Agent: Peter Malkowski
424 Kraft Street, Neenah

Business Information Sheet

[PLEASE PRINT CLEARLY]

OFFICIAL **BUSINESS** NAME Pin High Capital LLC

[ ] CORP [ ] LLC [ ]INC [] LLP [] **SOLE** PROPRIETORSHIP [ ] PARTNERSHIP

BUSINESS NAME IN OSHKOSH X-Golf Oshkosh

BUSINESS ADDRESS IN OSHKOSH 2135 S. Koeller St., Oshkosh, WI 54902

TYPE **OF BUSINESS ENGAGED** IN entertainment (golf simulation)

DATE OPENED IN OSHKOSH Dec. 1, 2024

BUSINESS OWNER'S NAME Peter Malkowski

DO YOU RENT **OR OWN** THE PROPERTY rent

MAIL ADDRESS FOR TAX **BILL 424 Kraft St., Neenah, WI 54956**

PHONE**# OF** OWNER OR CONTACT PERSON 920-809-2808 Peter Malkowski

LIST LEASING COMPANY'S NAME **& ADDRESS Pin High Partners LLC**

THAT YOU MAY BE LEASING **EQUIPMENT FROM**

Please complete and return this form to our office within five (5) business days. If you have any questions, please call (920) 236-5070. Thank you for your cooperation.

Send all correspondence to: C/O PERSONAL
PROPERTY

ASSESSORS OFFICE
CITY OF **OSHKOSH**
PO **BOX 1130**
OSHKOSH WI **54903-1130**

TO:	Honorable Mayor and Members of the Common Council
FROM:	Diane Bartlett, City Clerk
DATE:	October 22, 2024
SUBJECT:	Res24-559 Approve Special Class "B" Licenses

Attachments

Res 24-559

10/22/2024 | 24-559 | RESOLUTION

CARRIED | 6-0

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.

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:

ORGANIZATION, EVENT NAME, DATE, TIME, LOCATION, and PERSON IN CHARGE:
Oshkosh Public Museum Auxiliary
Event Name: Toast to a Century
November 8, 2024
6:00 pm to 9:00 pm
Location: 1331 Algoma Blvd, Oshkosh, WI 5491
Person in Charge: Jeanne Tondryk

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	October 22, 2024
SUBJECT:	Ord 24-560 Approve Zone Change from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD) at 2875 Atlas Avenue (Plan Commission Recommends Approval)

BACKGROUND

The subject site is a 41.7-acre property located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint, which includes a 522,027 sq. ft. building as well as parking/loading areas on the north, east, and west sides of the building. The surrounding area consists predominantly of vacant and industrial uses along with residential uses to the south and east. The 2040 Comprehensive Land Use Plan recommends Industrial use for the subject site. The subject site is located within the Southwest Industrial Park.

ANALYSIS

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) designation to Heavy Industrial District with a Planned Development Overlay (HI-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate new directional signs. The applicant has submitted plans for directional signage that exceeds the maximum height and area for directional signage. The plans will be addressed through a General Development Plan (GDP) and Specific Implementation Plan (SIP) to follow at a future meeting. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.

RECOMMENDATION

The Plan Commission recommended approval of the requested zone change at 2875 Atlas Avenue with the findings and conditions on October 15, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

Ord 24-560
Rezone - 2875 Atlas Ave

10/22/2024 24-560 ORDINANCE
FIRST READING

PURPOSE: APPROVE ZONE CHANGE FROM HEAVY INDUSTRIAL DISTRICT (HI) TO HEAVY INDUSTRIAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (HI-PD) AT 2875 ATLAS AVENUE

INITIATED BY: 4IMPRINT INC.

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 2875 Atlas Avenue from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The subject property, 2875 Atlas Avenue, is more particularly described as follows:

BEING ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 8090, RECORDED AS DOCUMENT NUMBER 1915375, WINNEBAGO COUNTY REGISTER OF DEEDS AND ADJACENT ½ OF ATLAS AVENUE AND STATE HIGHWAY 91 RIGHTS-OF-WAY, LOCATED IN PART OF THE SOUTHWEST ¼ AND SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 32, 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 HEAVY INDUSTRIAL DISTRICT (HI) TO HEAVY INDUSTRIAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (HI-PD) on November 12, 2024. This ordinance changes the zoning of the property located at 2875 Atlas Avenue from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-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 HEAVY INDUSTRIAL DISTRICT (HI) TO HEAVY INDUSTRIAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (HI-PD) AND APPROVAL OF A GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN FOR DIRECTIONAL SIGNAGE AT 2875 ATLAS AVENUE**

Plan Commission Meeting of October 15, 2024

GENERAL INFORMATION

Owner/Applicant: 4imprint Inc.

Action(s) Requested:

The applicant requests a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The applicant also requests approval of a General Development Plan and Specific Implementation Plan for directional signage.

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 41.7-acre property located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint, which includes a 522,027 sq. ft. building as well as parking/loading areas on the north, east, and west sides of the building. The surrounding area consists predominantly of vacant and industrial uses along with residential uses to the south and east. The 2040 Comprehensive Land Use Plan recommends Industrial use for the subject site. The subject site is located within the Southwest Industrial Park.

Subject Site

Existing Land Use	*Zoning*
Industrial	HI

Recognized Neighborhood Organizations
None

Adjacent Land Use and Zoning

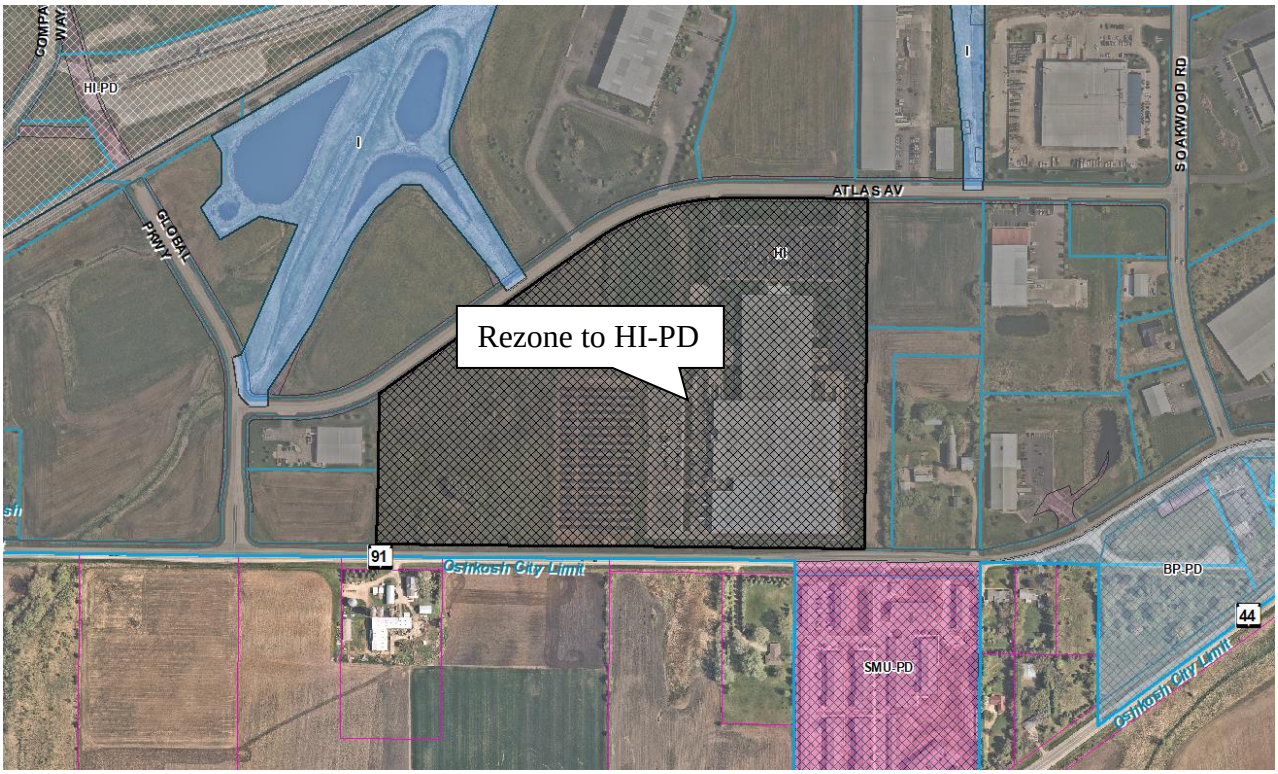
Existing Uses		*Zoning*
North	Industrial/Vacant	HI
South	Vacant/Agricultural & Residential	SMU-PD & Town of Nekimi
East	Vacant	HI
West	Vacant	HI

Comprehensive Plan Land Use Recommendation	*Land Use*
2040 Comprehensive Land Use Recommendation	Industrial

ANALYSIS

Zone Change

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) designation to Heavy Industrial District with a Planned Development Overlay (HI-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate new directional signs. The applicant has submitted plans for directional signage that exceeds the maximum height and area for directional signage. The plans will be addressed through General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.



Use

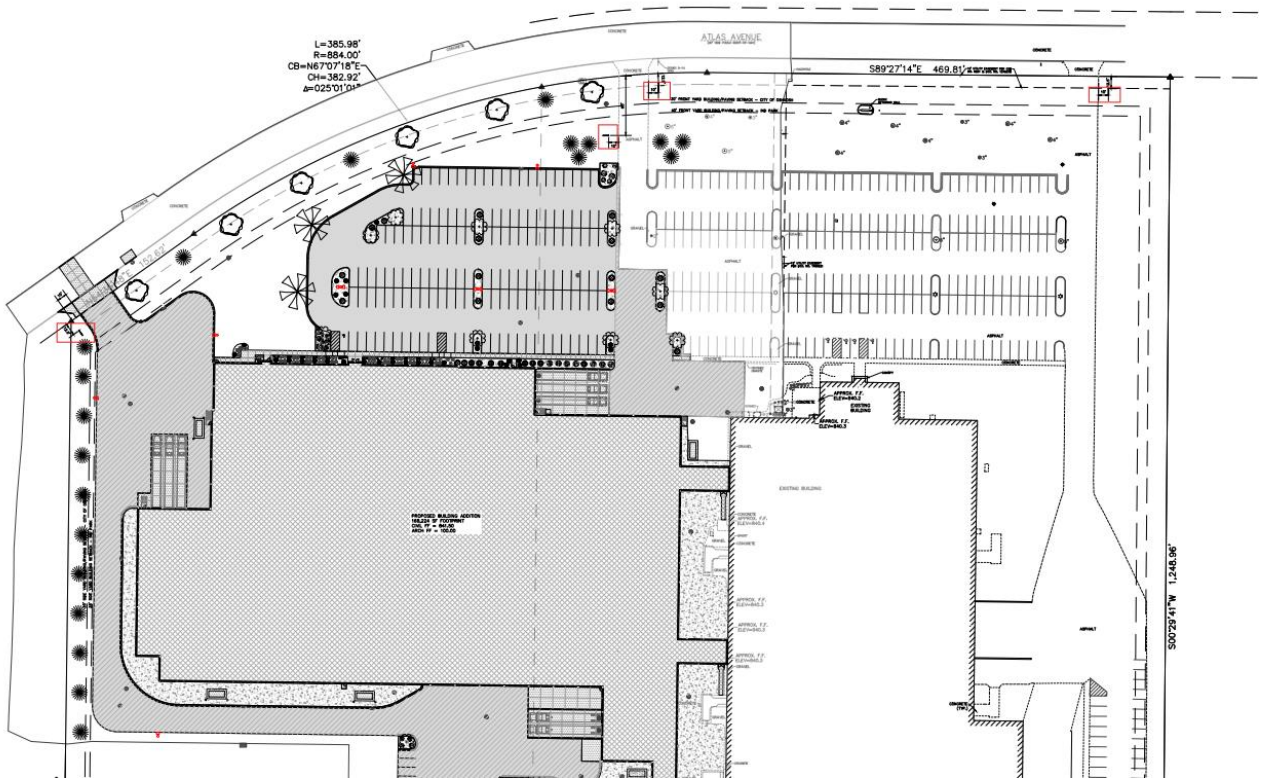
No changes are being proposed to the existing industrial use of the site.

Site Design

No changes are being proposed to the existing site design.

Signage

The applicant is proposing four (4) directional signs. One will be placed at each of the three entrances to the site off of Atlas Avenue along with one along the middle driveway closer to the parking area.

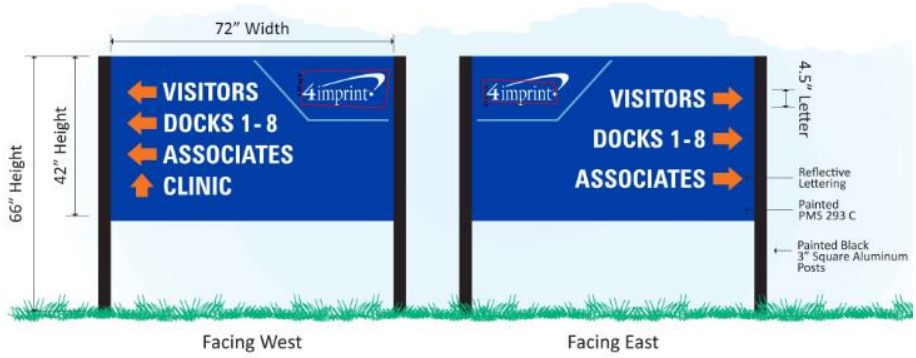


Code allows two (2) on-site directional signs per vehicular entrance/exit and one (1) per distinct parking area. The maximum area per side for directional signs is 8 sq. ft. and maximum height 3 ft., while the name, logo, or symbol must be less than 1 sq. ft.

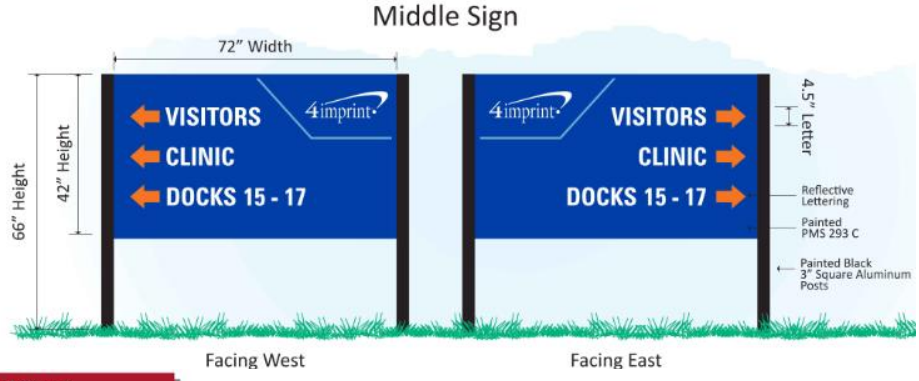
The proposed directional signs are 21 sq. ft. and 5 ft. tall, which require Base Standard Modifications (BSM) for increased directional sign area and height. According to the applicant, the increased area and height are needed to increase visibility of the signs for wayfinding on the site for truck drivers and visitors. The applicant notes that the site now has 17 different loading docks for incoming and outgoing shipments. The applicant also notes that the signs will be near the road, which could result in being covered by snowplows or snow in general if at the maximum height of 3'. The applicant feels that the larger sign size will assist in directing truck drivers to the appropriate entrances/docks safely. They also feel that it will assist in safe and efficient circulation on the site for 4imprint associates, users of the on-site employee ThedaCare clinic, as well as suppliers and visitors.

Post & Panel Signs
4 Imprint Directionals

East Sign



Middle Sign

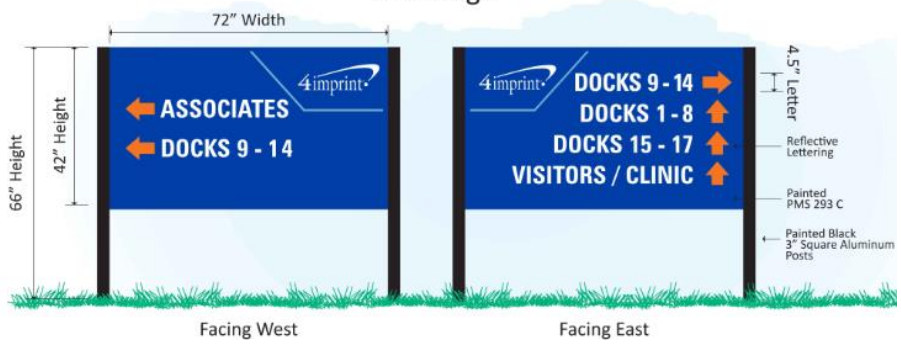


Post & Panel Signs
4 Imprint Directionals

Inside Middle Driveway Sign



West Sign



Staff is supportive of the BSM requests for increased area and height due to the relatively large scale of the site with several loading docks and parking areas for visitors, clinic users, and associates. The larger sign size may assist in providing clear, efficient, and safe circulation on the site. To offset the BSM requests, staff is recommending the applicant provide 25 landscaping points around each of the signs (example: 5 medium evergreen shrubs or 9 medium deciduous shrubs).

The site previously had a 6′ tall, 32 sq. ft. monument sign along Atlas Avenue that was recently removed. Based on the size of the lot, the zoning ordinance would allow up to 400 sq. ft. of ground signage, with one ground sign allowed per street frontage. The Southwest Industrial Park covenants limit signs to a maximum area of 72 sq. ft. and maximum height of 6 ft. Staff is recommending a condition that ground signage on the site be limited to one sign per frontage, not to exceed 72 sq. ft. per sign. Limiting the applicant to the Industrial Park covenants sign area/height maximum serves to further offset the BSM requests as it results in substantially less ground sign area than allowed by the zoning ordinance in the HI district.

Site Lighting
No additional lighting is being proposed for the site.

Landscaping
No additional landscaping is required as no new building or paved areas are proposed. As previously noted, staff is recommending the applicant provide 25 landscaping points around each proposed directional sign to offset the BSM requests.

Storm Water Management/Utilities
The Department of Public Works has noted that all signage must be located outside of the limits of the 12′ public utility easement along the front property line. The applicant has stated that the signs will have a setback of 12.5′ to remain outside of the easement area as well as the 10′ X 10′ driveway vision clearance triangle.

Building Facades
No new buildings or changes to existing building facades are being proposed.

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) Is in harmony with the Comprehensive Plan.

(b) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.

(c) 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.

(g) The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.

(h) The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.

(i) The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

Staff recommends approval of the zone change, General Development Plan, and Specific Implementation Plan with the findings listed above and the following conditions:

1. Base Standard Modification (BSM) to allow four (4) 21 sq. ft., 5.5 ft. tall on-site directional signs, where code allows a maximum area of 8 sq. ft. per side and maximum height of 3 ft. for on-site directional signs.
2. A minimum of 25 landscaping points shall be provided around each on-site directional sign.
3. Ground signage on the site shall be limited to one sign per street frontage with a maximum area of 72 sq. ft. per sign.
4. Final landscaping plan shall be reviewed and approved by the Department of Community Development.

Plan Commission recommended approval of the requested zone change with the findings and conditions on October 15, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen reported visiting the site.

Staff report accepted as part of the record.

The applicant requests a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The applicant also requests

approval of a General Development Plan (GDP) and Specific Implementation Plan (SIP) for directional signage.

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 located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint.

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). This is intended to allow for flexibility of the zoning ordinance to accommodate new directional signs. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.

The applicant is proposing four (4) directional signs. One will be placed at each of the three entrances to the site off of Atlas Avenue along with one along the middle driveway closer to the parking area. The proposed directional signs are 21 sq. ft. and 5 ½ ft. tall, which require Base Standard Modifications (BSM) for increased directional sign area and height. According to the applicant, the increased area and height are needed to increase visibility of the signs for wayfinding on the site for truck drivers and visitors. The maximum size is 3' tall and 8 sq. ft. They are proposing 21 sq. ft. and 5 ½ ft. tall. The applicant feels that the larger sign size will assist in directing truck drivers to the appropriate entrances/docks safely. They also feel that it will assist in safe and efficient circulation on the site for 4imprint associates, users of the on-site employee ThedaCare clinic, as well as suppliers and visitors.

Staff is supportive of the BSM requests for increased sign area and height due to the relatively large scale of the site with several loading docks and parking areas for visitors, clinic users, and associates. To offset the BSM requests, staff is recommending the applicant provide 25 landscaping points around each of the signs. Also recommending a condition that ground signage on the site be limited to one sign per frontage, and not to exceed 72 sq. ft. in area. This would be consistent with the maximum sign area for the industrial park covenants and would allow substantially less ground sign area than allowed by the zoning ordinance for the HI district. That will also offset the BSM by less signage there than allowed by the zoning ordinance.

Staff recommends approval of the zone change, GDP, and SIP with the findings and conditions listed in the staff report.

Mr. Perry opened up technical questions to staff.

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

John Lord, on behalf of 4imprint at 2875 Atlas Avenue, made himself available for questions.

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

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 8-0.

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: 4imprint, Inc. Date: 8/28/2024

Petitioner's Address: 2875 Atlas Avenue City: Oshkosh State: WI Zip: 54904

Telephone #: (920) 236-7272 Ext. 8205 Email: jlord@4imprint.com Contact preference: ☐ Phone ☑ Email

Status of Petitioner (Please Check): ☑ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): [signature] Date: 8/28/2024

OWNER INFORMATION

Owner(s): 4imprint, Inc. Date: _____

Owner(s) Address: 2875 Atlas Avenue City: Oshkosh State: WI Zip: 54904

Telephone #: (920) 236-7272 Ext. 8205 Email: jlord@4imprint.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: 8/28/2024

ZONING AND DEVELOPMENT INFORMATION

Address/Location of Rezoning Request: 2875 Atlas Avenue

Tax Parcel Number(s): 91329200402

Rezone property from: HI - Heavy Industial to Planned Development Overlay-HI

Purpose for Rezoning: For directional signage required and needed which exceeds current 3' maximum height and 8 sq. ft. requirements.

Describe existing property development and land use: 4imprint distribution center as recently expanded in the SW Industrial park of nearly 500,000 sq. ft.

Describe proposed development and/or proposed land use: 4imprint distribution center as recently expanded in the SW Industrial park of nearly 500,000 sq. ft.

Proposed time schedule for development and/or use of the property:

As soon as possible after zoning board pending approval.

Zoning Adjacent to the Site:

North: HI - Heavy Industial

South: SMU - PD

East: HI - Heavy Industial

West: HI - Heavy Industial

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): _____ Date: 8/28/2024

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/

Request Consideration:
4imprint is requesting the installation of directional signage at our Distribution Center (DC), located at 2875 Atlas Avenue, in excess of what the current zoning requirements. We have attached the related signs and their relative location to Atlas Avenue.

The directional signs are primarily for truck drivers, visitors, employee associates, vendors, etc.

Truck Drivers:
With our recent expansion now complete, we have 17 different loading docks for both incoming and outgoing shipments. Access to these docks is via 3 different driveways from Altas Avenue. The trucks would include LTL carriers, UPS, FedEx, USPS, GFL (for waste management and recycling), etc. We have scheduled truck deliveries that occur at 1-3 am in the morning, Monday-Thursday and others between 5-7 am M-F. We wanted to provide wayfinding signage that was visible at a reasonable distance when travelling down Atlas Avenue, including in the dark that was safe for these truck drivers and our own associates. Current zoning limits signs to 3'. At this height and since they are near the road, the signs can be covered by snowplows or just snow in general. This lower height in the signs under the current zoning covenants is less efficient in the related lettering height as well from a safe distance to identify it the appropriate entrance/dock. We would like to have a 5" lettering height in directing the truck drivers to the various entrances/docks safely.

Our 4imprint Associates
Our DC has grown over the years from the initial construction in 2008/09 of 125,000 sq. ft. to nearly 500,000 sq. ft. with the recently completed expansion. Similarly, our workforce is now over 600 associates and additional temporary associates onsite during seasonal peaks from September to January that is spread across 4 shifts. We do many interviews, onboarding, training, etc. for our associates at his location. People are coming and going during all times of the day, and it is important that they can safely identify the correct entrance and driveway while travelling along Atlas Avenue.

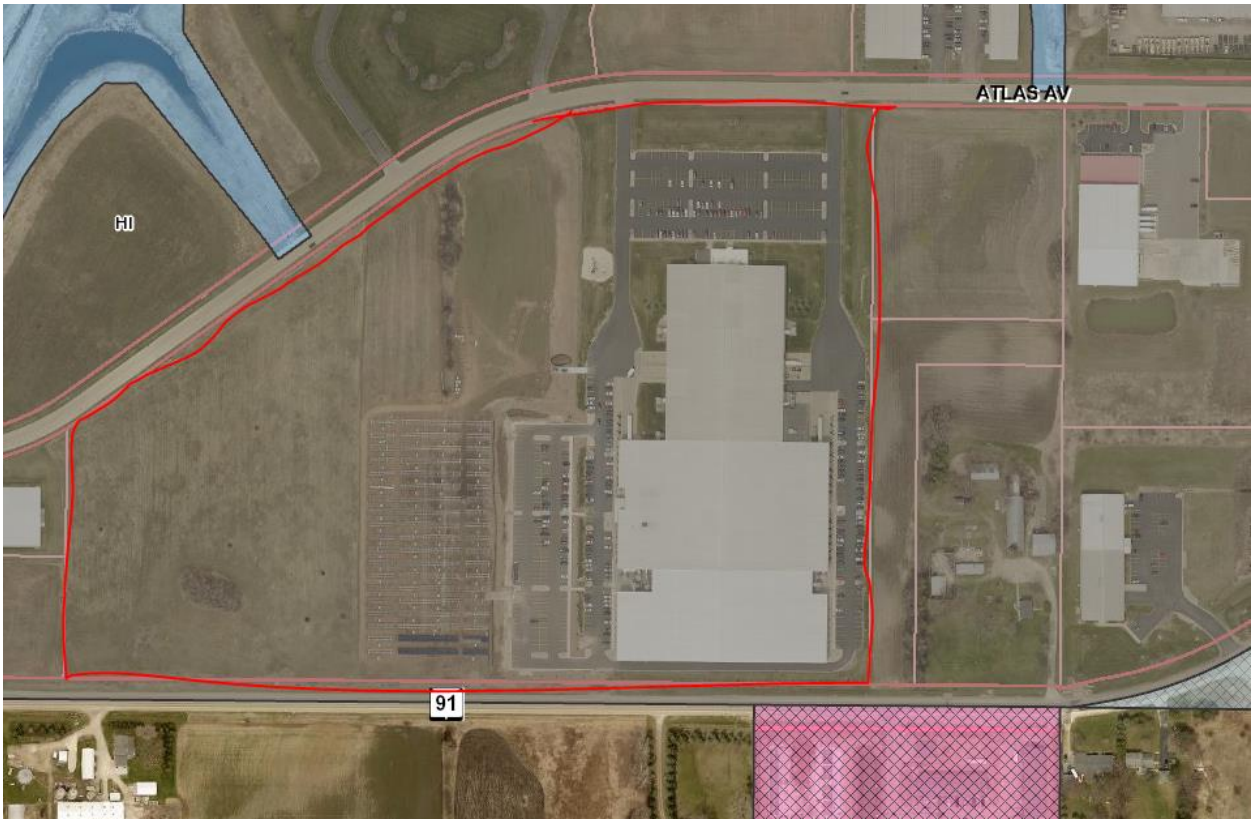
We do all our interviewing of associates and temporary associates onsite at the DC. This also has more traffic coming down Atlas Avenue and the need to direct those people to the right entrance.

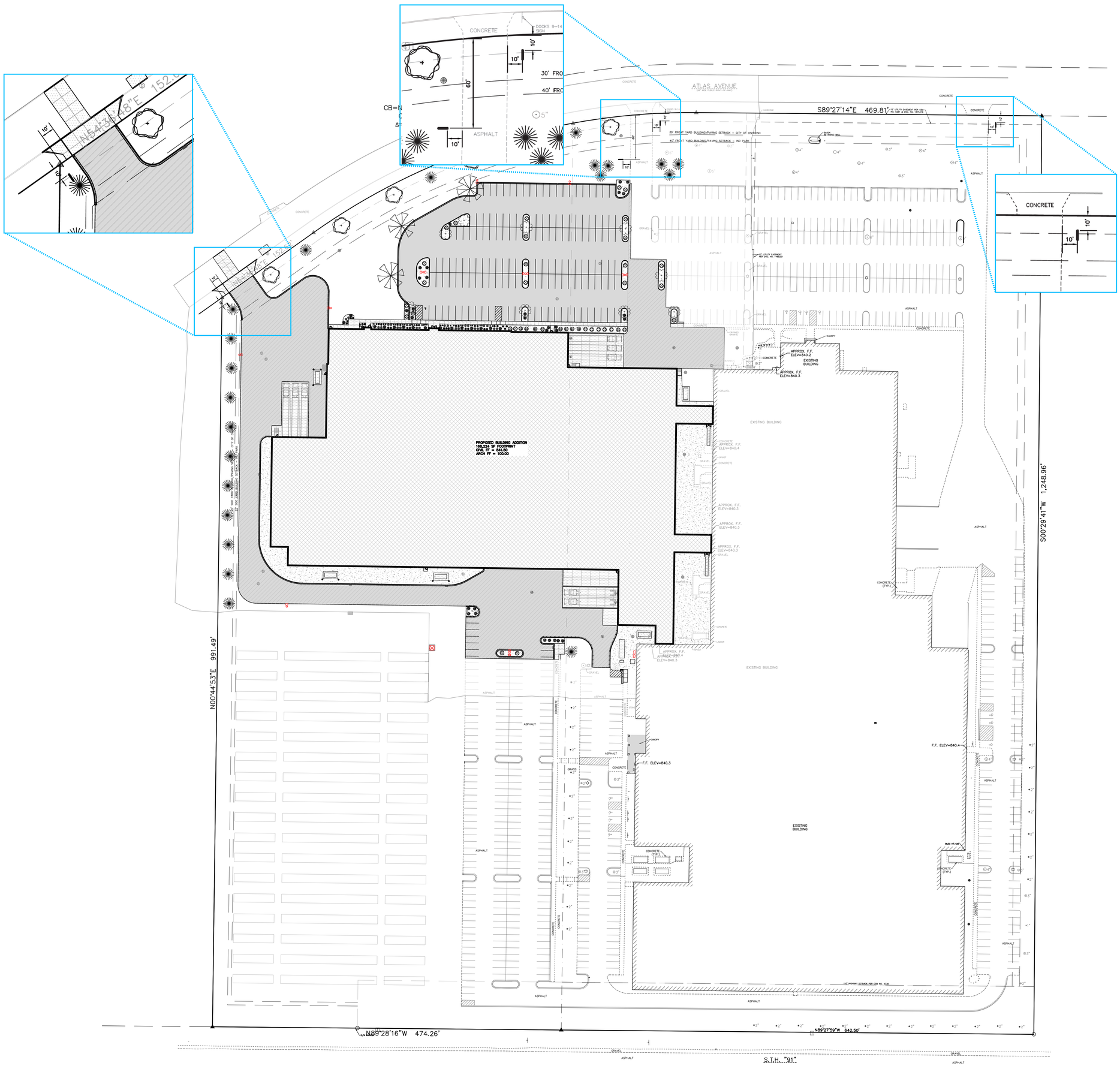
Clinic
We have worked with ThedaCare and currently have a clinic onsite for our own associates who use various services such as general medical, PT, OT etc. With our DC expansion, we have also expanded our onsite clinic. It is our intent to make this available to not only our associates but also to their spouses and dependents. The clinic has its own separate entrance on the west end of our new DC expansion. Thus, being able to direct those people arriving to the right driveway and entrance will help avoid unnecessary traffic in our parking lot for safety of all involved.

Suppliers and Visitors

Not surprisingly, with the growth noted above, we are increasingly welcoming new and different suppliers and visitors to the DC and wish to get them to the appropriate entrance in a clear, concise and safe manner for themselves and others.

Below is a overview of the parcel involved prior to the building expansion.





SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

SITE INFORMATION:

OWNERSHIP: 4IMPRINT, INC.

PROJECT ADDRESS: 2875 ATLAS AVENUE, OSHKOSH, WI 54904

PARCEL NUMBER: 91329200401

PROPERTY AREA: 1,337,415 S.F. (30.7 ACRES).

EXISTING ZONING: HI – HEAVY INDUSTRIAL

PROPOSED ZONING: HI – HEAVY INDUSTRIAL

PROPOSED USE: BUILDING ADDITION FOR WAREHOUSE SPACE & PRODUCT PREPARATION (PRINTING & EMBROIDERING)

BUILDING OCCUPANCY CLASSIFICATION: BUSINESS GROUP B, STORAGE GROUP F-1

AREA OF SITE DISTURBANCE: 408,600 SF (9.38 AC)

SETBACKS : (CITY OF OSHKOSH)
BUILDING: FRONT/STREET = 30'
SIDE = 20'
REAR = NO REAR YARD
PAVEMENT: FRONT/STREET = 30'
SIDE = 20'
REAR = NO REAR YARD

MAXIMUM BUILDING HEIGHT ALLOWED: 60'
PROPOSED MAX BUILDING HEIGHT = 34' 9" FROM BLDG FF
38' 9" FROM EXT GRADE

MIN PARKING REQUIRED: 1 SPACE PER EMPLOYEE ON LARGEST SHIFT

PARKING PROVIDED: 123 NET NEW PARKING SPACES ADDED (2 HC ACCESSIBLE)

PARKING PROVIDED (OVERALL SITE TOTAL): 791 SPACES

HANDICAP STALLS REQUIRED: 2% OF TOTAL; 16 REQUIRED

HANDICAP STALLS PROVIDED: 17 TOTAL PROVIDED NEAR SITE ENTRANCES

MAXIMUM IMPERVIOUS SURFACE COVERAGE ALLOWED: 70%

EXISTING SITE DATA (OVERALL SITE W/ SOLAR AS IMP.)

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	30.70	1,337,415	
BUILDING FLOOR AREA	8.25	359,385	26.9%
PAVEMENT (ASP. & CONC.)	7.23	314,972	23.6%
TOTAL IMPERVIOUS	15.48	674,357	50.4%
LANDSCAPE/ OPEN SPACE	15.22	663,058	49.6%

PROPOSED SITE DATA (OVERALL SITE W/ SOLAR AS IMP.)

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	30.70	1,337,415	
BUILDING FLOOR AREA	11.98	522,027	39.0%
PAVEMENT (ASP. & CONC.)	9.17	399,640	29.9%
TOTAL IMPERVIOUS	21.16	921,667	68.9%
LANDSCAPE/ OPEN SPACE	9.54	415,748	31.1%

*SOLAR FIELD COUNTED AS BUILDING ROOF AREA

PAVEMENT HATCH KEY:
- STANDARD ASPHALT
- HEAVY DUTY ASPHALT
- CONCRETE

*SEE SHEET C0.1 FOR REQUIREMENTS

CURB & GUTTER MARKING KEY:
- INVERTED CURB & GUTTER
- SHEDDING CURB & GUTTER

NORTH

1" = 50' SCALE 50' 0 50' 100' FEET

CIVIL SITE PLAN - OVERALL

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

PROPOSED DISTRIBUTION CENTER ADDITION FOR:
4IMPRINT
2875 ATLAS AVE • OSHKOSH, WI 54904

PROFESSIONAL SEAL

SHEET DATES
SHEET ISSUE AUG. 7, 2024
REVISIONS

JOB NUMBER
230020600

SHEET NUMBER
C1.1

2022 © EXCEL ENGINEERING, INC.

Post & Panel Signs
4 Imprint Directionals

East Sign



Middle Sign



Post & Panel Sign: Produce And Install (3) Double Sided 3mm ACM & (1) Single Sided ACM Post & Panel Signs

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Appleton · Fond du Lac
Fond du Lac:
N5528 Miranda Way
Fond du Lac, WI 54937
920-921-7181
Appleton:
1060 N Perkins St.
Appleton, WI 54914
920-739-7446

Client:	4 Imprint
Address:	xxx
City:	xxx
Date:	8/9/2024
Sales Rep:	Monica S.
Designer:	Travis T.
File Name:	49527 Post & Panels
Version:	4
General Sign Specifications	
Vinyl:	3M 5100R Reflective
Lamination:	3M 8518 Gloss
Substrate:	3mm Aluminum Composite
Posts:	Painted Black
Quantity:	4 Total
Sq Ft:	21
Color Specifications	
	PMS 293 C
	Black
	PMS 1665 C
	PMS 542 C
	PMS xxx
	PMS xxx

Additional Information Needed

- ☐ Vector Artwork Needed From Client
- ☑ Site Survey Required

Survey Information Required

- ☐ Sign Area (w.h)
- ☐ Building Dimensions
- ☑ Truck Access
- ☐ Electrical Access
- ☑ Obstructions
- ☐ Lighting Survey
- ☐ Color Match
- ☐ Tracing Pattern
- ☐ xxx (Additional Details)

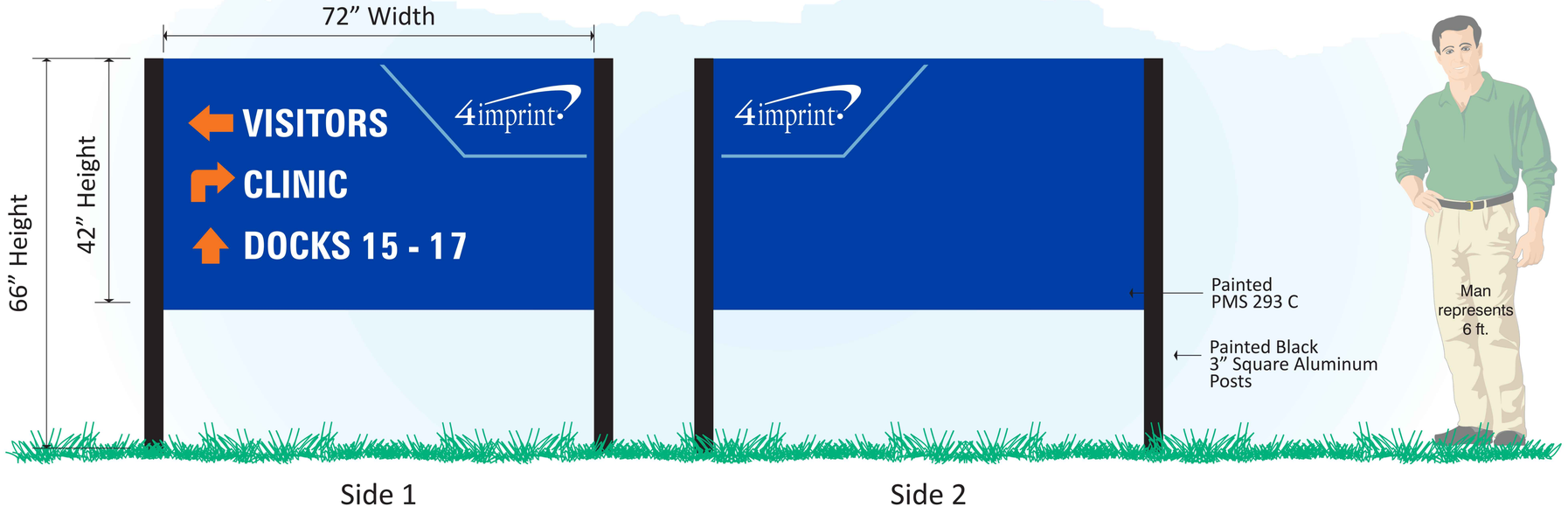
Additional Sign Specifications

Color Disclaimer: The Ink Colors Shown In This Rendering May Not Match The Actual Paint, Final Print Or Vinyl Colors That Will Be Used.

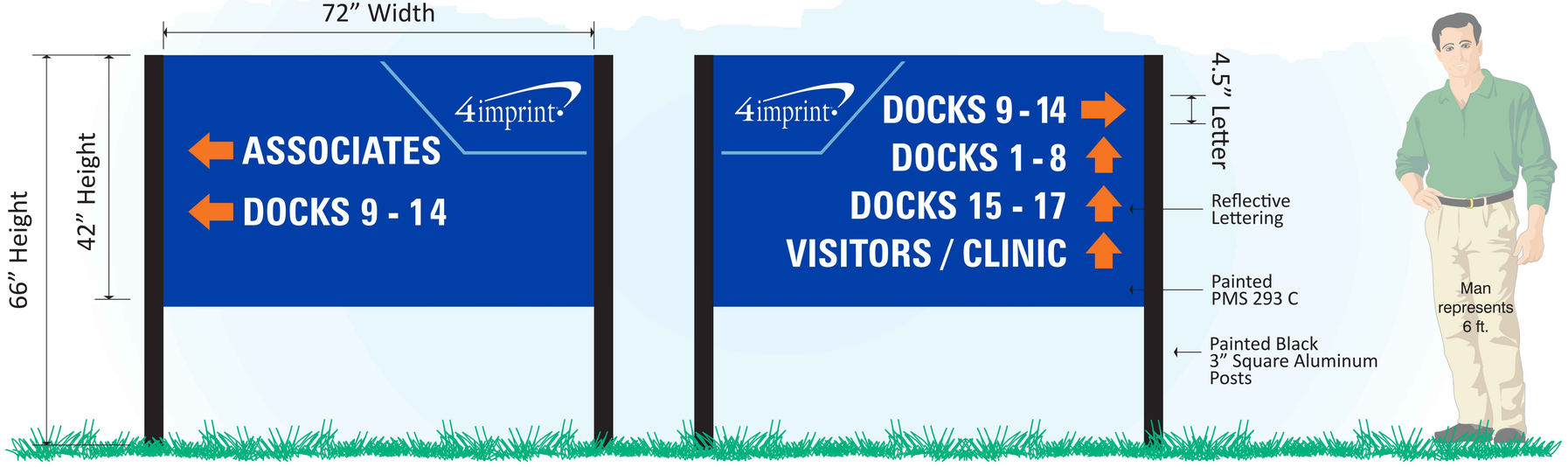
Conceptual Drawing
Quote Attached To Initial Proofing
May Not Reflect Final Pricing For Project.

Post & Panel Signs
4 Imprint Directionals

Inside Middle Driveway Sign



West Sign



Post & Panel Sign: Produce And Install (3) Double Sided 3mm ACM & (1) Single Sided ACM Post & Panel Signs

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Signarama
Appleton · Fond du Lac
Fond du Lac:
N5528 Miranda Way
Fond du Lac, WI 54937
920-921-7181
Appleton:
1060 N Perkins St.
Appleton, WI 54914
920-739-7446

Client:	4 Imprint
Address:	xxx
City:	xxx
Date:	8/9/2024
Sales Rep:	Monica S.
Designer:	Travis T.
File Name:	49527 Post & Panels
Version:	4

General Sign Specifications

Vinyl:	3M 5100R Reflective
Lamination:	3M 8518 Gloss
Substrate:	3mm Aluminum Composite
Posts:	Painted Black
Quantity:	4 Total
Sq Ft:	21

Color Specifications

	PMS 293 C
	Black
	PMS 1665 C
	PMS 542 C
	PMS xxx
	PMS xxx

Additional Information Needed

- [ ] Vector Artwork Needed From Client
- [x] Site Survey Required

Survey Information Required

- [ ] Sign Area (w.h)
- [ ] Building Dimensions
- [x] Truck Access
- [ ] Electrical Access
- [x] Obstructions
- [ ] Lighting Survey
- [ ] Color Match
- [ ] Tracing Pattern
- [ ] xxx (Additional Details)

Additional Sign Specifications

Color Disclaimer: The Ink Colors Shown In This Rendering May Not Match The Actual Paint, Final Print Or Vinyl Colors That Will Be Used.

Conceptual Drawing
Quote Attached To Initial Proofing
May Not Reflect Final Pricing For Project.

ZONE CHANGE/GDP/SIP
2875 ATLAS AVE
PC: 10.15.2024

SCS OSHKOSH ESTATES LLC
401 RANGER ST
MOSINEE WI 54455-1895

LEECO STEEL LLC
1011 WARRENVILLE RD
LISLE IL 60532-0903

DOWLING INV ATLAS LLC
3596 STEARNS DR
OSHKOSH WI 54904-1001

4IMPRINT INC
PO BOX 320
OSHKOSH WI 54903-0320

JOSEPH A/DONNA AVERKAMP
3664 NEKIMI AVE
OSHKOSH WI 54902-9187

3175 ATLAS AVE LLC
242 WYLDEBERRY LN
OSHKOSH WI 54904-7676

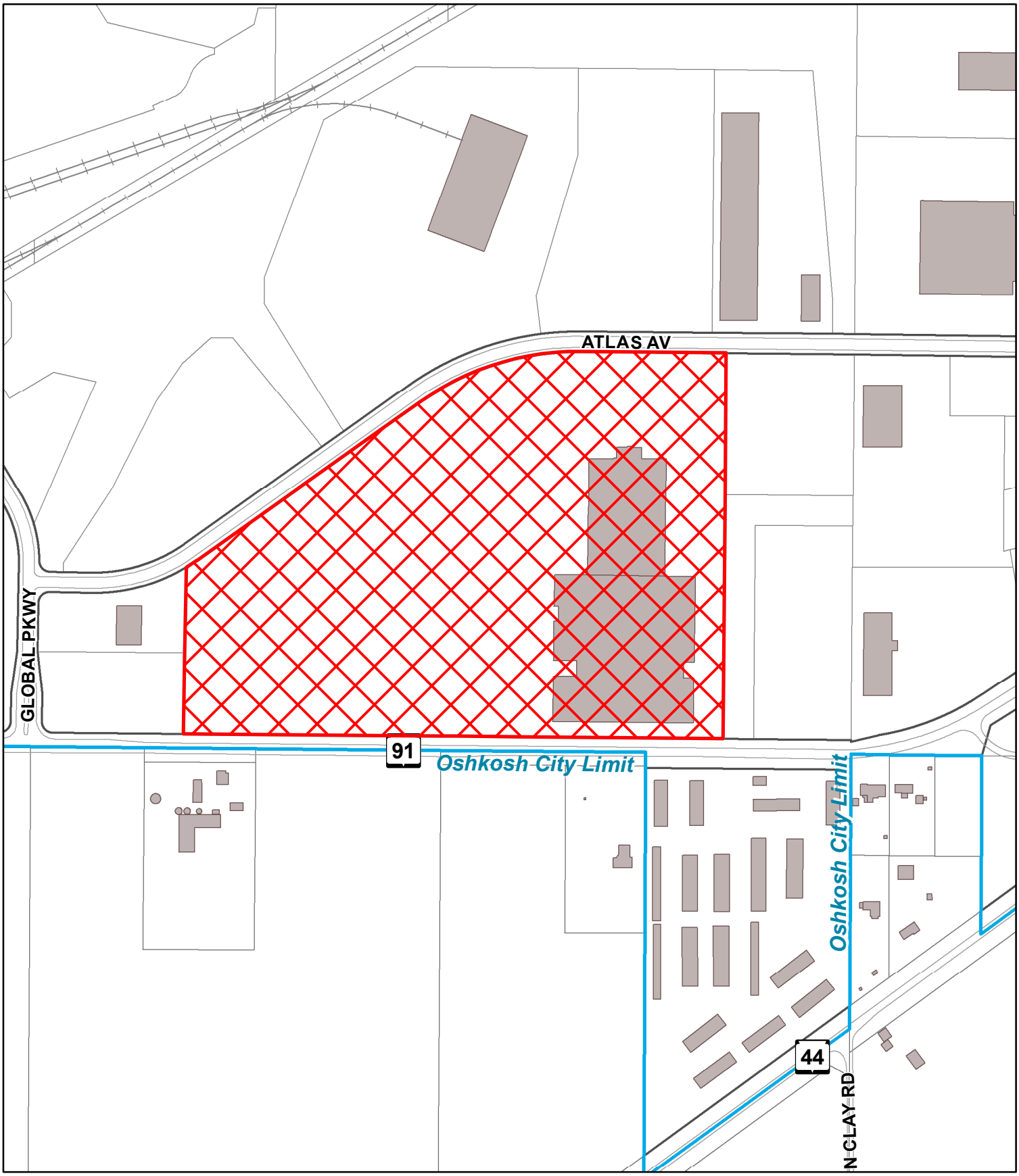
PATSY COWAN
2903 WILSON ST UNIT 3
MENOMONIE WI 54751-4084

JAMES BRIESE
4243 STATE RD 91
OSHKOSH WI 54904-9243

NATHAN TAFFEL
210 E CHOWNING CROSS ST
THIENSVILLE WI 53092-6206

MARK COOK
4159 STATE RD 91
OSHKOSH WI 54904-9240

TOWN OF NEKIMI
3790 PICKETT RD
OSHKOSH WI 54904-6208



BASE MAP
2875 ATLAS AVE

N

1 in = 0.08 mi

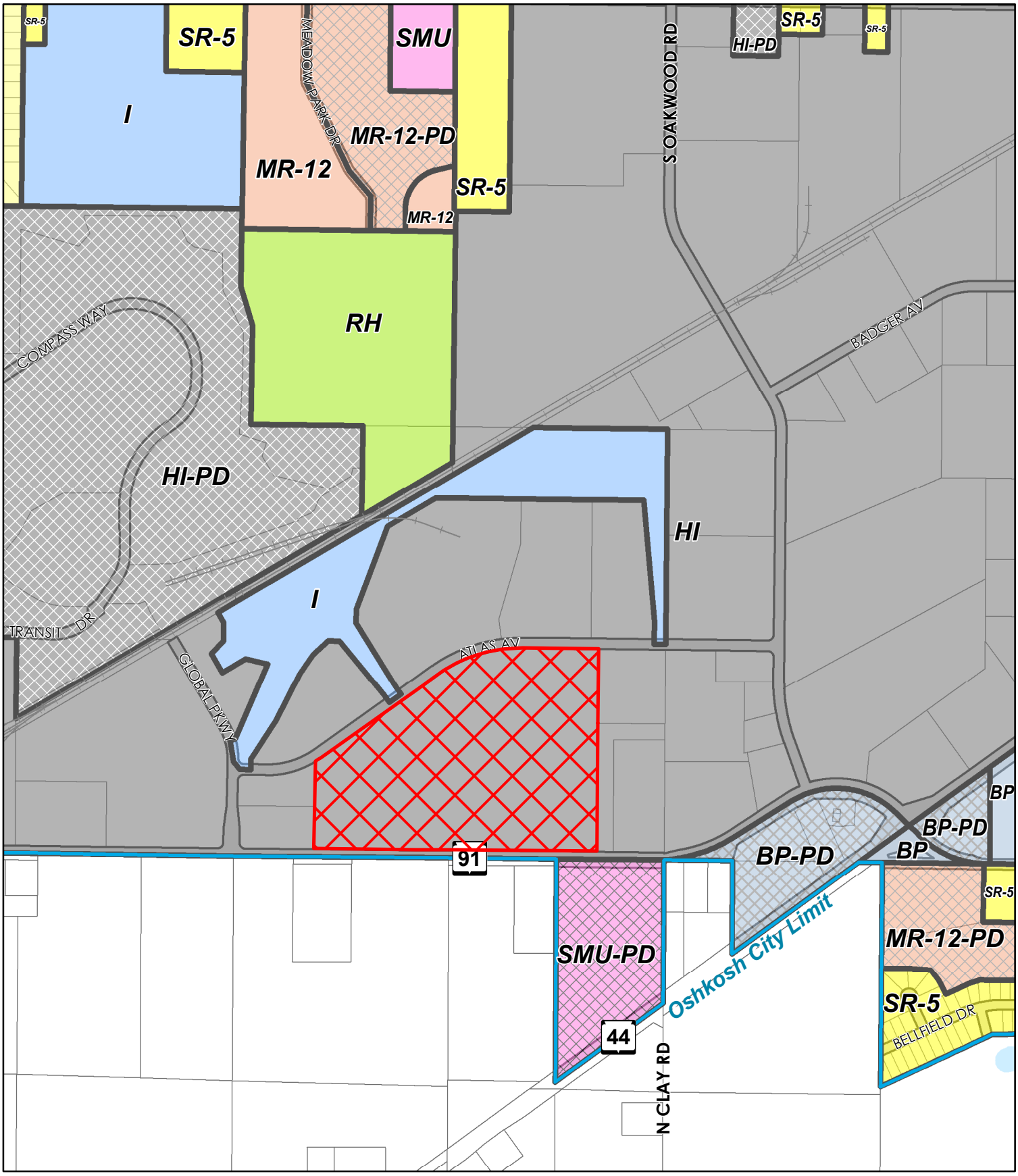
1 in = 420 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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ZONING MAP
2875 ATLAS AVE

N

1 in = 0.15 mi

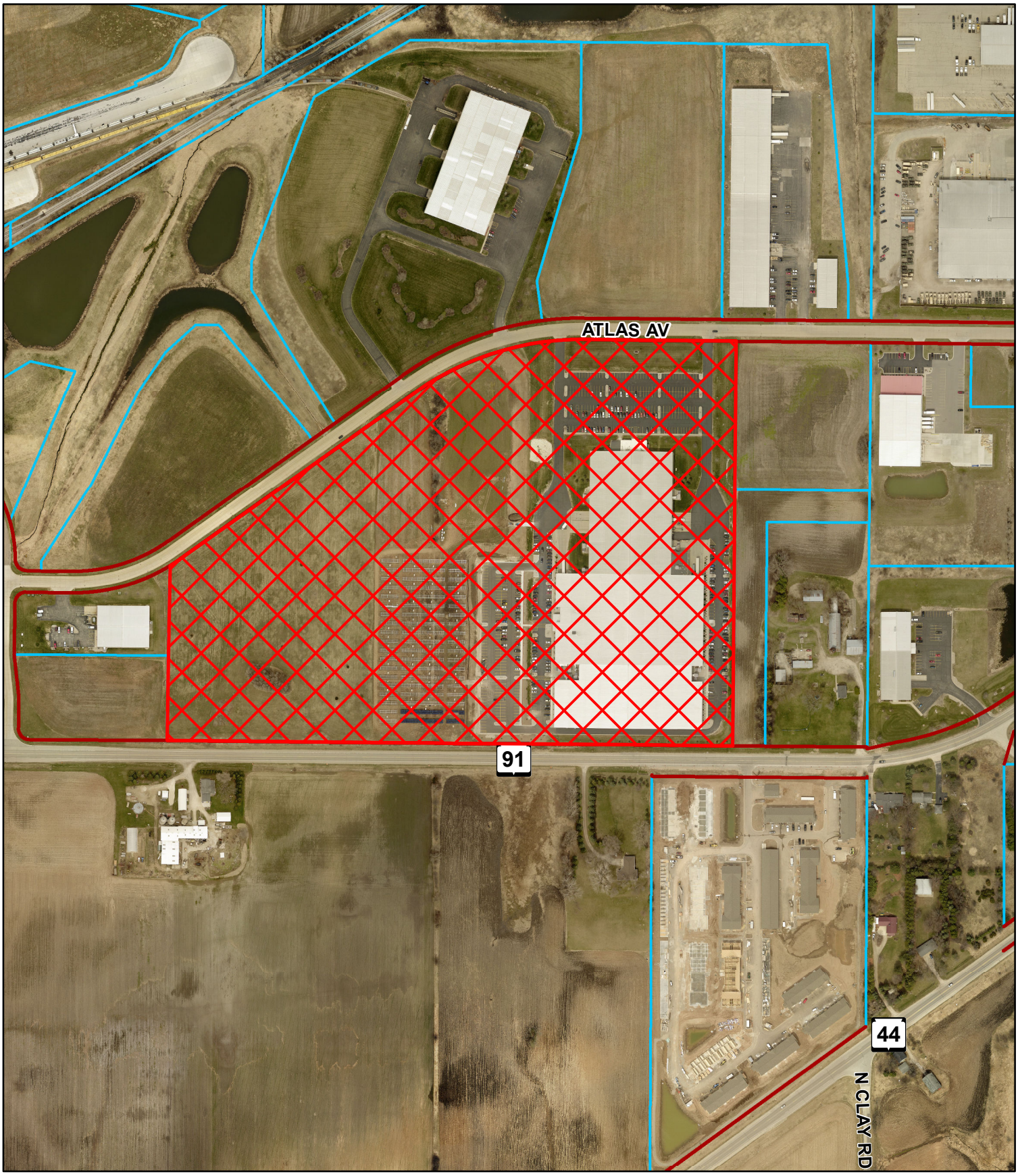
1 in = 800 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

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AERIAL MAP
2875 ATLAS AVE

N

1 in = 0.08 mi
1 in = 400 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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TO:	Honorable Mayor and Members of the Common Council
FROM:	James Rabe, Director of Public Works
DATE:	October 22, 2024
SUBJECT:	Res 24-561 Amend Capital Improvements Program to Include Lake Shore Drive Reimagination in 2027

BACKGROUND

At their February 14, 2023 meeting, the Common Council approved the creation of an Ad Hoc Committee to Solicit Input on the City's Clearwell Replacement Project Aesthetic Features (Ad Hoc Committee). During the course of discussion and review of numerous architectural and landscaping options in and around the Water Filtration Plant Site, the Ad Hoc Committee recommended the City retain the services of a Landscape Architect to design the landscaping, with recommendations to incorporate native vegetation species and to tie the landscaping into overall design components extending into Menominee Park.

At the September 26, 2023 meeting, the Common Council provided direction to staff with regards to the clearwell and pump station building façade. The Common Council further provided direction that the Department of Public Works (Department) shall engage the services of a Landscape Architecture firm to assist with the reimagination of Lake Shore Drive. This direction was given to staff with the understanding that the design and bidding of the storage tanks and pump station buildings needed to move at a faster pace due to the Corrective Action Plan that the City is currently operating under with the WDNR. The reimagination of Lake Shore Drive and the green space between Lake Shore Drive and the shore of Lake Winnebago will incorporate native vegetation species and water-themed information and education components.

The next resolution on this agenda is to approve the hiring of Saiki Design, Inc. (Saiki) out of Madison to perform the visualization and design-related services for the reimagination of Lake Shore Drive and the right-of-way areas around the Water Filtration Plant site. Saiki will prepare concepts for review by appropriate City Boards and Commissions and the Common Council, refine those concepts and design them, and assist with bidding services for construction of the Lake Shore Drive right-of-way and greenspace area adjacent to Lake Shore Drive and Lake Winnebago.

Based on the anticipated construction schedule for the Clearwell replacement project, it is anticipated that construction on this Project will occur in 2027 or 2028.

ANALYSIS

The previously-approved Capital Improvement Program (CIP) Plan needs to be amended to include the implementation of the Lake Shore Drive Reimagination in 2027. Including this Project in the approved CIP Plan shows the City's commitment to completing this Project that arose from a very detailed and extensive public involvement process.

FISCAL IMPACT

There is no immediate fiscal impact to this resolution. The fiscal impact will come in future years when the funding of the CIP is approved through the budget approval process. It is currently anticipated the total overall cost of construction for this Project will be approximately $2.5 million. This number is highly dependent on the reimagination concepts that are recommended for approval through the design process that Saiki will be completing. This budgetary estimate will be updated as part of the design

process.

RECOMMENDATION

I recommend amending the CIP to include the Lake Shore Drive reimagination construction in 2027.

Attachments

Res 24-561
17-18 2027 Lk Shore Dr Plan-It Sheet

10/22/2024 24-561 RESOLUTION

CARRIED 6-0

PURPOSE: AMEND CAPITAL IMPROVEMENTS PROGRAM TO INCLUDE LAKE SHORE DRIVE REIMAGINATION IN 2027

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Common Council approved the creation of an Ad Hoc Committee to Solicit Input on the City's Clearwell Replacement Project Aesthetic Features (Ad Hoc Committee) to provide direction to staff with regards to the clearwells and pump station building façade; and

WHEREAS, the Ad Hoc Committee recommended, and the Common Council further provided direction that the Department of Public Works (Department) shall engage the services of a Landscape Architecture firm to assist with the reimagination of Lake Shore Drive including educational components as well as landscaping design; and

WHEREAS, based on the anticipated construction schedule for the Clearwells replacement project, it is anticipated that construction and landscaping on Lake Shore Drive and surrounding areas will occur in 2027 or 2028; and

WHEREAS, the Common Council has adopted a Capital Improvement Program and Budget, which is on file in the Office of the City Clerk and available for public inspection and which includes anticipated projects in future years; and

WHEREAS, the Department has prepared, submitted and recommended an amendment to the Capital Improvement Program for the year 2027 for Implementation of the Lake Shore Drive Reimagination Project, including educational as well as landscaping components, in the amount of two million five hundred thousand dollars ($2.5 million); and

WHEREAS, the Common Council wishes to acknowledge the work and recommendations of the Ad Hoc Committee and reaffirm its commitment to including reconstruction, including landscaping, of Lake Shore Drive in connection with the completion of the Clearwells Replacement Project by amending the Capital Improvement Program (CIP) Plan to include the project for implementation of the Lake Shore Drive Reimagination in 2027.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the Capital Improvement Program, on file in the City Clerk's Office, is hereby amended to include the Lake Shore Drive Reimagination Project in the amount of two million five hundred thousand dollars ($2.5 million) in the year 2027.

