



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Municipal Services Committee

Monday, October 21, 2019

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[19-1591](#) Minutes from October 7, 2019.

Attachments: [Minutes from October 7, 2019.pdf](#)

4. Public Hearings/Apearances

- [19-1592](#) Design Hearing for the following streets in the 2021 pavement reconstruction program:
- Minor Street (Meade Street to Rankin Street)
 - Jackson Street (Calumet Street to Fremont Street)
 - Glendale Avenue (Mason Street to Richmond Street)

Attachments: [2021 pavement reconstruction-Minor St, Jackson St, Glendale Ave.pdf](#)
[Presentation of October 15, 2019 Public Information Session.pdf](#)
[Recommended bicycle facility types.pdf](#)

5. Action Items

- [19-1419](#) R/B-Resolution #11-R-19 regarding the creation of a parking lot on the former ~~Blue Ramp~~ Conway site.

Attachments: [Resolution #11-R-19.pdf](#)
[Resolution #11-R-19\(#2\).pdf](#)

Legislative History

9/23/19	Municipal Services Committee	recommended for approval
9/23/19	Municipal Services Committee	recommended for denial
10/2/19	Common Council	referred to the Municipal Services Committee

10/7/19 Municipal Services referred
 Committee
Item #19-1914 was referred to staff October 21, 2019.

[19-1593](#) Approve proposed changes to Municipal Code Sections 19-106 and 19-112 related to City owned parking facilities.

Attachments: [Changes to Municipal Code Sections 19-106 and 19-112.pdf](#)

[19-1594](#) Approve proposed changes to Municipal Code Section 19-90 related to parking violation forfeitures.

Attachments: [Changes to Municipal Code Section 19-90.pdf](#)

[19-1595](#) Amend 2019 Materials Testing Contract (M-19) with OMNNI Associates, Inc. from an amount not to exceed \$100,000 to an amount not to exceed \$125,000.

Attachments: [Amend 2019 Materials Testing Contract M-19.pdf](#)

[19-1598](#) Approve parking restriction changes on Ashbury Drive and Lightning Drive near Appleton North High School (Follow-up to six month trial period).

Attachments: [Ashbury Drive and Lightning Drive.pdf](#)

[19-1599](#) Approve parking restriction changes on Everett Street, between Lilas Drive and Lynndale Drive (Follow-up to six month trial period).

Attachments: [Everett St between Lilas Dr and Lynndale Dr.pdf](#)

[19-1600](#) Anticipated Award for Structural Condition Analysis of City Parking Ramps.

6. Information Items

[19-1601](#) Proposed timing of infrastructure in Haymeadow/Spartan growth corridor.

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible. Please contact Paula Vandehey at 832-6474 if you have any questions.



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Meeting Minutes - Final Municipal Services Committee

Monday, October 7, 2019

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Aldersperson Coenen called the meeting to order at 4:30 p.m.

Present: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

2. Roll call of membership

3. Approval of minutes from previous meeting

[19-1468](#)

Minutes from September 23, 2019.

Attachments: [Minutes from September 23, 2019.pdf](#)

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

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

4. **Public Hearings/Appealances**

5. **Action Items**

[19-1505](#)

Appeal from Children's Hospital to bag 4 meters on Lawrence Street adjacent to Red Ramp for bus parking associated with the 21st Annual Halloween Costume Party at Waverly Beach. This request was administratively denied per the Meter Bag Policy.

Martin moved, seconded by Williams, that the Report Action Item be recommended for denial. Roll Call. Motion carried by the following vote:

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

[19-1417](#)

R/B-Approve artwork for decorative Rocky Bleier street name sign.

Attachments: [Rocky Bleier artwork for street sign name .pdf](#)

Approval of amended design, front view of helmet

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

Aye: 3 - Coenen, Martin and Firkus

Nay: 1 - Williams

Excused: 1 - Croatt

[19-1326](#)

Request from Todd Santoro to have the sidewalk removed from the entire block of E. Kramer Lane.

Attachments: [Sidewalks on Kramer Lane.pdf](#)

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

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

[19-1419](#)

R/B-Resolution #11-R-19 regarding the creation of a parking lot on the former Blue Ramp Conway site.

Attachments: [Resolution #11-R-19.pdf](#)

Item #19-1914 was referred to staff October 21, 2019.

Martin moved, seconded by Coenen, that the Report Action Item be referred. Roll Call. Motion carried by the following vote:

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

[19-1469](#)

Request from Catalyst Construction for a street occupancy permit for 120 feet of Durkee Street sidewalk and 105 feet of Washington Street sidewalk for the construction of the Avant Apartments from October, 2019 through August, 2020. Adjacent meters will be bagged and invoiced per the City's Meter Bag Policy.

Attachments: [Catalyst Construction-street occupancy permit.pdf](#)

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

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

[19-1477](#) Request from Alderperson Siebers to cease the one-way N. Clark Street trial based on residents concerns regarding automated garbage and recycling collection.

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

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

[19-1478](#) Approve proposed parking changes on the 100 block of S. Meade Street.

Attachments: [Proposed parking changes on the 100 block of S. Meade St.pdf](#)

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

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

[19-1479](#) Approve installation of STOP signs on Locust Street at Parkway Boulevard (Follow-up to six month trial period).

Attachments: [Locust St at Parkway Blvd-STOP signs.pdf](#)

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

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

[19-1481](#) Approve installation of one new wood pole street light on the west side of the 2000 block of S. Matthias Street.

Attachments: [Installation of new street light on 2000 block of S. Matthias St.pdf](#)

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

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt

6. Information Items

[19-1483](#) Discussion of recommended bicycle facility types based on traffic volume

by Traffic Engineer Eric Lom.

Attachments: [Recommended bicycle facility types.pdf](#)

[19-1484](#)

Inspections Division Permit Summary Comparison Report for September, 2019

Attachments: [Inspections Division Permit Summary Comparison Report-September, 2019.pdf](#)

[19-1482](#)

2020 Department of Public Works Budget Review

7. Adjournment

Martin moved, seconded by Williams, to adjourn the meeting at 5:40 p.m.. Roll Call. Motion carried by the following vote:

Aye: 4 - Coenen, Martin, Williams and Firkus

Excused: 1 - Croatt



"...meeting community needs...enhancing quality of life."

DEPARTMENT OF PUBLIC WORKS

**Engineering Division
100 North Appleton Street
Appleton, WI 54911
Phone (920) 832-6474**

October 1, 2019

Dear Property Owner:

The City of Appleton is proposing to reconstruct the pavement on Minor Street, from Meade Street to Rankin Street, in 2021.

In order to further acquaint you with the project and obtain additional ideas from the public, the Department of Public Works is scheduling informational sessions. These sessions will take place on Tuesday October 15, 2019, from 10:00 a.m. to 11:00 a.m. and 5:00 p.m. to 6:00 p.m. in Meeting Room 1A on the first floor of the City Center located at 100 North Appleton Street. Come anytime during these hours since the meeting is of an informal nature and we will try to discuss the project on a one-to-one basis with you.

There will be plans on display that will show one possible design for the reconstruction project. Other options exist and may be explored further depending on the comments and concerns from the public.

A copy of the proposed plans for Minor Street can also be previewed on the city website at the following link: <http://www.appleton.org/government/public-works/project-information>

The current design option calls for replacing the existing pavement as follows:

- New concrete curb & gutter would be constructed at 28' wide from back of curb to back of curb with asphalt pavement placed between the curb & gutter. The proposed 28' wide street is the same width as the existing street.
- All of the existing driveway aprons would be removed and replaced with concrete aprons.
- Sanitary sewer, storm sewer, and water main will be reconstructed, if necessary, in 2020.
- 8 ash trees, and 1 tree in close proximity to the street, would be removed within this segment of the proposed project.
- Existing on-street parking would remain unchanged.

Feel free to discuss your thoughts or concerns with members of the Engineering staff who will be there. It is hoped that through this type of meeting, the public's ideas can be better incorporated and included into the design of your street.

The next step in the process will occur on Monday October 21, 2019 at 4:30 p.m. in Committee Room "A", Sixth Floor, City Center Building, when the Municipal Services Committee of the Common Council



DEPARTMENT OF PUBLIC WORKS

**Engineering Division
100 North Appleton Street
Appleton, WI 54911
Phone (920) 832-6474**

October 1, 2019

Dear Property Owner:

The City of Appleton is proposing to reconstruct the pavement on Jackson Street, from Calumet Street to Fremont Street, in 2021.

In order to further acquaint you with the project and obtain additional ideas from the public, the Department of Public Works is scheduling informational sessions. These sessions will take place on Tuesday October 15, 2019, from 10:00 a.m. to 11:00 a.m. and 5:00 p.m. to 6:00 p.m. in Meeting Room 1A on the first floor of the City Center located at 100 North Appleton Street. Come anytime during these hours since the meeting is of an informal nature and we will try to discuss the project on a one-to-one basis with you.

There will be plans on display that will show one possible design for the reconstruction project. Other options exist and may be explored further depending on the comments and concerns from the public.

A copy of the proposed plans for Jackson Street can also be previewed on the city website at the following link: <http://www.appleton.org/government/public-works/project-information>

The current design option calls for replacing the existing pavement as follows:

- New concrete curb & gutter would be constructed at 31' wide from back of curb to back of curb, with asphalt pavement placed between the curb & gutter. The proposed 31' wide street is 2' narrower than the existing street within this portion of the project.
- All of the existing driveway aprons would be removed and replaced with concrete aprons.
- Sanitary sewer, storm sewer, and water main will be reconstructed, if necessary, in 2020.
- 5 ash trees, and 6 trees in poor condition would be removed within this segment of the proposed project. 26 existing terrace trees would be saved by narrowing the roadway by 1' on each side (2' total) within this portion of the project.
- Existing on-street parking would remain unchanged.

Feel free to discuss your thoughts or concerns with members of the Engineering staff who will be there. It is hoped that through this type of meeting, the public's ideas can be better incorporated and included into the design of your street.



DEPARTMENT OF PUBLIC WORKS

Engineering Division
100 North Appleton Street
Appleton, WI 54911
Phone (920) 832-6474
Fax (920) 832-6489

October 1, 2019

Dear Property Owner:

The City of Appleton is proposing to reconstruct the pavement on Glendale Avenue, from Mason Street to Richmond Street, in 2021.

In order to further acquaint you with the project and obtain additional ideas from the public, the Department of Public Works is scheduling informational sessions. These sessions will take place on Tuesday October 15, 2019, from 10:00 a.m. to 11:00 a.m. and 5:00 p.m. to 6:00 p.m. in Meeting Room 1A on the first floor of the City Center located at 100 North Appleton Street. Come anytime during these hours since the meeting is of an informal nature and we will try to discuss the project on a one-to-one basis with you.

There will be plans on display that will show one possible design for the reconstruction project. Other options exist and may be explored further depending on the comments and concerns from the public.

A copy of the proposed plans for Glendale Avenue can also be previewed on the city website at the following link: <http://www.appleton.org/government/public-works/project-information>

The current design option calls for replacing the existing pavement as follows:

- New concrete pavement would be constructed at 35' wide from back of curb to back of curb. The proposed 35' wide street is 2' narrower than the existing street (37').
 - o New bike lane along the north side of Glendale Avenue.
 - o On-street parking would be allowed along the south side only.
 - o Traffic calming circles would be constructed at the intersections of Glendale & Summit St and Glendale & Locust St.
 - o Raised medians for pedestrian crossings would be constructed at Glendale & Bennet St.
 - o Dedicated turn lanes would be added along Glendale Ave at Mason Street and Richmond Street.
- All of the existing driveway aprons would be removed and replaced with concrete aprons.
- Sanitary sewer, storm sewer, and water main will be reconstructed, if necessary, in 2020.
- 2 ash trees and 2 trees in poor condition would be removed within the project limits. 40 existing terrace trees would be saved by narrowing the roadway by 1' on each side (2' total).

MUNICIPAL SERVICES COMMITTEE – October 21, 2019
Presentation of October 15, 2019 Public Information Session

INTRO:

On October 15, 2019 we conducted Public Information Sessions for:

Glendale Avenue	(Mason St to Richmond St)
Jackson Street	(Calumet St to Fremont St)
Minor Street	(Meade St to Rankin St)

All streets listed above are proposed to undergo a total reconstruction. The projects to reconstruct the above listed streets will include the removal and replacement of all existing asphalt/concrete pavement, curb and gutter, stone base, driveway aprons, and spot removal and replacement of sidewalk, if applicable, within the project limits.

The pavement rating shown is based on the City's pavement rating system with values from 1 to 100 with 100 being the worst.

