

# **City of Appleton**

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

# **Meeting Agenda - Final-revised Municipal Services Committee**

Monday, May 22, 2017 4:30 PM Council Chambers, 6th Floor

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

<u>17-780</u> Minutes from May 9, 2017

Attachments: Minutes from May 9, 2017.pdf

# 4. Public Hearings/Appearances

### 5. Action Items

<u>17-783</u> Anticipated award to Unit Q-17 Pavement Marking (Paint) Contract.

17-684 Request from Mark Morgan to not have terrace trees planted per the City of Appleton's Tree Planting Policy at 2311 E. Highpond Crossing.

Attachments: Mark Morgan-2311 E. Highpond Crossing.pdf

### Legislative History

5/9/17 Municipal Services recommended for denial

Committee

5/17/17 Common Council referred to the Municipal Services

Committee

Although this item was moved and seconded, after the amendment this item was referred back by Alderperson Konetzke. No vote was taken on the item as

amended.

5/17/17 Common Council amended

## 17-786 Resolution #11-R-17

May 17, 2017

Submitted by: Alderperson Siebers - District 1 Referred to: Municipal Services Committee

Whereas Clark Street is a very narrow residential street,

Whereas there are no terraces on North Clark Street and the sidewalks abut right up to the street,

Whereas there are families with small children living on North Clark Street.

Whereas research has shown that children under 14 are far more likely to be hit by a car on a street with a speed limit for 25 miles per hour or more,

Whereas a common complaint of those living on North Clark Street has been the speed of many cars using North Clark Street,

And Whereas cities across the United States are starting to lower speed limits in residential neighborhoods for safety reasons.

Therefore be it resolved.

That the speed limit in the 500 and 600 block of North Clark Street be reduced to 20 mph, if not 15

## 6. Information Items

<u>17-787</u> Appleton receives Bike Friendly Community Silver designation.

Attachments: Bike Friendly Community Siver designation.pdf

<u>17-788</u> Street light installation on Vantage Drive and Milis Drive.

Attachments: Street light installation on Vantage Drive and Milis Drive.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. Please contact Paula Vandehey at 920-832-6474 if you have any questions.



# City of Appleton

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

# Meeting Minutes - Final Municipal Services Committee

Tuesday, May 9, 2017

4:30 PM

Council Chambers, 6th Floor

Call meeting to order

Meeting went into Recess

Meeting Reconvened

2. Roll call of membership

Present: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

Approval of minutes from previous meeting

17-659

Minutes from April 25, 2017

Attachments:

Minutes from April 25, 2017.pdf

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

4. Public Hearings/Appearances

5. Action Items

17-660

Request from Kris Sarver, 1400 E. Amelia Street, to have his sidewalk

snow removal bill of \$75 waived.

Attachments:

1400 E Amelia-fee waived.pdf

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-661

Request from Eric Ehmann, 49-51 Valerie Drive, to have his sidewalk

snow removal bill of \$75 waived.

Attachments:

49-51 Valerie-fee waived.pdf

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-662

Request from Garry Kunstman, 703 E. Goodall Street, to have his sidewalk snow removal bill of \$75 waived.

Attachments:

703 E Goodall-fee waived.pdf

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

Aye: 3 - Coenen, Konetzke and Martin

Nay: 2 - Croatt and Dannecker

17-663

Request from Andrew Graf, 1731 N Briarcliff Drive, for a variance to the Street Terrace Policy to install a 10-foot high hedge along the entire front yard within the street right-of-way.

Attachments: 1731 N Briarcliff-variance.pdf

Amend item 17-663 to require a 5 foot minimum setback from the back of curb to the face of the shrubbery and also require a hold harmless agreement from the property owner. Konetzke motion, 2nd by Coenen. Amendment passed 4-1 (Dannecker).

Konetzke 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, Konetzke and Martin

Nay: 1 - Dannecker

17-664

Approve Temporary Honorary Street Name Policy.

Attachments: Temporary Honorary Street Name Policy.pdf

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-683

Request from Antojitos Mexicanos Restaurant for a Street Occupancy Permit to set up heater lamps within the College Avenue beautification strip at 204 E. College Avenue.

Attachments: Antjitos Mexicanos Restaurant-heat lamp.pdf

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

<u>17-684</u>

Request from Mark Morgan to not have terrace trees planted per the City of Appleton's Tree Planting Policy at 2311 E. Highpond Crossing.

Attachments:

Mark Morgan-2311 E. Highpond Crossing.pdf

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

Aye: 3 - Konetzke, Martin and Dannecker

Nay: 2 - Croatt and Coenen

17-589

Approve Intergovernmental Agreement with the Town of Grand Chute for Lanser Road and the Green Grove Plat contingent upon Council approved budget adjustment.

Attachments:

Intergovernmental Agreement Lanser Lane and Green Grove

Plat.pdf

Item 17-589 held until May 23, 2017

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-699

Award "virtual chalking" parking enforcement system to Tannery Creek Systems, Inc. in the amount of \$68,000.

Attachments:

Award of virtual chalking.pdf

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

17-689

### Resolution #9-R-17

May 3, 2017

Submitted by: Alderperson Meltzer - District 2 Referred to: Municipal Services Committee

Whereas the residents in neighborhoods along Lawe Street between College Avenue and Hancock Street are concerned about truck traffic in the area, and

Whereas alternate truck routing has been used in the past when Lawe Street was under construction, Therefore be it resolved that the city explore the feasibility of an alternate truck route.

Item 17-689 referred to staff.

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

### 6. Information Items

<u>17-665</u> Update on Railroad Quiet Zone participation by the Town of Grand

Chute.

Attachments: Quiet Zone-Grand Chute.pdf

17-667 Inspections Division Permit Summary Comparison Report for April,

2017.

Attachments: Inspections Divison Permit Summary Comparison Report April,

2017.pdf

# 7. Adjournment

Konetzke moved, seconded by Dannecker, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

# Paula Vandehey

From:

Paula Vandehey

Sent:

Tuesday, April 25, 2017 2:31 PM

To:

Mike Michlig

Subject:

Fwd: Tree Donation

He can appeal to Muni Services Committee.

Paula

Sent from my iPhone

Begin forwarded message:

From: Mark Morgan <mark.morgan@twineagle.com>

Date: April 25, 2017 at 1:57:32 PM CDT

To: Mike Michlig < Mike.Michlig@Appleton.org>

Cc: Paula Vandehey < Paula. Vandehey@Appleton.org >, Nathan Loper < Nathan. Loper@Appleton.org >

Subject: RE: Tree Donation

Thank you for the prompt response Mike. I do take exception to the fact that plantings are "not optional". I can appreciate what the City is trying to accomplish but you need to be mindful of what neighborhood you are in. I've spent in excess of \$100,000 on my landscape including plantings. In that landscape plan I would never even contemplate putting in something as young and unsightly as what I've seen in the neighborhood thus far. As far as the "markings" on the terrace, there are none on mine. If you would rather me take this issue up with someone else in your department please let me know.

MM

# MARK T. MORGAN

VICE PRESIDENT WHOLESALE NATURAL GAS | ENERGY SERVICES

TWIN EAGLE TM
100 WEST LAWRENCE STREET
APPLETON, WI 54911
920.831.2526 office
920.450.4908 cell
twineagle.com

From: Mike Michlig [mailto:Mike.Michlig@Appleton.org]

Sent: Tuesday, April 25, 2017 7:38 AM

To: Mark Morgan < mark.morgan@twineagle.com>

Cc: Paula Vandehey < Paula. Vandehey @ Appleton.org >; Nathan Loper < Nathan. Loper @ Appleton.org >

Subject: RE: Tree Donation

Mark,

Thank you for the email and voicemail.

The tree planting on newly constructed streets is part of the construction process. The trees are an important part of the streetscape and the neighborhoods in which they are planted. The tree planting is not optional. I can look into adjusting the location of each of the trees on your terrace if you have concerns with where they are marked.

The trees that were selected for Highpond Crossing are Swamp White Oaks. They were just delivered to our nursery and they look great. I am not sure which trees you were referring to that "look terrible".

The City of Appleton plants a wide variety of tree species, some of which are not the most attractive when they are young. They do however grow to be outstanding trees. The trees on Purdy Parkway are a mixture of Skyline Honey Locust and Kentucky Coffee Trees. Each of those trees are a bit of an ugly duckling, but they do grow out of it in a few years.

We are beginning our tree planting program on Thursday, April 27, starting with the trees on Smoketree, Highpond and Barton.

Please contact me with any additional questions or concerns.

Mike Michlig City Forester

From: Mark Morgan [mailto:mark.morgan@twineagle.com]

Sent: Monday, April 24, 2017 4:03 PM

To: Mike Michlig < Mike.Michlig@Appleton.org>

Subject: Tree Donation

Mike,

As a follow-up to my voicemail, I wish to donate my tree(s) to a location of the city's choosing. I do not wish to have them planted on my terrace.

My address is as follows:

2311 E. Highpond Crossing Appleton, WI

If you should have any questions please let me know.

MM

MARK T. MORGAN VICE PRESIDENT

WHOLESALE NATURAL GAS | ENERGY SERVICES

TWIN EAGLE TM
100 WEST LAWRENCE STREET
APPLETON, WI 54911
920.831.2526 office
920.450.4908 cell
twineagle.com





# DEPARTMENT OF PUBLIC WORKS

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

# CITY OF APPLETON TREE PLANTING POLICY

Trees are planted on new street construction and street reconstruction projects during the planting season following the completion of construction. Trees are also planted on request and as replacement for trees that are removed if space allows.

Species selection is based on the site and its limitations. A wide variety of species are available. Planting of new streets and reconstruction is done on a block by block basis with one species on each block.

# Spacing Requirements:

| 177 |       |         |         |
|-----|-------|---------|---------|
| 1   | 40-60 | lateral | annaina |
| 1.  | -000  | iaiciai | Spacing |

- 2. 60' from approach side of intersections
- 3. 30' from exit side of intersection
- 4. 10' from driveway apròns
- 5. 10' from water shut off valves
- 6. 10' from gas line T's
- 7. 20' minimum from street lights
- 8. Appropriate spacing from existing landscaping

## Guarantee:

All trees carry a full guarantee unless damage or neglected by the homeowner.



# Building a Bicycle Friendly America for everyone

May 3, 2017

Paula Vandehey Director of Public Works City of Appleton 100 N. Appleton Street Appleton, WI 54913

### Dear Paula:

Congratulations to Appleton on your Bicycle Friendly Community designation at the Silver level. This award recognizes the efforts of your community to improve conditions for people who bike. The award will be current for four years, and your designation will be up for renewal in 2021. During that time, your community's report card will be publicly available in our award database: <a href="http://bikeleague.org/bfa/awards#community">http://bikeleague.org/bfa/awards#community</a>.

Enclosed is an award certificate.

If you would like to order Bicycle Friendly Community road signs or other materials, please visit the League store at <a href="https://www.bikeleague.org/bfcstore">www.bikeleague.org/bfcstore</a>.

Once again, congratulations on your efforts to create a great Bicycle Friendly Community. Thank you for your engagement with the Bicycle Friendly Community program and the efforts that you are making to improve conditions for people who bike.

Best Regards,

 $\begin{array}{l} {\sf KEN\ MCLEOD}, Policy\ Director \\ {\sf KEN@BIKELEAGUE.ORG} \mid {\tt 202-621-5447} \end{array}$ 

THE LEAGUE OF AMERICAN BICYCLISTS WWW.BIKELEAGUE.ORG/COMMUNITY

WWW.DIRECEAGGE.GROGOGIIIIIGWITT

We're leading the movement to build a bicycle-friendly America for everyone. Join us.

# THE LEAGUE OF AMERICAN BICYCLISTS since 1880

is pleased to designate

# Appleton, WI

# BICYCLE FRIENDLY COMMUNITY

in recognition of your outstanding efforts to encourage bicycling in your community

2017 - 2021 » SILVER

May



CHAIR, BOARD OF DIRECTORS

PRESIDENT



# APPLETON, WI

TOTAL POPULATION 73,463 TOTAL AREA (sq. miles)

24.9

POPULATION DENSITY 2950

# OF LOCAL BICYCLE FRIENDLY BUSINESSES

# OF LOCAL BICYCLE FRIENDLY UNIVERSITIES

# 10 BUILDING BLOCKS OF

| A BICYCLE FRIENDLY COMMUNITY                                   | Average Gold              | Appleton            |
|--|---------------------------|---------------------|
| High Speed Roads with Bike Facilities                          | 35%                       | 0%                  |
| Total Bicycle Network Mileage<br>to Total Road Network Mileage | 80%                       | 11%                 |
| Bicycle Education in Schools                                   | GOOD                      | ACCEPTABLE          |
| Share of Transportation Budget<br>Spent on Bicycling           | 13%                       | 1%                  |
| Bike Month and<br>Bike to Work Events                          | VERY GOOD                 | GOOD                |
| Active Bicycle Advocacy Group                                  | YES                       | YES                 |
| Active Bicycle Advisory Committee                              | MEETS AT LEAST<br>MONTHLY | EVERY TWO<br>MONTHS |
| Bicycle–Friendly Laws & Ordinances                             | GOOD                      | AVERAGE             |
| Bike Plan is Current and is Being Implemented                  | YES                       | SOMEWHAT            |
| Bike Program Staff to Population                               | 1 PER 36K                 | 1 PER 122K          |

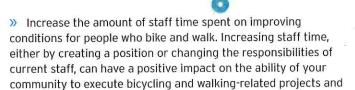
# CATEGORY SCORES

| ENGINEERING Bicycle network and connectivity                   | 4/10 |
|--|------|
| EDUCATION<br>Motorist awareness and bicycling skills           | 4/10 |
| ENCOURAGEMENT Mainstreaming bicycling culture                  | 4/10 |
| ENFORCEMENT Promoting safety and protecting bicyclists' rights | 2/10 |
| EVALUATION & PLANNING Setting targets and baving a plan        | 3/10 |

| KEY OUTCOMES  | Average Gold | _1ppleton |
|---|--------------|-----------|
| RIDERSHIP<br>Percentage of Commuters who bike                   | 5.2%         | 1.0%      |
| SAFETY MEASURES CRASHES Crashes per 10k bicycle commuters       | 291          | 772       |
| SAFETY MEASURES FATALITIES Fatalities per 10k bicycle commuters | 2.6          | 11        |

# KEY STEPS TO GOLD

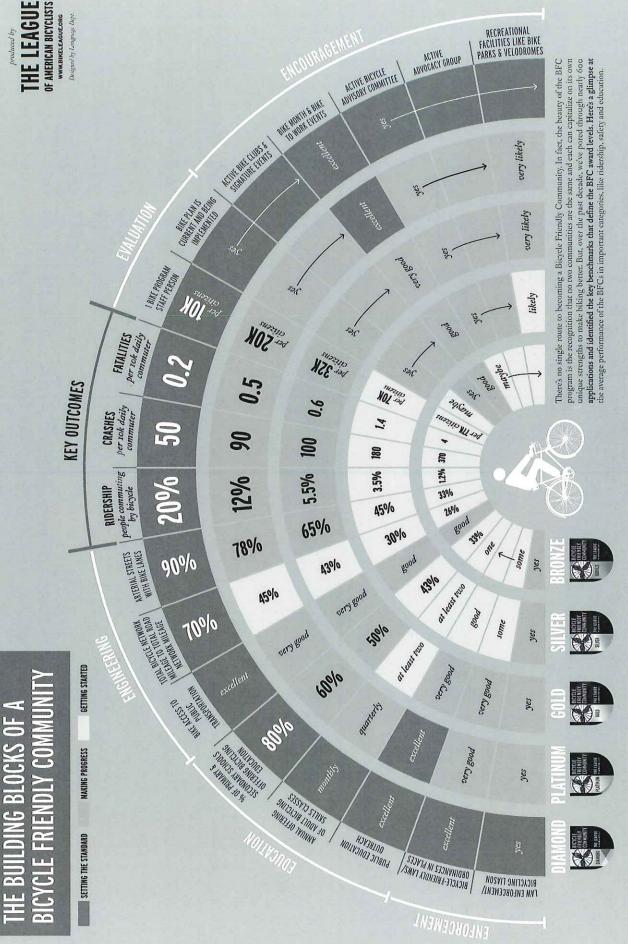
programs.



