



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, June 18, 2018

6:30 PM

Council Chambers

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

E. PUBLIC HEARINGS

[18-0623](#) 6:32 PM - Public Hearing for the purpose of hearing any all interested parties in the matter of a proposed Conditional Use Permit for a permitted use to operate a plumbing shop which requires outside storage of merchandise in a B-3 General Business District located at 1010 Hamilton Street.

Attachments: [18-0623](#)

[18-0624](#) 6:35 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from "R-2" Single Family District to "B-1" Office - Residential District for property located at 915 Memorial Drive.

Attachments: [18-0624](#)

[18-0625](#) 6:38 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of proposed changes to Chapter 15 of the Manitowoc Municipal Code. Proposed Changes: Revision to 15.370(13) regulating the definition of swimming pools, hot tubs and spas.

Attachments: [18-0625](#)

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

[18-0628](#)

Mayor to make the following appointments: Public Infrastructure: Eric Sitkiewitz; Public Safety: Jim Brey, Steve Czekala, Vice-Chair; Cable Television Commission: Mike Howe; Citizens Advisory Committee: Rhienna Gabriel; Community Development Authority: Lee Kummer, Jeremiah Novak; Board of Ethics: Eric Sitkiewitz; Manitowoc Industrial Development Commission: Jim Brey, Mike Williams; Library Board: Todd Lotz; Municipal Tree Commission: Rhienna Gabriel; Board of Public Works: Jim Brey, Lee Kummer, Mike Williams; Rahr-West Art Museum Board: Mike Williams; TIF Finance Project Review Committee: Jim Brey; Transit Commission: Jim Brey; Wisconsin Maritime Museum Board of Directors: Scott McMeans; Zoological Board: Steve Czekala; Code Review Committee: Mike Howe, Steve Czekala; Wastewater Treatment Facility Board: Mike Howe; Cemetery Commission: Mike Williams; MAVCB Board of Directors: Lee Kummer; Progress Lakeshore Board of Directors: Eric Sitkiewitz.

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

[18-0611](#)

Minutes of May 21, 2018 Council meeting, recommending approval and place on file.

Attachments:

[18-0611](#)

[18-0610](#)

Public Notice of an Air Pollution Control Permit Application Review for Tramontina US Cookware Inc., 2005 Mirro Dr., recommending placing on file.

Attachments:

[18-0610](#)

[18-0626](#)

Bay-Lake Regional Planning Commission Annual Report, recommending acceptance and place on file.

Attachments:

[Bay Lake Regional Planning Commission Annual Report](#)

[18-0629](#) Resignation from Peter Dorner from Plan Commission effective immediately, recommending acceptance and place on file.

Attachments: [18-0629](#)

3. Committee of the Whole (Consent)

[18-0612](#) Communication from Community Development Director Nic Sparacio resigning his position effective June 25, 2018, recommending acceptance of resignation and place on file.

Attachments: [18-0612](#)

[18-0635](#) Report of Special Events Committee relative to approval of the following events: Slowpitch Softball Tournament on July 20-28, 2018; LHS Teacher Appreciation Day on 5/30/18; FEE WAIVER: Evening of Remembrance on 6/12/18; FEE WAIVER: Chamber Business Appreciation Picnic on 6/20/18; Yoga at Washington Park on 8/4/18; Silver Cup XVII Disc Golf Pros & Amateurs Tournaments on July 7-15, 2018; 3 on 3 Basketball Tournament on July 13-14, 2018; Scenic Shore 150 on July 21-22, 2018; Be the Change 5K on 8/10/18; Silver Creek Bike Race on 9/9/18; Manitowoc Middle School/Future Stars Cross Country Races on 10/9/18; Baseball Tournament on July 13-15, 2018; Tuesdays at 10! Jun. 12 - Aug. 7, 2018; Cool City Classic Car Show on 6/29/18; Krazy Daze Jul. 13-15, 2018; Manitowoc County Fair Aug. 21-26, 2018; recommending acceptance of report and place on file.

Attachments: [18-0635](#)

[Baseball Tournament](#)

[MDA Fill the Boot](#)

[Scenic Shore 150](#)

[Future Stars Cross Country](#)

[Silver Creek Bike Race](#)

[Be the Change 5K](#)

[3 on 3 Basketball Tournament](#)

[Silver Cup XVII](#)

[Chamber Picnic](#)

[Evening of Remembrance](#)

[Parkinson's Support Group Picnic](#)

[LHS Teacher Appreciation Day](#)

[Cool City Classic](#)

[Krazy Daze](#)

[Kenny's Tournament](#)

[County Fair](#)

[Tuesdays at 10](#)

[Yoga at Washington Park](#)

4. Finance Committee (Consent)

[18-0408](#) Request from ALDI Inc. for a Class "A" Liquor License in order to showcase their wine selection that is currently under 100 square feet, recommend to place on file.

