



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, March 6, 2023

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting

[23-0222](#) Minutes from 2-20-23

Attachments: [Minutes from 2-20-23.pdf](#)

4. Public Hearings/Appearances

5. Action Items

6. Information Items

[23-0219](#) Negotiation Update - Memorandum of Understanding (MOU) with Bird Rides, Inc. to initiate a Dockless, Stand-up Electric Scooter Program for 2023.

Attachments: [2023.03.06 Bird Rides Update.pdf](#)

[23-0220](#) Status Update - College Avenue Lane Reconfiguration.

Attachments: [2023.03.06 College Avenue Lane Reconfiguration Status Update.pdf](#)

[23-0221](#) Inspections division Permit Summary Comparison Report for February 2023.

Attachments: [2023.03.06 Inspections Division Permit Report.pdf](#)

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.

**We are currently experiencing intermittent issues/outages with our audio/video equipment. Meeting live streams and recordings are operational but unreliable at times. This is due to delays in receiving necessary system hardware components. We continue to look for solutions in the interim and we hope to have these issues resolved soon.*



City of Appleton

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Meeting Minutes - Final Municipal Services Committee

Monday, February 20, 2023

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland

3. Approval of minutes from previous meeting

[23-0150](#)

Minutes from 2-6-23

Attachments: [Minutes from 2-6-23.pdf](#)

Firkus moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland

4. **Public Hearings/Appearances**

5. **Action Items**

[23-0148](#)

Preliminary Resolution 1-P-23 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [1-P-23 Concrete Paving Sidewalks and Aprons.pdf](#)

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

Aye: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland

[23-0149](#)

Preliminary Resolution 2-P-23 for Sanitary Laterals, Storm Laterals and Storm Main Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [2-P-23 Sanitary Laterals, Storm Laterals, Storm Main.pdf](#)

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

Aye: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland

[23-0151](#)

Complete Streets / Ped Study: Consultant Scope Approval.

Attachments: [Complete Streets-Ped Study-Consultant Scope Approval.pdf](#)

Amendment: Add solicit aldermanic feedback to the scope services. Approved 5-0

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

Aye: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland

[23-0152](#)

Approve on-street parking changes on the 900 block of E John St in conjunction with the proposed Eagle Ridge Condominium development.

Attachments: [John St 900E Parking Change \(Eagle Ridge Condos\).pdf](#)

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

Aye: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland

[23-0163](#)

Approve Memorandum of Understanding with Bird Rides, Inc. to initiate a Dockless, Stand-up Electric Scooter Program for 2023-2024.

Attachments: [2023.02.20 Bird Rides Memo.pdf](#)

[MOU - Bird Program - 2023-2024 \(02.16.2023\).pdf](#)

Van Zeeland moved, seconded by Siebers, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland

6. Information Items

[23-0165](#)

Status Update - College Avenue Lane Reconfiguration.

Attachments: [2023.02.20_College Avenue Lane Reconfiguration Status Update.pdf](#)
[AARP Appleton Muni Services Committee comments.pdf](#)
[Memo_CollegeAve_BusinessWorkshop 20230213.pdf](#)

7. Adjournment

Van Zeeland moved, seconded by Firkus, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Doran, Siebers, Thyssen and Van Zeeland



DEPARTMENT OF PUBLIC WORKS

100 North Appleton Street

Appleton, WI 54911

TEL (920) 832-6474

FAX (920) 832-6489

MEMO

To: Municipal Services Committee
From: Danielle Block, P.E. Director of Public Works
Date: March 1, 2023
Re: **Negotiation Update** - Memorandum of Understanding (MOU) with Bird Rides, Inc. to initiate a Dockless, Stand-up Electric Scooter Program for 2023

Based on feedback received during the February 20, 2023, Municipal Services Committee meeting, staff has been coordinating with Bird on the following items:

- Curbing or eliminating the underage use of Bird scooters. Bird's first line of defense is creating custom messaging that they send out to all riders through the app. This messaging informs riders of the rules. Bird also has the ability to turn on an ID check for a couple of weeks to curb any issues and reduce the number of underage riders, if this is problem. Bird prefers not to have the ID check a permanent feature because it can be a barrier for people who do not have an ID.
- Ensuring a per ride fee that is commensurate with the level of staff effort needed to respond to complaints, offer education and administer the Bird program.
- Modifying the term of the agreement to 1-year.
- Generating a more detailed and useful monthly report featuring:
 - # Of rides
 - # Of users
 - # Of repairs
 - # Of commuters
 - # Of people in the Community Pricing Program
 - Reported Incidents
 - Parking Compliance Reports
 - Heat Map of Ride Starts and Ends

An updated MOU and example of this type of monthly report will be provided at the March 20th Municipal Services Committee meeting for consideration and action.



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MEMO

To: Municipal Services Committee
From: Danielle Block, P.E. Director of Public Works
Date: March 1, 2023
Re: Status Update – College Avenue Lane Reconfiguration

Process Timeline Reminder

- March 20, 2023 – Action Item – Per committee’s request, Municipal Services Committee to consider approval of the College Avenue Lane Reconfiguration project.
- April 5, 2023 – Action Item - If approved by Municipal Services Committee, the project will move to consideration by Council.
- April 2023 – If project concept is approved, DPW will send the project out for public bidding. Staff will review bids and prepare recommendation to award.
- April/May 2023 – Municipal Services Committee to Consider approval of the contract award to restripe College Avenue. If approved, consideration by Council.
- Mid-June/Summer 2023 – Project start date is dependent upon contractor availability and weather. It is anticipated the total construction time would be approximately 2-weeks.
- Late Summer through December 2023 – Signal improvements/modifications.
- Late Summer and beyond – additional data collection and traffic monitoring. Reporting and status updates to Municipal Services Committee.