GLENDALE AVENUE – Mason St to Richmond St (2600 LF) (2021 Concrete Pavt Reconstruct)

EXISTING CONDITIONS:

- Pavement rating = 42 (avg)
- Existing right of way width = 60'
- Existing pavement width = 37' (boc to boc)
- Existing Pavement
 - Asphalt overlay placed in 1995
 - Asphalt placed in 1973
 - Curb & Gutter placed in 1956
- Existing Water Main
 - 8" CIP constructed 1951, '52
- Existing Sanitary Sewer
 - 12" Con constructed 1951
- Existing Storm Sewer
 - 12", 15" Con constructed 1951
 - 12" PVC constructed 1995

PROPOSED IMPROVEMENTS

- **Underground utilities to be improved in 2020.**
- **New concrete pavement – 35' (boc to boc)**
 - **Bike lane along north side**
 - **Parking lane along south side**
 - **Traffic calming circles @ Summit St & Locust St**
 - **Raised median @ Bennet St**
- **2 ash trees and 2 trees in poor condition would be removed**
 - **40 existing street trees saved by narrowing street 1' on each side**

COST ESTIMATES AND ASSESSMENTS

- **Estimated Construction Cost = \$1,100,000 (Paving Project)**

PUBLIC MEETING FEEDBACK

- **70 Properties along project limits, 9 property owners signed in at public info meeting**
- **5 questionnaires were returned**
 - **Feedback/Concerns: cost, duration of project, offering storm sewer connections to each property, unsure what/why traffic circles**

EXISTING CONDITIONS:

- Pavement rating = 37 (avg)
- Existing right of way width = 60'
- Existing pavement width = 33'
- Existing Pavement
 - Asphalt overlay placed in 1997
 - Asphalt 1968
 - Curb & Gutter 1955
- Existing Water Main
 - 8", 12" PVC constructed 2011
 - 12" CIP constructed 1949
 - 6" CIP constructed 1913
- Existing Sanitary Sewer
 - 8", 10", 12" CON constructed 1948
- Existing Storm Sewer
 - 24" CON constructed 1964
 - 12" CON constructed 1955

PROPOSED IMPROVEMENTS

- **Underground utilities to be improved in 2020.**
- **New concrete curb & gutter and asphalt pavement – 31' (back of curb to back of curb)**
- **Existing parking proposed to remain unchanged**
- **5 ash trees and 6 trees in poor condition would be removed**
- **26 existing terrace trees saved by proposed narrowing**

COST ESTIMATES AND ASSESSMENTS

- **Estimated Construction Cost = \$500,000**

PUBLIC MEETING FEEDBACK

- **63 Properties along project limits, 7 property owners signed in at public info meeting**
- **7 questionnaires were returned**
 - **Feedback/Concerns: concerns over narrowing the street and parking, storm sewer lateral for sump pump connections, concerns over temporary parking on side streets during construction, concerns with losing trees if not narrowed**

EXISTING CONDITIONS:

- Pavement rating = 41 (avg)
- Existing right of way width = 50'
- Existing pavement width = 28'
- Existing Pavement
 - Asphalt overlay placed in 1991
 - Skin Patch 1973
 - Low Grade Asphalt 1947
 - Curb & Gutter 1947
- Existing Water Main
 - 4", 6" CIP constructed 1933
- Existing Sanitary Sewer
 - 8" PVC constructed 1988
 - 8" ABS constructed 1988

PROPOSED IMPROVEMENTS

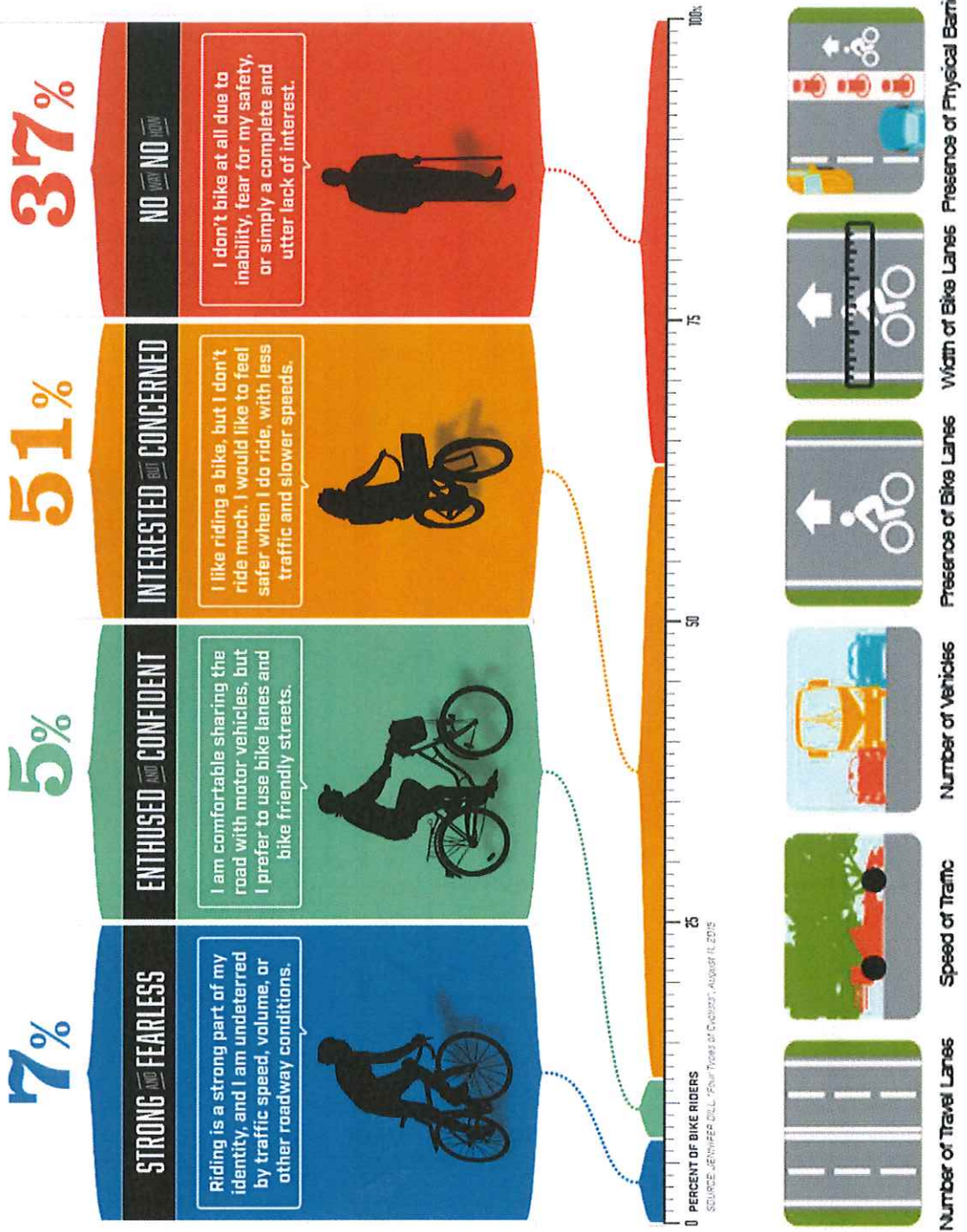
- **Underground utilities to be improved in 2020.**
- **New concrete curb & gutter and asphalt pavement – 28' (back of curb to back of curb)**
- **Existing parking proposed to remain unchanged**
- **8 ash trees and 1 tree in close proximity to the street to be removed**
- **26 existing terrace trees saved by proposed narrowing**

COST ESTIMATES AND ASSESSMENTS

- **Estimated Construction Cost = \$175,000**

PUBLIC MEETING FEEDBACK

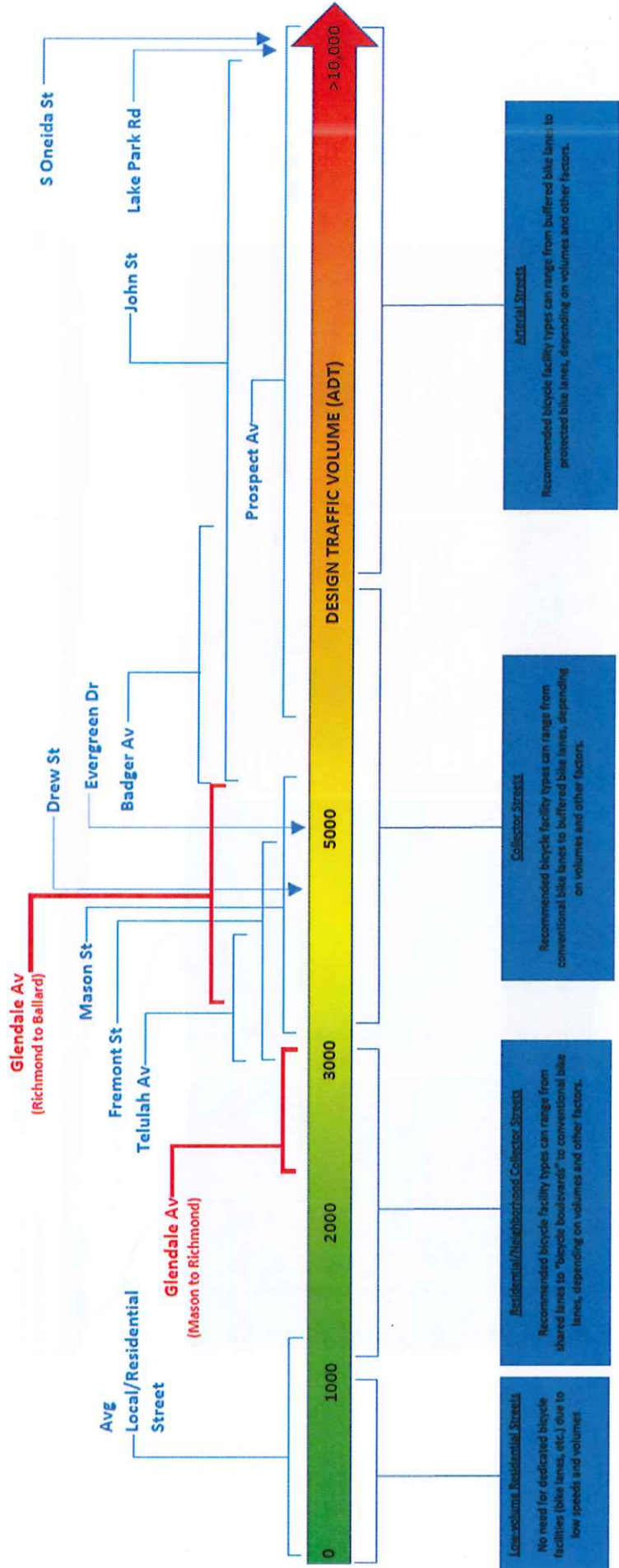
- **15 Properties along project limits, 1 property owner signed in at public info meeting**
- **2 questionnaires were returned**
 - **Feedback/Concerns: concerns over making sure the project is done in a timely and efficient manner to reduce the amount of time out of driveways**