Attachments: [ALDI Request](#)
[ALDI Photos](#)
[18-0408](#)
[Letter to Class A Liquor License Holders](#)

[18-0564](#) CN 2018CV000191 Melissa Bennett Vs. City of Manitowoc et al, recommend to refer the document to the City Attorney.

Attachments: [18-0564](#)

[18-0565](#) Salvation Army request for donation for annual "Ride for Hunger" charity bike ride & silent auction on 9-15-2018, recommend to place on file.

Attachments: [Salvation Army Request](#)

[18-0566](#) Communication from State of Wisconsin Department of Administration relative to Bond Maturity DNR Project #4679-02, Sewerage System Revenue Bond, Series 1999, recommend to place on file.

Attachments: [Letter 18-0566](#)
[18-0566](#)

[18-0567](#) Discussion and possible action on how the Finance Committee intends to address District 10 concerns brought forward by their elected representative, Alderperson Gabriel, recommend to place on file.

Attachments: [res 18-0532](#)
[Resolution 18-0460](#)
[18-0567](#)

[18-0568](#) Minutes of the Manitowoc Public Utilities Commission Meeting of April 9, 2018, recommending acceptance and place on file.

Attachments: [MPU Commission Minutes 4-9-18](#)

[18-0569](#) Communication from Health Dimensions Group relative to sale of Manitowoc Health Care Center, recommend to accept and place on file

Attachments: [18-0569](#)

[18-0570](#) Minutes of the May 1, 2018 Finance Committee meeting, recommending acceptance and place on file.

Attachments: [MeetingMinutes 01-May-2018](#)

[18-0596](#) Night (Farmers) Market 920 Event Series Request and Request for Potential Fee Waivers, recommend approval with the balance being paid by the Farmer's Market surplus.

Attachments: [Night Market Event Series and Fee Waiver Request](#)
[Night Market 920 Revised Equip #2 - 2018](#)

[18-0597](#) Development Agreement for TIF Assistance - Lakeside Foods Expansion, recommend to enter into Agreement.

Attachments: [DA-Lakeside Foods_05-29-18 FINAL](#)

[18-0601](#) Consultant Proposal for Tax Incremental Financing Services, recommend to place on file.

Attachments: [Letter-Request for TIF Support Services 06-2018_example.pdf](#)
[Proposal Summary](#)
[2018 TID Services - Vierbicher Proposal 06082018](#)
[Ehlers Proposal Economic Development](#)

[18-0604](#) Update on Fundraising Agreement between the City and the Friends of the Family Aquatic Center, recommend to place on file.

Attachments: [18-0604](#)

[18-0605](#) Request from Moore's Irish Pub for waiver of noise ordinance from 10pm - 11pm on Saturday, June 23rd, recommend to approve request.

Attachments: [18-0605](#)

[18-0609](#) General City Claims in the amount of \$3,856,949.89 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: [18-0609](#)
[5-25-18](#)
[6-1-18](#)
[6-8-15](#)
[6-15-18](#)

[18-0614](#) Agreement with The SpyGlass Group, LLC to Conduct a Communications Audit for the City of Manitowoc, recommend to approve agreement.

Attachments: [Telecommunications Audit](#)

[18-0615](#) 2018 Budget Adjustment to realign Promotional and Event spending to reflect departmental responsibilities and to recognize Credit Card Rebates as a Revenue Source, recommend to approve.

Attachments: [Budget Transfer to Realign Accounts Promotional Event Budgets](#)

[18-0618](#) Update on RFP for Alternatives for City-Wide Revaluation for Assessment Purposes, recommend to accept and place on file.

Attachments: [57bc9990-1595-418a-af09-35d8da19d247.pdf](#)
[40ee5676-f9e3-4f83-ae3a-79d6e21381b1.pdf](#)

[18-0631](#) Report of City Clerk of summary of fees collected for leased parking stalls for 2017-18, recommending acceptance and place on file.

Attachments: [18-0631](#)

[18-0633](#) Report of Finance Committee to grant the various license subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein, recommending acceptance.

