



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, November 7, 2022

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[22-1448](#) Minutes from October 24, 2022

Attachments: [Minutes from 10-24-22.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [22-1454](#) Lease agreement for fence-31-1-6501-30-2302 E. Glenhurst Lane

Attachments: [Lease agreement for fence-2302 E Glenhurst Lane.pdf](#)

[22-1455](#)

Linwood Ave, from College Avenue to Summer Street, be reconstructed with concrete pavement and curb and gutter. The details of the proposed Linwood Avenue reconstruction project are as follows:

College Ave - Franklin St:

- New concrete pavement constructed to a width of 34' from back of curb to back of curb, which is 3' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Dedicated right turn lane at College Avenue for southbound traffic
- Dedicated bike lanes along both sides of the street
- On-street parking to be prohibited along both sides of the street

Franklin St - Badger Ave:

- New concrete pavement to be constructed to a width of 33' from back of curb to back of curb, which is 4' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Parking lane along east side of street. On-street parking to be prohibited along the west side of the street
- Traffic Calming elements to be implemented:
 - o Linwood & Franklin - narrowing curb lines
 - o Linwood & Packard - raised crosswalk
 - o Linwood & Winnebago - raised median

Badger Ave - Summer St:

- New concrete pavement to be constructed to a width of 24' from back of curb to back of curb, which is 1' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- On-street parking to be prohibited along both sides of the street

Attachments: [Linwood Ave-email.pdf](#)

[22-1450](#)

The Municipal Services Committee will go into closed session according to State Statute §19.85(1)(e) (deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session) for the purpose of reviewing the Landfill Siting Committee contract negotiations and reconvene into open session.

6. Information Items

[22-1453](#) BIRD E-Scooter Monthly Report-October 2022

Attachments: [BIRD E-Scooter-October.pdf](#)

[22-1449](#) Inspection Division Permit Comparison Report for October 2022

Attachments: [Inspection Div Report October 2022.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.



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Meeting Minutes - Final Municipal Services Committee

Monday, October 24, 2022

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

[22-1329](#) Minutes from October 10, 2022.

Attachments: [Meeting Minutes 10-10-2022.pdf](#)

Van Zeeland moved, seconded by Firkus, 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**

[22-1362](#) Design Hearing for future 2024 Paving Projects:
Linwood Ave (College Ave to Summer St)

Attachments: [Linwood Ave Informational Letter 10-06-22.pdf](#)
[Design Hearing -2024 Paving-Linwood Ave.pdf](#)

5. **Action Items**

[22-1078](#) Approve modifications to the City of Appleton Street Terrace Policy.

Attachments: [Existing Street Terrace Policy.pdf](#)
[Final MSC Memo Updated Street Terrace Policy.pdf](#)
[Street Terrace Policy Draft - MSC 10-22 v2.pdf](#)

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

Aye: 4 - Firkus, Siebers, Thyssen and Van Zeeland

Nay: 1 - Doran

[22-1366](#)

Approve Functional Classification, Parking and Intersection Control North Edgewood Estates Subdivision & Sequoia Drive Extension.

Attachments: [North Edgewood Est Sub Int Control.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

6. Information Items

[22-1330](#)

Parking Utility Revenue Report for September 2022.

Attachments: [Parking Utility Revenue 9-22.pdf](#)

[22-1331](#)

2023 Budget Discussion

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



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

DEPARTMENT OF PUBLIC WORKS

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

TO: Municipal Services Committee

FROM: Danielle Block, Director of Public Works
Kurt W. Craanen, Inspections Supervisor
Darrin Glad, Assistant City Attorney

SUBJECT: Lease agreement for fence - 31-1-6501-30 / 2302 E. Glenhurst Lane

DATE: November 11, 2022

When the property at 2302 E. Glenhurst Lane was constructed in 2016, a fence was erected along the property line between this property and a city owned lot (31-1-6501-30). When the property was recently surveyed, it was revealed that the private fence encroached on the city lot. The area of this encroachment has been determined by the City Surveyor to be 932 square feet. The encroachment is approximately two feet onto City-owned property adjacent to a retention pond and is of minimal economic value.

City staff from the Inspections Department, Legal Services Department, Economic and Community Development, and the Assessor's Office worked to find a reasonable and fair resolution to the encroachment without permanently losing any property rights of the City. Rather than forcing the owners to move the fence two feet and at great expense, the City determined that leasing the area to the owners for a reasonable time was a viable option.

