



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
www.manitowoc.org

## Meeting Agenda

### Common Council

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Monday, July 15, 2019

6:30 PM

Council Chambers

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Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. PLEDGE OF ALLEGIANCE & INVOCATION

#### D. PRESENTATIONS

[19-0802](#)

City Clerk administers Oath of Office followed by badge pinning for the following Firefighter/Paramedics: Wesley Pautz, Zachary Enright, Tyler Zastrow, and Michael Loritz

#### E. PUBLIC HEARINGS

[19-0766](#)

6:30 p.m. Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from "C-1" Commercial and "P-1" Conservancy to "B-2" Neighborhood Business and "B-3" General Business for property located at 200 E. Waldo Blvd.

#### F. PUBLIC INPUT

*Members of the public will be permitted to speak at the Common Council meeting each month on any matter of public interest. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Common Council.*

#### G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[19-0813](#)

Mayor to appoint Alderperson Mike Williams as an alternate to Alderperson Sitkiewitz on the Ethics Commission.

#### H. CONSENT AGENDA

*These items will be approved by one motion unless any member of the Council wishes to remove an item for discussion.*

## 1. Removal of Consent Agenda Items

*Any Common Council Member may request removal of any item from the consent agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the consent agenda shall be separately considered.*

## 2. Miscellaneous

[19-0768](#)

Minutes of June 17, 2019 Common Council meeting, recommending acceptance and place on file.

**Attachments:**

[CC Minutes 6-17-19](#)

[19-0767](#)

Resignation from Ben Harrison from Industrial Development Corporation, recommending acceptance and place on file.

**Attachments:**

[19-0767](#)

[19-0780](#)

Thank you from Kevin Crawford for Crawford Blvd. dedication event, recommending acceptance and place on file.

**Attachments:**

[Thank you - Crawford](#)

[19-0815](#)

Fund statement from Lakeshore Community Foundation Q2 City of Manitowoc K-9 Preservation Fund, recommending acceptance and place on file.

**Attachments:**

[Q2 2019 - City of Manitowoc K-9 Preservation Fund](#)

[19-0825](#)

Communication from Public Service Commission of WI relative to application to adjust electric rates, recommending acceptance and place on file.

**Attachments:**

[19-0825](#)

## 3. Committee of the Whole (Consent)

[19-0795](#)

Report of Special Events Committee relative to approval of the following events: Tuesdays at 10! on 6/18-8/6/2019; Lighthouse Tour on 7/13/19; Skatepark Expansion Opening Celebration on 7/13/2019; Fill the Boot Drive on 8/15-8/17/19; Stake Permit - Lakeshore CAP 0.5K on 8/17/19; Silver Creek Bike Race on 9/7/19; Bike Ride for Hunger on 9/21/19; Residential Block Party - 4300-4400 blk Country Ln on 7/20/19; Ice Cream Social on 6/29/19; Waiver of Fees - Manitowoc County Fair on 8/21-8/25/19; Waiver of Fees - AIS Snapshot Day on 8/17/19; Waiver of Fees - Manitowoc River Paddle Appreciation on 9/13/19; ManitoWALK vs ALS on 8/24/19; Scenic Shore 150 Bike Tour on 7/20-7/21/19; State Permit - Brutal Wear Open Tennis Tournament on 8/9-8/11/19; Running-A-Fair on 8/21/19; Stake Permit - Thrivent Member Summer Picnic on 7/18/19; recommending acceptance and place on file.

**Attachments:**[Report 19-0795](#)[Tuesdays at 10!](#)[Sunrise Rotary Lighthouse Tour](#)[Skatepark Expansion Celebration](#)[MDA Fill the Boot Drive](#)[Stake Permit - Lakeshore CAP 0.5K](#)[Silver Creek Bike Race](#)[Bike Ride for Hunger](#)[Block Party - Country Lane](#)[Ice Cream Social](#)[Waiver of Fees - County Fair](#)[Waiver of Fees - AIS Snapshot Day](#)[Waive of Fees - Friends of Mtwc River Watershed](#)[ManitoWALK vs ALS](#)[Scenic Shore 150](#)[Stake Permit - Brutal Wear](#)[Running-A-Fair](#)[Stake Permit - Thrivent](#)[19-0814](#)

Communication from Community Development Director April Kroner resigning her position effective July 19, 2019, recommending acceptance of resignation and place on file.

**Attachments:**[April Kroner Resignation 6-20-19](#)**4. Finance Committee (Consent)**[19-0669](#)

Proposed addition to City's Guidebook, Chapter 3.6 - Budget Carryforward Policy, recommending approval

**Attachments:**[Carry Forward Requests draft](#)[Carry Forward Request policy final formatted](#)

[19-0720](#) Minutes of May 7, 2019 Finance Committee meeting, recommending approval and place on file.