Attachments: [18-0633](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[18-0116](#) 2019 Potential Park and Trail Projects, recommending placing on file.

Attachments: [Copy of 2019 Parks Projects](#)

[18-0118](#) 2019/2020/2021 Major Road Projects (Reed Avenue, S. 30th Street, Custer Street, Viebahn Street), recommending approval

[18-0563](#) Henry Schuette Park Trail Revitalization, recommending approving the request for revitalization of Henry Schuette Park Trail, with materials not to exceed \$6,000 by the City, placement of a port-a-john, and to allow overnight camping by the employees with an additional \$16,500 for labor

Attachments: [18-0563_201806041525](#)

[18-0573](#) Installation of a Diesel Exhaust Fluid Tank/Dispenser at the Department of Public Works Facility, recommending approving request subject to bid process.

Attachments: [18-0573_201806041526](#)

[18-0579](#) Request to Rescind Snow Shoveling Violation for 2714 Wollmer Street, recommending to deny request.

Attachments: [18-0579_201806041534](#)

[18-0581](#) Installation of Boardwalk at Camp Vits, recommending approval subject to review by the City Attorney.

Attachments: [18-0581_201806041539](#)

[18-0585](#) Request from Manitowoc Chiefs Youth Football Organization to place walkway/steps to the Carl VanSerke Field, recommend approval subject to City Attorney's approval.

Attachments: [18-0585_201806041540](#)
[18-0585-1_201806041540](#)

[18-0589](#) Request for Painted Parking Stalls on State Street between North 8th Street and North 9th Street, recommending placing on file.

Attachments: [18-0589_201806041543](#)

[18-0591](#) Public Works Petition by Bay Pointe Developers II, LLC, Peter Allie to cause permanent paving, sidewalks, storm and sanitary sewers and other public utilities to be installed for property abutting Bayshore Drive, recommending approval and placing on file.

Attachments: [18-0591_201806041546](#)

[18-0592](#) Tourism Parking downtown along the River, recommending to refer to public works for resigning of lots to reflect lease hours.

Attachments: [18-0592_201806051012](#)
[18-0592_201806051343](#)

[18-0593](#) Exploratory Work for Repairs Needed on the Sheet Wall by the Maritime Museum, recommending approving and referring to CAWG.

[18-0607](#) Report of Board of Public Works of 06/06/18 for 1st and Final payment of \$24,412.00 to A.C.E. Building Services for Office Remodel Work at Manitowoc City Hall, recommending payment.

Attachments: [18-0607](#)

[18-0608](#) Report of Board of Public Works of 06/06/18 for 4th and Final payment of \$5,869.66 to A.C.E. Building Service for Marina Re-decking A, B, C and D Docks, WS-17-11, recommending payment.

Attachments: [18-0608](#)

[18-0613](#) Report of Board of Public Works of 5/23/18, of bids received for 2018 Sanitary and Storm Sewer Construction, Project WU-18-8, recommending awarding to low bidder, Vinton Construction Company in the amount of \$240,635.78.

Attachments: [18-0613](#)
[Bid Tab WU-18-8](#)

7. Public Safety Committee (Consent)

[18-0469](#) Citizen request for a two-way stop at the intersection of Rock Street and Ray Street, recommending placing on file.

Attachments: [ACCIDENTS - INTERSECTION - RAY ST - ROCK ST](#)

[18-0588](#) Discussion on how Public Safety Committee intends to address District 10 concerns brought forward by their elected representative, Alder Gabriel, recommending placing on file.

Attachments: [res 18-0532](#)
[Resolution 18-0460](#)

8. Plan Commission (Consent)

[18-0516](#) PC 17-2018: West of the Lake Gardens - Request to Rezone property located at 915 Memorial Drive from R-2 Single Family Residential to B-1 Office Residential. Recommending approval of the rezoning request with City Clerk having called for a public hearing.

Attachments: [18-0516 PC Report West Foundation](#)
[18-0516 Report to Council West of the Lake](#)

[18-0520](#) PC 16-2018: Request from James and Kimberly Everett to Purchase City Owned Land Adjacent to 1418 N. 3rd Street. Recommending approval of the sale of the lot with City staff to proceed with any steps required to coordinate the sale.

Attachments: [18-0520 PC Report N 3rd Land Sale](#)
[18-0520 Council Report N 3rd St Land Sale Everett](#)

[18-0523](#) PC 10-2018: Tax Incremental District #12 (Manitowoc I-43 Industrial Park, Phase III) Territory Subtraction Amendment and Adopting Resolution, recommending approval.

