



# City of Appleton

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

## Meeting Agenda - Final Municipal Services Committee

---

Monday, July 29, 2019

4:30 PM

Council Chambers, 6th Floor

---

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

[19-1083](#) Minutes from July 15, 2019

Attachments: [Minutes from July 15, 2019.pdf](#)

### 4. Public Hearings/Apearances

### 5. Action Items

[19-1084](#) Approve permanent street occupancy permit for the southwest corner of the new US Venture Public Parking Ramp within Rocky Bleier Run right-of-way.

Attachments: [Permanent Street Occupancy US Venture Public Parking Ramp.pdf](#)

[19-1085](#) Request from Bethany Hietpas, 1304 S. Jackson Street, for a variance to Municipal code 19-91(f)(5) to widen the driveway 14'2" feet for a total driveway width of 23'.

Attachments: [Driveway variance 1304 S. Jackson St.pdf](#)

[19-1087](#) Request from Gardenvue Restaurant for a Street Occupancy Permit to place tables and chairs in the College Avenue beautification strip at 216 E. College Avenue.

Attachments: [Table & Chairs-Gardenvue Restaurant.pdf](#)

[19-0985](#) R/B-Approve proposed changes to Municipal Code Section 19-110 Metered on-street parking and Section 19-111 Metered off-street parking related to red-head meter time limits.

Attachments: [Proposed Changes to Municipal Code Section 19-110 and Section 19-111.pdf](#)

Legislative History

7/15/19	Municipal Services Committee	recommended for approval
7/24/19	Common Council	referred to the Municipal Services Committee

[19-0986](#)

R/B-Approve proposed change of the seven (7) meters on the north side of College Avenue between Appleton Street and Oneida Street from 2-hour meters to 25-minute red head meters.

**Attachments:** [Red-Head Meter Parking.pdf](#)

**Legislative History**

7/15/19	Municipal Services Committee	recommended for approval
7/24/19	Common Council	referred to the Municipal Services Committee

[19-0988](#)

R/B-Approve proposed "Yellow Meter Loading Zone" for the first three parking stalls on the southside of College Avenue east of Appleton Street similar to the zone of Oneida Street near City Center.

**Attachments:** [Yellow Meter Loading Zone.pdf](#)

**Legislative History**

7/15/19	Municipal Services Committee	recommended for approval
7/24/19	Common Council	referred to the Municipal Services Committee

## 6. Information Items

[19-1088](#)

2019 Mid-Year Performance Reviews.

**Attachments:** [2019 Mid-Year Performance Reviews.pdf](#)

[19-1106](#)

Update on recruitment and retention challenges.

## 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

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

## Meeting Minutes - Final Municipal Services Committee

---

Monday, July 15, 2019

4:30 PM

Council Chambers, 6th Floor

---

**RESCHEDULED FROM 7/8/19**

1. Call meeting to order

*Aldersperson Coenen called the meeting to order at 4:30 p.m.*

2. Roll call of membership

**Present:** 4 - Croatt, Coenen, Williams and Firkus

**Excused:** 1 - Martin

3. Approval of minutes from previous meeting

[19-0978](#)

Minutes from June 24, 2019.

**Attachments:** [Minutes from June 24, 2019.pdf](#)

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

**Aye:** 4 - Croatt, Coenen, Williams and Firkus

**Excused:** 1 - Martin

4. **Public Hearings/Appealances**

5. **Action Items**

[19-0979](#)

Approve Alley Vacation south of College Avenue and west of S. Oneida Street.

**Attachments:** [Alley Vacation south of College Avenue and west of S. Oneida St..pdf](#)

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

**Aye:** 4 - Croatt, Coenen, Williams and Firkus

**Excused:** 1 - Martin

19-0981

Approve W. Water Street Vacation for the southeasterly side of W. Water Street located approximately 500' northeast of Jackman Street.

**Attachments:** [W. Water Street Vacation.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

19-0982

Approve E. North Island Street Vacation west of S. Vulcan Street.

**Attachments:** [E. North Island Street Vacation.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

19-0983

Request from Boldt to mark a route on the sidewalk from the Fox Cities Exhibition Center to Appleton Beer Factory with chalk shoe prints with the Boldt logo for the September 18, 2019 WHEA Conference. Marked route to be installed no sooner than September 17, 2019 and removed no later than September 20, 2019.