Recommendation: City staff recommend that Council approve the City leasing the property to the current owners for a period of ten years. After this time, the fence would need to be removed. The property owners have already indicated agreement to the price negotiated by the parties based on fair market value and the ten-year limit to the lease.

From: Dave Hemp <dave@recyclethatstuff.com>
Sent: Tuesday, November 1, 2022 7:20 AM
To: William Siebers <District1@Appleton.org>
Subject: Linwood Ave Reconstruction Concerns

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Bill,

I am Dave Hemp, the General Manager at Recycle That Stuff (121 N Linwood Ave). I was recently sent an email from our property owner regarding the 2024 Linwood Ave street reconstruction proposal. I realize I missed the opportunity to reply to the attached form and have it returned by the October 24th date. I was directed to contact you. I need to share my views as it will be us more than anyone who this will negatively impact.

Eliminating street parking south of Franklin ave to College will adversely affect our business. I currently have 5 people employed here. This is the least amount of employees I have ever had at this location in over 10 years. We park our vehicles on the North East corner of the property basically blocking our loading docks. I can not have 2 semis here without moving all of our vehicles. They need to be moved onto Linwood Ave. Without street parking, we have no where to go that is not blocks away. Aramark uses what spots are available on Washington Ave. If I hire even one more person, I will not have the area to park their vehicle without street parking. This does not include our customers who use our services through the south end of the building. Many of who then need to go to the office and settle up there. They would have nowhere to park anywhere near the door at the corner of Linwood and Washington. Our south end lot is not big enough to park our vehicles and conduct business with the public.

Narrowing the street, which although is not posted as a truck route, is a truck route, would not make much sense. There is barely enough room as it is now to turn a semi from eastbound College to northbound Linwood. If any vehicle creeps forward in the southbound Linwood lane, it is near impossible without using the terrace in front of Aldi. The addition of a bicycle lanes will only make this a much more dangerous situation. I don't know anywhere else off of the top of my head where a bicycle lane would be on a truck route in such a cramped situation. The current bicycle traffic we notice is from the homeless population that migrates from under the tracks on College to Linwood park. We also use the 2 indoor loading docks that face east just south of Washington Ave. If the street is narrowed, we will no longer be able to get our truck into our own docks.

This proposal will also hamper traffic when Aldi has a truck deliver (usually in the mid afternoon). They have to back in off of Linwood if Aldi's have any customers parked in their lot. The semi does not have enough room to turn in their lot and needs to back in off of Linwood. This causes a major hangup on Linwood and on to College as it is. If we have customers trying to leave the south end of our place, they can be waiting for quite a while as that truck tries to get backed in to the Aldi dock. Often their customers do not realize what is happening and pull up behind the backing truck. Their Coca Cola driver pulls up into our lot to help get into their dock. Our customers have a hard enough time being able to see north on Linwood. Adding bike lanes with more to concentrate on will and less road to use will only make the situation worse.

I would say that 90% of the semi drivers who have never gone to WSI stop at our location to ask where

311 Linwood is. Their GPS tells them they have arrived when they get to our office door at Washington Ave. They pull over, block the road and come in. It is to the point that we have thought about adding a sign on our building telling them where to go because it happens several times daily. At 3:30 when West High School lets out, it gets even worse. I would highly recommend against narrowing and adding a bicycle lane on a rather active trucking route.

Regards,

Dave Hemp

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City of Appleton
 BIRD E-Scooter Pilot Community Feedback
 Month of October 2022

COMPLAINTS RECEIVED BY CITY

	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
Improper Parking	2	1	1	0	0	1	2		
Improper Street Riding	1	2	1	0	0	0	0		
Scooters are Unsafe	2	4	2	3	3	0	0		
Scooters are Unsightly	0	0	1	0	0	0	0		
Sidewalk Riding on College	3	4	0	0	0	0	0		
Other	1	3	2	1	1	2	0		
TOTAL	9	17	7	6	4	3	2		

