



# City of Appleton

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

## Meeting Agenda - Final-revised Municipal Services Committee

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Monday, July 9, 2018

4:30 PM

Council Chambers, 6th Floor

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

[18-0975](#) Minutes from June 11, 2018.

**Attachments:** [Minutes from June 11, 2018.pdf](#)

### 4. Public Hearings/Apearances

[18-0885](#) Jennifer Stephany from Appleton Downtown Inc. regarding downtown maintenance and upcoming creative projects.

[18-1009](#) Design Hearing for the following streets in the 2020 pavement reconstruction program:

- Winnebago Street from Division Street to Drew Street
- Randall Street from Oneida Street to Meade Street

**Attachments:** [Winnebago St-Division St to Drew St..pdf](#)  
[Randall St-Oneida St to Meade St.pdf](#)

### 5. Action Items

[18-0890](#)

**Henry Street**, from Warner Street to Telulah Avenue, be reconstructed with asphalt pavement and concrete curb & gutter. The dimensions of the Henry Street reconstruction project are as follows:

*175' west of Warner St - Warner St:* New asphalt pavement to be constructed to a width of 29' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

*Warner St - Telulah Ave:* New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

New concrete sidewalk would be constructed along the north side of Henry Street from 175' west of Warner Street to Warner Street, and along the south side of Henry Street from 175' west of Warner Street to Telulah Avenue. Existing parking provisions within the project limits will remain unchanged.

**Attachments:** [Sidewalks on Warner & Henry Street.pdf](#)

[Letter from 513 S. Telulah Ave.pdf](#)

[Photo of Henry Street.pdf](#)

**Legislative History**

6/11/18	Municipal Services Committee	recommended for approval
6/20/18	Common Council	referred to the Municipal Services Committee

[18-0891](#)

**Warner Street**, from College Avenue to Henry Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 33' from back of curb to back of curb, which is the same width as the existing street. Existing parking provisions within the project limits will remain unchanged. - ~~New concrete sidewalk would be constructed along the west side of Warner Street within the project limits.~~

**Legislative History**

6/11/18	Municipal Services Committee	recommended for approval
	<i>Amend item 18-0891 to not install sidewalks on the west side of Warner Street. Passes 3-2 (Croatt, Konetzke).</i>	
6/20/18	Common Council	referred to the Municipal Services Committee

[18-0788](#)**R/B Resolution #7-R-18 Snow Emergencies**

Submitted by: William Siebers, District 1

Date: May 16, 2018

Referred to: Municipal Services Committee

**Whereas**, there are only 218 days left until winter, And

**Whereas**, the best time to deal with a problem is before circumstances force our hand, And

**Whereas**, with all winters we will once again need to deal with winter storms, which includes calling snow emergencies, And

**Whereas**, snow emergencies are exactly that, emergencies, And

**Whereas**, these emergencies are called to promote the most efficient removal of snow from our streets, and also to promote safety, And

**Whereas**, as common as it is to have snow storms in the winter it is also common for people to ignore the parking ban during the snow emergency, And

**Whereas**, the fine for parking on the street during the snow emergency is the same as a normal parking ticket and not likely a deterrent as we would hope,

**Therefore**, the fine for parking on the street during a snow emergency be more reflective of the seriousness of the situation and be increased.

**Attachments:** [Research by Alderperson Siebers.pdf](#)

**Legislative History**

5/21/18      Municipal Services      referred  
Committee  
*Refer to staff report back June 11, 2018 meeting.*

6/11/18      Municipal Services      held  
Committee  
*Hold until July 9th meeting.*

[18-0976](#)**Resolution #9-R-18 1700 W. Kamps Avenue Parking.**

Submitted by: Cathy Spears, District 12

Date: June 20, 2018

Referred to: Municipal Services Committee

Due to a resident's concern;

The newly reconstructed 1700 W. Kamps Ave,

All parking be removed from both sides of the street

[18-0977](#) Request from Mile of Music to do the following from August 2, 2018 through August 5, 2018:

\*Place table and banners in College Avenue beautification strip adjacent to metered stall #CAW402.

\*Place two charging stations (7 feet tall) in College Avenue beautification strip adjacent to metered stall #CAW115.

\*Place Tundraland tent in College Avenue beautification strip adjacent

**Attachments:** [Request from Mile of Music.pdf](#)

[18-0996](#) Proposed parking restriction changes on Harris St. & Durkee St. by St. Paul's Lutheran Church. (Follow-Up to Six Month Trial Period)

**Attachments:** [Parking changes on Harris St & Durkee St.pdf](#)

[18-1004](#) Request for a street occupancy permit to keep a basketball pole in the street right-of-way at 1513 E. Henry Street.

**Attachments:** [Street Occupancy Permit-1513 E. Henry Street.pdf](#)

[18-1018](#) Approve Amendment No. 4 to Patrick Engineering for the Oneida Street Bridge Project in the amount of \$17,560 for a total revised not to exceed contract of \$607,841.

**Attachments:** [Amendment No. 4 to Onieda Street Bridge.pdf](#)

[18-1017](#) Approve installation of twelve (12) banners on Newberry Street and Riverheath Way.

**Attachments:** [Banners on Newberry St & Riverheath Way.pdf](#)

## **6. Information Items**

[18-0895](#) Proposed refuse cart fee changes for 2019 Budget.

**Attachments:** [2019 Sanitation Budget Fee Discussion.pdf](#)  
[Sanitation Service Fees.pdf](#)  
[Sanitation Fee Comparison.pdf](#)

[18-0896](#) Proposed Parking Utility rate increases for 2019 Budget.

[18-0894](#) Inspections Division Permit Summary Comparison Report for May, 2018.

**Attachments:** [Inspections Division Permit for May, 2018.pdf](#)

[18-1005](#) Inspections Division Permit Comparison Report for June, 2018.

**Attachments:** [Inspections Division Permit Comparison June, 2018.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 832-6474 if you have any questions.*



# City of Appleton

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## Meeting Minutes - Final Municipal Services Committee

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Monday, June 11, 2018

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 5 - Croatt, Coenen, Konetzke, Martin and Williams

3. Approval of minutes from previous meeting

[18-0883](#)

Minutes from May 21, 2018

**Attachments:** [Minutes from May 21, 2018.pdf](#)

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

**Aye:** 4 - Croatt, Coenen, Konetzke and Martin

**Abstained:** 1 - Williams

4. **Public Hearings/Appealances**

[18-0885](#)

Jennifer Stephany from Appleton Downtown Inc. regarding downtown maintenance and upcoming creative projects.

*Hold until June 25th meeting.*

5. **Action Items**

[18-0755](#)

Request from Mr. Paul Hess for a variance to Municipal Code Section 19-92 (c) to park his RV Camper (longer than 26 feet) in the front yard at 3621 N. Meadowsweet Lane.

**Attachments:** [Paul Hess variance.pdf](#)

*Item 18-0755 Approved based on it being a corner lot. Future exceptions still need Committee approval.*

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

**Aye:** 5 - Croatt, Coenen, Konetzke, Martin and Williams

[18-0788](#)

**R/B Resolution #7-R-18 Snow Emergencies**

Submitted by: William Siebers, District 1

Date: May 16, 2018

Referred to: Municipal Services Committee

**Whereas**, there are only 218 days left until winter, And

**Whereas**, the best time to deal with a problem is before circumstances force our hand, And

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**Whereas**, as common as it is to have snow storms in the winter it is also common for people to ignore the parking ban during the snow emergency, And

**Whereas**, the fine for parking on the street during the snow emergency is the same as a normal parking ticket and not likely a deterrent as we would hope,

**Therefore**, the fine for parking on the street during a snow emergency be more reflective of the seriousness of the situation and be increased.

**Attachments:**     [Research by Alderperson Siebers.pdf](#)

*Hold until July 9th meeting.*

Croatt 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 Williams

[18-0886](#)

Request from Tundraland to place a mobile showroom in the Division Street right-of-way during Mile of Music, August 1-August 5, 2018.

**Attachments:**     [Street Occupancy Permit-Tundraland.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Konetzke, Martin and Williams

[18-0887](#)

**Prospect Avenue**, from Seminole Road to Outagamie Street, be

reconstructed with concrete pavement and curb and gutter. The dimensions of the Prospect Avenue reconstruction project are as follows:

*Seminole Road - Hillcrest Drive:* New concrete pavement to be constructed to a width of 37' from back of curb to back of curb, which is 3' narrower than the existing street within this portion of the project.

*Hillcrest Drive - Carver Lane:* New concrete pavement to be constructed to a width of 45' from back of curb to back of curb, which is 5' wider than the existing street within this portion of the project.