- » Appleton has adopted several planning documents that have set the stage for bicycling improvements. The next step is implementation and creating a safe, comfortable, and accessible bicycling network. Appleton has a strong base of low-speed streets that should be suitable to bicycling, but there is not an extensive network that allows easy movement throughout the community.
- » Bicycle-safety education should be a routine part of education, for students of all ages, and schools and the surrounding neighborhoods should be particularly safe and convenient for biking and walking. Work with your local bicycle groups or interested parents to expand and improve the Safe Routes to School program to all schools.
- Install a bicycle wayfinding system with distance and destination information at strategic locations around the community, integrating preferred on-street and off-street facilities. Wayfinding may be particularly useful around along routes that may be likely to attract non-regular bicycle riders and at intersections.



# THE BUILDING BLOCKS OF A



| 1  | COMMON INFORMATION                                 |    |          |             |             |          |
|--|--|----|----------|-------------|-------------|----------|
| SEC. WR 3803259  | REQU   |    |          |             |             | •        |
| GAS WR   | X SURVEYOR STAKED ASSEMENT:                        |    |          |             | -           |          |
| CITY / TOWN / VILLAGE: C - APPLETON                      | ATE PROPERTY: WE ENERGIES X CI                     |    |          |             |             | NORTH    |
| CUST/PROJ NAME: CITY OF APPLETON                         | WORK IS APPROX 1200 FT, DIRECTION E OF CLOF        |    |          |             |             |          |
| BETWEEN EISENHOWER & ALLIANCE                            | NEAREST CR   |    | 711      |             |             |          |
| WORK DESCRIPTION: INSTALL LED LIGHTING ALONG VANTAGE     | ELECTRIC INFORMATION                               | (  |          |             |             |          |
| DRIVE PRIOR TO STREET WORK BY CITY OF APPLETON           | OPER MAP #: 3906-8984-02 FEEDER/LINE #: FLPK54 ABC | 2  | \<br>!   |             |             |          |
| PREPARED BY: ANDY ROOYAKKERS                             | CATV JOINT USE #: TEL JOINT USE #:                 |    |          |             | _           |          |
| E-MAIL: ANDREW, ROOYAKKERS@WE-ENERGIES, COM              | PROPOSED GAS SERVICE INFORMATION                   | \  |          | ID          |             |          |
| OFFICE #: 920-380-3476 CELL #: 920-858-4857              | MTR SIZE: MTR TYPE: PRES: EFV                      | \  |          | FNDFAVOR    |             |          |
| PAGER #: 10 #: 26057                                     | SERV PIPE SIZE: MATERIAL: MATERIAL:                | \  |          | 1           |             |          |
| PROJECT ID: CGS #:                                       | MTR LOC: FT. OF CORNER CURB VLV                    |    |          | 1=          | \           | <b>ア</b> |
| DATE PREPARED: 4/26/17 DATE REVISED:                     | CONSTRUCTION TYPE:                                 |    |          | KI          | \           |          |
| RAILROAD PERMITTING/FLAGGING REQUIRED 🗌 YES 🗶 NO RR NAME | RR NAME  |    |          | A           | \           |          |
| CORROSION CONTACT: NA                                    | PHONE#:  |    |          | 7           | \           |          |
| JOB INFO:  |  |    |          |             | \           |          |
| SECTION / TOWN / RANGE: SE1/4 SEC4, T20N, R18E           |  |    | LOVE     |             | ¥           |          |
| SITE VISIT COMPLETED BY: ANDY BOOYAKKERS                 | Excavation and shoring                             |    | VAINIAGE | SHEET SHEET | ěs<br>st    |          |
| OT E VIOL COMMITTEE OF TAXABLE WAS ASSESSED.             |  |    |          | 4           |             |          |
| JOB OWNER: STACY CZAJKOWSKI (920) 380-3346               |  | _  | Ξ        |             | ۲_          |          |
| CONTINGENCIES & COMMENTS:                                | 5. Lock out - Tag out<br>6. Seat helts             | LS | ICI      |             | 13.         |          |
| DIGGERS HOTLINE REQUIRED                                 | 7. Securing parked vehicles                        | Эſ | ΝŁ       |             | <b>/</b> /\ |          |
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|  |  |    |          |             |             |          |
| VANTAGE DR WRS:  |  |    |          |             |             |          |

**CITY OF APPLETON** RESPONSIBLE FOR ALL RESTORATION

MIDWAY

SHEET NO.