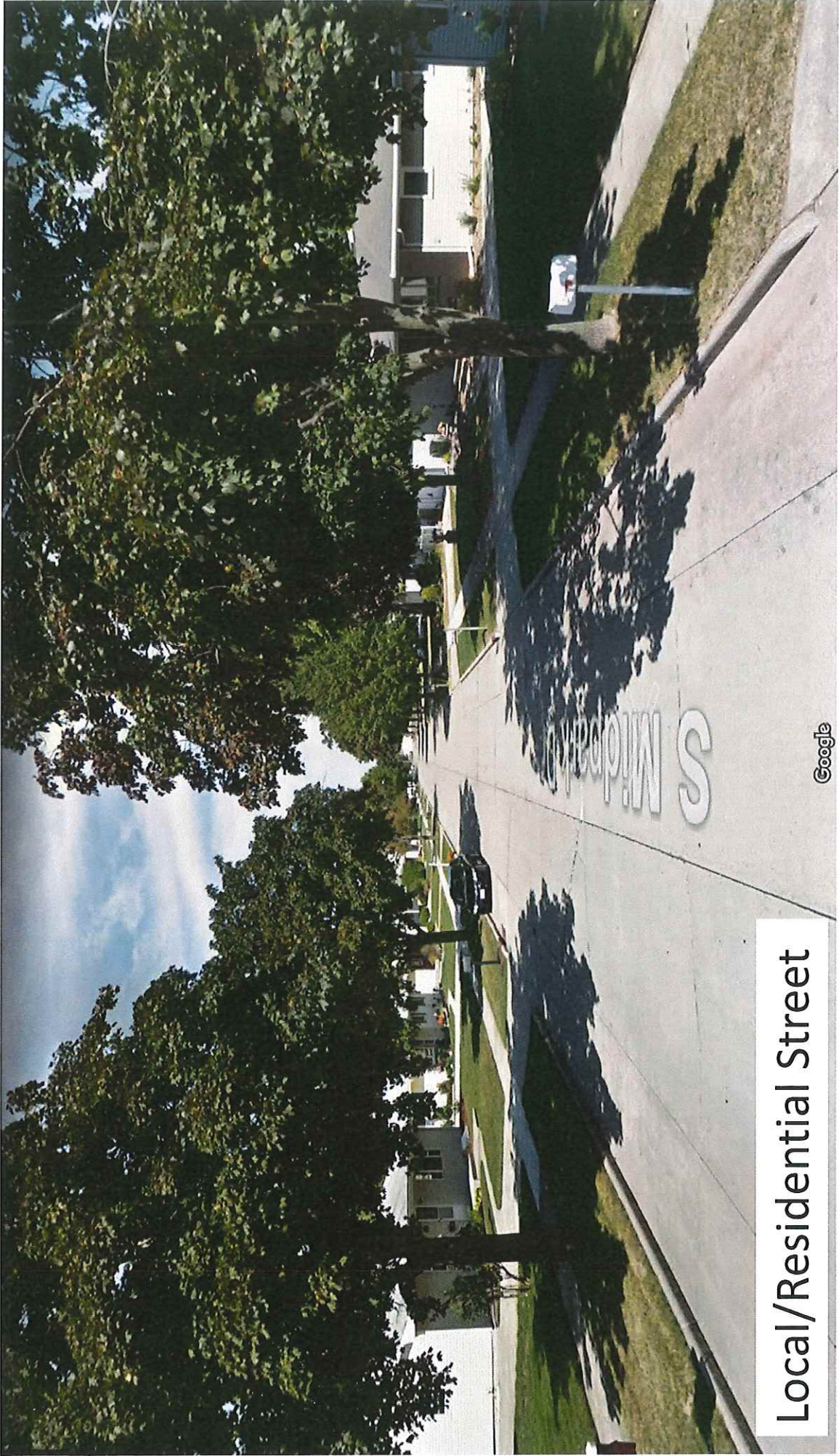


0 PERCENT OF BIKE RIDERS
 SOURCE: JENNIFFER DILL, "FOUR TYPES OF ENJOYERS," AUGUST 11, 2015

Recommended Bicycle Facility Types by Traffic Volume

25/30 mph Posted Limit



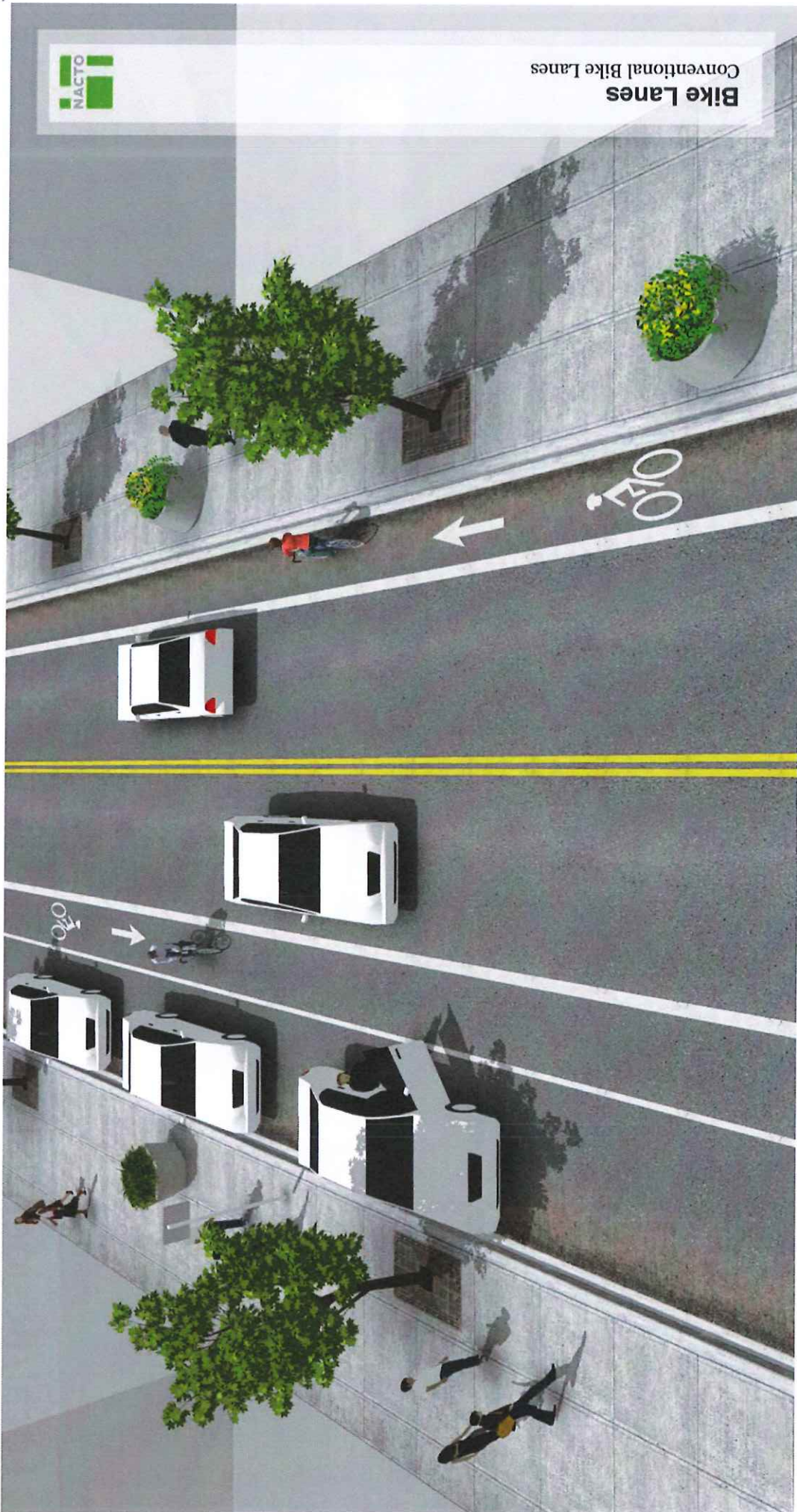


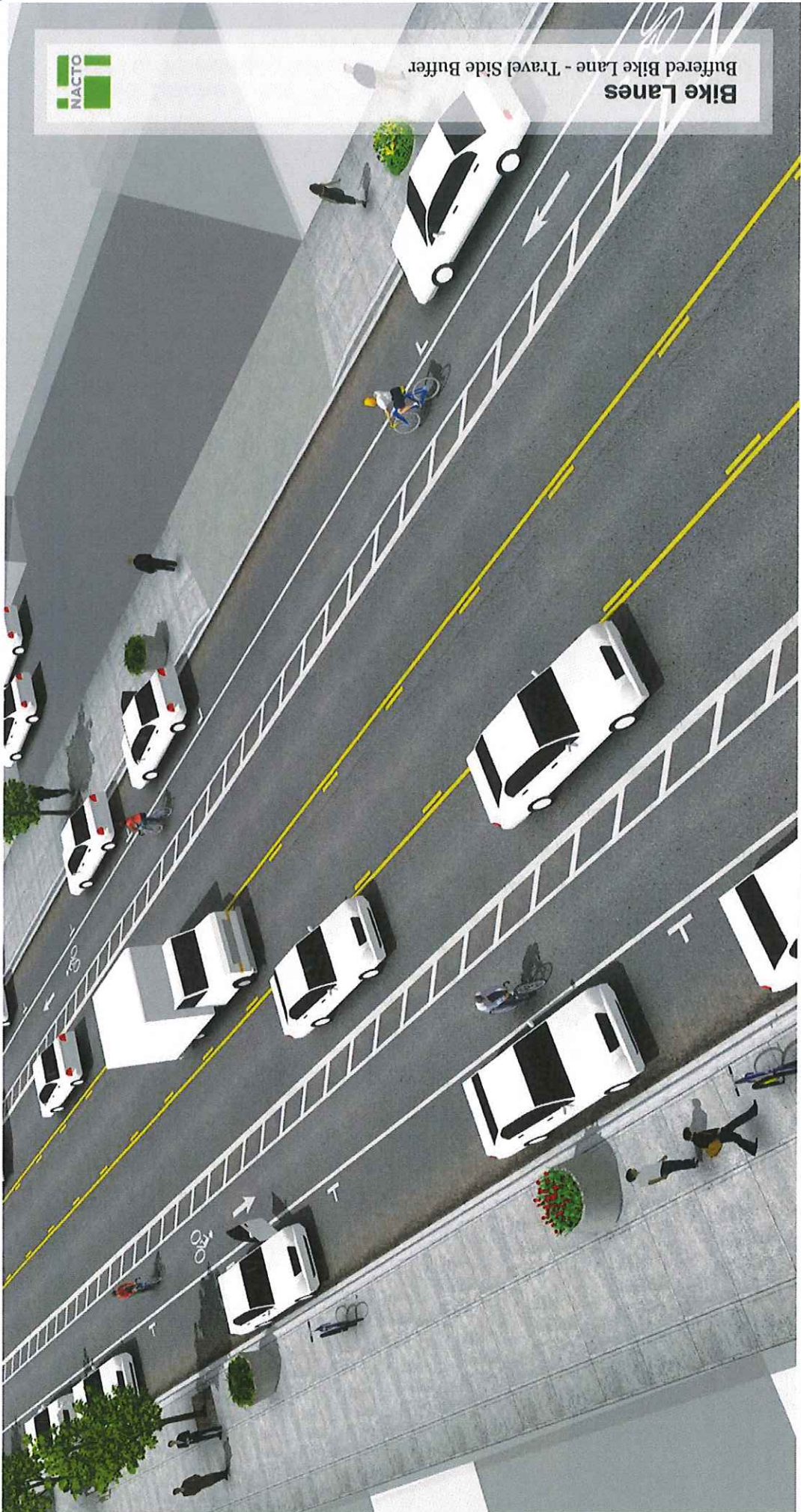
Google

Local/Residential Street

Bike Lanes

Conventional Bike Lanes





Bike Lanes

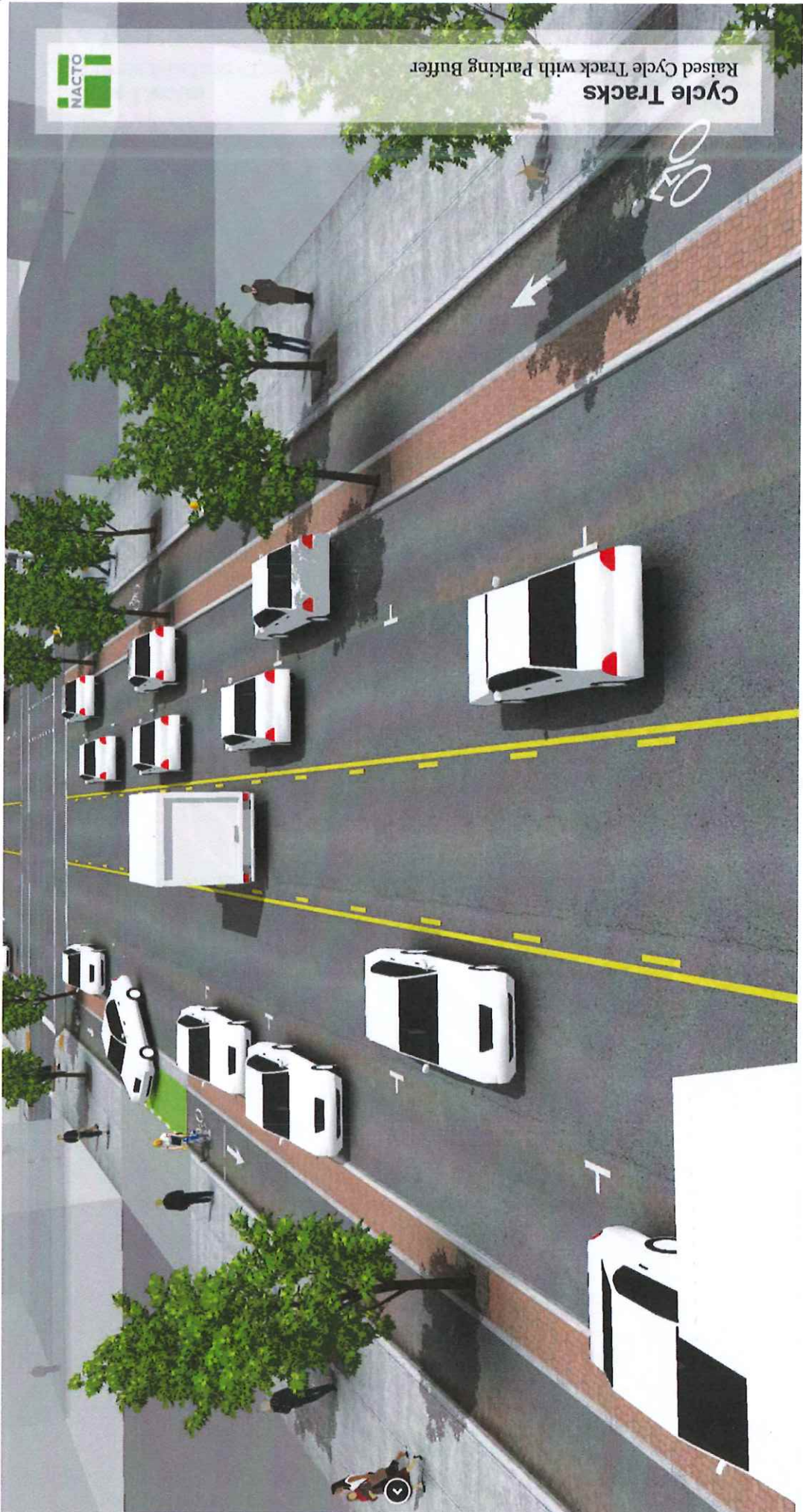
Buffered Bike Lane - Travel Side Buffer





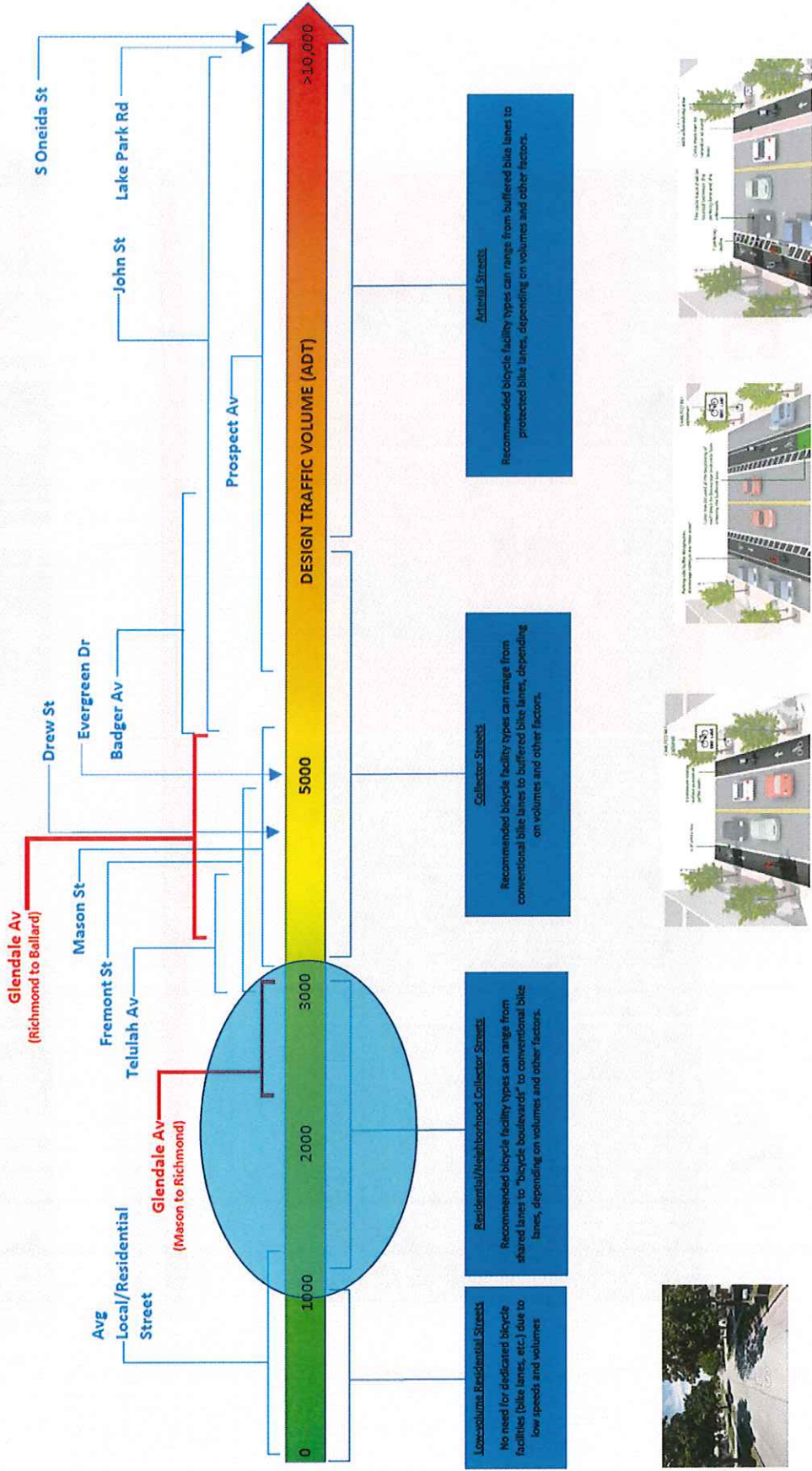
Cycle Tracks

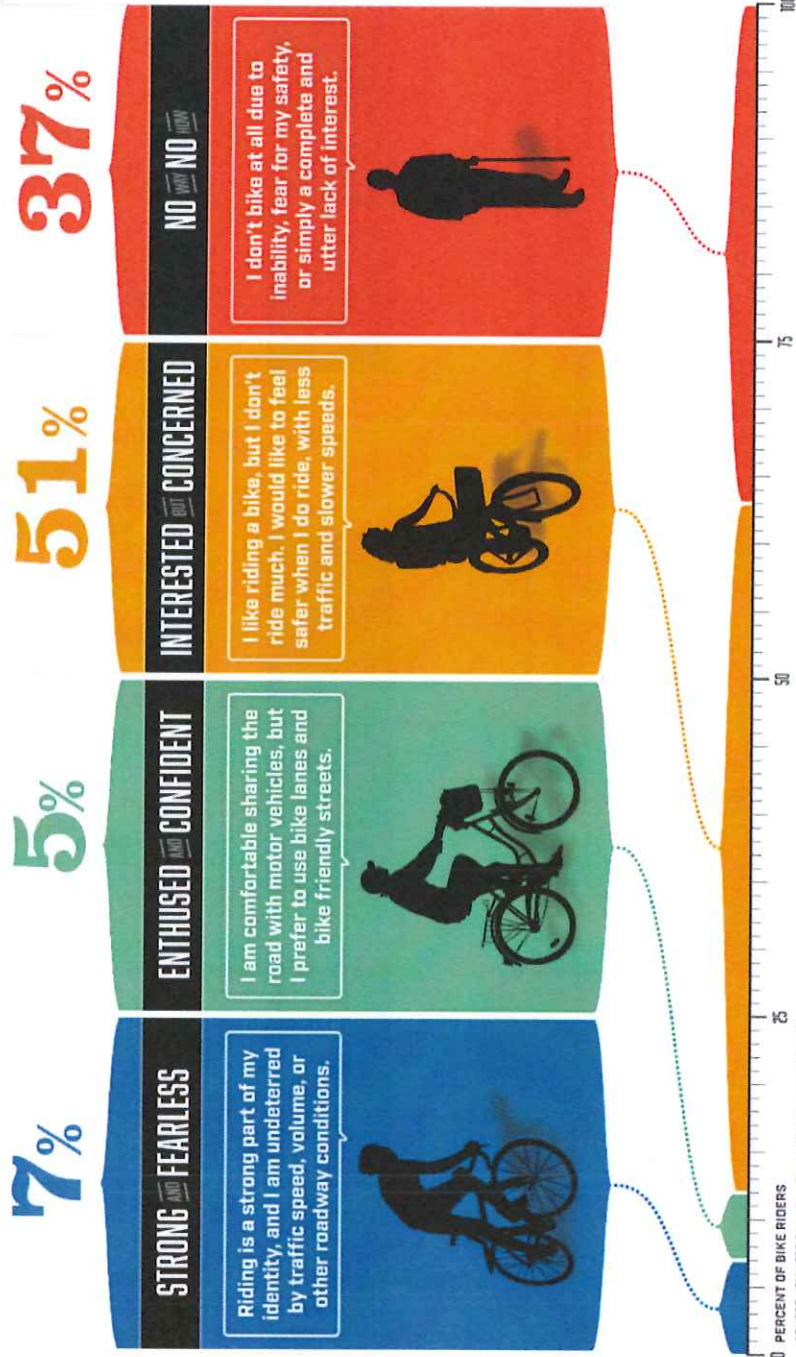
Raised Cycle Track with Parking Buffer



Recommended Bicycle Facility Types by Traffic Volume

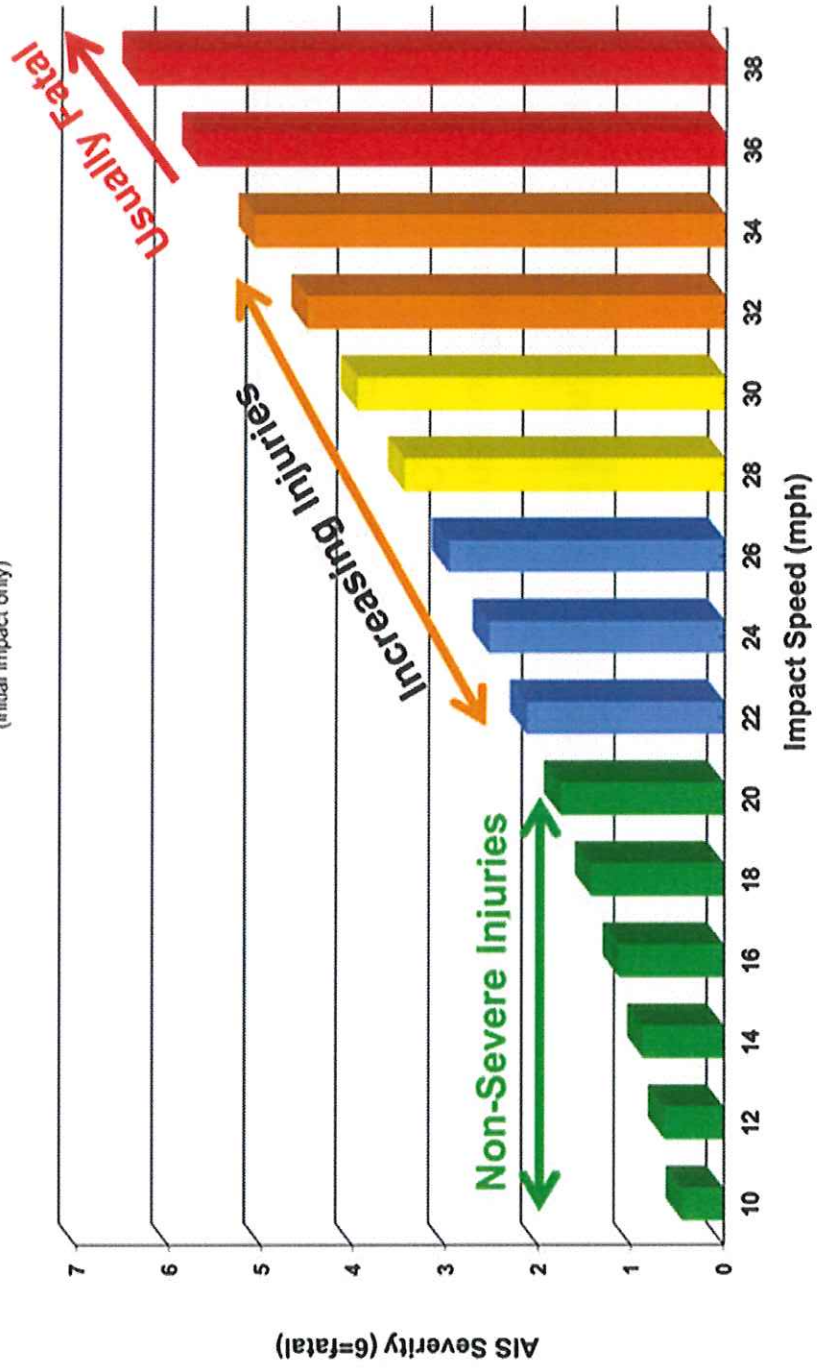
25/30 mph Posted Limit





Vehicle Impact Speed vs. Pedestrian Injury

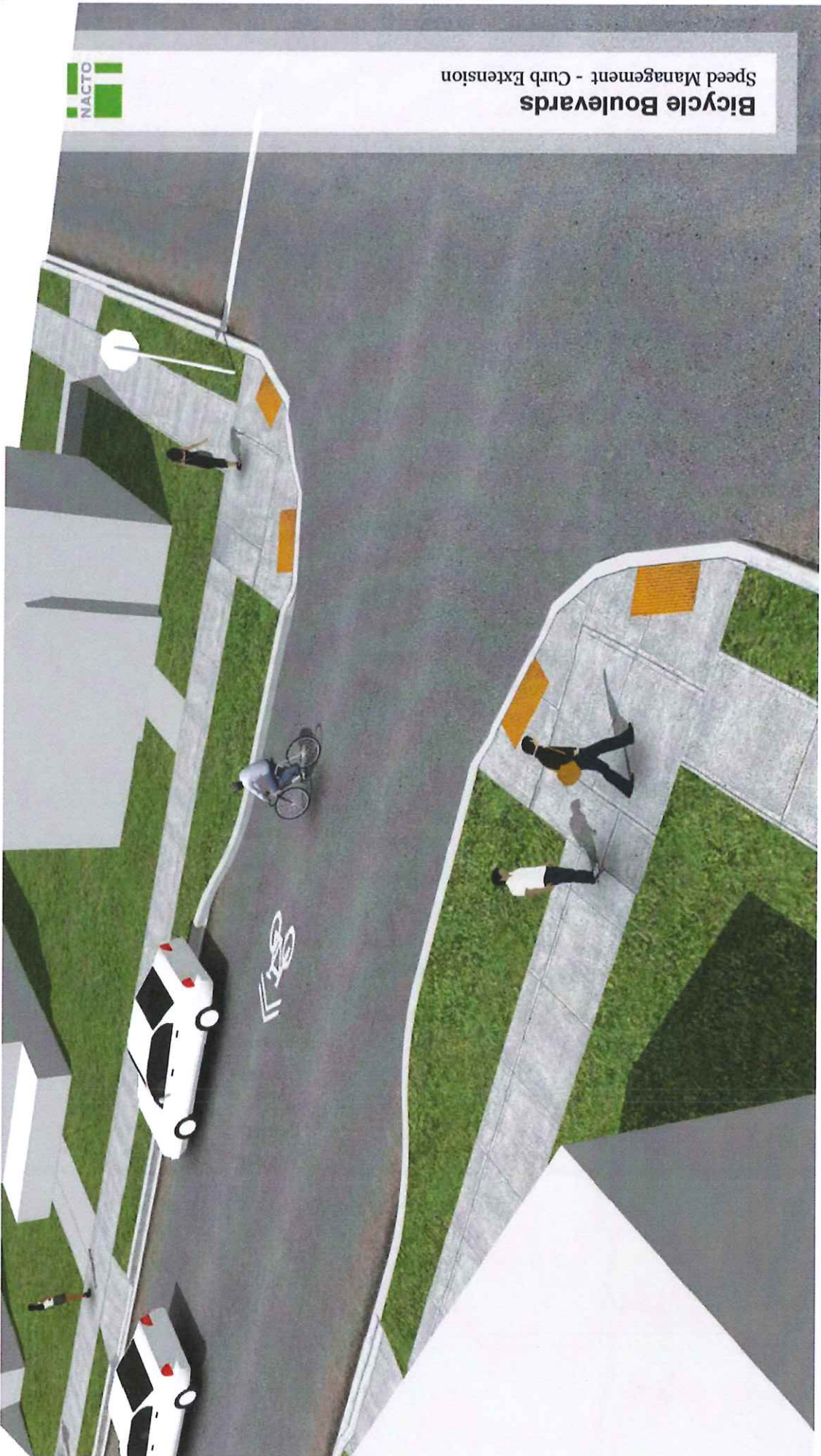
(initial impact only)



Passive Traffic Control Devices	Active Traffic Management Techniques
<ol style="list-style-type: none">1. Stop Sign2. Speed Limit Sign3. School Sign4. Yield Sign5. Crosswalk	<ol style="list-style-type: none">1. Pedestrian or Refuge Island2. Traffic Circle3. Speed Hump4. Full or partial road closures (Semi-diverters/Diverter/Cul-de-sac)5. Chicanes.