*Carver Lane - Outagamie Street:* New concrete pavement to be constructed to a width of 37' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

New 5' concrete sidewalk will be constructed along the south side of Prospect Avenue, between Sunny Slope Court and Hillcrest Drive. Prospect Avenue will consist of 1 travel lane in each direction, bike lanes along both sides of the street, and a two-way left turn lane between Hillcrest Drive and Carver lane (adjacent to Xavier High School). On-street parking will be eliminated along the entire project length. The intersection of Haskell Street, Outagamie Street, and Prospect Avenue will be reconstructed and geometrically modified to provide a more standard T-intersection configuration. A dedicated left turn lane along Prospect Avenue will also be incorporated at this intersection as part of this reconstruction project.

Konetzke 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 Williams

18-0888

**Erb Street**, from Michigan Street to 100' north of Michigan Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 27' from back of curb to back of curb, which is 1' wider than the existing street. Existing parking provisions within the project limits will remain unchanged.

Konetzke 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 Williams

18-0889

**Harriet Street**, from Walter Avenue to Telulah Avenue, be reconstructed

with asphalt pavement and concrete curb & gutter to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street. Existing parking provisions within the project limits will remain unchanged.

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

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

18-0890

**Henry Street**, from Warner Street to Telulah Avenue, be reconstructed with asphalt pavement and concrete curb & gutter. The dimensions of the Henry Street reconstruction project are as follows:

*175' west of Warner St - Warner St:* New asphalt pavement to be constructed to a width of 29' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

*Warner St - Telulah Ave:* New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

New concrete sidewalk would be constructed along the north side of Henry Street from 175' west of Warner Street to Warner Street, and along the south side of Henry Street from 175' west of Warner Street to Telulah Avenue. Existing parking provisions within the project limits will remain unchanged.

Attachments:    [Sidewalks on Warner & Henry Street.pdf](#)  
[Letter from 513 S. Telulah Ave.pdf](#)  
[Photo of Henry Street.pdf](#)

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

Aye: 3 - Croatt, Coenen and Konetzke

Nay: 2 - Martin and Williams

18-0891

**Warner Street**, from College Avenue to Henry Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 33' from back of curb to back of curb, which is the same width as the existing street. Existing parking provisions within the project limits will remain unchanged. ~~New concrete sidewalk would be constructed along the west side of Warner Street within the project limits.~~

*Amend item 18-0891 to not install sidewalks on the west side of Warner Street.  
Passes 3-2 (Croatt, Konetzke).*

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

Aye: 3 - Coenen, Martin and Williams

Nay: 2 - Croatt and Konetzke

18-0892

Anticipated Award Unit Q-18, Pavement Marking Contract (paint) to Crowley Construction corp in an amount not to exceed \$43,000.

Attachments:     [Unit Q-18 Pavement Marking Maintenance Contract.pdf](#)

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

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

18-0893

Request to approve Spartan Drive Relocation Order.

Attachments:     [Spartan Drive Relocation Order .pdf](#)

Konetzke 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 Williams

## 6. Information Items

18-0894

Inspections Division Permit Summary Comparison Report for May, 2018.

Attachments:     [Inspections Division Permit for May, 2018.pdf](#)

*Held until June 25th meeting.*

18-0895

Proposed refuse cart fee changes for 2019 Budget.

Attachments:     [2019 Sanitation Budget Fee Discussion.pdf](#)  
                             [Sanitation Service Fees.pdf](#)  
                             [Sanitation Fee Comparison.pdf](#)

*Held until June 25th meeting.*

18-0896

Proposed Parking Utility rate increases for 2019 Budget.

*Held until June 25th meeting.*

[18-0897](#)

Request to over hire DPW Managerial Accounting Coordinator.

**Attachments:**    [Request to over hire DPW Managerial Accounting Coordinator.pdf](#)

*Held until June 25th meeting.*

7.     Adjournment

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

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

**MUNICIPAL SERVICES COMMITTEE – July 9, 2018**  
**Presentation of June 19, 2018 Public Information Session**

**INTRO:**

On June 19, 2018 we conducted Public Information Sessions for:

Winnebago Street	(Division St to Drew St)
Randall Street	(Oneida St to Meade St)

All streets listed above are proposed to undergo a total reconstruction. The projects to reconstruct the above listed streets will include the removal and replacement of all existing asphalt/concrete pavement, curb and gutter, stone base, driveway aprons, and spot removal and replacement of sidewalk, if applicable, within the project limits.

The pavement rating shown is based on the City's pavement rating system with values from 1 to 100 with 100 being the worst.

**WINNEBAGO STREET – Division St to Drew St (2020 Asphalt Pavt Reconstruct)**

**EXISTING CONDITIONS:**

- Pavement rating = 41
- Existing right of way width = 60'
- Existing pavement width:
  - 33' (Division – Appleton)
  - 37' (Appleton – Morrison)
  - 32' (Morrison – Drew)
- Existing Pavement
  - Asphalt 1997
  - Asphalt 1967
  - Concrete curb & gutter 1939, 1947
- Existing Water Main
  - 4" CIP constructed ? (year unknown)
- Existing Sanitary Sewer
  - 8", 10" PVC constructed 1994
- Existing Storm Sewer
  - 12", 18" Con constructed 1937, 1965

**PROPOSED IMPROVEMENTS**

- **Underground utilities to be improved in 2019.**
- **DIVISION ST – APPLETON ST**
  - New concrete curb & gutter and asphalt pavement – 31' (boc to boc) (2' narrower than existing)
  - 6 trees in poor condition would be removed
  - 6 terrace trees would be preserved by narrowing street
- **APPLETON ST – MORRISON ST**
  - New concrete curb & gutter and asphalt pavement – 37' (boc to boc) (same as existing)
    - Block between Oneida & Morrison to shift 1' to north to save 5 existing terrace trees along south side
  - Work with school district to possibly pave terrace area for better drop-off area between Appleton & Oneida (Columbus Elementary)
  - Re-establish existing indented paved area adjacent to Zion Lutheran Church
  - 2 trees to be removed between Oneida & Morrison due to shifting roadway 1' to north
- **MORRISON ST – DREW ST**
  - New concrete curb & gutter and asphalt pavement – 31' (boc to boc) (1' narrower than existing)
  - 6 trees to be removed due to poor condition.

#### **COST ESTIMATES AND ASSESSMENTS**

- **Estimated Construction Cost = \$620,000**

#### **PUBLIC MEETING FEEDBACK**

- **55 Properties along project limits, 1 property owner attended the public info meeting**
- **0 questionnaire were returned**
  - **Feedback: wanted to know which trees would be saved across from Zion Lutheran.**

## **RANDALL STREET – Oneida St to Meade St (2020 Asphalt Pavt Reconstruct)**

### **EXISTING CONDITIONS:**

- Pavement rating = 31
- Existing right of way width:
  - 50' (Oneida – Morrison)
  - 60' (Morrison – Meade)
- Existing pavement width:
  - 28' (Oneida – Morrison)
  - 30' (Morrison – Durkee)
  - 33' (Durkee – Meade)
- Existing Pavement
  - Asphalt/Asphalt 1992, 1996
  - Asphalt 1976
  - Concrete curb & gutter 1944
- Existing Water Main
  - 8" PVC constructed 1998
  - 8" PVC constructed 1995
  - 6" CIP constructed 1923
  - 4" CIP constructed ? (year unknown)
- Existing Sanitary Sewer
  - 8", 9", 10" VIT constructed 1915, 1922, 1928
- Existing Storm Sewer
  - 12", 15" ABS constructed 1976
  - 21" CON constructed 1976

### **PROPOSED IMPROVEMENTS**

- Underground utilities to be improved in 2019.
- ONEIDA ST – MORRISON ST
  - New concrete curb & gutter and asphalt pavement – 27' (boc to boc) (1' narrower than existing)
    - 1' narrowing along south side to preserve 5 existing terrace trees
- MORRISON ST – DURKEE ST
  - New concrete curb & gutter and asphalt pavement – 31' (boc to boc) (1' wider than existing)
    - Propose to shift 1' to north to preserve 5 existing terrace trees along south side
  - 2 ash trees and 2 trees in poor condition to be removed.
- DURKEE ST – MEADE ST
  - New concrete curb & gutter and asphalt pavement – 31' (boc to boc) (2' narrower than existing)
  - 6 ash trees and 9 trees to be removed due to poor condition.
  - 14 terrace trees would be preserved by narrowing the street