CUSTOMER HAS REVIEWED AND APPROVES SKETCH

DATE CUSTOMER'S SIGNATURE OF APPROVAL

12:34:40 PM U:\Data\@Work Management\Fox Valley\Wisc\@WISC 3800000 - 3819999\3803259\3803259\_SKETCH.dgr

4/26/2017

WITHIN EASMENTS ON PRIVATE

**ELEC WILL BE INSTALLED** 

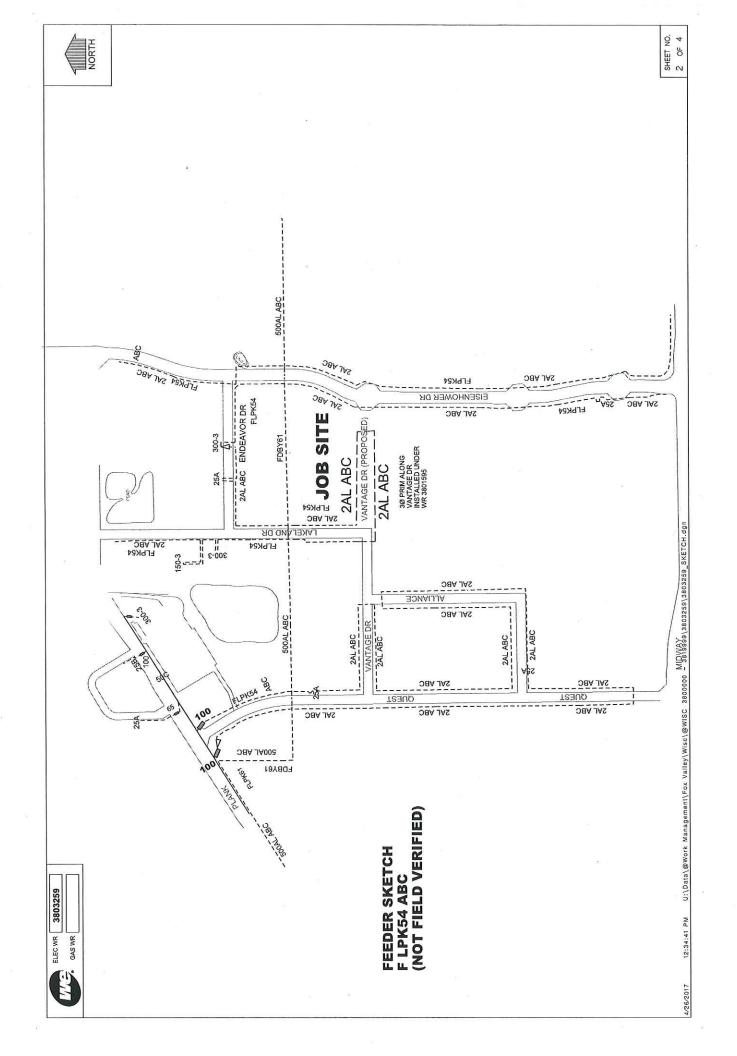
3803259: STREET LIGHTING