**Horizontal
Deflection**
(Drive around things)

Bicycle Boulevards Speed Management - Curb Extension

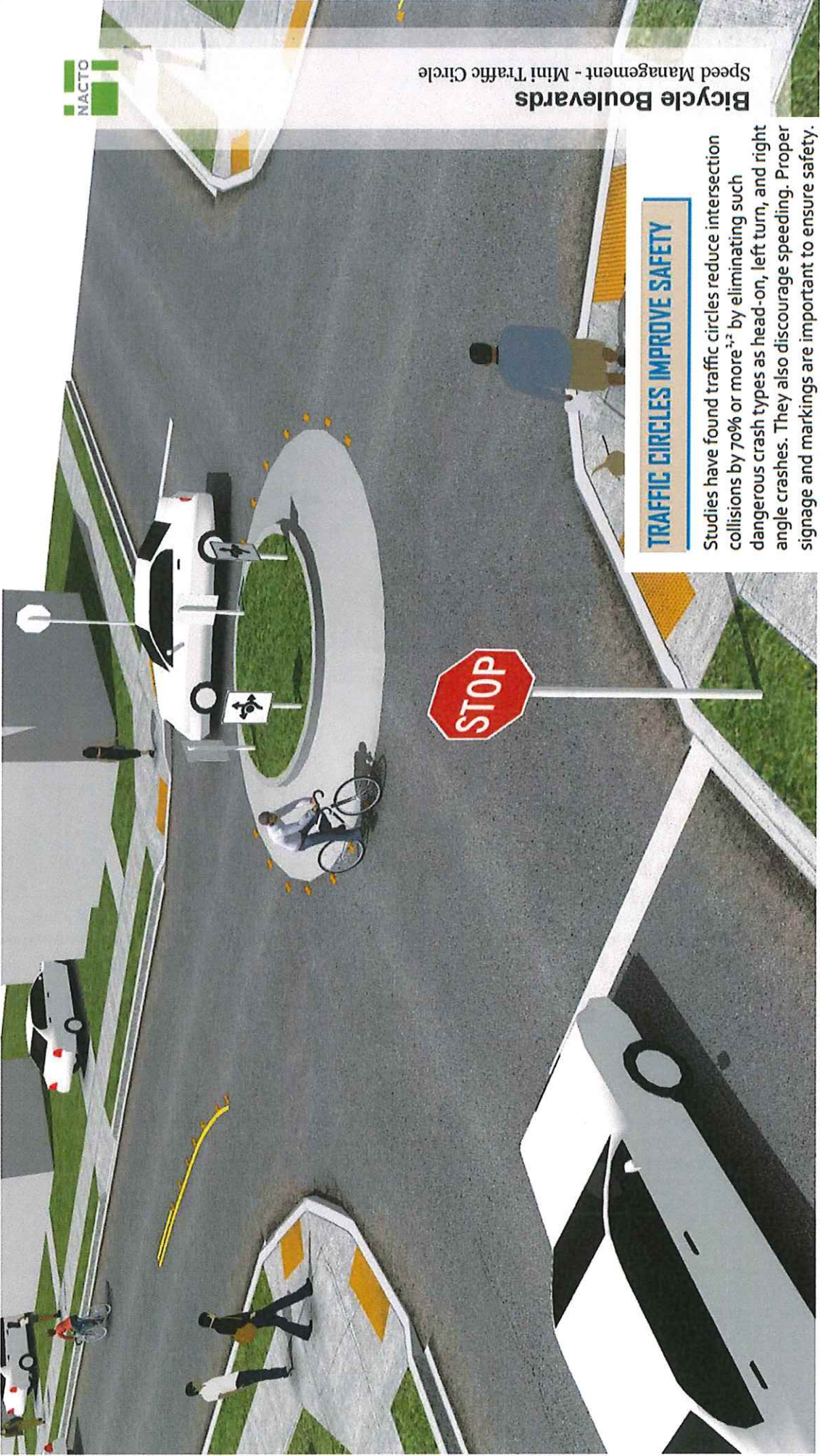




Raised Median Island
John St at Emmers St

Bicycle Boulevards Speed Management - Pinchpoint





TRAFFIC CIRCLES IMPROVE SAFETY

Studies have found traffic circles reduce intersection collisions by 70% or more³² by eliminating such dangerous crash types as head-on, left turn, and right angle crashes. They also discourage speeding. Proper signage and markings are important to ensure safety.