**Attachments:** [MeetingMinutes 07-May-2019](#)

[19-0721](#) Minutes of MPU Commission meetings of April 22, 2019 & May 13, 2019, recommending acceptance and place on file.

**Attachments:** [MPU Commission Minutes 5-13-19](#)  
[MPU Commission Minutes 4-22-19](#)

[19-0724](#) Request from Don Murray, Agent, TLM Investments, Inc. to extend his tavern license TAV-1954 on September 7th to include a fenced-in area of his parking lot for annual charity bike wash, for premise located at 1421 S. 39th Street, recommending approval.

**Attachments:** [TLM Request](#)

[19-0726](#) Update on Services Agreement with Grow It Forward, recommending to place on file.

**Attachments:** [2019 Marketing Strategic Plan](#)  
[2019 Farmers Market Agreement final](#)

[19-0727](#) Responsible Bidder Criteria, recommending to place on file.

**Attachments:** [19-0727](#)  
[Responsible Bidder Criteria](#)

[19-0728](#) Sidewalk Cafe Permit application for Ryan's on York including extension of premise to serve alcohol at outdoor sitting area, recommending approval.

**Attachments:** [Ryan's on York Request](#)  
[Sidewalk Cafe Ordinance](#)  
[PD approval\\_ Ryan's on York - Sidewalk Cafe](#)

[19-0736](#) Amend the Room Tax Allocations Policy including the Discover Manitowoc Grant Policy, recommending approval.

**Attachments:** [June 2019 revisions to Finance](#)  
[Report to Council - Room Tax Policy](#)  
[Room Tax Allocation Policy - amended 2019 FINAL](#)  
[Discover Grant Cover Letter\\_AK Final](#)  
[Discover Manitowoc Grant Appl](#)  
[Room Tax Allocation Policy 2-16-15](#)

[19-0769](#) General City Claims in the amount of \$2,033,906.03 enumerated on list thereof, recommending that the claims be allowed and ordered paid and Mayor, Clerk and Finance Director/Treasurer are instructed to issue the necessary order.

**Attachments:** [July Claims](#)  
[6-28-19](#)  
[7-1-19](#)  
[7-5-19](#)  
[7-12-19](#)  
[6-21-19](#)

[19-0800](#) Report of Finance Committee to grant the various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein, recommending acceptance.

**Attachments:** [July Licenses](#)

## 5. Personnel Committee (Consent)

[19-0740](#) Transit Grievance-05-16-2019 Denial, recommending to place on file.

## 6. Public Infrastructure Committee (Consent)

[18-1031](#) Update on Design of Pedestrian Bridge over the Little Manitowoc River, recommending approval of staff moving forward with design and foundation and bridge installation in 2020.

**Attachments:** [201905311338](#)  
[18-1031\\_201810031412](#)  
[18-1031](#)  
[18-1031-3](#)  
[20171107\\_133747](#)  
[R-STL-GEN 12-17](#)  
[Wheeler Estimate TT21276 062819](#)  
[FW\\_Proposed Pedestrian Bridge along Mariners Trail over the Little Manitowoc](#)

[18-1255](#) Discussion on Contracting for Concession Services throughout the City of Manitowoc, recommending approval of Request for Proposal to send out to potential contractors.

**Attachments:** [18-1255\\_201902051559](#)

[19-0471](#) Discussion regarding converting eastern most lane of Lakeside Boulevard into a bike lane, recommending including in 2020 budget.

- [19-0743](#) Request for bus stop at 8th and School Street, recommending removing bus stop.
- Attachments:** [19-0743](#)
- [19-0744](#) Request to purchase a Cemetery Backhoe, recommending approval of cooperative purchasing agreement for equipment
- Attachments:** [19-0744](#)  
[2019\\_07\\_01\\_15\\_05\\_57](#)  
[sourcewell info](#)  
[Sourcewell 310\\_HL\\_SL\\_quote\\_Mar 19](#)  
[HGAC memo](#)
- [19-0747](#) Request for curb and Gutter on Roneta Lane be extended west to include 5017, 5018 and 5024 Roneta Lane, recommending approving and forwarding to Mayor for 2020 budget
- Attachments:** [19-0747](#)
- [19-0749](#) Request from Wellness Committee for a discount at Aquatic Center/Mini Golf for City Employees, recommending a \$1 discount for City Employees
- Attachments:** [19-0749](#)
- [19-0770](#) Report of Board of Public Works of 06/27/2019 for 3rd and Final payment of \$51,950.00 to 5th Pocket Skateparks for 2019 Miracles Skate Park Upgrades, WS-19-2, recommending payment.
- Attachments:** [19-0770](#)
- [19-0771](#) Report of Board of Public Works of 6/27/19 of approval to enter into a contract with SC Concrete for a new concrete walkway through Red Arrow Park, AGMT-19-13, for a contract price of \$22,680.25, recommending acceptance and place on file.
- Attachments:** [AGMT-19-13](#)
- [19-0772](#) Report of Board of Public Works of 6/27/19 of approval to enter into a contract with Hubbart Electric, Inc. for new lighting for walkway monuments, flag poles, cannon and future areas at Red Arrow Park, AGMT-19-14, for a contract price of \$9,376.00, recommending acceptance and place on file.
- Attachments:** [AGMT-19-14](#)
- [19-0773](#) Park project update for playground equipment and splash pads, recommending approval of revised parks plan and move forward with new budgeted plan