CIP - Project Detail Sheet

2025 *thru* 2029

City of Oshkosh, Wisconsin

Project # 27LakeShorDr

Project Name Implementation of Lake Shore Drive Reimagination

Department 0410 - Utility Infrastructure

Contact

Type Infrastructure - Replacement

Useful Life 25-30 years

Category Unassigned

Priority 2 Very Important

Status Active

CIP Proj. Score:

PASER Rating:

MUNIS Acct #:

MUNIS Proj #:

Total Project Cost: **$2,500,000**

Description

Implement the reimagination of Lake Shore Drive and the area between Lake Shore Drive and Lake Winnebago. The project will incorporate a potential realigned Lake Shore Drive, enhance landscaping in this area with native species of vegetation and incorporate water themed information and educational components.

Justification

Common Council directed staff to engage the services of a Landscape Architect to produce graphic options for this area during the planning of the Water Filtration Plant Clearwell Recosntruction. This area is outside the perimeter of the Water Filtration Plant Site, therefore the work in this area is independent of the Zoning approvals necessary for the reconstruction of the Clearwell project.

Expenditures	2025	2026	2027	2028	2029	Total
7216 - Land Improvement			1,850,000			1,850,000
7218 - Road Improvement			650,000			650,000
Total			**2,500,000**			**2,500,000**

Funding Sources	2025	2026	2027	2028	2029	Total
4401- GO Debt			1,850,000			1,850,000
5275-Water Revenue Bonds			650,000			650,000
Total			**2,500,000**			**2,500,000**

Budget Impact/Other

TO:	Honorable Mayor and Members of the Common Council
FROM:	James Rabe, Director of Public Works
DATE:	October 22, 2024
SUBJECT:	Res 24-562 Approve Professional Services Agreement with Saiki Design, Inc. for Landscape Architecture Services for Lake Shore Drive Reimagination Related to the Water Filtration Plant Clearwells Replacement Project ($172,170)

BACKGROUND

As the Common Council is aware, the City must replace its current underground treated drinking water storage tanks (clearwells) with at-grade structures in compliance with the current regulatory requirements of the State of Wisconsin Administration Code Section NR 811. The State of Wisconsin Department of Natural Resources (WDNR) has identified the current clearwells as a deficiency since 2007. Staff have continued to work closely with WDNR staff since the initial deficiency was noted.

The Common Council provided direction to staff to proceed with the redesign of the new at-grade structures as cast-in-place concrete rectangular tanks at their September 13, 2022 meeting. At their February 14, 2023 meeting, the Common Council approved the creation of an Ad Hoc Committee to Solicit Input on the City's Clearwell Replacement Project Aesthetic Features (Ad Hoc Committee).

There was significant discussion regarding landscaping in various areas in and around the Water Filtration Plant site. On the site, and immediately adjacent to the site in the street right-of-ways, care needs to be taken to avoid buried infrastructure. In other areas, the Ad Hoc Committee recommended the City retain the services of a Landscape Architect to design the landscaping, with recommendations to incorporate native vegetation species and to tie the landscaping into overall design components extending into Menominee Park.

At the September 26, 2023 meeting, the Common Council provided direction to staff with regards to the clearwell and pump station building façade. The Common Council further provided direction that the Department of Public Works (Department) shall engage the services of a Landscape Architecture firm to assist with the reimagination of Lake Shore Drive. This direction was given to staff with the understanding that the design and bidding of the storage tanks and pump station buildings needed to move at a faster pace due to the Corrective Action Plan that the City is currently operating under with the WDNR.

The Department has chosen Saiki Design, Inc. (Saiki) out of Madison to perform the services related to the reimagination concepts, design, and bidding services for construction of the Lake Shore Drive right-of-way and greenspace area adjacent to Lake Shore Drive and Lake Winnebago. In addition to the reimagination of Lake Shore Drive and the strip of land between Lake Shore Drive and Lake Winnebago, Saiki will take a comprehensive look at landscaping options for the right-of-way of all four (4) streets fronting the Water Filtration Plant Campus and make recommendations for landscaping changes within the Water Filtration Plant site. Looking at these areas together will result in a more cohesive landscaping look around the site.

The Oshkosh Public Museum has a history of very successful project work with Saiki. That history of successful project delivery for the City of Oshkosh, and successful experiences with Saiki that Department staff have had during prior employment, led staff to choose Saiki to complete this work.

ANALYSIS

Staff have reviewed the proposal, and find that the costs associated with this Project are commensurate with the amount of work to be performed.

FISCAL IMPACT

The cost of these services is estimated not to exceed $172,170. Funding is available for this agreement in CIP Account #03221810-7206-64110/ Water Capital Fund-Capital Construction-WFP -- Infrastrc Imprvmt.

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. I have reviewed the proposal and in accordance with Section 12-16 of the Municipal Code, I am hereby recommending that the Common Council approve this professional services agreement.

Attachments

Res 24-562
17-18 Saiki Des landscape Arch-WFP Clearwells

10/22/2024 24-562 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE PROFESSIONAL SERVICES AGREEMENT WITH SAIKI DESIGN, INC. FOR LANDSCAPE ARCHITECTURE SERVICES FOR LAKE SHORE DRIVE REIMAGINATION RELATED TO THE WATER FILTRATION PLANT CLEARWELLS REPLACEMENT PROJECT ($172,170)

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, the City must replace its current underground treated drinking water storage tanks (clearwells) to attain compliance with current regulatory requirements of the State of Wisconsin Administration Code Section NR 811; and

WHEREAS, the Common Council approved the creation of an Ad Hoc Committee to Solicit Input on the City's Clearwell Replacement Project Aesthetic Features (Ad Hoc Committee) to provide direction to staff with regards to the clearwell and pump station building façade; and

WHEREAS, the Ad Hoc Committee recommended, and the Common Council further provided direction that the Department of Public Works (Department) also engage the services of a Landscape Architecture firm to assist with the reimagination of Lake Shore Drive; and

WHEREAS, Section 12-16 of the City of Oshkosh Municipal Code allows for the waiving of formal competitive bidding for professional services such as engineering and architectural services; and

WHEREAS, City staff solicited proposals for the Reimagination of Lake Shore Drive project and recommends that the proposal of Saiki Design, Inc. be accepted.

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 Saiki Design, Inc. for Landscape Architecture Services for Lake Shore Drive Reimagination Related to the Water Filtration Plant Clearwells Replacement Project in the amount of one hundred seventy-two thousand one hundred seventy dollars ($172,170.00).

Acct. No. 03221810-7206-64110 Water Capital Fund-Capital Construction-WFP – Infrastrc Imprvmt

saiki DESIGN

RECEIVED
OCT 15 2024
DEPT OF PUBLIC WORKS
OSHKOSH, WISCONSIN

October 15, 2024

Re: High-Level Scoping for Landscape Architecture for City of Oshkosh Water Filtration Plant Clearwells Replacement Project

The City of Oshkosh has undertaken a major infrastructure project at the existing City Water Filtration Plant Campus to upgrade building, site and water storage tanks at 425 Lakeshore Drive. The site for this project is composed of two parcels and a public roadway right-of-way. The first parcel is the Water Filtration Plant Campus, approximately 9.0 acres in size, and owned by the City of Oshkosh; this site is bounded to the north by Merritt Avenue, the west by Linde Street, the south by Washington Avenue, and the east by Lake Shore Drive. The second parcel is a wedge of land approximately 1.17 acres in size between Lake Shore Drive and the Lake Winnebago shoreline from Merritt Avenue on the north to Washington Avenue on the south. The right-of-way is Lake Shore Drive itself from Merritt Avenue on the north to Washington Avenue on the south, including a small extension of the Washington Avenue right-of-way that features the Carl Shurz Monument which is owned by the City of Oshkosh. For the purposes of this scope and proposal, these two parcels and right-of-way area make up the project area.

For the Water Filtration Plant Campus, Saiki Design will provide planting and landscape inventory and assessment, design, and documentation in coordination with Jacobs Engineering Group Inc. (Jacobs), retained by the City as part of a separate contract, and the City of Oshkosh Department of Public Works and designated committee(s).

For the Lake Shore Drive Reimagination Site (Lake Shore Drive right-of-way and additional 1.17 acre greenspace parcel), Saiki Design will provide conceptual study options for roadway and greenspace alignments, planting and landscape restoration design, and 3-D modeling of these options for continued design refinement and feedback by the City of Oshkosh Department of Public Works and designated committee(s). At approximately 50% Design Development (DD), the 2-D CAD linework for all hardscapes (roadway, curb & gutter, sidewalk, paths, parking areas, etc.) will be handed off to City of Oshkosh Engineering Division staff for further refinement and documentation.

The final deliverable produced by Saiki Design for this project area will be a single set of bid-ready planting & landscape restoration plans in PDF format (11"x17" and 22"x34") and specifications in Microsoft Word format to be collated with the City's standard bidding front-end documents. Bidding documents will be advertised, released, and reviewed by the City with Saiki Design acting in an advisory capacity during the bidding phase, and bids will be awarded by the City. Saiki Design's scope will extend through bidding and to a final 100% for construction set of plans and specifications.

Additional detail on timeline; meeting quantity and cadence; project phases and milestone deliverables; and timing of the entitlement, review and documentation process is included in the attached Gantt chart schedule and detailed fee and scope spreadsheet.

1110 S Park Street
Madison, Wisconsin 53715
608.251.3600
saiki.design

saiki DESIGN

Project Landscape Architectural Scope

- *Project initiation, contracting and CAD file set-up.* Assumes all files will be provided by the City of Oshkosh or its designees including: complete site survey, proposed building and Clearwell site pavement plans, geotechnical information, and prior building modeling of the Clearwell building site from Jacobs (if available).

- *Initial Site Visit.* In-person site visit for (2) people to document existing planting size, species, height and constraints; generally photograph site; and become familiar with existing vegetation characteristics and maintenance challenges.

- *Milestone Deliverables:*
  - **10% Design Memo:** Basis of Design Documentation Memo which includes Inventory and Analysis section outlining observations from initial site visit and recommendations and Landscape Standards section documenting City's preferred landscape materials, construction typologies, and maintenance practices.
  - **15% Concept Alternatives Plans, 3-D Modeling, and Initial Basic 3-D Rendering Views for Concept Options**: Concept-level layout and alignment options for Lake Shore Drive roadway, paths, and planting & landscape character focused on the roadway right-of-way and adjacent shoreline parcel. Provide up to five (5) simply rendered and annotated 2-D plan graphics to illustrate various features, elements, and overall character of each option which may include precedent images. Build 3-D model of site with adjacent Clearwells site draped into model; model each of the concept options or sub-options (up to 5) to produce basic 3-D blocking and massing models; and include up to three (3) simply rendered views of each of the concept options with basic scale elements (landscape, trees, etc.) draped into the views for a total of up to fifteen (15) basic, rendered 3-D views.
  - **25% 2-D Plan and Rendering**: Simply rendered and annotated 2-D plan graphic to illustrate various features, elements, and overall character of the preferred alignment layout which may include precedent images suitable for committee/public input and/or presentation (1 rendering).
  - **25% Modeling Refinement & Draft 3-D Model Views**: Refine 3-D model to illustrate preferred alignment and design; select up to five (5) distinct views from the model for rendering overlays; and include additional detail on final planting, massing, texture, character and overall site and landscape development of preferred Lake Shore Drive and Lakeshore parcel design and alignment.
  - **25% Documentation**: Schematic Design (SD)-level drawing set including: Tree Protection & Removals Plan sheets, Preliminary Planting & Landscape Restoration Plan sheets (2-4 b&w sheets total).

- **25% Educational and Interpretive Visioning:** As part of the 25% Design phase effort, Saiki Design will explore various opportunities and options to integrate interpretive features into the project design. These options could range from stand-alone interpretive signage to pavement design, planting design, and/or modest custom monument or feature design. By the end of the 25% design phase effort, the design team will have honed a single preferred or set of preferred interpretive features and can craft a separate proposal for designing these feature(s) from 50%-100% Construction Document (CD) at that time.
- **50% Graphics & Modeling Updates**: Includes updated 2-D site plan rendering and updated 3-D modeling and detailed textural 3-D rendering of up to three (3) model graphics for final Plan Commission, Common Council, Advisory Park Board, and/or Public Information Meeting(s).
- **50% Documentation**: DD-level drawing set including: Tree Protection & Removals Plan sheet, Preliminary Planting & Landscape Restoration Plan sheet, Planting & Landscape Restoration Details sheet (2-6 b&w sheets total).
    - Note: Assumes hand-off of pavement refinement and alignments for Lake Shore Drive and adjacent shoreline parcel portion of project to City of Oshkosh Engineering Division staff at this stage; Saiki Design to document planting & landscape restoration only from 50% DD onward.
- **75% Documentation**: Draft CD-level set including: Tree Protection & Removals Plan sheet, Preliminary Planting & Landscape Restoration Plan sheet, Planting & Landscape Restoration Details sheet (2-6 b&w sheets total); Specification sections for removals, planting & landscape restoration.
    - Includes updated 2-D rendering for Common Council and/or Public Information Meeting(s).
- **95% Documentation**: Final CD-level set including: Refined/final list of items from 75% deliverable above.
- **Bidding Assistance:** Involvement through bidding and award of project to act in an advisory capacity to the City and provide any required clarifications to Contractors bidding on the project.
- **100% Documentation**: FOR CONSTRUCTION plans after bidding period and bid has been awarded in order to capture any changes to drawings published during bidding and issue a clean set for construction in PDF format (11" x 17" and 22" x 34") to be included in the City's construction plan set.

- *Meetings:*
    - ***Project Management Meetings:*** Monthly or twice-monthly check-in meeting with City's project manager and DPW staff (as needed) to track project progress for 48 months [September, 2024 – December, 2026]. Up to 44 total 1-hour virtual meetings.
    - ***Various Virtual Committee Meetings:*** *(*3) virtual 2-hour virtual meetings; refer to schedule for additional detail on anticipated timing of meetings based on project phases.

- *Common Council Meetings:* (1) in-person meeting, including preparation & travel time; refer to schedule for additional detail on anticipated timing of meeting based on project phases.
- *Plan Commission Process:* (1) in-person Plan Commission Workshop and (1) in-person Plan Commission meeting to present the GDP/SIP for the project, including preparation & travel time; refer to schedule for additional detail on anticipated timing of workshop and meeting and dovetailing with required PIM associated with Plan Commission approval.
- *Public Information Meetings:* (2) in-person public information meetings total (1 for general public information and 1 associated with Plan Commission approval process), including preparation & travel time; refer to schedule for additional detail on anticipated timing of meetings based on project phases.
    - Assumes City of Oshkosh will take the lead on organizing, advertising, securing space, and presenting the project and will be physically present at all public events or meetings to serve as the face of the project to the public.
- *Advisory Park Board Meetings:* (3) in-person meetings, including preparation & travel time.
- *Design Team Meetings:* As needed to include: Jacobs project staff, City DPW staff, other City departmental staff (i.e. Forestry), etc. 1-hour virtual work session-format meetings; total of 34 meetings, distributed as required to meet deadlines and procure feedback as design progresses.
- *Page Turn Meetings:* (1) virtual page turn meeting with DPW staff at each of the (7) milestone deliverables outlined above. 2-hour virtual meetings; total of 7 meetings distributed as required to meet deadlines and procure feedback as design progresses.

- *Cost Estimating:* Provisions for high-level estimate of probable cost for planting & landscape restoration items based on recent bidding trends in Wisconsin; will be produced internally by Saiki Design based on comparable project data.

- *Project Management & Coordination.* General internal and external project management and coordination in order to keep project moving forward, coordinate with various City departments and subconsultants, prepare agendas and meeting minutes, etc. Assumes 16 hours per month for 28 months.

Meetings - Submittal Deadline Details

- *Plan Commission Meetings:*
    - Meetings occur the 1st and 3rd Tuesday of each month at 4:00 pm; Room 404; 215 Church Avenue, Oshkosh. Projects generally presented in person; sometimes project representatives will appear remotely to answer questions.
    - Deadline for getting onto the agenda with (minimum) draft presentation materials is generally due the first week of the month prior to the appearance (i.e. for a November 19th appearance, materials are due by noon on October 7). The detailed schedule is posted on the City's website at: https://www.oshkoshwi.gov/PlanningServices/MeetingsDeadlines.aspx

    - Deadline for providing agenda item amendments should be sent to Planning Services by Wednesday 2 weeks ahead of the meeting (i.e. for a November 19th appearance, amended materials are due November 6th).
- *Common Council Meetings:*
    - Meetings occur the 2nd and 4th Tuesday of each month; 6:00 pm; Room 406, 215 Church Avenue, Oshkosh. Projects generally presented in person; sometimes folks will appear remotely to answer questions.
    - 2nd December meeting (4th Tuesday of December) typically cancelled due to holidays.
    - Final version of presentation material due to Tracy Taylor two Fridays before the meeting date by EOD (for example, material would be due on Friday, 9/13 for a 9/24 Council meeting).
- *Advisory Park Board Meetings:*
    - Meetings occur the 2nd Monday of each month; 6:00 pm; Room 404, 215 Church Avenue, Oshkosh. Projects generally presented in person; sometimes project representatives will appear remotely to answer questions.
    - Send agenda request to Parks administrative staff on Monday before the meeting. Include title and background information and also allow attachments (see below).
        - Agenda is sent out Thursday before the meeting to Advisory Park Board members.
    - Not necessarily required to send out presentation material ahead of time but could include .pdf version to link in agenda package.

We will provide the services listed on an hourly-not-to-exceed basis up to a maximum design contract amount of **$172,170.00** A summary of our fee is attached. This proposal assumes that the City of Oshkosh is leading all communication, coordination, and submittal of presentation materials to various Boards, Commissions and/or Council and that Saiki Design is providing presentation materials, plans and renderings already included in the base scope of services listed above. This proposal also assumes that the City of Oskosh will lead any community engagment efforts, including Public Information Meetings, with the landscape architect providing graphic support and being available to answer questions. Additional services authorized as part of this contract or a separate contract can be provided at our office's current hourly rates at the time of services rendered. Our firm has reviewed the City of Oshkosh's standard Agreement for Professional Services and take no exceptions to the contract. We have also submitted our COI and received email approval of the COI form.

Please reach out with any questions. We look forward to engaging with you and your community on this important project.

Sincerely,

Rebecca de Boer

Rebecca de Boer, ASLA, PLA, LEED AP // Associate Principal, Saiki Design

City of Oshkosh Clearwells Water Filtration Project - Landscape Planning, Modeling and Graphics, & Documentation
425 Lakeshore Drive, Oshkosh Wisconsin
Proposal Prepared by: Saiki Design, Inc. - Landscape Architects
Proposal Dated: October 15, 2024

TASK	Landscape Architect, Principal II	Landscape Architect, Principal I	Landscape Architect III	Landscape Architect II	Landscape Architect I	Landscape Designer II	Landscape Designer I	Landscape Intern	DESCRIPTION
Hourly Rates	$ 185.00	$ 165.00	$ 155.00	$ 145.00	$ 135.00	$ 125.00	$ 115.00	$ 75.00	
PROJECT INITIATION THROUGH 10% DESIGN PHASE [6 MONTHS] SEPTEMBER, 2024 - FEBRUARY, 2025									
Project Scoping and Contracting Meetings		12	6						Attendance at up to three (3) project scoping and contracting meeting with City of Oshkosh Department of Public Works staff. Review of City standards and coordination of COI submittal to City for review and acceptance.
Project Initiation , Base File Creation, and Site Visit with City Staff		2	10		10		8		Assemble base files and background information, review survey, review applicable codes and ordinances, (1) in-person site visit for (2) people to field verify survey, identify trees and right-of-way condition and materials, photograph context, etc. and meet with City staff to walk site and identify opportunities and challenges around existing landscape conditions.
Site Inventory, Analysis and Assessment Memo			2		8				Craft 1st part of 10% design memo focused on existing landscape typologies, conversations/direction from site walk with City staff, including simple site graphics identifying size, species and general visual assessment condition for all plant material and documenting existing landscape materials and maintenance practices.
City Staff Input Listening Sessions			6		6				Conduct up to four (4) individual targeted virtual meetings with City staff including: Water Filtration Plant staff, City Forestry, City Parks Department and/or City Public Works to gain more insight into preferred planting and landscape materials, standards and aesthetic considerations. Includes preparation of agenda and follow-up meeting minutes.
Landscape Standards & 10% Basis of Design Documentation			4		12				Craft 2nd part of 10% design memo focused on proposed landscape typologies, materials, maintenance considerations including any supporting photographs or images depicting City preferences for proposed/final planting and landscape for the project. Collate with initial 10% information focused on inventory and analysis for a cohesive, complete 10% BOD document. Circulate draft document, provide time for City input, and revise to create final 10% BOD document.
Client Meetings			12		12				Two (2) virtual project management meetings with City's assigned project manager per month for (6) month design phase duration.
Design Team Meetings			6		6				Up to six (6) virtual 1-hour meetings with Jacobs to understand base files, overall project evolution, general coordination of proposed site pavements/buildings/fencing with landscape, etc.
Entitlement / Review Meetings									None anticipated or included at this stage/phase.
Project Management & Coordination			18						Internal and external project management and coordination.
	0	14	64	0	54	0	8	0	
	$0.00	$2,310.00	$9,920.00	$0.00	$7,290.00	$0.00	$920.00	$0.00	
PROJECT INITIATION THROUGH 10% DESIGN PHASE SECTION SUBTOTAL $20,440.00									
15% CONCEPTS FOR LAKESHORE DRIVE TO 25% SCHEMATIC DESIGN FOR ENTIRE PROJECT [4 MONTHS] MARCH, 2025 - JUNE, 2025									
Site Plan - CAD Preparation and Coordination with City to Advance Site Design for Lake Shore Drive Conceptual Alignment Alternatives			18		48				Study initial design options crafted by City Staff and refine to provide up to five (5) initial conceptual design alternatives for the potential reconstruction of Lake Shore Drive, including parking, in relationship to the Water Filtration property work being undertaken as part of the Clearwells project.
Layout Option Plan Renderings for 15% Conceptual Alignment Alternatives			2				25		Simply annotated, colored plan view renderings of up to five (5) alternative alignments including planting massing and landscape character.
3-D Model Creation & Basic Modeling for 15% Conceptual Alignment Alternatives			4				124		Build simple 3-D digital model of the lakeshore parcel, Lake Shore Drive, and Clearwells property with proposed tank and pumphouse structures and all existing and proposed features that are part of the Clearwells project accurately depicted. Model up to five (5) design alternatives for Lake Shore Drive alignment and produce up to three (3) views of each of the 5 alternatives to a modest level of rendering to include basic scale elements (i.e. landscape, trees, cars, humans).
Updates to Site Plan - CAD Preparation, Plan Rendering, and Modeling for DRAFT 25% Alignment			16		32		40		Single round of updates to CAD file to refine and advance 2-D linework from feedback gained during the 15% design phase to craft a single, cohesive site, pavement, and landscape massing design representing a DRAFT 25% schematic design level drawing. Include site grading study and CAD documentation to a 25% design level. Update simply rendered and annotated 2-D plan rendering and 3-D model to illustrate draft 25% preferred alignment and design.
25% Grading Study			32						Craft 25%-level grading plan for Lake Shore Drive project area in CAD to ensure design compatibility of site and landscape elements with surrounding control points (pavements, roadways, shoreline) to ensure seamless hand-off of Lake Shore Drive site and pavement design to City Staff for further documentation. Assumes a single round of minor updates based on feedback as part of 25% FINAL alignment.
Updates to Site Plan - CAD Preparation, Plan Rendering, and Modeling for FINAL 25% Alignment			2		12		24		Single round of updates to CAD file to finalize 2-D linework from feedback gained during the draft 25% design conversations to craft a final site, pavement and landscape massing design representing a final 25% schematic design level set of drawings and illustrations. Includes updates to simply rendered and annotated 2-D plan rendering and 3-D model to illustrate final 25% preferred alignment and design.
Educational and Interpretive Visioning, Facilitation and Documentation of Preferred Methodology and Materiality.			6		18		8		Exploration of various opportunities and options to integrate ethno-botanic features into the project design at the 25% design level. Options could include an array of various features or constructions. Design team will craft options, facilitate conversations around preferred options, and finalize a direction for interpretive features, documented as a memo composed of graphics and text only.

Final Project Graphics			4				28		Graphic overlays from final 3-D model shots to provide additional texture, context and enhanced graphic quality for up to three (3) selected views of the final project. Suitable for use in public presentations, by City for various communications and outreach efforts (website, social media, etc.) and representative of the final vision for the site and landscape design.
25% Plans for City Review			12		48				SD-level black and white plan drawings to include: Tree Protection & Removals and Preliminary Planting & Landscape Restoration Plan for internal review by City Departments (i.e. Parks, Forestry, DPW).
Cost Estimating			6				8		Provide high-level cost estimate of 25% design to City for review in tandem with 25% SD drawing review by City. Assumes City Engineering will prepare parallel estimate for all earthmoving, base materials, pavements, utilities, EC items, etc.
Client Meetings			8		8				Two (2) virtual project management meeting with City's assigned project manager per month for (4) month design phase duration.
Design Team Meetings			6		6				Up to six (6) virtual 1-hour meetings with Jacobs and/or City Engineering Staff to understand base files, overall project evolution, general coordination of proposed site pavements/buildings/fencing with landscape, etc.
Entitlement Meetings			30						Up to (3) in-person entitlement meetings during this phase including: (1) Advisory Park Board meeting, (1) Public Information meeting and (1) Various Committee meeting.
Project Management & Coordination			56						Internal and external project management and coordination.
	0	0	202	0	172	0	257	0	
	$0.00	$0.00	$31,310.00	$0.00	$23,220.00	$0.00	$29,555.00	$0.00	
15% CONCEPTS FOR LAKESHORE DRIVE TO 25% SCHEMATIC DESIGN FOR ENTIRE PROJECT SECTION SUBTOTAL $84,085.00									
50% DESIGN DEVELOPMENT [6 MONTHS] JULY, 2025 - DECEMBER, 2025									
Site Plan - CAD Preparation and Coordination with City to Advance Site Design and Hand-off 2-D CAD File to City Staff			9		24				Single round of updates to CAD file to refine and advance 2-D linework from feedback gained during the 25% schematic design phase to craft a single, cohesive site, pavement, and landscape massing design representing a 50% design development level drawing. Coordination with City Engineering to hand off 2-D pavement design for continued refinement and 2-D and 3-D documentation by City staff.
50% DD Tree Protection and Removals Plan			1		6				Up to two (2) black & white plan sheets to illustrate project-wide tree protection & removals features, including details.
50% DD Planting & Landscape Restoration Plan			3		6		12		Up to two (2) black & white plan sheets to illustrate project-wide planting & landscape restoration including labeled plants with associated plant schedule, landscape material typologies and associated legend, and integration of existing plant material to remain.
50% DD Details for Planting/Landscape, Specialty Pavements, and Site Furnishings			2		2		12		Up to two (2) black & white plan sheets to illustrate standard planting & landscape restoration details and detailing for any specialty pedestrian site pavements and/or site furnishings.
Renderings & Exhibits			1				24		Single round of updates to simply annotated, rendered 2-D site plan, 3-D model, and (3) rendered 3-D views to capture any updates from the 50% DD project phase.
Cost Estimating			4				6		Provide high-level cost estimate of 50% design to City for Saiki Design scope items only for collation with City-provided items and review in tandem with 50% DD drawing review by City. Assumes City Engineering will prepare parallel estimate for all earthmoving, base materials, pavements, utilities, EC items, etc.
Client Meetings			12		12				Two (2) virtual project management meeting with City's assigned project manager per month for (6) month design phase duration.
Design Team Meetings			6		6				Up to six (6) virtual 1-hour meetings with Jacobs and/or City Engineering Staff to understand base files, overall project evolution, general coordination of proposed site pavements/buildings/fencing with landscape, etc.
Entitlement Submittals			4		8		8		50% DD-level plan set for GDP / SIP amendment, suitable for Plan Commission Review and other City Departments (as required) review and sign-off. Assumes a single submittal package. Separate GDP and SIP submittals can be provided as an additional service.
Advisory Park Board Meetings			20						Preparation for and attendance at up to two (2) in-person Advisory Park Board Meetings during this phase. Includes travel time and all reimbursables.
Various Committee Meetings			4		4				Preparation for and leading up to two (2) virtual Various Committee Meetings.
Plan Commission Workshops and/or Meetings			20						Preparation for and attendance at up to two (2) in-person Plan Commission Workshops and/or Meetings during this phase. Includes travel time and all reimbursables.
Public Information Meetings			10						Preparation for and attendance at up to one (1) Public Information Meeting associated with Plan Commission sequence of meetings during this phase. Includes travel time and all reimbursables.
Project Management & Coordination			22						Internal and external project management and coordination.
	0	0	118	0	68	0	62	0	
	$0.00	$0.00	$18,290.00	$0.00	$9,180.00	$0.00	$7,130.00	$0.00	
50% DESIGN DEVELOPMENT SECTION SUBTOTAL $34,600.00									
75% CONSTRUCTION DOCUMENTS [5 MONTHS] JANUARY, 2026 - MAY, 2026									
Site Plan - CAD Review. Note: 2-D CAD Background Revised and Refined by City Staff			8						Provide review and input on 2-D site pavements alignment file, controlled and advanced by City Staff.
75% CD Tree Protection and Removals Plan			2		4				Up to two (2) black & white plan sheets to illustrate project-wide tree protection & removals features, including details.

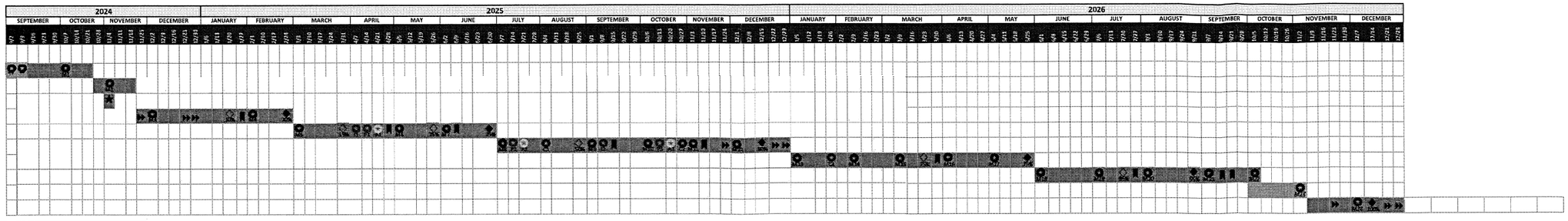
75% CD Planting & Landscape Restoration Plan			2		8		12		Up to two (2) black & white plan sheets and up to four (4) black & white plan enlargement sheets to illustrate project-wide planting & landscape restoration including labeled plants with associated plant schedule, landscape material typologies and associated legend, and integration of existing plant material to remain.
75% CD Details for Planting/Landscape, Specialty Pavements, and Site Furnishings			2		4				Up to two (2) black & white plan sheets to illustrate standard planting & landscape restoration details and detailing for any specialty pedestrian site pavements and/or site furnishings.
Specifications			14						Written specifications in MasterSpecs or City-preferred Format in Microsoft Word to include: Tree Protection & Removals, Soil Preparation, Seeding, Sodding, Plants, Site Furnishings & Specialty Items, Unit Paving (as required), Landscape Stonework (as required).
Renderings & Exhibits									None anticipated or included during this phase.
Cost Estimating			4				6		Provide high-level cost estimate of 75% design to City for Saiki Design scope items only for collation with City-provided items and review in tandem with 75% CD drawing review by City. Assumes City Engineering will prepare parallel estimate for all earthmoving, base materials, pavements, utilities, EC items, etc.
Entitlement Submittals									None anticipated or included during this phase; assumes GDP / SIP process was integrated into 50% DD Phase.
Common Council Meeting			10						Preparation for and attendance at up to one (1) in-person Common Council Meeting during this phase. Includes travel time and all reimbursables.
Client Meetings			5		5				One (1) virtual project management meeting with City's assigned project manager per month for (5) month design phase duration.
Design Team Meetings			5		5				Up to five (5) virtual 1-hour meetings with Jacobs and/or City Engineering Staff to understand base files, overall project evolution, general coordination of proposed site pavements/buildings/fencing with landscape, etc.
Project Management & Coordination			14						Internal and external project management and coordination.
	0	0	66	0	26	0	18	0	
	$0.00	$0.00	$10,230.00	$0.00	$3,510.00	$0.00	$2,070.00	$0.00	
									75% CONSTRUCTION DOCUMENTS SECTION SUBTOTAL $15,810.00
95% CONSTRUCTION DOCUMENTS & BIDDING 5 MONTHS] JUNE, 2026 - OCTOBER, 2026									
Site Plan - CAD Review. Note: 2-D CAD Background Revised and Refined by City Staff			8						Provide review and input on 2-D site pavements alignment file, controlled and advanced by City Staff.
95% CD Plans			4		8		16		See list of plans and number of anticipated sheets under 75% CD Phase (above). Includes refinement to all sheets to create bid-ready documents.
95% CD Specifications			4						See list of anticipated specification sections under 75% CD Phase (above). Includes refinement to all specs to create bid-ready documents. Assumes City Engineering is covering all standard front-end specifications and specifications related to earthwork, base materials, pavements, utilities, erosion control and other standard pavements and project items.
Client Meetings			5		5				One (1) virtual project management meeting with City's assigned project manager per month for (5) month design phase duration.
Design Team Meetings			5		5				Up to five (5) virtual 1-hour meetings with Jacobs and/or City Engineering Staff to understand base files, overall project evolution, general coordination of proposed site pavements/buildings/fencing with landscape, etc.
Pre-Bid Meeting			6						Attend up to (1) in-person pre-bid meeting on site with City staff and prospective bidders.
Bidding Assistance			16		4				Assist City staff in answering questions from bidders during bidding period and issuing up to one (1) addendum, if required. Assist City in reviewing bids and providing insight into Contractor pricing, if requested by City staff.
Project Management & Coordination			13						Internal and external project management and coordination.
	0	0	61	0	22	0	16	0	
	$0.00	$0.00	$9,455.00	$0.00	$2,970.00	$0.00	$1,840.00	$0.00	
									95% CONSTRUCTION DOCUMENTS & BIDDING SECTION SUBTOTAL $14,265.00
100% FOR CONSTRUCTION DOCUMENTS & DESIGN CONTRACT CLOSE-OUT [2 MONTHS] NOVEMBER, 2026 - DECEMBER, 2026									
100% FOR CONSTRUCTION Plans			2		4		8		Finalize project plans (scope of plans/specs listed under 75% CD phase) to incorporate any revisions arising from bidding period, addenda issued, etc. to create a single, clean 100% For Construction Plan set for selected contractor to utilize during construction.
Client Meetings			2		2				One (1) virtual project management meeting with City's assigned project manager per month for (2) month design phase duration.
Project Management & Coordination			4						Internal and external project management and coordination.
	0	0	8	0	6	0	8	0	
	$0.00	$0.00	$1,240.00	$0.00	$810.00	$0.00	$920.00	$0.00	
									100% FOR CONSTRUCTION DOCUMENTS & DESIGN CONTRACT CLOSE-OUT SECTION SUBTOTAL $2,970.00
									HOURLY NOT TO EXCEED TOTAL FEE $172,170.00

NOTES
This proposal assumes that a complete site topographic and features certified survey with information to a level of detail sufficient for design and documentation will be provided at the onset of the project and/or that the client will obtain additional survey of missing features or areas deemed to have insufficient information at any point during the project.
This proposal assumes the project civil engineers (City and/or other consulting) are locating new buildings on the site, providing roadway and sidewalk alignments, and preparing full grading plans for site, roadway, sidewalk and/or other pavements and structures.
Saiki Design will provide final drawings in PDF format (11"x17" and 22" x 34") and specifications in Microsoft Word and PDF file format, adhering to basic formatting requests made by the client whenever possible, utilizing software that optimizes our office's workflow. We will evaluate requests by clients to utilize outside proprietary software to produce or collaborate on project deliverables and/or project communications on a case-by-case basis and reserve the right to decline utilization of any new software that requires our office to purchase new products, license new subscriptions, and/or expend additional time and effort on product and/or project integration. A list of current software utilized in-house is available upon request.
In the event that Saiki Design is asked to prepare digital data, the Owner acknowledges that due to the limitations of software, not all elements of Saiki Design's services may be represented and any use of digital data prepared by Saiki Design shall not relieve the Owner's consultants, contractors or other authorized recipients of their respective obligations related to the data use. Accordingly, Saiki Design will endeavor to represent all material elements of our services as accurately and completely as possible in the Digital Data.
ADDITIONAL SERVICES *(items listed below can be provided by Saiki Design at current office hourly rates, available upon request)*
SITE GRADING: Site Grading documentation is assumed to be provided in full by the City's consulting engineer for the Clearwells project site and/or by City Engineering Staff for Lake Shore Drive and adjacent greenspace areas. Saiki Design will prepare a 25% grading plan as part of the base scope of services for the selected alignment option in order to communicate high-level grading strategies for hand-off to City staff only.
GREEN ROOFS OR ROOF TERRACES: Design, detailing, estimating, feasibility analysis and/or specification for any green roof / roof terrace areas.
PROJECT AREA EXPANSION: Site design and/or documentation for any adjacent greenspace areas, right-of-ways, or additional parcels outside of the project site description included in the scoping letter attached to this fee proposal and dated October 15, 2024.
RENDERINGS: Additional renderings, 3-D models, drawings and/or exhibits not specifically listed above.
PROGRAM EXPANSION: Design, detailing, or materials selection/specification for program areas or features above and beyond those outlined in the scoping letter attached to this fee proposal and the specific task items and deliverables included in this proposal (i.e. addition of dog runs, bocce courts, sport courts, fitness zones, pool/spa/hot tub amenity zones, occupiable roof terrace areas, production gardens, playgrounds, solar/PV panels or array areas, splash pads, nature playscapes).
MEETINGS: Additional meetings, presentations and/or appearances above and beyond those listed in the base scope of services (internal design team, stakeholder, entitlement, governing body staff, governing body department, governing body committee, permitting body, entitlement, etc.)
BID SET PRODUCTION: Production of multiple bid sets or additional coordination, drawing revisions, etc. required to install site and landscape as phased installation. Base scope of services assumes a single bid package for all project drawings and specifications.
SUPPLEMENTAL PLANS OR SPECIFICATIONS: Coordination and/or production of any additional drawings and/or specifications above and beyond those specifically listed in the base scope of services i.e. Fire Department Access, Life Safety, Demolition and/or Site Clearing, etc.
SUPPLEMENTAL PLAN SETS: Coordination and/or production of any supplemental drawings above and beyond those listed in the base scope of services required for entitlement, permitting, or per client request (i.e. right-of-way design plan sets, DSPS-specific plan sets, Record Drawings, O&M Packages, etc.) and/or re-formatting of any drawings to meet differing size/orientation requirements from the base drawings.
PROJECT DURATION EXTENSION: Extended timeline beyond timeline outlined in phased scope breakout included in base scope of services and/or the project schedule prepared by Saiki Design in coordination with City DPW staff and dated October 15, 2024.
CONSTRUCTION ADMINISTRATION: Involvement in the project's construction administration and close-out phase to cover communication, meetings, reviews, site visits, punchlist item curing and enforcement of the Contract Documents and/or other services above and beyond those outlined in the base scope of services can be provided as part of a separate contract.
WITNESS TESTIMONY: Any witness testimony services required by insurance companies, owners, or other parties based on interpretation or regulation of the conditions of the Contract Documents. Note that expert witness testimony involvement will be invoiced at negotiated industry-equivalent rates for expert services, NOT at our office's standard design rates.
VALUE ENGINEERING (VE): Participation in or documentation of VE efforts at any time after the 50% Design Development stage to address client-driven changes, contractor-identified cost savings or any other VE measures pursued by the project will be tracked and invoiced separately.
SUSTAINABILITY DOCUMENTATION: LEED, Well, Fit-Well, or other sustainability metric evaluation, documentation, contribution to credits or coordinated reviews.
IRRIGATION: Irrigation design and documentation (via subconsultant to Saiki Design), including review or design for water harvesting, tank storage, and/or re-claimed water re-use for irrigation.
INTEGRATED ART: Art piece procurement, design and/or detailing (general siting of a pre-manufactured piece is included; footings and reinforcement, lighting and/or plumbing by others).
BRANDING, DONOR SOLICITATION, AND GRANTS: Coordination, design effort, and/or production of any materials or items for branding, donor solicitation, and/or grant procurement.
INTERPRETIVE SIGNAGE AND/OR INTEGRATED INTERPRETIVE FEATURES: Coordination, design effort, and/or production of any details, graphic design, and/or layout of any interpretive signage or interpretive features beyond the 25% SD level outlined above can be provided as part of a separate contract.
MAINTENANCE AND MANAGEMENT: Coordination, preparation, or oversight of any vegetation, pavements, site furnishings, custom assemblies, railings, and/or other site or landscape features or systems maintenance or management plans or documents.
SPECIALTY SITE FEATURES: Design, detailing or materials selection/specification for any specialty site features above and beyond those included in base scope of service descriptions including, but not limited to overhead structures, gateway features, water features, boardwalks, monument signage, fire features, pergolas, arbors, raised vegetable production beds, greenhouses, storage structures, playground equipment or surfaces, fitness equipment or surfaces, splash pad equipment, pedestrian or vehicular bridges.
EXCLUSIONS *(items listed below are specifically excluded from this proposal)*
PERMITTING OR RE-ZONING: Preparation of life safety plans and/or coordination for WI-DNR, DSPS, Army Corps of Engineers and/or other entity coordination, plan development, reviews, and/or permitting. Coordination and/or preparation of any documents for re-zoning. Assumes City of Oshkosh Engineering or their designated civil engineering consultant will lead any and all permitting processes for the project.
SITE INVESTIGATIONS: Survey, geotechnical investigation, contamination examination, EIS process, historic asset assessment, etc.
ARCHITECTURAL DESIGN, ASSESSMENT AND/OR INTEGRATION: Condition assessment, restoration, or design/detailing of architectural elements (i.e. buildings, connections to buildings, freestanding enclosed structures, load-bearing arches, pergolas, arbors, etc.) and/or integration of historic architectural relics (i.e. historic architectural pieces) into project, including obtaining reviews and approvals from building code inspection, historic preservation bodies (such as SHPO), or other architectural review entities.
CONTAMINATION REMEDIATION: Assessment, coordination, permitting, and/or materials handling and disposal associated with potentially contaminated sites and/or groundwater
VEHICULAR PAVEMENT DESIGN AND DETAILING: Station+offset, roadway alignments, roadway layout, roadway pavement markings and/or signage, plan & profile drawings), pavement cross sections and/or details.
HEATED PAVEMENTS: Research, coordination, design, detailing, and/or specification of heated pavements or heated pavement systems at-grade or on rooftops.
MODELING: BIM/REVIT modeling for engineering and/or alignment coordination or drawing production.
COST ESTIMATING: Cost estimating coordination or services of a professionally vetted level. Saiki Design will provide estimate of probable costs based on current industry pricing available to our office at various estimating milestones but these are not fully industry-vetted and represent a best estimate with no assurances that actual pricing will reflect the same values as our estimates.
TRAFFIC ANALYSIS: Traffic analysis coordination or services.
LIGHTING: Design, fixture selection and/or photometric plans for site or rooftop lighting including landscape accent lighting and/or lighting integrated into custom site elements (seatwalls, structures), etc.
STORMWATER MANAGEMENT: Stormwater management calculations, modeling, permitting/approvals and/or design, detailing and specification for specialty stormwater management devices.
UTILITIES: Coordination, design, and documentation of any site utilities.
EROSION CONTROL: Coordination, design, documentation, and/or permitting for any erosion control and/or shoreline stabilization plans, specifications, details, etc.
CONSTRUCTION AND TRAFFIC CONTROL PLANS: Coordination or preparation of construction access, phasing, staging, pedestrian or vehicular traffic control signage diagrams, plans, and/or Division 34 specifications.
STRUCTURAL DESIGN: Design and detailing for footings, connections to buildings/structure, bridges, overhead structures, CIP walls with footings, and/or site walls over 2-feet in height.
INTERIOR PLANTSCAPES: Greenhouse, solarium, winter garden, and/or conservatory design, detailing or integration including structure and/or interior plants, hardscapes or landscapes.
SITE PAVEMENTS: Detailing or specifying for standard site pavements (concrete, asphalt, HD pavements, curbs & gutters, truck aprons, curb ramps/tactile plates, etc.)
POOLS AND SPAS: Design, detailing and/or integration of pools, spas, and/or hot tub features. Saiki Design will only locate and coordinate general location on plan assuming features were part of pre-determined list of specialty site features to include in project program.
SIGNAGE & WAYFINDING: Coordination, design and detailing for signage and/or wayfinding packages above and beyond locating signs on site plan (location, size and orientation to be determined by others).

City of Oshkosh Clearwells & Lake Shore Drive Projects

Project Timelines
Prepared by Saiki Design
Schedule Updated: October 15, 2024

Milestone description	Start	Weeks
Clearwells Project		
Scoping, Proposal Review by Client, and Contracting	9/9/2024	8
Data Assimilation, Base File Creation & Kickoff Meeting	10/28/2024	4
Initial Site Visit	11/11/2024	1
10% Basis of Design Documentation	11/25/2024	14
15% Concepts for Lakeshore Drive to 25% Schematic Design	3/3/2025	18
50% Design Development	7/7/2025	26
75% Construction Documents	1/5/2025	21
95% Bidding Documents	5/4/2026	19
BIDDING - NO DESIGN WORK	10/25/2026	5
100% For Construction Contract Documents Set	11/19/2026	8



MEETINGS LEGEND

- [MX] = Project Management Meetings with Oshkosh PM + DPW - All Virtual
- [AX] = Ad-Hoc Committee Meeting - All Virtual
- [IX] = Public Information Meeting - All In-Person
- [CX] = Plan Commission Meetings - All In-Person [1st & 3th Tuesday of Each Month)
- [CX] = Common Council Meetings - All In-Person [2nd & 4th Tuesday of Each Month]
- [PX] = Parks Advisory Committee Presentations - All In-Person [2nd Monday of Each Month]

GENERAL SCHEDULE LEGEND

- Client Review Period
- Draft Deliverable
- Milestone Deliverable
- Holiday Week
- Site Visit

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	October 22, 2024
SUBJECT:	Res 24-563 Approve 2024 Great Neighborhoods Capital Improvement Programs Funding in the Amount of $72,500.00

BACKGROUND

The Great Neighborhoods Program provides residents in recognized city neighborhood associations the opportunity to originate projects that enhance quality of life through strategic improvements to the public realm. Projects are intended to improve the image, market, and physical conditions of Oshkosh neighborhoods. Staff provides recognized neighborhood associations pursuing healthy neighborhoods the opportunity to apply for funding to support capital improvement projects within their neighborhoods on city property or right of way.

In 2023, the Common Council approved a total of $138,000.00 of Great Neighborhoods Capital Improvement Program funding (Res. 23-513).

A description of last year's projects and the current status is listed below for your review.

2023 Projects	Status
Stevens Park Bus Shelter	Completed
Bent Woods Gathering Space Improvements	In-Progress
William Waters Gazebo	In-Progress

The Common Council previously approved $100,000 within the City's Capital Improvement Program for the 2024 Great Neighborhoods Program. A total of six projects were submitted and staff is recommending all six of the projects for Common Council consideration at this time.

ANALYSIS

The following projects have been reviewed by City staff and are proposed to utilize Great Neighborhoods Program funding. Projects are selected that help achieve the city's strategic plan goals of strengthen our neighborhoods, improving and maintaining infrastructure and enhancing the quality-of-life services and assets.

Projects Recommended:

1. River East Utility Box Wraps ($8,000)
   The River East Neighborhood Association is requesting to wrap four city-owned utility boxes within their defined neighborhood boundary. The neighborhood worked closely with city staff to develop this project and determine where it can be accomplished feasibly. The Neighborhood Association plans to design wraps that include placemaking within the neighborhood. The project will include the purchase, creation, installation, and maintenance of the four wraps and will follow city guidelines.

2. Historic Jackson Utility Box Wraps ($3,500)
   The Historic Jackson Neighborhood Association is requesting to wrap two city-owned utility boxes

within their defined neighborhood boundary. The neighborhood worked closely with city staff to develop this project and determine where it can be accomplished feasibly. The Neighborhood Association plans to design wraps that include historical elements and placemaking within the neighborhood. The project will include the purchase, creation, installation, and maintenance of the two wraps and will follow city guidelines.

3. Quarry Park Master Plan ($20,000)
   The Quarry Park Neighborhood Association is requesting to create a master plan for Quarry Park which lies within the Quarry Park Neighborhood boundaries. Neighborhood leaders worked closely with city staff and their neighbors to determine what projects could be funded with Great Neighborhood funds and were desirable in this area. Through that collaborative effort, a master plan for Quarry Park was deemed the best starting point to help facilitate future park improvements.

4. Quarry Park Marigold Terrace ($5,000)
   The Quarry Park Neighborhood Association is requesting funding for the first year of marigold flower plantings within the small terrace along the east side of Knapp Street between West 17th Avenue and Florida Avenue that abuts Quarry Park. This project will beautify the area and potentially establish an annual event for the neighborhood.

5. Stevens Park Flag Pole and Path Lighting ($29,500)
   The Stevens Park Neighborhood Association is requesting funding, to match a donation from a donor to install a flag pole and update all path lighting within Stevens Park. Neighborhood leaders collaborated with city staff on these upgrades over the last year. The lighting improvements will provide enhanced safety for the park and neighborhood.

6. George Washington Bust Location Study ($6,500)
   The Stevens Park, Menominee South, and River East Neighborhood Associations collectively are requesting to hire a third-party consultant to help determine the best location for the George Washington bust that was previously located in front of Washington Elementary School. The bust is owned by the City and therefore is responsible for its care and placement. Finding a new, permanent location for this historical piece of art is important to these east side neighborhoods and the community as a whole.

FISCAL IMPACT

The City has borrowed funds through the Capital Improvement Fund and has funds available for the proposed projects. While the projects are located in the right of way or on city property, the quality of life will be improved in the neighborhoods that requested funding.

RECOMMENDATION

Common Council approves 2024 Great Neighborhoods Capital Improvement Program funding in the amount of $72,500.00.

Attachments

Res 24-563
Great Neighborhoods Packet
Council Memos_2024 GNP
Council Memos_2024 GNP Map 2

10/22/2024 24-563 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE 2024 GREAT NEIGHBORHOODS CAPITAL IMPROVEMENT PROGRAMS FUNDING IN THE AMOUNT OF $72,500.00

WHEREAS, the Common Council approved funds in 2024 Capital Improvement Programs (CIP) for public improvements to be undertaken as part of a Great Neighborhoods Program; and

WHEREAS, staff is recommending undertaking the following activities and/or improvements using CIP funds from the Great Neighborhoods Program, which include:

1. River East Utility Box Wraps	$8,000
2. Historic Jackson Utility Box Wraps	$3,500
3. Quarry Park Master Plan	$20,000
4. Quarry Park Marigold Terrace	$5,000
5. Stevens Park Flag Pole and Path Lighting	$29,500
6. George Washington Bust Location Study	$6,500
Total:	$72,500.00

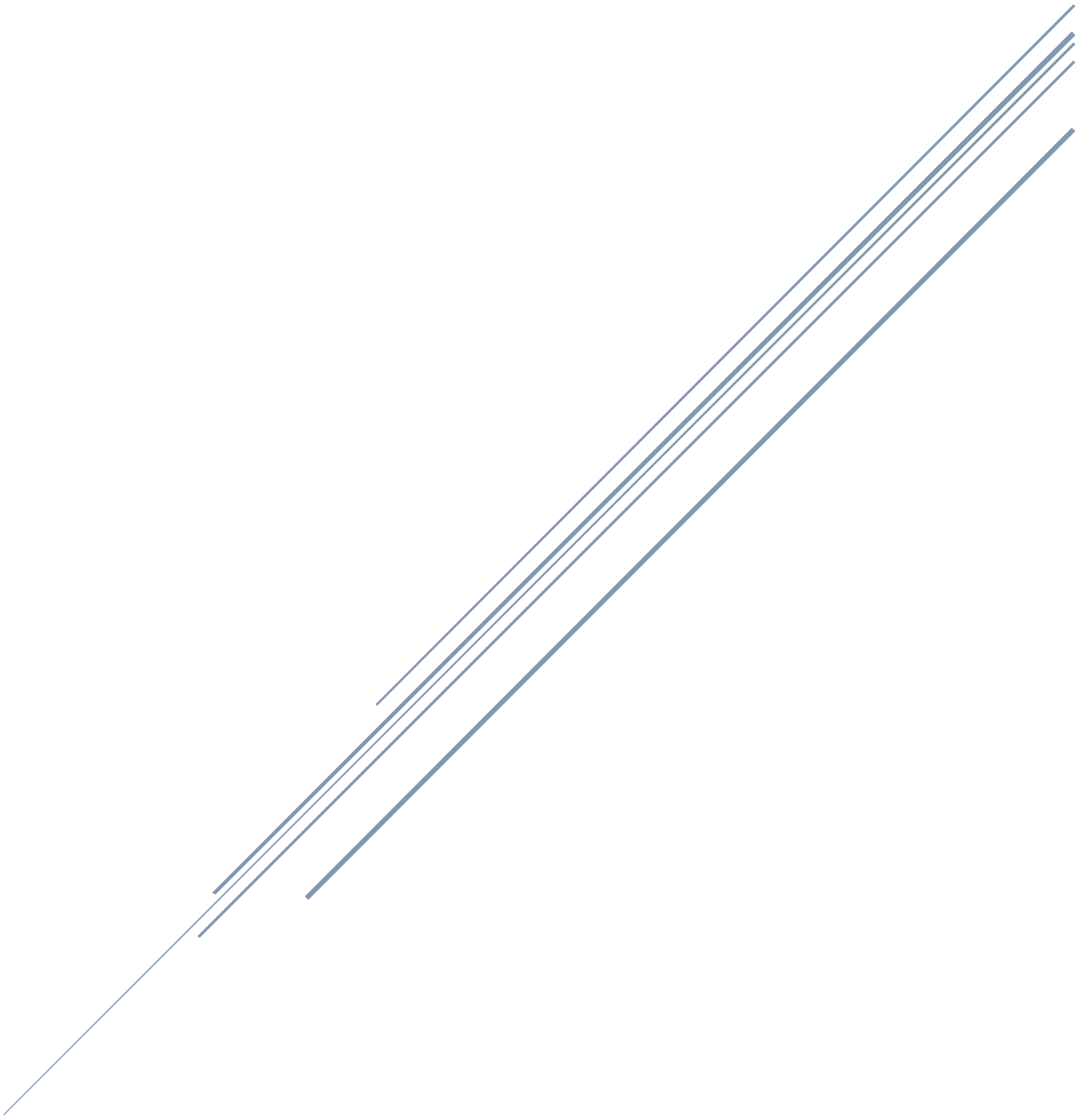
NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that funded activities/improvements of the Great Neighborhoods Program, as noted above are hereby approved in the amount of $72,500.00.

BE IT FURTHER RESOLVED that the proper City officials are hereby authorized and directed to take those steps necessary to implement said program. Money for this purpose is hereby appropriated from:

Acct No. 0323-0740-7216-63016 – Great Neighborhoods

GREAT NEIGHBORHOODS PROGRAM

2024



GREAT NEIGHBORHOODS PROGRAM

PROJECT REVIEW GROUP

PURPOSE

Community Development staff has been charged with administering the City's Great Neighborhood program. The Great Neighborhoods program is intended to enhance the image, market, and physical conditions of Oshkosh's neighborhoods. The program provides residents the opportunity to originate projects that enhance quality of life through strategic improvements to the public realm. In an effort to fully engage stakeholders in the decision-making process, staff developed a workgroup that is tasked with reviewing and scoring project proposals prior to submittal to Council for final funding approval.

EXPECTATIONS

- Understand the Great Neighborhoods program criteria and outcome areas
- Review and score project proposals based on program criteria

TIME COMMITMENT

Review proposals: 1 hour session in Summer 2024 & 30 minute session in Fall 2024

GROUP STRUCTURE

1 member from the Oshkosh Healthy Neighborhood Alliance
1 Parks Department representative
1 Public Works Department representative
1 Community Development Department representative
Planning Division staff will attend, but do not score

GREAT NEIGHBORHOODS PROGRAM

The Great Neighborhoods Program is designed to enhance the image, market, and physical conditions of Oshkosh neighborhoods. The program provides residents the opportunity to originate projects that enhance quality of life through strategic improvements to the public realm. Working in collaboration with City staff, residents initiate, plan, and implement projects and activities in the pursuit of Healthy Neighborhoods of choice in Oshkosh. The Great Neighborhoods Program is funded by the City's Capital Improvement Program and is intended to strengthen neighborhoods in Oshkosh.

ELIGIBLE PROJECTS

Eligible projects must support capital improvements to the public realm; which includes: City-owned property/buildings, parks, and public streets. Applicants are strongly encouraged to work with City staff on project phasing for projects that cannot be implemented within 12 months of Common Council approval. Eligible applicants with complex projects may be advised to apply to support project planning rather than implementation. Preference will be given to projects that further implementation of an approved City of Oshkosh Plan or enhance a capital improvement project that has been identified within the City's 5-Year Capital Improvement Program.

It is common for complex projects to be broken into phases in order to accomplish tasks in the most efficient order. Each phase of a project may take longer than one year to complete, which can end up over lapping into the following program cycle year. In the past, we have allowed applicants to apply for the next phase of the project before the previous phase has been completed. This does not help projects get completed faster. In an effort to improve the program, projects that are part of a greater project occurring in phases will not be eligible if the preceding phase has not yet been completed. Phased projects must be completed in order before moving on to the next phase.

Applicants can apply for funding to support ***conceptual project planning*** or ***project implementation***.

CONCEPTUAL PROJECT PLANNING	PROJECT IMPLEMENTATION
Concept Design Plans	Placemaking
Corridor Plans	Public Art
Streetscape Plans	Community Gardens
Engineering/Construction Plans	Pedestrian Safety
	Streetscape and Gateway Improvements
	Public Property Enhancements
	Historic Markers

ELIGIBLE APPLICANTS

Recognized Neighborhood Associations

- A neighborhood association is a voluntary organization officially recognized by the City of Oshkosh.

Groups working to support Healthy Neighborhoods in Oshkosh

- Applicants in this category must be working to meet the requirements identified within the City of Oshkosh Neighborhood Association Recognition Policy OR an official City Board/Commission. If a project is located within a recognized neighborhood association area, a letter of support must be obtained from the neighborhood association.

APPLICATION REVIEW PROCESS

- ✓ Pre-application meeting is scheduled with the City of Oshkosh Planning Services.
- ✓ Applicant submits a written proposal to the City of Oshkosh Planning Services Division. Please use the scoring matrix found on the next page to guide you.
- ✓ A copy of the meeting minutes where the project was approved by the neighborhood association Board of Directors/Steering Committee/General Membership.
- ✓ Proposals are reviewed by Great Neighborhoods Program Scoring Team and City staff to determine if it meets the program criteria.
- ✓ Proposals meeting the program criteria will be submitted to the Common Council for consideration. Applicants must be present at the Common Council meeting to answer questions.
- ✓ If Common Council approves the funding request, project implementation will be coordinated by the applicant and City staff.
- ✓ Approval is subject to fund availability and will be allocated on a competitive basis.

HOW TO APPLY

A pre-application meeting is required before submitting a request for funding. To schedule a meeting please contact the Planning Services Division at 920-236-5059. The attached application must be completed and returned to the City of Oshkosh Planning Services Division – 215 Church Avenue, Room 204, Oshkosh, WI, 54901. Proposals will not be accepted later than July 19, 2024.

This program is made possible through funding support from the
PROPOSAL DEADLINE IS July 19, 2024

City of Oshkosh

PAST PROJECT SUCCESSES

THE GEORGE WASHINGTON TRIANGLE IMPROVEMENTS

Beautification of the area surrounding the George Washington Monument include pedestrian path, lighting and landscaping.

TEICHMILLER PARK BUTTERFLY GARDEN

Installation of a native plant garden intended to attract butterflies while also being used as a community building and engagement opportunity and educational tool.

WILLIAM WATERS PLAZA

Multiyear project to enhance the design and use of a plaza dedicated to well-known architect Williams Waters.

TREAGER INCLUSIVE PLAYGROUND

Improvements to the playground located on the Traeger Elementary School.

STEVENS PARK IMPROVEMENTS

Improvements to Stevens Park include a new playground equipment, tennis courts, basketball hoops, community garden, trash receptacles and benches.

RIVERSIDE PARK TRASH RECEPTACLE

Installation of trash receptacles to assist with Riverside Park beautification efforts.

MIDDLE VILLAGE COMMUNITY GREEN SPACE

After the removal of two blighted homes, a pedestrian path and landscaping was installed providing two safe community gathering spaces.

MENOMINEE PARK OUTDOOR EXERCISE EQUIPMENT

Installation of outdoor exercise equipment next to the trail following Hazel Street.

This program is made possible through funding support from the
PROPOSAL DEADLINE IS July 19, 2024

City of Oshkosh

CITY OF OSHKOSH
GREAT NEIGHBORHOODS PROGRAM

2024 SUBMISSIONS

#	Project Name	Submittal Group
1	Utility Box Wraps	River East Neighborhood
2	Utility Box Wraps	Historic Jackson Neighborhood
3	Quarry Park Master Plan	Quarry Park Neighborhood
4	Marigold Terrace	Quarry Park Neighborhood
5	Stevens Park Flag pole & Path lighting	Stevens Park Neighborhood
6	Washington Bust Location Study	Stevens Park, Menominee South, and River East Neighborhoods

GREAT NEIGHBORHOODS PROGRAM SCORING MATRIX 2024			
Name of project proposal:			
		Points Available	**Points Received**
If answering 'yes or no', full points must be allocated or not allocated			
Project Concept and Application Quality			
Project achieves creative and workable solutions		10	
Application Includes: Well-defined set of goals		5	
Application Includes: Implementation Steps	Yes or No	5	
Application Includes: Realistic Timeline	Yes or No	5	
Application Includes: Draft Budget	Yes or No	5	
Total		**30**	
Neighborhood Benefit			
Benefit for the neighborhood		2	
Demonstration of how the project promotes diversity and inclusiveness (ages, ethnicities, races, incomes, abilities etc.)		6	
Demonstration of how the project strengthens public health and/or safety		6	
Demonstration of how the project strengthens social connections		6	
Total		**20**	
Consistency with Existing Plans or Policies			
Is this project listed within or in conjunction to the City's 5-Year Capital Improvement Plan?	Yes or No	3	
Is this project listed within other city plans?	Yes or No	3	
Is this project listed within a neighborhood plan?	Yes or No	3	
Total		**9**	
Neighborhood Association Involvement			
Residents participation is anticipated		3	
Collaboration with another community organization		3	
Verification of neighborhood support	Yes or No	8	
Explains intention to privately fundraise	Yes or No	1	
Has already secured private funds	Yes or No	5	
Applicant did not apply for GNP funding in 2023	Yes or No	3	
Applicant did not apply for GNP funding in 2022	Yes or No	3	
Applicant did not apply for GNP funding in 2021	Yes or No	3	
Applicant did not apply for GNP funding in 2020	Yes or No	3	
Applicant did not apply for GNP funding in 2019	Yes or No	3	
This project budget is below $10,000	Yes or No	6	
Total		**41**	
TOTAL		100	
Applicant did not apply for GNP funding in previous funding cycle because they are a newly recognized neighborhood association	Yes or No	10	
Located in LMI Area	Yes or No	10	

RIVER EAST NEIGHBORHOOD

UTILITY BOX WRAPS

CITY OF OSHKOSH
GREAT NEIGHBORHOODS PROGRAM

PROGRAM APPLICATION

Neighborhood Association: **River East Neighborhood Association**

Neighborhood Representative: **Kathy Webb**

Phone number: **(920) 235-8487** Email: **kwebb1365@gmail.com**

Amount requested: **$8,500 ($500 for utility box wrap design, $8,000 for creation and installation)**

Briefly describe the project/activity, including its purpose, who will manage it, community partners, and start/end dates:

River East Neighborhood Association is proposing to have four utility boxes, located within the public right-of-way, wrapped with art to promote the neighborhood and history of the City of Oshkosh. Using the Business Improvement District (BID) and the Midtown Neighborhood Association projects as examples, durable vinyl wraps will have unique art and will then be applied to the utility boxes.

Location of utility boxes:

Riverside Park, behind Roe Park (On Northwestern Avenue), Mount Vernon Street & Washington Avenue, Waugoo Avenue & Mill Street

The purpose of this project is to promote public art, and a sense of place and pride in the neighborhood with including artwork unique to the Neighborhood Association.

Kathy Webb will coordinate with the city, artists, Art City, and other interested community parties.

Start date: Winter 2024 End date: Spring 2025

Scope/Quality/Creativity/Anticipated Outcomes:

The project will cover four utility boxes. The neighborhood will work with Art City and other community partners to create and provide designs/ideas for the (4) different wraps. The anticipated outcome is to replace unsightly brown, green, black, or metal utility boxes with public art, history, and neighborhood placemaking. By doing this, the neighborhood hopes to create a sense of pride within its boundaries.

Neighborhood Benefit:

The neighborhood will get a number of benefits from this project. 1) Unsightly utility boxes will be covered with art and history and provide a sense of placemaking to the neighborhood, and the community as a whole. 2) Local artists will be engaged and recognized with helping the neighborhood with the artwork of the wraps. 3) The art wraps will provide a welcoming feel to the neighborhood.

Project Readiness:

This project has been seen to be a success for both the BID and the Midtown Neighborhood Association. With guidance from the city, the neighborhood is ready to move forward, pending funding approval.

Consistency with Existing Plans and Policies:

River East Neighborhood Association Plan, Utility Box Wraps Policy, and the city has encouraged a growth of public art throughout the central city.

Neighborhood Association Involvement:

The neighborhood will be involved in any and every way they can. The neighborhood is committed to this project being successful and will see it through to completion. The neighborhood will have individuals who will want to help/suggest what the artwork is and where it should go.

BUDGET

Project Costs (Please list all cash expenditures required for the project including cost of permits, fees, etc.):

$2,000 per utility box

Project Income (Please list all cash available to cover the "Project Costs". This does not include in-kind matches or donated materials and supplies.):

Not applicable

Please list in-kind donations of goods and services:

Local artist(s) time/skills as well as Neighborhood Association member's time.

Application Deadline: July 19, 2024

Before submitting this proposal, please review this application carefully to make sure it is completed in full. Applications must be accompanied with written proof of neighborhood decision making process. Applications that are not filled out completely will not be considered. If you have any questions, please contact City of Oshkosh–Planning Services Division at 920-236-5059. Return completed applications in person or email to:

City of Oshkosh
Planning Services Division, Room 204
215 Church Avenue, P.O. Box 1130
Oshkosh, WI 54903-1130
OR
Email: bnielsen@oshkoshwi.gov

Application Checklist

- ☐ Pre-Submittal Meeting
- ☐ Completed Application Form
- ☐ Proof of Neighborhood Decision Making Process (meeting notes, meeting minutes). – **Talked about in March 19th (Leadership meeting), May 7th River East Spring Meeting**

Electrical Box at the Southeast corner of Waugoo Avenue and Mill Street




STOP
COLDWELL BA
REAL ESTATE GR
TIFFANY HOU
920-574-44

Electrical Box along the Riverwalk







Electrical Box on Mount Vernon Street and Washington Street





HISTORIC JACKSON NEIGHBORHOOD

UTILITY BOX WRAPS

CITY OF OSHKOSH
GREAT NEIGHBORHOODS PROGRAM

PROGRAM APPLICATION

Neighborhood Association: Historic Jackson Neighborhood Ass'n

Neighborhood Representative: Shirley Brabender Mattox

Phone number: (920) 233-2833 Email: shirleybrabendermattox@gmail.com

Amount requested: $3500

Briefly describe the project/activity, including its purpose, who will manage it, community partners, and start/end dates:

There are 3 utility boxes in HJNA. We are proposing to wrap 2: Jackson & New York and Jackson & Irving. Our identity is the historic architeure of our homes, built mostly 1860-1930. One of our goals is to build pride in our mostly century-old homes. Pride and knowledge will hopefully lead to maintenance of our well-built historic homes.

Neighbors will keep watch for damage or graffiti and make sure it is repaired

A neighborhood team will work on assembling visuals for approval by city departments. When this is approved by the Council, the work should be completed in 2025.

Scope/Quality/Creativity/Anticipated Outcomes:

The project is to wrap 2 Utility Boxes at Jackson & New York and Jackson & Irving. We will work on the artwork to include the HJNA Logo and incorporate historic photos or architectural drawings of historic buildings on Jackson Street. We will work with an experienced company for a creative wrap that sends a message that the history of this Oshkosh is still here. Neighbors & travelers will be reminded of Oshkosh's long history

Neighborhood Benefit:

The Utility Box Wraps will create awareness of HJNA. Due to the high rate of rental homes and turnover of renters, this may create a way for them to identify where they live and the significance of their home. For homeowners it will create pride in our neighborhood, curiosity in the history of their home, motivate them to maintain their historic homes, and enhance this Gateway from the North to the central city, making this an attractive entrance to travellers.

Project Readiness:

Discussions about visual images has been ongoing. We have quote and look forward to an artistic and creative result working with someone with many years of experience. We plan on connecting with all the city departments, including Brandon Nielsen, Planning Liaison for Neighborhoods, to approve our plans and contractors.

Consistency with Existing Plans and Policies:

In the HJNA Plan on page 18 the Goal: "Re-establish a sense of place" can be supported by the visual Utility Box historic images which call attention to the mile of homes built mostly between 1860 - 1930. The hope is to attract homeowners, some who may actively be interested in purchasing an historic home.

Neighborhood Association Involvement:

Discussions about this project have taken place at the monthly neighborhood meetings held at Firehouse #18. Social media using facebook and email have requested input from neighbors who do not attend the meetings. A HJNA Newsletter to begin shortly will invite input from neighbors.

BUDGET

Project Costs (Please list all cash expenditures required for the project including cost of permits, fees, etc.):

The cost for the project to wrap 2 utility boxes includes the wrapping of the box and setting up the artwork. The 2 boxes will have different artwork based on their location

Project Income (Please list all cash available to cover the "Project Costs". This does not include in-kind matches or donated materials and supplies.):

Neighbors will be invited to donate to the project. One neighbor will donate $200, $100 for each box.

Please list in-kind donations of goods and services:

Neighbors will donate their time collecting historic photos, meeting to decide the artwork, and meeting with the contractor as the design is pulled together.

Application Deadline: July 19, 2024

Before submitting this proposal, please review this application carefully to make sure it is completed in full. Applications must be accompanied with written proof of neighborhood decision making process. Applications that are not filled out completely will not be considered. If you have any questions, please contact City of Oshkosh–Planning Services Division at 920-236-5059. Return completed applications in person or email to:

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Application Checklist

- ☐ Pre-Submittal Meeting
- ☐ Completed Application Form
- ☐ Proof of Neighborhood Decision Making Process (meeting notes, meeting minutes).

MINUTES FOR HISTORIC JACKSON NEIGHBORHOOD ASSOCIAION (HJNA)
June 20, 2024 Fire Station on Snell 6:06 PM
Present: David Schultz, Jay Kraus, Bill Christianson, Shirley Mattox Brabender and Carleen Christianson

Welcome

Civility Pledge

Minutes – Minutes were read by Carleen Christianson. Jay Kraus made motion to accept and Bill Christianson seconded. Motion passed.

Neighborhood News

Houses for sale?

Our properties were recently reassessed and have increased in value. This change has occurred from the housing market increase over the last 2 years. For instance 2 bedroom smaller homes have sold for $180,000 to 190,000 per Emma

New neighbors

We need to welcome new neighbors

Projects

Newsletter

We can print and we can deliver to save on costs

John Wallace's home is listed for over $300,000

Richard Nebel – Articles from his blog and The Herald could be incorporated in the newsletter

David Schultz asked if we thought a website would benefit our group. Discussion it would be one more item to keep updated. There was no motion or vote taken.

Dumpster Event

Our Association will need to apply for a $1000 Grant from the Oshkosh Healthy Neighborhood Foundation.

There are 2 possible Dumpster businesses to contact: JD Williams and Junk Removal

Discussion to have it located on Prospect on a Saturday with the possibility of having a Food Truck on the East Hall property on the same day. Shirley Brabender Mattox will check the Food Truck schedule.

Our group will need a permit and will have to monitor who uses the dumpster. This can be done by asking the person dumping to give their address.

Utility Box Signs

HJNA has 3 utility box signs located at: New York and Jackson
Murdock and Jackson
Irving and Jackson

The HJNA group decided to wrap the New York and Jackson and the Irving and Jackson boxes. Department of Public Works and Transportation will need to be contacted to start the process. There are guidelines such as to stay within their boundaries, have an approved logo which can include history and/or natural features. Once the wrap is approved by the Transportation Department and the Community Developments Department the wrap must be attached by a professional contractor. Joe Stephenson from Midtown was involved with their wrap which cost $600. For our logo it was suggested we do reverse color with a blue background and white writing by Jay Kraus. Shirley

Brabender Mattox would like to see our logo on one side and homes on three sides.
David Schultz has a very old picture of his home. Shirley Brabender Mattox has an old picture of David Green's home.

The deadline for the Great Neighborhood Grant is July 19th.

Noise

Police

Shirley Brabender Mattox will contact the Police from our neighborhood about the noise from the motorcycles and the LOUD noise from vehicles. This goes on at all hours of the day and evening.

Old Business

None

New Business

David Schultz asks about the size of our terrraces. Where can the snow go if not the terrace?

Part of the contract when the study was done on Jackson was to put snow in the so called Bike Lane. This was told to our neighborhood by the Consultants. Bill Christianson said the snowplows go 40 MPH and the snow flies to our front steps. Jay Kraus will look into the snowplow issue by sometime in October.

David Schultz said Shirley Brabender Mattox is the driving force behind this group. We all agreed.

Meeting was adjourned 7:17 PM. Motion to adjourn made by Bill Christianson and seconded by Carleen Christianson
Next meeting is Thursday, August 15, 2024.

Respectfully submitted,
Carleen Christianson

Historic Jackson Neighborhood Association (HJNA)
May 16, 2024
AGENDA

Welcome – FireHouse #18

Civility Pledge

Minutes – March meeting, Mary Schultz

1) New Neighbors
   - ➢ Facebook (private) applications – many fakes
   - ➢ Data from City Hall - Emma
2) Newsletter
   - Good Neighbor Grants - $750 (April 15 – June 15)
   - Historic Then & Now photos
   - History of a house
   - Civil War soldiers who lived on Jackson
3) Projects
   - Utility Box wraps – 2 sites
   - Dumpster Day – check cost
   - .
   - .
4) Old Business
   *.

5) New Business

6) Adjourn

Historic Jackson Neighborhood Association (HJNA)
June 20, 2024
AGENDA

Welcome – Firehouse, Snell Road

Civility Pledge

Minutes – Carleen Christiianson

Neighborhood News
- New neighbors –
- Houses for sale?

Projects
- Newsletter
  - Historic homes – **Richard Nebel**
  - .
  - .
  - .
- **Dumpster** Event –
  - .
  - .
- **Utility Box** Signs
  - Great Neighborhood Grant – deadline July 19
  - .

NOISE
- **Police** – motorcycles

OLD BUSINESS

New Business

Adjourn

Historic Jackson NEIGHBORHOOD

Historic Jackson Neighborhood Association

July 18, 2024

AGENDA

Welcome

Civility Pledge

Minutes – Carleen Christianson (June) ; Carla Seaver & David Schultz (July)

Newsletter – Topics (Possibly Early August)

- Olympics connection to 1912, Arlie M. Mucks; Bob Fernau's home (early photo)
- Utility Box
- Dumpster Day
- New Neighbors
- Being a good Neighbor (noise, helping hand,
- Beautification – Pride of Place - photos
  - 404 W. New York – paint project
  - Flowers
- Possible grant – CB&E for printing??

Utility Box Wrap

- Grant application due July 19
  - 4-page
  - Previous Minutes
- Vendors – Wrap and artwork
  - 360 – Cost estimates for combined wrap & artwork set up
  -
  -
- **Artwork ideas** – different for each utility box
  - Need a committee?
  - Logo
  - Fairgrounds – Exhibition Hall
  - Photo of 1919 Jackson & New York
  - Streetcar to Bent Ave – photo??
  - Houses – architectural styles
  - .
  - .
  - .

PTO

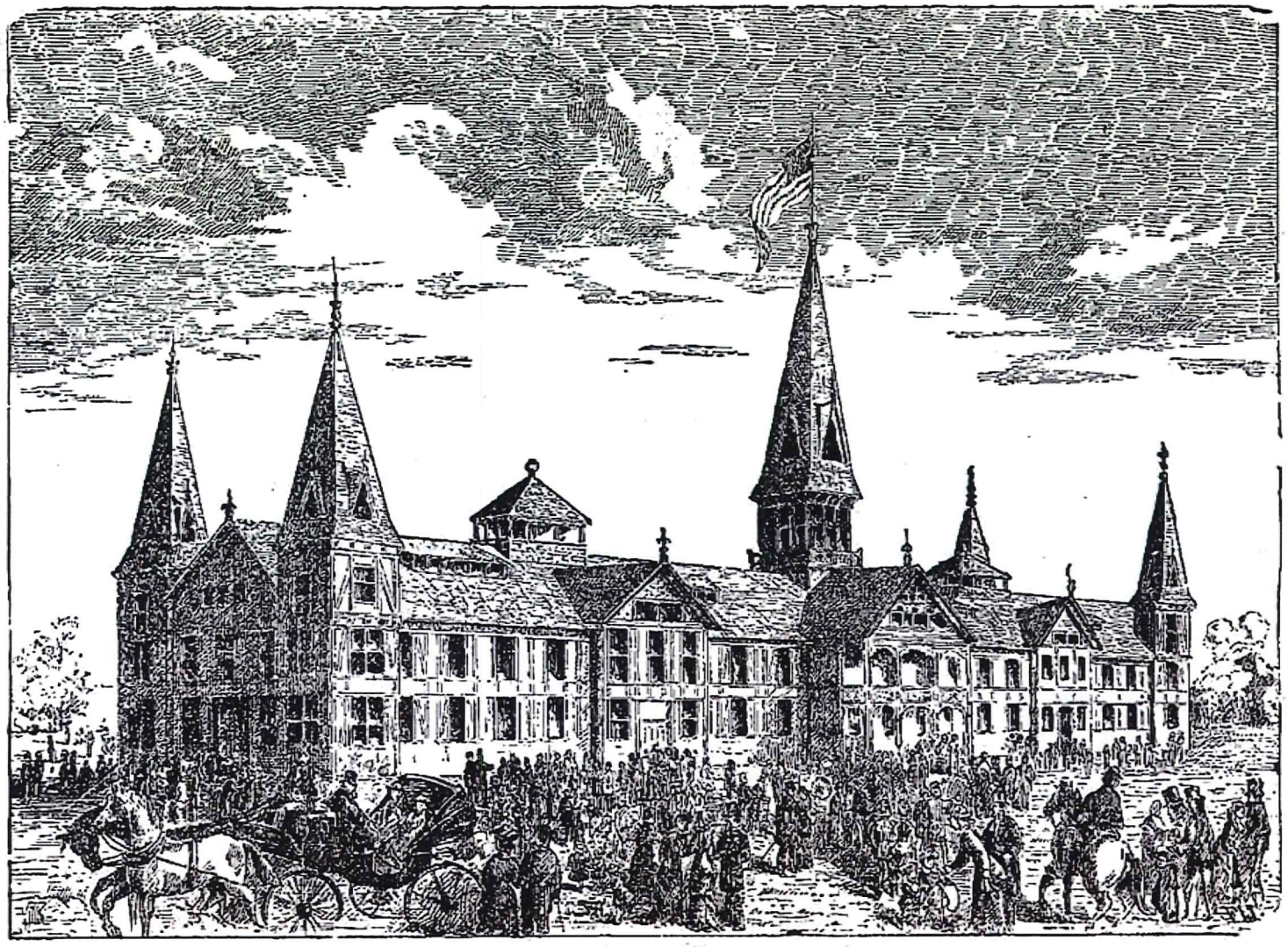
Dumpster Day

- Prospect Avenue – site
- CB&E grant
- Other Neighborhoods used
  - Junk Removal
  - .
  - .

Old Business

New Business

Adjourn



EXPOSITION BUILDING.

1886-1887 City Directory


Kentucky St
Kentucky St
Jackson St
Jackson St
Jackson St
Jackson St
W New York Ave
East Hall Park
Exposition Building
RACE COURSE
W Murdock Ave
Wisconsin St
Stillwell Ave
Liberty St
Liberty St
Beech St
Beech St
W Bent Ave
Congress Avenue Athletic Park
Garfield St
Hobbs Ave
Cedar St
Cedar St
Congress Ave
Vine Ave
Walnut St
Walnut St
Short Ave
Spruce St
Spruce St
Vinland St
Elmwood Ave
Mitchell St
Reed Ave
Lamar Ave
Columbia Ave
Olive St
Elmwood Ave
Goss Ct
Congress Ave
Algoma Blvd
Crane St
Sheridan St
Algoma Boulevard United Methodist
Murdock Ave

QUARRY PARK NEIGHBORHOOD

QUARRY PARK MASTER PLAN

CITY OF OSHKOSH
GREAT NEIGHBORHOODS PROGRAM

PROGRAM APPLICATION

Neighborhood Association: Quarry Park

Neighborhood Representative: Pam Ruder

Phone number: (920) 573-6355 Email: pamandjulie1537@gmail.com

Amount requested: $70,000 Phase I + any available for Phase II

Briefly describe the project/activity, including its purpose, who will manage it, community partners, and start/end dates:

Quarry Park Revitalization: Beautification and development of passive use options with a rock theme. Hiring a master designer/planner for a professional layout and working with the City Parks CIP plans for adding walking paths; along with a private contractor (Landscape solutions) to bring in rocks for garden areas.

Passive use options: walking paths (pea gravel), benches, picnic tables (with a cover for shade), exercise stations, rock garden (rocks of Wisconsin), prairie garden, music garden (Burke music playground equipment) 4-6 instruments, flower gardens, new signage.

Building pride in our Quarry Park Neighborhood and having a place to come together will be a perfect opportunity for a newly formed neighborhood association. Five years total to finish.

Scope/Quality/Creativity/Anticipated Outcomes:

The plan can be broken into Phases as we work with a Master Plan to transform the empty green space into passive use areas for the community to enjoy.

The newly formed neighborhood association is excited to see the City of Oshkosh is willing to work together to revitalize this seemingly forgotten Park. Building pride in the neighborhood along with generating a more walkable area, and adding the musical instruments (Quarry Park Rocks!) will make Quarry Park a neighborhood attraction instead of just an old landfill! The neighborhood recognizes that we have limitations but are excited that something can be done.

Neighborhood Benefit:

Quarry Park is a former landfill and our meetings with the City of Oshkosh personnel has outlined the many limitations for what can be done with the space. The Neighborhood Association would like to see that the City is doing something to enhance this park that has sat with nothing for so long. The walking paths would allow for healthy movement for people of all ages; benches and tables would enhance social connectedness; and the beautification areas would be something the neighborhood association could assist with like weeding, watering and we have a school we could partner with to grow/plant seeds.

Project Readiness:

Since the neighborhood association is newly formed we have many neighbors who are eager to see the park revitalized and willing to help with the transformation. Quarry Park is a blank slate as the Parks Department finished the demolition of the former restroom building and perhaps there is money left from the $170,000 budget to remove the remaining dead ash tree and stumps.

Consistency with Existing Plans and Policies:

The 2023 CIP Projects included the Quarry Park Restroom Removal at $170,000, this started in June of 2024 and hopefully can include the removal of the last dead ash tree and the remaining stumps. This plan also included potential new landscaping being added.

Each year the Parks department has $25,000 budgeted in the Park Trails Improvement Plan - Quarry Park is in need of trails that could be used for walking in the summer and show shoeing in the winter.

Neighborhood Association Involvement:

Neighbors are excited to revitalize this green space that is relatively unused. The Neighborhood Association formed in the Fall of 2023 and would be interested in helping with the yearly upkeep of the various gardens. We also have a middle school that we can partner with to help with growing, planting, watering and weeding.

BUDGET

Project Costs (Please list all cash expenditures required for the project including cost of permits, fees, etc.): Phase I:

$10,000 Master Plan
$15,000 Park Signage
$15,000 Park Trails Improvement
$30,000 Music Instruments
$70,000

Phase II

$20,000 Rock Garden
$15,000 Picnic Tables with Cover
$12,000 Benches (6)
$7,000 Prairie Garden
$7,000 Flower Garden
$61,000

Project Income (Please list all cash available to cover the "Project Costs". This does not include in-kind matches or donated materials and supplies.):

Great Neighborhoods Grant
Manager recommended CIP $25,000
ARP Community Grants
State Farm Community Development Grant

Please list in-kind donations of goods and services:

Landscape solutions $150 plan fee

Application Deadline: July 19, 2024

Before submitting this proposal, please review this application carefully to make sure it is completed in full. Applications must be accompanied with written proof of neighborhood decision making process. Applications that are not filled out completely will not be considered. If you have any questions, please contact City of Oshkosh–Planning Services Division at 920-236-5059. Return completed applications in person or email to:

City of Oshkosh
Planning Services Division, Room 204
215 Church Avenue, P.O. Box 1130
Oshkosh, WI 54903-1130
OR
Email: bnielsen@oshkoshwi.gov

Application Checklist

- ☑ Pre-Submittal Meeting
- ☑ Completed Application Form
- ☑ Proof of Neighborhood Decision Making Process (meeting notes, meeting minutes).

OSHKOSH HEALTHY NEIGHBORHOODS

Quarry Park Neighborhood Association Core Team met on Thursday, June 13th at 6:00pm. via Zoom. Present: Kirsten Langkau, Pam Ruder, Lori Buskirk, Julie Ortman, Michelle Rondinelli (Ruby), Jeff Lawrence, and Connie Drexler.

We discussed:

- Pam, Connie and Julie attended a pre-planning meeting with the City Planners for the Great Neighborhoods Grant on June 11th. A Quarry Park Checklist was developed by the subcommittee and the consensus was that we should move forward with a Great Neighborhoods Grant for 2024 that would entail a conceptual plan (professionally done) and the beautification of the sign(s). Pam, Julie and Jeff will work with Brandon to submit the application by July 19, 2024.

- Jeff's on Rugby June meet-up on June 12th was well received with 28 neighbors in attendance and Tom provided tours of the Block Party Trailer. $158 was spent on the raffle and appetizers.

- Connie shared notes from the Alliance Meeting. Welcome bags are important to distribute to new neighbors and let them know about Quarry Park. Some Good Junk was used by Sacred Heart for a declutter event—maybe something we consider in the future. GOHNI is accepting applications for Rock The Block 2025, this is a great opportunity for a Neighborhood Revitalization. The consensus of the group is this would suit us better in a couple years.

- NNO, Tuesday, August 6th 5-7pm at Wesley United Methodist Church
  - Co-chairs—Lori and Kirsten, Budget--$350
  - Food/beverage: ice cream-Ripon truck, BYOB, Michelle will get pricing from Rodney for 50-75 people.
  - Kids activity—chalk art-yes; a few bags games; painting rocks?
  - Music— Julie will DJ
  - We are registered with Kate Mann, kmann@oshkoshwi.gov and will block off Florida between Georgia and the church driveway

- Summer Mailing, Julie/Michelle

  NNO announcement; Facebook info; Book club message?

  Annual Meeting October 10, 2024 6:00pm at Wesley United Methodist Church

  Agenda:

  1. Welcome and introductions
  2. Year In Review
  3. Quarry Park updates/discussion
  4. Vote on Core Team members

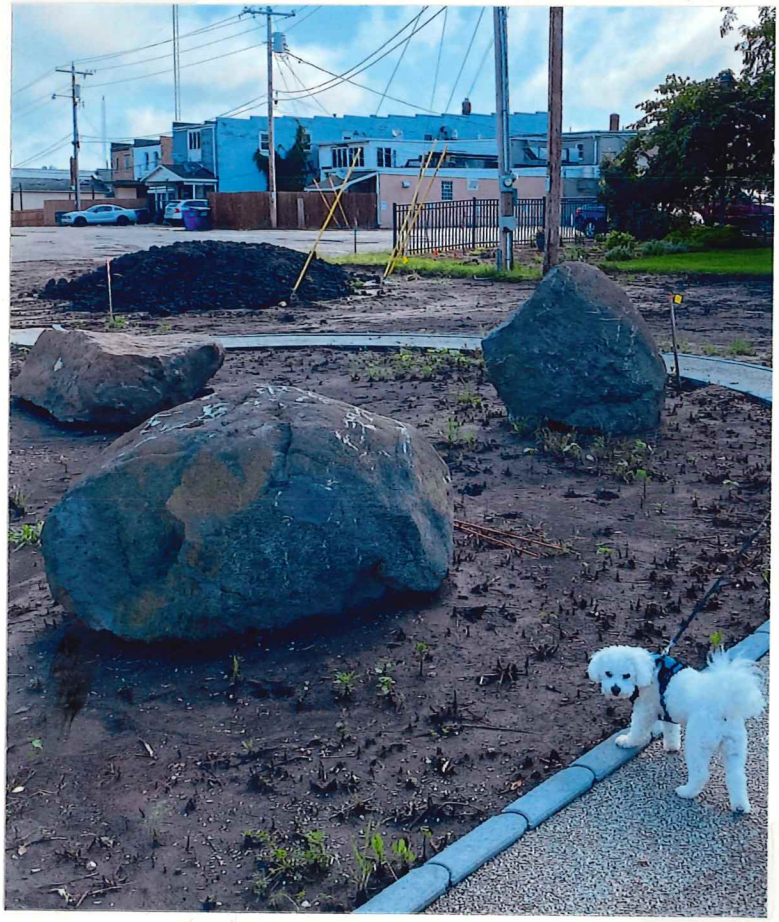
- Julie asked about getting new yard signs specifically for our neighborhood—more research will be done
- Next core team meeting July 16th at Kirsten's (876 17th); Aug 13th at Lori's; September 12th at Connie's

Quarry Park Checklist:

- New Sign with flower garden, rocks, prairie planting
- Sand and recycled rubber walking/snow shoeing path-perhaps lined with Rocks of Wisconsin
- Picnic area –shade roofs
- Big grassy area for running
- Exercise stations with solar lighting
- Music Parks Rock! What is a Music Park and why do they rock? Musical parks and playgrounds are a new trend in musical expression, and they are beginning to take off. Several companies create outdoor musical instruments that are durable, sustainable, play real music, and can withstand the elements allowing them to be installed outside in parks, playgrounds and public spaces.

- NOT AN OPTION:
- Large, dedicated parking lot
- Drinking fountains
- Bathrooms
- Lots of trees for shade
- Pickleball courts
- Dog Park—no parking lot





Big Rocks for rock garden

Walking path — pea gravel with bullet brick border

From: Julie Ortman pamandjulie1537@gmail.com
Subject: Shelters
Date: Jun 11, 2024 at 9:18:59 AM
To: Julie Ortman pamandjulie1537@gmail.com




CRS
PH: (928) 775-3307
CLASSIC RECREATION SYSTEMS, INC.

City of Oshkosh, Wisconsin

MANAGER RECOMMENDED CIP

2023 thru 2032

PROJECTS BY DEPARTMENT

Department	#	Priority	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
6610 - Park Land Imprv 0325													
Park Trails Improvements	00A PRK TRLS	3	25,000	25,000	25,000	25,000	25,000						125,000
Lakeshore Park Development	23 LAKESHORE	3	250,000	300,000	500,000	500,000	500,000						2,050,000
Pickart Park Development	23 PRK PCKRT	3	350,000										350,000
PCWP Leisure Pool	23 PRK POOL1	2	400,000										400,000
PCWP Heaters	23 PRK POOL2	2	25,000	25,000	25,000								75,000
Quarry Park Restroom Removal	23 PRK QRRY	3	170,000										170,000
Roe Park Play Equipment Replacement	23 ROE EQUIP	2	200,000										200,000
Rusch Park Development	23 RUSCH DEV	3	350,000										350,000
Teichmiller Park Tennis Court Reconstruct	23 TEIC TNIS	3	120,000										120,000
Westhaven Circle Prk Tennis Crt Reconstuct	23 WHCRL TNS	3	120,000										120,000
44th Parallel Park Play Equip & Surfacing	24 44P EQUIP	3		300,000									300,000
44th Parallel Park Tennis Court Reconst	24 44P TENIS	3			100,000								100,000
Menominee Park Zoo Improvements	24 M PRK ZOO	3		100,000		100,000							200,000
Menominee Prk Prkg Lot & Reetz Flds - Design	24 MP LOT DS	3		475,000	4,200,000								4,675,000
Stevens Park Play Equipment and Surfacing	24 SP EQUIP	3			275,000								275,000
Stevens Park Lighting Replacement	24 SP LGHTS	3			35,000								35,000
Stevens Park Tennis & Bball Courts	24 SP TNS BB	3			75,000								75,000
Site "A"- Ripple & Oregon	24SITE A DEV	3			350,000								350,000
Abe Rochlin Park Play Equipment & Surfacing	25 ABE EQUIP	3			250,000								250,000
Central City Acquisition	25 CTRL CITY	3	125,000		500,000								625,000
Menominee Park Lighting Replacement	25 MP LIGHTS	3			80,000								80,000
Menominee Park Road Reconstruction	25 MP RD CON	3			2,000,000								2,000,000
Rainbow Mem Prk Play Equipment & Surfacing	25 RB EQUIP	3			250,000								250,000
44th Parallel Park Ballfield Reconstruction	26 44P BALL	3				250,000							250,000
Abbey Park Play Equipment & Surfacing	26 ABY EQUIP	3				250,000							250,000
Red Arrow Park Play Equipment	26 ARW EQUIP	3				250,000							250,000

Department	#	Priority	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Red Arrow Skate Park	26 ARW SKTE	3				100,000							100,000
Menominee Park Tennis Court Lights	26 MP TC LTS	4				70,000							70,000
Boat Launch Repairs	26 PRK BOAT	3				100,000							100,000
Rainbow Memorial Park Improvements	26 RB PRK IP	4				400,000	4,500,000						4,900,000
West Algoma Park Play Equipment & Surfacing	26 W ALG EQP	3				250,000							250,000
Red Arrow Park Lighting Replacement	27 ARW LGHTS	3					50,000						50,000
Stoegbauer Park Restrooms/Shelter Constr	27 STGBR BLD	3					500,000						500,000
Westhaven Circle Park - Splash Pad	27 WHCRL PAD	4					500,000						500,000
Replace Amusement Train	99 PRKS VEH4	n/a				80,000							80,000
6610 - Park Land Imprv 0325 Total			**2,135,000**	**1,225,000**	**8,665,000**	**2,375,000**	**6,075,000**						**20,475,000**
GRAND TOTAL			**2,135,000**	**1,225,000**	**8,665,000**	**2,375,000**	**6,075,000**						**20,475,000**

MANAGER RECOMMENDED CIP

2023 *thru* 2032

City of Oshkosh, Wisconsin

Project #	23 PRK QRRY
Project Name	Quarry Park Restroom Removal



Type	Improvement	Department	6610 - Park Land Imprv 03
Useful Life	n/a	Contact	Parks Director
Category	7214 - Buildings	Priority	3 Important
CIP Proj. Score:		MUNIS Acct #:	0325-0610
PASER Rating:		MUNIS Proj #:	62155
		Status	Active
		Total Project Cost:	$170,000

Description

Removal of the restroom building and parking lot to return it to green space. The parking lot was assessed as part of the city's parking lot program along with the need for the restroom building. There is limted use of the park for organized activities due to the methane gas issue. The parking lot and building would be removed and potential landscaping added at the site.

Justification

Quarry Park is a neighborhood park located on a former landfill site that is used primarily by the neighbors for passive recreation. The restroom building has been closed for 12+ years and the parking lot is no longer usable due to its condition. Rather than reconstruct the parking lot and make major renovations to the building, both of these would be removed to add green space.

Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
7214 - Buildings	170,000										170,000
Total	**170,000**										**170,000**

Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
4401-Debt	170,000										170,000
Total	**170,000**										**170,000**

Budget Impact/Other

Reduce the need for maintenance and reconstruction of both the building and parking lot.

MANAGER RECOMMENDED CIP

2023 *thru* 2032

City of Oshkosh, Wisconsin

Project #	00A PRK TRLS
Project Name	Park Trails Improvements

Type	Infrastructure - Replaceme	Department	6610 - Park Land Imprv 03
Useful Life	25 years	Contact	Parks Director
Category	7216 - Land Improvement	Priority	3 Important
CIP Proj. Score:		MUNIS Acct #:	0325-0610
PASER Rating:		MUNIS Proj #:	07955
		Status	Active
		Total Project Cost:	$150,000

Description

Repair deteriorating trails throughout City of Oshkosh parks system.

Justification

Trails within the parks system need repaving/repairs. Funds for repairing various portions of the trails is an expense requested by the department every year. Whenever possible, the projects will be coordinated with Streets Division staff.

Prior	Expenditures	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
25,000	7216 - Land Improvement	25,000	25,000	25,000	25,000	25,000						125,000
Total	Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**						**125,000**

Prior	Funding Sources	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
25,000	4401-Debt	25,000	25,000	25,000	25,000	25,000						125,000
Total	Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**						**125,000**

Budget Impact/Other

These funds are requested annually to keep up with trail repairs.

QUARRY PARK NEIGHBORHOOD

MARIGOLD TERRACE

CITY OF OSHKOSH
GREAT NEIGHBORHOODS PROGRAM

PROGRAM APPLICATION

Neighborhood Association: Quarry Park Neighborhood

Neighborhood Representative: Pam Ruder

Phone number: (920) 573-6355 Email: pamandjulie1337@gmail.com

Amount requested: $5,000 for Marigold Way

Briefly describe the project/activity, including its purpose, who will manage it, community partners, and start/end dates:

A row of flowers (Marigolds) planted on the terrace (east only) along the west border (Knapp St) of Quarry Park Neighborhood from South Park to 18th Ave. The flowers would enhance the curb appeal highlighting the border of the Neighborhood. The neighborhood association would work with South Park Middle School to start the seeds and have a planting day in late May. The Neighborhood Association would weed, feed and water throughout the summer and then partner with the school again to harvest and winterize the area.

Scope/Quality/Creativity/Anticipated Outcomes:

The great Neighborhoods Program would allow for the prepping of the planting area. The grass, roots and weeds would need to be removed and a fresh layer of top soil and compost applied. This would need to be done in late April/early May weather depending.

Adding color (alternating yellow & orange) to this area will beautify the west border of the Neighborhood and will be a source of pride for the students that grew the seeds and the neighbors who planted the flowers.

Neighborhood Benefit:

The planting and harvesting would be a community engagement opportunity for the neighborhood. The added curb appeal would not only beautify the area; similar to the "Marigold Mile" in Appleton, it would be a source of pride for the Neighborhood.

Project Readiness:

Once the area is prepped with the removal of the grass, roots and weeds and a fresh layer of top soil/compost applied this is a project that the Neighborhood can take on each year at little cost.

Consistency with Existing Plans and Policies:

The sidewalks are not scheduled to be replaced any time soon so this is a great use of the very narrow terrace. The flowers would provide a better visual barrier between the traffic and the pedestrian walkway.

Neighborhood Association Involvement:

The Neighborhood Association will coordinate the growing, planting, weeding, watering, feeding and harvesting of the flowers each year.

BUDGET

Project Costs (Please list all cash expenditures required for the project including cost of permits, fees, etc.):

$5,888 Removal of grass, weeds; add layer of fresh top soil; purchase seeds, soil and containers to start seeds (825 plants); plant food.

Project Income (Please list all cash available to cover the "Project Costs". This does not include in-kind matches or donated materials and supplies.):

Neighborhood CB*E of $180 to grow the flowers starting in year 2.

Please list in-kind donations of goods and services:

Mary Beth Nienhaus' words of wisdom from the "Marigold Mile" in Appleton

Application Deadline: July 19, 2024

Before submitting this proposal, please review this application carefully to make sure it is completed in full. Applications must be accompanied with written proof of neighborhood decision making process. Applications that are not filled out completely will not be considered. If you have any questions, please contact City of Oshkosh–Planning Services Division at 920-236-5059. Return completed applications in person or email to:

City of Oshkosh
Planning Services Division, Room 204
215 Church Avenue, P.O. Box 1130
Oshkosh, WI 54903-1130
OR
Email: bnielsen@oshkoshwi.gov

Application Checklist

- ☑ Pre-Submittal Meeting
- ☑ Completed Application Form
- ☑ Proof of Neighborhood Decision Making Process (meeting notes, meeting minutes).

OSHKOSH HEALTHY NEIGHBORHOODS

Quarry Park Neighborhood Association Core Team met on Tuesday, July 13th at 6:00pm at 876 17th Ave.
Present: **Kirsten Langkau, Pam Ruder, Lori Buskirk, Julie Ortman, and Connie Drexler.**

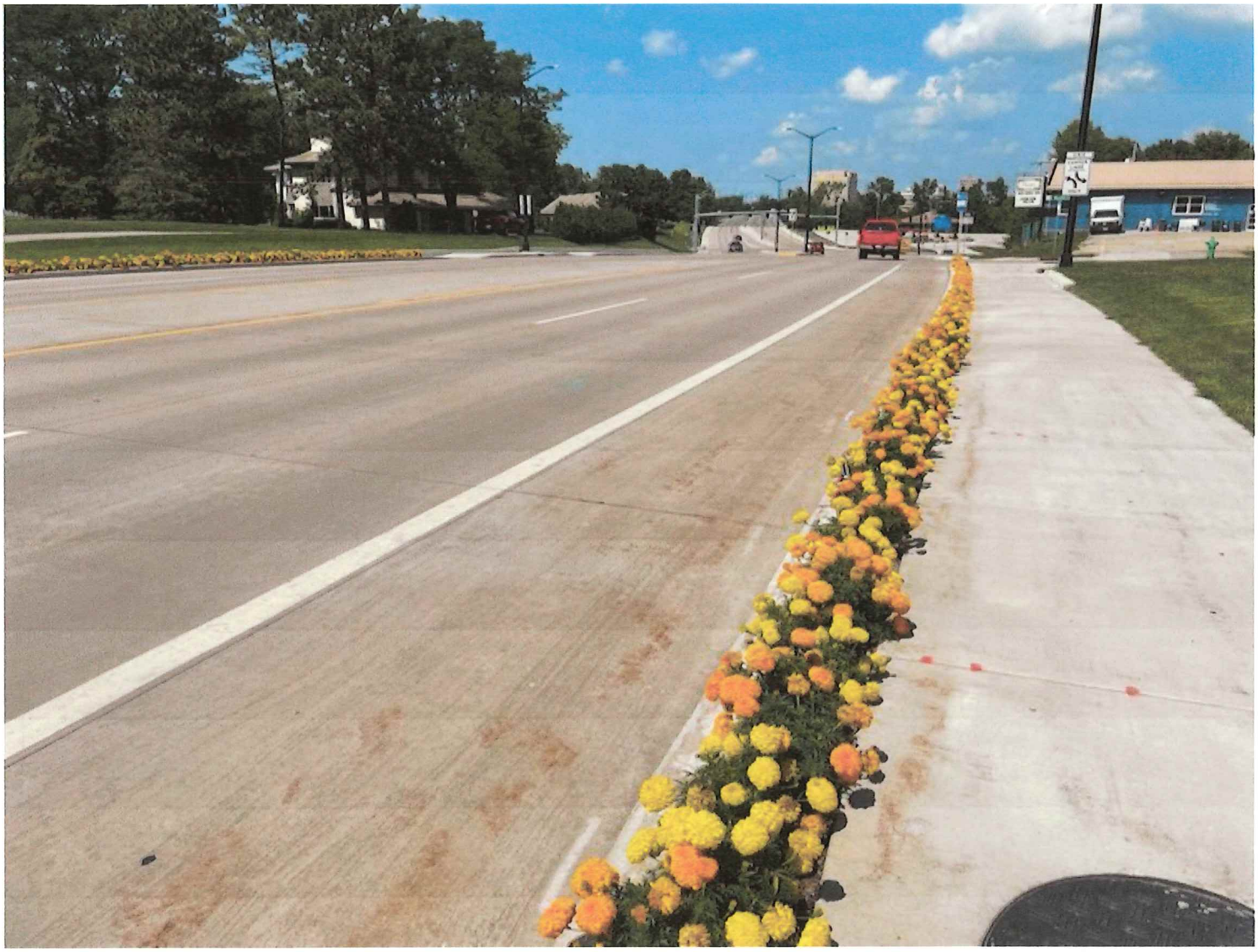
We discussed:

- Finalize Neighborhood Night Out (NNO), Tuesday, August 6th 5-7pm at WUMC, Florida Street
  - Co-chairs—Lori and Kirsten, Budget--$350
  - Food/beverage: ice cream-Ripon truck, BYOB, Due to the Mile High Food Truck needing a $750 guarantee the group decided to cancel the food truck and went with a simple hot dog/chip combo that would be available to attendees. Kirsten is purchasing the hotdogs, buns, chips, condiments, and water. Lori will bring the napkins and onions. Connie will take the food over early and get things setup and bring the Nesco (Pam will bring the ice). Pam will connect with the church and request tables, chairs and a garbage can. Julie and Jeff will coordinate registration (nametags) and the 30 ice cream coupons. Michelle is our resident photographer and will oversee activities.
  - Kids activity—chalk art-Lori is set; a few bags games (Connie, Lori/Kristen); painting rocks-Julie
  - Music— Julie will DJ
  - 10 X 10's-Kirsten and Pam
  - We are registered with Kate Mann, kmann@oshkoshwi.gov and will block off Florida between Georgia and the church driveway
  - If it is inclement weather, we will cancel.
- Draft of Summer Mailing, Julie/Michelle

  NNO announcement; Facebook info; Book Club; and Annual meeting (10/10/24) agenda:

  1. Welcome and introductions
  2. Year In Review
  3. Quarry Park updates/discussion
  4. Vote on Core Team members

- 2024 Great Neighborhoods Grant for Quarry Park Revitalization Phase I was submitted. The core team discussed and approved a second 2024 Great Neighborhoods Grant request for "Marigold Way" as the neighborhood would like to remove the sod in the one-foot terrace and replace with flowers along Knapp St which is the western border of the neighborhood from South Park to 18th Ave. This could be a great partnership with South Park Middle School as we work to beautify the neighborhood. Grant application deadline is July 19th.
- Thursday, October 17th is the Heros event at the Waters $25 for program/food, core team members are invited.
- Next core team meeting is at Lori's (642 17th Ave); September 12th at Connie's
- Quarry Park Rocks!





STEVENS PARK NEIGHBORHOOD

STEVENS PARK FLAG POLE & PATH LIGHTING

CITY OF OSHKOSH
GREAT NEIGHBORHOODS PROGRAM

PROGRAM APPLICATION

Neighborhood Association: Stevens Park Neighborhood Association

Neighborhood Representative: Ron Hansche

Phone number: (920) 410-0466 Email: rlhansche@outlook.com

Amount requested: $29,500 ($9,500 for flag pole installation & $20,000 for lighting for path in Stevens Park)

Briefly describe the project/activity, including its purpose, who will manage it, community partners, and start/end dates:

Flag pole installation

In 2023 SPNA received a donation of $2,500 from a SPNA neighbor. The requirement was to identify and start a SPNA selected project and complete within 2 years. SPNA approved the installation of a lighted flag pole in Stevens Park.

The purpose is to promote citizenship/respect for the nation and honor of the USA flag.

The project will be managed by the City of Oshkosh Parks Department and Steering Committee of SPNA.

The project is to start summer 2024 and be completed by November 2024.

Lighting for path in Stevens Park

Installation of lighting on the path that goes through Stevens Park.

Installation of lighting on the path is proposed to reduce vandalism and create safe and secure walkways to be used by neighbors.

Project will be managed by the City of Oshkosh Parks Department, the City of Oshkosh Electrical Department, and Steering Committee of SPNA.

Project will start upon awarding Great Neighborhoods Program Grant.

Completion will be early November 2024.

Scope/Quality/Creativity/Anticipated Outcomes:

Flag pole installation

Anticipated outcome is to respect our nation, be patriots of America, promote being a good citizen, and honor the USA.

The flag pole will be available to state the pledge of Allegiance or National Anthem.

Lighting for path in Stevens Park

Proposed outcome is to provide additional security and safety in the park at all times.

Neighborhood Benefit:

Flag pole installation

To promote the benefits of being a U.S. citizen. Teaching how to respect our nation, state, city, and community.

Lighting for path in Stevens Park

Lighting the path from Frankfort to Eveline will provide better safety conditions for neighbors using the park and path anytime.

Project Readiness:

Flag pole installation

SPNA has the original donation ready for use. The City of Oshkosh Parks Department has the time available to order and install in conjunction with the installation of the additional request to light the path in the park.

All labor for installation to be provided by the City of Oshkosh Parks Department and City Electrician.

Lighting for path in Stevens Park

Lighting of the path has been programed / budgeted for 2027. SPNA has received an anonymous donation of $30,000 to light the path in the park. The SPNA coordinator has met with Park officials about the lighting project. It has been decided by the Parks Department to move the lighting to 2024 because of the donation. The Parks Department is ready to bring immediately to implement the project.

Consistency with Existing Plans and Policies:

Flag pole installation

Over the last few years, the City of Oshkosh Parks Department has permitted flag poles to be

installed in some parks. SPNA has met with Assistant Parks Director, Chad Dallman, to discuss and approve the project. We have also met with the City Electrician to arrange for lighting of the flag. Each have approved lighting and installation of the flag pole.

Lighting for path in Stevens Park

Lighting of the path was originally planned in the City of Oshkosh Parks 5-year plan for 2027. The donation of $30,000, over half of the cost of materials, the project is proposed to be completed in 2024. This is consistent with the present long-range plans for Stevens Park.

Neighborhood Association Involvement:

Flag pole installation

SPNA will hold a special meeting to dedicate and furnish a flag whenever the flag requires replacement, and dispose of the old flag in the correct manner.

Lighting for path in Stevens Park

SPNA will provide landscape services upon completion of construction.

BUDGET

Project Costs (Please list all cash expenditures required for the project including cost of permits, fees, etc.):

Flag pole installation

Budget for project is estimated at $12,000
Request of SPNA - $9,500 for materials
Cash donation from SPNA - $2,500
All labor to be furnish by the City of Oshkosh Parks Department

Lighting for path in Stevens Park

Proposed total budget for project Is $50,000
$30,000 donation from a neighbor via Oshkosh Community Foundation
$20,000 with the award to SPNA from Great Neighborhoods Program
All labor for installation at no cost by City Electrical Department

Project Income (Please list all cash available to cover the “Project Costs”. This does not include in-kind matches or donated materials and supplies.):

Flag pole installation

$2,500 from SPNA account at the Oshkosh Community Foundation to be paid to the City of Oshkosh Parks Department.

Lighting for path in Stevens Park

$30,000 – anonymous neighbor
$20,000 – SPNA Great Neighborhoods Program

Please list in-kind donations of goods and services:

Flag pole installation

SPNA will provide flag as required whenever it has to be replaced.

Lighting for path in Stevens Park

All installation cost to be provided at no cost to project by city staff.

All landscape services provided by SPNA upon completion of lighting.

Application Deadline: July 19, 2024

Before submitting this proposal, please review this application carefully to make sure it is completed in full. Applications must be accompanied with written proof of neighborhood decision making process. Applications that are not filled out completely will not be considered. If you have any questions, please contact City of Oshkosh–Planning Services Division at 920-236-5059. Return completed applications in person or email to:

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215 Church Avenue, P.O. Box 1130
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OR
Email: bnielsen@oshkoshwi.gov

Application Checklist

- ☐ Pre-Submittal Meeting
- ☐ Completed Application Form
- ☐ Proof of Neighborhood Decision Making Process (meeting notes, meeting minutes).

Agenda SPNA May Meeting 5/23

Introductions.

Police If Present.

Vandelizum on Park. Little Laborsop

Graffie in Rest Room

Garbage/Debris spread about.

Treasurers Report.

✓ Bowen Garden VEC. SP Garden

Mid June Lopez May 28 - 6/8

✓ Speaker. Darryl Darryl Darryl Intro

✓ Soft Ball Tes/No. - 5 wed 5:30/7:30 10 volunteers

SP Times. Distributed Week of June 17

Park Lights Explosion Project

Great Neighborhood Grant Program

Schedule Approval to apply to grant

APPROVED - NO objections Grant for ~20,000

Flag Pole - Discuss Grant - Good timing 12000

APPROVED - NO objections Grant for 9500

Any Other Business..

Next Meeting June 28

Agenda SPNA May Meeting 5/23

Introductions.

Police If Present.

Vandelizum on Park. Little Laborsop

Graffie in Rest Room

Garbage/Debris spread about.

Treasurers Report.

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Schedule Approval to apply to grant

APPROVED - NO objections Grant for ~20,000

Flag Pole - Discuss Grant - Good timing 12000

APPROVED - NO objections Grant for 9500

Any Other Business..

Next Meeting June 28

STEVENS PARK, MENOMINEE SOUTH, & RIVER EAST NEIGHBORHOODS

WASHINGTON BUST LOCATION STUDY

CITY OF OSHKOSH
GREAT NEIGHBORHOODS PROGRAM

PROGRAM APPLICATION

Neighborhood Association: Stevens Park / River East / Menominee South

Neighborhood Representative: Rob Hansche SPNA Coordinator

Phone number: (920) 410 0466 Email: rlhansche@outlook.com

Amount requested: $6,500

Briefly describe the project/activity, including its purpose, who will manage it, community partners, and start/end dates:

Project will be to determine a location of the Washington Bust that will be removed from Washington School at time of demolition. This is a joint request by the 3 Neighborhood Associations that were part of the Washington School District and to seek funding for this study.

Community Partners will be the Oshkosh Public Library, Oshkosh Public Museum and local Historical Society.

The 3 Neighborhood Associations have discussed the submitting of this funding request and are in agreement to serve on this Site Selection and Design approval for this statue.

Scope/Quality/Creativity/Anticipated Outcomes:

Scope of Project is to select a new site for the statue and create a design of the site where it will be located.

Neighborhood Benefit:

The 3neighborhood association requesting the study funding when previously a part of the Washington grade school and would like to determine the final location in conjunction with the city stake holders

Project Readiness:

THE 3neighborhoods ARE READY to meet with the various city Boards to determine the final location of the statue.

Consistency with Existing Plans and Policies:

there presently ARE NO plans for the new location of the statue. The Public Library Board is responsible for the care and up Keep of the Bust of George Washington

Neighborhood Association Involvement:

River East, Menominee South and Stevens Park Neighborhood Associations will appoint 2 members EACH to participate in the study and design along with the School District and City Boards and Commissions that have jurisdiction over this Artifact.

BUDGET

Project Costs (Please list all cash expenditures required for the project including cost of permits, fees, etc.):

A sum of $6500 is requested to fund the site skeleton and alternate site design for the George Washington Artifact from Washington Elementary School

Project Income (Please list all cash available to cover the "Project Costs". This does not include in-kind matches or donated materials and supplies.):

This request for funding is the total funds requested for the study

Please list in-kind donations of goods and services:

At this time there are no in kind donations anticipated

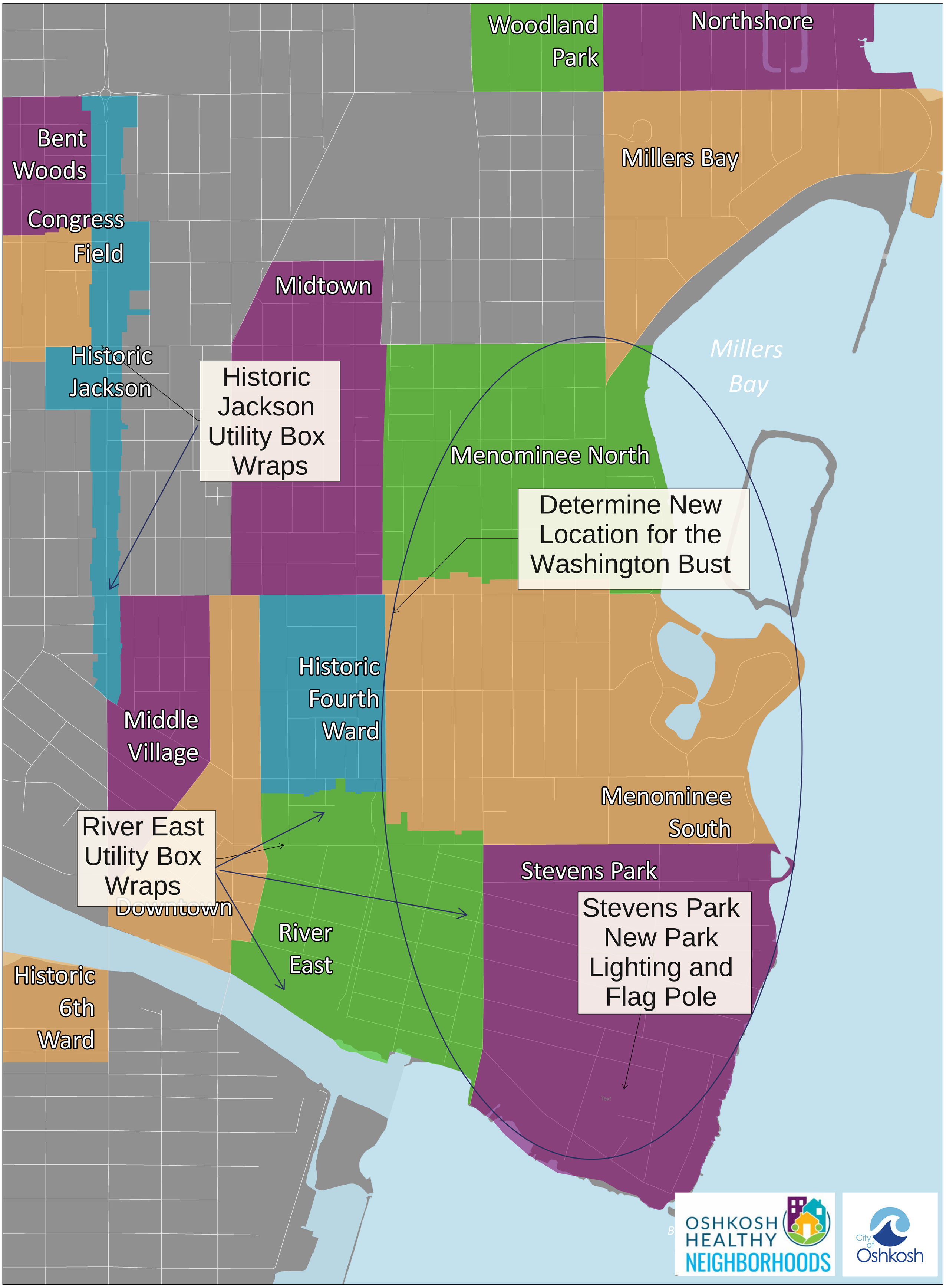
Application Deadline: July 19, 2024

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Application Checklist

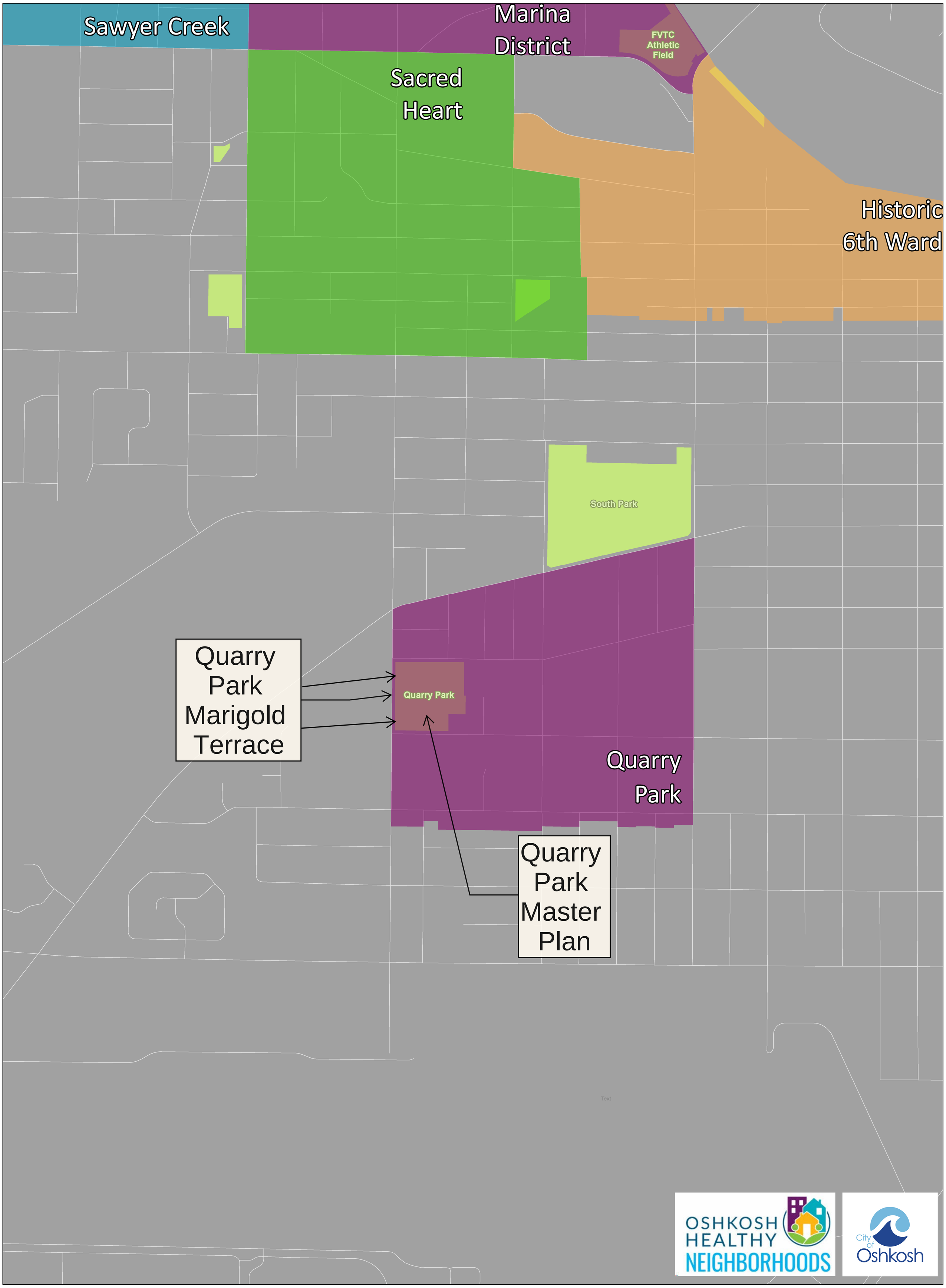
- [X] Pre-Submittal Meeting Requested by Oshkosh Planning Dept
- [X] Completed Application Form
- [ ] Proof of Neighborhood Decision Making Process (meeting notes, meeting minutes). Approved by the 3 associations requesting this program grant



City of Oshkosh Neighborhood Associations

Please contact Gohni.org or give us a call at (920) 230-2717 to learn how to connect with your neighbors to create a safe, healthy, and inclusive environment.