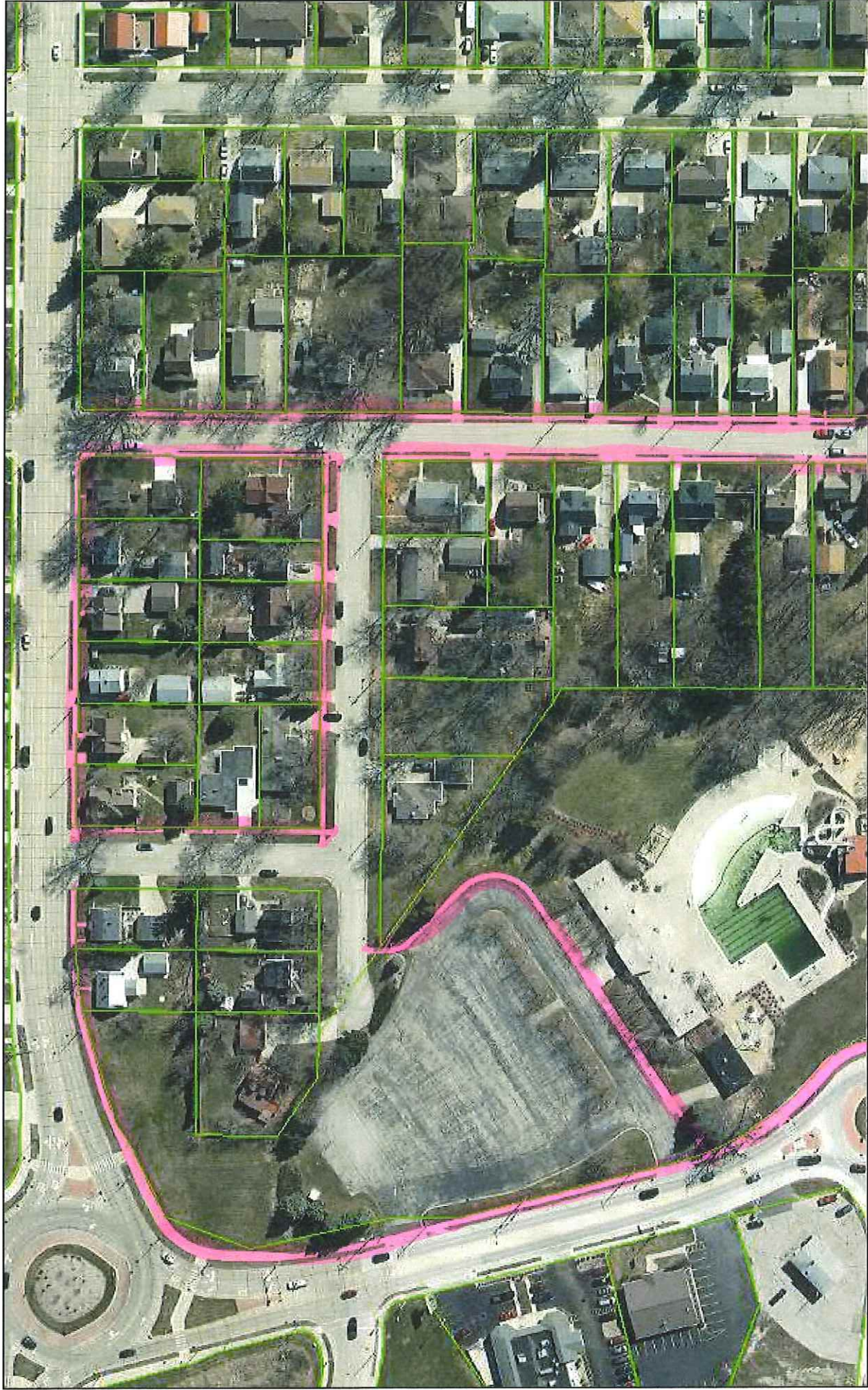
### **COST ESTIMATES AND ASSESSMENTS**

- Estimated Construction Cost = \$580,000

### **PUBLIC MEETING FEEDBACK**

- 72 Properties along project limits, 3 property owner attended the public info meeting
- 0 questionnaire were returned
  - Feedback: concerns about potential costs, concerns about narrowing the street without removing parking, concerns over losing more trees if not narrowed, concerns over restricted access during construction

# ArcGIS Web Map



May 31, 2018

City Parcels



# Why Sidewalks on Warner & Henry Streets?

## GENERAL

- Sidewalk Installation Policy
  - First adopted in 1992: *"To provide pedestrian safety and convenience throughout the City of Appleton. Providing a walkable city also promotes a sense of community, provides for safe recreation and exercise, reduces traffic congestion, pollution and noise."*
  - For neighborhoods established prior to 1992: *"Sidewalk shall be considered for installation, where they currently don't exist when streets are reconstructed."*
- Complete Streets Policy
  - First adopted in 2016: *"Appleton streets are designed and maintained to be safe, accessible, convenient and comfortable for all transportation modes, ages and abilities at all times."*
  - Projects Section states: *"The City of Appleton shall approach all transportation projects as an opportunity to create safer, more accessible streets for all users."*
  - Network Section states: *"Under this policy, the City of Appleton will gradually create a network of streets to serve all users."*
- Comprehensive Plan - Transportation Chapter
  - Walking Section states: *"Both on a national and local scale, there is an increasing interest in making walking a viable form of transportation within a community... Appleton has developed a pedestrian friendly network of sidewalks and paths through most of its neighborhoods. This system is expanding through new sidewalks in developing parts of the community and through the efforts to expand the path systems."*
- Creating a Sustainable City Plan
  - Implementing the On-Street Bike Lane Plan, expanding the sidewalk network and trail system are mentioned throughout the Sustainability Master Plan.
- Health in All Policies
  - First adopted in 2017: *"Health in All Policies is a collaborative approach to improving the health of all people by incorporating health consideration into decision-making across sectors and policy areas."*
  - Social Determinates of Health Section states: *"Accessible built environments that promote health and safety, including improved pedestrian, bicycle, and automobile safety, parks and green space, and health school siting."*

## SPECIFIC

- Leads to Mead Pool and connects with existing sidewalk through Mead Pool.
- Sidewalks exist on the other neighborhood streets
- Connectivity to future connection to John Street

6-11-18

Dear City of Appleton,

My husband (Glenn Hoag) and I (Danelle Hoag) are unable to attend the meeting today.

We feel very strongly that a side walk is not necessary. Here are the reasons why:

- ① The road is hardly ever used. Typically the only time the road is used are from those that live on Henry St.
- ② The side walk would take up most of our yard where our children play.
- ③ The cost of the side walk would be extremely expensive for something that is not needed.

My husband and I have lived in our house for over 11 years. We have never had a problem with not having a side walk. We take our daughter to school every day and walk down Henry St. without any issues. We enjoy having a nice quiet road right next to our house. We are respectfully asking that you do not add this unnecessary side walk to our neighborhood. Please call with any questions. (Glenn - 920-850-7992) (Danelle - 920-851-2804) →  
Thank you, Glenn + Danelle Hoag (513 S. Telulah Ave.)



West on Henry Street crossing Warner Street angling to sidewalk at Mead Pool



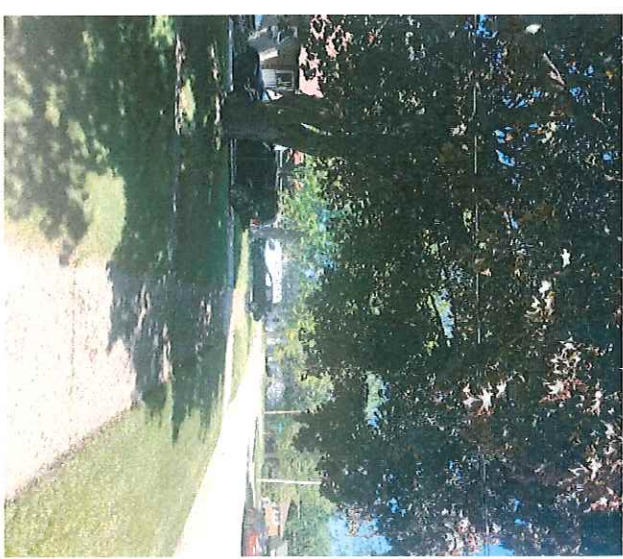
Traveling West on Henry Street to sidewalk into Mead Pool



Illegal front yard parking



Traveling South onto the sidewalk path into Mead Pool's parking lot



Illegally extending over the sidewalk



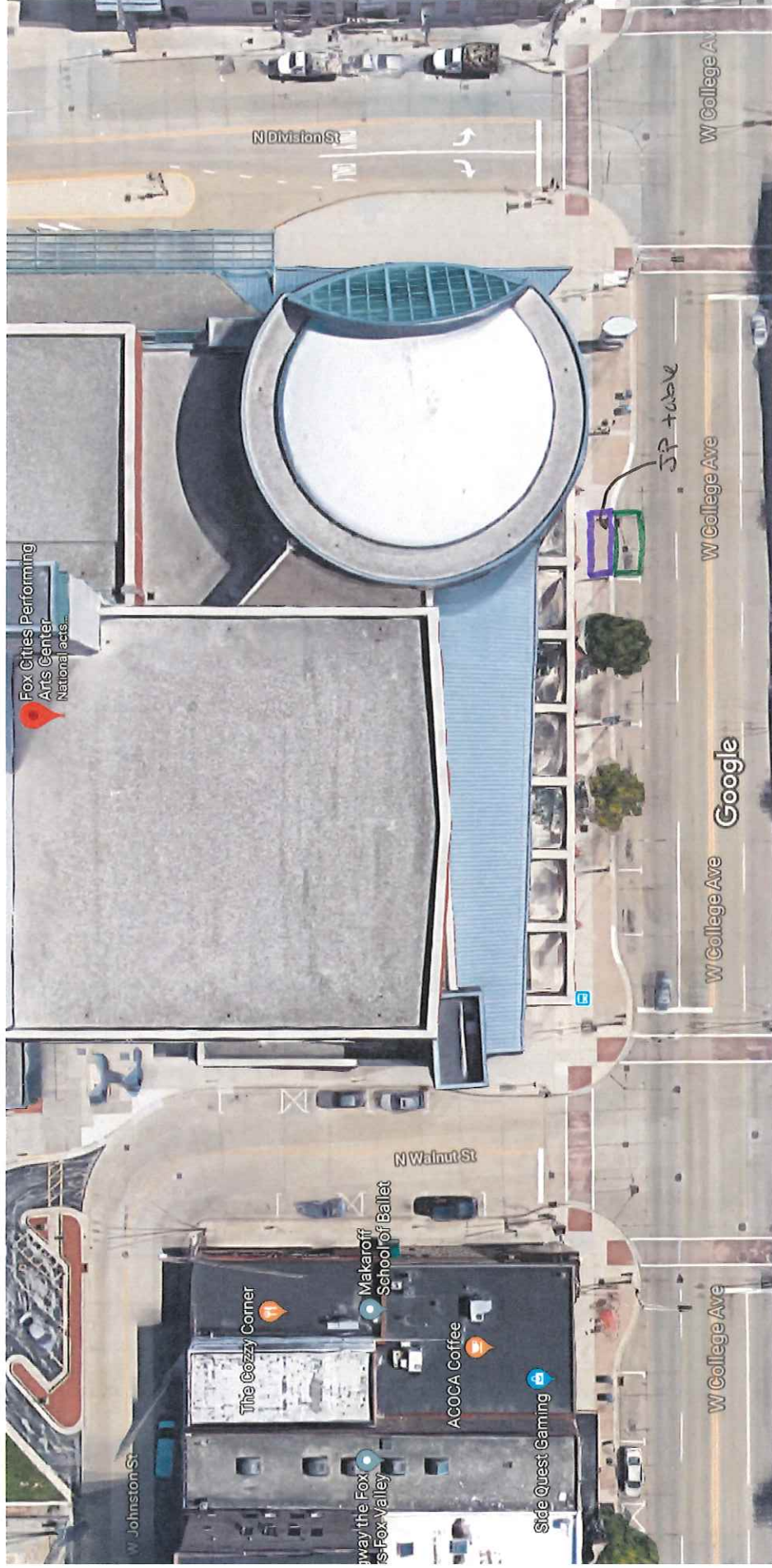
View from Henry Street looking Southwest to Mead Pool

	Normal Parking Fine	Fine during snow emergency	
Wausau		\$100	
Madison		\$60	
Janesville	\$30	\$50	It is my understanding that when 2 inches of snow falls those parking on the street are restricted to a certain side of the street. Then when the snow is cleared from the other side of the street, those parking on the street have an hour to move their cars to the plowed side.
Green Bay		\$35	
Kenosha	\$30	\$30	
Eau Claire	\$15	\$30	
Menasha	\$25	\$25	
Waukesha	\$20	\$20	
<b>Appleton</b>	<b>\$20</b>	<b>\$20</b>	
Neenah	\$20	\$20	
Kaukauna	\$10	\$10	

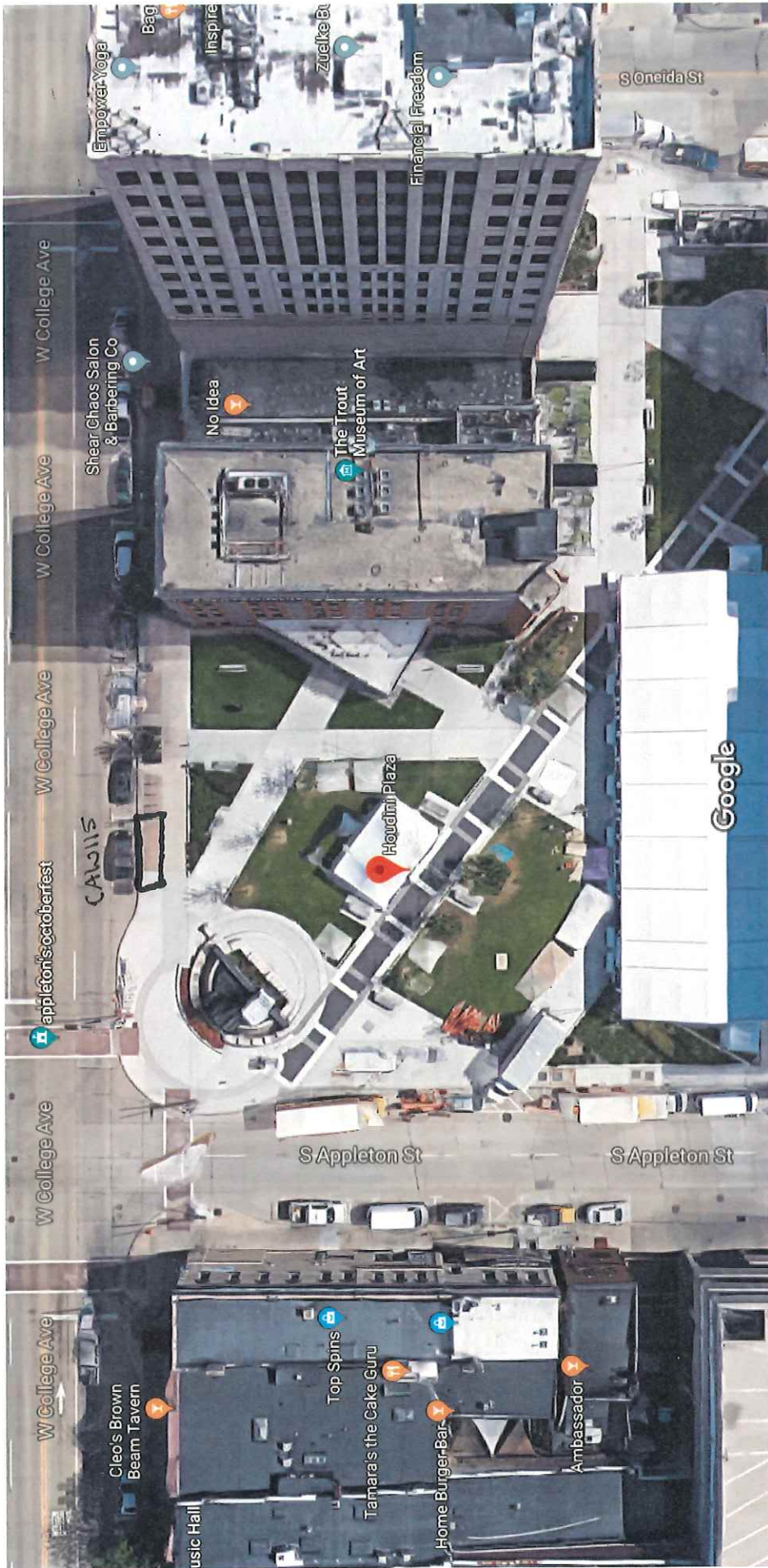
What I found interesting in regard to overnight parking is that it isn't just large cities, like Milwaukee and Madison, that allow overnight parking with the purchase of the monthly permit, but smaller cities have this arrangement.

*Research by Alderperson Siebers 6/6/18*

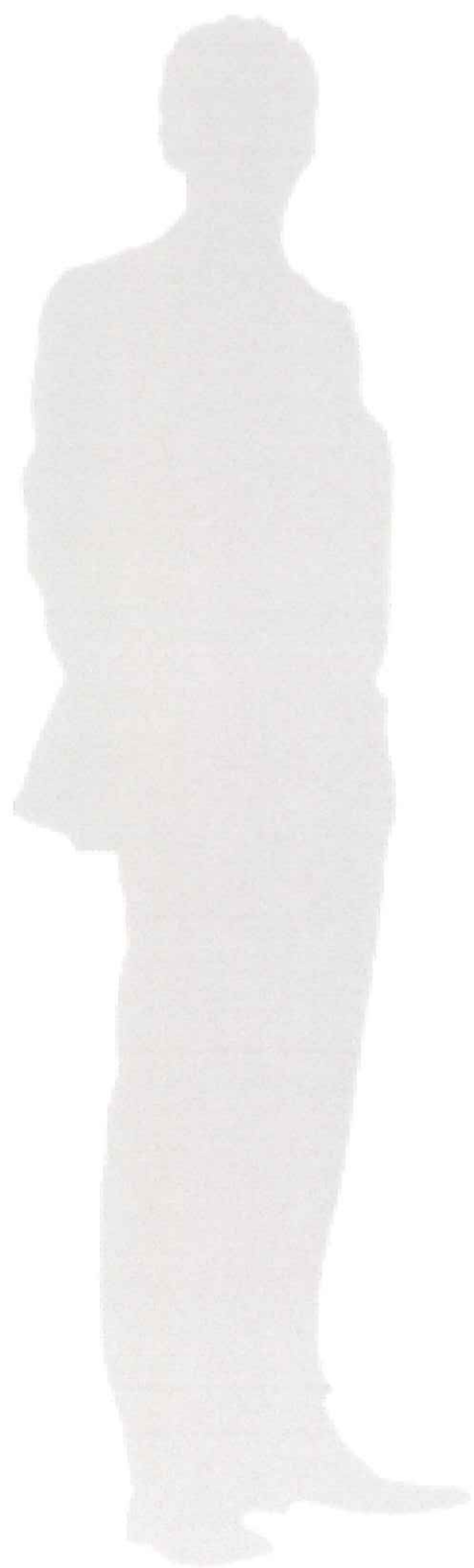
# Google Maps Fox Cities Performing Arts Center



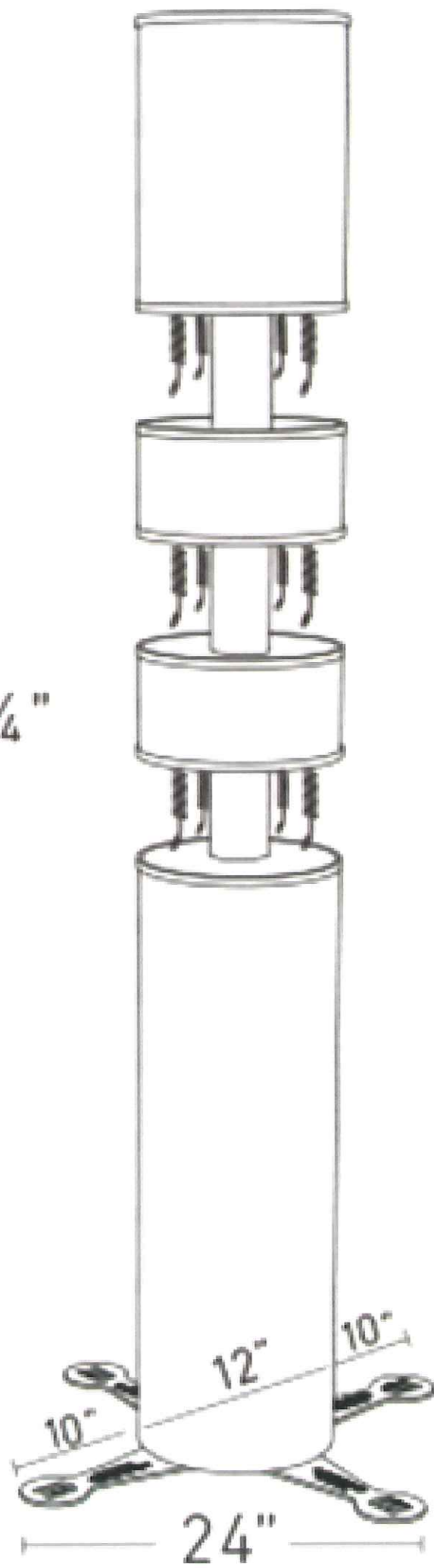
PAC is allowing JP Graphics to park their company van in the parking spot outlined in green. We would like permission for them to be able to set up a table and banners on the beautification strip in front of the spot and provide free bottled water to Festival-goers.



CAW115 - 2 charging stations on beautification strip in front of spot  
(7' tall x 12" wide each)



85 $\frac{3}{4}$ "

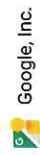


Google Maps 333 W College Ave



Image capture: Sep 2017 © 2018 Google

Appleton, Wisconsin



Google, Inc.

Street View - Sep 2017

CAW303- Tundra tent on beautification strip in front of parking spot



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:** Eric Lom, City Traffic Engineer  
**Date:** June 28, 2018  
**Re:** Proposed parking restriction changes on Harris St & Durkee St by St. Paul's Lutheran Church  
*Follow-Up to Six-Month Trial Period*

In response to a request by St. Paul's Lutheran Church, Alderperson Siebers recently requested a six-month trial to test two parking restriction changes around the perimeter of their site. Due to recent improvements to St. Paul, they had requested the changes to the on-street parking in order to free up additional spaces.

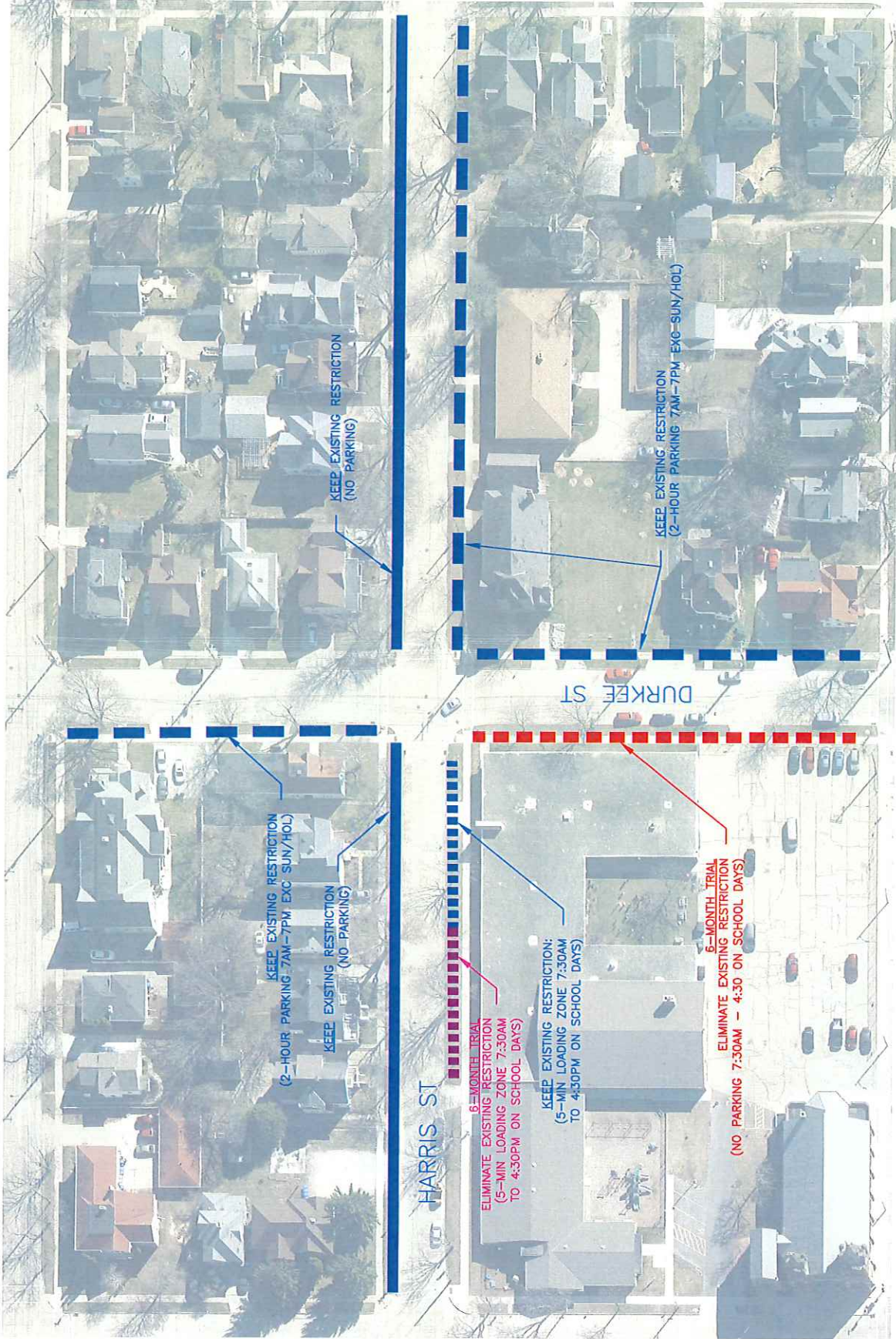
During the trial period, very little in the way of feedback was received by my office. We did receive one concern from a property owner stating that they would like us to consider completely removing parking from the east side of Durkee Street. This was received shortly after we received 22 inches of snow and the road had been significantly narrowed as compared to a normal winter.