[19-0775](#) Report of Board of Public Works of approval to enter into a contract with Fortress Fence for repairs to fence at ball field at Lincoln Park, repairs to fence on Field 1 at Citizen Park, AGMT-19-15, for a contract price of \$18,475.00, recommending acceptance and place on file.

**Attachments:** [AGMT-19-15](#)

[19-0779](#) On Street parking West side of North 9th Street from Maritime Drive to York Street, recommending approval and blocking off driveway approach with a barricade.

**Attachments:** [diagram 19-0779](#)

[19-0811](#) Progress invoices from WI Department of Transportation for Waldo Blvd project in the amounts of: \$7,908.51, \$6,214.16, \$1,756.98, \$240,576.82, \$491.14, recommending payment.

**Attachments:** [Project Invoices - Waldo Blvd](#)

[19-0817](#) Report of Board of Public Works of 7/10/19 for 6th and Final payment of \$64,412.75 to Vinton Construction for 2018 Concrete Paving, WS-18-1, recommending payment.

**Attachments:** [WS-18-1 Final Payment](#)

[19-0818](#) Report of Board of Public Works of 7/10/19 for 2nd and Final payment of \$9,987.50 to Badger Docks Lifts for Kayak Launch at Manitou Park, AGMT-19-12, recommending payment.

**Attachments:** [AGMT-19-12 Final Payment](#)

[19-0821](#) Report of Board of Public Works of July 10, 2019 of denial for weed cutting assessment appeal for property located at 721 S. 22nd St., recommending acceptance and place on file.

**Attachments:** [721 S. 22nd Street](#)

## 7. Public Safety Committee (Consent)

[19-0646](#) Riverview Park emergency siren testing, recommending to place on file.

[19-0776](#) Request for 2-hour parking on the West side of South 8th Street between W. Marshall Street and Hamilton Street, In front of Burbey CPA LLC business frontage, recommending to place on file.

**Attachments:** [2-hour parking sign request along S 8th St. in front of Burbey CPA](#)

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

## 1. Committee of the Whole

[18-1228](#) Performance Management and Pay Recommendation

**Attachments:** [2019 Recommendations Comp Plan Perf Management to PC 7.1.2019](#)  
[Compensation Plan Structure & Performance Management Recommendations](#)

[19-0796](#) Report of Special Events Committee recommending approval for the following events subject to Council action: Windigo Fest & Parade on 10/4-10/6/19 (Closure of Franklin St. from S. 6th-8th, parking restrictions along parade route on Sat. on 8th St. from Washington to State St. & lift downtown parking restrictions; Waiver of noise ordinance until midnight on Fri. & Sat.; Permission for vendors to sell food & alcohol on City property); Fat Seagull Street Party on 7/27/19 (Closure of Quay St. from S. 8th to S. 9th; extension of premise for alcohol); St. Francis Community Picnic on 8/9-8/10/19 (Closure of N. 14th St. between Waldo & Menasha); Kiwanis Car & Motorcycle Show on 8/11/19 (Closure of S. 11th & S. 12th Sts. between Washington & Marshall Sts., waiver of rules prohibiting alcohol in the park); Balloon Glow on 8/16/19 (Closure of Quay St. from S. 6th to S. 8th); Manitowoc Praisefest (Closure of S. 12th St. from Washington to Marshall St.)

**Attachments:** [Report 19-0796](#)  
[Windigo Fest & Parade](#)  
[Fat Seagull Street Party](#)  
[St. Francis Community Picnic](#)  
[Kiwanis Car Show](#)  
[Balloon Glow](#)  
[Praisefest](#)

[19-0801](#) Resolution authorizing staff to apply for the Wisconsin Assessment Monies Program (WAM) - Contractor Services Award for the Canadian National Peninsula property

**Attachments:** [Res 19-0801](#)

## 2. Finance Committee

[19-0722](#) Agreement to Fundraise and Build Phase Three of the Manitowoc Family Aquatic Center

**Attachments:** [Aquatic Center](#)

[19-0723](#) Presentation by Brad Viegut regarding the City's Financing Timeline and 2019 borrowing amount, and illustrative financing plan for subsequent years.