Great Neighborhoods Start With You! 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



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TO:	Honorable Mayor and Members of the Common Council
FROM:	Jim Collins, Director of Transportation
DATE:	October 22, 2024
SUBJECT:	Oshkosh Area Metropolitan Planning Organization Electric Vehicle Readiness Plan

BACKGROUND

Over the years, the city has received numerous questions from businesses and residents regarding electric vehicle charging. We have received inquiries from businesses willing to donate charging stations as well as from businesses requesting public charging infrastructure be installed in the central city, and questions from the Sustainability Advisory Board regarding this.

ANALYSIS

As a result of these requests, the city requested the assistance of our Metropolitan Planning Organization (MPO), the East Central Wisconsin Regional Planning Commission (ECWRPC), to put together a plan so that the city and surrounding areas better understand the electric vehicle charging market, current and potential EV charging locations and installation as well as funding alternatives.

ECWRPC put together a Request for Proposal for a consultant to help put together a report and plan. SRF Consultants was chosen. A diverse stakeholder group was put together and public engagement was sought. A number of stakeholder and public meetings were held to get input. The feedback heard during these meetings was incorporated into the plan. Ultimately, the plan recommended that if the city and/or area pursues public charging stations, they should initially be part of a pilot. The locations recommended in Oshkosh are the Convention Center North Parking lot and/or the Lakeshore Park parking lot.

The final plan was presented at a joint workshop of the Transportation Committee and Common Council on October 10th. Six members of the Committee were present as well as two council members.

The feedback from the Transportation Committee was that the plan was well done and informative. The committee thought the city should have an EV plan but wasn't comfortable recommending any specific implementation or pilot since all the funding implications and details are not currently available. Staff explained that there are not any plans and/or budget for a pilot at this time. Any implementation would require further discussion and action from the committee and/or Council including budgeting. This plan can be used as a guide in the future if the city decides to invest in EV charging infrastructure and/or grant or gift opportunities arise. East Central will also be asking their Policy Board to adopt the plan for these purposes.

FISCAL IMPACT

There is no fiscal impact at this time. Any fiscal impact would require budgetary action.

RECOMMENDATION

I recommend that Council adopt the plan at the November 12th meeting.

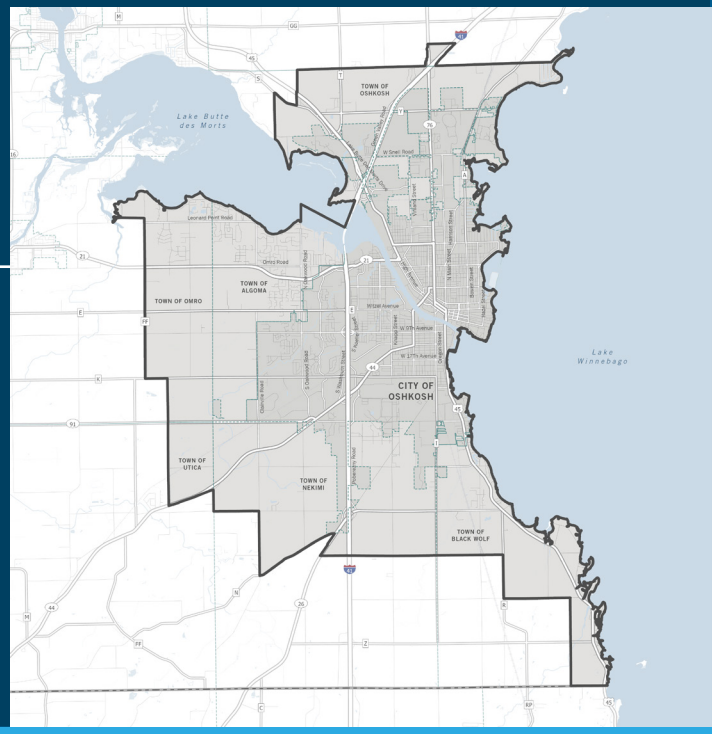
Attachments

Presentation from October 10, 2024 Joint Workshop
Electric Vehicle Readiness Plan

Oshkosh Area MPO EV Readiness Plan

Oshkosh City Council Presentation

October 10, 2024



East Central Wisconsin Regional Planning Commission ECWRPC

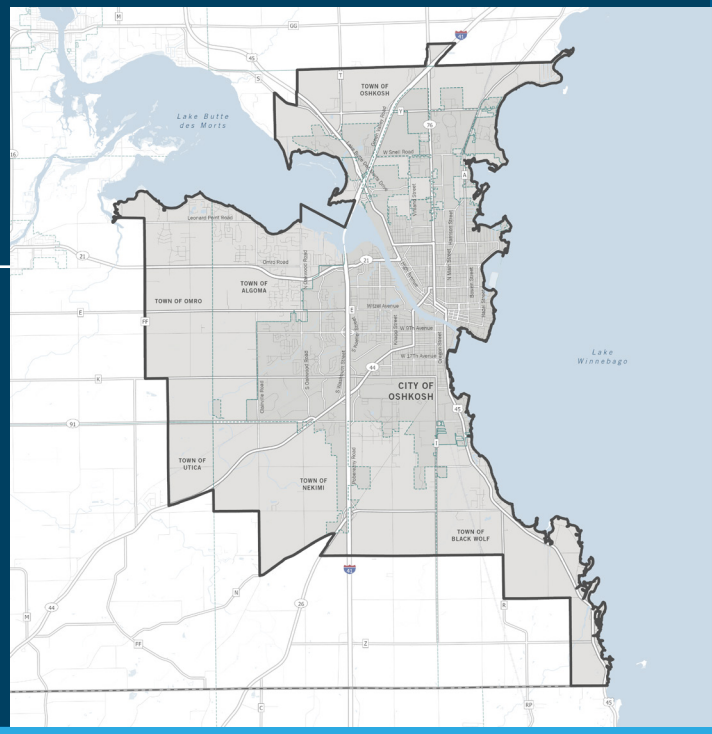
City of Oshkosh

SRF

Agenda

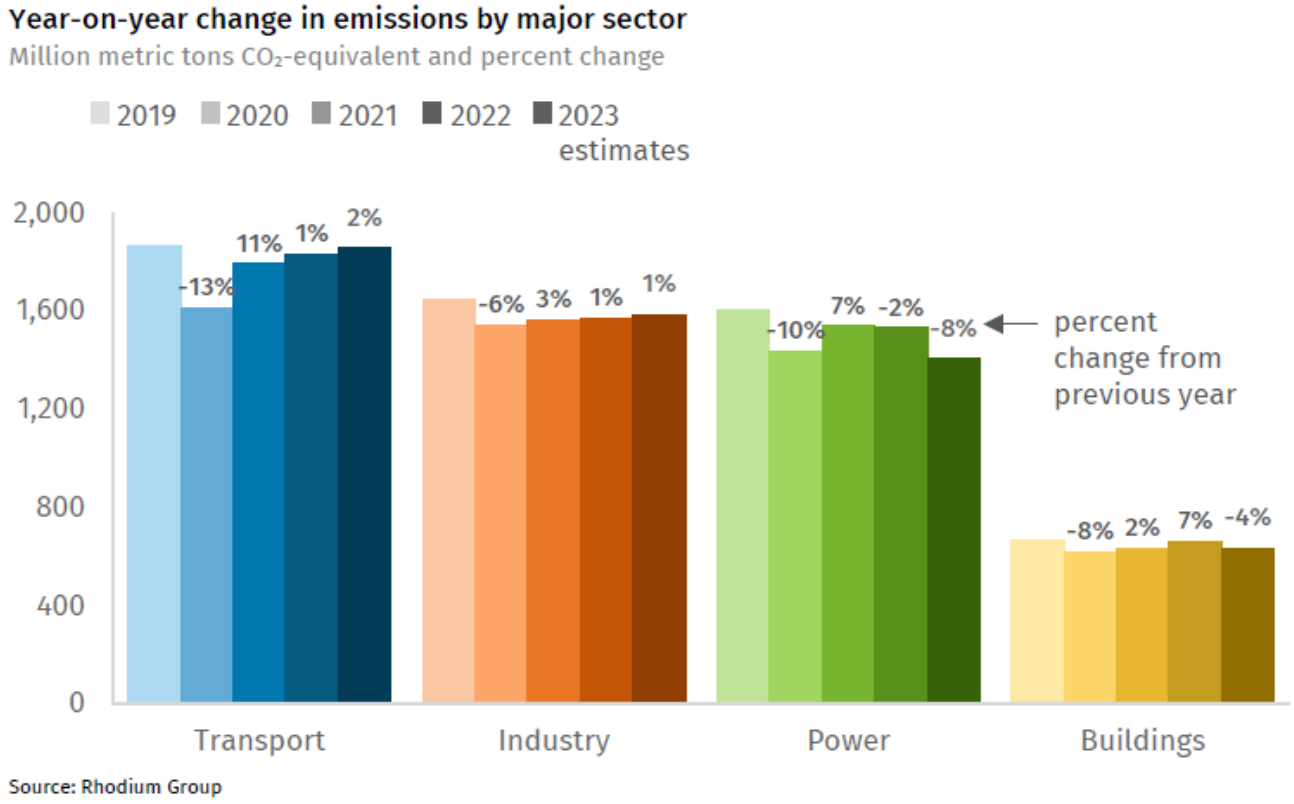
- Purpose of the Plan
- Summary of Engagement
- Overview of the Scope/Focus Domains
- Current and Future Charging Demand
- Recommendations:
  - Charger Type
  - Locations
  - Operations
- Actions Needed

BACKGROUND


Lake Butte des Morts
TOWN OF OSHKOSH
TOWN OF ALGOMA
TOWN OF OMRO
CITY OF OSHKOSH
Lake Winnebago
TOWN OF UTICA
TOWN OF NEKIMI
TOWN OF BLACK WOLF

Why Have an EV Plan?

- Transportation is the largest source of GHG emissions in the country (28%), higher than electric generation (25%) and industry (23%)
- Cars and small trucks make up the majority of transportation emissions
- Electrifying vehicles is a critical piece of getting to reduced carbon emissions
- IIJA has invested $5.0 billion to build out a national EV charging network for all Americans



Why Have an EV Plan?

1) Governments Can Be Direct Participants



Public Charging



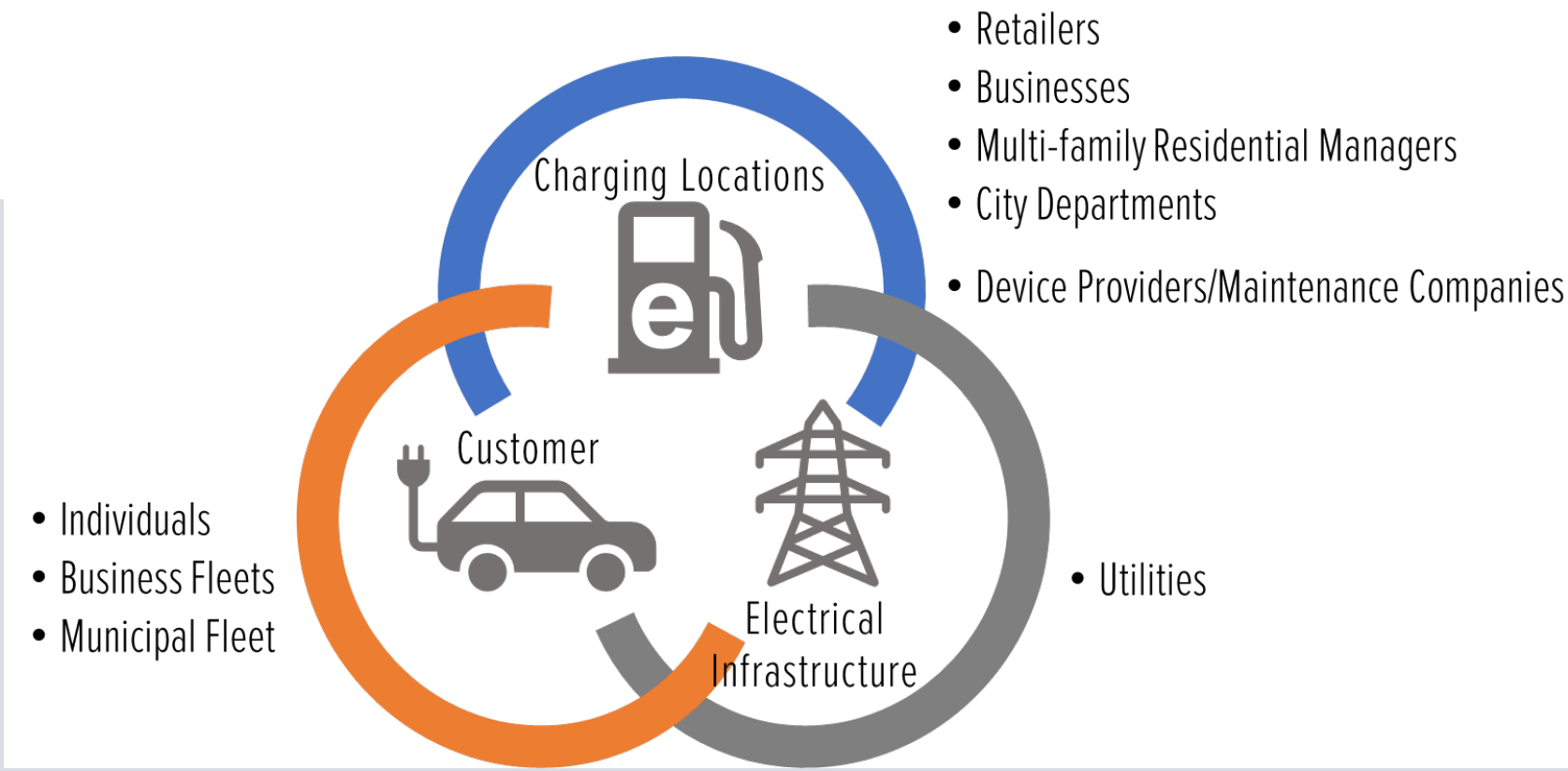
Fleet Electrification



EV Sharing/Charging Partnerships

Why Have an EV Plan?

2) Diverse Stakeholders



Why Have an EV Plan?

3) Unique Challenges

BARRIERS TO ADOPTION

- Cost differential (EV Relative to Gas Powered)
- Limited Public Charging Opportunities
- Multi-family Access to Charging
- EV Models Available Versus Buyer Preference
- Limited EV Supply – Especially Used Vehicles

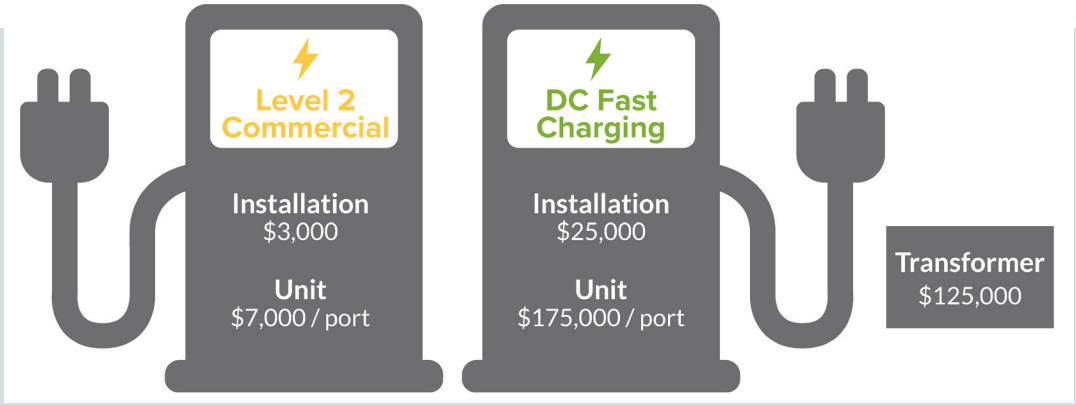
BARRIERS TO GROWTH IN PUBLIC CHARGING

- Investment Relative to Current Demand (Low ROI):
  - Charging Stations
  - Utility Extension
  - Backend Infrastructure Cost
- Time it Takes to Charge – 30-Plus Minutes
- Electric Provider Demand Charges
- Limited Equipment Availability

Why Have an EV Plan?

4) And Unique Opportunities!

NEVI Final Rule:



Allows Level 2 Chargers
- Lower Capital Cost
- Lower Operating Cost



"Community Charging" Access
- Business Hours, 24/7 not required
- Reduces Security Concerns
- Reduces Customer Service Concerns

Plan Range of Domains

OSHKOSH
FOCUS ON THESE DOMAINS



- Vehicles
- Charging
- Maintenance

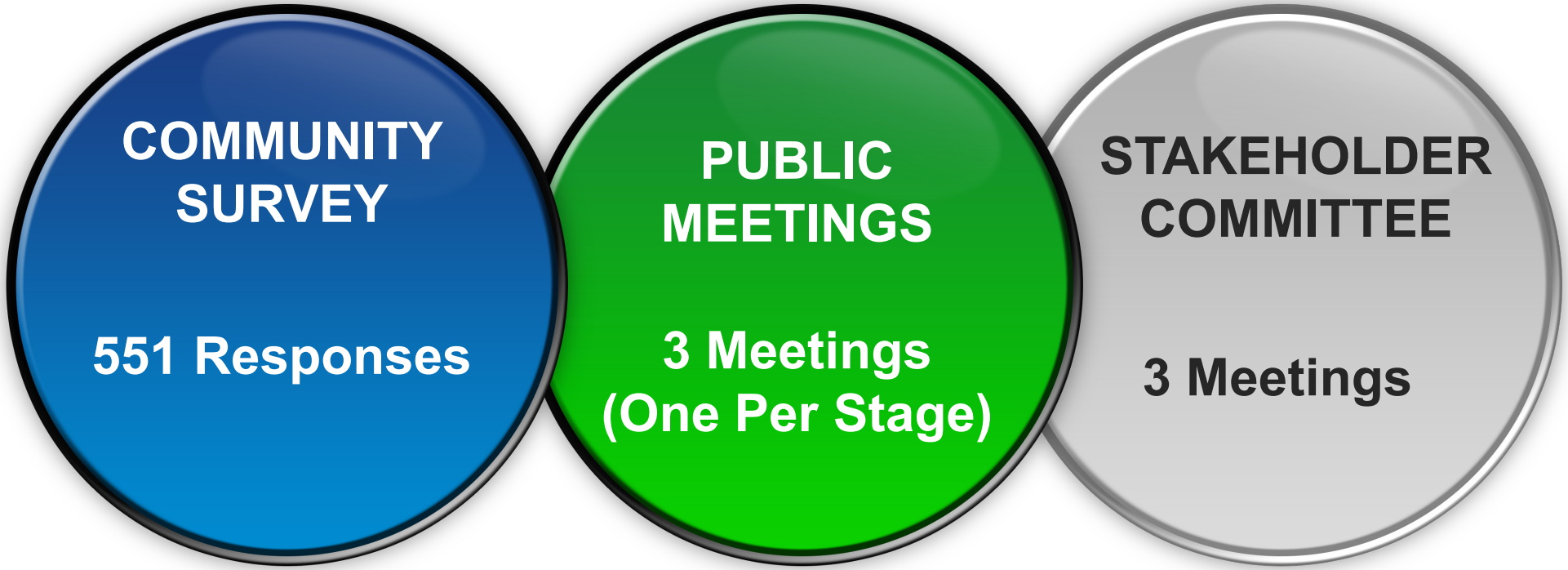
- Locations
- Charger Types
- Payment Model
- Access/ADA

- Residential
- Multi Family
- Commercial
- Charger Types
- Charger Number

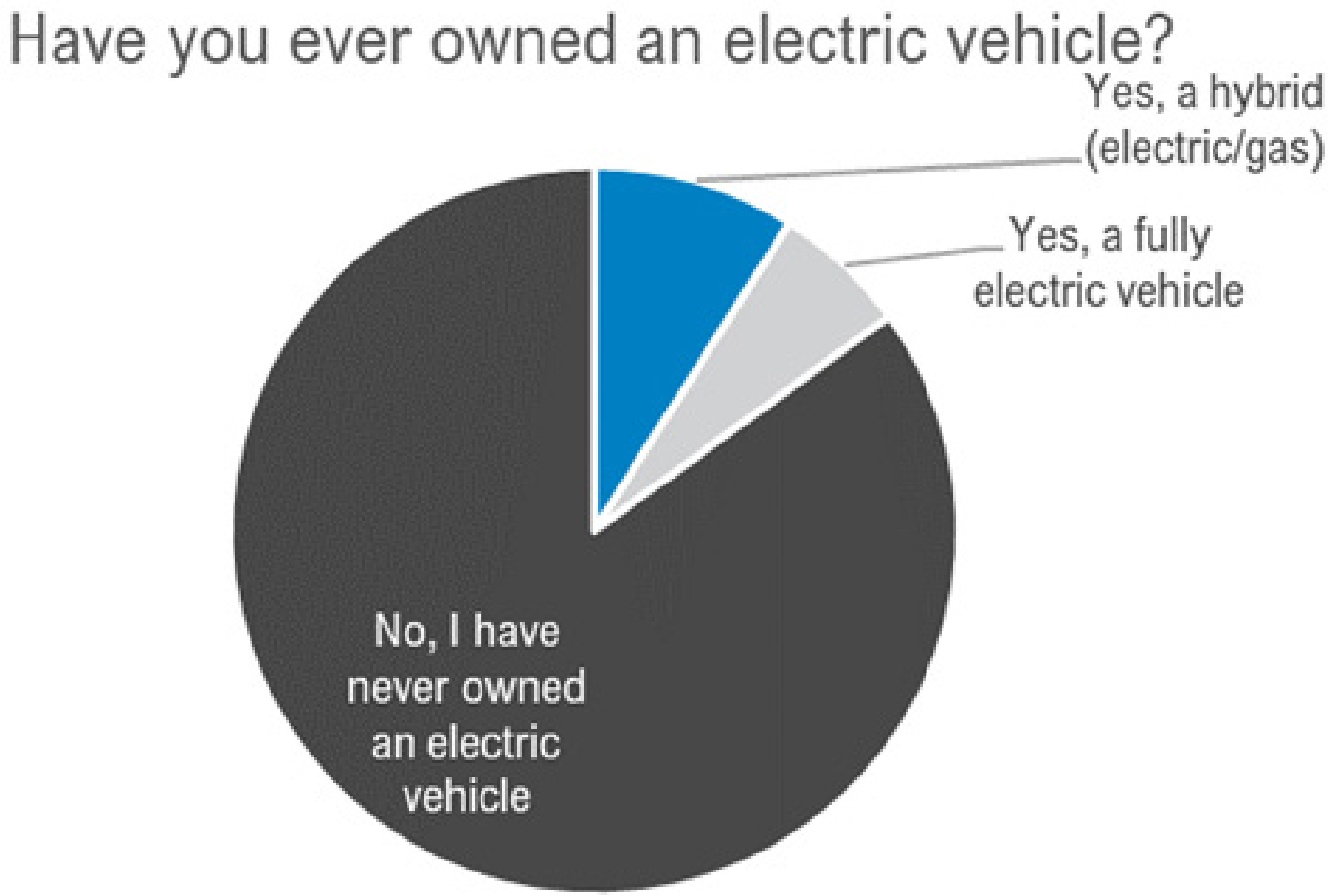
- Placement
- Signing
- Aesthetic
- On-Street Stds

- Multi Family
- Commercial
- Parking Facilities
- Surface Lots
- Charger Types
- Charger Number

Engagement Opportunities

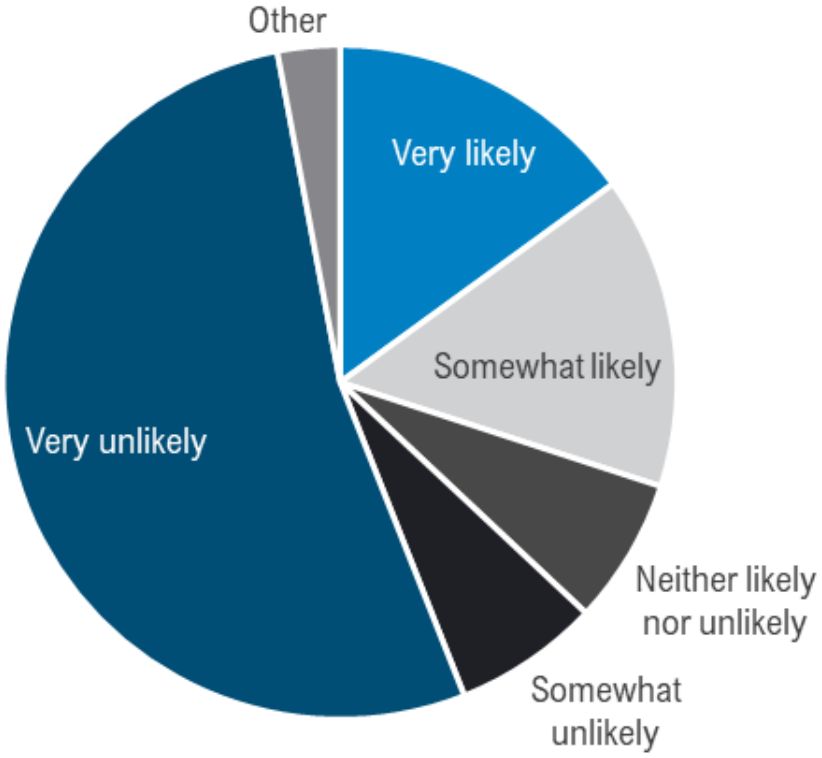


Community Survey – Key Results

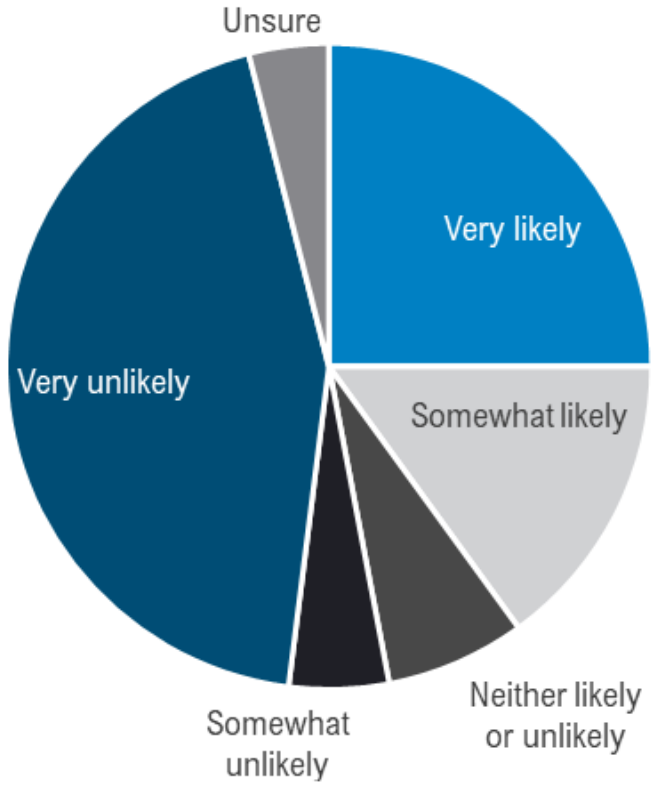


Community Survey – Key Results

How likely are you to consider buying an electric vehicle in the next 3 years?



How likely are you to own an electric vehicle in the next 5-10 years?



Perceptions of EV

Advantages

- Environmental Benefits
- Reduced Cost of Ownership
- Convenience (Less Maintenance – Vehicle Performance)

Disadvantages

- Charging Access Concerns (Range Anxiety)
- Higher Cost
- Range Limitations
- Environmental Concerns (Electricity Generation – Battery Disposal)

Public Meeting Input

Meeting 1

- Most were familiar with EVs (Owned)
- Most charge at home
- Some interest in public charging
- Looking for information on locations and number of chargers
- Consider the differences in needs between local and visiting popluations

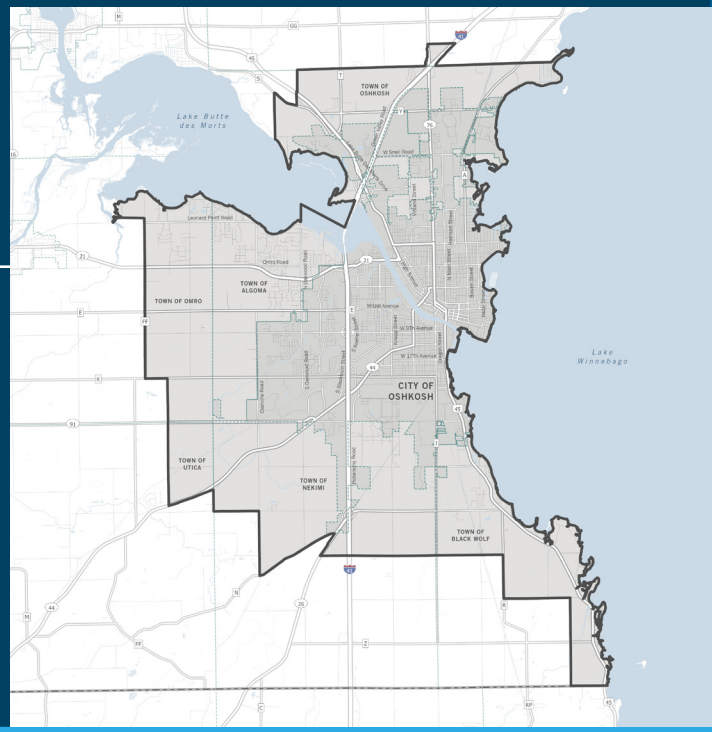
Meeting 2

- Consider public Level 3 charging in plan
- Consider feasibility to upgrade (Level 2 to Level 3)
- Locations must be where they will be used
- How to pay for infrastructure
- Fee structure (Profitable/Not Overcharging)
- Options for payment – Must be convenient

Meeting 3

- More locations/investment needed
- Are parks appropriate?

CHARGER ANALYSIS

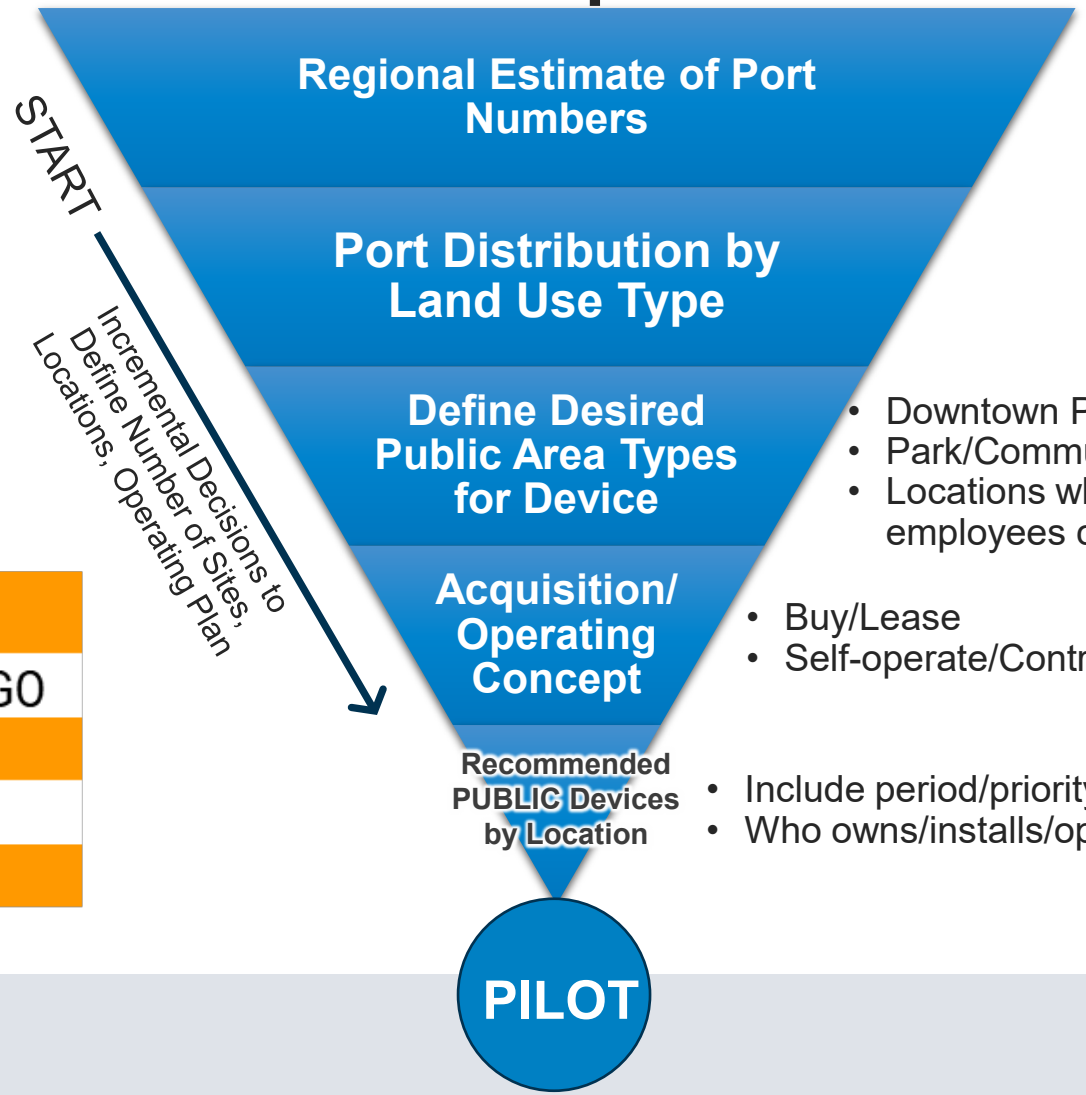


Goal - Locate Stations / Implementation

Establish a general framework for where public charging stations are recommended

REGISTERED VECHICLES (2023)		
	WISCONSIN	WINNEBAGO
Total	6,643,554	189,789
Electric (Battery)	17,084	394
Percent Electric	0.3%	0.2%

Decision Pipeline



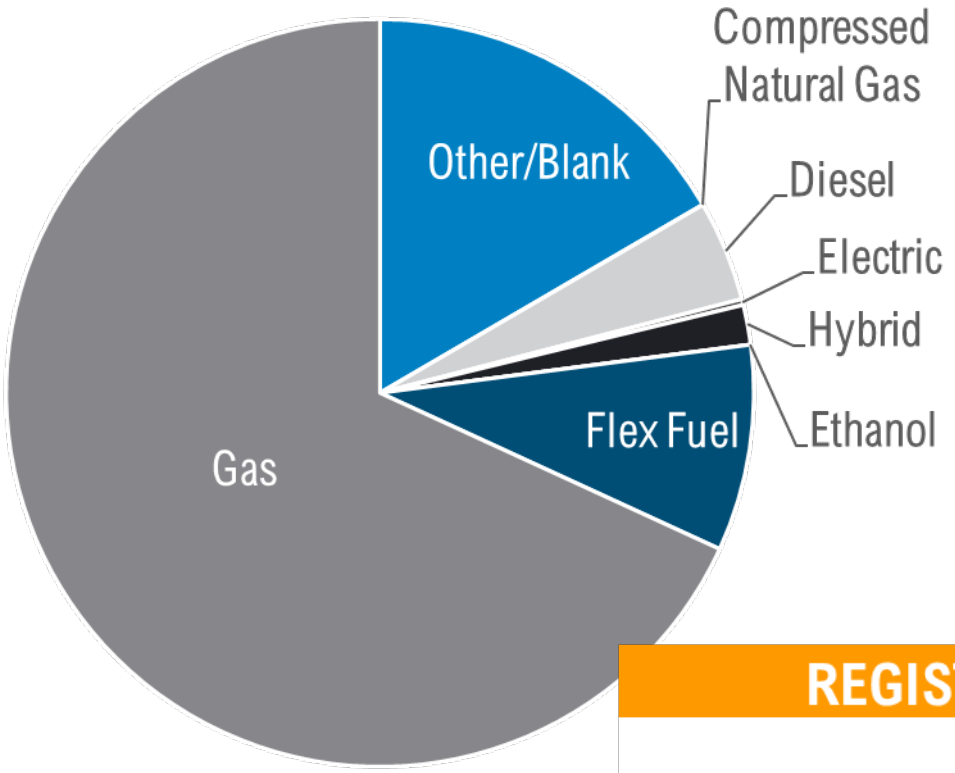
- Downtown Parking Lots
- Park/Community Facility Lots
- Locations where city employees commute

- Buy/Lease
- Self-operate/Contractor

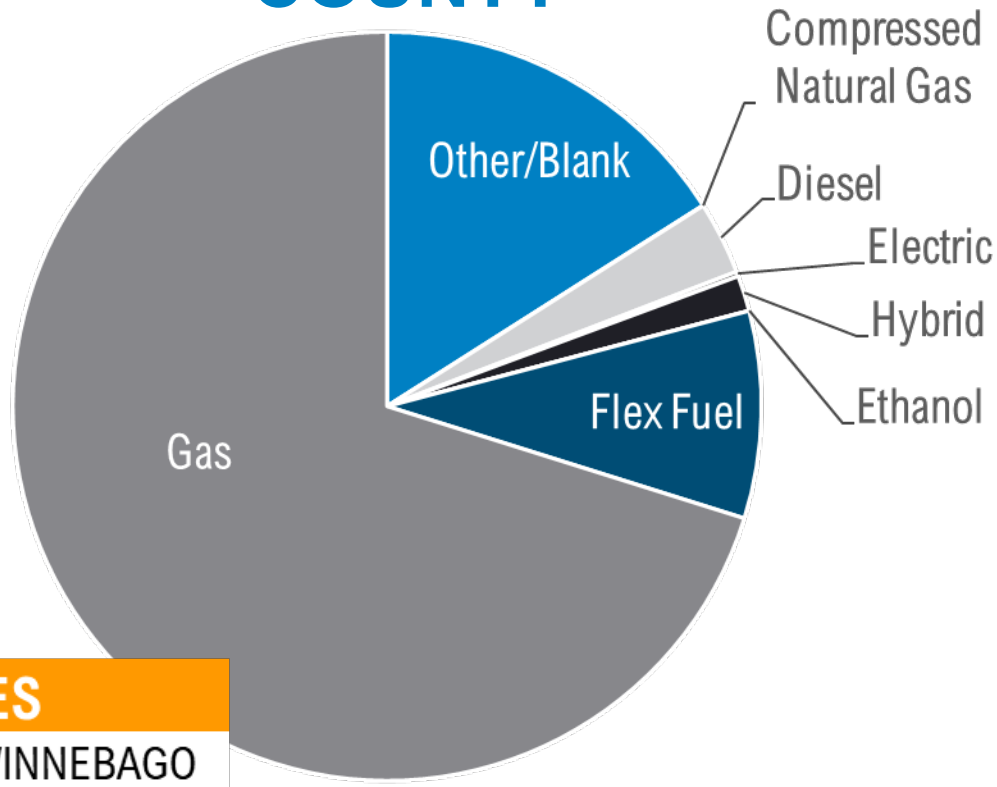
- Include period/priority for installation
- Who owns/installs/operates?

Number of Plug-in Electric Vehicles

WISCONSIN



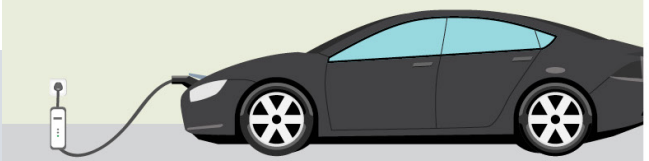
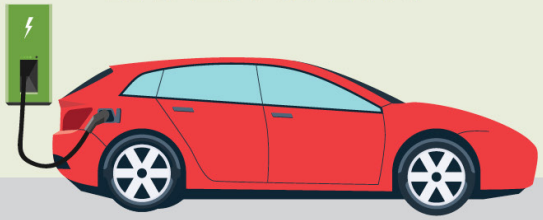
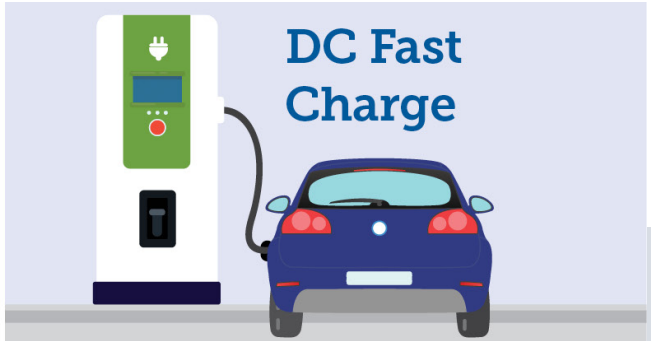
WINNEBAGO COUNTY



REGISTERED VECHICLES		
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Background

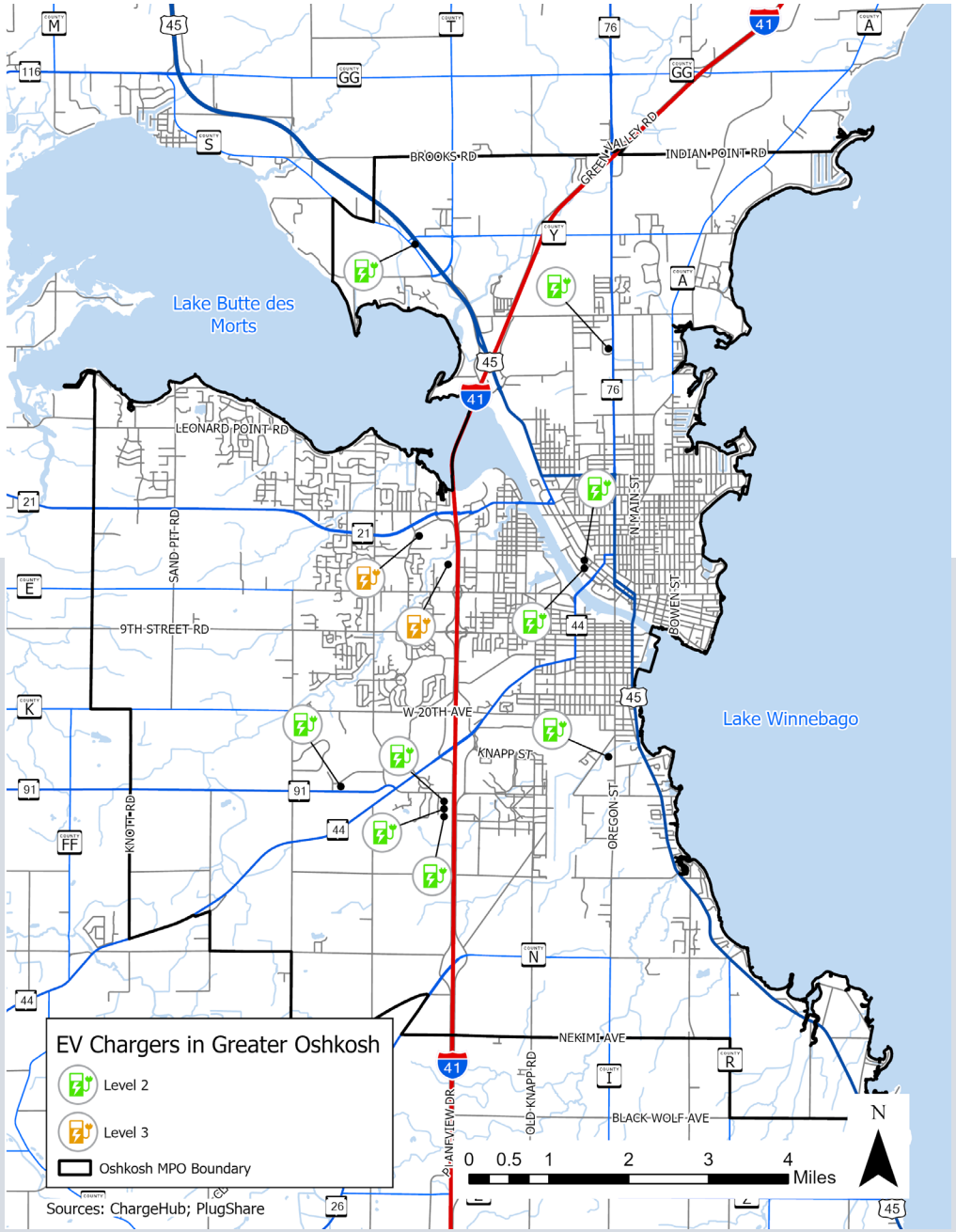
Charger "Levels"

Home Charging	Used for Public Charging	
AC Level One 	AC Level Two 	DC Fast Charge 
Voltage 120 V – 1-Phase AC	**Voltage** 208 V or 240 V – 1-Phase AC	**Voltage** 208 V or 480 V – 3-Phase DC
Amps 12 – 16 Amps	**Amps** 12 – 80 Amps	**Amps** > 100 Amps
Charging Load 1.4 – 19 kW	**Charging Load** 2.5 – 19 kW	**Charging Load** 50 – 350 kW
Charge Time 20+ Hours (From 20% to 80%)	**Charge Time** 4 – 6 Hours (From 20% to 80%)	**Charge Time** 20 to 40 Minutes (From 20% to 80%)

Background

Current Public Charging Stations

- 24 Public Charger Ports
- Level 2 and Level 3 Ports:
  - 13 Level 2
  - 11 Level 3



From Background

Influences on Proposed Plan

- 10 Chargers – Car Dealerships
- Predominantly Free Charging
  - City is required to charge a fee
  - Use at fee-based charger, likely lower
- Use - Light









Oshkosh EV Charging Infrastructure Focus



- Reflects targeted user (People parked for extended period)
- Cost (Assumes vendor will look for cost sharing with municipality)
- Infrastructure flexibility (Does not require power demand of Level 3)
- Reduces direct competition with “for pay” private chargers
- Avoids higher operating power cost (demand charges)



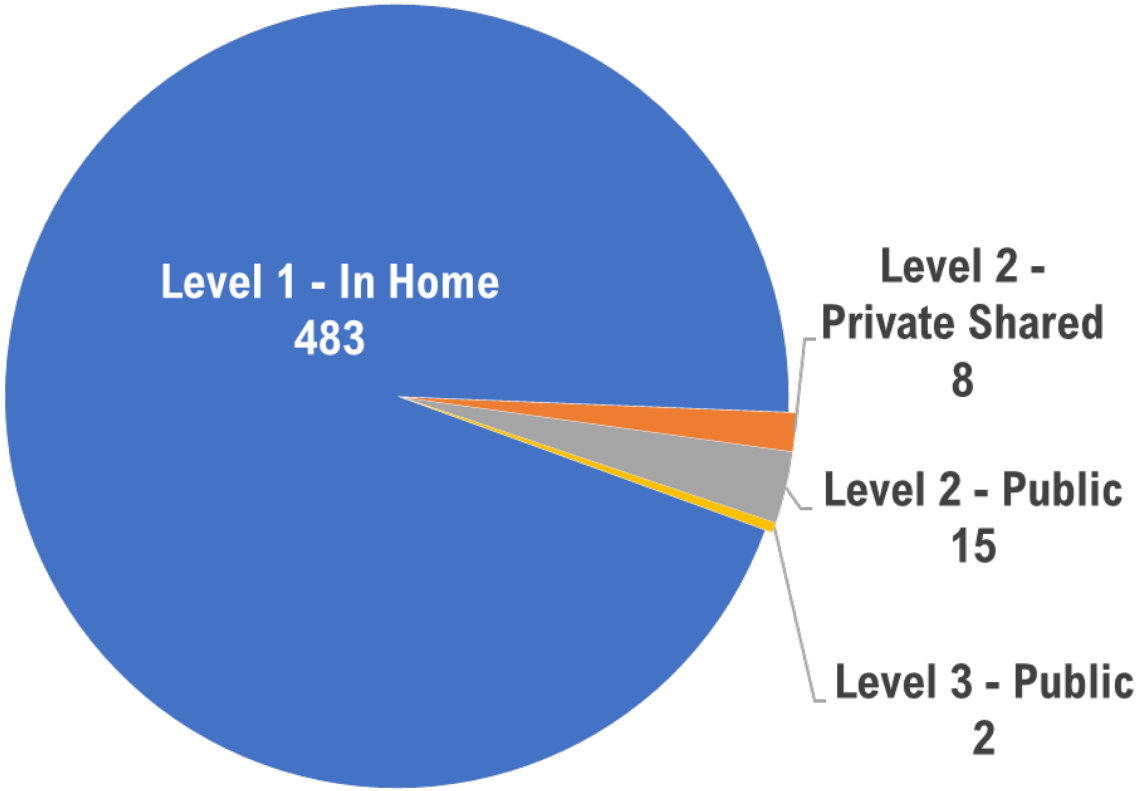
- Reflects targeted user (People parked for extended period)
- Supports a for pay/turn-key operations model



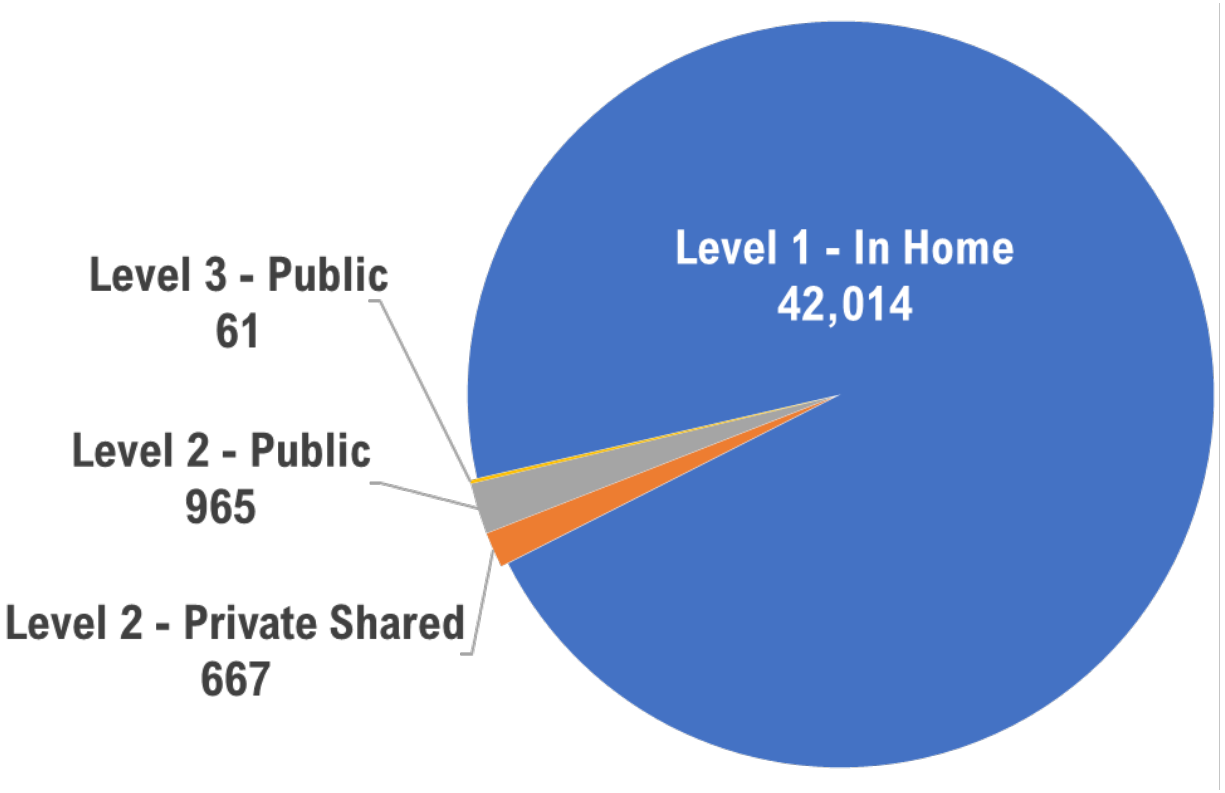
- Provides Expertise:
  - Management
  - Maintenance
- Reduces municipality risk
- Municipality may share some capital cost
- Depending on location/ use level – Municipality may receive revenue

Estimated Charger Need by 2050

TODAY



2050



Composition of Outside the Home Charging

Single Family Home

- Level 1 Ports
- Level 2 Ports

Shared Private

- Multi-Family Level 2
- Private Workplace Level 2

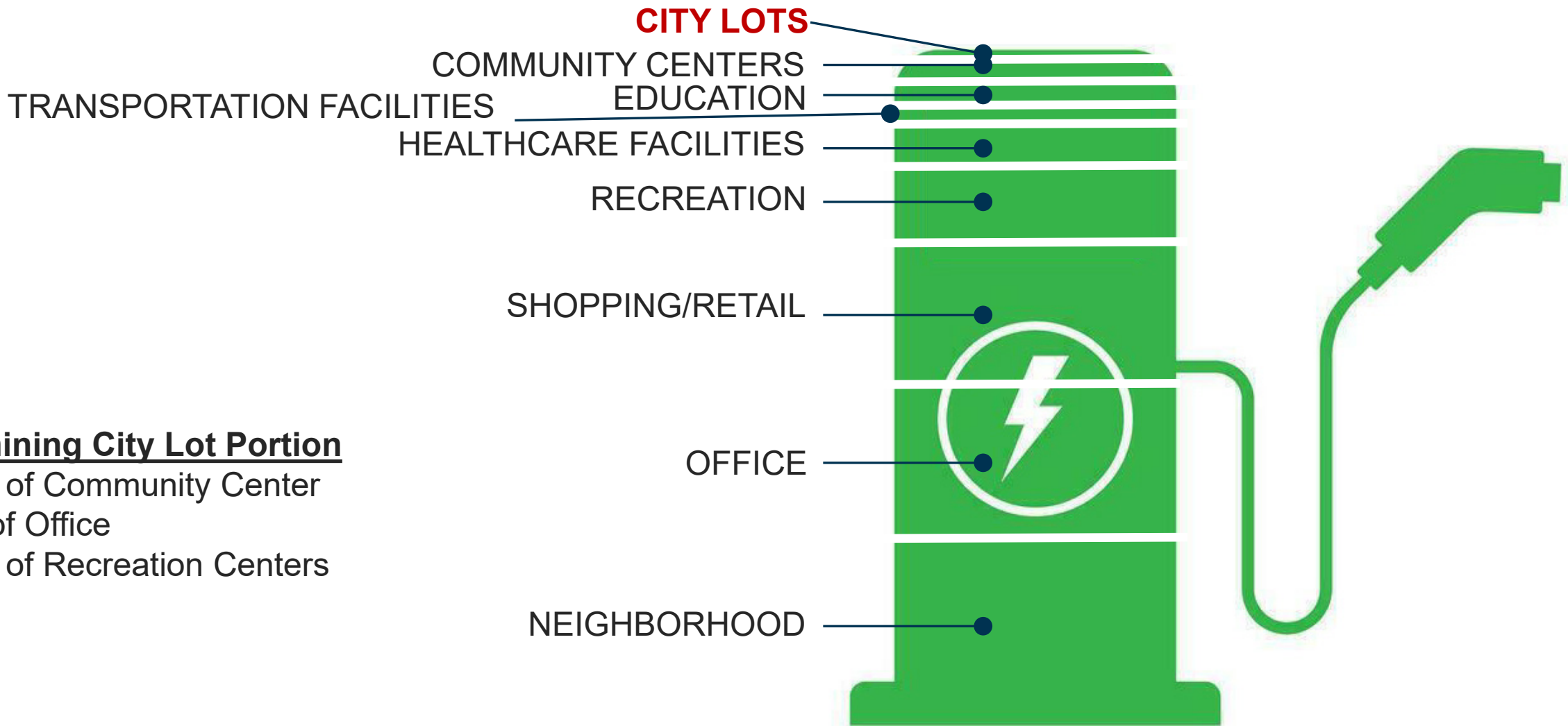
Public Level 3 (DC Fast Chargers)

- Shopping/Retail/Dining (150/250/350+ kWh Chargers)
- Recreation Center (150/250/350+ kWh Chargers)

Public Level 2

- Shopping/Retail/Dining
- Recreation Center
- Community Center
- Healthcare
- Education (Schools/Universities)
- Neighborhood (On-Street Charging)
- Transportation Facilities (Park-n-ride, Airports)
- Office

Public Charging Ports by Sector



Determining City Lot Portion

- 25% of Community Center
- 8% of Office
- 50% of Recreation Centers

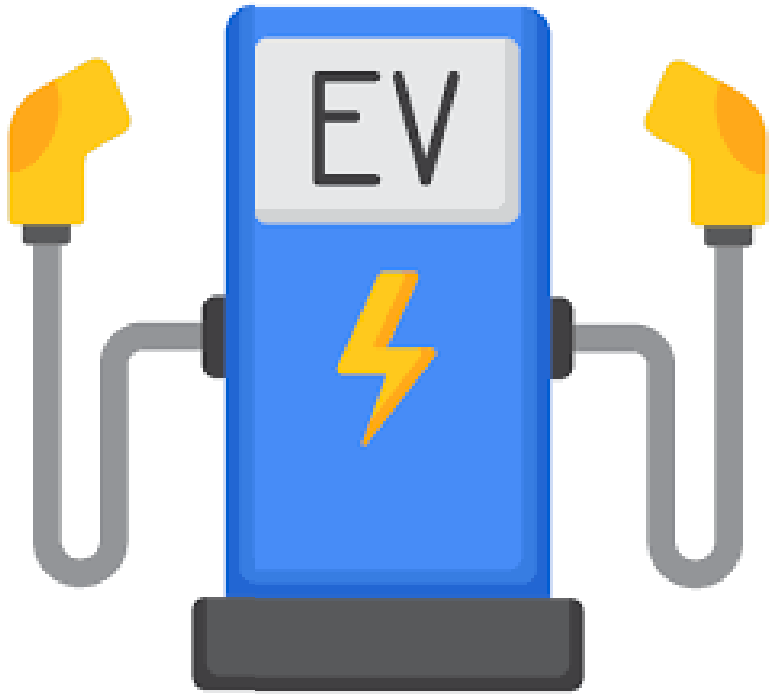
Regional Estimate of Ports – Public Facilities