Attachments: [18-0518 PC Report TID 12 05-2018](#)
[18-0523 Report to Council](#)

[18-0525](#) PC 11-2018: Maritime Pointe Subdivision - Release of a Pedestrian Easement. Recommending approval of the release of easement.

Attachments: [18-0525 PC Report Release of Easement](#)
[18-0525 Council Report Maritime Pointe Release of Easement](#)

[18-0527](#) PC1-2018: Bay Pointe Developers II, LLC Quit Claim Deed for Bayshore Drive purposes. Recommending to approve the Quit Claim Deed for the dedication and the naming of the Bayshore Drive right of way and instructing the City Clerk to record said deed with the Register of Deeds.

Attachments: [18-0527 Bayshore Drive qc deed](#)
[18-0527 Bayshore Drive qc deed](#)

[18-0528](#) PC 18-2018: Proposed Amendment to MMC Section 15.370(13) Regulating the definition of Swimming Pools, Hot tubs and Spas recommending approval following Public Hearing on June 18, 2018.

Attachments: [18-0528 PC Report Chapter 15.370 swimming pool definition](#)
[18-0528 Report to Council definition swimming pools](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[18-0620](#) Parklet Policy and Guidelines

Attachments: [Parklet Policy Guidelines - DK LM GM Review](#)
[Parklet Comparison PDF.pdf](#)

[18-0622](#) Request from Pamela Vertanen for a waiver of noise ordinance for a wedding being held on private property on August 25, 2018.

Attachments: [18-0622](#)

[18-0627](#) Ordinance to amend Section 7.285 of the Manitowoc Municipal Code regulating interest rates for special assessments.

Attachments: [FinalOrdinance to Amend 7.285 setting interest rates for special assessments...](#)

[18-0634](#) Report of Special Events Committee Recommending approval for the following events subject to Council action: Manitowoc Salmon Derby on July 3-8, 2018 (Waiver of noise ordinance until 11:30 PM on Fri. & Sat.; extension of fermented beverage sales on City property until 11:30 PM); Vic Ferrari Celebration Concert on 7/3/2018 (Closure of Quay St. from S 6th to S 8th; waiver of noise ordinance until 11:30 PM); Gumby's Glow Run on 7/13/2018 (Closure of the far west lane of Johnston Dr. from Ash St. to E. Park Ln); Fat Seagull 10th Annual Street Party on 7/28/2018 (Closure of Quay St. from S 8th to S 9th; extension of premise for alcohol); Manitowoc Praisefest on 7/28/2018 (Closure of S 12th St from Washington St to Marshall St); Summer Carnival on 8/4/2018 (Closure of Quay St. from S 6th to S 8th, llamas present at event); Kiwanis Club Car & Motorcycle Show on 8/12/2018 (Closure of S 11th & 12th Sts between Washington & Marshall Sts; waiver of rules prohibiting alcohol in the park); Acoustic Fest on 7/21/2018 (Waiver of rules prohibiting alcohol in the park; no parking on east side of S 12th St).

Attachments: [18-0634](#)
[Salmon Derby](#)
[Vic Ferrari](#)
[Gumby's Glow Run](#)
[Fat Seagull Street Party](#)
[Praisefest](#)
[Summer Carnival](#)
[Kiwanis Car & Motorcycle Show](#)
[Acoustic Fest](#)

2. Finance Committee

[18-0598](#) Resolution and Project Plan for Tax Incremental Financing District #12 Boundary Amendment

Attachments: [TID 12 Project Plan Amendment Council Review Draft](#)
[Resolution-Council_06-18-18](#)

[18-0599](#) Request for 30 Day Timeline Extension on Development Agreement with Doneff's Schuette Building

Attachments: [TIF Development Agreement recorded 03-15-18.pdf](#)

[18-0600](#) Letter of Interest to Purchase Land and Request for TIF Assistance from The Metal Ware corporation

Attachments: [LOI MetalWare Corp-City of Manitowoc.pdf](#)
[Site Map-approx purchase area.pdf](#)
[Term Sheet-DRAFT 06-11-18](#)

[18-0602](#) Resolution to Fill Community Development Director and Associate Planner-GIS Coordinator Positions due to resignations.