Based on the width of the streets, as well as our field reviews and the totality of the feedback received, we believe the changes that were implemented during the trial period did not have any adverse effects from a safety perspective.

As such, we are recommending the parking restriction changes that were tested remain in place indefinitely.

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

1. **Repeal Ord. 58-07:** "No Parking/5-Minute Loading Zone on school days from 7:30 a.m. to 4:30 p.m. on the south side of Harris Street from Durkee Street to a point 222' west of Durkee Street."
2. **Create:** "No Parking/5-Minute Loading Zone on school days from 7:30 a.m. to 4:30 p.m. on the south side of Harris Street from Durkee Street to a point 115' west of Durkee Street."
3. **Repeal Ord. 180-67:** "No parking during school hours on the west side of Durkee Street from the north line of Franklin Street to the south line of Harris Street."



occupancy permit request

Stephen A. Kirk  
1513 E. Henry St.  
Appleton, Wi. 54915

Pole has been in place 15 to 20  
years

Family and friends play  
basketball on it.





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

**DEPARTMENT OF PUBLIC WORKS**

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

**Effective: January 22, 2009**

**CITY OF APPLETON**  
**BASKETBALL POLES IN STREET RIGHT-OF-WAY POLICY**

This policy has been developed to provide a reasonable and consistent approach to eliminate existing basketball poles in street right-of-way.

**PROCEDURE**

All owners of existing basketball poles within street right-of-ways shall apply for a street occupancy permit. These requests shall be submitted to the Department of Public Works to be placed on the Municipal Services Committee agenda for consideration and the Common Council shall take final action on all requests.

All submittals shall contain the following information:

1. Name and address of property owner.
2. Length of time pole has been in place.
3. Picture of pole.
4. Purpose for requesting street occupancy permit.

**EXISTING BASKETBALL POLES**

- A. Existing basketball poles may remain in street right-of-way if approved by Municipal Services Committee and Common Council. A Street Occupancy Permit and Certificate of Insurance are required for all approved locations.
- B. Council approved basketball poles may remain in place until the property is sold. Once ownership changes, the basketball pole must be removed within 30 days.
- C. Council approved basketball poles must be maintained in good condition.
- D. No portion of an existing basketball pole, hoop or net may extend beyond the curb.

**NEW BASKETBALL POLES**

No new basketball poles shall be installed in the street right-of-way after adoption of this policy. Any basketball poles installed after adoption of this policy must be removed immediately. Failure to do so will constitute a public nuisance, and will subject the owner to possible fines and forfeitures.



July 2, 2018

Mr. Chad Weyenberg, P.E.  
Project Manager  
City of Appleton DPW  
100 North Appleton Street  
Appleton, WI 54911-4799

Subject: Amendment No. 4 to Oneida Street Bridge Over Jones Park Agreement  
Proposal for Project Scope Changes

Dear Mr. Weyenberg:

Patrick Engineering Inc. (Patrick) is pleased to submit this proposal to the City of Appleton (City) for the additional engineering required to design a wider stair structure along the west side of Oneida Street; and to design a new retaining wall (extension of RW32) for the Jones Park stage construction. This proposal is submitted in accordance with the City's request, and is based on meetings and conversations held between the City and Patrick.

In January of 2018, final plans, specifications, and bid documents were prepared for the Oneida Street Bridge Replacement over Jones Park. Two sets of stair structures and Retaining Wall RW 32 were included in the plans. The stairs were designed with a clear width of 5 feet for each stair structure. The scope of services for Amendment No. 3 included removal of the east stair structure and pedestrian ramp; modifications to the west stair structure due to the removal of the pedestrian ramp; and no change to RW32. The width of stair structure remained the same at 5 feet clear.

After further review and discussions, the City has determined that a single stair structure with a clear width of 7 feet is preferred. In Jones Park, a stage will be constructed near the west side of Retaining Wall RW32. Construction of the stage will require a new retaining wall, an extension of RW32, to accommodate the stage and adjacent grading. The new retaining wall/extension will be a cast-in-place type wall due to the close proximity of the stage. Railing will be added between RW32 and the corner of the Stage.

Patrick will survey the stage area after construction to obtain accurate as-built information of the stage and adjacent grading area. Patrick will perform additional engineering services to modify the design of the stair structure along the west side of Oneida Street which may include geometric changes to accommodate the wider stairs; and to modify the design of RW32 to include the extension.

Patrick will complete the design modifications and update the plans and specifications for: stair structure for a lump sum fee of \$7,440 and retaining wall for a lump sum fee of \$10,120; **for a total lump sum fee of \$17,560**. Thank you for this opportunity to provide additional engineering services to the City. If you would like to discuss this proposal in further detail, please feel free to contact me at (920) 321-2350.

Sincerely,

**PATRICK ENGINEERING INC.**

A handwritten signature in black ink, appearing to read "Rowland Hoslet".

Rowland Hoslet, PE  
Director of Engineering Services

# Proposal To Provide Professional Engineering Services Oneida Street Bridge Over Jones Park Improvements Amendment No. 4

## Project Budget

Classification	Project Manager		Project Engineer		Structure Engineer		Surveyor / CAD Tech		Total Direct Labor	
Avg. Hourly Wage	\$170.00		\$105.00		\$150.00		\$95.00			
Task	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Design Services</b>										
Stair Structure Modifications (7 Feet Clear)	2	\$340.00	8	\$840.00	24	\$3,600.00	28	\$2,660.00	62	\$7,440.00
Field Survey & Data Processing - After Stage Construction							10	\$950.00	10	\$950.00
New Retaining Wall at Jones Park Stage	2	\$340.00	8	\$840.00	24	\$3,600.00	28	\$2,660.00	62	\$7,440.00
Coordination / Plan Development for Jones Park Sidewalk	2	\$340.00	6	\$630.00			8	\$760.00	16	\$1,730.00
<b>DESIGN SERVICES LUMP SUM TOTAL:</b>	<b>6</b>	<b>\$1,020.00</b>	<b>22</b>	<b>\$2,310.00</b>	<b>48</b>	<b>\$7,200.00</b>	<b>74</b>	<b>\$7,030.00</b>	<b>150</b>	<b>\$17,560.00</b>

\* Stair structure modifications/design includes determinations/modifications of foundation type; design and determinations for possible revised geometric changes; design and detailing for wider stairs with revised landings; and quantities and special provisions as required.

\*\* New retaining wall (RW 32 extension) design includes constructability determinations for work near stage and adjacent to soil nail wall; determinations for drilled shaft, pile, or spread footing type design; design and determinations for footing type over existing sanitary sewer; design and detailing for new wall connection to proposed RW32 soil nail wall with possible modifications to length of soil nail wall; and quantities and special provisions as required.



2400 Holly Road  
Neenah, WI 54956  
Tel: 920.734.1601  
Fax: 920.734.1622

June 13, 2018

City of Appleton  
Paula Vandehey  
100 N Appleton St  
Appleton WI 54911

Re: Riverheath banners

Hi Paula,  
Mark Geall with Riverheath/Tanesay Development would like us to provide and install a total of twelve (12) pole banners to existing light pole fixtures along Riverheath Way.

Drawings and images are attached on the email with this letter.

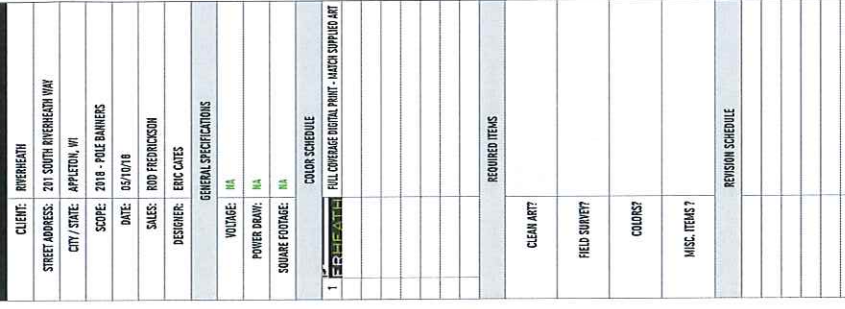
Please review for final approval.

Thank you very much,

A handwritten signature in black ink that reads 'Rod Fredrickson'.