- Public Parking Spaces
- City Employee Lots
- Convention Center
- City Parks

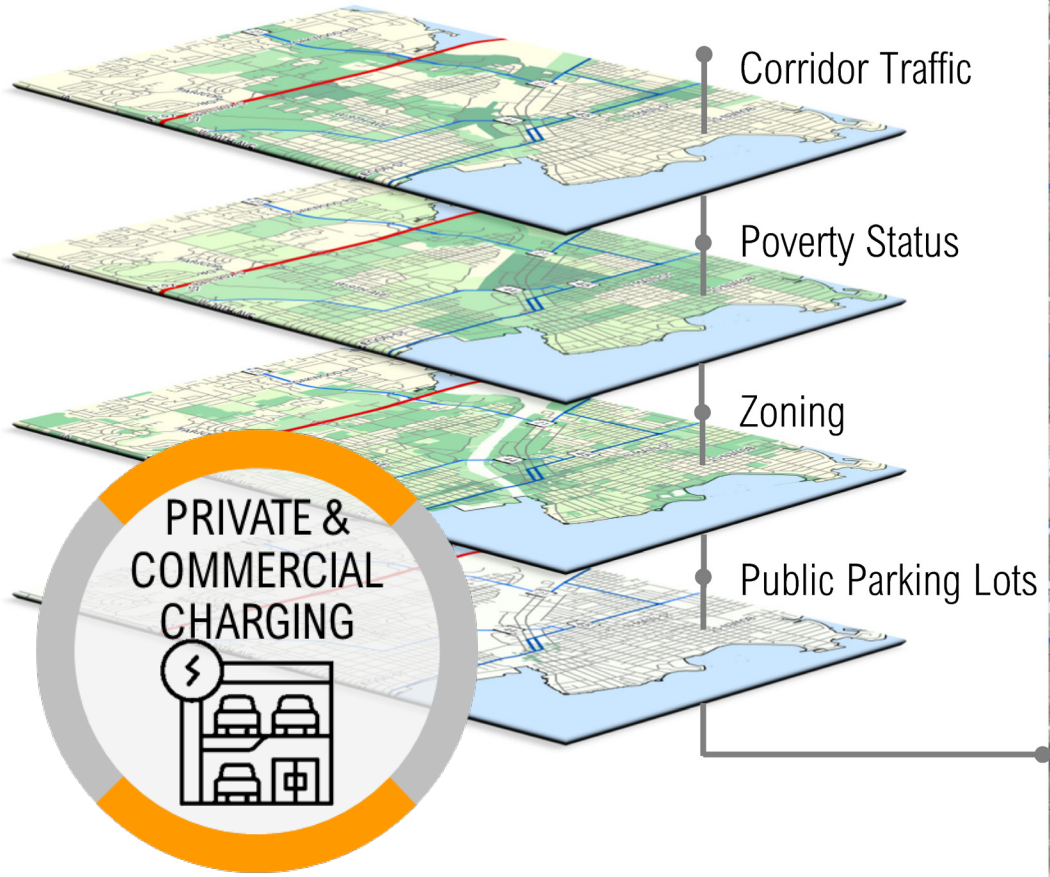
Number of Ports
By 2050

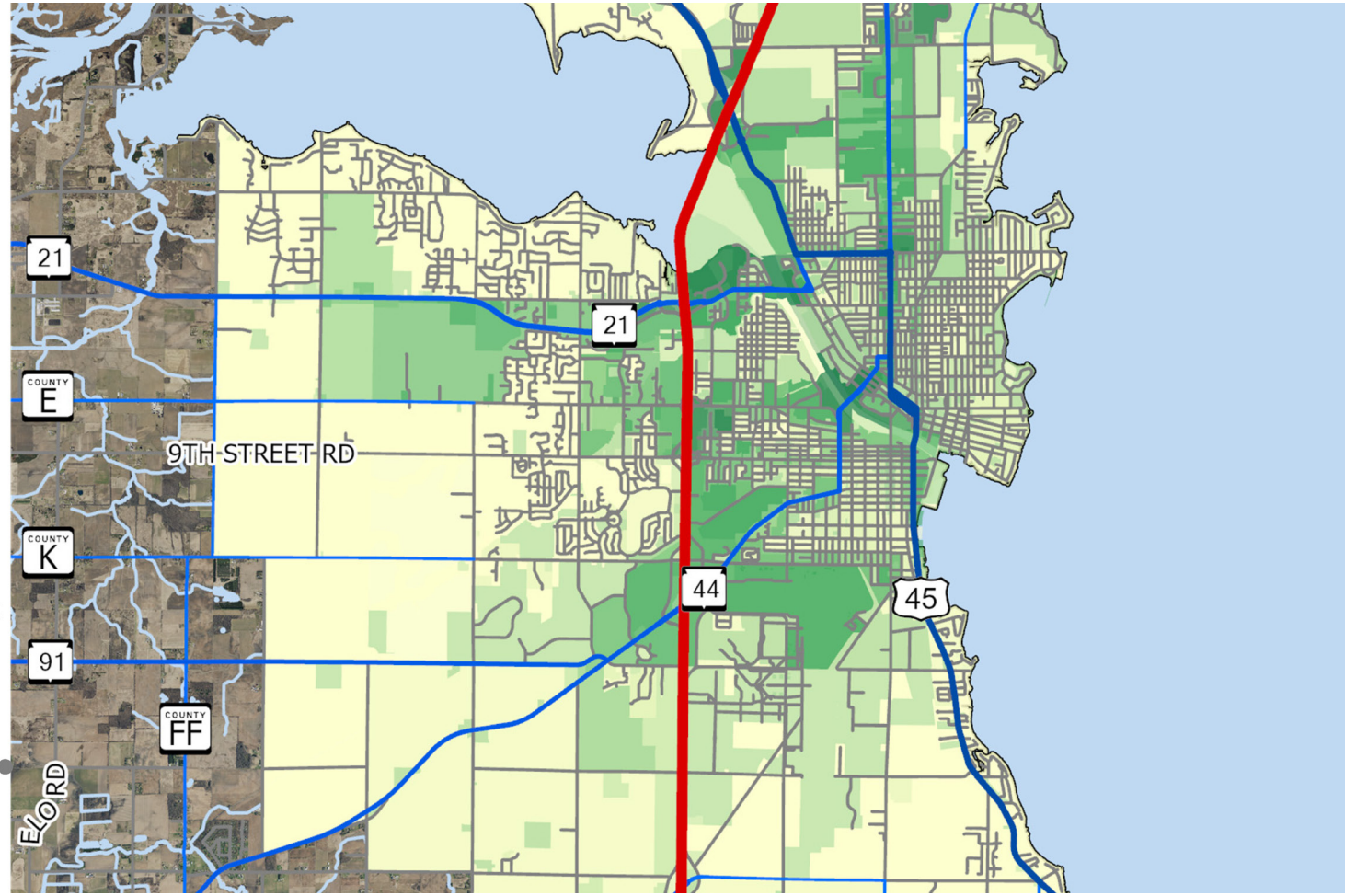
125

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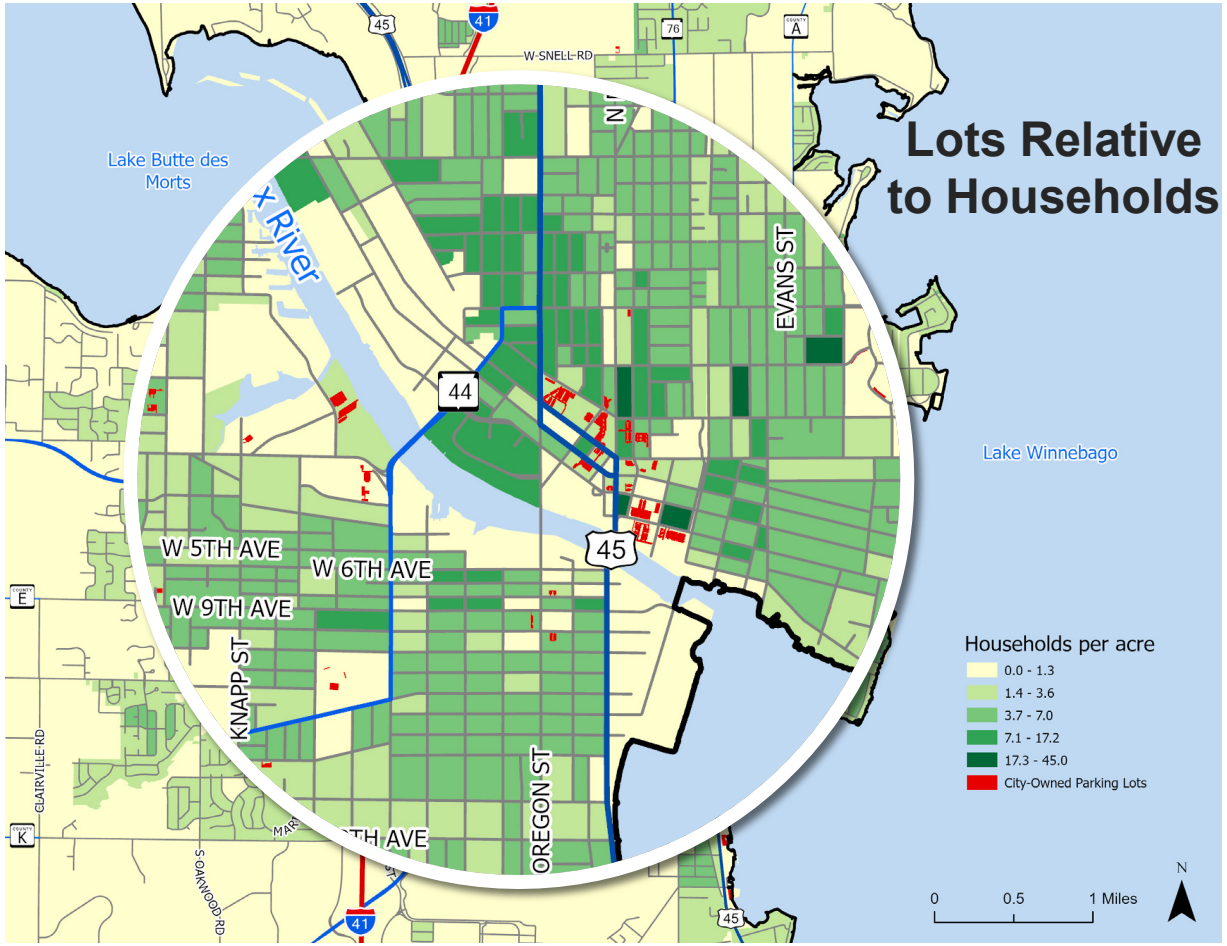
Review of Private Property Targets

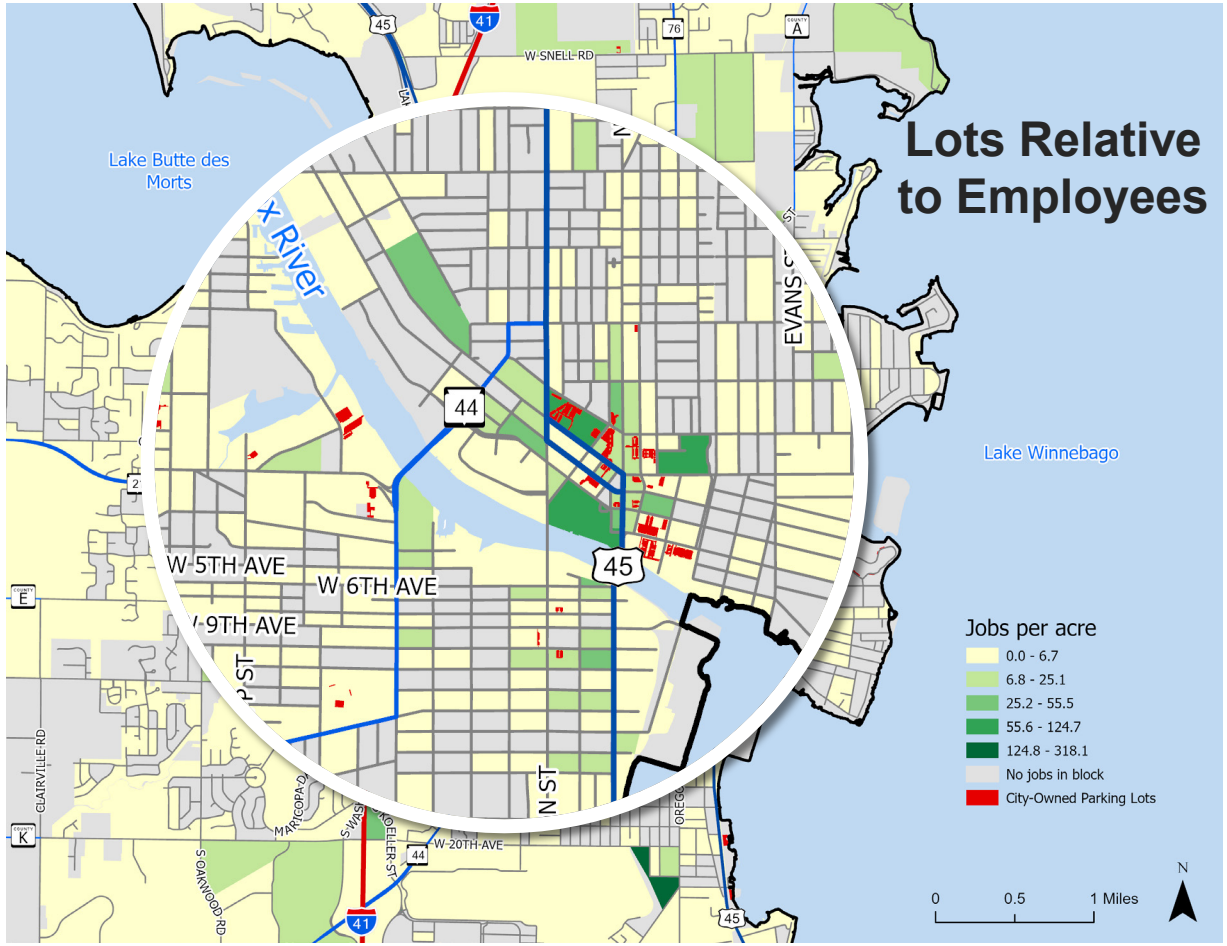




Locating Public Chargers

Selected locations should be convenient to target user





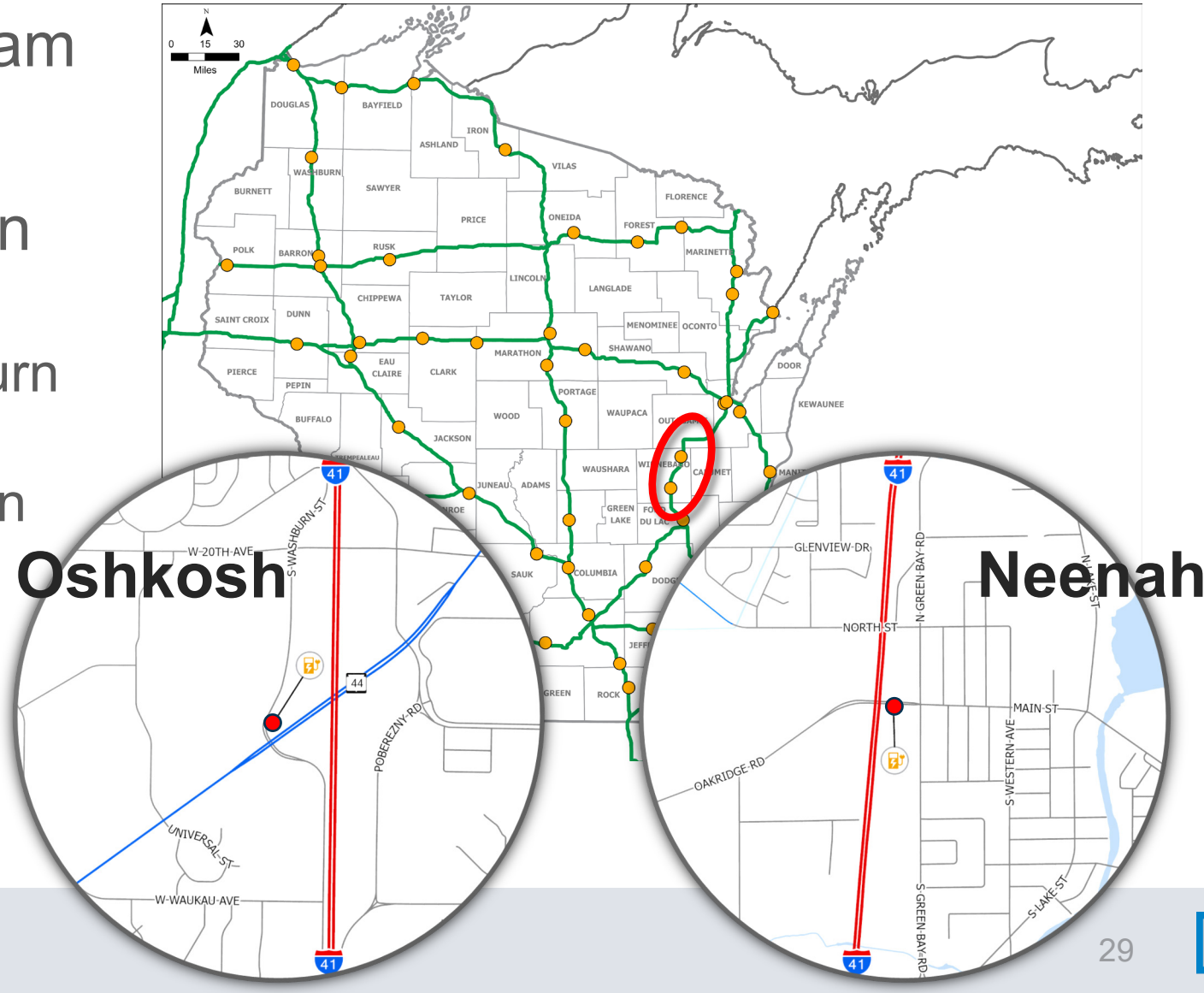
Who is the Targeted Public Charging User?



Period Available for Charger	> 8+ Hours	Venue Visitor: 1-3 Hours Work: Up to 8 Hours	>30 Minutes
Willingness to Pay For Charging Session	Low	Moderate Price	Higher Price
Charger Type	Typically: Level 1 Limited Use: Level 2	Level 2	Level 3
Location	Private Residence/Hotel	Work/Entertainment Venue/Park	Major Route

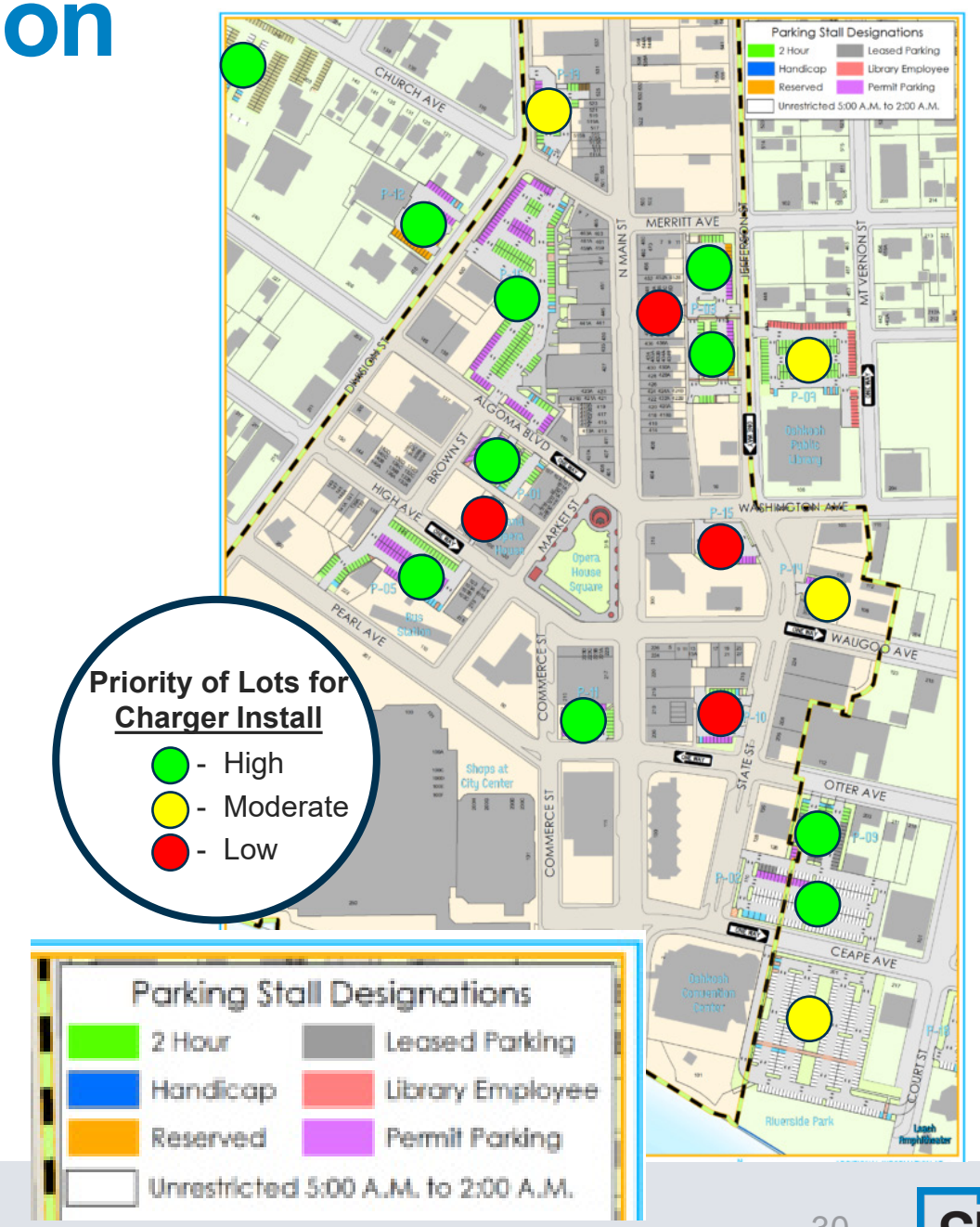
National Electric Vehicle Infrastructure Program

- WisDOT Managed Program
- I-41 is a Designated AFC
- Two Locations Selected in Round 1:
  - Kwik Trip – South Washburn Street
  - BP Station – Main Street in Neenah



Downtown Lot Implementation Phasing

- Pilot:
  - Vehicles are Expected to Park: >1-2 Hours
  - Reasonable Reserve Capacity: See Map
  - Power is Available at Location:
    - Downtown – Everywhere
- Convention Center Lot:
  - Two, two-port devices
  - North end of lot
- Lakeshore Park:
  - Test Park Concept
  - Two, two-port devices
- Contract Operations:
  - City – Electrical infrastructure
  - City - Install devices



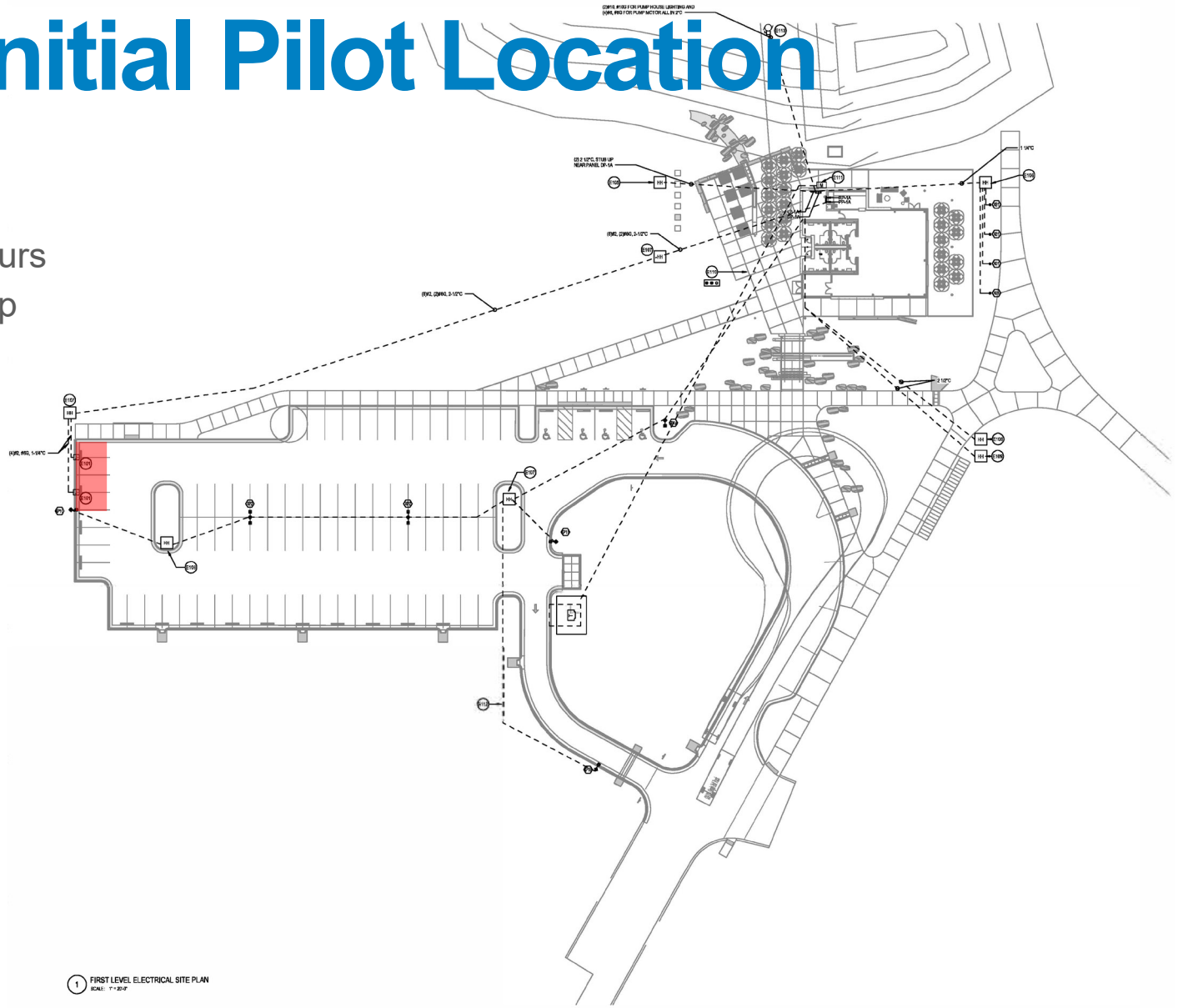
EV Readiness – Initial Pilot Location

- Pilot:
  - Vehicles are Expected to Park: >1-2 Hours
  - Reasonable Reserve Capacity: See Map
  - Power is Available at Location:
    - Downtown – Everywhere
- Convention Center Lot:
  - Two, two-port devices
  - South end of lot
- Lakeshore Park:
  - Test Park Concept
  - Two, two-port devices
- Turnkey Operations:
  - City – Electrical infrastructure
  - Install devices

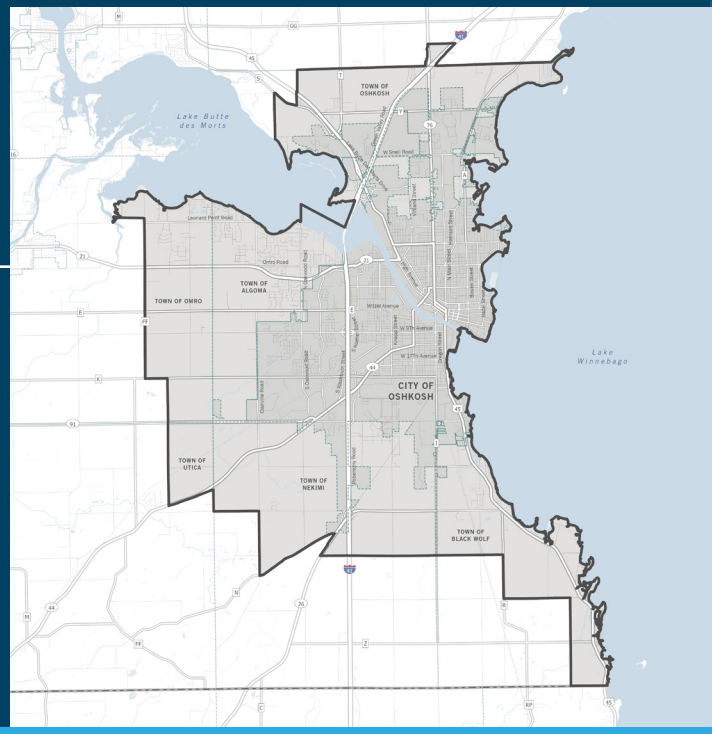


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  - Test Park Concept
  - Two, two-port devices
- Turnkey Operations:
  - City – Electrical infrastructure
  - Install devices



CHARGER
OWNERSHIP/OPERATIONS



Oshkosh EV Charging Plan - Recap



- Reflects targeted user (People parked for extended period)
- Cost (Assumes vendor will look for cost sharing with municipality)
- Infrastructure flexibility (Does not require power demand of Level 3)
- Avoids higher operating power cost (demand charges)
- Reduces direct competition with “for pay” private chargers (Future)



- Supports targeted user (People parked for extended period)
- Supports a for pay/turn-key operations model



- Provides Expertise:
  - Management
  - Maintenance
- Reduces municipality risk
- Municipality likely shares capital cost
- Depending on location/ use level – Municipality may receive revenue

Background – Charger Cost/Power

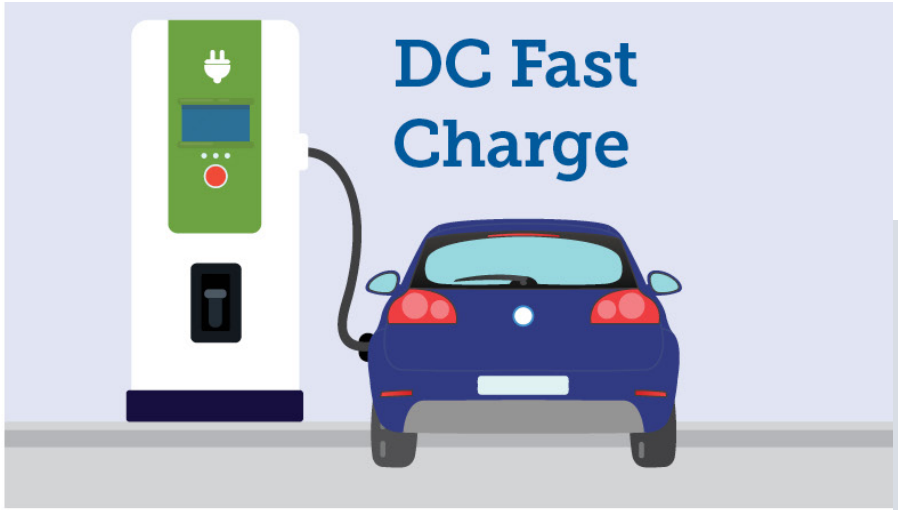
Charge Time

Level 2
4 – 6 Hours

Level 3
20 – 40 Minutes

Used for Public Charging

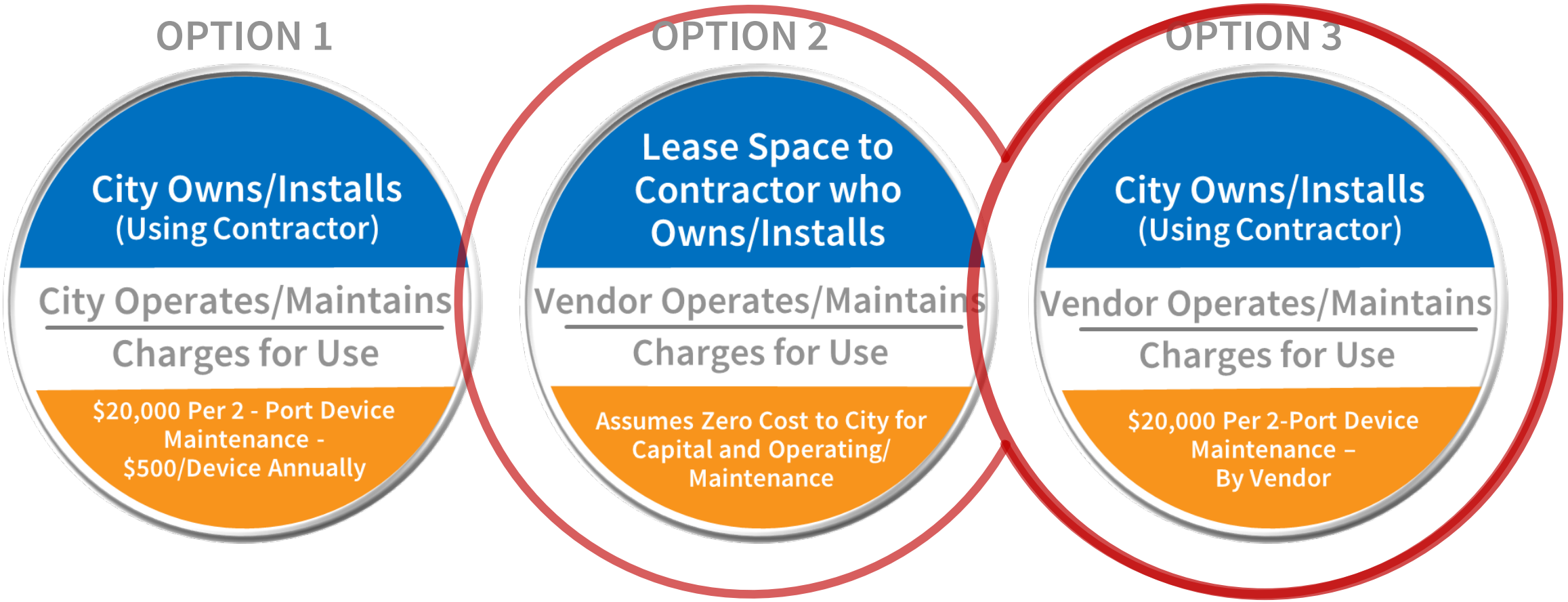




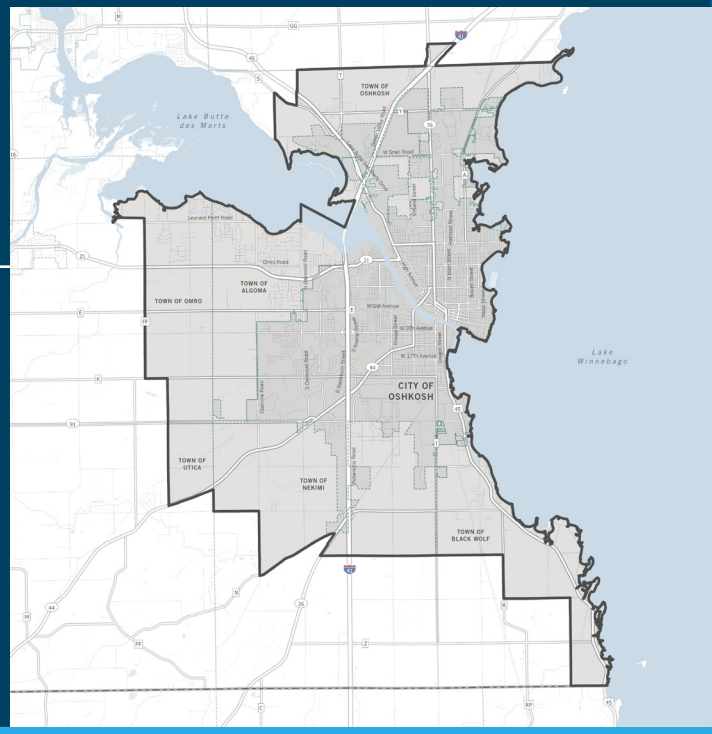
Cost is Per Port

$5,000	Device Cost	$35,000
$3,500	Installation Cost	$30,000
$500	Software/Network Cost (Annual)	$1,000
$500	Maintenance Cost (Annual)	$1,000
2.5 kW-19 kW	Power Output	50 kW – 350 kW

Construction/Operating Scenarios Considered in Plan



DISCUSSION

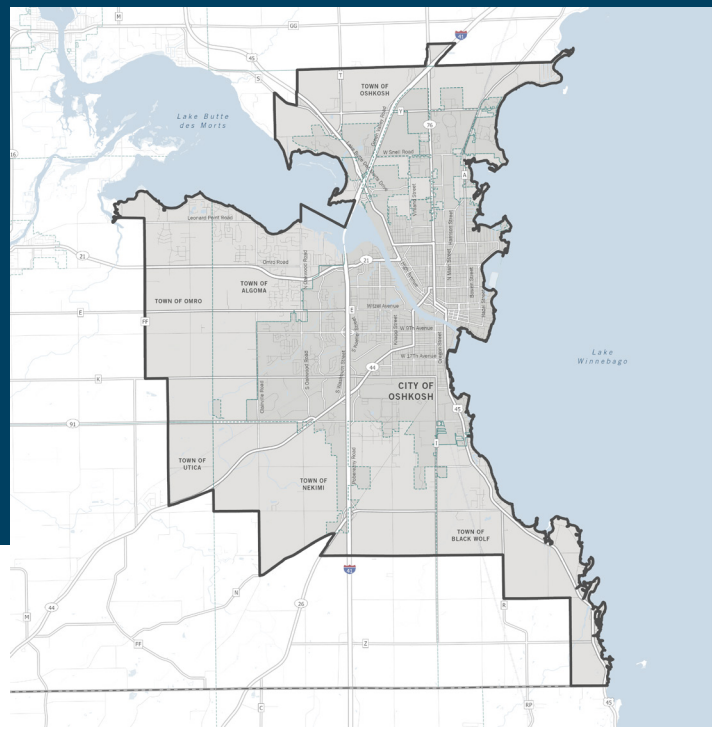

Lake Butte des Morts
TOWN OF OSHKOSH
TOWN OF ALGOMA
TOWN OF OMRO
CITY OF OSHKOSH
Lake Winnebago
TOWN OF UTICA
TOWN OF NEKIMI
TOWN OF BLACK WOLF

Wrap-up

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  Anarayanan@srfconsulting.com
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Thank you!


Lake Butte des Morts
TOWN OF OSHKOSH
TOWN OF ALGOMA
TOWN OF OMRO
CITY OF OSHKOSH
Lake Winnebago
TOWN OF UTICA
TOWN OF NEKIMI
TOWN OF BLACK WOLF



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OSHKOSH MPO
ELECTRIC VEHICLE (EV)
Readiness Plan

SRF

East Central Wisconsin Regional Planning Commission
ECWRPC

City of Oshkosh

October 2024

Electric Vehicle Readiness Plan

Oshkosh Metropolitan Planning Organization

October 2024

DRAFT

East Central Wisconsin Regional Planning Commission
ECWRPC

SRF

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List of Electric Vehicle and Metropolitan Planning Acronyms

ADA	Americans With Disabilities Act	**IEC**	International Electrotechnical Commission
BEV	Battery Electric Vehicle	**IECC**	Internation Energy Conservation Code
CMAQ	Congestion Mitigation Air Quality	**IRD**	International Residential Code
CNG	Compressed Natural Gas	**L1**	Level 1Electric Vehicle Charger
DCFC	Direct Current Fast Charger	**L2**	Level 2 Electric Vehicle Charger
DOE	Department of Energy	**L3**	Level 3 Electric Vehicle Charger
EPA	Environmental Protection Agency	**MPO**	Metropolitan Planning Organization
EV	Electric Vehicle	**MUTCD**	Manual on Uniform Traffic Control Devices
EVTIP	Electric Vehicle Infrastructure Training Program	**NECA**	National Electrical Contractors Association
FHWA	Federal Highway Administration	**NREL**	National Renewable Engery Laboratory
GHG	Greenhouse Gas	**OCPP**	Open Charge Point Protocol
HEV	Hybrid Electric Vehicle	**OSCP**	Open Smart Charging Protocol
IBC	International Building Code	**PHEV**	Plug-in Hybrid Electric Vehicle
ICC	International Code Council	**ROI**	Return on Investment
ICV	Internal Combustion Engine Vehicle	**Wis DOT**	Wisconsin Department of Transportation

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Chapter 1. Introduction

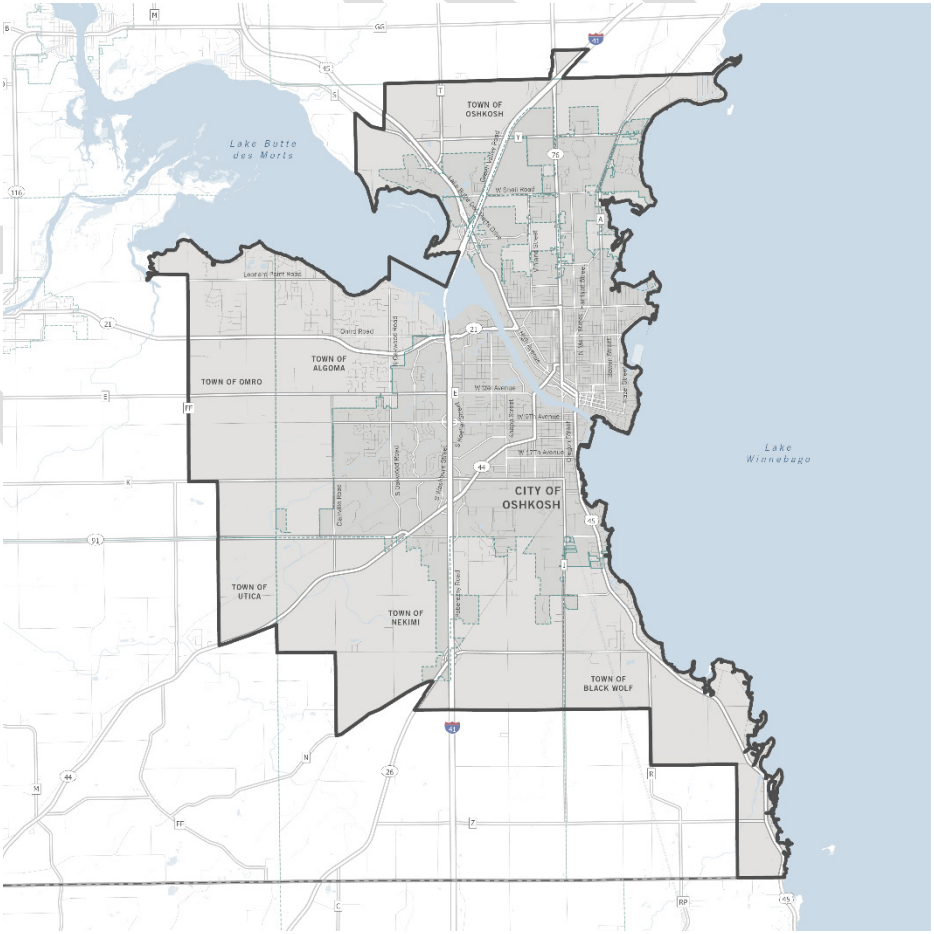
The Oshkosh Area Metropolitan Planning Organization (MPO)

Federal statute (**23 CFR 450.310**) requires a Metropolitan Planning Organization (MPO) be formed in any urbanized area with a population greater than 50,000 (US Census). The purpose of the MPO is to carry out the federal transportation planning process and provide a collaborative forum to discuss transportation issues on a regional basis. Within the East Central Wisconsin Regional Planning Commission (ECWRPC) region, there are three MPOs:

- Oshkosh MPO
- Appleton (Fox Cities) MPO
- Fond du Lac MPO

This Electric Vehicle (EV) Readiness Plan is being prepared for the Oshkosh MPO. Figure 1 displays the Oshkosh MPO boundaries. Each MPO is responsible for conducting planning activities to coordinate addressing the regional multimodal transportation needs and to facilitate decisions on investment of federal funding. The federal planning process requires MPO planning process to be continuing, cooperative, and comprehensive (3Cs) to promote the efficient movement of people and goods, improve safety for all users, foster economic growth, minimize impacts on the natural environment, and create more resilient cities.

Figure 1. Oshkosh MPO Boundaries



Each MPO has designated representation from local jurisdictions that fall within the metropolitan planning area boundary. This representation is part of the 3C planning process and assures that the affected population has a voice in the decisions that will affect them. For Oshkosh this includes:

- City of Oshkosh
- Town of Algoma
- Town of Black Wolf
- Town of Nekimi
- Town of Omro
- Town of Oshkosh
- Town of Utica
- Town of Vinland
- Winnebago County

The Oshkosh MPO is responsible for developing and maintaining the long-range transportation plan and the current plan reflects a 2050 horizon. Transportation goals developed through the long-range transportation plan process include development of a transportation system that minimizes environmental disruption and maintains environmental quality (Goal 5). Increasing adoption of EVs in the metro area directly supports this goal and has the potential to also directly address Goal 7 Conservation of Energy.

The EV Readiness Plan will be adopted by the MPO and the recommendations from this Plan will be incorporated into the next update of the long-range plan including:

- Through refinement of the transportation goals and objectives to actively include EVs and charging infrastructure. At the time of the last long-range transportation plan, EVs were a small percentage of total vehicles and the funding programs in the Infrastructure Investment and Jobs Act (IIJA) that promote adding infrastructure were not included in federal legislation of the time.
- Incorporating recommendations for charging infrastructure investment as there are federal programs for grant assistance.
- Considering adding EV infrastructure into recommended corridor improvements to reduce future impacts if charging were to be added.

EV Readiness Plan and Sustainability

The City of Oshkosh adopted the first Sustainability Plan in 2012, through a two-year effort led by the Sustainability Plan Steering Committee. The 2012 plan was updated in 2019. The Plan established a broad framework of policies and actions to support those policies across the following areas:

- Energy: Foster energy conservation and local energy production from renewable resources.
- Local Food: Promote local food production, sales and consumption.

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- Environmental Conservation: Protect and enhance the City's natural resources.
- Atmosphere: Provide a safe and healthy atmosphere for people, nature and the planet.
- Managing Waste: Promote awareness, reduce initial consumption, promote reuse, increase recycling and reduce the amount of substances entering landfills.
- Safe and Healthy Community: Promote healthy living, civic engagement, cultural and ethnic diversity; provide safety and protect citizens from disease.
- Land Use and Development: Guide and promote sustainable city-wide development patterns and incorporate sustainable features into buildings and grounds.
- Transportation and Mobility: Enhance and promote mobility alternatives to the automobile; design safe, efficient, and environmentally sound transportation infrastructure; and connect to other local and regional networks.
- Economic Development: Bolster the local economy by attracting sustainable businesses and green-collar jobs, and encouraging existing businesses to become more sustainable.
- Government: Lead by example and foster sustainability policies and actions for cost-effective, socially responsible, and environmentally sound governmental practices to meet community needs.

The planning effort was completed in the infancy of the electric vehicle (EV) industry, which we can measure through EV registrations in the state. Vehicle numbers by fuel type are available back to 2013, and in the earlier period 319 EVs were registered in the state. Today, Winnebago County has almost 500 registered EVs and the state has over 11,700 (year ending 2023). The transportation and mobility focus of the 2019 Sustainability Plan was on reducing emissions from transit vehicles and promoting actions to support mode shift from autos to active transportation and bus modes.

Because of trends in vehicle manufacturing, influenced by government policies and programs as well as broader macroeconomic forces, EV adoption has increased to a point where it can begin to play a key role in supporting sustainability goals. The Bipartisan Infrastructure Law (BIL) and Inflation Reduction Act (IRA) have each established significant incentives to assist with the transition from gas/diesel engine vehicles to reduced/zero emission vehicles. In the region, however, adoption of EV technology is still relatively low, and uncertainties exist among decision-makers regarding their role, particularly at the local and metropolitan levels. Among the many questions that need answering to plan for the transition to electrified vehicles, a few of the largest include:

- How many EVs are anticipated to be on the road in the future?
- What type and quantity of charging infrastructure will be necessary to support the anticipated demand?
- Where should charging devices for public use be located?
- What role should municipalities play as the EV car and truck market expands?
- How and where should local governments develop public EV charging infrastructure, if they choose to do so?

While much is still unknown, existing data and estimation tools are available to support providing a framework for infrastructure investment and address many of these questions.

This Plan is intended to address the questions above as they relate to the Oshkosh metropolitan planning area, with an emphasis on public areas within the city of Oshkosh. Oshkosh is the focus as it represents the highest population and employment concentration of the MPO area, which provides opportunities for charging demand. Additionally,

smaller communities in the MPO area have limited public parking supply (where public charging is proposed to be focused), which reduces cost effective opportunities for charger installations.

The Plan offers guidance on the role of municipalities in the EV charging market, locations appropriate for public charging infrastructure, and outlines a potential pilot program and long-term implementation strategy for charging infrastructure. The Plan describes the community engagement that helped guide the planning process.

While this Plan focuses mostly on the City of Oshkosh, it also provides guidance that can be utilized by other municipalities seeking guidance on best practices for implementing EV infrastructure in publicly-owned spaces.

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Chapter 2. Community Engagement

The community was involved early in the planning process, in the form of a community survey regarding the use and perceptions of EVs in the Oshkosh region. The project team held three public meetings during which community members were invited to learn about the planning process and provide feedback on possible alternatives for the MPO or the region. These public engagement activities are summarized in this section.

Community Survey

The digital community survey was distributed via a City of Oshkosh email list containing 4,635 contacts. The survey generated 551 responses from October 23, 2023, through November 12, 2023. The survey asked respondents 18 questions with defined answer choices and three open-ended questions. Key take-aways from the survey are summarized below.

Most of the survey questions were to gather input about respondent behavior (Example: Approximately how many miles per day do you drive). Responses to these questions include:

- All respondents have access to one or more vehicles at home.
- 99% of respondents use a personal vehicle for transportation.
- 83% of respondents drive less than 50 miles a day (49% drive less than 20 miles per day).
- 60% of respondents felt they were either very unlikely or somewhat unlikely to consider purchasing an EV within the next three years, while 30% felt they were very likely or somewhat likely to consider it.
- 49% of respondents said they were very unlikely or somewhat unlikely to own an EV in the next 5-10 years, while 40% said they were very likely or somewhat likely to do so.
- 46% of respondents who own an EV most often charge their cars at home.
- Over 33% of respondents have driven a hybrid or all-electric vehicle at some point.
- 15% of respondents own a hybrid or all-electric vehicle.

Open-ended questions asked respondents what they felt are the advantages of EVs. Most respondents provided at least one response to the question. Responses received were organized into the general categories of EV Advantages and EV Disadvantages.

The sections below summarize the responses received regarding the advantages of EVs in the vehicle pool or to the owner:

- 47% felt that EVs provide some type of sustainability benefit, including lower greenhouse gas emissions, lower air pollution, and/or reduced dependence on oil/gasoline. An associated response by a small number was that someday EVs could be powered by mostly renewable energy, depending on the energy mix used to generate electricity.
- 20% perceived EVs had a lower cost of ownership relative to gas vehicles.
- 9% perceived EVs provided more convenience in that there may be less maintenance required, the vehicle can be charged (fueled) at home and EVs provided more reliability than gas vehicles.
- 7% responded there is less noise pollution with EVs.

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- 2% believe the driving dynamics and vehicle performance were an EV advantage over gas vehicles.
- 3% were grouped as Other Miscellaneous Benefits that included a reduced dependence on oil companies, better safety features, advanced onboard technology, decreased reliance on foreign oil, social benefits, etc.).

Overall, more respondents identified disadvantages compared to those who identified benefits of EVs. Below is a summary of the identified disadvantages:

- 52% identified limited availability of public chargers, long charging times, inability to charge at apartment complexes, and an increased burden on the electric grid, etc.
- 37% identified high costs (EVs cost more, battery replacements, installation of at-home chargers, higher state registration fees, increased costs to taxpayers) as disadvantage.
- 36% identified Insufficient battery range/capacity (including decreased range during cold weather) as a disadvantage.
- 32% of respondents felt EVs provide no benefit.
- 17% noted environmental impacts (emissions from fossil fuel powered electricity plants, environmentally intensive mining process required to source critical battery components, and difficulties with recycling used batteries) as disadvantages.
- 7% noted safety issues (battery/electrical fires, heavier weight compared to gasoline-powered vehicles, less noise produced during driving) as disadvantage.
- 5% identified concerns with raw materials used (inhumane mining practices, prevalence of raw materials in countries unfriendly to the United States, limited availability of raw materials needed for batteries) as disadvantages.
- Other miscellaneous concerns (unknown vehicle reliability and longevity, shortage of qualified EV mechanics and service technicians, limited availability and selection in the EV market, lack of towing capability.

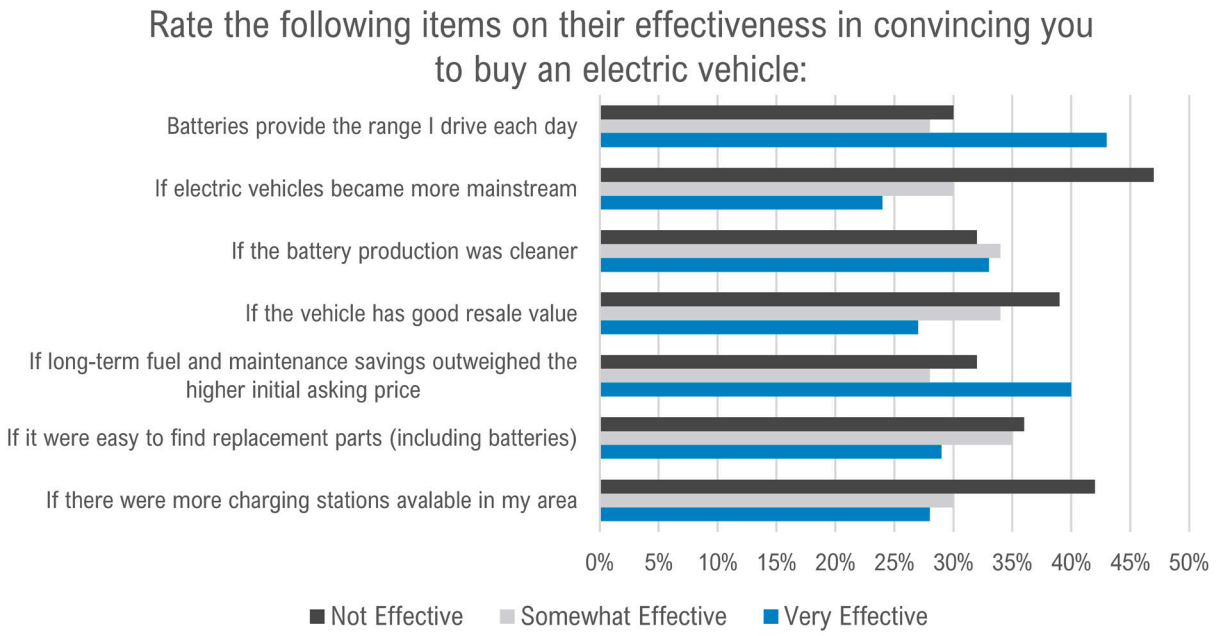
When asked questions about what it would take to consider purchasing an EV in the future, the following data points stood out:

- 66% of respondents would need an EV to have a range of at least 300 miles on a full charge to consider purchasing one, while 38% would need the range to be greater than 400 miles.
- 47% of respondents would need charging times to be under 30 minutes, while 70% would need charging times to be under one hour to consider an EV purchase.

Figure 2 highlights the degree to which various additional factors would be effective in convincing respondents to purchase an EV.

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Figure 2. Effectiveness of Different Factors in Convincing Survey Respondents to Purchase an EV



Public Meeting Summaries

In completing the EV Readiness Plan, three public information meetings were held. Meetings were formatted with a presentation of the work to be or that had been completed as well as opportunities for attendees to ask questions, provided feedback and have conversations regarding EVs and the plan. Below are summaries of meeting content and key discussion items.

Public Meeting 1 – December 5, 2023 (Oshkosh Public Library)

The primary purpose of this meeting was to inform participants regarding the purpose of the EV Readiness Plan development, the process/steps through which the Plan will be prepared, and the project schedule. Additionally, a key purpose of the meeting was to talk with those in attendance about their familiarity with EVs, including whether they own one or are considering purchasing one soon. As the Plan focuses on charging, a conversation regarding the ease or difficulty in charging was held.

The meeting was attended by seven people with most either being an EV owner or having some level of interest in being an EV owner.

Public Meeting #2 – May 30, 2024 (Oshkosh City Hall)

This meeting was held following development of forecasts of the number of EVs anticipated in the region by 2050, estimation of the chargers needed to support charging the estimated vehicles and division of the number of into those on public property and all other locations. The meeting also included an introduction of the range of potential ownership and operating options for those chargers expected to be located on in city parking lots.

The meeting was attended by 15 residents of the area, with most either being EV owners or having some interest in purchasing an EV. Input received at the meeting and through comments focused on considering Level 3 charging

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as an option for public sites. Attendees thought there would be more interest by people "wanting to quickly top-off" their charge than people spending the time required to charge with a Level 2 device as was proposed as the public charging option.

In addition to the discussion regarding the power level of public chargers, topics brought up and discussed were:

- Would there be a uniform method of payment such as being able to insert or tap a credit card, or would a specific app be required. These details have not been developed in the Plan.
- If chargers are included in metered lots, would people have to pay the parking charge also if all they wanted to do was charge their vehicle? In most cases when chargers are located in metered lots or structures, the parking fee is also charged.
- The city should not be overly concerned about being in direct competition with private operations as competition is good.
- Needs near multi-family development should be considered in the Plan as on-site charging options could be limited.

Public Meeting #3 – September 12, 2024 (City Hall)

The purpose of this meeting was to present and discuss the primary recommendations in the Plan. The meeting presentation provided a brief recap of the planning process, the key assumptions carried into the Plan, estimates of the number public area chargers would be needed, and the concept of an initial pilot to test the use of public chargers. Pilot locations for Level 2 chargers were presented (adjacent to the Convention Center and in Lakeshore Park) were presented and discussed.

The meeting was lightly attended (two people); however, those in attendance were very familiar with EVs and were open with discussion. Attendees were both advocates (owner of multiple EVs) and those with concerns. One comment was regarding placement of EVs in parks and the concern whether this would add to the number of vehicle conflicts with pedestrians/bicyclists. Conversation also revolved around whether more programs could be developed to promote migration to EVs and the environment

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Chapter 3. Definitions

Electric vehicles are relatively new technology, and many people may lack familiarity with the unique terminology associated with EVs. This section contains definitions of key terms mentioned in this document or otherwise important for understanding EV charging infrastructure, along with any applicable abbreviations.

Charging Port: A part of a charging station that is capable of providing power to only one vehicle at a time, even though it may have multiple connectors.

Charging Station: A site with one or more EV charging ports located at the same address, such as a grocery store parking lot or public parking garage.

Connector: The part of a charging port that is plugged into a vehicle to charge it (a.k.a. the "plug"). Multiple connectors may exist on a single charging port to enable access to vehicles with different types of connectors. The following types of connectors are commonly found on electric vehicles in the US:

- CSS (Combined Charing System) connector: Capable of supporting only Level 3 device charging speeds.
- CHAdeMO connector: Capable of supporting only Level 2 device charging speeds.
- SAE J1772 connector: Capable of providing both Level 1 and Level 2 charging speeds.
- SAE J3400 connector: Capable of providing both Level 2 and Level 3 charging speeds; originally developed by and exclusive to Tesla but opened for use by other manufacturers in November 2022. This type of connector is also known as the North American Charging System.

Electric Vehicle (EV): Any vehicle that is capable of being propelled by an electric motor powered by an on-board battery. EVs can be further divided into the following sub-categories:

- Battery Electric Vehicle (BEV): A vehicle that is propelled by one or more electric motors, runs on battery power only, and is recharged from an external source; a.k.a. "all-electric vehicle".
- Plug-In Hybrid Electric Vehicle (PHEV): A vehicle that is propelled by one or more electric motors, runs on battery power only, and can be recharged both from an external source and by an on-board internal combustion engine that serves only as a generator for the battery (i.e. does not move the vehicle).
- Fuel Cell Electric Vehicle (FCEV): A vehicle that is propelled by an electric motor powered by electrochemical conversion of hydrogen gas to electricity. FCEVs available today are fueled with compressed hydrogen stored in an on-board tank and are not capable of being recharged from an external source. FCEVs emit only water vapor and heat (no carbon dioxide, particulate matter, or other harmful pollutants).

Electrified Vehicle: A catch-all term used for any vehicle whose on-board propulsion system has been electrified in some way; includes battery electric vehicles (BEV), plug-in hybrid electric vehicles (PHEV), fuel cell electric vehicles (FCEV), and hybrid electric vehicles (HEV).