Project Proposal Reminder

Staff is recommending the College Avenue Lane Reconfiguration Project be proposed as a **pilot** project. This recommendation comes following consideration of business and community feedback. The design elements of the project proposal remain unchanged, the pilot parameters include the following:

Pilot project with a duration of 18 months. Assuming construction completion and signal timing modifications are completed by late fall of 2023, the pilot project would be evaluated in spring of 2025.

The following metrics may be used to determine the success of the project:

- Quantitative Data:
 - Traffic Counts
 - Bike/Pedestrian/Scooter Counts
 - Crashes
 - Vehicle Speeds
 - Total Roadway Closures due to Aggressive Driving
 - Parking Meter Revenue along College Avenue

- Qualitative Data:
 - Business/Community Member Feedback
 - APD/AFD Feedback

Education & Marketing Update

As part of our stakeholder engagement, feedback indicated a desire for education and marketing related to the proposal. If the project proposal is approved, staff will begin generating education and marketing materials to be distributed to the general public and business community. Topics that will be covered in the materials:

- College Avenue Corridor History.
- Project Purpose and Need.
- Education on a 4-to 3-Lane Reconfiguration.
- Construction Timeline and Staging.
- Marketing Materials to Promote the Corridor.

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/23 Thru 02/28/23

Report Date: 3/1/2023



Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING	2022	110	27,465,270	95,392.15
	2023	89	28,152,856	154,080.39
		-19.09 %	2.50 %	61.52 %
DISPLAY SIGN	2022	15	70,554	600.00
	2023	48	630,976	1,920.00
		220.00 %	794.32 %	220.00 %
ELECTRICAL	2022	119	2,084,225	21,138.94
	2023	104	1,621,431	16,241.87
		-12.61 %	-22.20 %	-23.17 %
EROSION CNTL	2022	5		460.00
	2023	4		500.00
		-20.00 %	%	8.70 %
HEATING	2022	172	3,313,566	14,951.34
	2023	112	1,673,756	11,723.23
		-34.88 %	-49.49 %	-21.59 %
PLAN REVIEW	2022	18		4,882.50
	2023	26		8,692.50
		44.44 %	%	78.03 %
PLUMBING	2022	113	997,513	7,965.00
	2023	90	1,068,550	6,069.00
		-20.35 %	7.12 %	-23.80 %
SEWER	2022	60	313,549	7,166.00
	2023	31	154,417	3,567.00
		-48.33 %	-50.75 %	-50.22 %
WELL	2022	1		40.00
		%	%	%

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

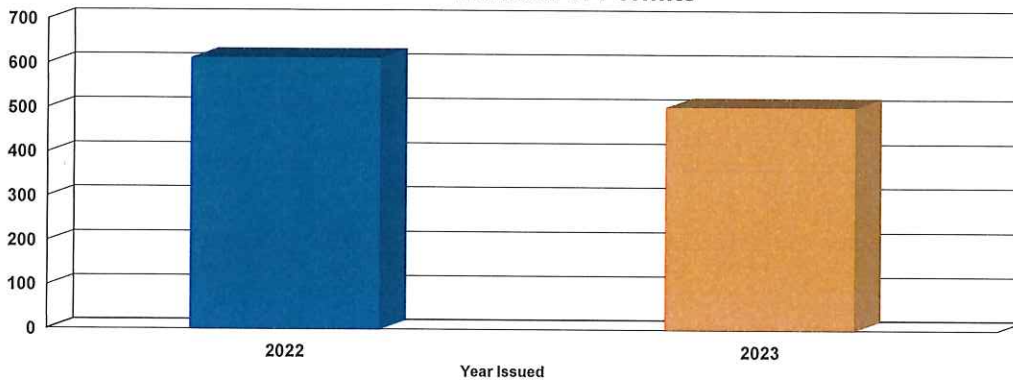
01/01/23 Thru 02/28/23

Report Date: 3/1/2023

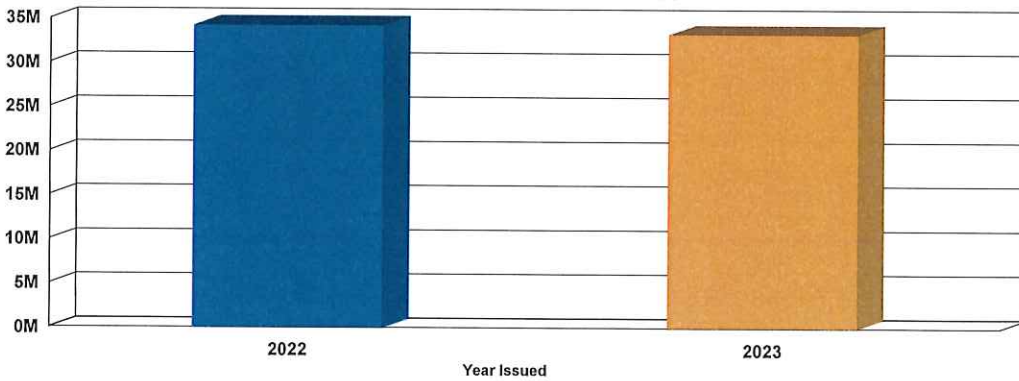


	2022	2023
Permits	613	504
Estimated Cost	34,244,677.00	33,301,986.00
Receipt Amount	152,595.93	202,793.99

Number of Permits



Estimated Cost



Receipt Amount