**Attachments:** [prs finance committee\\_manitowoc 06.24.19](#)



[19-0725](#) Ordinance to amend Section 1.030(5) of the Municipal Code changing the location of the voting place for the Fifth Aldermanic District to The Manitowoc Public School District Administration Office at 2902 Lindbergh Drive (East entrance)

**Attachments:** [Ord 19-0725](#)

[19-0729](#) Resolution Providing for the Sale of Approximately \$6,900,000 General Obligation Promissory Notes

**Attachments:** [Res 19-0729](#)

[19-0730](#) Ordinance to amend Section 11.260 of the Manitowoc Municipal Code regulating Sidewalk Cafes

**Attachments:** [Ord - Sidewalk Cafe Permit](#)

[19-0799](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, TAV-1970-1, for Pizza Garden, 301 N. 8th Street

**Attachments:** [Pizza Garden Application](#)

[19-0812](#) Request from Bridgeview Bar, TAV-1953 for an extension of premise for an event on July 20, 2019

**Attachments:** [Bridgeview Request](#)

[19-0816](#) Receipt and Release from Shirley M. Jacob Administrative Trust for distributions of \$1,319.16 and \$19,510.79 to Manitowoc Senior Center.

**Attachments:** [Senior Center Donation](#)

### 3. Personnel Committee

[19-0696](#) Resolution to Approve Revised Background Check Policy

**Attachments:** [Background Check Policy rev 2019 DRAFT.pdf](#)  
[Background Check Policy rev 2019 FINAL.pdf](#)  
[Res - Approve Revised Background Check Policy](#)

[19-0738](#) Resolution to Backfill Community Development Director Position

**Attachments:** [Res - Backfill CD Director](#)

[19-0739](#) Accommodations for Pregnant Police Officers - Request from Officer Devalk

**Attachments:** [Request from A Devalk for PC](#)

[19-0741](#) Transit Grievance-05-22-2019-Denial

### 4. Public Infrastructure Committee

[19-0746](#) Resolution for Ornamental Lighting - Meijer Lane and Crawford Blvd extension

**Attachments:** [19-0746](#)  
[201906281115-1](#)  
[Res - Street Lighting Meijer Ln and Crawford Blvd](#)

[19-0754](#) Revision #4 - State/Municipal Financial Agreement for a State Let Highway Project

**Attachments:** [1500-37-00 SMFA 6-24-19](#)

[19-0793](#) Consulting Services Agreement with AECOM for Infrared (IR) Thermographic Testing of the Bridge Decks on the Broadway St. & 21st. St. Bridges.

**Attachments:** [AECOM Consulting Services Agmt..pdf](#)

[19-0794](#) Ordinance to adjust rates for sewer service charges effective August 1, 2019

**Attachments:** [Ord - Sewer Rates](#)

[19-0827](#) Ordinance prohibiting dogs in Miracles Park

**Attachments:** [Ord - Prohibit Dogs in Miracles Park](#)

## 5. Public Safety Committee

[19-0822](#) Ordinance regulating Two Hour Parking on York Street and N. 9th Street

**Attachments:** [Ord - 2 Hr Parking on N. 9th and York](#)

[19-0823](#) Ordinance to amend Section 10.390 of the Municipal Code regulating parking on N. 9th Street

**Attachments:** [Ord - Parking on N. 9th](#)

[19-0826](#) Ordinance to amend Section 10.730 of the Municipal Code regulating Angle Parking

**Attachments:** [Ord - Angle Parking](#)

## 6. Plan Commission

[19-0293](#) Ordinance amending Section 22.010 of the Municipal Code entitled: "Official Map - Master Subdivision Plans" for portion of Archer Street Vacation

**Attachments:** [Ord 19-0293](#)

[19-0294](#) Resolution approve the discontinuance of a portion of Archer Street , in the interest of the public, pursuant to Wis. Stat. 66.1003.

**Attachments:** [19-0294](#)

[19-0733](#)

Ordinance Rezoning from C-1 Commercial & P-1 Conservancy to B-2 Neighborhood Business & B-3 General Business property located at 200 E. Waldo Blvd and adjacent land near E. Waldo Blvd & Bayshore Drive.

**Attachments:**

[19-0733 PC Report Bay Pointe LLC](#)

[19-0733 Report to Council Baypoint Rezone](#)

[Ord 19-0733](#)

**J. OTHER BUSINESS****K. ADJOURN**

*1.Future Scheduled Common Council Meetings: Thursday, July 25, 2019 at 6:00pm and Monday, August 19, 2019 at 6:30pm in the Common Council Chambers at City Hall.*

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail [cityattorney@manitowoc.org](mailto:cityattorney@manitowoc.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Deborah Neuser**  
**City Clerk**