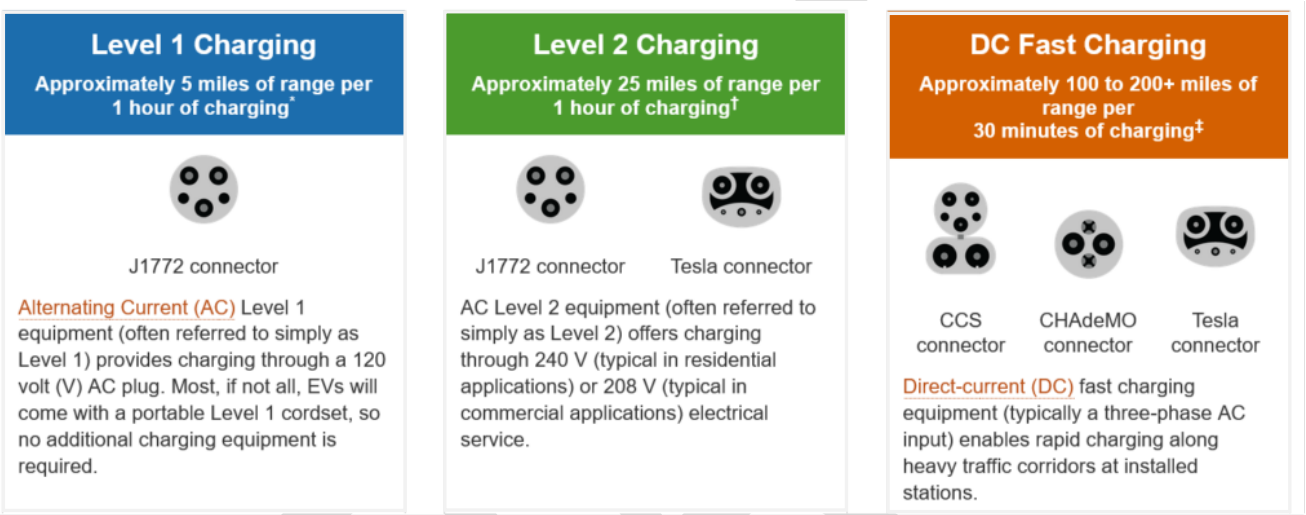
Electric Vehicle Service Equipment (EVSE): commonly called a "charger," this term refers to the equipment installed at a charging station that is used to provide electricity to charge an EV's battery. EVSE has been standardized into three levels described below and summarized in Figure 3:

- Level 1: A typical residential 120-volt alternating current outlet or its equivalent; capable of charging a BEV to 80% from empty in 40 to 50 hours and a PHEV in 5 to 6 hours.

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- Level 2: A higher voltage (240-volts in residential applications or 208-volts in commercial applications) alternating current charger that is commonly used for charging an EV at home, at work, or at a public charger; capable of charging a BEV to 80% from empty in 4 to 10 hours and a PHEV in 1 to 2 hours.
- Direct Current Fast Charging (DCFC, also referred to as Level 3 chargers): A high voltage (480-volts or higher) charger typically located near a high-traffic corridor where vehicles may need to be charged quickly (e.g. Interstate highways); capable of charging a BEV to 80% from empty in 20 to 60 minutes and generally not compatible with PHEVs.

Figure 3. Charger Levels and Connector Types



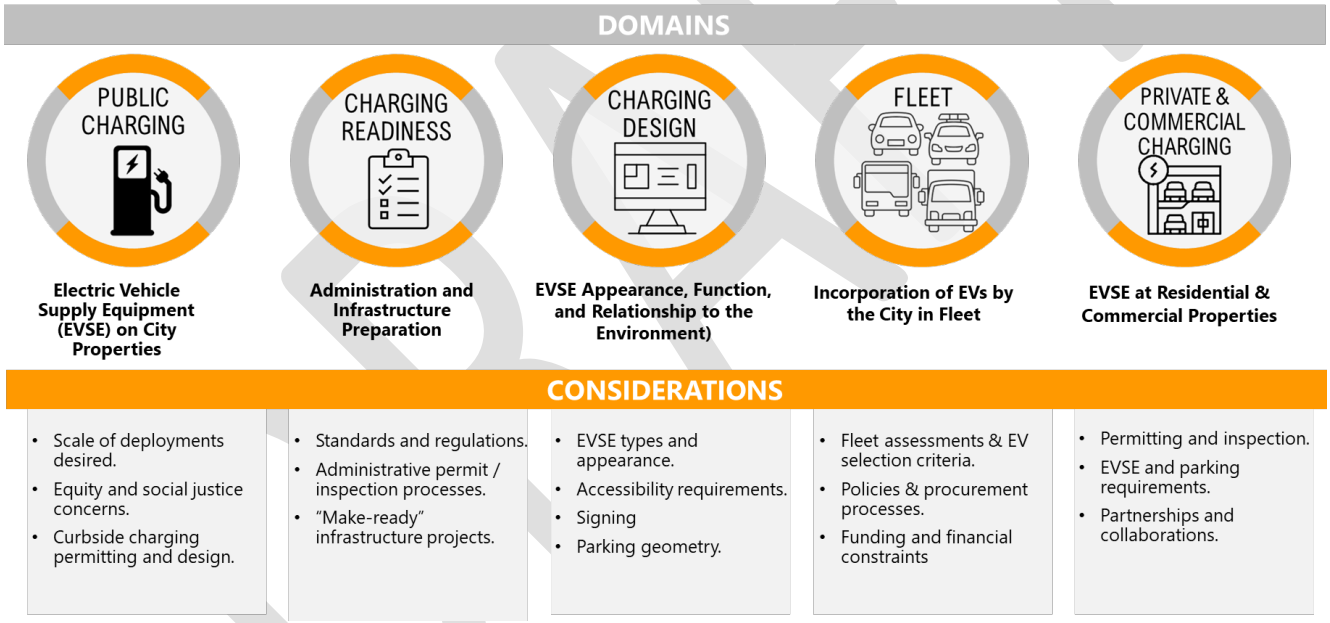
Hybrid Electric Vehicle (HEV): A vehicle that is propelled by a combination of a traditional internal combustion engine and one or more electric motors, fueled by a combination of gasoline and electricity, and whose battery is not rechargeable from an external source. HEVs are not considered "true" electric vehicles but are expected to increasingly be part of an electrified vehicle future.

Chapter 4. Charging Domains Addressed in Plan

Planning for the future of EVs includes a very wide range of policies, strategies, and technical considerations. To approach each element in a systematic way, a set of planning "domains" was created to group similar concepts, goals, and future actions for municipalities. Each domain describes an aspect of how increasing prevalence of EVs in the region will affect both administration and operation of municipal business.

Across the EV planning context, there are five basic domains that help to organize strategies and actions as a community moves forward. Figure 4 provides background information for each domain. Early in the Plan development process each domain was discussed with staff from the regional planning commission and the City of Oshkosh for the purposes of determining how each would be addressed through the planning effort. Each domain has some interaction with other domains; however, there are limited, if any, interdependencies between domains. There is no mandate to include all of the domains in a Plan, which provides a community the freedom and flexibility to incorporate those that make sense at the time of the Plan. It is anticipated the Plan will be updated and consideration for incorporating additional domains can be provided.

Figure 4. Electric Vehicle Charging Domains



Through working with staff, the domains to be addressed in this Plan were narrowed to:

- Public Charging
- Charging Readiness
- Charging Design

Fleet electrification was not included in this Plan as there has not been a detailed conversation with Public Works and Public Safety regarding incorporating EVs into the fleet. Each department has a generalized fleet replacement plan/schedule, but these plans do not include information regarding electric or gas vehicles. Additionally, the current cost differential between electric vehicles and conventional fuel vehicles creates a difficult cost effectiveness argument for converting a substantial portion of the small, medium or large vehicle fleet. While

limited purchase and testing a small number of vehicles across the fleet could occur, these purchases would be considered as tests/pilots for assessing performance and cost between conventional fuel and electric vehicles. While consideration for migrating some or all the city fleet to EVs is not included in the current Plan, Appendix A items to be reviewed if electrification is considered.

Private and commercial charging has been introduced in this Plan through estimating the number of ports needed and by developing a concept for preparing suitability measures for various land uses and combining them to create a map "indexing" areas of the city. Chapter 5 includes an overview of the methods and inputs for estimating the total number of commercial public access ports needed to support a future regional electric fleet; however, the city believes details regarding location as a market-driven element. The Oshkosh MPO Plan does include a process for estimating commercial and private port demand based on an estimate of the number of EVs in the city and identifies logical areas for locating chargers based on adjacent use and transportation network characteristics, but it stops short of identifying specific parcels and charging port numbers on those parcels.

Public Charging

The Public Charging planning domain relates to charging devices installed on city/municipal property, including parking lots of city/municipal buildings, parks, and public and/or employee use parking lots. In communities across the country, public use devices at public facilities are provided on a range of ownership and operating parameters (city owned/operated, city owned/ privately operated for example). Additionally, communities may provide vehicle charging with or without a fee for use. In 2024, the Wisconsin Legislature approved Act 121 establishing basic operating guidelines for devices installed by municipal jurisdictions and the state. Key elements of the Act that will influence jurisdictions include:

- Municipalities may own and operate public access charging stations.
- Municipalities may lease parking stalls to vendors to install and operate chargers.
- Public access charging stations owned by a municipality must be Level 2 or Level 3 chargers.
- A fee must be charged for the use of chargers installed by a municipality for public use.



Example Level 2 Charging Station

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Current Conditions

Currently, within the city of Oshkosh there are no municipally-owned/operated EV charging devices. Within the city there are a limited number of privately-owned ports available to the public. Each installation reflects a somewhat different configuration or set of operating parameters including variations in cost, device power ratings, hours of availability, etc.

Figure 5 displays the locations of 13 public charging sites across the city, which provide access to 25 charging ports. A summary of the sites by power level of the available chargers is documented in Table 1.

Figure 5. Current (July 2024) Public Access EV Charger Sites – Oshkosh MPO Area

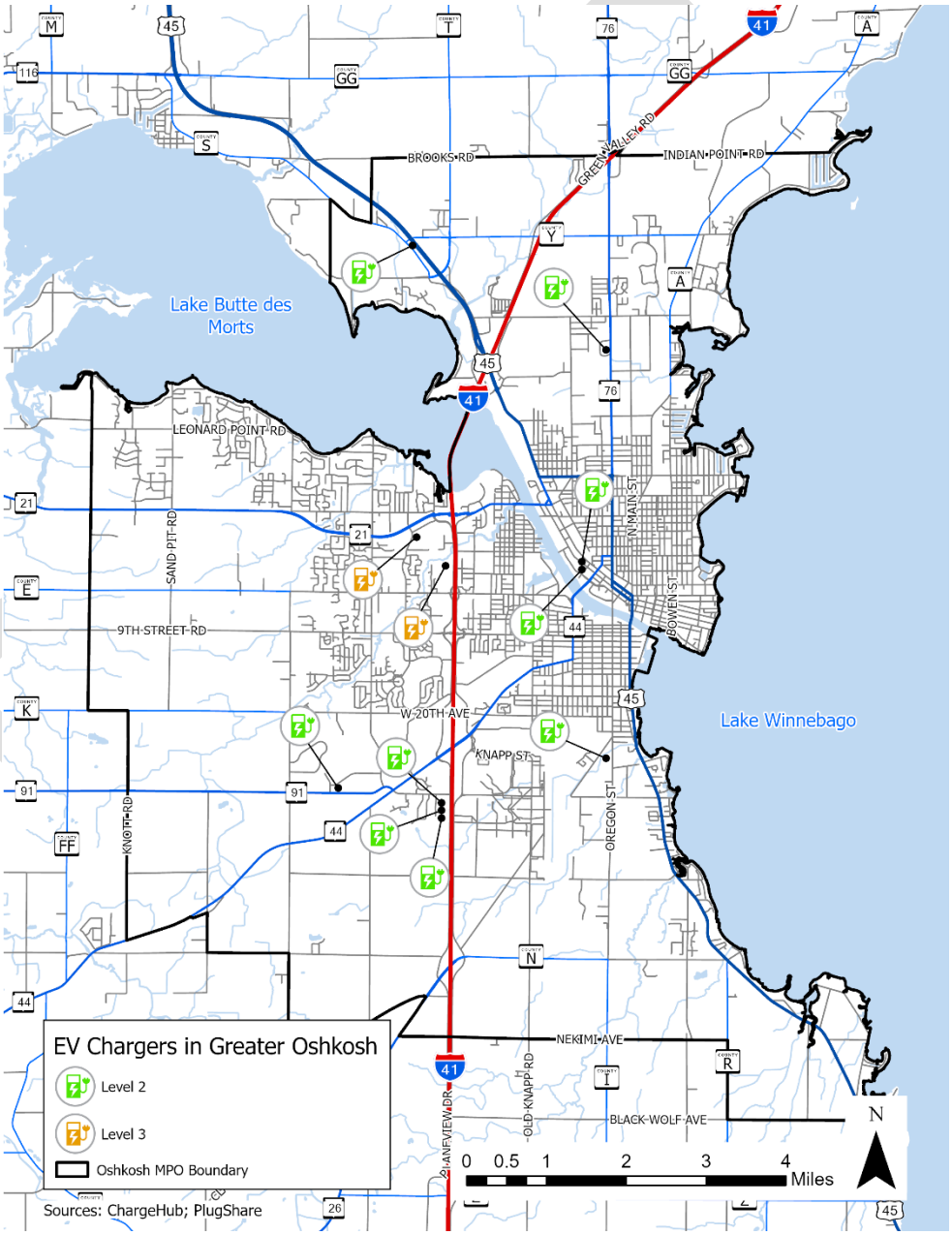


Table 1. EV Charger Sites and Device Information

Location	Devices Available	Power Output
GE WattStation 727 Algoma Boulevard, Oshkosh	1	3.7kW
Kwik Trip 533 Camelot Court, Oshkosh	1	1.9 kW
PetSmart 1025 North Washburn Street, Oshkosh	1	1.9 kW
Bergstrom Chevrolet-Cadillac 355 North Washburn, Oshkosh	1	50kW
Oshkosh Supercharger Festival Foods Parking 2415 Westowne Avenue, Oshkosh	6	150 kW
Kwik Trip 2165 West 9th Avenue, Oshkosh	1	1.9 kW
Kwik Trip 215 West 20th Avenue1	1	1.9 kW
Bergstrom Nissan 2365 South Washburn Street, Oshkosh	2	6.6 kW (1 port) 3.7 kW (1 port)

Public access charging sites are distributed throughout the city and the locations do not reflect where there is demonstrated demand for use, which is not unexpected as there are a limited number of EVs in the area. The introduction of EVs (relative to gas powered vehicles) is still very new. Thus, there has not been an economic analysis matching demand to investment into infrastructure.

A majority of the charging stations are Level 2 type chargers. Two locations provides access to Level 3 charging.

Using input from the public outreach process, it was voiced that there are gaps in access (both geographically and by time of day) to public charging. Thus, the EV Readiness Plan provides an opportunity to not only discuss needs and gaps, but a means of filling gaps.

Policy Considerations

Policy-level decisions made at the leadership and department levels will guide the future of city-owned charging opportunities.

1) Does the City wish to allow installation of EVSE in parking facilities owned by the City? If a consistent, City-wide policy is to be created, the follow questions should be addressed:

    a. Site selection procedures for where charger will be installed.

    b. Vehicle types supported with public charging facilities. Passenger vehicles require substantial equipment investments. Other vehicle types such as scooter and e-bikes have become more

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popular and would generally require only a standard 120VAC outlet to charge. Does the city provide outlets to charge these vehicle types and if so, how can site selection be optimized based on travel mode choice?

2) Whether curbside chargers on City right of way be allowed. If so, how are sites selected and what equipment types will be allowed.

3) Ownership and operating/maintenance agreements to be supported and what permits will be needed for installation of EVSE. Recommendations

If any deployment of EVSE on public property is pursued, a clear set of policies and procedures will be required. Private parties may be involved as suppliers or as operators/maintainers, which requires a concise and easy to understand set of rules and expectations. Recommendations for the creation of policies are outlined in this section. These may be adjusted and adapted based on the decisions in areas outlined in the Policy Considerations are made.

Surface Lot Related Recommendations

Listed below are key recommendations to consider regarding surface lot locations:

- Define placement of EVSE (end of stall or between stalls) in surface lots.
- Requirements for ADA compliance for EVSE stalls.
- Guidelines for the percentage of EV equipped stalls, considering the total number of stalls, average occupancy, and regional EV ownership levels.
- Complete a cost analysis to determine the most appropriate payment rates based on expected use. The cost analysis will also inform the most applicable operating model to accomplish the MPO's goals. For example, is payment processing more costly than simply providing charging without payment?
- Assess capital improvement plans for city facilities. For each planned project, determine if an "EVSE installation", "Make ready (install conduit and upgrade electrical service)", or "No action" status is appropriate.
- Define maintenance procedures for snow storage and removal to ensure charger access year-round.

Curbside Charging Related Recommendations

Curbside parking area charging is not currently proposed. As demand increases and the detail regarding where EV owners live Is better known, considering adding curbside charging to plans is recommended.



Curbside Parking Area EV Charger – Minneapolis, MN

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Planning Recommendations

Outlined below are key recommendations for planning processes and documents:

- Add existing and planned charging sites to land use, parks and recreation, and transportation plans.
- Inventory current electrical service installed at city parking facilities and current utilization of service (load) to identify upgrade needs based on expected charging level and charger use.
- Create parking time limit policies and identify enforcement mechanisms. This will help prevent fully charged (or non-EV) vehicles from occupying charger-equipped stalls.

There are three broad strategies that can be followed to encourage deployment of EVSE on City property. These are shown in Table 2.

Table 2. Public Charging Strategy Summary

Strategy	Action Item
Create Policies for Surface Lot Charging	▪ Define parking stall and EVSE layout standards ▪ Affirm ADA compliance requirements ▪ Create a standard for how many stalls at a parking facility will be equipped ▪ Analyze costs to determine viability of payment or free charging options ▪ Assess capital improvement plans to categorize parking facilities that may have EVSE installed.
Create Standards and Processes to Permit Curbside Charging	▪ Perform legal review to identify potential liability concerns associated with curbside charging ▪ Train staff on technical aspects of charger types and electrical requirements ▪ Implement a simple and streamlined permitting process for private parties that may want to install curbside chargers.
Review Park and Capital Improvement plans to Identify Opportunities	▪ Update park and other plans to identify currently installed EVSE locations and acknowledge curbside and surface lot sites planned for deployment. ▪ Inventory electrical service at City parking facilities and identify upgrade needs.

Charging Readiness

Charging readiness spans two general areas of planning. The first is the infrastructure (underground infrastructure, electrical service, staff training, etc.) needed to support public charging deployment. The second is the administrative elements such as building code, inspection, and incentive structures needed to facilitate EVSE deployment on private property, such as multi-family housing.

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Goals

Applicable goals for addressing charging readiness are:

1) Minimize the costs of installing EVSE supporting infrastructure by combining it with other work.

2) Reduce the time and administrative effort needed for permitting and inspection of EVSE.

Infrastructure Readiness

To address EV infrastructure readiness, a set of elements should be established that will be reviewed as part of any city-led construction projects, such as park renovations, roadway reconstructions, and updates to city facilities. Establishment of a checklist to review planned construction projects will help staff to identify places that could be "made ready" for EVSE installation. Checklist items may include:

	Element
☐	Does the site have a parking area?
☐	If yes, how many parking stalls currently exist? How many are planned or could be added?
☐	Does the site have facilities for bicycles traffic that could include electric bikes?
☐	Where is the nearest electrical service point(s)? What is the capacity of electrical services?
☐	What sort of charging can be supported by available (or feasibly installed) electrical services (Leve 1, 2, or 3? E-bike charging outlets?)
☐	Will the ground be disturbed as part of construction?
☐	Can additional underground conduits for power cables be placed near parking or bicycle storage areas?
☐	Is the site suitable for a partnership with a private charging network to deploy EVSE? If not, is the site suitable for a city-operated charging installation?
☐	What are the physical elements needed to make the site ready (electrical service upgrades, concrete equipment pads, power cables and conduits, signing, protective structures (bollards, etc.)?
☐	Can the physical elements be added to an existing project at the site?
☐	Can the site be made ready and have EVSE installed in a way that conforms to City EVSE standards and policies?

Staff should be trained in the review process to ensure consistency and that an understanding of EVSE deployment is maintained by reviewers. Each review should result in a memorandum using a standardized format being added to the project's file indicating whether infrastructure readiness additions to the project are appropriate and details on the elements to be added.

Recommendations

Highlighted below are key recommendations for addressing charging readiness:

- Work with electric utilities to identify whether adequate power is available proximate to locations where public access chargers may be installed on city properties.
- Review Capital Improvement Plan (CIP) and other planning documents to identify locations where new and/or rehabilitation construction with adjacent parking is anticipated.
- Include a standard to provide conduit space for future electrical service to be installed near parking facilities.

The strategies for ensuring the MPO or a city is prepared to facilitate charging deployments both on public and private properties are shown in Table 3.

Table 3. Charging Readiness Preparation

Strategy	Action Item
Develop an EV Readiness Assessment Process	▪ Identify readiness items (type/level of electric power available, easements required, underground infrastructure, etc.). ▪ Create an EV project evaluation process. ▪ Review construction and maintenance project for EV readiness. ▪ Develop modification to projects to include EVSE as appropriate.

Charging Design

EVSE can take many forms, from simple household electrical outlets with weather protection to large, complex installations with multiple dedicated chargers (See Figure 6) and very high-power output. Like many other parts of the built environment, some standardization of design is needed to ensure accessibility, safety, and integration with other elements.

Figure 6. Multi-Vehicle Charging Installation



Goals for Charging Design

By establishing a set of design standards for charger equipment, parking stalls and signage, the city advances several significant goals, including:

1) Encourage charger installation. A simple, consistent set of design standards will make the process of deployment more straightforward for both city and private entities. Establishing site and equipment requirements will ensure that permitting has unambiguous requirements and that prospective deployments are simple and quick to review.
2) Consistent appearance and aesthetics. By implementing a set of design standards, the city can maintain an attractive, safe and consistent appearance in parking areas and along city streets. This goal compliments the Public Charging goal of supporting visitors by offering a welcoming, easy to navigate environment.
3) Ease of discovery. Consistent signs will make it easy for drivers to locate chargers by using familiar symbols and placement. Making it easy to find a charger will reduce driver stress and improve the overall experience of traveling to and around Oshkosh.
4) Simplify and encourage EV use. Encouraging EV use will advance the goals of the Sustainability Strategic Plan for improving air quality for all residents; and the MPO's long range transportation plan goals of energy conservation and providing sustainable and livable communities.

Physical Charger Types

In addition to the different "Levels" of charging there are different physical designs for each charger type. In general, these will be either a "tall" or "short" pedestal type similar to a traditional gas pump as shown in Figure 7.

Figure 7. Typical Pedestal-Type Charger



For Level 2 chargers, there are more compact designs that can be attached to other structures, such as light poles. An example is shown in Figure 8.

There are also larger, cabinet-style chargers which are more commonly used with Level 3 chargers. These will generally use a larger concrete "pad" as a base and like other Level 3 devices will have an electrical transformer co-located with the charger or placed nearby. Figure 9 displays an example of a cabinet-style charger.

For each charger type, the jurisdiction should have a policy that identifies whether the type is allowed, and for those that are allowed, the appearance and technical requirements.

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Figure 8. Typical Pole-Attached Charger



Figure 9. Typical Cabinet-Style Charger



CHARGER SIGNAGE

There are two types of signs that should have clear definitions and design standards. The first type is wayfinding signs that indicate the charging station location and guides a driver to the station. The second type are general service signs indicate restrictions and conditions of use, such as parking time limits and "EV Only" parking spots.

Examples of wayfinding and restriction or conditions signs are shown in Figure 10 and Figure 11, respectively.

Most of these signs will be located on public right of way and will need to comply with the Manual on Uniform Traffic Control Devices (MUTCD). Individual jurisdictions should review current guidance in the MUTCD and adapt design guides accordingly.

A jurisdiction should also consider advertising or other private sign relative to compliance with the local commercial sign codes relating to size, distance from establishment, illumination and other aspects.

Figure 10. Common Electric Vehicle Wayfinding Signs



Figure 11. Common Electric Vehicle Restrictions and Conditions Signs



Parking Stall Configurations

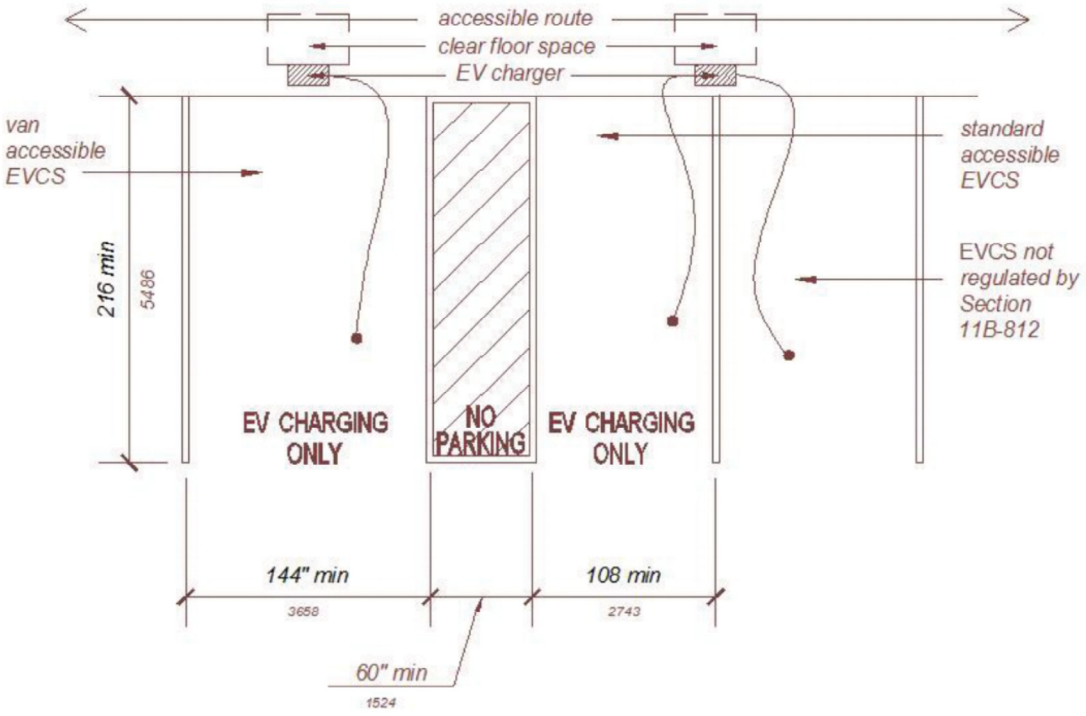
Appropriate design standards should be adopted for allowed stall configurations in parking lots. These standards may include:

- Width and length of stalls with associated EVSE, which are typically consistent with a standard stall.
- Placement of EVSE relative to the boundaries of angled and perpendicular EVSE.
- Special painted markings or signs for EVSE-equipped parking stalls.

A generalized concept for ADA and standard accessible charging is displayed in Figure 12.

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Figure 12. EV Charing Stall Dimensions – Standard and ADA Accessible Stalls



EVSE Technical Considerations

The 2021 IIJA includes two key programs to assist in expanding the EV charging infrastructure that provide a source of general parameters for guidelines for a local program. The first BIL program is the National Electric Vehicle Infrastructure (NEVI) Program, which is a formula funded program focused initially on creating a national network of interconnected Level 3 chargers. The second is the Charging and Fueling Infrastructure Discretionary Grant Program (CFI). Within the CFI program there are two different subprograms. The first subprogram is the Corridor Program that provides guidelines and funding for charging devices along corridors designated by the state DOT. The second, the Community Program, supports projects that are demonstrated to reduce greenhouse gases in communities and fill gaps in charging access (example: Located near multi-family housing where people may not have on-site access to an in-home charger).

While the NEVI program is initially focused on Level 3 chargers, the CFI program supports expanding public access to Level 2 chargers. The guidelines outlined in the NEVI and CFI programs can be a good source of guidelines for categories incorporated into a local infrastructure expansion program, even if the local program does not include funding from the IIJA. Table 4 highlights key EVSE guidelines from the BIL programs.

Table 4. NEVI Program Technical Requirements

Requirement Category	Location	
	Alternative Fuel Corridor	Community Charging (CFI)
Ports Per Location	4	4
Minimum Power Delivery (Each Device)	150 Kw	6 kW
Networked to System	Yes	Yes
Reliability (Minimum Uptime)	97%	97%
Hours Available to Customers Each Day	24	Variable – Required to be available during hours host is open
Locations	Initially – Within 1 mile of AFC After AFC Build-out – Other	
Connector Type(s)	Combined Charging System (CSS) at minimum	Combined Charging System (CSS) at minimum
Eligible Applicants	Private Business	Public Jurisdictions

Usage and Payment

There are convenience and equity concerns with the payment options for EVSE not located at a facility that is able to handle cash payments. Many private charging networks require users to install a mobile application on a smartphone or similar device and setup a payment account. This approach raises several concerns for users, including the need to install software and maintain multiple account payment accounts, which creates security issues. Secondly, payment applications typically require subscription and payment processing costs that impact profitability.

Act 121 and NEVI do not specify a payment mechanism, only that a fee is charged (both Act 121 and NEVI) and providers ensure "secure, convenient and equal access" to payment methods (NEVI). As part of an overall design policy, the city should consider how equitable payment methods could be encouraged for EVSE deployments, including:

- Credit/Debit cards: Credit card readers are familiar and convenient for many customers. Both debit and credit cards typically charge a transaction fee (approximately 3% of the transaction) that will either reduce profits or be passed on to the user.
- RFID (tap) cards: Radio-frequency identification cards can be used as a payment method. These cards are connected to a credit card or debit card. Thus, the considerations in the previous point are carried forward. There is an added convenience to the tap card and security associated with using either is comparable.
- Mobile apps: Apps can be used to start a charge, check in, and pay. Following the initial set-up, an app is convenient for a specific brand/location, but the inconvenience of possibly needing multiple apps reduces the utility to the user.

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- QR codes: Quick-response codes can be used for pay-as-you-go solutions. Similar to an app, however there is no need to download the application. If the user does not connect with mobile device to a digital payment wallet, they are required to enter a card number, which reduces the convenience.

Charging Design Recommendations

Table 5 outlines key elements of strategies for implementing EV charger design and layout, with corresponding action items for each strategy. The table includes strategies for locating chargers in the public right-of-way; however, this Plan does not include curbside charging.

Table 5. Implementation of EV Charger Design and Layout Strategy

Strategy	Action Item
Set Standards for EVSE in Public Right-of-way	▪ Define on-street parking stall layout. ▪ Create permitting process for on-street and lot parking installations. ▪ Determine charger types allowed (pedestal, attached, etc.). ▪ Determine if e-bike or other charging will be provided. ▪ Update design guide materials.
Set standards for EVSE on Private Property	▪ Assess which aspects of EVSE installation can be addressed through permitting/code standards. ▪ Make accessibility standards clear.
Develop Permitting Process	▪ Create simplified process that minimizes time. ▪ Review process steps to encourage EVSE installation.
Review and Revise Signing Standards	▪ Update sign code as needed based on MUTCD/AFDC sign recommendations. ▪ Review commercial sign codes and update as needed for EVSE installations.

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Chapter 5. Future Projections and Charging Needs

While the current number of EVs is relatively low (less than 500 registered in the county), the rate of growth as a percentage of all vehicles continues to increase. This chapter outlines two possible scenarios for the level of EV adoption in Oshkosh and includes estimates of the charging ports (public and private access) necessary to support the estimated vehicles. Additionally, this chapter presents information on the number and types of EV charging ports that the MPO's focus community of Oshkosh, may support by 2050.

Regional EV Adoption And Charging Port Needs

METHODOLOGY

Determining the future number of electric vehicles in the Oshkosh metro area and the number of chargers needed to support them was determined by the process visualized in Figure 13. Each step is detailed below.

Step 1: Estimating 2050 EV Adoption

Primary assumptions in this step included:

- The vehicle registrations per capita in the MPO area are consistent with Winnebago County estimates.
- EV ownership as a percentage of all vehicles in the MPO area is consistent with EV ownership rates in Winnebago County.
- The rate of vehicles per capita observed today will remain reasonably consistent through 2050.

As the percentage of EVs relative to all registered vehicles in the region is low (less than 1% of registered vehicles), and the rate and extent to which EVs will be adopted in the region is unknown, two approaches were used to estimate separate low and high EV adoption scenarios.

The first approach (the low adoption scenario) uses information from the Wisconsin Electric Vehicle Infrastructure (WEVI) statewide plan[1] adopted in 2022 and updated in 2023. The WEVI plan employed an EV forecasting methodology that extended the historical trend of an increasing percentage of all vehicles being EVs through 2050. The result of employing the methodology, the percentage of all registered vehicles is anticipated to increase from approximately 0.1% to approximately 31% of vehicles registered in the state. The percentages from the WEVI plan were applied to the predicted number of total registered vehicles in the Oshkosh Area MPO boundaries in 2050, under the assumption that the local EV adoption rate will be similar to the statewide rate.

The second approach (the high adoption scenario) is a more aggressive estimate reflecting information from the National Renewable Energy Laboratory (NREL). NREL, funded through the US Department of Energy, focuses on research and development of renewable energy and advancing energy efficiency. NREL used national data to on EV registrations trends as a percentage of all vehicles. The results of the NREL assessment was an estimate that approximately 67% of registered vehicles would be EVs 2050. As in the low adoption scenario, this percentage was applied to the predicted number of total registered vehicles in the area to reach a prediction of registered EVs in 2050.

[1] https://wisconsindot.gov/Documents/projects/multimodal/WEVI-plan-update-final-22-0929.pdf

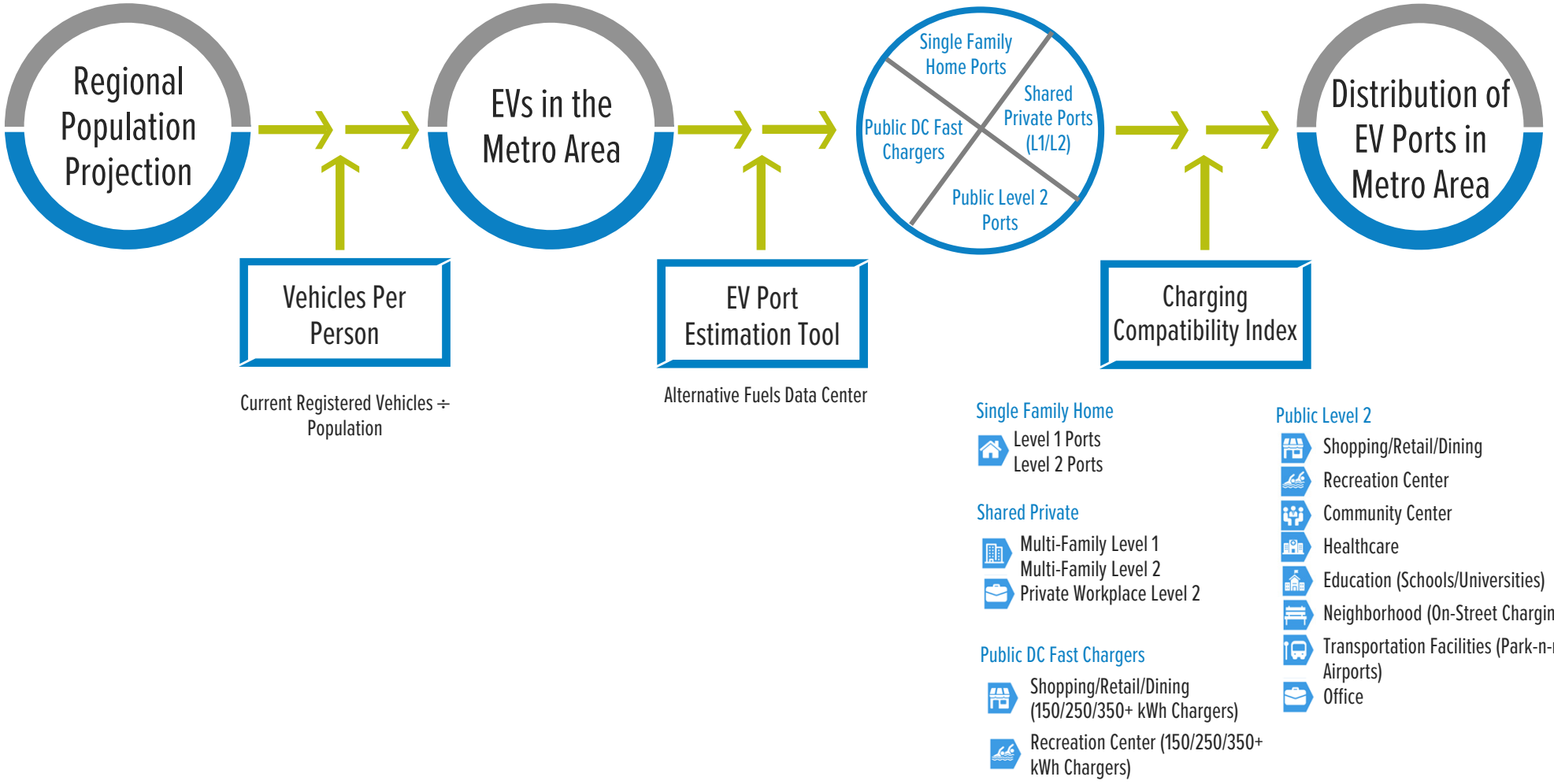


Figure 13 – Regional EV Charging Port Distribution Methodology

Step 2: Estimating the Number of Charging Ports Needed

Once calculated, the upper and lower estimates of EV adoption in the metro area were entered into EVI-Pro Lite, a tool made available by the Alternative Fuels Data Center (AFDC)[2]. EVI-Pro Lite is a publicly available online version of the EVI-Pro tool used for estimating the number of EV charging ports needed to support a given number of EVs in a region. This tool divides charging ports into different categories of private and public ports ranging from Level 1 to DC Fast Chargers.

Step 3: Distribution of Charging Ports

The products of this step are estimates of the number of ports recommended to support charging in a range of at-home environments (single family and multifamily housing) and away-from-home locations, including while at work, while shopping, medical office visits, while at parks and recreation areas and social visits to friend and family.

Results of Applying the Alternate EV Estimation Methodologies

As EVs currently represent a small fraction of total vehicles in the Oshkosh area, the rate of adoption in the Oshkosh area by 2050 is unknown at this time, adoption estimates in this Plan rely on both a low and high adoption scenario to frame the range of estimated EVs by 2050. EV adoption in Oshkosh by 2050 is likely to be closer to the low adoption scenario, which is based on information from a statewide plan produced by WisDOT. In this scenario, enough people will have purchased or leased an EV by 2050 that about 31% of all registered vehicles will be some type of EV. However, Oshkosh also needs to be prepared to respond if future circumstances lead to higher adoption rates. Table 6 shows the number of total vehicles and EVs projected for the Oshkosh MPO by 2050, along with projections for the communities within the MPO (assumed to be proportionate to each community's share of the total MPO population).

Table 6. Projected EV Registrations by 2050

Location	Total registered vehicles projected by 2050	Registered EVs (31% WEVI Adoption Scenario)	Registered EVs (67% NREL Adoption Scenario)
Oshkosh MPO	**91,339**	**28,316**	**61,616**
City of Oshkosh	77,118	23,907	52,023
Town of Algoma	10,880	3,373	7,339
Town of Oshkosh	412	128	278
Town of Black Wolf	1,164	361	785
Town of Omro	1,377	427	929
Town of Nekimi	168	52	113
Town of Utica	49	15	33
Town of Vinland	171	53	115

NOTE: Population estimates represent the portion of each jurisdiction within the Oshkosh MPO boundary

[2] https://www.nrel.gov/transportation/evi-pro.html

While the predicted number of electric vehicles above is one piece of the larger EV puzzle, communities around the Oshkosh area will need to know how many charging ports will be necessary to support the number of EVs they expect to be owned or leased by their residents. Because charging ports can serve multiple vehicles in one day, some EV owners therefore may not charge their vehicles on a daily basis, and the number of necessary charging ports will be less than the number of EVs on the road.

The US Department of Energy's Alternative Fuels Data Center has developed EVI-Pro, which estimates the EV charging infrastructure that is necessary in an area to meet expected charging demand. EVI-Pro uses data on local travel patterns, EV attributes, and charging station characteristics to estimate how many chargers are needed by type (Level 1, Level 2, and Level 3 [DC Fast Charging]).

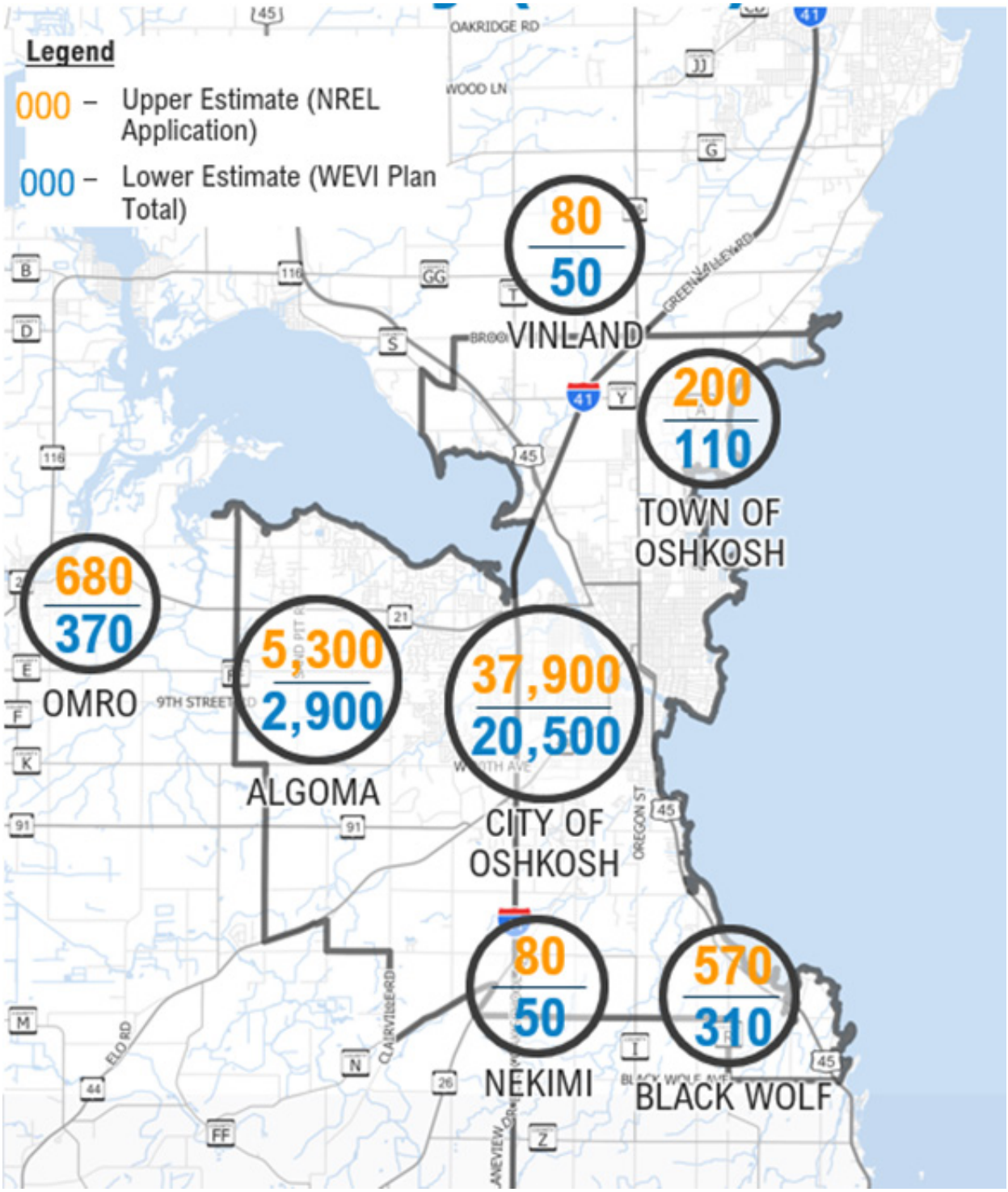
EVI-Pro Lite estimates reflect demand in the region to range from approximately 24,000 to 45,000 EV charging ports by 2050, depending on the adoption rate. Figure 14 displays the estimated distribution of charging ports to meet demand in each city and town in the Oshkosh region. These numbers reflect the assumption that the EV adoption rate will be approximately equal across the Oshkosh MPO area, meaning that a portion of the metro-wide total charging ports in each community will be roughly proportional to each community's share of the metropolitan population.

Not all of the charging ports that are needed in the Oshkosh region will serve the same purpose, nor will they have the same level of public access or charging speed. The types of charging ports needed to meet EV charging demand are summarized in Table 7.

Currently, most EV owners in the Oshkosh region are primarily charging their vehicles at home. It is generally assumed that even as more public charging locations are brought online, home charging will continue to be the dominant location. Figure 15 shows the estimated charging port category split for the low and high EV adoption scenarios, respectively. Of all the charging ports needed to satisfy demand in the Oshkosh area, EVI-Pro Lite suggests about 91 to 95% should be private single-family chargers (a mixture of Level 1 and Level 2). The tool estimates an additional 2% to 4% the region's chargers should take the form of shared private chargers in multifamily residential developments and workplace parking facilities.

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FIGURE 14. Predicted EV Charging Port Needs by Community in 2050

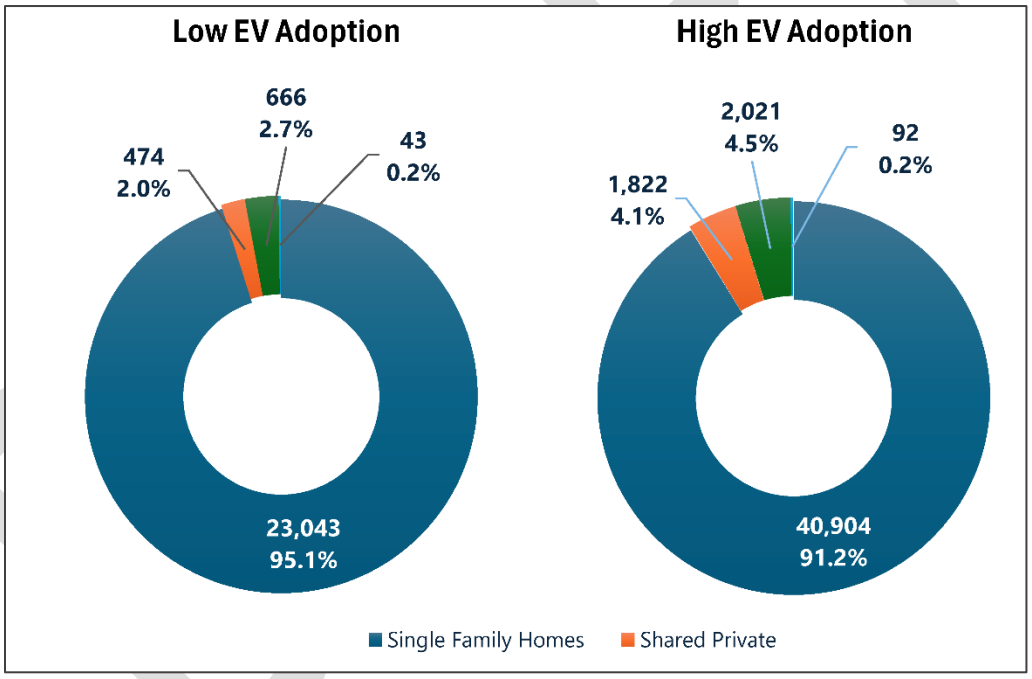


Source: Alternative Fuels Data Center – EVI Pro Lite

Table 7. Charging Port Category Descriptions

EVI-Pro Lite Charging Port Category	EVI-Pro Lite Description
Private Single Family	Private-access Level 1 or Level 2 charging ports for residents of single-family homes
Shared Private	Private-access Level 1 or Level 2 charging ports available for use by residents of apartments, condos, townhomes, duplexes, and other multifamily housing; private-access Level 2 charging ports for employees at their place of work
Public Level 2	Public-access Level 2 charging ports located at retail centers, recreation centers, healthcare facilities, education facilities, community centers, transportation facilities, offices, and within neighborhoods
Public DC Fast Charging (a.k.a. Level 3)	Public-access DC fast charging ports located primarily at retail and recreation center locations

Figure 15. Estimated Charger Needs for Low EV Adoption



Source: EVI-Pro Lite

Most charging ports at full build-out should therefore be located at residences, as EV owners are far more likely to charge their vehicles at home overnight than in any location or at any other time. Most homes already have 120-volt outlets that can easily be used for at-home EV charging. Home charging will be the most convenient option for most EV owners, as the price to charge at home will typically be lower than at public commercial charging ports, and it allows EV owners to start each day with a full charge.

Public charging is generally provided through a combination of Level 2 and Level 3 chargers. Within the region it is estimated that between 700 to 2,100 public charging ports would be needed to support the range of EV estimates. For public charging, it is likely that most of the devices would be installed on private property in locations where it

would be advantageous to a property or business owner to offer on-site EV charging (e.g. a shopping center, fuel station, doctor's office, etc.). Some public charging ports have already been installed on private property, such as the Tesla Supercharger located in the Festival Foods parking lot near State Highway 21 and North Westhaven Drive. DC Fast Chargers in particular are anticipated to be installed through the federal NEVI formula grant program. The NEVI Program in Wisconsin is administered by the WisDOT, with an initial focus along interstate corridors in the state.

Detailed breakdowns of the estimated number of charging ports for each category under low and high EV adoption scenarios are provided in Appendices B and C, respectively.

Locational Suitability for Public Charging Ports

Not all locations are equally suitable for charging infrastructure, particularly publicly accessible EV charging ports. While most charging ports will be private at-home ports, publicly accessible charging ports must be located in places that are convenient, supported by surrounding land uses, and equitably accessible to the entire community.

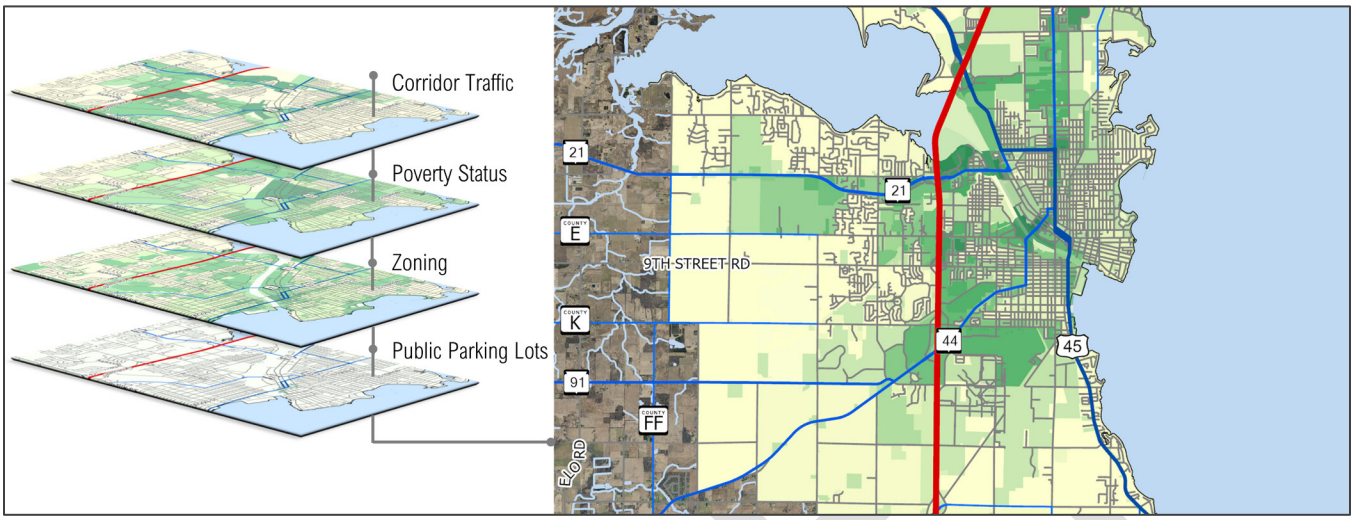
Several data points were used to create a visual index showing where the best locations for EV charging infrastructure are around the Oshkosh area. Figure 16 depicts the most suitable locations for public charging infrastructure. The locational suitability index takes into consideration the following factors:

- Public parking lots: These locations are good facilities for investment in public charging infrastructure. The index considers properties containing city-owned parking lots as having high suitability for EV charging ports, while all other property in this layer is classified as low suitability.
- Zoning: In general, the index assigns suitability levels to different development types as follows (based on appropriate zoning designations):
  - High: Dense, mixed-use areas near the urban core, very high density urban residential areas, and the UW-Oshkosh campus.
  - Medium-high: Urban mixed-use areas near central Oshkosh, industrial areas, institutional uses, and high density urban residential.
  - Medium: suburban mixed-use areas, business parks, most planned developments, and riverfront mixed use areas.
  - Low-medium: Neighborhood mixed use areas and medium density traditional neighborhood residential areas
  - Low: low density suburban/rural residential uses and agricultural areas.
- Corridor traffic volumes: Higher functional class corridors with higher-traffic volumes would offer better vehicular access to public charging stations. Census block groups abutting major corridors are divided into five the same five suitability categories as under Zoning, based on each abutting road segment's typical traffic volume (highest volume equals highest suitability), and factored into the index.
- Poverty rates: Households below the poverty line are less likely than other households to be financially capable of installing Level 2 or higher charging ports in their homes, where charging would be most convenient. Therefore, publicly accessible Level 2 and Level 3 charging ports located near areas of high poverty could help address issues of equitable access to higher speed EV charging. Census block groups were divided into the same five suitability levels as described above, with the highest suitability being assigned to block groups with highest poverty rates.

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For the EV charging suitability index, the data listed above is layered on the map to identify areas most suitable for publicly accessible EV charging infrastructure. Figure 16 displays the suitability index map.

Figure 16. EV Charging Port Locational Suitability Index



The locations most suitable for public charging infrastructure are in downtown Oshkosh and non-residential areas along the interstate and state routes serving the Oshkosh region. The map above is intended to be used as a general guide to locational suitability across the Oshkosh region; however, it does not prescribe specific locations where public charging infrastructure needs to be installed. Decisions to install charging ports on private property will ultimately be the role of businesses and property owners.

Charging Ports on Public Property

While the vast majority of publicly accessible charging ports will be located on private property, the municipalities that make up the Oshkosh area have opportunities to help increase the availability of charging ports by installing ports in strategic locations on city-owned property. Municipalities, particularly the City of Oshkosh, own parking facilities that are prime sites for EV charging ports. City-owned parking facilities primarily fall into three of the land use categories used by the EVI-Pro Lite tool to allocate charging port distribution:

- Recreation centers: City parks, Oshkosh Public Museum, downtown recreation center, and downtown restaurants and venues served by city-owned lots.
- Community centers: Oshkosh Convention Center, Oshkosh Library, and other community spaces in downtown Oshkosh.
- Offices: Downtown offices whose employees park in city-owned lots.

Assumptions applied through methods outlined above resulted in the estimates that public facilities would account for 50% of the recreation center charging ports, 25% of the community center charging ports, and 8% of the office charging ports. A technical memorandum outlining the assumptions and methods is included as Appendix B.

Applying the EV-Pro Lite model, the number of EV charging ports across all city-owned parking facilities at full build-out would be about 41 to 125, depending on the level of EV adoption. These estimates represent approximately 1% of the total number of estimated ports.

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The end goal of the estimating process is to develop a concept for estimating a reasonable number of EV ports for parking lots owned by the city. For this Plan, two methods were explored to allocate ports to lots:

- Method 1: Distribute the total number of chargers needed for each use category (community center, recreation center, office, etc.) among the lots serving each use category.
- Method 2: Sum the number of ports needed for full build out in city-owned parking facilities and divide the number by the total number of municipally-owned parking stalls to derive a percent of the total parking. Then for each lot, begin the reasonableness evaluation by applying the overall percentage and then adjust based on the lot location, electrical infrastructure availability and potential for EV users to visit the site for charging.

Method 2 is the more straightforward approach that many cities and towns around the country have taken to implement EV charging port standards in their zoning codes and other policies. The 41 to 125 EV charging ports projected for city-owned parking lots is about 1.4% to 4.1% of total city-owned parking stalls. It is recommended that the City of Oshkosh apply these percentages while planning for full build-out of city-owned EV infrastructure, with the goal being to have charging ports installed on approximately 1% to 4% of city-owned parking stalls by 2050.

Appendix C and D, respectively contain tables showing number of charging ports that would be needed on specific city lots under low (WEVI) and high (NREL) EV adoption scenarios, using the percentage-based approach. This table should be used as a guide in planning for EV charging facilities. However, as charging ports are installed and the City gains knowledge of which charging port locations perform better, ports intended for a location with lower charger utilization could be reallocated to areas with higher demand for charging.

Charging Ports at Transportation Facilities

The EVI-Pro Lite tool assigns charging ports to the transportation facilities land use category, which are typically public-owned parking lots, Facilities in the Oshkosh region are typically not owned by the city, but rather by Winnebago County and the State of Wisconsin. In total, it is estimated that 43 to 150 charging ports will be needed at transportation facilities in the Oshkosh region.

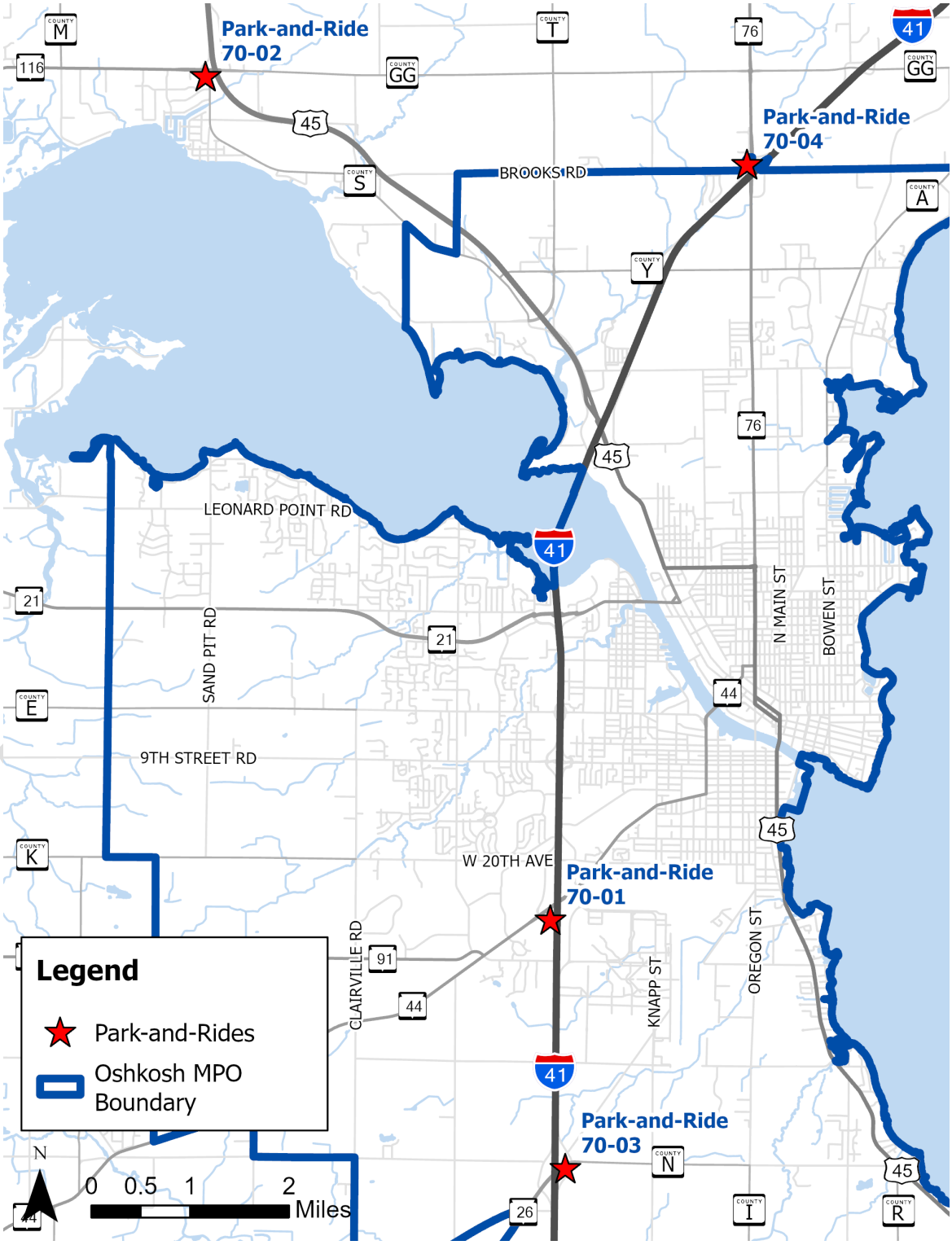
In the Oshkosh metro area, there are four WisDOT park-and-ride lots aimed at serving carpool and vanpool commuters. These sites are prime candidates for EV charging ports and would enable commuters to charge their vehicles while they are at work. Figure 17 displays the locations of the WisDOT park and ride lots.

Wittman Airport, another publicly-owned transportation facility is a regional general aviation facility owned by Winnebago County and located in the City of Oshkosh and Town of Nekimi. While the airport does not have commercial air service, it does host several flight schools and serves non-commercial air traffic. The airport has parking facilities that present opportunities to install charging ports to charge vehicles while using the airport's services, or for airport employees to charge their vehicles while at work. It is recommended that a small number of the charging ports (approximately two to six) allocated to transportation facilities by EVI-Pro Lite be considered for the Wittman Regional Airport.