Attachments: [Res to backfill Community Dev. Dir. Assoc. Planner-GIS Coord .pdf](#)

[18-0616](#) Recommendations to fund Canadian National Land Purchase, a/k/a "CN Peninsula"

Attachments: [CN Land Purchase Funding Options](#)

[18-0632](#) Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Red Line Plastics, LLC Project. Information with respect to the job impact of the project will be available at the time of consideration of the Initial Resolution.

Attachments: [18-0632](#)
[18-0632 Summary](#)

[18-0637](#) Scope of Engagement relative to \$7,000,000 City of Manitowoc, Wisconsin Industrial Development Revenue Bonds, Series 2018 (Red Line Plastics, LLC Project) (the "Bonds")

Attachments: [18-0637](#)

[18-0650](#) Contract with Vierbicher for Tax Incremental Financing Services

Attachments: [TID Timetable Draft.pdf](#)
[2018 TID Planning Services Agreement.pdf](#)

[18-0651](#) Amendment to Development Agreement with Doneff's Schuette Building

Attachments: [2018_06_15_16_16_46.pdf](#)

3. Personnel Committee

4. Public Infrastructure Committee

[18-0278](#) Sidewalk Privilege Agreement with Forest Creek LLC

[18-0576](#) Approval of Compliance Maintenance Annual Report (CMAR) for WWTF

Attachments: [18-0576_201806041532](#)

[18-0636](#) Request from the Capital Civic Centre to have their Capital Campaign Banners hung downtown until the Christmas banners go up in November.

Attachments: [18-0636](#)

5. Public Safety Committee

[18-0556](#) Ordinance to repeal Section 14.090 of the Manitowoc Municipal Code regulating Indecent Exhibition of Animals.

Attachments: [Ordinance to Repeal 14.090 Indecent Exhibition of Animals - Penalty \(2\)](#)

[18-0557](#) An Ordinance to repeal Section 14.100 of the Manitowoc Municipal Code regulating Billiard Halls, to amend Section 14.710 regulating Evidence of Gambling-Possession, and to amend Section 14.130 regulating Disorderly Conduct.

Attachments: [Ordinance to Amend MMC re Billiard Halls Gambling DC](#)

[18-0558](#) An Ordinance to amend Section 14.040 of the Manitowoc Municipal Code regulating Social Host.

Attachments: [Ordinance to Amend 14.040 Regulating Social Host \(2\)](#)

[18-0586](#) An Ordinance to amend the Bond Schedule for certain violations of Chapter 10, Traffic Regulations, Section 11.030, Adult Entertainment Taverns, and Chapter 14, Offenses Against Public Policy, Safety, Morals and Peace.

Attachments: [Appleton Bond Schedule](#)
[Current Bond Schedule](#)
[Green Bay bond schedule](#)
[Ordinance to increase bond amounts for select violations](#)
[Sheboygan Bond Schedule](#)

[18-0638](#) Ordinance to amend Section 10.170 of the Manitowoc Municipal Code regulating the intersections of South 22nd, 23rd, 24th, 25th and Clark Streets.

Attachments: [18-0638](#)

[18-0646](#) Ordinance to amend portions of Section 10.390 of the Manitowoc Municipal Code to revise no parking zones on Franklin Street between South 25th Street and South 24th Street.

Attachments: [18-0646](#)

6. Plan Commission

[18-0517](#) PC 15-2018: Larson Plumbing, LLC. - Request for a Conditional Use Permit to Allow for the Outside Storage of Merchandise in a B-3 General Business District located at 1010 Hamilton Street.

Attachments: [18-0517 PC Report Larson Plumbing](#)
[18-0517 Report to Council Larson Plumbing CUP](#)

[18-0524](#) PC 12-2018: Tax Incremental District #21 (I-43 Technology and Enterprise Campus) District Creation, Project Plan, Proposed Boundary, and Adopting Resolution.

Attachments: [18-0519 PC Report TID 21 05-2018](#)
[18-0524 Report to Council](#)

[18-0630](#) Ordinance amending Section 15.050 of the amended zone map to provide that a tract of land located East of Memorial Drive, West of Lake Michigan, and North of E. Reed Avenue be changed from "R-2" Single Family District to "B-1" Office - Residential District.

Attachments: [18-0630](#)

[18-0641](#) Ordinance to amend Sections 15.370 and 16.350 of the Manitowoc Municipal Code regulating Private Swimming Pools.

Attachments: [18-0641](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: July 16, 2018 at 6:30pm in the Common Council Chambers at City Hall.

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

Deborah Neuser
City Clerk