REPORTED ACCIDENTS

	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
Accidents	1	3	2	4	3	0	0		

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/22 Thru 10/31/22

Report Date: 11/1/2022



Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING	2021	1,063	142,600,119	316,428.00
	2022	1,002	139,403,694	504,091.99
		-5.74 %	-2.24 %	59.31 %
DISPLAY SIGN	2021	84	578,727	3,480.00
	2022	141	1,193,494	5,684.00
		67.86 %	106.23 %	63.33 %
ELECTRICAL	2021	648	20,970,850	163,747.45
	2022	784	12,095,017	120,473.34
		20.99 %	-42.32 %	-26.43 %
EROSION CNTL	2021	45		5,292.00
	2022	40		5,210.00
		-11.11 %	%	-1.55 %
HEATING	2021	884	26,255,544	81,824.51
	2022	873	13,298,632	79,565.79
		-1.24 %	-49.35 %	-2.76 %
PLAN REVIEW	2021	99		35,822.50
	2022	102		34,242.50
		3.03 %	%	-4.41 %
PLUMBING	2021	502	10,303,538	45,348.00
	2022	740	7,255,537	40,634.00
		47.41 %	-29.58 %	-10.40 %
SEWER	2021	235	1,601,774	24,679.99
	2022	307	3,282,117	33,867.00
		30.64 %	104.91 %	37.22 %
WELL	2021	6		240.00
	2022	2		80.00
		-66.67 %	%	-66.67 %

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/22 Thru 10/31/22

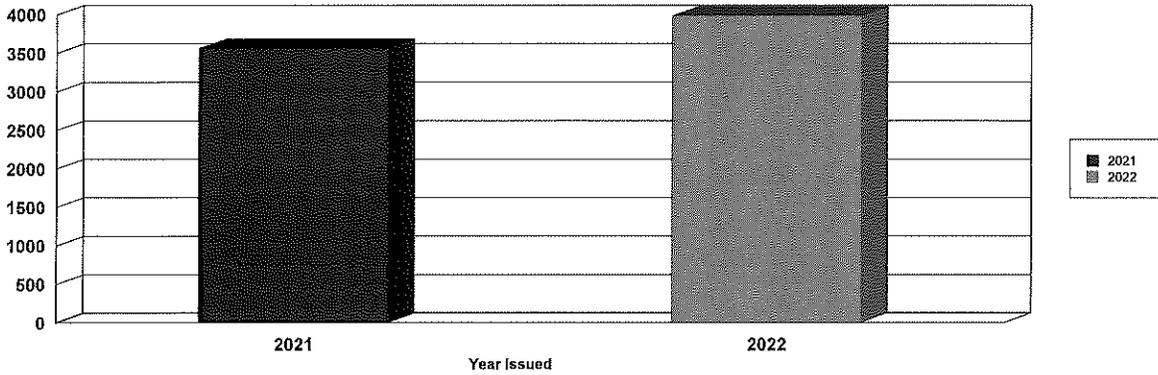
Report Date: 11/1/2022



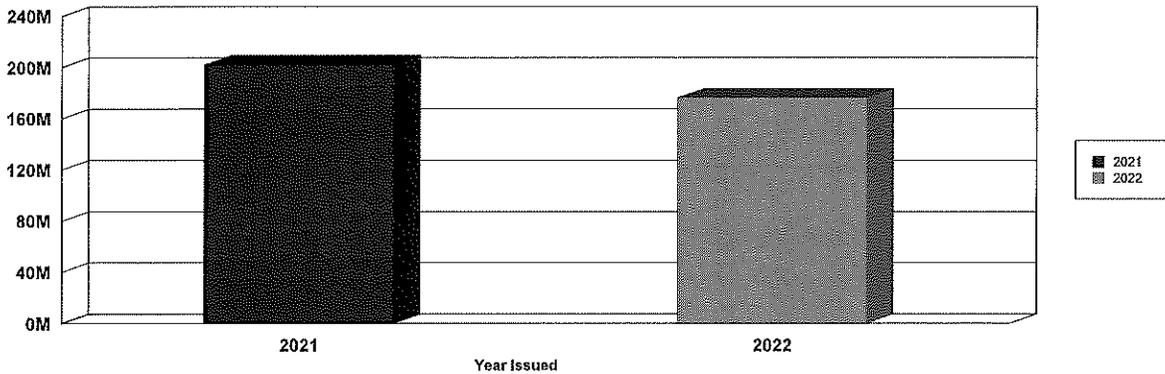
"...meeting community needs... enhancing quality of life."

	2021	2022
Permits	3566	3991
Estimated Cost	202,310,552.00	176,528,491.00
Receipt Amount	676,862.45	823,848.62

Number of Permits



Estimated Cost



Receipt Amount