The nearest airport to Oshkosh with scheduled commercial service is Appleton International Airport. While the Appleton airport is located outside of the Oshkosh Area MPO's boundaries, regional coordination to ensure that commercial passengers from Oshkosh and other areas have opportunities to charge their vehicles in airport parking facilities is recommended for consideration in the future.

Lastly, while there is presently no designated GO Transit park and ride lots, the agency may wish to open park and ride facilities in the future. If GO Transit opens any future park-and-ride facilities, it is recommended that up to 5% of the parking stalls include EV charging capabilities.

Figure 17. WisDOT Park-and-Ride Locations



Chapter 6. Federal and State Legislation

Two pieces of legislation are particularly relevant for the conversation surrounding electric vehicle infrastructure in the Oshkosh MPO. Firstly, the Infrastructure Investment and Jobs Act, passed at the federal level in 2021, established the National Electric Vehicle Infrastructure (NEVI) Formula Program, which provides significant funding for states to develop EV charging infrastructure. Secondly, and perhaps more directly relevant to local infrastructure, is Wisconsin Act 121, enacted in 2024, which makes several key changes to the legislative landscape affecting EVs in Wisconsin.

Infrastructure Investment and Jobs Act

The IIJA, sometimes referred to as the Bipartisan Infrastructure Law or BIL, was passed by Congress and signed into law in 2021. It authorized $1.2 trillion worth of investments in repairing and modernizing infrastructure around the US. Among its provisions is a program called the National Electric Vehicle Infrastructure (NEVI) Formula Program, which designates $5 billion worth of formula grants for the purpose of deploying EV charging infrastructure and establishing an interconnected network to facilitate data collection, access, and reliability.[3]

The NEVI Formula Program is specifically intended to develop EV charging infrastructure along Alternative Fuel Corridors designated by the federal government. Interstate 41 is a designated Alternative Fuel Corridor, and it is likely that charging infrastructure will be installed along this highway somewhere in the Oshkosh area to help ensure a connected charging network across the state of Wisconsin. Such charging infrastructure will be installed as the result of state-awarded contracts using federal dollars to create a NEVI-compliant charging network. The Wisconsin Electric Vehicle Infrastructure Plan[4] outlines in more detail the intended implementation of the NEVI Formula Program in Wisconsin. Local governments will not need to contribute any dollars toward NEVI implementation; however, updating zoning, building and electrical codes may be desirable.

Wisconsin Act 121

Act 121 was enacted in 2024 and amends state law in several keys ways that will help to enable a smoother transition to an electrified vehicle fleet. The law generally exempts suppliers of electricity for EV charging from being regulated as public utilities, regulates the use of EV charging stations by local governmental units, and changes state tax policy for electricity provided by a commercial EV charger. Details on Act 121's regulations are summarized below. **However, local government entities should consult their attorneys for questions about how the law will affect the jurisdiction's EV plans and goals.**

Local Governments

Currently, most public facility chargers in the state are free to use or charge users a fee based on the amount time they are using the charger. Act 121 lifts the limitation that only public utilities can charge by the kilowatt hour of consumption, which will allow municipalities to more cost effectively recover their investment. Under Act 121, local governments are able to:

- Own, operate, manage, or lease a Level 1, 2, or 3 charger that is used for recharging municipal fleet vehicles and is not available for public use

3 https://www.fhwa.dot.gov/bipartisan-infrastructure-law/nevi_formula_program.cfm

4 https://wisconsindot.gov/Pages/projects/multimodal/electrification.aspx

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- Own, operate, manage, or lease a public Level 1 or 2 charging station installed before March 22, 2024, if it is available to the public free of any charge.
- Own, operate, manage, or lease a public Level 1 or 2 charging station installed on or after March 22, 2024, if they charge a "reasonable fee" for the electricity delivered by the charging station.
- Authorize an electric provider or person to own and operate a public Level 1, 2, or 3 charging station on property owned by the local governmental unit as long as the electric provider or person qualifies under the utility exemption regulations and charges a "reasonable fee" for electricity delivered by the charging station.

Under Act 121, local governmental units may NOT require the installation of EV charging infrastructure on private property as a condition of any building permit, conditional use permit, or other development approval, except when there is a voluntary contractual agreement between a developer and a local governmental unit for the provision of chargers in a new development. This limits the ability of cities and towns to require the buildout of EV charging infrastructure on private property, though it may not necessarily preclude the use of creative incentives in development codes to promote EV charging infrastructure.

Municipal Utilities

Under Act 121, municipal utilities existing on March 22, 2024, may own and operate a public EV charging station and may charge a reasonable fee per kilowatt-hour of electricity delivered if all of the following criteria apply:

- The EV charging station receives all required Public Service Commission approvals.
- No revenue generated by the charging station is transferred to the municipality's general fund.
- No tax revenue directly or indirectly subsidizes the costs associated with the charging station, except for state-provided grants whose specific purpose is to expand charging infrastructure availability.

Taxes on Electricity

Act 121 makes several key changes to state tax policy as it pertains to EVs. The law imposes a new excise tax for the sale of electricity for the purpose of recharging an EV and eliminates the sales tax on electricity for said purpose. More details on the tax changes are summarized below.

Excise Tax provisions in Act 121 include:

- A new excise tax of three (3) cents per kilowatt-hour applies to all Level 3 chargers and any Level 1 or 2 charger installed on or after March 22, 2024.
- Governmental entities are subject to the excise tax.
- Charging stations installed at any residence (except hotels) are exempt from the excise tax.
- All EV chargers subject to the tax must be registered with the State of Wisconsin to facilitate administration of the excise tax.
- Taxes collected by the registrant of a non-exempt charging station are due to the state biannually, and the registrant must keep a detailed record of the amount of electricity delivered by each charger.

Electricity delivered by all Level 3 chargers and any Level 1 or 2 charger installed on or after March 22, 2024 is exempt from sales taxes. No resale certificate is required for the sale of electricity that is subject to this sales tax exemption.

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Legislative Summary

WisDOT has distributed a Request for Proposals for an initial distribution of charger grant funding. Within or adjacent to the Oshkosh MPO two locations along I-41 where Level 3 stations were selected: the Trip on South Washburn and a BP station on Main Street in Neenah. These two locations will satisfy the maximum of 50 miles between stations outlined in the NEVI guidance. Thus, it is unlikely that additional NEVI supported stations will be proposed in the region.

Wisconsin Act 121 will improve the local position for adding charging sites as it allows operators to charge for electricity by the kilowatt hour, which will provide a standardized unit for charging for consumption. Providing the ability charge by the kilowatt hour will allow stations that are not part of the NEVI Program to charge for electricity in the same manner, which will add convenience for users. Prior to Act 121, there were no defined controls on who could install a charger or how stations were operated. The act does not impact how private stations are operated, other than allowing operators to now charge for electricity by the kilowatt hour, but it does provide some guidelines that could impact how a municipality addresses EV readiness. The act will allow for installation of public access chargers in public areas. The act also restricts municipalities developing ordinances or building requirements of adding infrastructure to support EV charging. Builders can voluntarily provide infrastructure; however, a municipality cannot require it.

Environmental Justice/Equity

Many programs, such as National Electric Vehicle Infrastructure incorporate requirements that specify benefits must accrue to Disadvantaged Communities (DACs). In addition, every area has specific concerns related to environmental, economic and racial disparities.

Understanding and developing the definition of "benefit" is the cornerstone of addressing equity and accessibility in the region. While EV adoption in the region is low, the EV Readiness Plan is a future looking process and document. Thus, as EV adoption increases, the MPO and stakeholders in the region will need a consistent definition of equity/environmental justice benefits associated with EVs, including:

- Improved air quality by reducing GHG emissions by migrating vehicles from gas powered to low/no-emission electric.
- Increased health and wellness; as low-income populations tend to have a higher rate of respiratory illness; the improvement in air quality through EV adoption also contributes to improved health conditions.
- Workforce expansion. Installation of devices will provide additional opportunities for skilled electricians and there are EV-specific training programs that can support certification in device installation. Other communities/states are considering or are presently involved in funding workforce development programs. Understanding the size of the potential market is a critical step in finding the appropriate position for the Oshkosh MPO in this portion of the market.
- Increasing access to charging stations for multi-family housing areas. Studies through MIT include findings that multi-family residents have lower incomes than detached residence populations, which is not an unexpected finding. Also attached to the findings of their research relative to EVs is multi-family residents, is residents in multi-family housing environments may not have a similar level of home charging access as single-family home residents. Additionally, multi-family home residents are not as likely to have regular and/or consistent access at work. Thus, investigation of opportunities to expand charging access for lower income residents will be needed in the future.

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Opportunities brought about through increased EV adoption should be incorporated into a regional equity action plan or incorporated into applicable of other regional plans as a means of demonstrating intentional consideration for disadvantaged communities. Establishing equity as a key priority in regional planning, policy, and documents will support funding pursuits and administration of secured funds in a way that benefits all members of the community. Proactively seeking to mitigate any of the burdens categorized under the Justice40 criteria can be used as evidence to support the demonstration of need for federal or other funding.

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Chapter 7. Charging Station Operations and Maintenance

When deciding how to install charging ports on public property, three alternatives exist for the ownership and operating structure:

- Municipality-owned and operated
- Vendor-owned and operated (a.k.a. turnkey)
- Municipality-owned, vendor-operated

This section describes each alternative and provides a table of the approximate costs of each alternative. Case studied of locations where the concept has been used are included in Appendix F.

Municipality Owned and Operated

Under this alternative, the city, county, or other local government entity purchases electric vehicle supply equipment and installs it on publicly-owned property. The municipality then operates the charging site, including collecting payments and applicable taxes according to state law when electricity is supplied to the public. In Wisconsin, state law allows for this model to be used with Level 1 and Level 2 chargers only. This would likely be the most labor intensive alternative from the government's perspective, as it requires dedicated staff time to process and track payments, remit excise taxes to the state, and maintain the charging equipment.

Vendor Owned and Operated

Under this alternative, the city would solicit bids from qualified vendors to install, own, and maintain electric vehicle supply equipment in a designated location on public-owned property (i.e. a city-owned parking lot). The municipality enters into a contract with the selected vendor to install the chargers and provide all ongoing operational services as they would for chargers on private property. Wisconsin law allows for this model to be used with Level 1, Level 2, and DC Fast Chargers. If a local government wants to provide DC fast charging services to the public on publicly-owned property, it must use this option. The vendor owned and operated model likely results in the lowest cost to the community, as the vendor would bear the costs of installation and operations. There may also be an opportunity for the municipality to negotiate payment for the use of its land by a private company for EV charging operations, whether as a fixed lease rate or a percentage of sales revenue going to the municipality.

Municipality Owned, Vendor Operated

Under this alternative, the city purchases electric vehicle supply equipment and installs it on publicly owned property. The government agency would then solicit vendors to operate and maintain the chargers, including collection of payments and excise taxes. In Wisconsin, state law allows this model to be used with Level 1 and Level 2 chargers only. This arrangement may involve lower costs for the local government than if it were to both own and operate a charging port, as the municipality would not need to hire its own maintenance staff or bear any administrative costs. However, the municipality still pays the cost to purchase the equipment and, depending on the level of use for the devices, may need to subsidize operations costs.

EVSE Ownership and Operating Summary

For each of the combinations of device ownership and operating/maintenance a summary of the primary considerations associated with developing a future course of action have been documented, including:

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- Level of control the municipality may have regarding locating devices and how operations after install is done on public property.
- Risks that are of primary interest from the perspective of the municipality.
- General capital and operations/maintenance costs.
- Challenges there may be to implementation and future operations (supplementing the risks).

Table 8 documents the side-by-side alternatives comparison.

Through discussion with stakeholder, the preferred ownership/operating concept for public charging is Option 2 – Vendor Owned and Operated on City Property, is preferred for the following reasons:

- There is little expertise at the city level in operating or maintaining EV charging infrastructure. As the initial number of devices will be low, the likely more cost-effective alternative would be to have the supplier also bring the operating and maintaining expertise.
- With a relatively brief history of being in operation, limited data regarding maintenance requirements for devices is available. To minimize the risk to the city associated with maintenance, using the turnkey approach is the preferred.
- Vendors have more access to networking of the devices. Maximizing use is key to a successful investment, which can be enhanced with networking them nationally.
- Minimizes risk to the city. Charger utilization may be low immediately after installation, using the vendor/turnkey approach will transfer risk to an entity that better understands and likely has a tested plan for addressing risk.

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Table 8. Comparison of Installation and Operations Concepts – Municipal Public EV Charging Stations

Scenario/Description		Comparison Criteria				Challenges
		Municipal Control (Location/Install Timing)	Risks	Cost		
				Capital	Maintenance/ Operating	
Option 1:	Municipality Owns/Installs (Using Contractor) – Municipality Operates/Maintains and Charges Fee for Use (Option Allowed Under Act 121)	Greatest level of the Options – Municipality controls which locations are priorities and not and timing of the bid for installation. Likely results in cheaper charging for customers (profit motives of municipality are different than private entity). Provides municipality with opportunity to recoup device/install costs.	Maintenance – Are there qualified companies that can provide quick turnaround service? For next 5-plus years, there is not likely enough demand to recoup investment (Is that a key requirement or is public charging a service provided by city?)	$20,000 per 2-port unit.	Maintenance $400-$500 per year per unit Operating costs varies based on use – Higher use location – Can generate positive revenue (profit) – Less used may not recover maintenance cost or capital investment.	Potential pushback from PRIVATE L2 providers that may need to charge more per kWh – to generate profit. Most of private sites (hotels/discount retail) are likely to be in areas away from initial rounds of installs (downtown and/or park) by municipality.
Option 2:	Municipality Contracts (Lease) with Private Provider who Owns/Installs/Operates/Maintains Sites (Turnkey Operation) – Vendor Charges Fee for Use (Option Allowed Under Act 121)	Moderate – Municipality would likely distribute an RFP for individual or packages of charger locations of their choosing. Will private entities see enough demand for them to make a profit? Would municipality subsidize in early years? Locations will provide varying levels of profit for providers. Will there be bidders for less lucrative (but important to municipality locations)? Will bids be higher for lower use (lower income) location?	Cost control – The municipality would likely issue a Request for Proposals for installations at specific sites. Potential vendors would "bid" on the sites for install and operations. Less lucrative locations may see higher bid pricing to make up for lower annual revenue. Cost per kWh for electricity will be greater than in Option 1 – Contractor will include profit and the Contractor cost of electricity may not be as low a rate per kW as municipality could get in Option 1. Contractor will limit time they operate to five years (most likely). So, will need to rebid or terminate location. Provider financial condition – What happens if Contractor goes out of business? Need to include decommission or repayment clause in contracting, but is may still be difficult to recoup cost of decommissioning. Who gets calls when units are not functioning?	$5,000 to $10,000 per site depending on the availability of power adjacent to install spaces. Generally, host (municipality in this case) is responsible for underground infrastructure.	Cost range from minimal annual investment to positive income (maintenance is $400-$500 per year per unit) – Provider collects fee for use with assumption they will recoup capital and maintenance cost along with some profit. Fee for charging likely higher than Option 1 – Provider assumes profit. Agreements generally include a revenue split (Majority to the Provider) An anticipated lower use location the municipality prefers for an install may require some annual public financial support.	Few not listed in Risks.

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Scenario/Description		Comparison Criteria				Challenges
		Municipal Control (Location/Install Timing)	Risks	Cost		
				Capital	Maintenance/ Operating	
Option 3:	Municipality Owns Chargers – Contracts with Provider to Operate and Maintain – Charge Fee for Use (Option Allowed Under Act 121)	Moderate – Municipality would likely distribute an RFP for individual or packages of charger locations of their choosing. Locations will provide varying levels of profit for providers. Will there be bidders for less lucrative (but important to municipality locations)? Will bids be higher for lower use (lower income) location?	Will there be Bidders? Bidders will need to have local/proximate maintenance service. Are there (or when will there) be enough chargers to support local maintenance company(ies) for quick turnaround service? No local maintenance – increases down time. Contract will have clause on maximum downtime before damages are charged. As city owns, city will be target if chargers are not functioning. Cost per kWh for electricity will be greater than in Option 1 – Contractor will include profit and the provider may not be able to get the a per kW rate as low as a municipality would in Option 1. Cost control – Less lucrative locations may see higher bid pricing to frontload capital/operating cost recovery. Contractor will limit time they operate to five years (most likely). Contractor financial condition – What happens if Contractor goes out of business? Coordinating construction and operating Contractor – If operating company is not the installer – could be conflicts between timing for install finish and beginning of operations. Could impact operating bidder cost.	$20,000 per 2-port unit All install costs borne by municipality – Recover investment through charging fee.	Maintenance cost ($400-$500 per year per unit) is covered by the Provider collecting a fee that covers electricity cost and maintenance. Opportunity for positive income from fee charged – Contractor collects fee for use with assumption will recoup maintenance cost. Funds collected shared with municipality (Majority is generally to Contractor – Capital investment by municipality lowers Contractor risk/cost – Which could increase municipality percentage of revenue.	For next 5 or so years (until EV numbers increase) cost recovery will not likely cover capital and maintenance costs. Municipality may need to take a small portion of recovered cost, or pay some amount annually for maintenance (until EV numbers increase).

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Chapter 8. Implementation on Public Property

While it is anticipated the majority of EV charging ports will be located in homes and on other private property, there are opportunities for local governments to install public charging ports on city-owned property. Because the City of Oshkosh is the primary center of population and activity in the Oshkosh MPO area, this section focuses on strategy for installation of chargers on Oshkosh city-owned property. However, other municipalities may follow the same general strategy in preparing their own communities for electric vehicles.

Of the broad range of estimated ports needed to support the forecasted number of EVs, fewer than 1% (44 to 124 depending on the EV adoption as a percent of all vehicles assumptions) would be allocated to uses applicable to city properties. Additionally, the current level of EV adoption in the region is low (less than 1%t of all registered vehicles in the county). The combination of these two key EV planning parameters supports taking a conservative approach to implementation. For the 2024 Oshkosh MPO EV Readiness Plan, the conservative implementation approach is to promote, through a pilot program, installing a small number of chargers at locations most likely to see higher use. Following the conservative approach, which would be to minimize the risk to the city regarding capital investment and on-going maintenance and operating costs, the preferred installation and operating plan for the pilot would be to follow Option 2, contracting public space to an installer/operator vendor.

Selection of an initial set of pilot locations was the result of reviewing the key assumptions of the city's role in providing public charging opportunities, including:

The NEVI program and private commercial businesses are focusing on the customer needing/preferring a short turn around (less than 30 minutes) and are willing to pay a higher price for their charging event. To avoid conflicts with private vendors who currently have a relatively small customer pool, the city's pilot program customer is focused on travelers with the following make-up:

- Someone who typically parks in a city lot while at work. These potential customers would park for four to eight (or more) hours in the same spot.
- Someone who parks in a city lot while patronizing a restaurant/bar in the downtown area. This customer would park for one or more hours.
- Someone who parks in a city lot while attending an event at the convention center. This customer would park in the same spot for more than one to two hours.

Defining characteristics of these customers are:

- Parking duration: Likely a minimum of one hour and up to eight plus (a workday) hours.
- Willingness to walk between parking and their destination: Even at full implementation of a public funded EV charging program targeting off-street lot sites, people would need to walk one or more blocks between parking and their destination. The goal would be to strategically locate a small number of charging stalls within acceptable walk distance of key destinations. For this Plan, the assumption of an acceptable walk distance is at most two blocks, with one block or less being preferred.
- Willingness to pay: Act 121 requires the city to charge a fee for public use of chargers whether leased or owned. It is also the city's desire to recoup the capital investment, maintenance costs and cost of electricity associated with providing public charging.

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Using the customer definition above, it is proposed for the pilot that Level 2 chargers be the specified device. For implementation. Reasons for proposing Level 2 chargers include:

- Device and infrastructure cost: Installation of a small number of Level 2 chargers at any location could be done without needing to upgrade the current electrical infrastructure. While Level 3 charging requires three-phase power, Level 2 chargers can be powered through single-phase systems. For reference, residential homes are powered with single-phase power and, by contrast, industrial properties that are more intense users require three-phase power.
- Charging time: While a shorter charging for all may be desirable in most situations, a 20 to 30 minute charging time for the pilot program customer may not be convenient. Will a downtown worker want to leave their place of work, walk a block or two and move their car 30 minutes (or less) after getting to work? Will people at a restaurant want to leave their table between ordering and their meal be finished to move their EV to another stall? We believe the answers to these are no. Level 2 charging provides a benefit to the target customer over the applicable parking period of the reason they made the trip.

Through public meeting events people commented that Level 3 charging should also be considered. It has been considered in this effort by suggesting improvements to providing Level 2 charging (extending conduit and cables) be sized such that they could accommodate the added siring needs of Level 3 over Level 2 charging Thus, reducing future upgrade costs.

Proposed EV Charging Infrastructure Pilot Sites

Defining target properties for pilot sites for installing and operating EV chargers included steps of reviewing sites the likely EV driver would visit, sites proximate to adequate electrical power, sites where a relatively convenient access easement for Wisconsin Power Service (WPS) is available and/or city properties anticipated to have significant capital improvements. The element of reviewing capital improvements takes into consideration a logical site might need upgrading to the electrical infrastructure and if there is a planned large scale capital improvement, integrating the electrical infrastructure needs of EV charging with other site improvements could improve the cost effectiveness of adding EV charging infrastructure.

Using the characteristics listed above the range of city properties were reviewed two pilot locations were identified. The first is one of the convention center lots. The convention center is located in the southeast quadrant of North Main Street and Ceape Avenue, with the primary parking areas located in the Convention Center East Lot and North Lot located north of Ceape Avenue. In the EV charging pilot, the recommended location is the North Lot because the lot is slightly closer to other downtown uses than the East Lot, which makes it a little more convenient for shared use with non-convention center areas. The lot location and row proposed for adding chargers is displayed in Figure 18.

Adequate electricity is available along Ceape Avenue to support four ports (using two, two-port) Level 2 charging. Additionally, if in the future there is demand to upgrade to Level 3 charging, the location would result in a serviceable access easement for WPS, relative to the south lot.

The second location is in Lakeshore Park. Figure 19 displays the location of the park and charging station. underground infrastructure for installing EV charging at four stalls on the west side of the lot was included with the pavilion and accompanying parking improvements to the park was. A conduit pathway from the pavilion to the west end of the lot and pull boxes for daylighting cable have been installed. There is adequate power onsite to support four ports (using two, two-port devices) of Level 2 charging. Upgrading the site to Level 3 charging (possibly in the future if there is demand), would require working with WPS to establish an access easement.

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- Possible Charger Location (Four Ports)

N

250 500 1000

Feet

INSET
Charging Site Detail

Figure 18 – Convention Center Pilot Charging Device Location



- Possible Charger Location (Four Ports)

N

250 500 1000

Feet

INSET
Charging Site Detail

East Central Wisconsin Regional Planning Commission ECWRPC

City of Oshkosh

Figure 19 - Lakeshore Park EV Charging Device Location

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Appendix A – Fleet Electrification and Public Commercial Charging Planning Considerations

Fleet Electrification

Electrifying the city's fleet has several advantages including reducing tailpipe emissions and vehicle operating costs. The City has an opportunity to establish a clear commitment to electrification by showcasing its own fleet of electric vehicles.

A separate consideration for equipment used by the city is power equipment such as trimmers, blowers, chain saws and other maintenance tools. These elements should be approached as a combined effort between Public Works, Parks and Recreation, and other stakeholder departments. Key considerations will be interchangeability of batteries and charging equipment, performance changes with extreme temperatures, and analysis of tool operation times with compatible batteries. Light equipment electrification is considered beyond the scope of this Plan.

Oshkosh's Vehicle Fleet

The City owns vehicles used across multiple departments for a range of city operations by Public Works, Police and Fire, parks and Recreation and Administration. They include cars and small trucks to large heavy vehicles that are used for specialized purposes. Almost all of these vehicles today are powered by gasoline or diesel. Transitioning the city-owned fleet to being powered by electricity can be a critical piece of the broader push towards communitywide transportation electrification. Electrifying the city's fleet has several advantages including reducing both tailpipe emissions and vehicle operating costs.

Vehicle Maintenance Facilities

The City's vehicle fleet is currently maintained, fueled and stored at the Public Works field operation facility, with fire and police vehicles also being stored at facilities across the city. The field operations center was opened in 2015 and contains approximately 150,000 square feet for maintenance and storage.



Interior View – Field Operations Facility
639 Witzel Avenue

Potential Benefits of Fleet Electrification

For communities migrating their fleet to electric vehicles the following benefits are noted.

Reduced Greenhouse Gas (GHG) Emissions

Stainability goals for Oshkosh are outlined in the Strategic Plan and guided by the Sustainability Plan, including safe, efficient and environmentally sound transportation. Fleet electrification directly supports this goal by eliminating point source GHG emissions from city owned/operated vehicles and providing an up to 95% total emissions reduction, depending on electric generation fuel mix.

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Simplify Fueling

While electric vehicles do not require 'fueling' in the sense of filling tanks with material, they do need to have their energy replenished. There are several physical standards for the connectors that 'plug-in' to vehicles and different software systems that facilitate optimal charging strategies between the vehicle and charging equipment. Fleet electrification seeks to reduce and eventually eliminate the need for fuel storage tanks, pumps and safety equipment associated with liquid fuels. In addition, determining an optimal standard for both physical and data connections between vehicle and charging equipment will ensure any vehicle can be charged at any available location, which eliminates the need for dedicating physical spaces to specific vehicle types.

Reduce Maintenance Complexity

Although data is preliminary, electric vehicles appear to be less failure prone and less expensive to maintain due to having far fewer components than a comparable internal combustion vehicle. A study by Consumer Reports indicates that cost per-mile to operate and maintain an electric vehicle is approximately half that of internal combustion equivalent. Costs saved from maintenance on a largely electric fleet could be used for other maintenance and public works purposes.

Policy Considerations

There are several challenges that must be addressed well in advance to implement a successful fleet electrification transition. These include establishing a shared vision and clearly demarcated roles and responsibilities for the transition. Incorporating a new type vehicle into the fleet may require several city departments to coordinate closely to answer questions, including:

- How is the increased capital cost of an EV going to be accounted for in the city budget?
- How will the installation of charging equipment and associated electrical services be included in future budgets?
- What are the needs of current and future facilities to operate and maintain an electric vehicle fleet?
- What funding sources are available to support this transition?
- How will the city support the staff skill development needed for EV maintenance?
- What social or political concerns could impede EV adoption by the city?

Considerations like these must be addressed by City leadership and department heads to enable a long-term, consistent approach to fleet electrification.

Steps to Implementation

Replacing city owned fleet vehicles with EVs requires coordination and collaboration with internal and external stakeholders. This section provides guidance on the key considerations and next steps recommended the city incorporate into a future Plan for advancing fleet electrification efforts.

The following approaches have been identified to support a successful fleet transition to electric vehicles:

- **Create an official Policy for EV Procurement**: A clear policy that solidifies the City's commitment to fleet electrification should now be developed as an early step to transitioning some or the entire fleet. Creation of this policy, sometimes known as a "Green Fleet" policy will require coordination across key leadership—including the mayor's office and city council, leadership from facilities and fleet management, public works staff, police and fire staff, parks and recreation staff, and the finance department.

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This policy should clearly outline the workflow for fleet management across departments. All those involved in procurement, purchasing and financial management should be at the table to create a shared understanding of who will be responsible for each piece of the transition.

The green fleet policy should also coordinate the rate of adoption of EVs with the deployment of charging equipment and staff maintenance skill development.

- **Perform an In-depth Fleet Assessment;** A comprehensive fleet assessment establishes a clear baseline and identifies technical and infrastructure needs. The fleet assessment will be a study to determine if the vehicles being used are optimal for their purpose. Identifying optimal vehicle types may allow the city to use lower cost, more efficient vehicles for functions that do not require a full-sized passenger car or truck.

  A total cost of ownership analysis will also help determine which fleet vehicles may be electrified first and which will provide the greatest operations and maintenance savings. Results from this analysis will help create a procurement workflow.

  The fleet assessment will also examine where and when different vehicles can be parked and charged. For each vehicle type, the daily miles traveled, hours of use, parking locations, activities, and users should be documented. This will also help determine which levels of charging are necessary. Vehicles that are parked overnight may use slower, Level 2 charging while others that are constantly used might require fast Level 3 charging.

  Charging analysis should also assess the viability of automated load balancers. These vary the supply of electricity to across multiple charger so that many vehicles can be charged (at slower rate) than would be possible if every charger drew its maximum rated. Managed charging can also help avoid high peak hour demand by prioritizing charging during off-peak times. Data from the fleet assessment will help determine which vehicles are most suited for managed charging.

- **Utility Coordination:** A large-scale transition to electric vehicles in the city fleet may require significant upgrades to electric infrastructure. It will be important to work closely with the utility provider to determine power supply at potential charging locations and to mutually work to reduce costs both to the city and to the utility.

  Utility coordination can be implemented as a three-step process:

  1) Based on the fleet assessment, determine how many EVs are likely to be purchased each year and identify the most frequently used charging locations.

  2) Assess the current electric service capacity at the facilities where the vehicles will be charged. Current service capacity should be compared to the estimated demand for the additional EVs that will charge at the facility to understand the significance of gaps.

  3) Engage the utility to estimate costs for any changes needed to accommodate the additional load. If costs are prohibitive, develop a managed charging strategy to allow for satisfactory charging.

- **Plan for Future Changes and Challenges:** The world of EVs is evolving with new technologies coming online constantly. As EV technology evolves, new EVSE standards are anticipated.

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Longer lead times are often involved in the procurement and site development process. Planning for current and future charging needs with the necessary electrical capacity and charging infrastructure will be key in making the transition without mismatches between charging demand and available facilities.

Global supply chain issues have delayed many electric vehicle deliveries. Component parts for EVSE may also be affected. It is anticipated that growth in the EV market will address these challenges, but it will be important to account for them in the fleet transition process.

- **Funding:** While EVs are generally more expensive upfront than fossil fuel powered vehicles, they are cheaper to maintain and operate. This is due to the lower electricity prices and fewer moving components in an electrically driven motor compared to internal combustion powered vehicles. However, the higher capital costs can often pose a challenge in budgeting for a fleet transition to EVs. It is therefore recommended that procurement decisions are based on total cost of ownership (TCO). There are tools available to estimate these costs.

  There are also several funding sources that are now available to help accelerate the transition to EVs. New federal spending bills like the IIJA and IRA offer funding and incentives to municipal governments, often through a "direct pay" option for what would otherwise have been provided as a tax credit.

  One notable initiative is the Commercial Clean Vehicle Credit: This allows tax-exempt organizations like the City to claim a qualified commercial clean vehicle credit of up to $40,000.

- **Employee Engagement:** Support for an electrified fleet among city staff who will be their operators is critical to success. Staff must feel comfortable using EVs and may be encouraged to be "champions" for the city's broader transportation electrification efforts. Specific steps may include onboarding training, involving fleet operators in the policy and procurement development process to gain buy-in, and hosting Ride and Drive events to test out vehicles. Collecting feedback from EV operators will be critical to ensuring that challenges and barriers to EV use are being monitored as learnings for the process.

The key strategies identified for advancing the electrification of vehicle fleet are summarized in Table 9.

Table 9. Fleet Electrification Strategy Summary

Strategy	Action Item
Develop Fleet and Procurement Policy	▪ Create a fleet transition workgroup ▪ Create a "green fleet" policy ▪ Create a new vehicle procurement process reflecting the green fleet policy
Conduct Fleet Assessment	▪ Conduct an inventory assessment to understand baseline needs ▪ Create a "right size" Plan to match vehicle type to expected usage ▪ Determine future EV parking, charging, and fleet facility needs ▪ Determine EVSE required ▪ Evaluate managed charging options ▪ Continue to monitor advances in EV to address future fleet needs

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Strategy	Action Item
Plan Utility Coordination	▪ Engage in advance with utility to determine EVSE needs ▪ Determine site specific electric supply needs ▪ Work to minimize charging and capital upgrade costs ▪ Analyze rate structure and potential demand charges
Identify Future Challenges	▪ Work with fleet assessment data to select EV and EVSE needs ▪ Plan for potential supply chain issues
Research Funding Opportunities	▪ Conduct a total cost of ownership study ▪ Work with city budget staff to account for upfront transition costs ▪ Explore federal, state and private funding options
Engage Employees	▪ Involve fleet operators in planning and procurement decision-making ▪ Provide specialized EV training ▪ Cultivate EV "champions" ▪ Collect feedback and incorporate into learnings

Private and Commercial Charging

While providing public charging infrastructure supports an expanding electrified transportation network, currently and into the future, most electric vehicle users will likely charge at home. This initial EV Readiness Plan does not specifically address charging infrastructure and programs in homes or commercial uses. The purpose this section is to provide insight in to key areas where future updates to this Plan could support expanding accommodating EV charging infrastructure.

Policy Considerations

There are several considerations that require policy direction to guide the city's efforts to support private and commercial charging. These include:

- What guidance currently exists in city zoning and building codes that currently affect EV charging and what is missing?
- Does the permitting process pose barriers to installation?
- Are there state laws or requirements that are in conflict with City ordinances?
- What electrical infrastructure upgrades may be needed as more people transition to EV?
- Are there market barriers that are hindering residents and workers from adopting EVs?

Recommendations

Adopting ordinances that support the use of EVs and incorporate EVSE in new and existing developments reduces barriers to EVs for users. These may include providing an easily accessible single source of information that:

- Describes transparent and predictable EVSE permitting processes

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- Combines requirements and guidance into a single document that can guide EV owners through the permitting process
- Keeps reviews within one city department or coordinates reviews to minimize the on-site time needed for applicants
- Updates the online permitting process to consolidate information, simplify application and show the status of an EVSE permitting request

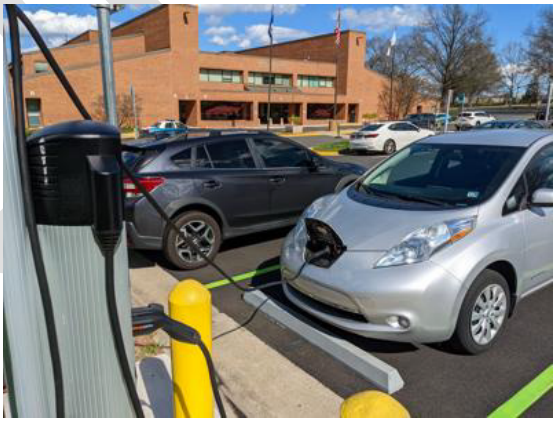
Update City Ordinances to incentivize EVSE

There are several areas of influence that the city can use to encourage EV adoption. These include:

- Adopt parking requirements for new construction that meet state standards for the provision of EV ready parking spots.
- Require that new, expanded and reconstructed parking areas provide the electrical capacity necessary to accommodate Level 2 or Level 3 charging.
- Ensure that multifamily homes have adequate numbers of EV charging ports to accommodate existing and future charging needs.
- Ensure that all levels of EV charging are allowed throughout the city at commercial establishments.
- Ensure that EV charging stations and associated infrastructure comply with or exceed ADA standards. Some considerations include making sure that there are no tripping hazards and that chargers are located at a short distance from other destinations.

Workplace charging incentives

Workplaces provide a prime charging opportunity as the average vehicle spends up to eight hours parked a day. Workplaces are the most common charging location, second only to charging at home. Oshkosh's role as a major employment destination provides a significant opportunity to incentivize workplace EV charging. Employees with access to workplace charging are six times more likely to drive an electric vehicle than the average worker (Live Green, 2020). In addition, employers can be valuable partners to the city in building confidence among employees as they consider switching to electric vehicles.



Typical- Office Parking Lot Charger

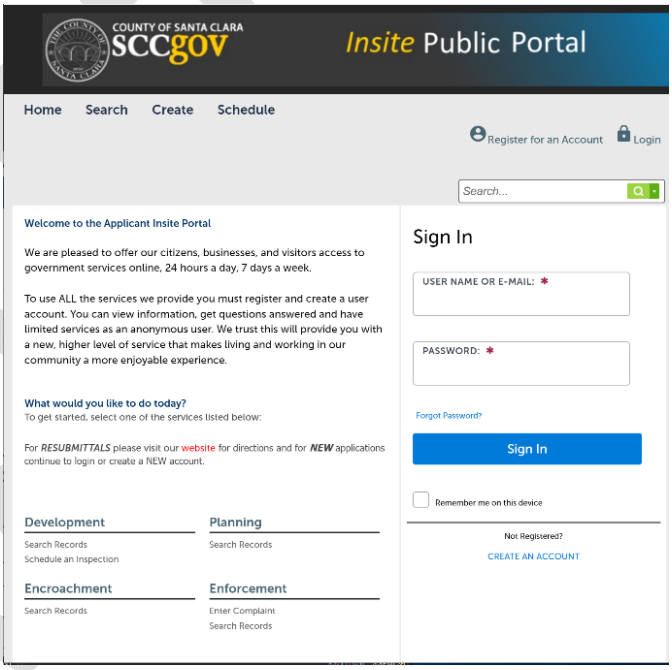
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Employers may also benefit from being seen as leaders in sustainability and the broader push towards a clean transportation system. Steps the city can take to build support for workplace charging may include:

- Create materials that outline the benefits of charging EVs in the workplace and share with major employers in the city.
- Create a workgroup that includes representatives from appropriate City departments, faith, business and citizen groups to advance the City's vision for electrification and the benefits of charging EVs in the workplace.
- Within the workgroup, explore incentives the City might provide to encourage workplaces to provide EV charging
- Provide resources to assist in helping employers start workplace EV charging programs

Optimize Permitting Process

To facilitate the review of potential EVSE projects there are several internal actions needed to maximize process efficiency and provide the best experience for vehicle owners and EVSE deployers. The State of California has established a requirement for cities and counties to have a streamlined process for EVSE application processing (AB 1236) that defines scoring criteria, timelines and standards for an EVSE permit review. This can serve as a model approach for the city. A consistent and efficient review process should be established for permitting. Key elements to consider are:



- Deploy a "one-stop" information and application portal for EVSE applicants. Make all design standards, application processes descriptions and documents available through a unified portal.
- Developing an easy-to-use on-line EVSE permit application form.
- Create a standard practice to minimize need for interdepartmental coordination.
- Create a clear set of evaluation criteria and communicate to both review staff and applicants.
- Provide approval decisions within four (4) weeks.
- Provide status updates to applicants through e-mail updates or an on-line account.
- Simplify inspection processes to include a single inspection, if possible.

The deployment of small cellular communication sites in the city was facilitated by developing specific documentation and permit guidance for applications. This approach may be a model for EVSE permitting in the future.

Three categories of strategy have been identified to promote EVSE at private residential and commercial properties. Simplifying and streamlining the permitting process, making any updates to city zoning and building codes and working with property owners all provide ways for the City to maximize EVSE availability. Table 10 outlines the key strategies.

Table 10. Private and Commercial Charging Strategy Summary

Strategy	Action Item
Optimize Permitting Process	▪ Create transparent and predictable permitting processes ▪ Create a single point of guidance for EVSE owners to understand the process ▪ Provides status updates on the permit ▪ Define a streamlined process that minimizes review and interdepartmental coordination needs. ▪ Deploy a "one stop" information, application and tracking portal
Review and Update Zoning and City Code	▪ Ensure that city parking codes meet state law requiring a minimum number of charging spots for new parking development ▪ Ensure that new development is EV ready ▪ Ensure that multifamily homes have adequate number of EV charging ports to accommodate existing and future charging needs. ▪ Ensure that all levels of EV charging are allowed throughout the city at commercial establishments. ▪ Ensure that EV charging stations and associated infrastructure comply with or exceed ADA standards. Some considerations include making sure that there are no tripping hazards and that chargers are located at a short distance from other destinations.
Encourage Deployments at Workplace	▪ Create materials that outline the benefits of charging EVs in the workplace and share with major employers in the city. ▪ Create a workgroup that includes the Community Development Department and representatives from major employers to share the City's vision for transportation electrification and the benefits of charging EVs in the workplace. ▪ Within the workgroup, explore incentives the city might provide to encourage workplaces to provide EV charging

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Appendix B – EV Charger Distribution Methods/ Assumptions

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Memorandum

SRF No. 16818

To: Study Review Team
Oshkosh Area MPO

From: William Troe, Director
Brandon Siracuse, Transportation Planner I

Date: February 5, 2024

Subject: Estimated EV Charger Distribution Needs

Introduction

Because of trends in vehicle manufacturing, influenced by government policies and programs, it is expected that electrification of the nation's vehicles will steadily increase over time. The current administration's goal is to have 50% of all new vehicle sales being electric by 2050, and the Bipartisan Infrastructure Law (BIL) and Inflation Reduction Act (IRA) have each established significant incentives to assist with this transition in various ways. However, adoption of electric vehicle (EV) technology is still relatively low, and uncertainties exist among decision-makers regarding their role, particularly at the local and metropolitan levels.

Among the many questions that need answering to plan for the transition to electrified vehicles, a few of the largest include:

- How many EVs will be on the road in the future?
- What type and quantity of charging infrastructure will be necessary?
- Where should charging ports be installed?
- What role should municipalities play as the car and truck market transitions to EVs?

While much is still unknown, existing data and estimation tools can help provide sensible answers to these questions. This memorandum will summarize the methodology used to make use of existing data and estimation tools and provide preliminary answers to these questions for the Oshkosh MPO area and its constituent communities. The information presented reflects predictions for the year 2050.

Methodology

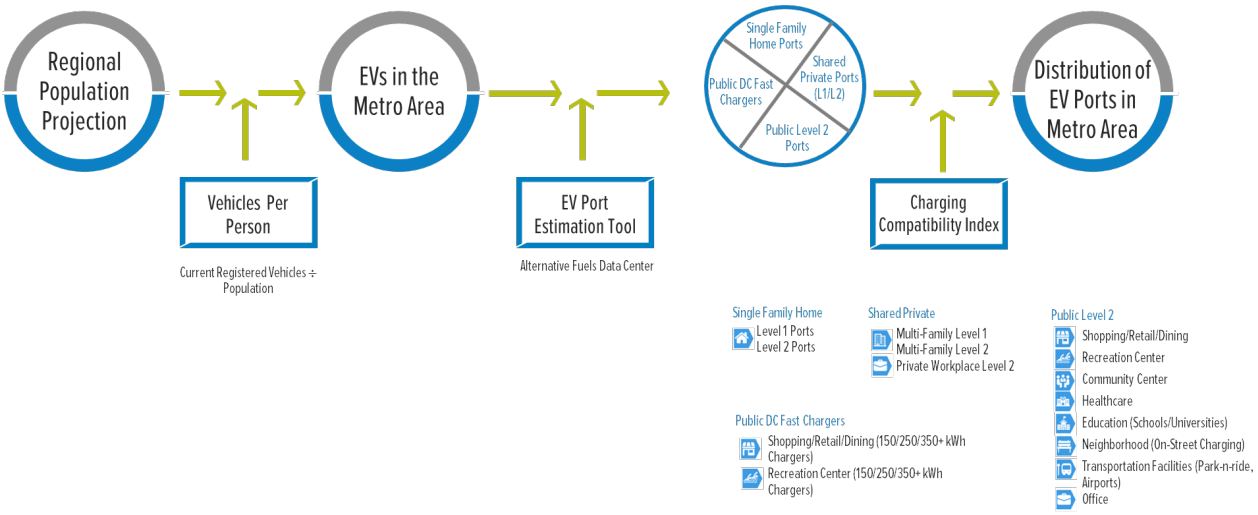
Determining the future number of electric vehicles in the metro area and the number of chargers needed to support them is determined by the process outlined in Figure 1. Each step is outlined below:

- Estimating Future Vehicles in MPO Area: Primary assumptions in this step included:

- The vehicle registrations per capita in the MPO area is consistent with Winnebago County figures.
- EV ownership as a percent of all vehicles in the MPO is consistent with EV ownership in Winnebago County.
- The rate of vehicles per capita observed today will remain reasonably consistent into the future (2050 is the horizon year).

As the percentage of EVs in the fleet is currently low in the region (less than 1 percent of the fleet), we have taken two approaches to estimating future adoption levels. The first approach, resulting in a lower number of EVs in the region, uses information from the Wisconsin Electric Vehicle Infrastructure (WEVI) plan (adopted in 2022). The inaugural plan, developed by the Wisconsin DOT (WisDOT) estimates that by 2050 approximately 31 percent of all vehicles in the state will be electric. A more aggressive estimate, representing a higher adoption for electric vehicles, uses adoption estimates from the National Renewable Energy Laboratory (NREL). NREL, funded through the US Department of Energy, focuses on research and development of renewable energy and advancing energy efficiency. Research published through NREL supports an adoption rate of approximately 67 percent of the fleet by 2050. This estimate was used as an upper limit for the number of EVs in the MPO area.

Figure 1. Methodology for Determining EV Charging Port Needs



- Estimating Number of Charger Ports: Once established, the upper and lower estimates of total EVs in the metro area are then entered into EVI-Pro Lite, a tool made available by the Alternative Fuels Data Center (AFDC). EVI-Pro Lite is a publicly available online version of the EVI-Pro tool for estimating the number of EV charging ports needed to support a given number of EVs in a region. A ports is defined as the connector attached to an electric vehicle for charging and many times one charging device has two ports. The tool divides charging ports into in-home and outside the home numbers and across each of the types:
  - Level 1: Uses a regular 120-volt outlet and can provide up to five miles of vehicle range per hour of charging. These are typically in-home units.

  - Level 2: Requires 208/240-volt outlet (your home dryer plug) or power source and can provide up to 25 miles of range per hour of charging.
  - Level 3: Requires 480 volts of direct current and can provide up to 250 miles of vehicle range per hour of charging. These are also referred to as direct current fast chargers (DCFC) and were the initial focus of the BIL funding program.

- Distribution of Charging Ports: The products of this step in the process are estimates of the number of ports recommended to support charging in a range of at-home environments (single family through apartments) and away from home conditions, including:

  - While at work.
  - While shopping.
  - While visiting medical and other office locations.
  - While visiting parks and recreation areas.
  - While visiting others in the community.

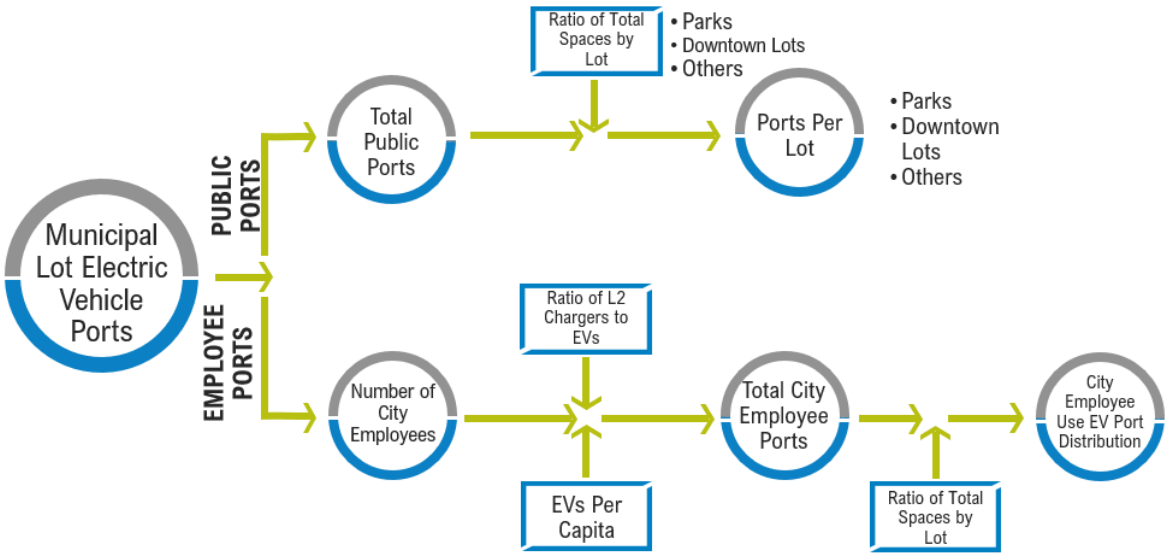
  Output from the EVI-Pro Lite tool is an estimate of the number charging needed in each of the non-homeplace environments to support charging demand for a set number electric vehicles. Distribution of charging ports across private workplace, shopping locations and other parking areas is the focus of a separate future technical memorandum.

- Estimating Public Parking Facility Port Demand: Many of the public charging environments (workplace, recreation location, office uses, etc.) included in the EVI-Pro Lite tool are represented in public and private lots. The next step in our initial analysis was estimating the number of ports reasonable to allocate/assign to municipal parking areas. These areas include city lots in:

  - Park and recreation areas.
  - Public employee lots at city hall, at public works and other locations.
  - Public facility lots customers access such as the public library, city hall, parks with lots, trailheads with parking areas, etc. Estimates of the number of ports needed in these areas were determined through applying the methodology displayed in Figure 2. It is assumed that municipalities (primarily Oshkosh) will plan for accommodating charging ports in city-owned parking facilities to serve two primary groups of people: city employees and the general public.

  In estimating the number of charging ports needed for city employees SRF assumed EV adoption by city employees and their primary source for charging (in-home) would be consistent with assumptions for the remainder of the population. Thus, number of employees was multiplied by the expected EV adoption rates (city employees are assumed to own electric vehicles at the same rate as the general public) and the resulting number was multiplied by the ratio of Level 2 chargers developed through the EVI-Pro Lite application. to total EVs in the metro area to estimate how many chargers will likely be sufficient to support the number of EVs driven by city employees. This number is divided by the total amount of parking spaces at city employment facilities to determine the number of EV chargers needed for municipal employees.

Figure 1. Methodology for Estimating EV Charger Needs on City-Owned Parking Lots



- Estimate Ports by Municipal Parking Lot: Estimation and allocation of accessible EV charging ports to city-owned lots was completed by:
  - Extracting from the total estimate of non-homeplace charging ports an estimate of the number logically assignable to municipal lots. EVI-Pro Lite activity centers applicable to this step include recreation centers, community centers, office (downtown parking lots only), shopping/dining (downtown parking lots only), and transportation facilities. For each of these use categories, percentages of the charging port estimate were developed. As uses such as community centers include a broad range of uses (churches, senior centers, civic centers, etc.) and there is no established guideline, the team has proposed percentages to vet with the Stakeholder Committee.
  - Developing an allocation by parking lot. An initial distribution for public access lots was proportionate with the number of spaces in the lot. For employee lots, the initial distribution was also proportionate with an estimated number of city employee parking spaces in a lot. The city hall parking lot creates unique situation as there is a greater mix of public and city employee parking relative to other lots. For this lot, the team distributed a portion of the public use charging ports. This assumption yields a reasonably acceptable result as the number of ports needed to support demand is not a substantial number and assuming some sharing between public and city employee use would be a conservative estimate.

Most of the public and private EV charging ports in the Oshkosh MPO area will most likely be installed on private or other non-municipal property. It is beyond the scope of the Oshkosh MPO's EV Readiness Plan study to determine precise locations for charging ports on private property, however, the remainder of the charging ports not allocated to city-owned lots are reported by charger type and land use in this memo. A brief discussion of tools that municipalities can use to promote installation of chargers on private property is provided.

Regional EV Adoption Projections

As the current EV adoption/ownership in the MPO area is a small fraction of the total fleet, we have developed two sets of future estimates; a low end and a high end. It is likely a 2050 number of EVs would be somewhere between these estimates. The low adoption rate scenario, sourced from the 2022 WEVI plan, projects that 31 percent of all registered vehicles in Wisconsin will be EVs by 2050. By contrast, the high adoption rate scenario, sourced from NREL, predicts that approximately 67 percent of registered vehicles in Wisconsin will be EVs by 2050. Both rates were applied an anticipated number of registered vehicles in the Oshkosh area using the methodology described above. Table 1 details the projected number of EVs registered by 2050 in the Oshkosh MPO area as well as its constituent jurisdictions for both the low and high scenarios.

Table 1. Projected EVs in the Oshkosh Area (2050)

Location	Registered EVs (WEVI Adoption Scenario)	Registered EVs (NREL Adoption Scenario)
Oshkosh MPO	28,316	61,616
City of Oshkosh	23,907	52,023
Town of Algoma	3,373	7,339
Town of Oshkosh	128	278
Town of Black Wolf	361	785
Town of Omro	427	929
Town of Nekimi	52	113
Town of Utica	15	33
Town of Vinland	53	115

Source: Alternative Fuels Data Center – EVI-Pro Lite and SRF Consulting Group, Inc.

Estimation of Needed EV Chargers

The EV charging ports in the Oshkosh area are expected to be distributed across a variety of land uses. There are also three types of chargers that can be installed (Level 1, Level 2, and DC Fast Chargers), and each type of charger will work best in specific applications. The EVI-Pro Lite tool

predicts both the number of overall charging ports needed and the number and type of chargers needed within certain land use categories. The land use categories to which EVI-Pro Lite assigns chargers are listed and described in Table 2.

Table 2. Definitions of EV Charger Location Land Use Categories from EVI-Pro Lite

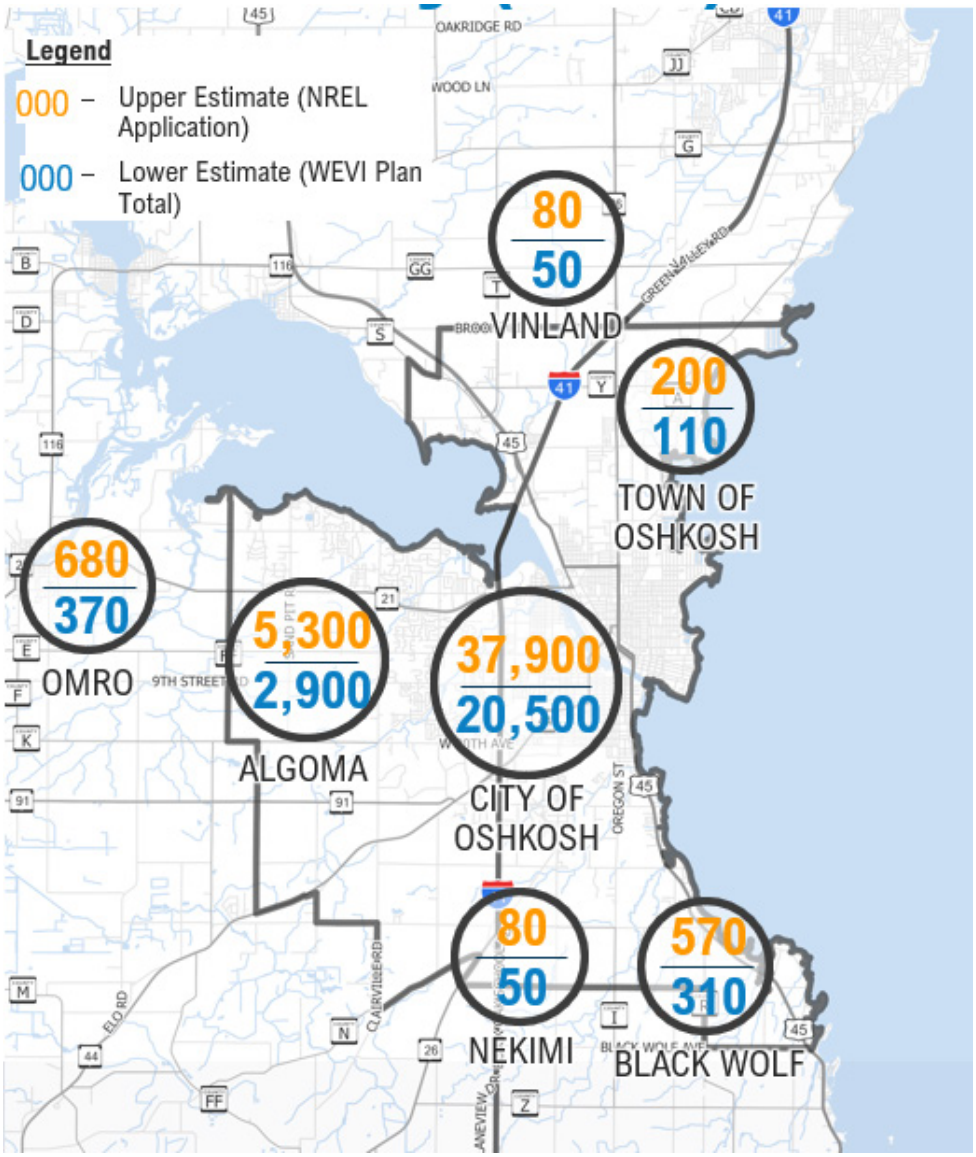
Charger Location Land Use Category	Definition
Single-family dwelling	Private-access ports for residents of detached single-family homes
Multi-unit dwelling	Private-access ports for residents of apartments, condos, duplexes, townhomes, mobile homes, and other multi-family uses
Private workplace	Private-access ports exclusive to employees of company
Retail	Ports co-located with shopping (e.g. groceries, clothes, appliances) or dining amenities
Recreation center	Ports co-located with recreational (e.g. parks, movies, bars, museums) or exercise activities
Healthcare facility	Ports located at health care facilities such as hospitals, clinics, dental, or therapy
Education facility	Ports located at educational facilities such as schools and universities
Community Center	Ports located at religious and community gathering centers
Transportation facility	Ports located at transport hubs including park-and-rides, railway stations, and airports
Neighborhood	Publicly accessible ports located curbside near where people live
Office	Publicly accessible ports co-located with offices or business parks

Source: Alternative Fuels Data Center – EVI-Pro Lite

EVI-Pro Lite uses several parameters to estimate the number of EV chargers needed. The main input is the number of total EVs that require supporting infrastructure. Other parameters include the vehicle type mix in the region, degree of support for plug-in hybrid electric vehicles (PHEVs), and the percentage of drivers with access to home charging. The vehicle mix parameter is automatically populated with the region's 2021 light-duty vehicle mix (percentage of vehicles that are sedans, SUVs/crossovers, pickups, and vans), with charging infrastructure predictions operating under the assumption that the vehicle type mix for EVs will remain the same as internal combustion engine vehicles. The home charging access parameter also automatically populates with a percentage based on estimates modeled in a 2021 NREL report. The PHEV support parameter defaults to "partial support," meaning half of PHEV drivers would not use gasoline on a typical day. For the

predictions in this memo, all default parameters are used. The range of total EV chargers needed in each municipality in the Oshkosh area is presented in the map in Figure 3. A more detailed breakdown of chargers by type and land use category for each jurisdiction can be found in Appendix A (WEVI Adoption Scenario) and Appendix B (NREL Adoption Scenario).

Figure 2. Upper and Lower EV Charging Port Need Estimates by Jurisdiction



EV Chargers on City-Owned Parking Facilities

Most EV charging ports in the Oshkosh area will be installed on private property, which includes in-home ports and ports at office buildings, shopping areas, etc. Oshkosh area municipalities, particularly the City of Oshkosh, have parking facilities on city-owned properties that will likely be prime sites for EV chargers. City-owned parking facilities primarily fall into four land use categories

defined in the EVI-Pro Lite charging port estimation tool as recreation centers, community centers, offices and transportation facilities. City-owned parking lots that serve recreation facilities include those at city parks, the Oshkosh Public Museum, the downtown recreation center, and downtown restaurants/venues whose patrons use city lots. City-owned lots serving community centers include those at the convention center, the library, and other community gathering spots, primarily in the downtown area. Some of the city's parking facilities downtown are also used by employees, falling under the "office" category. Notably, while many city-owned parking facilities serve retail and restaurant destinations downtown, chargers designated for retail/shopping/dining land use categories by EVI-Pro Lite are not allocated to city-owned parking lots, as these chargers are expected to be located at privately owned shopping/restaurants/bars outside the downtown area. The four category, transportation facilities, includes parking at the airport, park-and-ride lots or parking at intercity transportation hubs (i.e. intercity bus station or Amtrak, when available).

As many of the use categories in the EVI-Pro Lite tool represent a broad range of activity or uses (uses included in each category are summarized in Table 2), the team developed assumptions regarding what percentage of the port demand would be logical to assign to municipal lots. Table 3 documents preliminary estimates of the percentage of ports in each of the use categories allocated to city lots. Key assumptions are outlined below:

- Recreation Centers: Assumed 50% of the regional port estimate would be allocated to city lots. The proposal assumes parks around the city would be the target for about half of the recreation center charger ports.
- Community Centers: Gathering centers such as downtown civic suggest that the City of Oshkosh could accommodate about 50% of the city's total "recreation center" charging ports, 25% of "community center" charging ports.
- Office Use: Establishing a percentage of charging ports for office uses was derived through the following key assumptions:
  - "Office" workers currently and into the future own/will own electric vehicles at a similar rate as other employment categories.
  - The city portion of the office allocation of ports would be focused in the downtown as there are few/or no city owned shared parking areas for office developments outside of those parking lots in downtown.

