



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, June 24, 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.

2. Roll call of membership

Present: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

3. Approval of minutes from previous meeting

[19-0886](#)

Minutes from June 10, 2019

Attachments: [Minutes from 6-10-19.pdf](#)

**Croatt moved, seconded by Firkus, that the minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

4. Public Hearings/Appearances

5. Action Items

[19-0751](#)

Approve increasing monthly parking permits from \$30/month to \$40/month as part of the 2020 Budget with a January 1, 2020 implementation date.

Attachments: [Proposals for 2020 Budget consideration.pdf](#)

*Amend item 19-0751 to \$35 fee instead of \$40. Motion by Coenen, 2nd by Firkus.
Vote fails 1-3.*

*Amend item 19-0751 to \$35 in 2020 and \$40 in 2021. Motion by Croatt, 2nd by
Williams. Vote fails 2-2.*

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

Aye: 2 - Croatt and Firkus

Nay: 2 - Coenen and Williams

Excused: 1 - Martin

[19-0895](#)

Anticipated award for Unit Q-19, Pavement Marking contract (paint).

Attachments: [Unit Q-19.pdf](#)

Amend item 19-0895. Award to Crowley Construction Corp. in an amount not to exceed \$60,000.

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0890](#)

Madison Street, from Taft Avenue to Calumet Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 33' from back of curb to back of curb, which is the same width as the existing street. Existing parking provisions within the project limits will remain unchanged.

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0889](#)

Douglas Street, from Reid Drive to Prospect Avenue, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 32' from back of curb to back of curb, which is 1' narrower than the existing street. The proposed 1' narrowing will occur along the west curb line. Existing parking provisions within the project limits will remain unchanged.

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0888](#)

Summer Street, from Gillet Street to Richmond Street, be reconstructed with asphalt and concrete pavement and curb and gutter. The

dimensions of the Summer Street reconstruction project are as follows:

Gillet Street - 285' west of Mason Street: New asphalt pavement and concrete curb & gutter to be constructed to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street within this portion of the project.

285' west of Mason Street - Mason Street: New concrete pavement to be constructed to a width of 33' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

Mason Street - 100' west of Richmond Street: New asphalt pavement and concrete curb & gutter to be constructed to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street within this portion of the project.

100' west of Richmond Street - Richmond Street: New asphalt pavement and concrete curb & gutter to be constructed to a width of 33' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

Existing parking provisions within the project limits will remain unchanged.

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0887](#)

Approve proposed changes to Article VI (Electrical) of the Municipal Code.

Attachments: [Update to Article VI \(Electrical\) of the Municipal Code.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0891](#)

Approve proposed changes to Article V (Plumbing) and Article VII (Mechanical) of the Municipal Code related to reinspection fees.

Attachments: [Reinspection Fees.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0892](#)

Approve Street Name Sign Distribution Policy.

Attachments: [Street Name Sign Distribution Policy.pdf](#)
[Amended Street Name Sign Distribution Policy.pdf](#)

Amend item 19-0892. Motion Croatt, 2nd Coenen.. Pass 4-0.

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0893](#)

Request from Path to Freedom, LLC to waive the \$160 Weed Administration fee for 214 E. Winnebago St.

Attachments: [Request to Waive Weed Administrative Fee for 214 E. Winnebago St.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0894](#)

Request from Fika Tea Bar for a Street Occupancy Permit to place tables and chairs in the College Avenue Beautification strip at 207 W. College Avenue.

Attachments: [Request from Fika Tea Bar for Street Occupancy Permit.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

6. Information Items

[19-0753](#)

Downtown parking concerns based on recent Appleton Downtown Inc. survey.

Attachments: [2019 Appleton Downtown Parking Survey.pdf](#)

[19-0896](#) Discuss concept of converting 30-minute red head meters to 25-minute meters.

[19-0897](#) Employee Retention update for the Department of Public Works.

Attachments: [Employee Retention Update for DPW.pdf](#)

7. Adjournment

Croatt moved, seconded by Williams, to adjourn the meeting at 5:32 p.m. Roll Call. Motion carried by the following vote:

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin