



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final Municipal Services Committee

---

Tuesday, April 22, 2014

5:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting  
**14-717** Minutes from April 8th meeting.

Attachments: [Minutes from April 8th.pdf](#)

### 4. Public Hearings/Apearances

- 14-693** Melissa Kraemer Badtke from East Central Wisconsin Regional Planning Commission presentation on their Appleton (Fox Cities) Bicycle and Pedestrian Plan.

Attachments: [East Central Reg. Planning Commission Bicycle & Ped. plan.pdf](#)

### 5. Action Items

- 14-697** Request from Jennifer Brahm and Lydia Schmalz for an exception to the City of Appleton Parking Ramp Usage Policy to hold a car show on the top three levels of the Green Parking Ramp.

Attachments: [Request for car show in the Green Ramp.pdf](#)  
[Staff input for Top Shelf Special Event.pdf](#)

- 14-698** Sidewalk be installed along the east side of East Street from Fremont Street to the Reid Golf Course Maintenance shop parking lot as part of the City's 2014 Sidewalk Program.

Attachments: [Map-Sidewalk East Street to Fremont Street.pdf](#)

- 14-699** Sidewalk be installed on the north side of First Avenue along 430 E First Avenue as part of the 2014 Sidewalk Program.

Attachments: [Sidewalk installed along 430 E First Ave.pdf](#)

- 14-700** Request from Bernie Kressner, POA for Kristie Andrews to have her sidewalk snow removal bill of \$75 waived for 925 W. Parkway Boulevard.

Attachments: [Snow removal bill-Bernie Kressner.pdf](#)

- 14-718** Approve new parking restrictions in the 1400-1600 blocks of S. Jefferson Street and the 400 block of E. Maple Street. (90 day trial complete)

Attachments: [New parking restrictions-1400-1600 S. Jefferson & 400 E Maple St.pdf](#)

## **6. Information Items**

- 14-701** Ashbury Drive/Ballard Road intersection project update.

- 14-672** Confirm the following:
- Elect a Vice-Chair and Secretary
  - Designate a "Contact Person" who can answer specific questions about agenda items.
  - Meeting date and time

## **7. Adjournment**

*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.*



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes - Final-revised Municipal Services Committee

---

Tuesday, April 8, 2014

5:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

2. Roll call of membership

**Present:** 5 - Alderperson Greg Dannecker, Alderperson Patti Coenen, Alderperson Chris Croatt, Alderperson Joe Martin and Alderperson Polly Dalton

3. Approval of minutes from previous meeting

14-594 Minutes from March 25, 2014.

**Attachments:** [Minutes from March 25, 2014.pdf](#)

Alderperson Croatt moved, seconded by Alderperson Dalton, that the Minutes be approved. Roll Call. Motion carried by the following vote:

**Aye:** 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Croatt, Alderperson Martin and Alderperson Dalton

4. Public Hearings/Appearences

5. Action Items

14-524 R/B-Croatt-Approve the City of Appleton Parking Ramp Usage Policy.

**Attachments:** [Parking Ramp Usage Policy.pdf](#)

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

**Aye:** 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Croatt, Alderperson Martin and Alderperson Dalton

14-592 Approve proposed changes to Municipal Code Chapter 15, Solid Waste & Recycling.

**Attachments:** [Changes to Municipal Code Chapter 15 Solid Waste & Recycling.pdf](#)

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

**Aye:** 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Croatt, Alderperson Martin and Alderperson Dalton

**14-593**

Request from Daniel Meissner, LLC for a temporary street occupancy permit to occupy the Johnston Street right-of-way to complete demolition work at 226 E. College Avenue through April 25, 2014.

**Attachments:** [Dan Meissner temp street occupancy.pdf](#)

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

**Aye:** 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Croatt, Alderperson Martin and Alderperson Dalton

**14-600**

Request from Appleton Downtown, Inc. for a Street Occupancy Permit to install and display fiber art on benches, meter posts and planter railings at College Avenue from Superior Street to Durkee Street, from June 13, 2014 through June 30, 2014.

**Attachments:** [Appleton Downtown Inc display fiber art.pdf](#)

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

**Aye:** 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Croatt, Alderperson Martin and Alderperson Dalton

**14-601**

Request from Appleton Downtown, Inc. for a Street Occupancy permit to occupy the College Avenue beautification strip from Richmond Street to Drew Street for musicians to play from noon to 1:00 p.m. each day from June 9, 2014 through June 13, 2014.

**Attachments:** [Appleton Downtown Inc Street Music Week.pdf](#)

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

**Aye:** 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Croatt, Alderperson Martin and Alderperson Dalton

**14-605**

Proposed Ordinance change to Chapter 4-231 Definitions-Family.

**Attachments:** [Proposed Ordinance Change to Chapter 4-231.pdf](#)

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

**Aye:** 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Croatt, Alderperson Martin and Alderperson Dalton

**14-602**

Proposed Ordinance change to Chapter 4-236

Definitions-Maintenance generally.

Attachments:     [Proposed Ordinance Change to Chapter 4-236.pdf](#)

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

Aye: 5 - Aldersperson Dannecker, Aldersperson Coenen, Aldersperson Croatt, Aldersperson Martin and Aldersperson Dalton

14-603

Proposed Ordinance change to Chapter 4-239 Definitions-Lighting, Ventilation and heating.

Attachments:     [Proposed Ordinance Change to Chapter 4-239.pdf](#)

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

Aye: 5 - Aldersperson Dannecker, Aldersperson Coenen, Aldersperson Croatt, Aldersperson Martin and Aldersperson Dalton

14-604

Proposed Ordinance change to Chapter 4-143 regarding maintenance for commercial buildings.

Attachments:     [Proposed Ordinance Change to Chapter 4-143.pdf](#)

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

Aye: 5 - Aldersperson Dannecker, Aldersperson Coenen, Aldersperson Croatt, Aldersperson Martin and Aldersperson Dalton

14-625

Recommendation of Award-School Flasher Control Upgrades

Attachments:     [Recommendation of Award-School Flasher Control Upgrades.pdf](#)

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

Aye: 5 - Aldersperson Dannecker, Aldersperson Coenen, Aldersperson Croatt, Aldersperson Martin and Aldersperson Dalton

## 6. Information Items

14-595

Inspections Division Permit Comparison Report for March, 2014.

Attachments:     [Inspections Division Permit comparison March 2014.pdf](#)

14-596

Proposed modification to the Department of Public Works Table of Organization-Parking Division.

Attachments:     [Parking Division Table of Organization.pdf](#)



14-621

#9-R-14 - Spears

"WHEREAS, the Appleton Common Council has retrofit bike lanes on existing streets removing parking,

WHEREAS citizens value parking in front of their homes, schools and churches,

WHEREAS bike lane utilization declines in the winter months,

THEREFORE BE IT RESOLVED that parking in bike lanes be allowed starting from the weekend prior to and through the weekend after the holiday.

A weekend is defined as starting from Friday at 4:00 p.m. until Monday at 8:00 a.m.

Holidays are:

Thanksgiving

Christmas Eve

Christmas

New Year's Eve

New Year's Day

Easter

Super Bowl Sunday

All other parking policies will apply."

*Held until May 13th.*

**Aldersperson Martin moved, seconded by Aldersperson Croatt, that the Report Action Item be held. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Aldersperson Coenen, Aldersperson Croatt and Aldersperson Martin

**Nay:** 2 - Aldersperson Dannecker and Aldersperson Dalton

14-622

#11-R-14 - Plank

"WHEREAS, it is important to listen, recognize and rationally respond to the input of community members during the implementation process of the Bike Lane Plan;

AND WHEREAS, it is important to consider and attempt to find balance and solutions to issues that arise during the implementation process, and attempt to satisfy community wants and needs;

THEREFORE, BE IT RESOLVED that the City of Appleton implement "Courtesy Holiday Parking" on one side of the streets with bike lanes,

on all holidays currently included in the City's definitions of allowed holiday parking.

Streets that meet the criteria are those currently and in the future that have segments with bike lanes where parking is prohibited, and streets with bike lanes where the total width is at least 36' feet wide."

*Held until May 13th meeting.*

**Aldersperson Coenen moved, seconded by Aldersperson Croatt, that the Report Action Item be held. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Aldersperson Coenen, Aldersperson Croatt and Aldersperson Martin

**Nay:** 2 - Aldersperson Dannecker and Aldersperson Dalton

**14-623**

**#12-R-14 - Plank**

"BE IT RESOLVED that the City of Appleton analyze removing the parking meters downtown and replacing that parking enforcement with the utilization of License Plate Reader equipment and the necessary compatible technology. Analysis shall include investigating the option of implementing smartphone technology and a review of variety of hourly parking space options to have the most cost effective and customer friendly parking possible.

Funding for the equipment and ongoing maintenance shall be budgeted in the City's 2015 General fund and the Parking Utility. Alternatives to compensate for lost revenue shall be reported to Municipal Services Committee by June 15, 2014."

*Item referred to City staff for evaluation and analysis.*

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

**Aye:** 5 - Aldersperson Dannecker, Aldersperson Coenen, Aldersperson Croatt, Aldersperson Martin and Aldersperson Dalton

## **7. Adjournment**

**Aldersperson Martin moved, seconded by Aldersperson Croatt, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Aldersperson Dannecker, Aldersperson Coenen, Aldersperson Croatt, Aldersperson Martin and Aldersperson Dalton

## MEMORANDUM

Date: April 11, 2014

TO: City of Appleton Municipal Services Committee

FROM: Melissa A. Kraemer Badtke, Associate Planner, ECWRPC

RE: Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs)  
Bicycle and Pedestrian Plan

In 2010, East Central WI Regional Planning Commission received a Transportation Enhancements (TE) grant from the Wisconsin Department of Transportation to develop the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs) Bicycle and Pedestrian Plan. During this planning process, the steering committee and ECWRPC staff focused on identifying gaps, barriers, and opportunities for connectivity between municipalities within and also between each of the MPOs.

Enclosed you will find a summary of the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs) Bicycle and Pedestrian Plan, two bicycle and pedestrian maps for the City of Appleton, and a quick facts documents regarding the benefits of walking and bicycling.

On the maps you will see:

- **Existing bicycle and pedestrian facilities:** These facilities are currently “on the ground” and include off-road non-motorized transportation facilities (i.e. trails), bike lanes, and sharrows. Sidewalks are also considered existing facilities.
- **Planned bicycle and pedestrian facilities:** These facilities are documented in a plan (i.e. Comprehensive Plan, Bicycle and Pedestrian Plan, etc.)
- **Recommended bicycle and pedestrian facilities:** These are facilities that were recommended by the steering committee.
- **Regional Network:** These corridors were identified as major connections between and within municipalities within the Appleton (Fox Cities) and Oshkosh MPOs.

At the next municipal committee meeting, we will present this information and will be asking for your feedback and input on the plan along with the Regional Bicycle and Pedestrian Network. If you have any questions or concerns prior to the meeting, please contact Melissa Kraemer Badtke at 920-751-4770 or [mbadtke@ecwrpc.org](mailto:mbadtke@ecwrpc.org).



## BICYCLE AND PEDESTRIAN BACKGROUND INFORMATION

**VISION:** *Ensure that residents within the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs) have the ability to safely and conveniently walk or bike between origins and destinations via a well interconnected multimodal transportation network.*

Bicyclists and pedestrians do not adhere to municipal boundaries; therefore it is imperative this bicycle and pedestrian plan focuses on connecting all of the municipalities of the Fox Cities (Appleton) and Oshkosh Metropolitan Planning Organizations (MPOs). Although a multitude of municipal bicycle and pedestrian plans have been completed throughout the three county area of Calumet, Outagamie, and Winnebago Counties, there currently is not a plan that focuses on the regional connectivity of bicycle and pedestrian networks throughout the study area. This plan not only identifies existing and planned facilities, but identifies gaps, barriers, and needed connections to enhance the safe, accessible and efficient regional bicycle and pedestrian network throughout and in between the two urbanized areas. Most transit trips begin and/or end with a pedestrian trip, so connectivity with Valley Transit and GO Transit buses, which include bicycle racks, are also addressed in this plan.

This plan has been a coordinated regional effort for three counties (Calumet, Outagamie, and Winnebago) with a population of over 200,000, twenty-five municipalities, 20 school districts, and 100 schools. This plan focuses on regional bicycle and pedestrian connectivity yet, it strives to keep individual characteristics of a community intact. Funding for this project was received from the Wisconsin Department of Transportation.

## BENEFITS OF BICYCLING AND WALKING

### Economic:

- In 2010, a study found that bicycle recreation and tourism contribute \$924 million annually to Wisconsin's economy and estimates that "the potential value of health benefits from reducing short car trips and increasing bicycling totaled \$409 million".

### Real Estate Values:

- Bob McNamara, Senior Policy Representative for the National Association of Realtors (NAR), a 1.2 million member professional organization, emphasized the importance of transportation choice at the 2009 National Bike Summit. Realtors sell not just houses, he said, they sell communities. Increasing transportation choice increases livability.

### Health:

- People living in auto-oriented suburbs drive more, walk less and are more obese than people living in walkable communities. For each hour of driving per day, obesity increases 6%, but walking for transportation reduces the risk of obesity.
- Today, approximately one-quarter of health care costs in the U.S. are attributable to obesity and health care costs for childhood obesity are estimated at approximately \$14 billion per year.
- Obesity is so prevalent in today's children, that this maybe the first generation of children in over 200 years that may not outlive their parents.

### Environmental/Congestion Management:

- Returning to 1969 levels of walking and bicycling to school would save 3.2 billion vehicle miles, 1.5 million tons of carbon dioxide and 89,000 tons of other pollutants equal to keeping more than 250,000 cars off the road for a year.
- A 5% increase in a neighborhood's "walkability" reduces vehicle miles traveled by 6%.

### Bicycle and Pedestrian Safety:

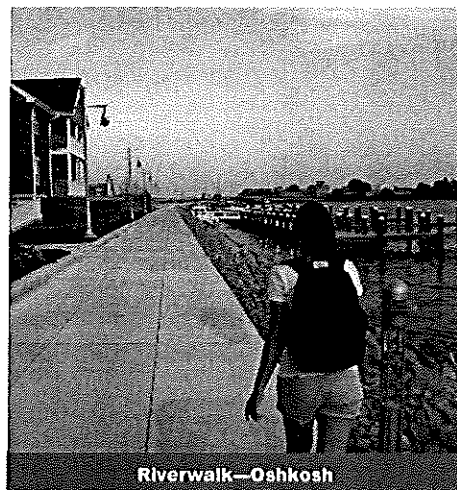
- Pedestrians are twice as likely to be struck by a vehicle in locations without a sidewalk.
- Seniors are the most vulnerable bicyclists and pedestrians. Adults over 65 make up 10% of walking trips, yet comprise 19% of pedestrian fatalities and make up 6% of bicycling trips, yet account for 10% of bicycle fatalities.



Wisconsin Avenue—Neenah



Ahnape Street—Menasha

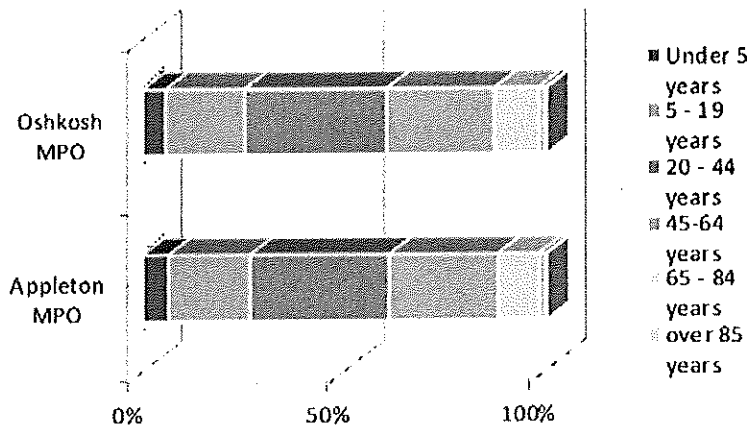


Riverwalk—Oshkosh

Background Information .....	1
Current Conditions Analysis .....	2
City of Appleton Data .....	3
Recommendations: The 5 E's.....	4

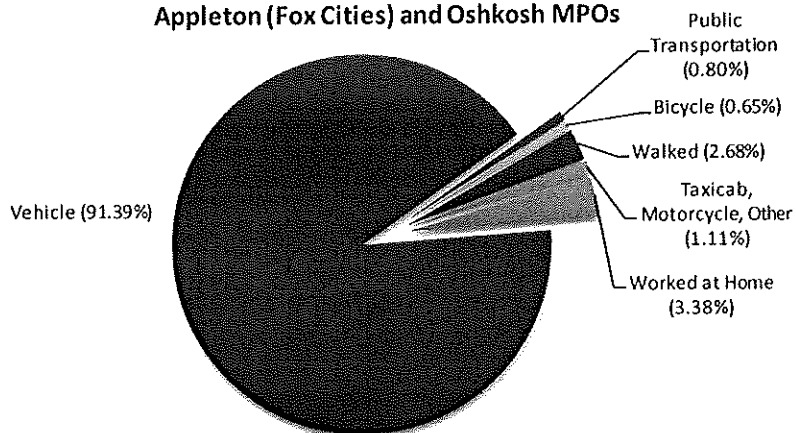
## CURRENT CONDITIONS ANALYSIS

### Population Demographics by MPO



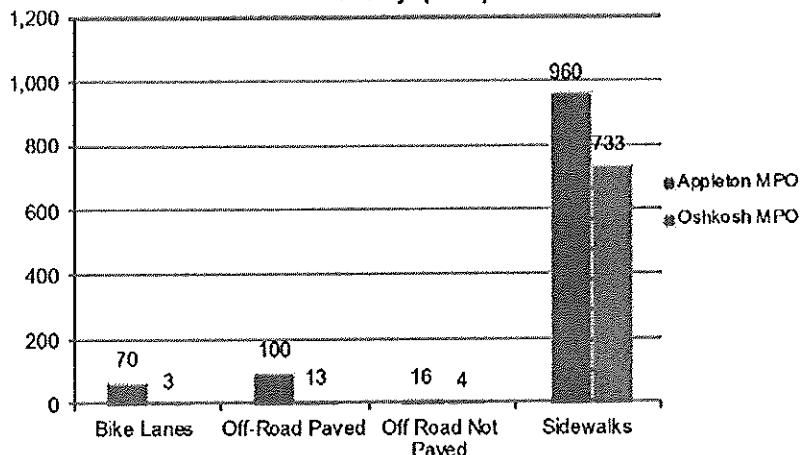
Source: U.S. Census—2010 SF-1

### Commuting Mode Share for the Appleton (Fox Cities) and Oshkosh MPOs



Source: U.S. Census—BO8006: Sex of Workers by Means of Transportation to Work  
2008-2012 American Community Survey 5-Year Estimates

### Bicycle and Pedestrian Facility Miles within the Fox Valley (2014)



Source: ECWRPC and Local Municipalities

## PROGRAMS, POLICIES, AND PARTNERS

### PROGRAMS

- Fox Valley Bike Challenge
- Regional Safe Routes to School Program
- Weight of the Fox Valley
- Activate Fox Cities
- Well City Fox Cities
- Well City Oshkosh

### POLICIES

#### Complete Streets Policy

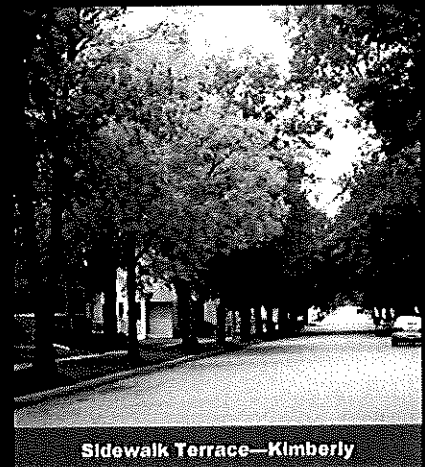
- Town of Grand Chute

#### Safe Routes To School Resolutions of Support

- City of Oshkosh
- Town of Algoma
- Oshkosh Area School District

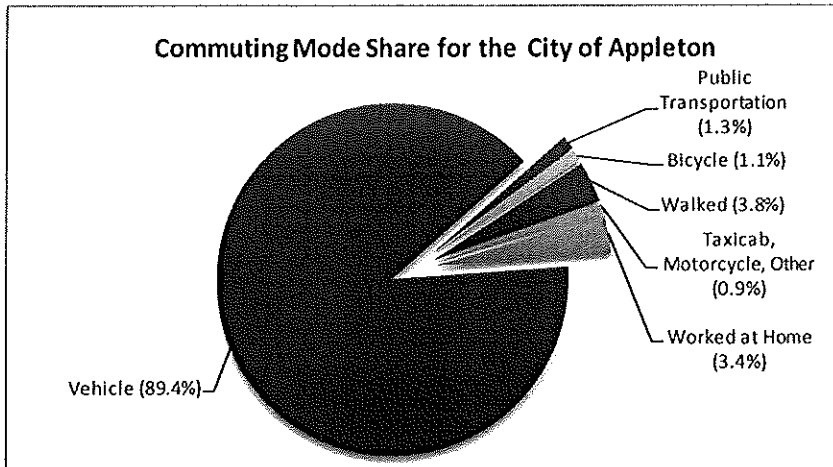
### PARTNERS

- Municipalities (multiple departments and elected officials)
- Advocacy Organizations
- Corporations
- Health Coalitions
- Health Care Organizations



Sidewalk Terrace—Kimberly

## CITY OF APPLETON AT A GLANCE



Source: U.S. Census—BO8006: Sex of Workers by Means of Transportation to Work  
2008-2012 American Community Survey 5-Year Estimates

### BACKGROUND ON COUNTY HEALTH RANKINGS

The *County Health Rankings & Roadmaps* is a collaboration between the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute. There are two overall rankings:

- **Health Outcomes:** How healthy a county is now.
- **Health Factors:** How healthy a county will be in the future.

The *Rankings* use a variety of factors to determine the overall health of a county including but not limited to health behaviors, social & economic factors, access to clinical care, and the physical environment.

For more information, please visit the *County Health Rankings and Roadmaps* website at <http://www.countyhealthrankings.org/>.

### COUNTY HEALTH RANKINGS (2014)

County	Rankings
Calumet County	6
Outagamie County	21
Winnebago County	39

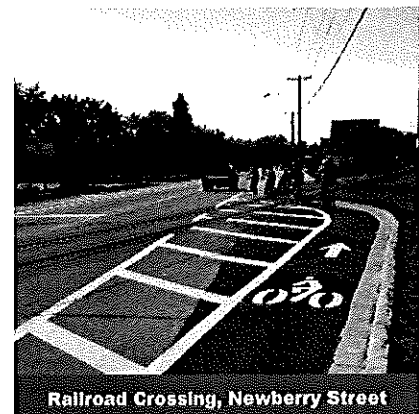
\*\*Note that a Ranking of 1 is considered the best and a ranking of 72 is considered the worst.

### ~ Performance Measures ~

- **Benchmarking study** to identify, update, and report on a number of performance measures (i.e. number of facility miles, count data on local bicycle and pedestrian facilities, etc.) determined by local stakeholder group.
- **Active transportation model** to assist in determining the number of potential users of bicycle and pedestrian facilities.
- **Economic Impact Study**—to determine the Return on Investment of bicycle and pedestrian facilities within the Fox Valley.
- **Number of businesses** encouraging their employees to walk or bike to work.
- **Number of students (or trips saved from)** participating in walking school bus programs or cycle trains.
- **Number of riders and amount of miles** for the Fox Valley Bike Challenge
- **Percentage of funding** for bicycle and pedestrian projects and program (local, MPO, state, federal, and private funds).

### REGIONAL NETWORK RECOMMENDATIONS

- County Highway JJ./Edgewood Drive
- Connection to High Cliff State Park
- Additional connections over the Fox River (USH 41 and STH 441)
- Oneida Street
- County Highway II / Winchester Road
- Commercial Street, Neenah
- Wisconsin Avenue from Greenville to Kaukauna
- Connections to the Fox River Mall and other commercial areas
- State Highway 47 from Menasha to Appleton
- County Highway CB to the North
- State Highway 76 Connecting Greenville to Oshkosh
- County Highway A between Neenah and Oshkosh
- Connection to Winneconne and Omro
- State Highway 45 connecting to



Railroad Crossing, Newberry Street

## FUNDING, FINANCING, AND IMPLEMENTATION

Local municipalities should consider funding and financing bicycle and pedestrian facilities during their capital improvement program process. As roadway projects come through the local municipalities' capital improvement program, bicycle and pedestrian facilities should be considered. It is easier to develop in bicycle and pedestrian accommodations versus retrofitting the bicycle and pedestrian accommodations after a roadway has recently been reconstructed.

State and federal grant programs should be used to supplement local funds in the development of bicycle and pedestrian facilities. However it should be noted that if communities awarded state or federal grant funds for bicycle and pedestrian accommodations that state and federal requirements will need to be met with the project. Typically state and federal grants will require a local match.



County Highway Y—Oshkosh

East Central Wisconsin Regional  
Planning Commission  
400 Ahnaip Street, Suite 100  
Menasha, WI 54952  
920.751.4770  
[www.ecwprc.org](http://www.ecwprc.org)

The Appleton (Fox Cities) and Oshkosh Bicycle and Pedestrian Plan was funded by the Wisconsin Department of Transportation and prepared by the Appleton (Fox Cities) and Oshkosh Bicycle and Pedestrian Steering Committee. For additional information, please contact Melissa Kraemer Badtke, Associate Planner, at 920.751.4770 or visit <http://fcompo.org/planning-activities/bicycle-and-pedestrian-planning/>.

## RECOMMENDATIONS

### ~ Education ~

*Increase public and political awareness of the need for the benefits of bicycle and pedestrian facilities and a well interconnected multimodal transportation network.*

- Establish an annual report on the state of walking and bicycling including but not limited to miles of facilities, number of programs, and policies within the region.
- Educate drivers (including young drivers) about interacting/sharing the road with cyclists and pedestrians.
- Calculate benefits of local projects (i.e. economics, health, etc.).
- Partner with local parks and recreation departments and schools to offer summer bicycling classes.
- Work with local municipalities to develop site visits for elected officials to experience walking or bicycling.

### ~ Encouragement ~

*Encourage more residents to walk and/or bike as a means to reduce dependence on the automobile, conserve energy, and increase physical activity.*

- Continue to work with local organizations and municipalities to expand and promote the Fox Valley Bike Challenge.
- Provide bicycle parking at local businesses, employment centers, recreational facilities, etc.
- Establish an information website or app showing routes and locations of bicycling and walking facilities.
- Develop walking school bus programs and/or cycle trains with local schools.
- Work with local organizations and municipalities to develop a Cyclovía (an event that closes the streets temporarily for bicycle and pedestrian use only—Ride the Drive in Madison).

### ~ Enforcement ~

*Improve safety, reduce conflicts, and build mutual awareness and respect between motorists, bicyclists, and pedestrians by improving enforcement of all multimodal transportation laws.*

- Partner with local law enforcement in bicycle and pedestrian education efforts.
- Work with local police departments and other organizations to develop a bicycle patrol program.
- Work with local law enforcement to provide positive reinforcement of "Doing It Right" with residents and youth.
- Develop a Pedestrian Enforcement Campaign.

### ~ Engineering ~

*Improve the connections between bicycle, pedestrian, and transit networks within the Appleton (Fox Cities) and Oshkosh Urbanized Areas by identifying gaps, barriers and needed multimodal facilities.*

- Develop the Regional Bicycle and Pedestrian Network.
- Develop Complete Streets Policies for communities within the Appleton (Fox Cities) and Oshkosh MPOs.
- Develop a dedicated funding source for implementing bicycle and pedestrian facilities and programs (both at the local and the MPO levels).
- Develop way finding signage for bicycling and pedestrian facilities.

### ~ Evaluation ~

*Establish criteria to evaluate the education, encouragement, enforcement, and engineering components of existing and future bicycle and pedestrian planning efforts, programs, and facilities.*

- Work with local organizations and municipalities to develop a bicycle and pedestrian count process and conduct bicycle and pedestrian counts.
- Develop an annual benchmarking report on the state of walking and bicycling within the Fox Valley.
- Develop a Local Economic Impact Study for the Appleton (Fox Cities) and Oshkosh MPOs.

328 Center St.  
Neenah, WI 54956

To : The Director of Public Works  
1900 Grand Chute Blvd.  
Appleton, WI 54913

Dear Director of Public Works,

I, Jennifer Brahm and Lydia Schmalz, are proposing to request the use of the top two levels of the parking ramp behind Drinks Inc. on Division Street on the date of July 26<sup>th</sup>, 2014 from approximately 4:00 PM until the tentative time of 2:00 AM.

The reason for our request is that we would like to hold a social car gathering event during that time. We have searched other areas, and found that the most appealing space for this event would be this particular parking ramp. We believe that we are very equipped and well prepared to take on the level of responsibility that is required for holding a gathering such as this.

First and foremost, I have experience in holding successful car gatherings in the past. Also, being that we are both females with well respected cars, we hold a higher level of respect in our local car community which will ensure good behavior during this gathering, and we have many friends who will help us maintain the level of respect we expect from the attendees.

Benefits of this gathering are great in which many of the businesses surrounding the event will prosper with clientele and volume. I work for a local business on the Avenue, and I know many of the service workers who will benefit from this. Being that the ramp has the \$2.00 fee, I believe that this will ensure a low traffic flow and the cars will most likely stay there for the evening. If patrons wish to get food, drinks, etc, they will be walking-distance from the many businesses which provide these. There will be absolutely no alcoholic beverages allowed at this event. I have also acquired permission from Drinks Inc. and Luna for the use of their restroom facilities during this time.

While using this facility, we will supply our own waste bins, and garbage will be disposed of in the correct manner. We will leave the parking ramp just as clean as it had been before we arrived.

All of the people involved are donating their time and equipment, so there will be no personal profit made. We do, however, have friends who are trying to develop a business and a name for themselves. Therefore, including the cars, we will have tents which will showcase their small business items such as stickers, clothing, parts, photography and other lifestyle items. In addition, we will have two DJ's that wish to donate their time and utilize our event as a means to advertise their services and build a larger following.

The idea of what we would like to accomplish, is a successful and fun car gathering that will be pleasant to attend. People in the Midwest don't have very much excitement over gatherings such as the event we are planning, and we would like to try and bring that back. Lydia and I are not expecting that of which you see in the Fast and Furious movies, and we understand that any consequences from this event will be brought back to us. We do not wish for that kind of negative attention, and we will communicate that to everyone attending.

Upon making this request, we would love the chance to personally meet and discuss any questions and concerns regarding the event. Suggestions on your end would be helpful as well. As I had mentioned earlier, I have held a social gathering such as this before. It was very successful and it brought profit to local businesses as well. It was a great benefit to all who were included and near the event.

We hope you take serious consideration of our request, and we are looking forward to hearing from you in the near future.

Sincerely,

Jennifer Brahm

715.614.1485

Jen86timeless@gmail.com

Lydia Schmalz

920.659.1352

lschmalz@bergstromauto.com





## MEMO

---

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

**TO:** Municipal Services Committee

**FROM:** Paula Vandehey, Director of Public Works *PAV*

**DATE:** April 16, 2014

**SUBJECT:** Concerns regarding request to use the Green Parking Ramp for a car show event.

---

The City of Appleton's Special Event Committee shared the following concerns with me regarding the request to use the Green Parking Ramp for a car show event:

- Car versus pedestrian safety concerns – Blocking vehicle access? Forced U-turns / Backing?
- Visual Obstructions – Limited surveillance opportunities
- Emergency response limitations (minimal vertical clearance)
- How do you deal with existing parked cars?
- Potential damage to existing parked cars
- Limited ability to control carry-in food and alcohol
- Cigarettes / Smoking in Ramp
- Trash / Littering / Cleanup
- Is there sufficient lighting for large gatherings?
- Limited access to electrical power and water
- No restroom facilities – Limited porta-pot delivery access
- Difficult to secure tents or display items on the upper levels of ramps during windy conditions
- Potential loss of parking revenue

Based on these concerns, staff recommends that the request for an exception to the City of Appleton Parking Ramp Usage Policy be denied.



Linda DeWitt

---

**From:** Keith Bredael, APD  
**Sent:** Thursday, April 10, 2014 2:23 PM  
**To:** Linda DeWitt  
**Subject:** RE: Top Shelf Special Event

Linda,

First it's the location that cannot be monitored from the road. Response time for emergencies would take a while having to drive thru the ramps. We don't encourage people hanging out in the ramps due to vehicle break ins extra and wrong doing. There is no way to control who would be involved in the event or how to get that many people out safely in case of an emergency. I know some first responders would not be able to get their vehicles into the ramp. Bathrooms are an issue. Encouraging people to use the restrooms in the bar would not be good, esp. underage people who could be attending. You can expect indecent conduct with people relieving themselves between cars. The added amount of vehicle traffic, could result in a higher probability of an accident in the ramp. I like the car show aspect, not the location. A park or parking lot would be more of a desirable location. This sounds like a group of people just wanting to hang out. It is not a fundraiser or for any time of cause like most events that occur in the city are. Power to run electronics is an issue as well. Hope this helps.

Keith

Linda DeWitt

---

**From:** Steve.Patterson  
**Sent:** Monday, April 14, 2014 9:17 AM  
**To:** Linda DeWitt  
**Subject:** RE: Top Shelf Special Event

Representing the Fire Department, we have some concerns, but not enough to warrant denial of this event.

Rather, our comment involves future events that may follow this. Once the door is open, it's open to all. Is it unreasonable to assume other clubs/groups will take notice when City ramps are approved to use for assembly of people? Precautions need to be discussed by City staff to prevent issues at future events; fire extinguishers may be needed, which seems to an expense borne by the City. And *no smoking* signs may be needed to prevent problems in the future, too, if the ramps are used to assemble people. Are we preparing in the 2015 budget to add fire prevention in the ramps due to a change in how they are used?

---

## Paula Vandehey

---

**From:** Linda DeWitt  
**Sent:** Thursday, April 17, 2014 11:09 AM  
**To:** Paula Vandehey  
**Subject:** FW: Top Shelf Special Event

Here is what I received from Tim Mirkes.

**From:** Tim Mirkes  
**Sent:** Thursday, April 10, 2014 3:54 PM  
**To:** Linda DeWitt  
**Subject:** RE: Top Shelf Special Event

From the Health perspective, they are not serving food, so no concern there. But they intend to have amplified music (probably from a car stereo) so noise may be an issue, but, they are not *required* to obtain a noise variance... So, really no Health issues.

Tim Mirkes, RS  
Environmental Supervisor  
Appleton Health Department  
100 N Appleton Street  
Appleton, WI 54911  
(920) 832-6429 Fax (920)832-6429  
[Tim.Mirkes@Appleton.Org](mailto:Tim.Mirkes@Appleton.Org)



Find us on  
**Facebook**

Watch us on



## Paula Vandehey

---

**From:** Linda DeWitt  
**Sent:** Thursday, April 17, 2014 11:09 AM  
**To:** Paula Vandehey  
**Subject:** FW: Top Shelf Special Event

Here is what I received from Barb Limpert.

**From:** Barb Limpert  
**Sent:** Tuesday, April 15, 2014 11:42 AM  
**To:** Linda DeWitt; Steve Patterson; Keith Bredael; Tim Mirkes; Ross Buetow; Dale VandeWalle  
**Cc:** Maureen Hanley  
**Subject:** RE: Top Shelf Special Event

Linda,

There are Safety, Health and Risk concerns if the Top Shelf Event was held on the top of the Washington St Ramp.

Some of the concerns that were discussed at the Special Events Committee Meeting are listed below:

- 1) Pedestrian traffic in an area that is used for vehicles could be a dangerous.
- 2) A Fire truck or ambulance cannot get to the top of the ramp.
- 3) Electrical service is questionable for the D.J. & the vendors.
- 4) No bathrooms
- 5) Attendees may bring in their own food & alcohol.
- 6) Trash & spills
- 7) Unsecured tents or display items could be blown from the ramp and this would be hazardous to people on the sidewalks. (An attendee at Appleton's Farmers Market was struck by a patio style umbrella that was blown over by the wind and the person died.)
- 8) Past requests for Events in the Ramps were denied and it would be difficult to deny future requests if this event is allowed.

It is my recommendation that a Park would be a better location for this event.  
Let me know if I can provide additional information.

Barbara Limpert  
Risk Manager  
City of Appleton  
100 N Appleton St  
Appleton, WI 54915

P (920) 832-6300  
F (920) 832-5845  
[barb.limpert@appleton.org](mailto:barb.limpert@appleton.org)

~ 335'







"...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**

April 16, 2014

Robert Hausserman  
9599 W. Charleston Boulevard  
Las Vegas, NV 89117

John Landin  
430 E. First Avenue  
Appleton, WI 54911

RE: Proposed sidewalk on First Avenue

Dear Mr. Hausserman and Mr. Landin:

The City of Appleton received a request from a neighborhood resident to complete the sidewalk on the north side of First Avenue between Autumn Ridge Court and Drew Street. Currently, sidewalk exists along the north side of First Avenue from the west City Limits to Rankin Street. The City's Sidewalk Installation Policy states *"Sidewalks shall be installed along the one side of any residential block in which sidewalks exist along 50% of that side of that block."*

The recommendation to install sidewalk along approximately 50 feet of First Avenue (adjacent to your property) and the handicap ramp at the northwest corner of First Avenue and Drew Street will be discussed at the April 22, 2014 meeting of the Municipal Services Committee at 5:30 pm in Committee Room 6A, Sixth Floor, City Center. Please feel free to attend this meeting.

Sincerely,

Paula Vandehey, P.E.  
Director of Public Works

Attachment









925 W. Parkway Blvd. 464



925 W. Parkway Blvd. 465

# 2013/2014 Snow Events - Neglected Sidewalk Program

Current Date & Time: Wednesday, April 16, 2014 1:20 PM

Event No.	START of Snow Event Date / Time	END of Snow Event Date / Time	Time since END of most recent Snow Event (Hours)	Is 36-hour Criteria met?	BEGIN Accepting NEW Complaints (CSR's) Date Time	STOP Accepting NEW Complaints (CSR's) Date Time
1	Tuesday, December 3, 2013 2:00 PM	Tuesday, December 3, 2013 7:00 PM	187.00	YES	Thursday, Dec. 5, 2013 7:00AM	Wednesday, Dec. 11, 2013 2:00PM
2	Wednesday, December 11, 2013 2:00 PM	Thursday, December 12, 2013 7:00 AM	38.00	YES	Friday, Dec. 13, 2013 7:00PM	Friday, Dec. 13, 2013 9:00PM
3	Friday, December 13, 2013 9:00 PM	Saturday, December 14, 2013 11:00 PM	40.00	YES	Monday, Dec. 16, 2013 11:00AM	Monday, Dec. 16, 2013 3:00PM
4	Monday, December 16, 2013 3:00 PM	Tuesday, December 17, 2013 9:00 AM	68.00	YES	Wednesday, Dec. 18, 2013 9:00PM	Friday, Dec. 20, 2013 5:00AM
5	Friday, December 20, 2013 5:00 AM	Friday, December 20, 2013 1:00 PM	39.00	YES	Sunday, Dec. 22, 2013 1:00AM	Sunday, Dec. 22, 2013 4:00AM
6	Sunday, December 22, 2013 4:00 AM	Monday, December 23, 2013 7:00 PM	28.00	NO. New snowfall has occurred within 36 hrs.	NO	-
7	Tuesday, December 24, 2013 11:00 PM	Wednesday, December 25, 2013 9:00 AM	384.00	YES	Thursday, Dec. 26, 2013 9:00PM	Friday, Jan. 10, 2014 9:00AM
8	Friday, January 10, 2014 9:00 AM	Saturday, January 11, 2014 1:00 PM	65.50	YES	Monday, Jan. 13, 2014 1:00AM	Tuesday, Jan. 14, 2014 6:30AM
9	Tuesday, January 14, 2014 6:30 AM	Tuesday, January 14, 2014 11:00 PM	43.00	YES	Thursday, Jan. 16, 2014 11:00AM	Thursday, Jan. 16, 2014 6:00PM
10	Thursday, January 16, 2014 6:00 PM	Friday, January 17, 2014 5:00 PM	106.00	YES	Sunday, Jan. 19, 2014 5:00AM	Wednesday, Jan. 22, 2014 3:00AM
11	Wednesday, January 22, 2014 3:00 AM	Wednesday, January 22, 2014 5:00 PM	82.00	YES	Friday, Jan. 24, 2014 5:00AM	Sunday, Jan. 26, 2014 3:00AM
12	Sunday, January 26, 2014 3:00 AM	Sunday, January 26, 2014 5:00 PM	90.00	YES	Tuesday, Jan. 28, 2014 5:00AM	Thursday, Jan. 30, 2014 11:00AM
13	Thursday, January 30, 2014 11:00 AM	Thursday, January 30, 2014 5:00 PM	300.00	YES	Saturday, Feb. 1, 2014 5:00AM	Wednesday, Feb. 12, 2014 5:00AM
14	Wednesday, February 12, 2014 5:00 AM	Wednesday, February 12, 2014 3:00 PM	18.00	NO. New snowfall has occurred within 36 hrs.	NO	-
15	Thursday, February 13, 2014 9:00 AM	Thursday, February 13, 2014 10:00 PM	79.00	YES	Saturday, Feb. 15, 2014 10:00AM	Monday, Feb. 17, 2014 5:00AM
16	Monday, February 17, 2014 5:00 AM	Monday, February 17, 2014 8:00 PM	1385.34	YES	Wednesday, Feb. 19, 2014 8:00AM	Continue to Accept
17	Friday, February 28, 2014 3:00 PM	Saturday, March 1, 2014 5:00 PM	1100.34	YES	Monday, Mar. 3, 2014 5:00AM	Continue to Accept
18	Monday, March 3, 2014 11:00 PM	Tuesday, March 4, 2014 1:00 PM	1032.34	YES	Thursday, Mar. 6, 2014 1:00AM	Continue to Accept
19						
20						
21						

Received Complaint on Friday, February 21<sup>st</sup>  
Contractor placed salt on Monday, February 24<sup>th</sup>



## Paula Vandehey

---

**From:** Bernie Kressner <nmgom@earthlink.net>  
**Sent:** Monday, April 14, 2014 3:16 PM  
**To:** Paula Vandehey  
**Subject:** Special Assessment for Kristie Andrews, 925 W Parkway Blvd

Hello, Paula...

Thank you for returning my call and talking to me personally.

I am the POA for Kristie Andrews, a stroke victim who received the special assessment, ".jpg" copy\*\* attached.

I have no idea who could have complained, since I spoke to "Judy", Kristie's regular mail carrier today; and she knows of the side-walk issue with icing and some sunken areas that make complete drainage impossible. But that has not bothered her in her route all these years.

This year has been particularly rough with snow, cold temperatures, and repeated freezing.

I help Kristie out with snow-blowing of both driveway and side walk, and she goes out (walking awkwardly) to try to keep up with salt applications.

If there was an issue with slippery conditions on the driveway area or, it could not have been more than a day or two after a snowfall.

Attached are some ".jpg" photos of the "trench" that occurs between the boulevard and her lawn, as far as her property-line goes, and a bit beyond. (CIRCLED IN RED.)

They were taken this morning after today's snowfall.

Even the sidewalk area by the driveway shows blockage caused by the apron concrete; and ice puddles form there as well, making salt ineffective. (CIRCLED IN RED.)

(Question: Did the problem occur on Kristie's part of the sidewalk, or the continuation of the side walk westward to the adjoining property?)

As you can see, the concrete sidewalk plates could be raised, or the boulevard leveled, or drainage channels/pipes put in to help the ice-accumulation problem.

As I mentioned in my phone call, applying salt to the sunken sidewalk does little good when there is just a puddle that forms and then refreezes into glare ice.

Hence, we request that the \$75 assessment be waived.

There were plenty of slippery conditions all over Appleton this winter, and why this is an issue now, for Kirstie, I just don't understand.

If someone complained, I can't imagine who it could have been, or if someone was just "picking on" Kristie. This has just never happened before, and she has been here for about 25 years!

There will never be any perfect summertime sidewalk conditions with the type of winter we just had, when there are continual snowfalls.

"Dry sidewalk" conditions this year were just not achievable.

People must be expected to exercise great care when walking on sidewalks, or streets, or parking lots, or any other outdoor surfaces.

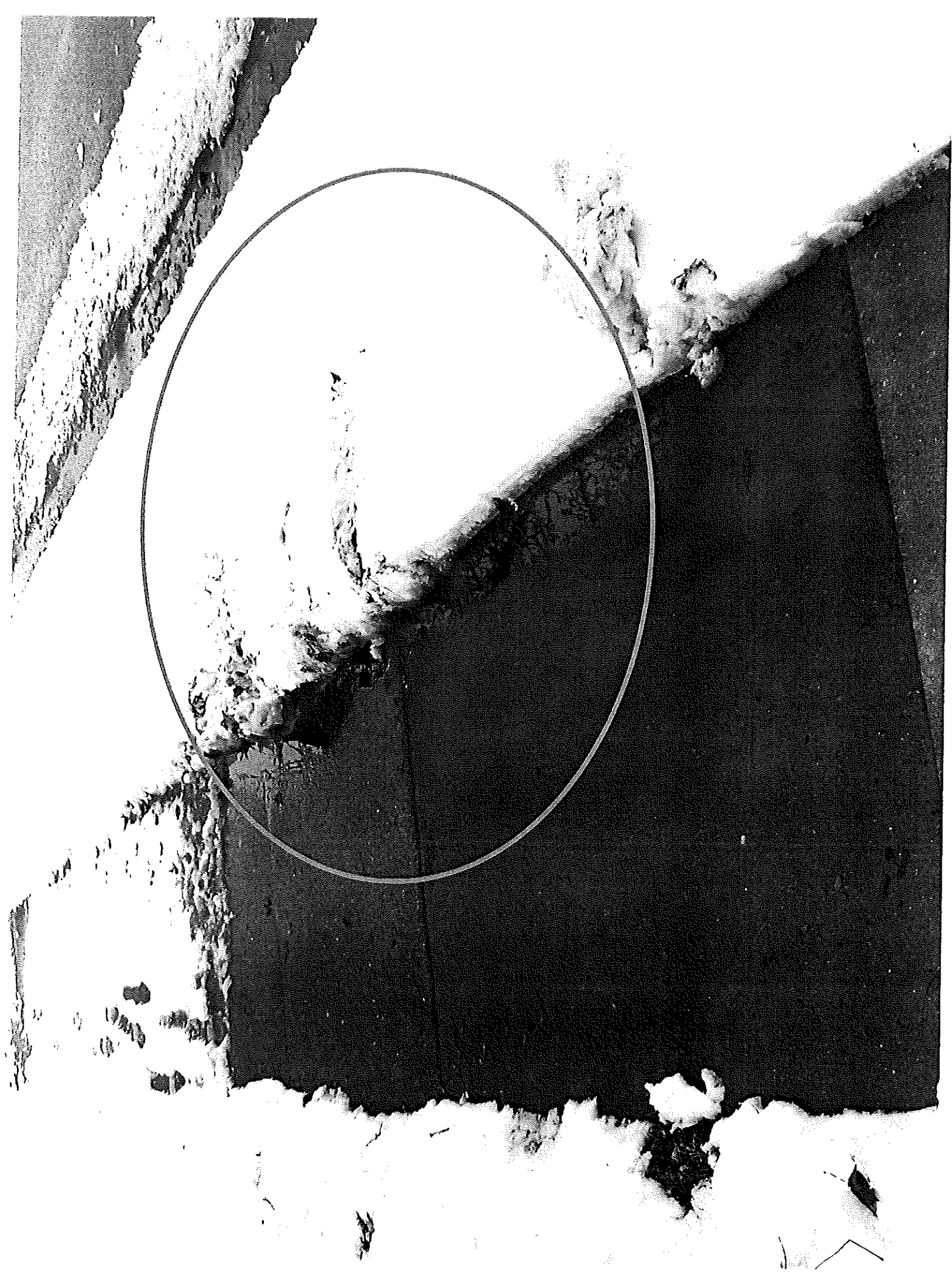
Obviously, the success of salt usage depends on having proper drainage of the melt-water formed, and that just can't happen in the two photos attached. And under those conditions, the use of salt with subsequent refreezing often makes things worse not better.

Regards,  
Bernie Kressner  
POA for Kristie Andrews

\*\* If you need attachments sen to you as ".pdf's" instead, just let me know.

-----







"... 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:** Michael Hardy, Assistant City Traffic Engineer  
**Date:** April 15, 2014  
**Re:** New Parking Restrictions; 1400-1600 S. Jefferson Street & 400 E. Maple Street  
*Follow-up 90-Day Trial*

At the December 10, 2013 meeting of the Municipal Services Committee, the Traffic Section was authorized to conduct a 90-day trial to create new parking restrictions on 1400-1600 S. Jefferson Street and 400 E. Maple Street near St. Elizabeth (Affinity) campus. Concerns stemmed from safety issues when cars would park on both sides of Jefferson Street and Maple Street during week days. The on-street parking situation seems to be caused by the displacement of vehicles from St. Elizabeth's construction of the new bed tower.

The changes appear to have been well received by the neighborhood (we have not received any correspondence regarding this issue from nearby property owners). Based on this, I recommend enacting the permanent ordinances as designated in the 90-day trial.

**To accomplish this, the following ordinance action is required:**

1. **Create:** "Parking be prohibited on the west side of Jefferson Street from Maple Street to a point 40 feet north of Maple Street."
2. **Create:** "Parking be prohibited on the west side of Jefferson Street from Maple Street to a point 40 feet south of Maple Street."
3. **Create:** "Parking be prohibited on the east side of Jefferson Street, from 7 a.m. to 5 p.m., except Saturdays, Sundays and Holidays, from Maple Street to Fremont Street."
4. **Create:** "Parking be prohibited on the east side of Jefferson Street, from 7 a.m. to 5 p.m., except Saturdays, Sundays and Holidays, from Maple Street to a point 575 feet south of Maple Street."
5. **Create:** "Parking be restricted to two hours from 7 a.m. to 5 p.m., except Saturdays, Sundays and Holidays, on both sides of Maple Street from Jefferson Street to Jackson Street."