Bicycle Boulevards

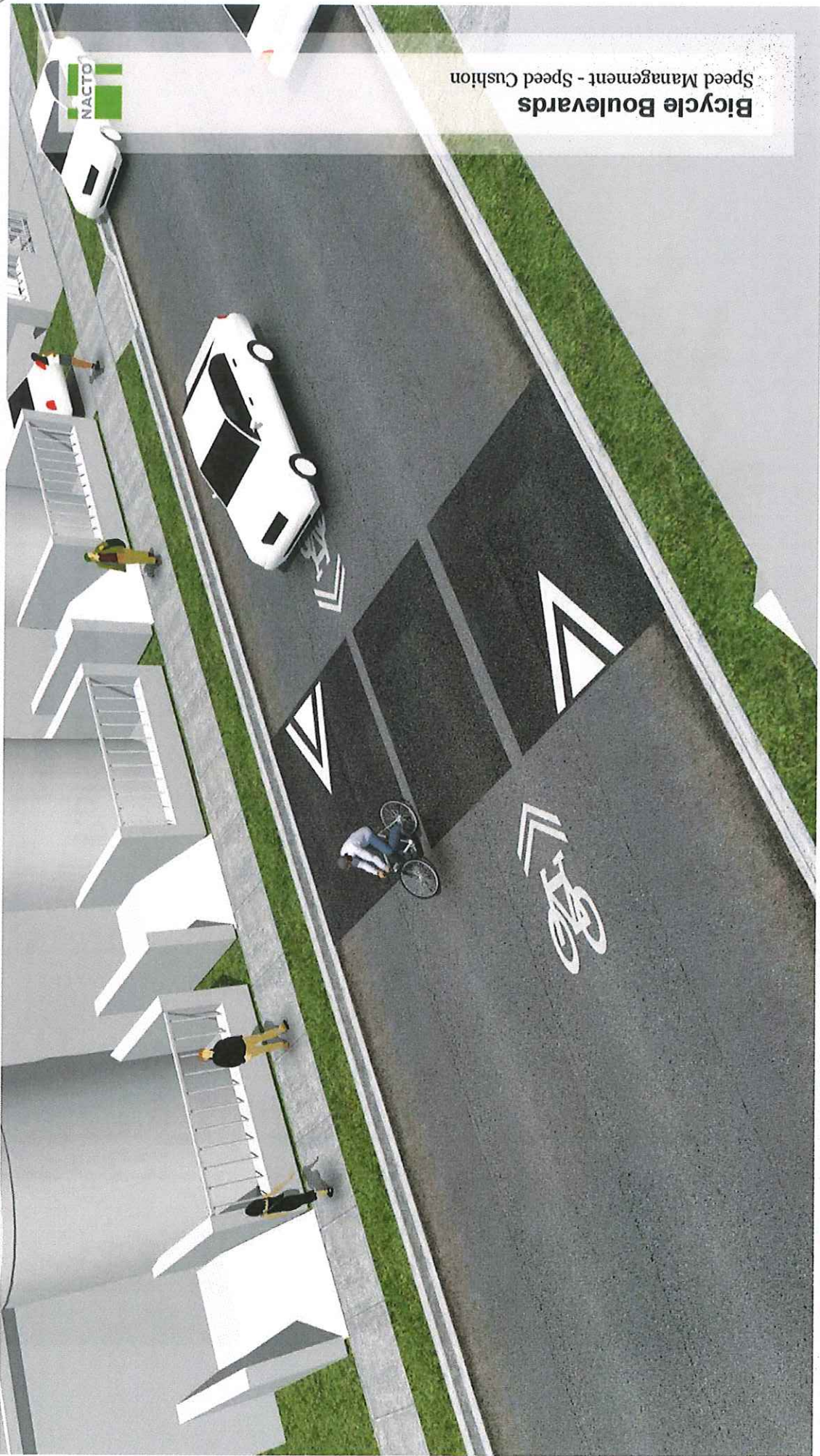
Speed Management - Mini Traffic Circle

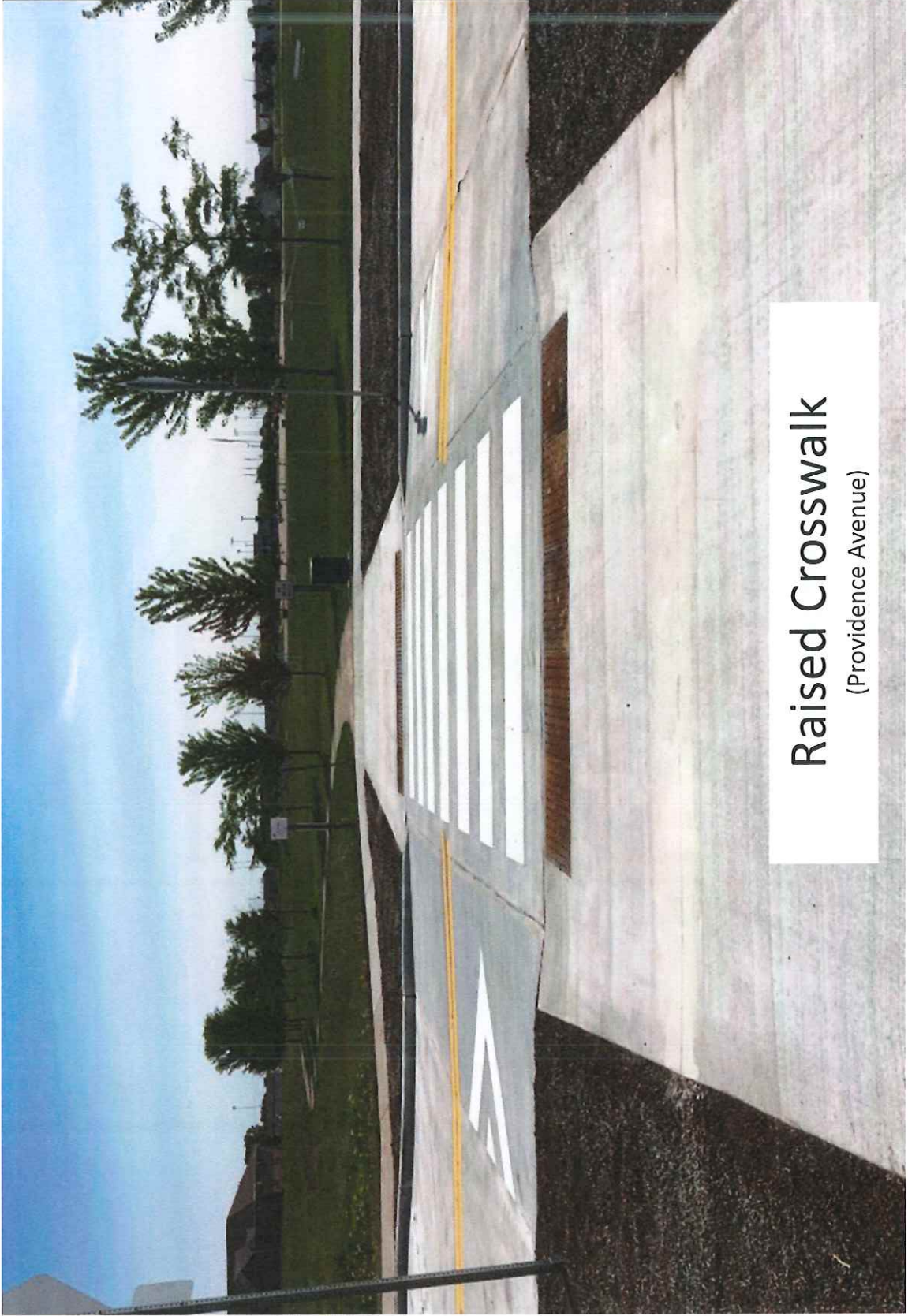


Vertical Deflection

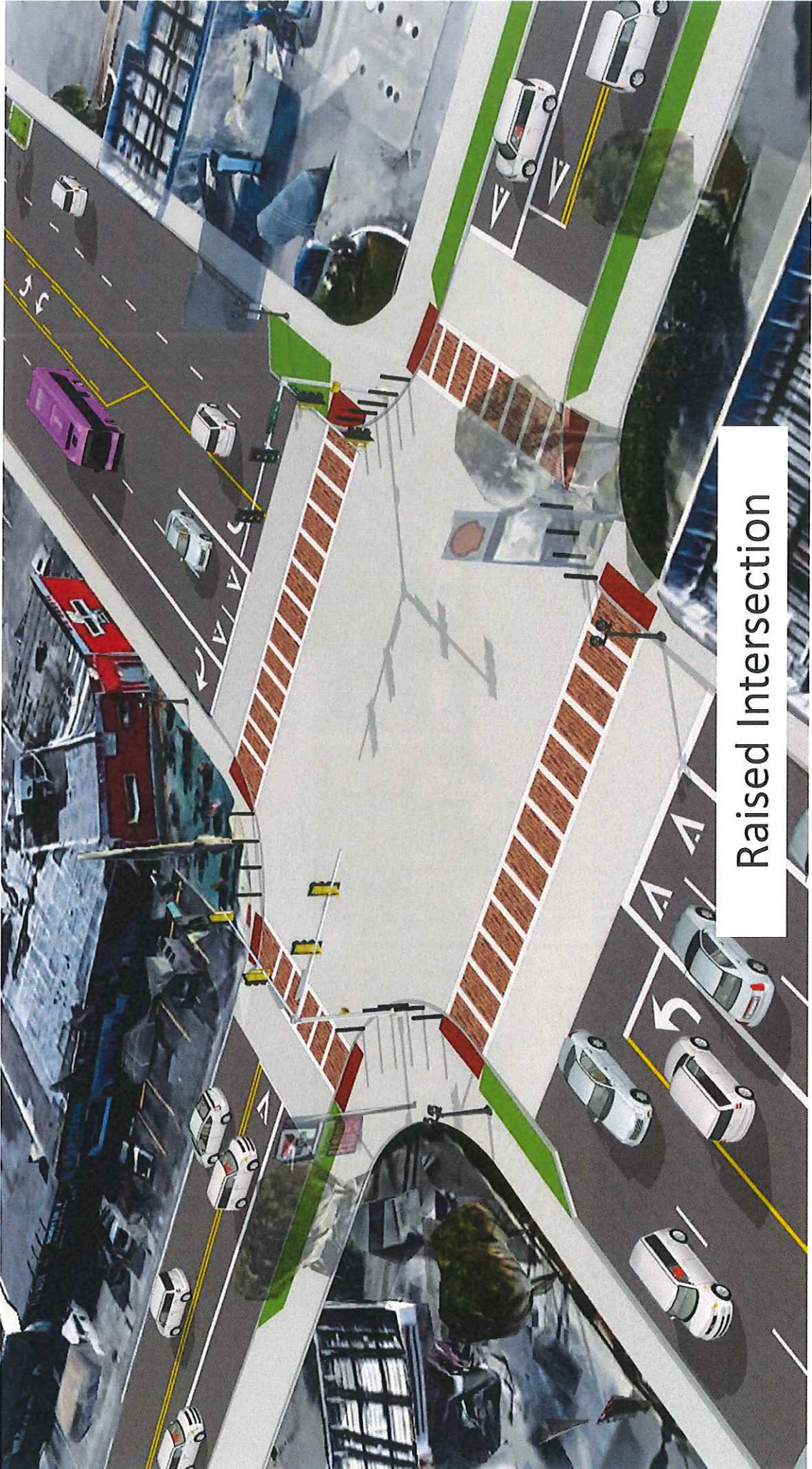
(Drive over things)

Bicycle Boulevards Speed Management - Speed Cushion

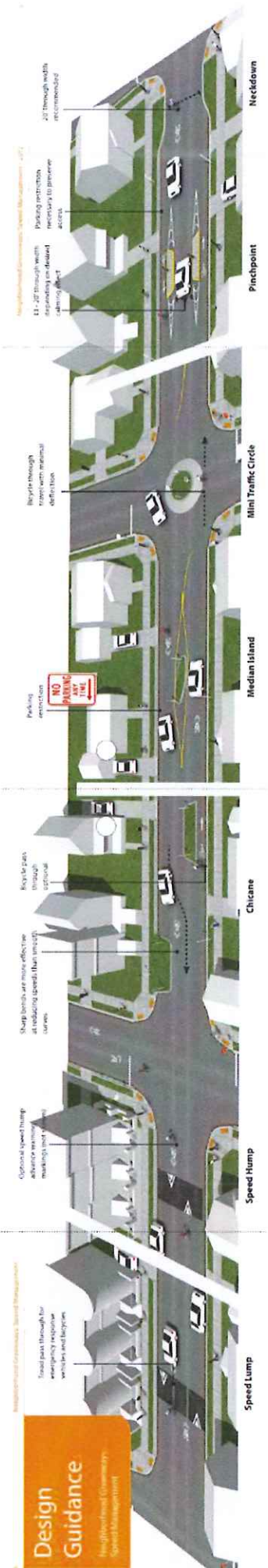




Raised Crosswalk
(Providence Avenue)

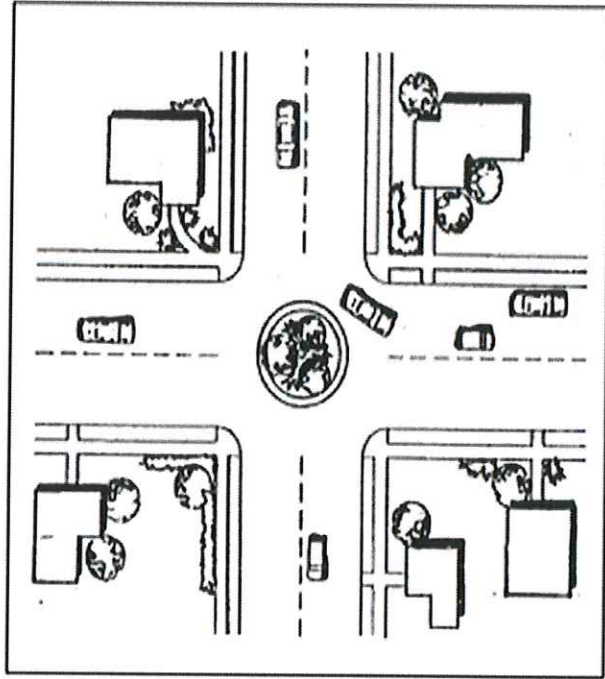


Raised Intersection



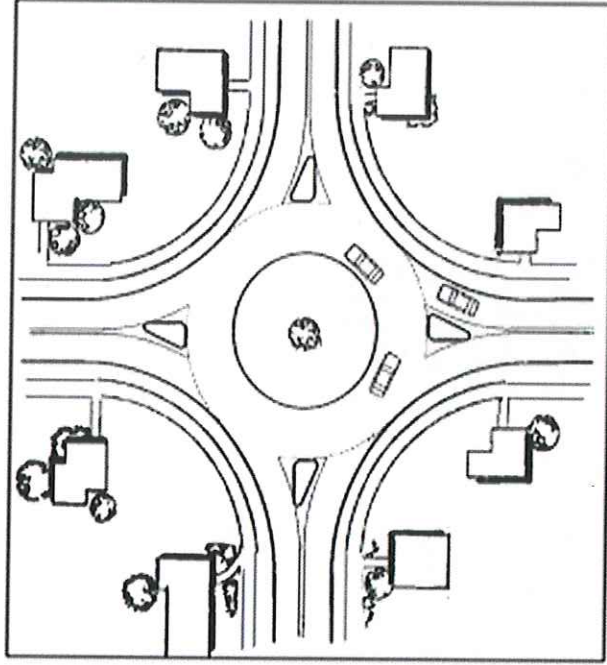
Neighborhood Community Speed Management

Traffic Circle

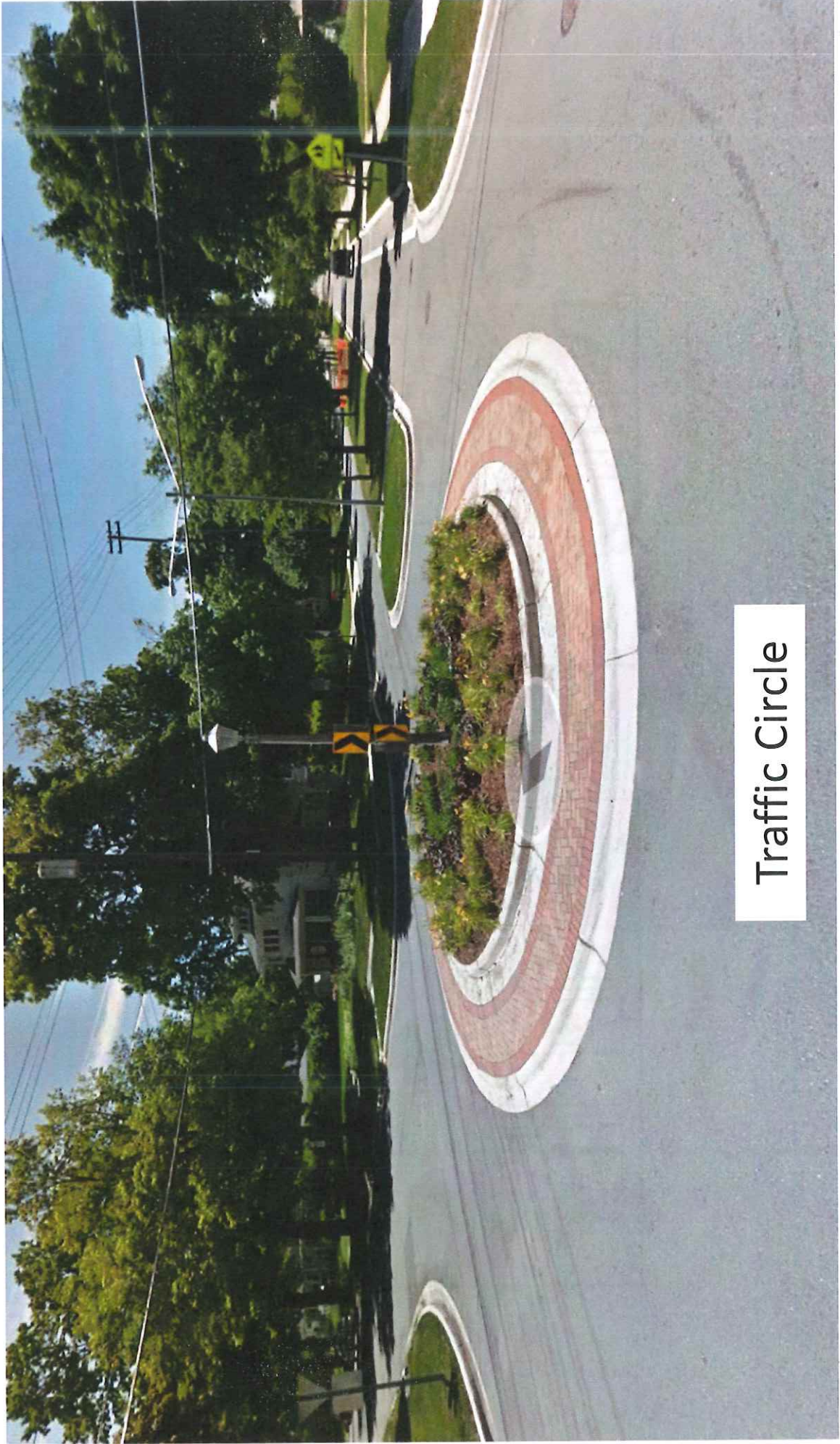


Source: Institute of Transportation Engineers' Traffic Calming – State of the Practice

Roundabout



Source: Institute of Transportation Engineers' Traffic Calming – State of the Practice



Traffic Circle



Traffic Circle

Traffic Circle



Traffic Circle
Demonstration Project



MEMO

"...meeting community needs...enhancing quality of life."

TO: Municipal Services Committee
FROM: Paula Vandehey, Director of Public Works
DATE: September 11, 2019
SUBJECT: **Resolution #11-R-19 regarding the creation of a parking lot on the former Blue Ramp Site.**

In response to Resolution #11-R-19 from Alderpersons Martin and Spears, city staff met to discuss the pros and cons of this proposed parking lot. Our thoughts are as follows:

PROS:

- Improved visibility and identity for City Hall.
- Opportunity to provide additional ADA accessibility into City Hall.
- Addresses some perceived parking issues (i.e. parking is too far away, there is not enough short-term parking in the immediate area, etc.).
- Opportunity to provide additional short-term parking for City Center.
- Additional parking revenue if rates are set at a premium for the convenient parking option.

CONS:

- Lost opportunity for the Parking Utility to sell the lots associated with the former Blue Ramp. Estimated market value of \$590,000 (\$16/SF).
- Lost opportunity for tax increment. Estimated at \$14 million, which equates to \$320,000 in tax revenue annually.
- Lost opportunity for substantial neighborhood redevelopment north of College Avenue.
- On-going maintenance of lot (snow removal, sweeping, striping, patching, electricity, signage, etc.).

PROJECTED COSTS (\$420,000):

- Cost to design and construct ADA accessible City Hall entrance is estimated at \$200,000.
- Cost to design and construct new parking lot is estimated at \$200,000.
- Cost to purchase and install parking meters is estimated at \$20,000.

