



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Wednesday, January 20, 2021

6:00 PM

Council Chambers, 6th Floor

SPECIAL

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

[21-0071](#) Minutes from January 11, 2021.

Attachments: [Meeting Minutes from January 11, 2021.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[21-0061](#) Request to allow free parking in the Red Parking Ramp for a 30 day period, during vaccination clinic hours, as part of the community vaccination program at the Fox Cities Exhibition Center.

Attachments: [Free parking-Red Ramp.pdf](#)

6. Information Items

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.



City of Appleton

100 North Appleton Street
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Meeting Minutes - Final Municipal Services Committee

Monday, January 11, 2021

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Alderperson Firkus called the meeting to order at 4:30 p.m.

2. Roll call of membership

Present: 5 - Firkus, Coenen, Otis, Prohaska and Wolff

3. Approval of minutes from previous meeting

[21-0019](#)

Minutes from December 21, 2020

Attachments: [Minutes from December 21, 2020.pdf](#)

Coenen moved, seconded by Prohaska, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Coenen, Otis, Prohaska and Wolff

4. **Public Hearings/Appearances**

5. **Action Items**

[20-1569](#)

Owaissa Street, from Opechee Street to Pacific Street, be reconstructed with concrete pavement and curb & gutter to a width of 24' 20' from back of curb to back of curb, which is approximately 1'-4' wider than the existing street. New concrete sidewalk to be constructed along the east side of Owaissa Street from approximately 160' south of Pacific Street to approximately 500' south of Pacific Street. Existing parking provisions within the project limits will remain unchanged. Parking be prohibited on both sides of the street.

Attachments: [Comments-Owaissa Street.pdf](#)
[Comments -Owaissa St Project.pdf](#)
[Owaissa St Design Approval Process.pdf](#)
[Email-Owaissa St.pdf](#)

Amendment: remove sentence regarding sidewalk construction; street width to 20'; remove last sentence regarding existing parking and instead that parking be prohibited on both sides of the street. Otis/Prohaska 3-2

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

Aye: 3 - Otis, Prohaska and Wolff

Nay: 2 - Firkus and Coenen

21-0022

Appleton Street, from College Avenue to Pacific Street, and Oneida Street, from Pacific Street to Atlantic Street, be reconstructed with concrete pavement and curb and gutter. The dimensions of the Appleton Street/Oneida Street reconstruction project are as follows:

College Avenue - Washington Street: New concrete pavement to be constructed to a width of 41' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

Washington Street - 150' north of Packard Street: New concrete pavement to be constructed to a width of 45' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

150' north of Packard Street - Pacific Street (End of Appleton St/Beginning of Oneida St): New concrete pavement to be constructed to a width of 35' from back of curb to back of curb, which is 2' wider than the existing street within this portion of the project.

Pacific Street (End of Appleton St/Beginning of Oneida St) - Atlantic Street: New concrete pavement to be constructed to a width of 44' from back of curb to back of curb, which is 7' wider than the existing street within this portion of the project.

Appleton Street/Oneida Street will consist of 1 travel lane in each direction, bike lanes along both sides of the street, and a two-way left turn lane and/or exclusive left turn lanes at each intersection within the project limits.

On-street parking will be prohibited along the entire project length.

The 1-way westbound portion of Pacific Street between Appleton Street and Oneida Street will be vacated as part of this reconstruction project.

The intersections of Appleton Street and Pacific Street and Oneida Street and Pacific Street will be reconstructed and geometrically modified to provide a more standard T-intersection configuration. A dedicated left turn lane along southbound Oneida Street, at Pacific Street, will also be incorporated at this intersection as part of this reconstruction project.

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

Aye: 5 - Firkus, Coenen, Otis, Prohaska and Wolff

[21-0033](#)

Request to allow driveway access off Haymeadow for Lot 91, Clearwater Creek Subdivision.

Attachments: [Memo for Lot 91.pdf](#)
[Jill Hendricks-formal request.pdf](#)
[Clearwater Creek 1st Addition.pdf](#)

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

Aye: 5 - Firkus, Coenen, Otis, Prohaska and Wolff

6. Information Items

[21-0020](#)

Inspection Division Permit Summary Comparison Report for December, 2020.

Attachments: [Inspection Division Permit Report for December 2020..pdf](#)

[21-0021](#)

2021 Sidewalk Poetry Program

Attachments: [Sidewalk Poetry Program 2021.pdf](#)

[20-1654](#)

Annual Crash Overview 2019.

Attachments: [Annual Crash Overview 2019.pdf](#)

Item #20-1654 Held until January 25, 2021

7. Adjournment

Otis moved, seconded by Prohaska, that the be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Coenen, Otis, Prohaska and Wolff

MEMO

TO: Municipal Services Committee

FROM: Paula Vandehey, Director of Public Works

DATE: January 19, 2021

SUBJECT: **Request to allow free parking in the Red Parking Ramp for a 30 day period, during vaccination clinic hours, as part of the community vaccination program at the Fox Cities Exhibition Center.**

The City of Appleton has partnered with our neighboring communities, counties and health care providers to create a mass vaccination clinic at the Fox Cities Exhibition Center. The initial goal is to provide vaccinations for the Phase 1(a) and Phase 1(b) groups as defined by the State Disaster Medical Advisory Committee. Because the goal is to vaccinate 30,000 community members within a 10 day period, we know that parking will be a key component to the success of this initiative.

In order to provide parking in a manner that is as quick, convenient and barrier free as possible, we are requesting that parking be free in the Red Parking Ramp during the hours the clinic is open for vaccinations. This will allow all gate arms to be up creating a free flow scenario.

It is possible that a future COVID-19 grant could become available to cover the lost revenue for the proposed free parking, but we cannot count on that and should make this decision accordingly.

It is anticipated that the vaccination clinic may continue through June, so staff will report to the Municipal Services Committee on how the parking situation is going, and may request free parking to be extended through a future date.

Therefore, we are requesting that parking in the Red Parking Ramp be free for a 30 day period during vaccination clinic hours.