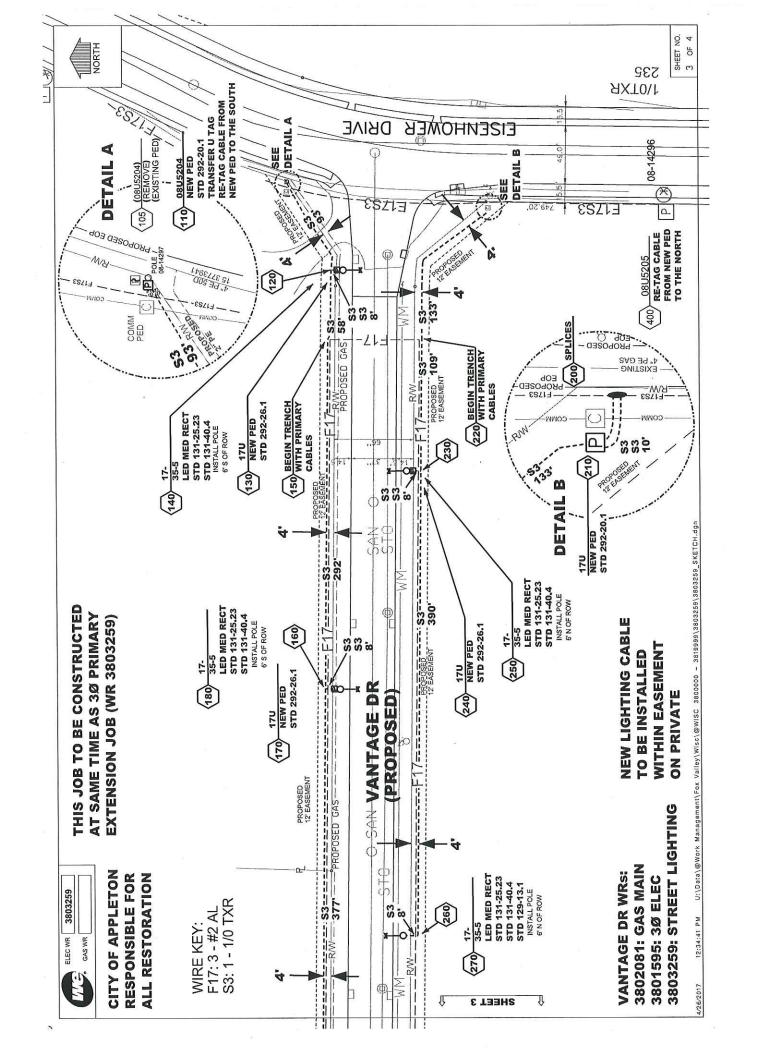
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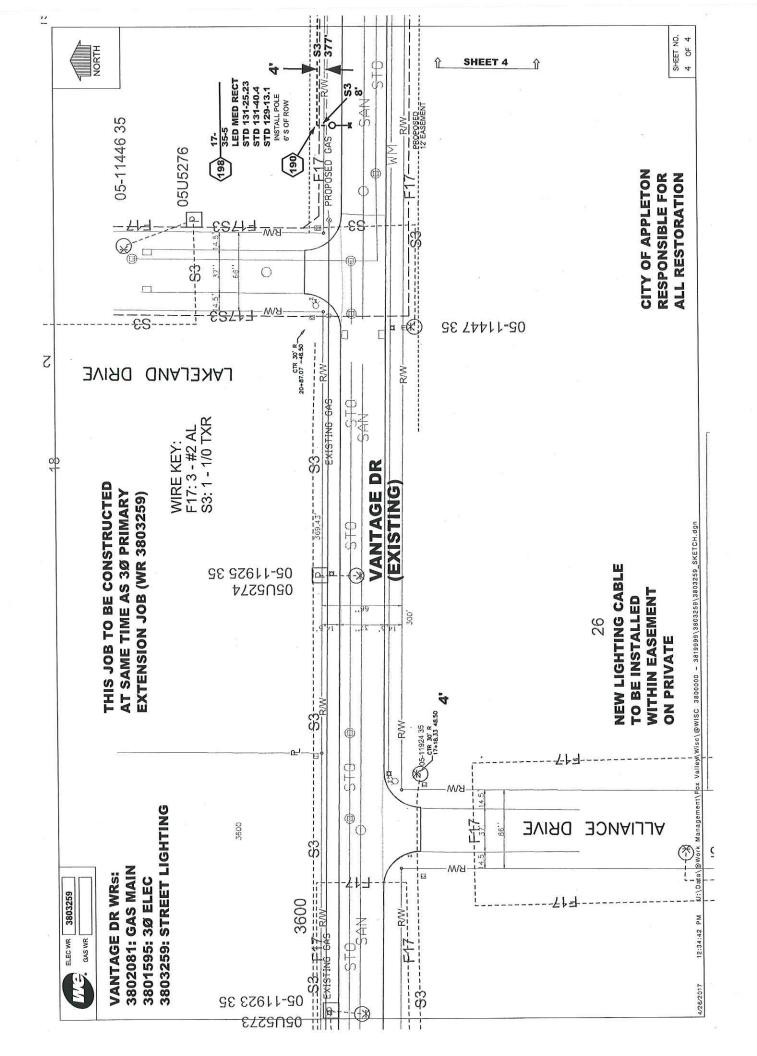
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| CUSTOMER   STATE   | CUSTOMER HAS REVIEWED AND APPROVES SKETCH  CUSTOMER'S SIGNATURE OF APPROVAL  DATE  COSTOMER'S SIGNATURE OF APPROVAL  DATE   |