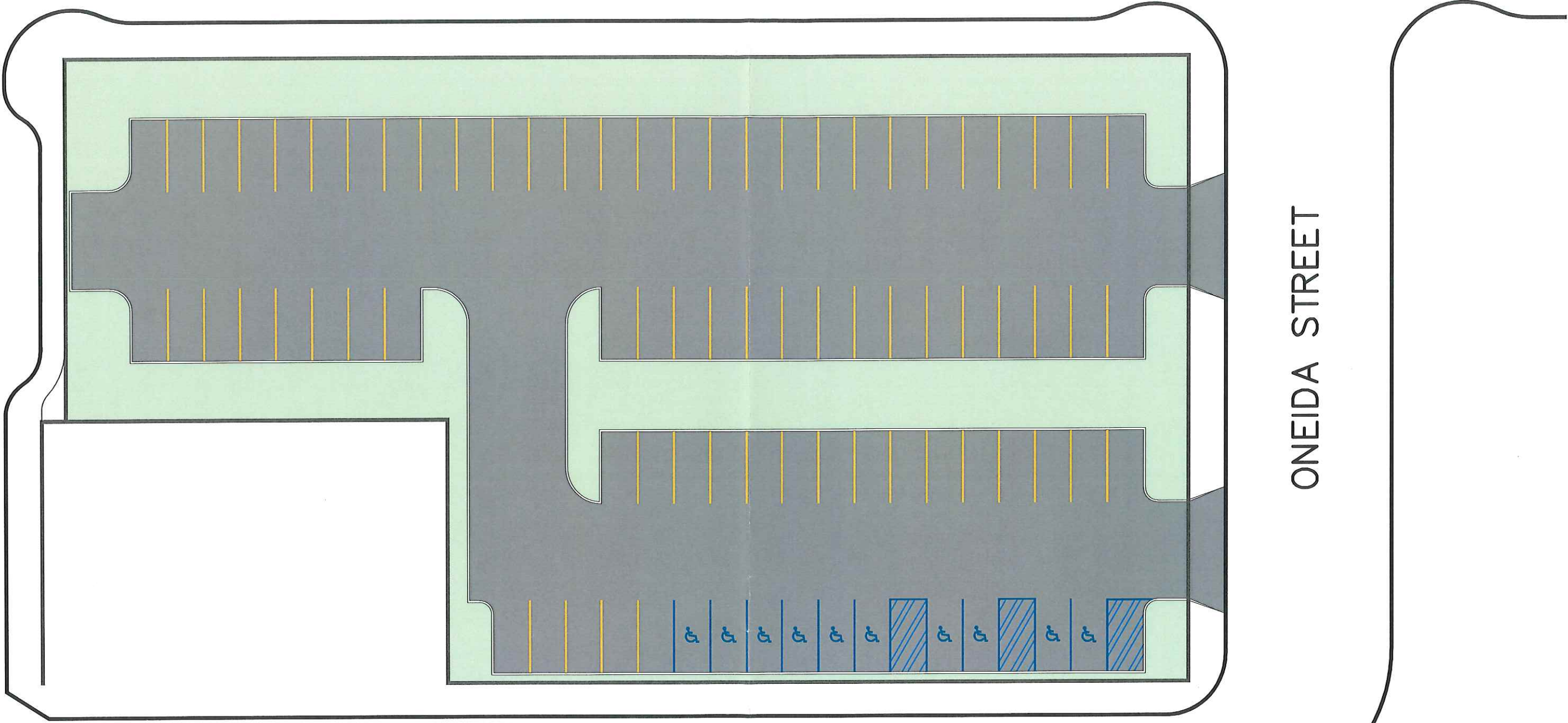
OTHER POINTS TO CONSIDER:

- A conceptual layout of a possible configuration for the proposed parking lot is attached showing 10 handicap stalls and 71 1-hour metered stalls.
- The Downtown Parking Study completed by Walker Parking in 2018 was clear that the City had adequate parking with the removal of the Blue Ramp. Since the demolition of the Blue Ramp it has become apparent that there are over 300 parking stalls available within a 2 block radius (Yellow Ramp, Red Ramp and on-street meters on Washington Street and to the north). However, many customers of the City Center neighborhood do not consider parking within 2 blocks convenient parking.
- The Downtown Future Land Use Plan identifies this area for mixed-use development.
- It is anticipated that future development on this site will include public parking.

Based on the costs to construct and maintain the proposed parking lot, the lost opportunity for tax increment, and the availability of parking already paid for by the Parking Utility, staff recommends that Resolution #11-R-19 be denied. However, staff does recommend that funds be allocated to create some major marketing campaigns and materials to educate residents and visitors about the available parking options we have in downtown Appleton.

WASHINGTON STREET

APPLETON STREET



ONEIDA STREET

CITY CENTER ALLEY

STALL COUNT	
71	REGULAR
10	HANDICAP
<hr/>	
81	TOTAL



MEMO

TO: Municipal Services Committee

FROM: Paula Vandehey, Director of Public Works

DATE: October 16, 2019

SUBJECT: **Resolution #11-R-19 regarding the creation of a parking lot on the former Conway Building Site.**

In response to Resolution #11-R-19 from Alderpersons Martin and Spears, city staff met to discuss the pros and cons of a proposed parking lot on the former Conway Building Site. Our thoughts are as follows:

PROS:

- Addresses some perceived parking issues (i.e. parking is too far away, not enough short-term parking in the immediate area, not enough convenient designated accessible parking, etc.).
- Opportunity to provide additional short-term parking for City Center.
- Additional parking revenue if rates are set at a premium for the convenient parking option. Proposing that meters have a 1-hour time limit with a \$2/hour rate.

CONS:

- Lost opportunity for the City to sell the lot associated with the former Conway Building. Estimated market value of \$256,900 (\$15/SF).
- Lost opportunity for tax increment. Estimated at \$14 million, which equates to \$320,000 in tax revenue annually.
- Lost opportunity for substantial neighborhood redevelopment north of College Avenue. The Community and Economic Development Department believes this lot would be developed in conjunction with the former Blue Ramp Lot.
- On-going maintenance of lot (snow removal, sweeping, striping, patching, electricity, signage, meter maintenance, etc.).
- The existing commercial loading zone for the City Center Building and associated evening parking stalls will be lost due to the access to the proposed parking lot on the east side of Oneida Street.

- The access to Washington Street uses the existing alley which is not ideal as it is close to the pedestrian crossing from the Yellow Ramp.

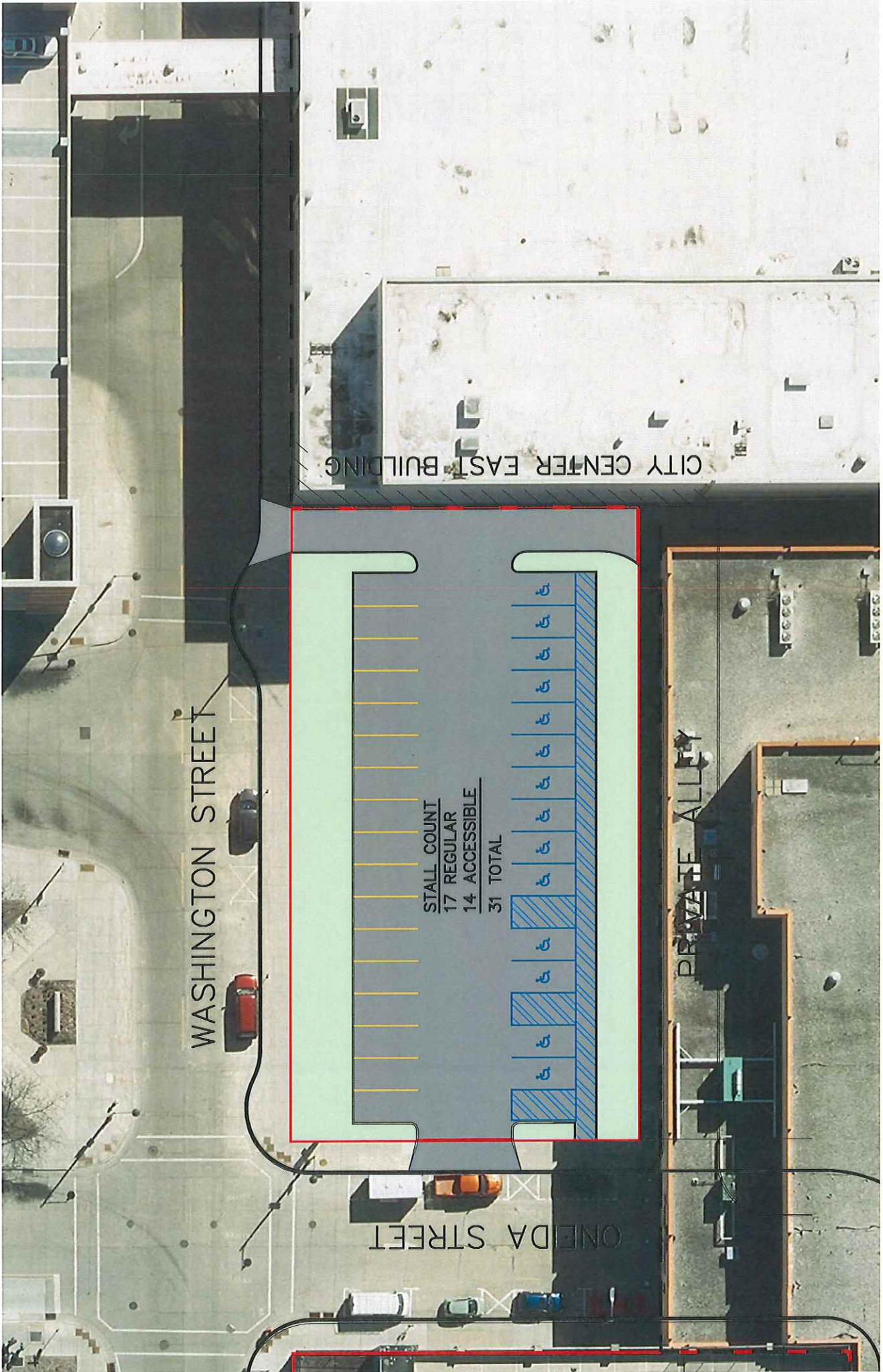
PROJECTED COSTS (\$90,000):

- Cost to design and construct new parking lot is estimated at \$85,000.
- Cost to purchase and install parking meters is estimated at \$5,000.

OTHER POINTS TO CONSIDER:

- A conceptual layout of a possible configuration for the proposed parking lot is attached showing 14 accessible stalls and 17 1-hour metered stalls.
- The Downtown Parking Study completed by Walker Parking in 2018 was clear that the City had adequate parking with the removal of the Blue Ramp. Since the demolition of the Blue Ramp it has become apparent that there are over 300 parking stalls available within a 2 block radius (Yellow Ramp, Red Ramp and on-street meters on Washington Street and to the north). However, many customers of the City Center neighborhood do not consider parking within 2 blocks convenient parking.
- Providing accessible parking in this location does not automatically free up parking on College Avenue. In fact, it may move some of the accessible parking out of the Yellow Ramp and Library Parking Lot and move it to this lot.
- The Downtown Future Land Use Plan identifies this area for mixed-use development.
- It is anticipated that future development on this site will include public parking.

Based on the availability of parking within 100 feet of the proposed lot which is already paid for by the Parking Utility, the lost opportunity for tax increment, and the costs to construct and maintain the proposed lot, staff recommends that Resolution #11-R-19 be denied. However, staff does recommend that funds be allocated to create some major marketing campaigns and materials to educate residents and visitors about the available parking options we have in downtown Appleton.



WASHINGTON STREET

ONIDA STREET

PRIVATE ALLEY

CITY CENTER EAST BUILDING

STALL COUNT
17 REGULAR
14 ACCESSIBLE
31 TOTAL



Appleton Downtown Parking

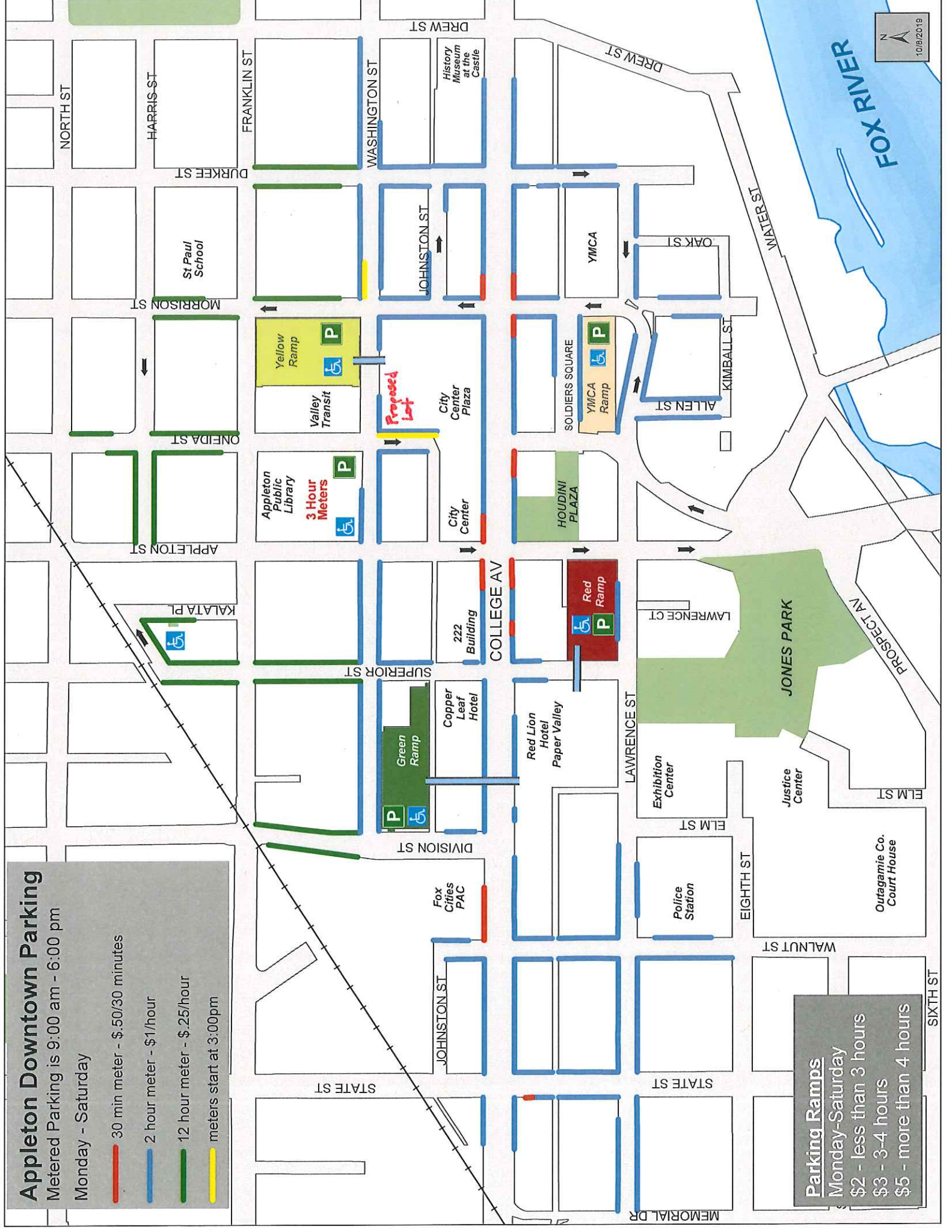
Metered Parking is 9:00 am - 6:00 pm
Monday - Saturday