Rod Fredrickson  
Appleton Sign Co

Cc: Mark Geall



X

**DETAILED DESIGN!**  
CAN BE USED FOR PRODUCTION





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**SINGLE BANNERS**  
**QTY: TEN(10)**

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**AppletonSIGN**  
COMPANY

2400 Holly Road • Neenah, WI 54956  
Tel: 920.734.1601 • Fax: 920.734.1622  
[www.AppletonSIGN.com](http://www.AppletonSIGN.com)

CLIENT:	INTERIEN
STREET ADDRESS:	201 SOUTH RIVERBEND WAY
CITY / STATE:	APPLETON, WI
SCOPE:	2018 - POLE BANNERS
DATE:	05/10/18
SALES:	BOB FREDERICKSON
DESIGNER:	ERIC CATES
GENERAL SPECIFICATIONS	
VOLTAGE:	120V
POWER DRAW:	150W
SQUARE FOOTAGE:	150
COLOR SCHEDULE	
1	REPEAT
FULL COVERAGE DIGITAL PRINT - IMAGES SUPPLIED ART	
REQUIRED ITEMS	
CLEAN ART?	
FIELD SURVEY?	
COLORSET	
MISC. ITEMS?	
REVISION SCHEDULE	

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3

DETAILED DESIGN!  
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CLIENT:	RIVERHEATH
STREET ADDRESS:	201 SOUTH RIVERHEATH WAY
CITY / STATE:	APPLETON, WI
SCOPE:	2018 - POLE BANNERS
DATE:	05/07/18
SALES:	BOB FREDRICKSON
DESIGNER:	ERIC CHIES
GENERAL SPECIFICATIONS	
VOLTAGE:	NA
POWER DRAW:	NA
SQUARE FOOTAGE:	NA
COLOR SCHEDULE	
1	FULL COVERAGE DUAL PAINT - MATCH SUPPLIER ART
REQUIRED ITEMS	
	CLEAN ART?
	FIELD SURVEY?
	COLORSET
	MISC. ITEMS?
REVISION SCHEDULE	



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Tel: 920.734.1601 • Fax: 920.734.1622  
[www.AppletonSIGN.com](http://www.AppletonSIGN.com)

CLIENT:	RIVERMOUTH
STREET ADDRESS:	201 SOUTH RIVERHEAD WAY
CITY / STATE:	APPLETON, WI
SCOPE:	2018 - POLE BANNERS
DATE:	06/10/18
SALES:	MILO FREDRICKSON
DESIGNER:	ERIC CATES
GENERAL SPECIFICATIONS	
VOLAGE:	NA
POWER DRAW:	NA
SQUARE FOOTAGE:	NA
COLOR SCHEDULE	
1	REPEAT
FULL COVERAGE INITIAL PAINT - MATCH SUPPLIED ART	
REQUIRED ITEMS	
CLEAN ART?	
FIELD SURVEY?	
COLORS?	
MISC. ITEMS?	
REVISION SCHEDULE	

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# 2019 Sanitation Budget Fee Discussion

## Why are we considering a rate change for our carts?

- ❖ Property tax contribution of \$2,044,968 is exactly the same as it has been since 2015 and significantly less than it used to be (\$2.8 mil in 2010, \$2.6 mil in 2009, etc.)
- ❖ Without a fee increase or increase from property taxes into the Sanitation Fund, the working capital reserve will drop below 25% in 2019.
- ❖ Our diversion rate is never going to decrease unless we get behavior to change (charging different rates for the different size carts is a form of “pay-as-you-throw”)
- ❖ Landfill life at Outagamie County is limited so we need to do everything we can to extend the life so it is not a transfer station for as long as possible (rates will take a huge jump when this change occurs).
- ❖ We have 12,200 carts that are over 25 years old (warranty is 10 years). With carts costing \$50 each, we know that we are going to have to spend \$600,000 over the next few years for cart replacement.

## What are we proposing?

- ❖ See Sanitation Service Fees

## What are neighboring community's rates?

- ❖ See Sanitation Service & Fee Comparison

## SANITATION SERVICE FEES

Cart Size(s)	Residential Garbage (per week)		Commercial Garbage (per week)	
	Current	Proposed	Current	Proposed
30	\$0.00	\$0.50		
60	\$0.50	\$1.00	\$0.50	\$1.00
90	\$1.30	\$1.50	\$1.30	\$1.50
60 + 60	\$2.50	\$4.00	\$2.50	\$4.00
60 + 90	\$3.30	\$4.50	\$3.30	\$4.50
90 + 90	\$4.30	\$6.00	\$4.30	\$6.00
90 + 90 + 60			\$6.30	\$9.00
90 + 90 + 90			\$7.30	\$10.50

*Additional garbage carts = \$1.50 per 30 gallons/week*

## PRIVATE HAULER QUOTES

Cart Size(s)	Private #1	Private #2	Private #3
	Per Week	Per Week	Per Week
90	\$10.38	\$9.54	NA
2 Yard (400 gal)	\$14.77	\$21.46	\$21.92

## SANITATION SERVICE & FEE COMPARISON

Community	Garbage Carts Allowed	Service Fees	Additional Cart Fees	Free Bulk Item Collection	Extra Bags Collected
Kimberly	2	\$10/year	60 Gal = \$2.12/week	12 times per year	No
Grand Chute	2	60 or 90 Gal = \$1.46/week	60 or 90 Gal = \$1.46/week	0 times per year	No
Oshkosh	2	Included in property tax levy	\$110 cart purchase plus \$3.46/week	0 times per year	Weekly with \$10 sticker
Green Bay	1; 2 if prove hardship	Included in property tax levy	\$60 cart purchase	2 times per year (2 CY or less)	4 times per year (4 bags max)
Little Chute	1	30 Gallon = \$1.49/week 60 Gallon = \$1.88/week 90 Gallon = \$2.27/week	N/A	12 times per year	2 times per year
Menasha	1	90 Gallon = \$1.00/week	N/A	5 items/stickers per year	Weekly with \$1 sticker
Appleton (proposed)	2	30 Gallon = \$0.50/week 60 Gallon = \$1.00/week 90 Gallon = \$1.50/week	\$100 cart purchase and \$1.50/week per 30 gallons	26 times per year	Weekly with \$4 sticker
Kaukauna	3	Included in property tax levy	Cart purchase only	12 times per year	12 times per year
Neenah	N/A - Currently manual collection	N/A - Currently manual collection	N/A - Currently manual collection	N/A - Currently manual collection	N/A - Currently manual collection

# Department of Public Works Inspections Division

## Permit Summary Count YTD Comparison

01/01/18 Thru 05/31/18

Report Date: 6/1/2018



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

Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING	2017	363	33,974,753	114,479.60
	2018	322	28,091,893	111,117.93
		-11.29 %	-17.32 %	-2.94 %
DISPLAY SIGN	2017	50	391,412	1,900.00
	2018	67	595,907	2,669.08
		34.00 %	52.25 %	40.48 %
ELECTRICAL	2017	318	4,850,182	55,297.85
	2018	288	4,848,267	48,014.34
		-9.43 %	-0.04 %	-13.17 %
EROSION CNTL	2017	20		2,660.00
	2018	14		1,850.00
		-30.00 %	%	-30.45 %
HEATING	2017	331	8,732,608	28,983.13
	2018	308	5,422,323	29,580.91
		-6.95 %	-37.91 %	2.06 %
PLAN REVIEW	2017	57		17,378.50
	2018	35		15,385.00
		-38.60 %	%	-11.47 %
PLUMBING	2017	247	2,361,665	19,621.85
	2018	180	2,290,671	12,113.00
		-27.13 %	-3.01 %	-38.27 %
SEWER	2017	75	1,060,500	9,933.61
	2018	64	401,363	19,074.00
		-14.67 %	-62.15 %	92.01 %
WELL	2017	1		40.00
	2018	10		400.00
		900.00 %	%	900.00 %