  Using the One the Map census data tool, it was estimated that approximately eight percent of the regional employment was located in downtown. This estimated total employment figures was used as a surrogate for determining the percentage of office use charging ports to assign to lots in the downtown. As there are a numerous private lots in downtown to accommodate office employment (as well as other employment categories) the method yields a conservative estimate.
- Transportation Facilities: In the metro area there are four WisDOT park-and-ride lots serving a range of commuters and longer-term travelers using the airport. General information on parking at these lots is included in Table 4. The assumption is 100 percent of the transportation facility chargers would be assigned to a combination of these lots and the airport. A preliminary

assumption is 50 percent of the spaces would assigned to the airport. Presently, there are no designed GO Transit park-and-ride lots, however, if the latest TDP includes recommendations for future park-and-ride lots, the recommendation would be to include charging capabilities to up to five percent of the spaces.

Park and Ride Lots

Oshkosh (US 41/WIS 44/WIS 91)



South of Oshkosh (US 41/WIS 26)



Butte des Morts (US 45/WIS 116)



North of Oshkosh (US 41/WIS 76)



The cumulative estimate of demand for ports in city-owned parking facilities ranges from 59 using the low-end adoption rate to 189 charging ports using the higher adoption rate. A summary of the estimated city-owned facility distribution by land use/activity type is included in Table 3.

Table 3. Table 1. EV Chargers Allocated to City-Owned Lots By Land Use Category and Type

	WEVI Adoption Scenario			NREL Adoption Scenario		
Charger Location Land Use Category and Type	**Estimated Ports Needed**	**% in City-Owned Lots**	**Number Assigned to City Lots**	**Estimated Ports Needed**	**% in City-Owned Lots**	**Number Assigned to City Lots**
Single-family dwelling (Level 1)	13,008	0%	0	11,445	0%	0
Single-family dwelling (Level 2)	6,447	0%	0	23,091	0%	0
Multi-family dwelling (Level 1)	35	0%	0	140	0%	0
Multi-family dwelling (Level 2)	70	0%	0	283	0%	0
Private workplace (Level 2)	296	0%	0	1,115	0%	0
Shopping, retail, and dining (Level 2)	88	0%	0	308	0%	0
Shopping, retail, and dining (DC Fast)	22	0%	0	54	0%	0
Recreation Center (Level 2)	49	50%	24	133	50%	67
Recreation Center (DC Fast)	14	0%	0	24	0%	0
Healthcare Facility (Level 2)	50	0%	0	175	0%	0
Education Facility (Level 2)	28	0%	0	106	0%	0
Community Center (Level 2)	29	25%	7	90	25%	23
Transportation Facilities (Level 2)	36	50%	18	127	50%	64
Neighborhood (Level 2)	165	0%	0	319	0%	0
Office (Level 2)	118	8%	9	447	8%	36
Total			**59**			**189**

Table 4. Park-and-Ride Lot Information

Lot Name	Location	Stalls	Parking Fee	Parking Restrictions
Oshkosh	Junction of US 41/WIS 44/ WIS 91	44	Free	Maximum of 1 Week
South of Oshkosh	Junction of US 41/WIS 26	63	Free	Maximum of 1 Week
Butte des Morts	Junction of US 45/WIS 116	97	Free	Maximum of 1 Week
North of Oshkosh	Junction of US 41/WIS 76	119	Free	Maximum of 1 Week

Port Allocation to Municipal Parking Facilities

There are typically two methods of allocating ports to specific facilities:

- Option 1: By use category (Community Center, Office, Recreation Area, etc.) distribute the total for the category to parking lots supporting that use.
- Option 2: Sum the number of ports in proposed at city-owned facilities (from Tabe 3) and divide the number by the total number of municipal parking stalls to derive a percent of total. The percentage of total ports across the total number of spaces would then be proposed in each municipal parking facility.

The preliminary proposal is to apply Option 2 for the initial distribution concept. Based on parking data provided by the City of Oshkosh, the city currently owns/manages approximately 3,019 parking stalls. This figure does not include parking available at the airport. Recommended stalls of the airport allocation reflects 50 percent of the transportation facilities ports (ranging from 18 to 64).

Setting aside the transportation facility spaces, the preliminary assumption is between 41 and 125 ports would be distributed across the approximately 3,000 municipal spaces. The range of EV charging ports required represents between 1.4 percent and 4.1 percent of all city-owned parking stalls. Applying this these percentages evenly to all city-owned parking lots results in the number of charging ports assigned to each lot in Appendix C.

Implementation Phasing

Allocating a similar range of the percent of total spaces to EV charging in each lot is a baseline starting point to guide the installation of charging ports, which will occur in a phased approach over time. Phasing implementation of charging port installation should take into account:

- Potential for use: Parking areas where there is more consistent use on a daily basis are primary candidates for early deployment. Installation of ports in locations where use may be light/limited in some parts of the year (more neighborhood oriented parks or summer-use recreation field parking areas will see little use in the winter months, which may draw criticism as a poor use of public funds.
- EV readiness: To limit the short-term cost while EV adoption remains low, the initial focus of installing ports should be in locations where the electrical infrastructure needed is present to or within the target parcel.
- Multi-use parking areas: Locating charging ports in lots used during the day and into the evening should be prioritized as they will likely demonstrate more use as people working nearby and people visiting nearby restaurants/entertainment venues in the evening/weekends will have convenient access.

Combining these criteria results in recommending public lots in downtown be an initial location for early installation of charging ports as many of the lots check the box for each of the desirable early implementation criteria.

Refining the downtown parking lot target should consider the level of utilization of each lot. Higher utilization lots may not be ideal for initial full allocation of charging ports, because there will be a greater likelihood for conflicts between needing spaces for parking while reserving spaces for charging that may not be highly utilized in the near term as EV ownership is currently low in the area. On the other end of the spectrum, low parking lot utilization may indicate that a particular lot may not be located near enough destinations to be useful for most people, making them less useful for initial charging installations. Medium utilization lots parking facilities, based on them being used, are likely within reasonable walk distance of key destinations to be both attractive for parking and EV charging. This is because there would be reasonable capacity to not create peak period conflicts with stalls reserved for charging and these lots are likely within reasonable walk distance of destinations.

Figure 4 shows a map of downtown city-owned parking lots symbolized by peak utilization rates (based on a 2016 downtown parking study conducted by Walker Consultants). The most ideal lots for initial EV charger installation downtown include the 400 West lot, City Hall lot, and convention center lots.

Initial charger installations should be prioritized on parking lots located at larger recreational facilities with regional appeal outside the downtown area (such as Lakeshore Park or Menominee Park) and larger lots in the downtown core that serve key destinations and do not have either very high or very low peak utilization.

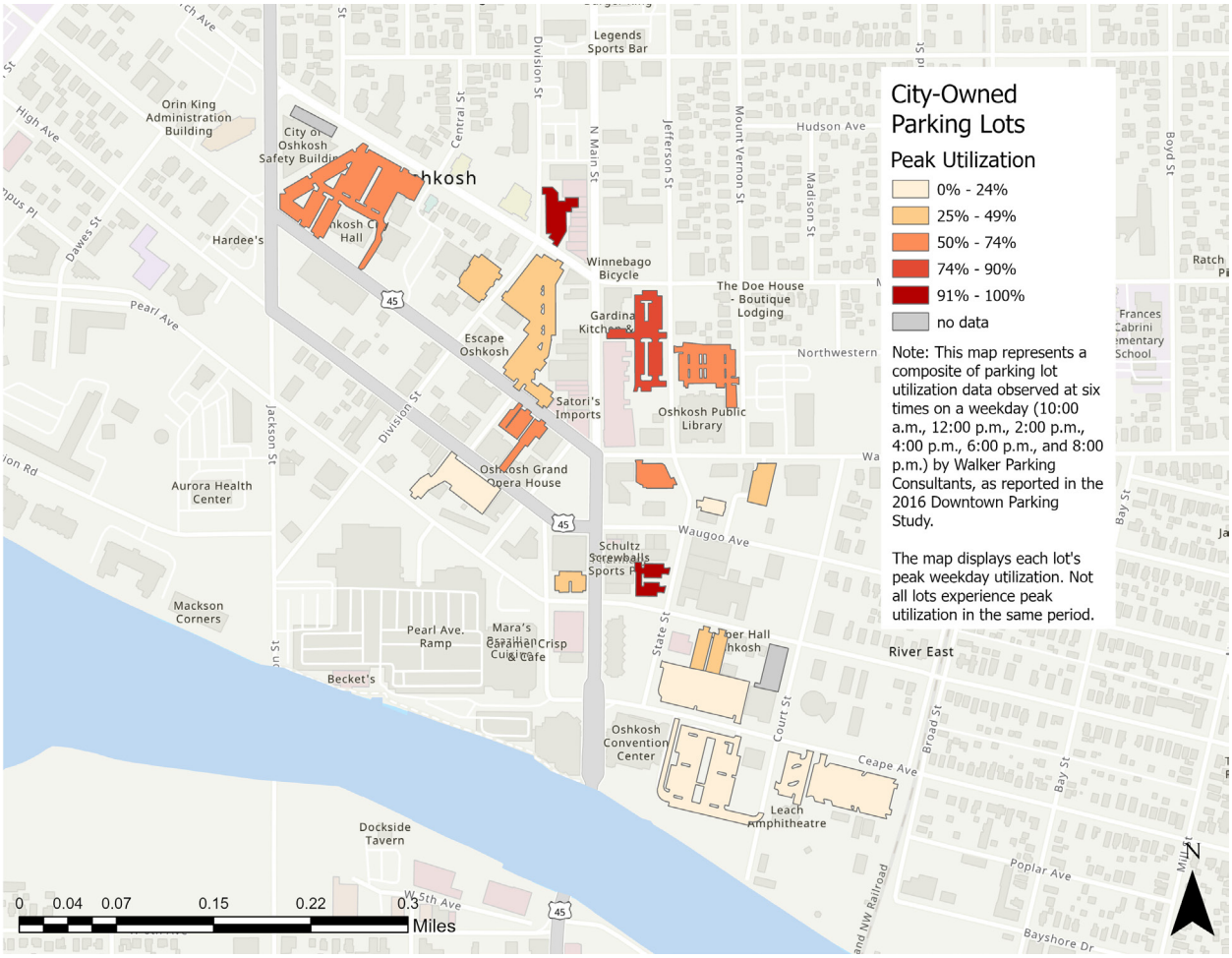
In addition to focusing initial charger installations on certain parking lots mentioned above, the percentage of parking spaces with chargers does not necessarily need to be constant across all lots. The city may find, after beginning to install chargers, that some lots work better for EV charging (have higher charger utilization, lower rates of non-EVs improperly using stalls with chargers, etc.) than other lots. As EV adoption increases and more chargers are installed, the city may wish to re-balance the number of chargers planned for each lot to focus charging port installation in areas where the investment is most worthwhile. For example, if initial charging port installations appear to be more successful in the 400 West lot compared to the Convention Center lots, the City may find it appropriate to re-assign planned charging ports from the Convention Center lots to the 400 West lot.

Electrical Requirements for Commercial Space EV Readiness

Installation timing of EV charging ports in a particular parking area will be influenced by the EV readiness of the facility as adding electrical service infrastructure to support charging is an added cost. As the level of use for the short-term may be low, the desire is to first implement charging devices in locations that are EV readily. The current definition of EV ready reflects the following assumptions for a minimum of four ports (which generally would be two EV charging devices):

- Power level: 208 volts.
- 80 to 100 amp service per port.
- Four parking stalls, consideration of one being handicap accessible is desirable.

Figure 3. Peak Utilization of Downtown City-Owned Parking Lots



Source: City of Oshkosh Downtown Parking Study (Walker Parking Consultants, 2016)

EV Chargers on Privately-Owned Parking Facilities

The vast majority of EV charging ports in the Oshkosh area will ultimately be installed on privately owned property. These will include private at-home chargers (the largest share of total needed chargers), semi-private chargers for use by apartment residents or workplace employees, and chargers open to use by the general public (such as chargers located in the parking lot of a shopping center, restaurant, medical center, etc.). Determining the exact locations of all chargers on private property is well beyond the scope of the Oshkosh MPO EV Readiness Plan, so this memo does not propose specific locations for privately-owned chargers. However, the tables in Appendix A and Appendix B provide a breakdown of the number and types of chargers needed for certain land use types. The remainder of these chargers beyond those recommended for city-owned parking lots should be assumed to be installed on privately-owned land, with limited exceptions such as charging

ports located as WisDOT facilities like the carpool-oriented Washburn Park-and-Ride near the I-41/WI-44 junction.

Municipalities can help influence how, when, and where EV chargers get installed on private property primarily by amending local regulations. Municipalities of all sizes around the United States have increasingly added EV charging requirements to the off-street parking sections of their zoning codes. Approaches to EV parking regulations vary from simple, broad requirements that apply a single percentage to all off-street parking lots to more complex requirements that vary the proportion and type of EV chargers or EV-ready parking stalls required for parking lots serving different land uses. A review of selected cities' EV parking requirements is presented in a separate memo.

Key Takeaways

While EVs are relatively new to the modern car and truck market and many unknowns still exist, the use of existing information and tools can help answer questions about how many EVs will likely exist in the future, the type and quantity of necessary charging infrastructure, the ideal locations for charging ports, and the role of the public vs. private sector in rolling out charging infrastructure at the local and metropolitan levels. In the case of the Oshkosh of MPO, it is predicted that by the year 2050 there will be approximately 28,300 to 61,600 EVs registered to residents living within the MPO's boundaries. In order to property serve this many electric vehicles, approximately 24,200 to 44,800 chargers. The vast majority of these chargers will be private at-home chargers. Among the necessary publicly available chargers, the City of Oshkosh should aim to install 44 to 125 chargers in city-owned lots in a phased approach by 2050. The remainder of the necessary publicly available chargers will primarily be installed on private property, ideally guided by regulations in each jurisdiction's zoning regulations.

Appendix A – Predicted EV Charger Needs (WEVI Scenario)

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
Oshkosh MPO	94,161	100.00%	28,316	24,226	Single-family dwelling	15,407	7,636	0	0	0	0
					Multi-family dwelling	0	0	41	83	0	0
					Private workplace	0	0	0	350	0	0
					Shopping/retail/dining	0	0	0	0	104	26
					Recreation Center	0	0	0	0	58	17
					Healthcare Facility	0	0	0	0	59	0
					Education Facility	0	0	0	0	33	0
					Community Center	0	0	0	0	34	0
					Transportation Facilities	0	0	0	0	43	0
					Neighborhood	0	0	0	0	195	0
					Office	0	0	0	0	140	0
City of Oshkosh	79,501	84.43%	23,907	20,454	Single-family dwelling	13,008	6,447	0	0	0	0
					Multi-family dwelling	0	0	35	70	0	0
					Private workplace	0	0	0	296	0	0
					Shopping/retail/dining	0	0	0	0	88	22
					Recreation Center	0	0	0	0	49	14
					Healthcare Facility	0	0	0	0	50	0
					Education Facility	0	0	0	0	28	0
					Community Center	0	0	0	0	29	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Transportation Facilities	0	0	0	0	36	0
					Neighborhood	0	0	0	0	165	0
					Office	0	0	0	0	118	0
Town of Algoma	11,216	11.91%	3,373	2,886	Single-family dwelling	1,835	910	0	0	0	0
					Multi-family dwelling	0	0	5	10	0	0
					Private workplace	0	0	0	42	0	0
					Shopping/retail/dining	0	0	0	0	12	3
					Recreation Center	0	0	0	0	7	2
					Healthcare Facility	0	0	0	0	7	0
					Education Facility	0	0	0	0	4	0
					Community Center	0	0	0	0	4	0
					Transportation Facilities	0	0	0	0	5	0
					Neighborhood	0	0	0	0	23	0
					Office	0	0	0	0	17	0
Town of Oshkosh	425	0.45%	128	109	Single-family dwelling	70	34	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	2	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	1	0
					Office	0	0	0	0	1	0
Town of Black Wolf	1,200	1.27%	361	309	Single-family dwelling	196	97	0	0	0	0
					Multi-family dwelling	0	0	1	1	0	0
					Private workplace	0	0	0	4	0	0
					Shopping/retail/dining	0	0	0	0	1	0
					Recreation Center	0	0	0	0	1	0
					Healthcare Facility	0	0	0	0	1	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	1	0
					Neighborhood	0	0	0	0	2	0
					Office	0	0	0	0	2	0
Town of Omro	1,420	1.51%	427	365	Single-family dwelling	232	115	0	0	0	0
					Multi-family dwelling	0	0	1	1	0	0
					Private workplace	0	0	0	5	0	0
					Shopping/retail/dining	0	0	0	0	2	0
					Recreation Center	0	0	0	0	1	0
					Healthcare Facility	0	0	0	0	1	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	1	0
					Transportation Facilities	0	0	0	0	1	0
					Neighborhood	0	0	0	0	3	0
					Office	0	0	0	0	2	0
Town of Nekimi	173	0.18%	52	45	Single-family dwelling	28	14	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	1	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0
Town of Utica	50	0.05%	15	13	Single-family dwelling	8	4	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	0	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0
Town of Vinland	176	0.19%	53	45	Single-family dwelling	29	14	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	1	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0

Source: Alternative Fuel Data Center – EVI-Pro Lite

Appendix B – Predicted EV Charger Needs (NREL Scenario)

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
Oshkosh MPO	94,161	100.00%	28,316	24,226	Single-family dwelling	15,407	7,636	0	0	0	0
					Multi-family dwelling	0	0	41	83	0	0
					Private workplace	0	0	0	350	0	0
					Shopping/retail/dining	0	0	0	0	104	26
					Recreation Center	0	0	0	0	58	17
					Healthcare Facility	0	0	0	0	59	0
					Education Facility	0	0	0	0	33	0
					Community Center	0	0	0	0	34	0
					Transportation Facilities	0	0	0	0	43	0
					Neighborhood	0	0	0	0	195	0
					Office	0	0	0	0	140	0
City of Oshkosh	79,501	84.43%	23,907	20,454	Single-family dwelling	13,008	6,447	0	0	0	0
					Multi-family dwelling	0	0	35	70	0	0
					Private workplace	0	0	0	296	0	0
					Shopping/retail/dining	0	0	0	0	88	22
					Recreation Center	0	0	0	0	49	14
					Healthcare Facility	0	0	0	0	50	0
					Education Facility	0	0	0	0	28	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Community Center	0	0	0	0	29	0
					Transportation Facilities	0	0	0	0	36	0
					Neighborhood	0	0	0	0	165	0
					Office	0	0	0	0	118	0
Town of Algoma	11,216	11.91%	3,373	2,886	Single-family dwelling	1,835	910	0	0	0	0
					Multi-family dwelling	0	0	5	10	0	0
					Private workplace	0	0	0	42	0	0
					Shopping/retail/dining	0	0	0	0	12	3
					Recreation Center	0	0	0	0	7	2
					Healthcare Facility	0	0	0	0	7	0
					Education Facility	0	0	0	0	4	0
					Community Center	0	0	0	0	4	0
					Transportation Facilities	0	0	0	0	5	0
					Neighborhood	0	0	0	0	23	0
					Office	0	0	0	0	17	0
Town of Oshkosh	425	0.45%	128	109	Single-family dwelling	70	34	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	2	0	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	1	0
					Office	0	0	0	0	1	0
Town of Black Wolf	1,200	1.27%	361	309	Single-family dwelling	196	97	0	0	0	0
					Multi-family dwelling	0	0	1	1	0	0
					Private workplace	0	0	0	4	0	0
					Shopping/retail/dining	0	0	0	0	1	0
					Recreation Center	0	0	0	0	1	0
					Healthcare Facility	0	0	0	0	1	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	1	0
					Neighborhood	0	0	0	0	2	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Office	0	0	0	0	2	0
Town of Omro	1,420	1.51%	427	365	Single-family dwelling	232	115	0	0	0	0
					Multi-family dwelling	0	0	1	1	0	0
					Private workplace	0	0	0	5	0	0
					Shopping/retail/dining	0	0	0	0	2	0
					Recreation Center	0	0	0	0	1	0
					Healthcare Facility	0	0	0	0	1	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	1	0
					Transportation Facilities	0	0	0	0	1	0
					Neighborhood	0	0	0	0	3	0
					Office	0	0	0	0	2	0
Town of Nekimi	173	0.18%	52	45	Single-family dwelling	28	14	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	1	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0
Town of Utica	50	0.05%	15	13	Single-family dwelling	8	4	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	0	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0
Town of Vinland	176	0.19%	53	45	Single-family dwelling	29	14	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	1	0	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0

Source: Alternative Fuel Data Center – EVI-Pro Lite

Appendix C – EV Chargers Assigned to City-Owned Parking Lots

Parking Lot	Number of Parking Stalls	Ports Needed to Address Demand	
		1.4% of Spaces	4.1% of Spaces
City Hall/Safety Building	287	4	12
Menominee Park (Boat Ramp)	271	4	11
Convention Center East	235	3	10
400 West Lot	185	3	8
Leach Lot	168	2	7
Convention Center North (110)	158	2	6
Library Lot	118	2	5
Grand Lot	100	1	4
400 East Lot	92	1	4
3rd Avenue Impound Area	78	1	3
Senior Center North Building	77	1	3
Rainbow Park Lot 2	76	1	3
Abe Rochlin Park	74	1	3
Otter Lot (115)	69	1	3
300 West Lot	53	1	2
10th South Lot	53	1	2
Red Arrow Park	51	1	2
Rec Gym Lot	50	1	2
Fugelberg Boat Launch	48	1	2
South Park Lot 1 (Shelter Lot)	42	1	2
Senior Center South Building	38	1	2
Station 15 (Court Street)	36	1	1
500 West Lot	34	0	1
200 East Lot	33	0	1
Menominee Park (Lakeshore Ave)	32	0	1
200 West Lot	32	0	1
Staff & Public Lots (Transportation Department)	31	0	1
Senior Center South Building	30	0	1
300 East Lot	29	0	1
8th North Lot	29	0	1
Museum Public Lot	29	0	1
Menominee Park (Zoo Lot)	28	0	1
Menominee Park (Parkway Ave. Entrance)	28	0	1
Menominee Park (Amusement/Shelter)	27	0	1

Parking Lot	Number of Parking Stalls	Ports Needed to Address Demand	
		1.4% of Spaces	4.1% of Spaces
9th South Lot	26	0	1
Menominee Park (Irving Ave. Entrance)	24	0	1
Spanbauer Field	24	0	1
24th Avenue Boat Launch	24	0	1
Station 17 (Algoma Boulevard)	21	0	1
State Lot	20	0	1
Menominee Park – Little Oshkosh Play Area	18	0	1
Irving & Jefferson	17	0	1
Station 18 (Murdock & Bowen)	16	0	1
Rainbow Park Lot 1	13	0	1
Stevens Park	12	0	0
Station 16 (Washburn Street)	11	0	0
Museum Staff Lot	11	0	0
South Park Lot 3(Playground Lot)	10	0	0
South Park Lot 2 (Tennis Court)	10	0	0
Station 19 (Snell Road)	10	0	0
Police - Sally Port	10	0	0
Public Works (South Lot)	10	0	0
Quarry Park	10	0	0
Teichmiller Park (Cul de sac)†	10	0	0
3rd Avenue Impound Area*	0	0	0
Public Works (North Lot)*	0	0	0

Note: Cells highlighted in light orange represent parking lots that contain so few parking stalls that none are allocated when applying the two percentages in the table.

*The 3rd Ave Impound Area and Public Works (North Lot) each are listed as having zero parking stalls because a parking shapefile provided by the City did not show any delineated stalls in these lots. It is unlikely that EV chargers are needed in the impound lot or the Public Works (North Lot), which appears to be used for equipment storage rather than personal vehicle parking.

†Teichmiller Park's parking area consists of on-street parking in a cul-de-sac at the north end of Crane Street. While parking stalls are not delineated here, the cul-de-sac contains space for approximately 10 vehicles.

Appendix C – Predicted EV Charger Needs (WEVI Scenario)

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
Oshkosh MPO	94,161	100.00%	28,316	24,226	Single-family dwelling	15,407	7,636	0	0	0	0
					Multi-family dwelling	0	0	41	83	0	0
					Private workplace	0	0	0	350	0	0
					Shopping/retail/dining	0	0	0	0	104	26
					Recreation Center	0	0	0	0	58	17
					Healthcare Facility	0	0	0	0	59	0
					Education Facility	0	0	0	0	33	0
					Community Center	0	0	0	0	34	0
					Transportation Facilities	0	0	0	0	43	0
					Neighborhood	0	0	0	0	195	0
					Office	0	0	0	0	140	0
City of Oshkosh	79,501	84.43%	23,907	20,454	Single-family dwelling	13,008	6,447	0	0	0	0
					Multi-family dwelling	0	0	35	70	0	0
					Private workplace	0	0	0	296	0	0
					Shopping/retail/dining	0	0	0	0	88	22
					Recreation Center	0	0	0	0	49	14
					Healthcare Facility	0	0	0	0	50	0
					Education Facility	0	0	0	0	28	0
					Community Center	0	0	0	0	29	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Transportation Facilities	0	0	0	0	36	0
					Neighborhood	0	0	0	0	165	0
					Office	0	0	0	0	118	0
Town of Algoma	11,216	11.91%	3,373	2,886	Single-family dwelling	1,835	910	0	0	0	0
					Multi-family dwelling	0	0	5	10	0	0
					Private workplace	0	0	0	42	0	0
					Shopping/retail/dining	0	0	0	0	12	3
					Recreation Center	0	0	0	0	7	2
					Healthcare Facility	0	0	0	0	7	0
					Education Facility	0	0	0	0	4	0
					Community Center	0	0	0	0	4	0
					Transportation Facilities	0	0	0	0	5	0
					Neighborhood	0	0	0	0	23	0
					Office	0	0	0	0	17	0
Town of Oshkosh	425	0.45%	128	109	Single-family dwelling	70	34	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	2	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0

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Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	1	0
					Office	0	0	0	0	1	0
Town of Black Wolf	1,200	1.27%	361	309	Single-family dwelling	196	97	0	0	0	0
					Multi-family dwelling	0	0	1	1	0	0
					Private workplace	0	0	0	4	0	0
					Shopping/retail/dining	0	0	0	0	1	0
					Recreation Center	0	0	0	0	1	0
					Healthcare Facility	0	0	0	0	1	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	1	0
					Neighborhood	0	0	0	0	2	0
					Office	0	0	0	0	2	0
Town of Omro	1,420	1.51%	427	365	Single-family dwelling	232	115	0	0	0	0
					Multi-family dwelling	0	0	1	1	0	0
					Private workplace	0	0	0	5	0	0
					Shopping/retail/dining	0	0	0	0	2	0
					Recreation Center	0	0	0	0	1	0
					Healthcare Facility	0	0	0	0	1	0

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Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	1	0
					Transportation Facilities	0	0	0	0	1	0
					Neighborhood	0	0	0	0	3	0
					Office	0	0	0	0	2	0
Town of Nekimi	173	0.18%	52	45	Single-family dwelling	28	14	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	1	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0
Town of Utica	50	0.05%	15	13	Single-family dwelling	8	4	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	0	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0

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Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location Land Use Category	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0
Town of Vinland	176	0.19%	53	45	Single-family dwelling	29	14	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	1	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0

Source: Alternative Fuel Data Center – EVI-Pro Lite

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Appendix D – Predicted EV Charger Needs (NREL Scenario)

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
Oshkosh MPO	94,161	100.00%	61,616	44,839	Single-family dwelling	13,555	27,349	0	0	0	0
					Multi-family dwelling	0	0	166	335	0	0
					Private workplace	0	0	0	1,321	0	0
					Shopping/retail/dining	0	0	0	0	365	64
					Recreation Center	0	0	0	0	158	28
					Healthcare Facility	0	0	0	0	207	0
					Education Facility	0	0	0	0	126	0
					Community Center	0	0	0	0	107	0
					Transportation Facilities	0	0	0	0	150	0
					Neighborhood	0	0	0	0	378	0
					Office	0	0	0	0	530	0
City of Oshkosh	79,501	84.43%	52,023	37,858	Single-family dwelling	11,445	23,091	0	0	0	0
					Multi-family dwelling	0	0	140	283	0	0
					Private workplace	0	0	0	1,115	0	0
					Shopping/retail/dining	0	0	0	0	308	54
					Recreation Center	0	0	0	0	133	24
					Healthcare Facility	0	0	0	0	175	0
					Education Facility	0	0	0	0	106	0
					Community Center	0	0	0	0	90	0
					Transportation Facilities	0	0	0	0	127	0

Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Neighborhood	0	0	0	0	319	0
					Office	0	0	0	0	447	0
Town of Algoma	11,216	11.91%	7,339	5,341	Single-family dwelling	1,615	3,258	0	0	0	0
					Multi-family dwelling	0	0	20	40	0	0
					Private workplace	0	0	0	157	0	0
					Shopping/retail/dining	0	0	0	0	43	8
					Recreation Center	0	0	0	0	19	3
					Healthcare Facility	0	0	0	0	25	0
					Education Facility	0	0	0	0	15	0
					Community Center	0	0	0	0	13	0
					Transportation Facilities	0	0	0	0	18	0
					Neighborhood	0	0	0	0	45	0
					Office	0	0	0	0	63	0
Town of Oshkosh	425	0.45%	278	202	Single-family dwelling	61	123	0	0	0	0
					Multi-family dwelling	0	0	1	2	0	0
					Private workplace	0	0	0	6	0	0
					Shopping/retail/dining	0	0	0	0	2	0
					Recreation Center	0	0	0	0	1	0
					Healthcare Facility	0	0	0	0	1	0
					Education Facility	0	0	0	0	1	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	1	0

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Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Neighborhood	0	0	0	0	2	0
					Office	0	0	0	0	2	0
Town of Black Wolf	1,200	1.27%	785	571	Single-family dwelling	173	349	0	0	0	0
					Multi-family dwelling	0	0	2	4	0	0
					Private workplace	0	0	0	17	0	0
					Shopping/retail/dining	0	0	0	0	5	1
					Recreation Center	0	0	0	0	2	0
					Healthcare Facility	0	0	0	0	3	0
					Education Facility	0	0	0	0	2	0
					Community Center	0	0	0	0	1	0
					Transportation Facilities	0	0	0	0	2	0
					Neighborhood	0	0	0	0	5	0
					Office	0	0	0	0	7	0
Town of Omro	1,420	1.51%	929	676	Single-family dwelling	204	412	0	0	0	0
					Multi-family dwelling	0	0	3	5	0	0
					Private workplace	0	0	0	20	0	0
					Shopping/retail/dining	0	0	0	0	6	1
					Recreation Center	0	0	0	0	2	0
					Healthcare Facility	0	0	0	0	3	0
					Education Facility	0	0	0	0	2	0
					Community Center	0	0	0	0	2	0
					Transportation Facilities	0	0	0	0	2	0

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Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Neighborhood	0	0	0	0	6	0
					Office	0	0	0	0	8	0
Town of Nekimi	173	0.18%	113	82	Single-family dwelling	25	50	0	0	0	0
					Multi-family dwelling	0	0	0	1	0	0
					Private workplace	0	0	0	2	0	0
					Shopping/retail/dining	0	0	0	0	1	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	1	0
					Office	0	0	0	0	1	0
Town of Utica	50	0.05%	33	24	Single-family dwelling	7	15	0	0	0	0
					Multi-family dwelling	0	0	0	0	0	0
					Private workplace	0	0	0	1	0	0
					Shopping/retail/dining	0	0	0	0	0	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0

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Location	2050 population	% of MPO population	Total projected EVs	Chargers Needed	Charger Location	Private Chargers		Shared Private Chargers		Public Chargers	
						Level 1	Level 2	Level 1	Level 2	Level 2	DC Fast
					Neighborhood	0	0	0	0	0	0
					Office	0	0	0	0	0	0
Town of Vinland	176	0.19%	115	84	Single-family dwelling	25	51	0	0	0	0
					Multi-family dwelling	0	0	0	1	0	0
					Private workplace	0	0	0	2	0	0
					Shopping/retail/dining	0	0	0	0	1	0
					Recreation Center	0	0	0	0	0	0
					Healthcare Facility	0	0	0	0	0	0
					Education Facility	0	0	0	0	0	0
					Community Center	0	0	0	0	0	0
					Transportation Facilities	0	0	0	0	0	0
					Neighborhood	0	0	0	0	1	0
					Office	0	0	0	0	1	0

Source: Alternative Fuel Data Center – EVI-Pro Lite

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Appendix E – EV Chargers Assigned to City-Owned Parking Lots

Parking Lot	Number of Parking Stalls	Ports Needed to Address Demand	
		1.4% of Spaces	4.1% of Spaces
City Hall/Safety Building	287	4	12
Menominee Park (Boat Ramp)	271	4	11
Convention Center East	235	3	10
400 West Lot	185	3	8
Leach Lot	168	2	7
Convention Center North (110)	158	2	6
Library Lot	118	2	5
Grand Lot	100	1	4
400 East Lot	92	1	4
Lakeshore Park	82	1	3
3rd Avenue Impound Area	78	1	3
Senior Center North Building	77	1	3
Rainbow Park Lot 2	76	1	3
Abe Rochlin Park	74	1	3
Otter Lot (115)	69	1	3
300 West Lot	53	1	2
10th South Lot	53	1	2
Red Arrow Park	51	1	2
Rec Gym Lot	50	1	2
Fugelberg Boat Launch	48	1	2
South Park Lot 1 (Shelter Lot)	42	1	2
Senior Center South Building	38	1	2
Station 15 (Court Street)	36	1	1
500 West Lot	34	0	1
200 East Lot	33	0	1
Menominee Park (Lakeshore Ave)	32	0	1
200 West Lot	32	0	1
Staff & Public Lots (Transportation Department)	31	0	1
Senior Center South Building	30	0	1
300 East Lot	29	0	1
8th North Lot	29	0	1

Parking Lot	Number of Parking Stalls	Ports Needed to Address Demand	
		1.4% of Spaces	4.1% of Spaces
Museum Public Lot	29	0	1
Menominee Park (Zoo Lot)	28	0	1
Menominee Park (Parkway Ave. Entrance)	28	0	1
Menominee Park (Amusement/Shelter)	27	0	1
9th South Lot	26	0	1
Menominee Park (Irving Ave. Entrance)	24	0	1
Spanbauer Field	24	0	1
24th Avenue Boat Launch	24	0	1
Station 17 (Algoma Boulevard)	21	0	1
State Lot	20	0	1
Menominee Park – Little Oshkosh Play Area	18	0	1
Irving & Jefferson	17	0	1
Station 18 (Murdock & Bowen)	16	0	1
Rainbow Park Lot 1	13	0	1
Stevens Park	12	0	0
Station 16 (Washburn Street)	11	0	0
Museum Staff Lot	11	0	0
South Park Lot 3(Playground Lot)	10	0	0
South Park Lot 2 (Tennis Court)	10	0	0
Station 19 (Snell Road)	10	0	0
Police - Sally Port	10	0	0
Public Works (South Lot)	10	0	0
Quarry Park	10	0	0
Teichmiller Park (Cul de sac)†	10	0	0
3rd Avenue Impound Area*	0	0	0
Public Works (North Lot)*	0	0	0

Note: Cells highlighted in light green represent parking lots that contain so few parking stalls that none are allocated when applying the two percentages in the table.

*The 3rd Ave Impound Area and Public Works (North Lot) each are listed as having zero parking stalls because a parking shapefile provided by the City did not show any delineated stalls in these lots. It is unlikely that EV chargers are needed in the impound lot or the Public Works (North Lot), which appears to be used for equipment storage rather than personal vehicle parking.

†Teichmiller Park's parking area consists of on-street parking in a cul-de-sac at the north end of Crane Street. While parking stalls are not delineated here, the cul-de-sac contains space for approximately 10 vehicles.

Appendix F – Ownership and Operating Concept Case Studies

Case Study: Borough of Phoenixville, PA

Phoenixville, a borough of nearly 20,000 people in the outer suburbs of Philadelphia, set bold goals for sustainability in the mid-2010s. Part of Phoenixville's sustainability efforts involved installation of an EV charging station with two ports at the Borough Hall[5]. The borough decided to own and operate this charging station, and because the administrative cost for collecting payment for electricity was greater than the cost of the electricity itself, the borough did not charge users for energy. Unfortunately, the company that manufactured this charging station closed, and the borough could not find parts to repair it, leading to the charging ports being out of service for about two years.

Despite this failure, the borough decided to reinvest in municipally owned and operated charging stations. This time, the borough wanted to provide public charging in its popular central business district. The Borough Council approved installation of Level 2 charging ports at 16 parking stalls across two municipally-owned parking lots near the downtown. Eight ports were installed in each lot[6]. The borough again chose not to charge for electricity.

Knowing it would be difficult to get downtown business owners on board with reserved parking for EVs only, the borough allowed any type of vehicle to be parked in stalls with EV ports. However, signage was placed indicating the spaces were "EV Parking Preferred," and the borough increased the price to park in spaces with EV charging ports to $1.50 per hour (up from $1.00 per hour for standard parking spaces). This initial combination of signage and pricing successfully ensured that EV parking spaces were the last parking spots taken by drivers of gasoline-powered vehicles and maximized charging station availability for EV drivers without removing any parking spots available for patrons of downtown businesses.

To minimize costs the borough installed charging ports in locations near existing power sources. The only work needed for the new chargers was trenching in nearby grass and installation of new electric meters. The borough chose not to network the chargers (meaning connect them to a network that allows remote access over the internet) as the equipment and administrative costs would have outweighed the cost of electricity.

This latest installation of municipally owned and operated EV charging infrastructure has so far been a success. EVs have become more accepted by the Phoenixville community, and ownership rates have gone up, leading to a 2022 decision by the borough to replace the signage with signs stating "EV Only" at each parking space with a charging port. The borough has also started charging a fee for overnight charging at its facilities. The borough has goals for future EV charger installations and has designed parking lots at new municipal buildings with EV-ready spaces containing conduit for future wiring.

Case Study: Bexar County, TX

Bexar County includes San Antonio, Texas a metro area of over three million. The county has selected Gaviti Energy to install, operate and maintain up to 22 Level 2 charging stations at seven public property locations

[5] https://www.dvrpc.org/energyclimate/alternativefuelvehicles/evmuniresource/casestudies/

[6] https://www.penndot.pa.gov/ProjectAndPrograms/Planning/EVs/Documents/E05103%20WO2%20Municipal%20EV%20Charging%20Infrastructure%20(Final%20Version).pdf

in the county. While this concept somewhat parallels the NEVI program in some state (where charging stations could be installed at rest areas along interstates), there it represents a concept that has not been deployed much to date. Low deployment is, in part, reflective of the relatively new nature of municipalities getting involved in public vehicle charging that also includes collecting a fee.

Graviti Energy was selected through a competitive bid process in May 2023 A primary benefit of this concept documented in the selection is that a single entity will be responsible for manufacturing, installing and operating the equipment. Reducing the range of parties responsible for some aspects of the project.

Limited information is documented at this time regarding the cost of the devices and number of installations completed.

Case Study: City of Bethlehem, PA

Bethlehem, a city of about 78,000 people in eastern Pennsylvania, commissioned a study through its municipal parking authority in 2018 that identified a lack of EV charging stations in city parking facilities. Additionally, the Bethlehem Parking Authority (BPA) began implementing a sustainability program in 2020, and the City of Bethlehem adopted a Comprehensive Climate Action Plan in 2021, both of which set the stage for installation of EV charging infrastructure in city facilities.

By 2023, BPA had installed 22 EV chargers across its parking lots and garages, all of which were Level 2 chargers[7]. Each charger contained two ports, for a total of 44 charging ports. The City purchased the chargers from established vendors Blink and ChargePoint for between $5,600 and $6,800 each, and the vendors performed the installation work. Costs associated with installation ranged from $4,500 to $5,500 per charger, which funded new electric circuit breakers, conduit, and bollards to protect the chargers from vehicle damage.

BPA pays operational fees to its two vendors, which cover expenses related to networking and equipment maintenance. Operational expenses are now included in the City's long-term budget plans, with expenses being budgeted alongside other expenditures for city parking infrastructure.

Chargers operated by a vendor typically need to be networked so that the vendors are able to process payments, run software updates, etc. Because Bethlehem's charging stations are networked, the City is able to collect and analyze data points including the number of charging sessions, the number of unique customers, and usage rates for each station. This data helps BPA to provide measurements of the charging stations' effectiveness and helps the agency make decisions about when and where it makes sense to install new EV chargers. The data collected also helps show the degree to which the City is making progress on its greenhouse gas emissions goals.

Bethlehem is continuing to plan for EV charger installation in partnership with vendors. In 2023, the city built a new parking garage, which was designed with 10 new EV charging ports and the capacity to add more in the future. It cost $180,000 to wire the garage to be ready for additional charging ports.

[7] https://www.penndot.pa.gov/ProjectAndPrograms/Planning/EVs/Documents/E05103%20WO2%20Municipal%20EV%20Charging%20Infrastructure%20(Final%20Version).pdf

SUBJECT: West 7th Avenue Reconstruction Discussion

DATE: October 22, 2024

SUBJECT: 2025 Budget Workshops, October 28th & 29th, 8:00 a.m. - 4:30 p.m.

DATE: October 22, 2024

SUBJECT: 2025 Budget Public Hearing and Workshop, Wednesday, November 6th at 6:00 p.m.

DATE: October 22, 2024

Attachments

Notice of Public Hearing

CITY OF OSHKOSH
NOTICE OF PUBLIC HEARING
2025 ANNUAL PROPERTY TAX LEVY AND BUDGET

PLEASE TAKE NOTICE that a public hearing will be held before the City Council of the City of Oshkosh on Wednesday, November 6, 2024 at 6:00 p.m. or as soon thereafter as the matter can be heard in Council Chambers in the City Hall of the City of Oshkosh, 215 Church Avenue, Oshkosh, Wisconsin. The purpose of the public hearing is to solicit public comment on the City's 2025 Annual Property Tax Levy and Budget. A copy of the proposed 2025 Annual Budget will be available for public inspection in the City Library during normal business hours. The City will also post a link to the budget book on the City website https://www.ci.oshkosh.wi.us/BudgetFinancials/.

PLEASE TAKE FURTHER NOTICE that at such time and place, any interested party may appear in person, by attorney or agent, and be heard on these matters. A summary of the proposed budget and tax levy is listed below. The City may elect to change the proposed budget and tax levy prior to the public hearing.

General Fund Comprehensive Summary

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted
Beginning Fund Balance:	$20,091,993	$18,132,693	$18,132,693	$18,132,693	$18,132,693
Revenues					
Taxes and Special Assessments	$25,625,167	$26,002,600	$24,247,912	$26,117,600	$25,868,616
Intergovernmental	$16,881,011	$19,200,900	$2,784,999	$19,317,800	$19,688,850
Licenses and Permits	$809,191	$817,000	$448,720	$778,750	$754,450
Fines, Forfeits and Penalties	$580,432	$703,600	$295,458	$605,900	$651,900
Charges for Services	$6,967,027	$6,646,800	$1,207,260	$6,496,450	$2,833,700
Miscellaneous Income	$2,785,903	$2,500,200	$2,346,755	$2,856,000	$2,621,500
Service Charges	$684,054	$729,257	$52,350	$722,957	$727,100
Other Financing	$127,039	$25,000	$10,298	$85,000	$100,000
Total Revenues:	$54,459,824	$56,625,357	$31,393,753	$56,980,457	$53,246,116
Expenditures					
Personnel Services	$40,899,964	$44,450,989	$18,929,954	$43,156,754	$41,188,426
Operating	$15,273,700	$12,036,456	$5,730,239	$11,345,620	$11,614,890
Capital Outlay	$245,461	$498,256	$346,415	$465,700	$442,800
Total Expenditures:	$56,419,125	$56,985,701	$25,006,608	$54,968,074	$53,246,116
Total Revenues Less Expenditures:	-$1,959,300	-$360,344	$6,387,145	$2,012,383	$0
Ending Fund Balance:	$18,132,693	$17,772,349	$24,519,838	$20,145,076	$18,132,693

Expenditures by Function

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted	FY2024 Budget: Amended vs. FY2025 Budgeted ($ Change)	FY2024 Budget: Amended vs. FY2025 Budgeted (% Change)
Expenditures							
General Government	$7,496,296	$8,568,730	$4,430,269	$8,243,503	$8,568,457	-$273	0%
Public Safety	$33,102,649	$35,628,566	$15,320,134	$34,909,435	$31,440,580	-$4,187,986	-11.8%
Public Works	$4,661,365	$5,502,212	$2,096,406	$4,964,496	$5,644,552	$142,340	2.6%
Transportation	$940,195	$1,047,306	$426,470	$1,034,785	$1,072,991	$25,685	2.5%
Culture & Recreation	$2,675,715	$3,460,151	$1,433,709	$3,353,693	$3,579,473	$119,322	3.4%
Conservation & Development	$1,950,987	$2,356,382	$1,012,921	$2,163,566	$2,548,098	$191,716	8.1%
Unclassified	$5,591,916	$422,355	$286,700	$287,626	$391,965	-$30,390	-7.2%
Total Expenditures:	$56,419,125	$56,985,701	$25,006,608	$54,957,104	$53,246,116	-$3,739,585	-6.6%

Debt Service Fund 0401-0074 Comprehensive Summary

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted
Beginning Fund Balance:	$16,995,943	$1,551,959	$1,551,959	$1,551,959	$1,551,959
Revenues					
Taxes and Special Assessments	$13,277,100	$13,897,400	$13,897,400	$13,897,400	$13,400,000
Miscellaneous Income	$372,601	$750,000	$921,766	$350,000	$250,000
Other Financing	$468,183	$0		$0	$0
Transfers	$2,000,000	$0		$0	$0
Total Revenues:	$16,117,884	$14,647,400	$14,819,166	$14,247,400	$13,650,000
Expenditures					
Operating	$31,561,868	$14,647,400	$5,915,688	$14,647,400	$14,670,000
Total Expenditures:	$31,561,868	$14,647,400	$5,915,688	$14,647,400	$14,670,000
Total Revenues Less Expenditures:	-$15,443,984	$0	$8,903,479	-$400,000	-$1,020,000
Ending Fund Balance:	$1,551,959	$1,551,959	$10,455,438	$1,151,959	$531,959

2025 Fund Balance Projections by Fund

Fund	Beginning Fund Balance	Revenues	Expenditures	Net Difference	Ending Fund Balance
General Fund	18,132,693	53,246,116	53,246,116	0	18,132,693
Senior Center Revolving Fund	173,223	78,500	59,800	18,700	191,923
CDBG Revolving Loan Fund	222,261	257,000	239,382	17,618	239,879
B I D District	115,324	262,110	255,000	7,110	122,434
Recycling	2,929,300	1,221,300	1,141,446	79,854	3,009,154
Garbage Collection & Disposal	-45,795	1,980,000	1,978,810	1,190	-44,605
Police Special Funds	298,049	95,900	188,800	-92,900	205,149
Street Lighting Fund	223,220	1,110,600	1,110,600	0	223,220
Special Events	667,978	0	0	0	667,978
Museum Membership Fund	642,614	176,100	269,700	-93,600	549,014
Seniors Center	34,681	844,900	794,991	49,909	84,590
Fire Special Revenue	408,608	135,300	133,050	2,250	410,858
Library	228,665	4,583,894	4,639,754	-55,860	172,805
Museum	97,648	1,343,400	1,351,377	-7,977	89,671
Museum Collections	676,030	54,500	65,900	-11,400	664,630
Cemetery	324,220	532,900	567,108	-34,208	290,012
Community Devel Special Funds	162,571	0	0	0	162,571
Parks Revenue	686,863	401,000	348,137	52,863	739,726
Leach Amphitheater	96,802	114,500	111,383	3,117	99,919
Public Works Special Fund	-41,332	880,000	881,383	-1,383	-42,715
Pollock Aquatic Ctr	78,600	596,100	599,195	-3,095	75,505
Rental Inspections	42,317	0	0	0	42,317
Neighborhood Improv Loan Prog	278,898	0	218,100	-218,100	60,798
Healthy Neighborhood Initiatve	2,699,098	85,000	628,073	-543,073	2,156,025
Community Devlp Block Grant	4,121,400	801,434	801,434	0	4,121,400
Local Ec Dev - Go Edc Loan Pro	2,020,547	100,000	400,000	-300,000	1,720,547
Senior Center	125,237	0	0	0	125,237
Sidewalk Construction Fund	-3,348,127	0	0	0	-3,348,127
Street Improvement Fund	8,535,109	0	0	0	8,535,109
Special Assessment Improvement	16,056,206	3,630,300	1,307,142	2,323,158	18,379,364
Contract Control Fund	2,993,447	29,428,200	29,428,200	0	2,993,447
Enterprise Capital Fund	0	8,228,500	8,228,500	0	0
Equipment Fund	15,691,525	18,582,250	18,582,250	0	15,691,525
Park Improvement & Acquisition	-1,493,266	1,190,000	1,190,000	0	-1,493,266
Park Subdivision Improvement	441,039	6,000	0	6,000	447,039
Tree & Bench Memorial	189,143	110,000	154,000	-44,000	145,143
Debt Service Fund	1,551,959	13,650,000	14,670,000	-1,020,000	531,959
Grand Opera House Fund	130,850	36,900	35,900	1,000	131,850
Oshkosh Convention Centre	10,034,285	2,557,900	2,376,905	180,995	10,215,280
Parking Ramp Fund	546,308	120,000	99,800	20,200	566,508
Parking Utility	3,060,238	103,900	209,442	-105,542	2,954,696
Transit Utility	11,569,787	6,972,100	7,337,307	-365,207	11,204,580
Ind Park Land Enterprise Fund	2,953,731	510,000	30,700	479,300	3,433,031
Water Utility	84,633,257	23,330,000	19,154,964	4,175,036	88,808,293
Sewer Utility	84,079,979	21,330,500	17,075,613	4,254,887	88,334,866
Storm Water Utility	78,559,759	16,703,500	9,719,525	6,983,975	85,543,734
Inspection Services	0	882,470	1,070,857	-188,387	-188,387
Weights & Measures Fund	0	125,000	106,025	18,975	18,975
Employee Benefit Fund	4,566,959	13,225,200	12,933,783	291,417	4,858,376
Workers Compensation	642,513	1,011,700	1,017,228	-5,528	636,985
Central City Fund	1,480,725	6,232,800	7,132,733	-899,933	580,792
Permanent	0	1,314,700	300,250	1,014,450	1,014,450
Component	0	156,000	130,360	25,640	25,640
TIF # 42 Morgan Crossing II	-2,975	500	150	350	-2,625
TID # 43 Mill on Main	-62,219	0	150	-150	-62,369
Ambulance	0	6,092,700	6,274,545	-181,845	-181,845
Totals	**362,539,879**	**251,415,674**	**233,533,018**	**17,882,656**	**380,422,535**

City of Oshkosh
Tax Levy
2025 Proposed Budget

Taxing Fund	Actual 2021	Actual 2022	Actual 2023	Adopted Budget 2024	Preliminary 2025	Change from 2024 Budget	Chg %
General Fund	$ 21,874,500	$ 22,223,400	$ 23,435,500	$ 24,020,000	$ 23,786,016	$ (233,984)	-0.97%
Special Revenue Funds							
Garbage Collection & Disposal	1,460,400	1,460,400	1,560,000	1,730,000	1,910,000	$ 180,000	10.40%
Street Lighting	1,075,000	1,025,000	1,025,000	1,060,300	1,090,600	$ 30,300	2.86%
Museum	970,000	970,000	970,000	1,029,100	1,050,000	$ 20,900	2.03%
Senior Services	327,400	353,500	353,500	393,000	393,000	$ -	0.00%
Library	2,772,700	2,792,700	2,792,700	2,876,500	3,400,000	$ 523,500	18.20%
Cemetery	300,000	321,000	318,900	328,500	350,000	$ 21,500	6.54%
Leach Amphitheater	14,000	23,000	23,000	23,000	23,000	$ -	0.00%
Pollock Water Park	64,000	64,000	64,000	100,000	260,000	$ 160,000	160.00%
Rental Inspections	25,000	16,500	12,800	-	-	$ -	
Ambulance Services	-	-	-	-	1,350,000	$ 1,350,000	100%
Capital Improvement Funds							
Equipment Fund	1,100,000	1,100,000	1,088,200	1,205,500	689,500	$ (516,000)	-42.80%
Debt Service Fund	11,160,200	12,733,500	13,277,100	13,897,400	13,400,000	$ (497,400)	-3.58%
Enterprise Funds							
Grand Opera House	-	-	-	36,900	36,900	$ -	0.00%
GO Transit	809,500	809,500	809,500	856,600	1,163,400	$ 306,800	35.82%
Agency Funds						-	-
Total City Tax Levy	$ 41,952,700	$ 43,892,500	$ 45,730,200	$ 47,556,800	$ 48,902,416	$ 1,345,616	2.83%
Change from previous year	1,215,300	1,939,800	1,837,700	1,826,600	1,345,616		
% Change from previous year	2.98%	4.62%	4.19%	3.99%	2.83%		

SUBJECT: In-Person Absentee Voting

DATE: October 22, 2024

Attachments

Absentee In Person Times

IN PERSON ABSENTEE VOTING

19 E Irving, Oshkosh

October 22, 2024, 8:30 am – 7:00 pm

October 23 through October 25, 2024, 8:00 am - 4:30 pm

October 26, 2024, 8:00 am - 12:30 pm

October 28, 2024, 8:30 am – 7:00 pm

October 29 through October 31, 2024, 8:00 am - 4:30 pm

November 1, 2024, 8:00 am - 5 pm

SUBJECT: Strategic Plan Dashboard Updated for 3rd Quarter

DATE: October 22, 2024

Background

The City of Oshkosh 2023-2024 Strategic Plan Dashboard has been updated for the third quarter. For more information about this plan, or prior plans, please visit our Strategic Plan web page.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	October 22, 2024
SUBJECT:	Grant Agreement between Public Service Commission of Wisconsin Office of Energy and the City of Oshkosh for the Energy Innovation Grant Program ($55,477.00)

BACKGROUND

Each year, the Public Service Commission of Wisconsin selects eligible entities to receive the Energy Innovation Grant based on the agency's energy priorities, emerging trends, and public input. The grant program supports a diverse range of energy projects, related to energy efficiency, renewable energy, energy storage, energy planning, and other initiatives. The City submitted a grant application and was awarded $55,477 of funds to develop a Comprehensive Energy Study for the City of Oshkosh.

ANALYSIS

As a recipient of this grant, the City will fund a Comprehensive Energy Study of its municipal operations. This study will help the City understand its energy usage and identify specific opportunities for energy efficiency and renewable energy improvements. This initiative is part of an ongoing effort to integrate sustainability concepts into city policies and day-to-day operation as part of the 2024 City Manager Goals. The study will be completed in summer of 2025.

FISCAL IMPACT

The City will be awarded grant funds totaling $55,477 for the Comprehensive Energy Study. Match funds will be provided through in-kind staff time.

RECOMMENDATION

The City approves the grant agreement between the Public Service Commission of Wisconsin Office of Energy and the City of Oshkosh for the Energy Innovation Grant Program.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	October 22, 2024
SUBJECT:	Cooperative Purchases of Leaf Vacuum from MacQueen for Stormwater Utility ($67,156.00)

BACKGROUND

The Common Council allocated $80,000 in the 2024 CIP to purchase a leaf vacuum unit for the Stormwater Utility. The unit is paired with a Street Division tandem axle dump truck and is used for the fall loose leaf collection program. This unit is a Stormwater Utility initiative and is funded by the Utility. The current unit had engine and clutch power issues causing costly downtime for leaf collection operations. The new unit will have a fluid coupler that drives the fan blower which is more dependable. This memo seeks Council approval of this purchase pursuant to the cooperative purchase exception of our purchasing ordinance.

ANALYSIS

Purchasing confirmed MacQueen holds a Sourcewell cooperative contract (#093021-GEP) for this type of unit. By using the cooperative contracts for this unit, the city saved a total of $3,358.00 (5%) off list price. Purchasing confirmed this contract qualifies as cooperative purchasing exception to our purchasing ordinance.

FISCAL IMPACT

The total fiscal impact of this vehicle via the Sourcewell cooperative contract was $67,156.00. The 2024 CIP allocated $80,000.00 for this unit. This purchase was charged to A/N#: 03222010 7204 66150 (Machinery & Equipment- Leaf Blowers).

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 and because this cooperative purchase is in excess of $25,000, I am hereby submitting a report of this purchase to the Common Council. If there are any questions on this purchase, please contact me or Public Works Director James Rabe.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	October 22, 2024
SUBJECT:	Professional Services Agreement with Performance Elevator Consulting, LLC for Elevator Modernization Consulting for the Oshkosh Public Library and Oshkosh Public Museum ($33,368)

BACKGROUND

Performance Elevator Consulting (PEC)'s elevator assessment report recommends the three elevators at the Public Library (circa 1994) and the elevator at the Public Museum (circa 1983) receive a full modernization to update their mechanicals/controls and bring them up to current code requirements. Between the 2024 CIP ($115,000) and a placeholder in the 2025 CIP ($650,000) there will be an allocation of $800,000 for these modernizations. At their September 24, 2024, meeting, the Common Council allocated $35,000 in American Rescue Act (ARPA) funds to begin the consulting services necessary for this project, which will include bid specifications and construction management. The city expects to realize contractor savings by incorporating all four elevator modernizations into one bid package.

ANALYSIS

PEC has submitted a proposal of $33,368 for these services for this project. The project is expected to be bid out and awarded by early 2025.

FISCAL IMPACT

The total cost of PEC's services for this project is $33,368. A total of $800,000 will be allocated for this project which will include PEC's services and the future contractor bid. PEC's design services will be charged to A/N#: 02240130 6404 15463 (Consulting Studies- ARPA Elevator Design Work).

RECOMMENDATION

Chapter 12 of the Municipal Code of the City of Oshkosh provides that professional services of a specialized nature, including architectural services, may be procured without the use of competitive bidding or quotation process. In accordance with Section 12-16 of the Code, I am hereby submitting this report regarding this professional services proposal. Please contact me or Assistant City Manager/Director of Administrative Services John Fitzpatrick if you have any questions concerning this agreement.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	October 22, 2024
SUBJECT:	Professional Services Agreement with STR-SEG for the Roof Replacement Survey for General Services ($29,850)

BACKGROUND

STR-SEG provides roof consulting services to the city. These services include bid specifications and construction management for roof replacement projects and roof replacement surveys of our municipal buildings approximately every 5--7 years. At their September 24, 2024, meeting, the Common Council allocated a total of $50,000 in American Rescue Act (ARPA) funds for consulting services for roof replacements at Fire Stations 17 & 19 as well as to conduct an updated roof replacement survey of our municipal buildings. The survey evaluates each roof's conditions and provides maintenance and replacement cost estimates with recommended priorities. STR-SEG has already been engaged for design services for roof replacements at Fire Stations 17 & 19 for $13,200. The purpose of this memo is to report the engagement of STR-SEG for the roof replacement survey.

ANALYSIS

STR-SEG submitted a proposal of $29,850 for the roof replacement survey. The survey work will start in 2024 and be completed in early 2025.

FISCAL IMPACT

The Common Council allocated a total of $50,000 in American Rescue Act (ARPA) funds for consulting services for roof replacements at Fire Stations 17 & 19 as well as to conduct an updated roof replacement survey of our municipal buildings. STR-SEG was engaged to provide roof replacement services for Fire Stations 17 & 19 for $13,200. STR-SEG was engaged for $29,850 to conduct the roof replacement survey. STR-SEG's services will be charged to A/N#: 02240130 6404 15462 (Consulting Studies-ARPA OFD 17 & 19 Roof Replacement).

RECOMMENDATION

Chapter 12 of the Municipal Code of the City of Oshkosh provides that professional services of a specialized nature, including architectural services, may be procured without the use of competitive bidding or quotation process. In accordance with Section 12-16 of the Code, I am hereby submitting this report regarding this professional services proposal. Please contact me or Assistant City Manager/Director of Administrative Services John Fitzpatrick if you have any questions concerning this agreement.

SUBJECT: Outstanding Issues

DATE: October 22, 2024

Attachments

Outstanding Issues 10.22.24

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. City was a sponsor of Dragon Boat Festival on September 14th.	12/31/2024	
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. Report from group is forthcoming.	11/12/2024	Staff will submit a proposal to respond to group's report in 2025 budget.
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 working with Sustainability Advisory Board (SAB) to update Sustainability Plan.	12/31/2024	
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 2025-2026 budget cycle, which will begin following November elections.
1/10/2023	DPW/Legal	Sanitary District Negotiations	Next mediation session scheduled for late September was postponed.	11/12/2024	Closed session with Council may be needed due to postponement of mediation session.
4/16/2024	DPW & Community Development	Undergrounding Utilities	Workshop planned for October 22nd.	10/22/2024	
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	Community Development Director Nieforth provided an update on the timeline to hire a consultant in the 9/10/2024 packet.	11/26/2024	
5/14/2024	Transportation	Parking Restrictions Review	Polco survey launched for community input and will run through October 27th. Meetings with neighborhood associations are planned for additional input.	11/12/2024	