- 30 min meter - \$.50/30 minutes
- 2 hour meter - \$1/hour
- 12 hour meter - \$.25/hour
- meters start at 3:00pm

Parking Ramps

Monday-Saturday

- \$2 - less than 3 hours
- \$3 - 3-4 hours
- \$5 - more than 4 hours



Resolution #11-R-19

Submitted By: Alderperson Martin, District 4 & Alderperson Spears, District 12

Date: 8-21-2019

Referred to: Municipal Services Committee

Whereas, Appleton citizens and visitors continue to ask, where is city hall?

And,

Whereas, City of Appleton has made investments of over \$1 million in enhancing Finance and Parks & Recreation enrollment area on first floor, Dance Studios on the second floor, Remodeling of offices on floors 5 & 6, and there are plans to remodel the Council Chambers

And,

Whereas, the City of Appleton has invested millions in converting Appleton Street to two-way, with bike lanes and no parking on either side.

And,

Whereas, The City of Appleton needs to provide a welcoming door with good visible signage, respecting those who are visually impaired and/or with limited mobility; short term parking; Accessible Handicap Parking Stalls, accessible entrance with no steps and great lighting

And,

Now, Therefore, Be It Resolved that the Appleton Municipal Services review location and consider permanent short-term parking for Appleton residents, visitors, permit recipients, and those attending meetings of committees, and City of Appleton Common Council. And to take into account, the needs of our other condo neighbors.

(j) When a vehicle is the subject to seven (7) or more outstanding, unpaid parking tickets issued in accordance with this section, the vehicle may be considered in chronic violation of the parking ordinances until such time that all outstanding parking tickets are paid in full. Further, upon a subsequent violation, a vehicle considered in chronic violation of the parking ordinance pursuant to this section may be towed and impounded at the owner's expense.

Sec. 19-106. City-owned parking facilities.

The property owned by the City and used as public parking facilities for vehicles shall be described as follows:

- (1) Yellow Ramp.
- (2) Red Ramp.
- (3) Library Plaza: the library parking lot. The parking lot is adjacent to the library and bounded on the east by North Oneida Street and on the west by North Appleton Street.
- (4) Green Ramp.

(5) Jones Park Parking Lot. This parking lot is at the end of Rocky Bleier Run adjacent to Jones Park.

Sec. 19-112. Non-metered off-street parking.

(a) The rates and regulations for non-metered off-street parking facilities owned by the City may be established by the Common Council and shall be on file in the office of the Department of Public Works.

(b) Any vehicle which has not been moved and/or is left unattended in any City-owned non-metered off-street parking facility for more than thirty (30) days shall be considered to be abandoned, and shall be dealt with pursuant to the provisions of Chapter 12, Article V of this Municipal Code.

(c) Jones Park Parking Lot: 5 a.m. – 11 p.m. 2-hour time limit. No parking 11 p.m. – 5 a.m.

Sec. 19-90. Parking violation forfeitures.

(a) Any person to whom a ticket has been issued for violation of any overtime parking regulation shall incur a forfeiture of ~~thirty-fourty~~-five dollars (~~\$3545.00~~), which forfeiture may be paid by depositing twenty dollars (\$20.00) and the ticket in a City fine box or to the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the date of the ticket.

(b) Any person to whom a ticket has been issued for any prohibited parking during a special event, or for stopping, standing or parking around schools, shall incur a forfeiture of ~~fiftysixty~~-five dollars (~~\$5565.00~~), which forfeiture may be paid by depositing forty dollars (\$40.00) and the ticket in a City fine box or the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the date of the ticket. Any person to whom a ticket has been issued for any other prohibited area parking regulation of the City shall incur a forfeiture of ~~thirtyfourty~~-five dollars (~~\$3545.00~~), which forfeiture may be paid by depositing twenty dollars (\$20.00) and the ticket in a City fine box or the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the date of the ticket.

(c) Any person to whom a ticket has been issued for violation of W.S.A. §346.505, pertaining to handicap parking, shall incur a forfeiture of three hundred dollars (\$300.00), which forfeiture may be paid by depositing three hundred dollars (\$300.00) and the ticket in a City fine box or the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the date of the ticket.

(d) Any person to whom a ticket has been issued for violation of parking in an area designated no parking, for parking too close to a driveway or crosswalk, for parking on posted private property or any other parking restriction for which a forfeiture is not otherwise specifically established in this division, shall incur a forfeiture of ~~thirtyfourty~~-five dollars (~~\$3545.00~~), which forfeiture may be paid by depositing twenty dollars (\$20.00) dollars and the ticket in a City fine box or the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the date of the ticket.

(e) Any person to whom a ticket has been issued for violation of parking in an area from 2:00 a.m. to 5:00 a.m. shall incur a forfeiture of ~~forty-fifty~~ dollars (~~\$4050.00~~), which forfeiture may be paid by depositing twenty-five dollars (\$25.00) and the ticket in a City fine box or the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the date of the ticket.

(f) Any person to whom was issued their first and second ticket in any calendar year for a violation of any meter parking regulation shall incur a forfeiture of ~~twenty-thirty~~ dollars (~~\$2030.00~~), which forfeiture may be paid by depositing five dollars (\$5.00) and the ticket in a City fine box or to the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the ticket.

(g) Any person to whom was issued their third through fifth ticket in any calendar year for a violation of any meter parking regulation shall incur a forfeiture of ~~twentythirty~~-five dollars (~~\$2535.00~~), which forfeiture may be paid by depositing ten dollars (\$10.00) and the ticket in a City fine box or to the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the ticket.

(h) Any person to whom was issued their sixth ticket, or any ticket thereafter, in any calendar year for a violation of any meter parking regulation shall incur a forfeiture of ~~sixtyseventy~~-five dollars (~~\$6575.00~~), which forfeiture may be paid by depositing fifty-five dollars (\$50.00) and the ticket in a City fine box or to the Director of Finance's office within ~~ten-fifteen~~ (~~4015~~) days of the ticket.

(i) Any person wanting to contest a parking ticket shall first, within ~~ten-fifteen~~ (~~4015~~) days of the date of issuance, file an application for administrative review with the City Parking Utility. Following the administrative review, any person who is not satisfied with the results of that review shall submit a written request for judicial review to the City Parking Utility. The request for judicial review shall be submitted within thirty (30) days from the date the ticket was issued, or within ten (10) days after the administrative review is completed, whichever is later. When a timely request for administrative or judicial review is not filed, the ticket shall be presumed to be uncontested. Forfeitures shall be paid within ~~ten-fifteen~~ (~~4015~~) days of the ticket's issuance or, an action may be commenced by the City in accordance with the uniform traffic procedure for nonmoving violations as set forth in Sec. 345.28, Stats. and it may forward the matter to the State Department of Transportation for enforcement under the state traffic violation and registration program.

MEMO

TO: Municipal Services Committee

FROM: Paula Vandehey, Director of Public Works
Sue Olson, Staff Engineer

DATE: October 15, 2019

RE: Amend 2019 Materials Testing Contract (M-19) with OMNNI Associates, Inc. from an amount not to exceed \$100,000 to an amount not to exceed \$125,000.

The Department of Public Works recommends amending the 2019 Materials Testing Contract with OMNNI Associates, Inc. from an amount not to exceed \$100,000 to an amount not to exceed \$125,000. Funding for work under this contract is from the various project accounts.

The Department of Public Works is requesting additional funding for the 2019 Materials Testing Contract due to testing and response needs exceeding anticipated amounts. Some examples are:

- Working with WDNR and WDOT to relieve the City of responsibility for contamination not removed prior to the reconstruction of Oneida Street.
- Meeting all railroad requirements for the utility crossing on Prospect Avenue.
- Handling all contaminated soil issues for the Prospect Avenue utility reconstruction.
- Assisting with evaluation and testing for the unanticipated Kernan Ravine project.
- Addressing contaminated soils found on Appleton Street.
- Preparing the railroad crossing permit for utility work on Newberry Street.

In order to keep projects moving forward and take advantage of any good weather conditions, staff recommends amending the 2019 Materials Testing Contract with OMNNI Associates, Inc. from an amount not to exceed \$100,000 to an amount not to exceed \$125,000.



DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee
From: Eric Lom, City Traffic Engineer
Date: October 16, 2019
Re: Parking restriction changes on Everett Street, between Lilas Dr & Lynndale Dr
Follow-Up to Six-Month Trial Period

The Traffic Section was contacted by a representative from Amcor Flexibles (formerly known as Bemis) regarding a parking issue on Everett Street, adjacent to their industrial complex. Parked vehicles on both sides of this section of Everett Street were making it nearly impossible for the industrial businesses on that block to safely move large trucks through this area to access their site. In an effort to address this issue, they requested that parking be removed from the south side of the street. As a part of our investigation, we subsequently determined that this proposal was also agreeable to the other businesses on the block.

Based on our review of the situation, we felt this change would adequately address their concerns without any substantial downside. As such, we instituted a 6-month trial to test the changes.

Upon review at the end of the trial period, it was determined the change had adequately addressed their issues. Additionally, we have received no negative feedback regarding this change. As such we recommend making the change permanent.

To accomplish this, the following ordinance action is required:

1. **Create:** “Parking be prohibited on the south side of Everett Street from Lilas Drive and Lynndale Drive.”
2. **Create:** “Parking be prohibited on the north side of Everett Street from Lynndale Drive to a point 230 feet west of Lynndale Drive.”



"... meeting community needs ... enhancing quality of life."

DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee
From: Eric Lom, City Traffic Engineer
Date: October 16, 2019
Re: Parking restriction changes on Ashbury Dr and Lightning Dr near Appleton North HS
Follow-Up to Six-Month Trial Period

The Traffic Section was contacted by a number of citizens regarding safety concerns on Ashbury Drive in the area of Appleton North High School (ANHS). The concerns we were hearing generally revolved around a recent dramatic increase in the number of students parking on Ashbury Drive, and the effect that was having on traffic safety.

This portion of Ashbury Drive is 36 feet wide. At a posted speed limit of 25 miles per hour, this roadway width can safely handle moderate traffic volumes and parking on both sides, assuming a relatively low prevalence of on-street parking. However, due to changes at ANHS, bumper-to-bumper on-street parking recently became commonplace in this area. This created a situation where it was quite difficult for 2-way traffic to safely pass, especially when larger vehicles (buses, fire trucks, etc.) were involved (Fire Station 6 is nearby and they often use Ashbury Drive to respond to calls).

Based on our overall review of the situation, we felt the only reasonable solution was to remove parking from one side of the entire block. After making contact with several of the nearby property owners, we instituted a 6-month trial to test the changes.

Upon review at the end of the trial period, we believe the change adequately addressed the issues without any undue hardship. Additionally, we have received no negative feedback regarding this change. As such we recommend making the change permanent.

To accomplish this, the following ordinance action is required:

1. **Repeal Ord. 62-03:** "Parking be prohibited on Ashbury Drive from a point 200 feet west of Lightning Drive to a point 200 feet east of Lightning Drive."
2. **Repeal Ord. 58-03:** "Parking be prohibited on Lightning Drive from a point 120 feet north of Ashbury Drive to a point 120 feet south of Ashbury Drive."
3. **Create:** "Parking be prohibited on the south side of Ashbury Drive from a point 810 east of Ballard Road to a point 190 feet east of Lightning Drive."
4. **Create:** "Parking be prohibited on the east side of Lightning Drive from a point 50 north of Ashbury Drive to a point 55 feet south of Ashbury Drive."
5. **Create:** "Parking be prohibited on the west side of Lightning Drive from a point 255 north of Ashbury Drive to a point 300 feet south of Ashbury Drive."
6. **Create:** "Parking be prohibited on the north side of Ashbury Drive from Lightning Drive to a point 125 feet west of Lightning Drive."