# Department of Public Works Inspections Division

## Permit Summary Count YTD Comparison

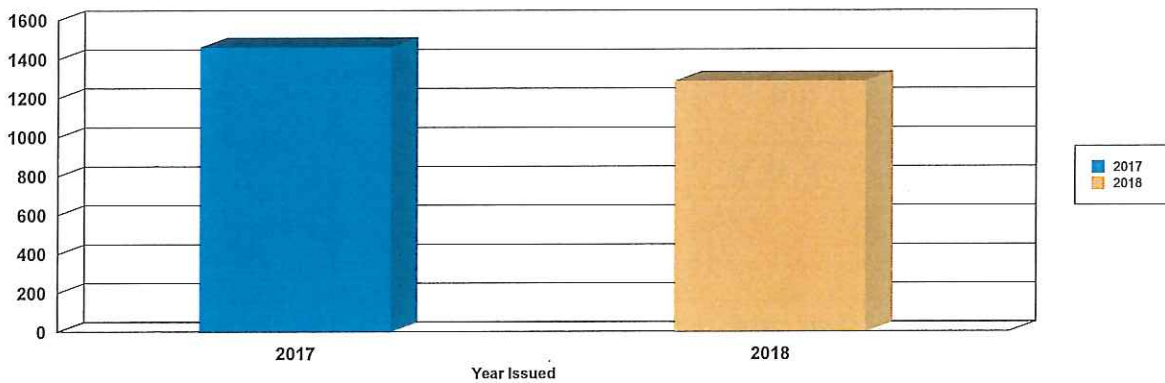
01/01/18 Thru 05/31/18

Report Date: 6/1/2018

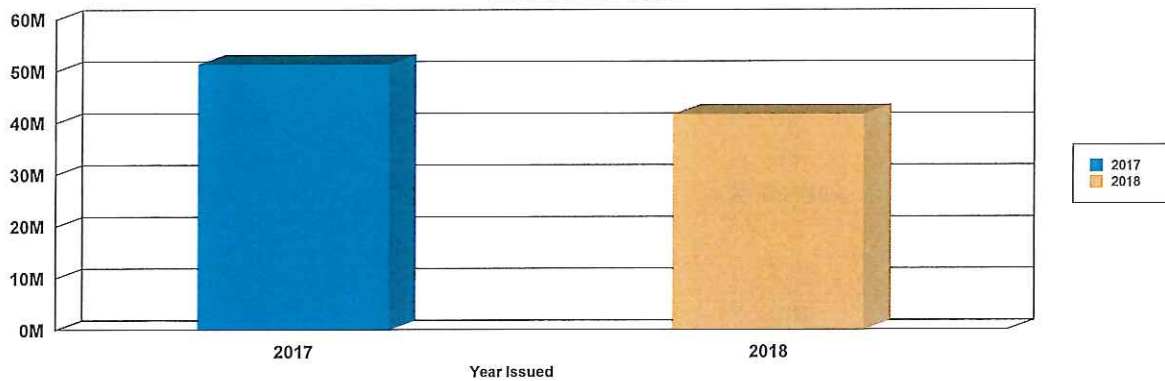


	2017	2018
<b>Permits</b>	<b>1462</b>	<b>1288</b>
<b>Estimated Cost</b>	<b>51,371,120.00</b>	<b>41,650,424.00</b>
<b>Receipt Amount</b>	<b>250,294.54</b>	<b>240,204.26</b>

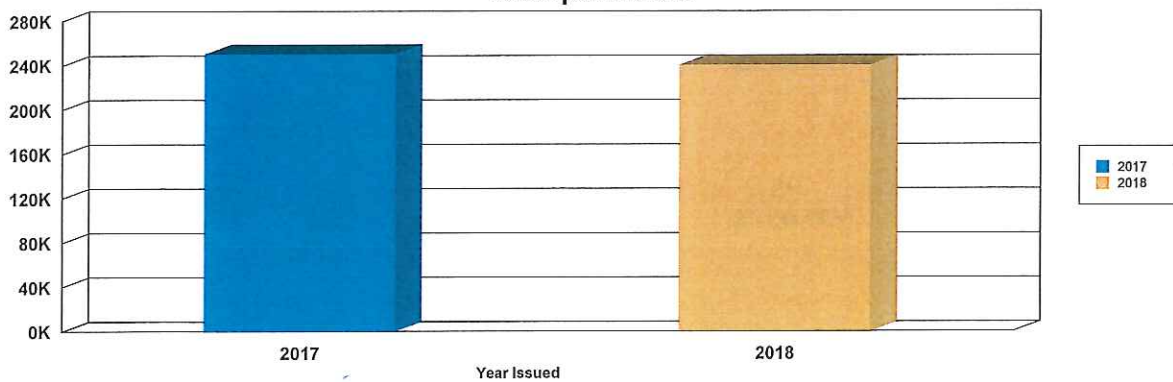
Number of Permits



Estimated Cost



Receipt Amount



# Department of Public Works Inspections Division

## Permit Summary Count YTD Comparison

01/01/18 Thru 06/30/18

Report Date: 7/2/2018



Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING				
	2017	468	48,073,774	151,182.60
	2018	448	31,880,259	127,220.93
		-4.27 %	-33.68 %	-15.85 %
DISPLAY SIGN				
	2017	65	425,592	2,770.94
	2018	74	619,672	2,949.08
		13.85 %	45.60 %	6.43 %
ELECTRICAL				
	2017	406	6,632,294	71,989.44
	2018	368	5,527,078	59,196.73
		-9.36 %	-16.66 %	-17.77 %
EROSION CNTL				
	2017	20		2,660.00
	2018	17		2,200.00
		-15.00 %	%	-17.29 %
HEATING				
	2017	419	9,336,002	35,052.63
	2018	415	7,411,890	39,398.53
		-0.95 %	-20.61 %	12.40 %
PLAN REVIEW				
	2017	67		21,588.50
	2018	45		17,590.00
		-32.84 %	%	-18.52 %
PLUMBING				
	2017	287	3,392,994	28,717.85
	2018	223	2,671,596	14,679.00
		-22.30 %	-21.26 %	-48.89 %
SEWER				
	2017	89	1,111,240	11,325.61
	2018	83	488,230	20,540.00
		-6.74 %	-56.06 %	81.36 %
WELL				
	2017	1		40.00
	2018	13		520.00
		1,200.00 %	%	1,200.00 %

# Department of Public Works Inspections Division

## Permit Summary Count YTD Comparison

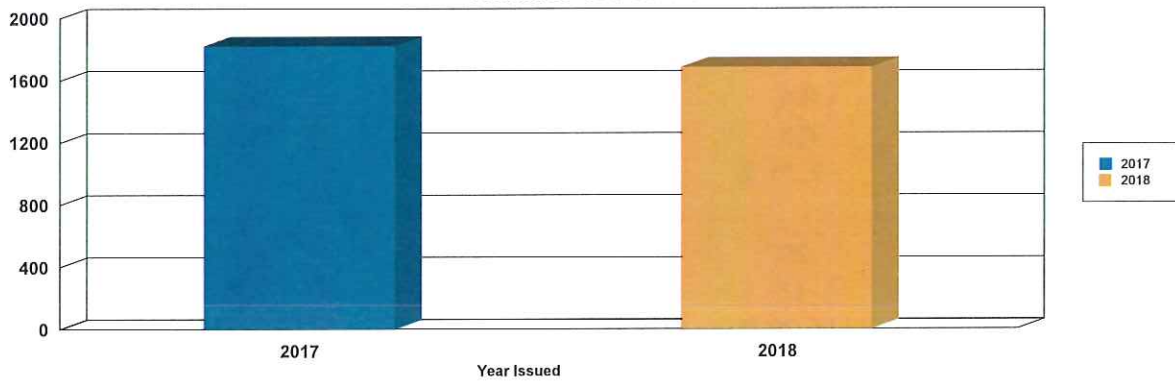
01/01/18 Thru 06/30/18

Report Date: 7/2/2018

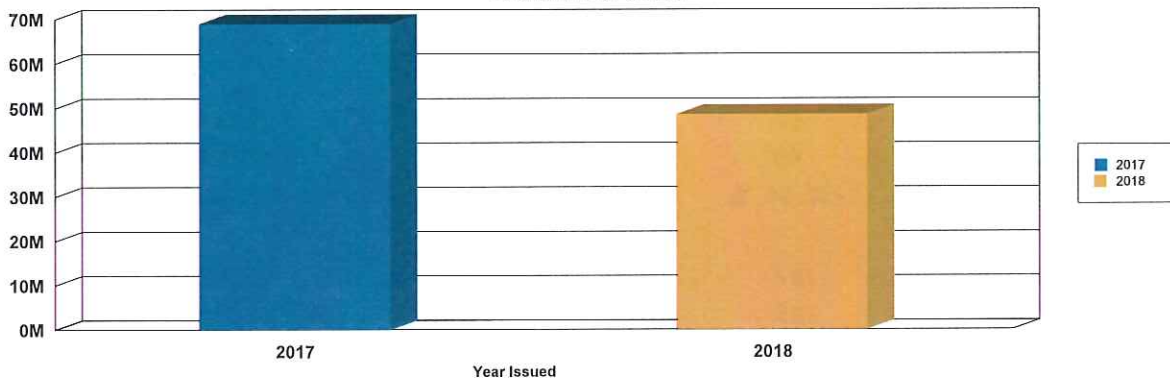


	2017	2018
Permits	1822	1686
Estimated Cost	68,971,896.00	48,598,725.00
Receipt Amount	325,327.57	284,294.27

Number of Permits



Estimated Cost



Receipt Amount