**Attachments:** [Boldt to mark a route on the sidewalk.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

19-0984

Request from Crescent Lofts-Appleton, LLC for a permanent street occupancy permit to place a ground mounted transformer for Hoersch Home Appliance at the south end of the Alley south of W. Franklin Street.

**Attachments:** [Permanent Street Occupancy-Crescent Lofts-Appleton, LLC.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

19-0985

Approve proposed changes to Municipal Code Section 19-110 Metered



on-street parking and Section 19-111 Metered off-street parking related to red-head meter time limits.

**Attachments:**     [Proposed Changes to Municipal Code Section 19-110 and Section 19-111.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0986](#)

Approve proposed change of the seven (7) meters on the north side of College Avenue between Appleton Street and Oneida Street from 2-hour meters to 25-minute red head meters.

**Attachments:**     [Red-Head Meter Parking.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0988](#)

Approve proposed "Yellow Meter Loading Zone" for the first three parking stalls on the southside of College Avenue east of Appleton Street similar to the zone of Oneida Street near City Center.

**Attachments:**     [Yellow Meter Loading Zone.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0989](#)

Approve parking restriction changes on Vulcan Street, south of N. Island Street (Follow-up to six month trial period).

**Attachments:**     [Parking changes on Vulcan St. south of North Island Street.pdf](#)

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

Aye: 4 - Croatt, Coenen, Williams and Firkus

Excused: 1 - Martin

[19-0990](#)

Approve parking changes related to the College Avenue/Matthias Street

---

RRFB Installation Project.

**Attachments:** [Parking changes on College Av-Matthias St RRFB Installation project.pdf](#)

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

**Aye:** 4 - Croatt, Coenen, Williams and Firkus

**Excused:** 1 - Martin

[19-0991](#)

Approve parking changes related to the Richmond Street/Winnebago Street RRFB Installation Project.

**Attachments:** [Parking changes to the Richmand St-Winnebago St RRFB Installation Project.pdf](#)

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

**Aye:** 4 - Croatt, Coenen, Williams and Firkus

**Excused:** 1 - Martin

[19-0992](#)

Approve parking changes related to the Evergreen Drive Urbanization Project (Haymeadow Avenue to west city limits).

**Attachments:** [Parking changes to Evergreen Dr Urbanization Project .pdf](#)

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

**Aye:** 4 - Croatt, Coenen, Williams and Firkus

**Excused:** 1 - Martin

[19-0996](#)

Approve Amendment No. 1 to the Collins Engineers, Inc. Contract for the Bridge Inspections to perform additional LRFD loading analysis as requested by WISDOT and to update the Olde Oneida Street Bridge Rehab Report in an amount not to exceed \$7,200 (revised contract amount of \$37,200)

**Attachments:** [Contract for the Bridge Inspections.pdf](#)

Croatt 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, Williams and Firkus

**Excused:** 1 - Martin

[19-0888](#)

**R-B-Summer Street**, from Gillet Street to Richmond Street, be reconstructed with asphalt and concrete pavement and curb and gutter.

The dimensions of the Summer Street reconstruction project are as follows:

Gillet Street-295' west of Mason Street: New asphalt pavement and concrete curb & gutter to be constructed to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street within this portion of the project.

285' west of Mason Street- Mason Street: New concrete 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.

Mason Street- 100' west of Richmond Street: New asphalt pavement and concrete curb & gutter to be constructed to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street within this portion of the project.

100' west of Richmond Street- Richmond Street: New asphalt pavement and concrete curb & gutter 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.

Existing parking provisions within the project limits will remain unchanged.

**Williams 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, Williams and Firkus

**Excused:** 1 - Martin

#### [19-1006](#)

Resolution #8-R-19 North Clark Street

**Attachments:** [Resolution #8-R-19.pdf](#)

*Refer to staff August 26, 2019*

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

**Aye:** 4 - Croatt, Coenen, Williams and Firkus

**Excused:** 1 - Martin

## **6. Information Items**

#### [19-0987](#)

Inspections Division Permit Summary Comparison Report for June, 2019

Attachments:    [Inspections Division Permit Summary Report for June, 2019.pdf](#)

7.     Adjournment

Croatt moved, seconded by Coenen, to adjourn the meeting at 5:21 p.m. Roll Call. Motion carried by the following vote:

Aye:    4 -    Croatt, Coenen, Williams and Firkus

Excused:    1 -    Martin

ALLEN ST

KIMBALL ST.

PROPOSED PARKING RAMP

Ramp corners within ROW

ROCKY BLEIER RUN

WATER STREET



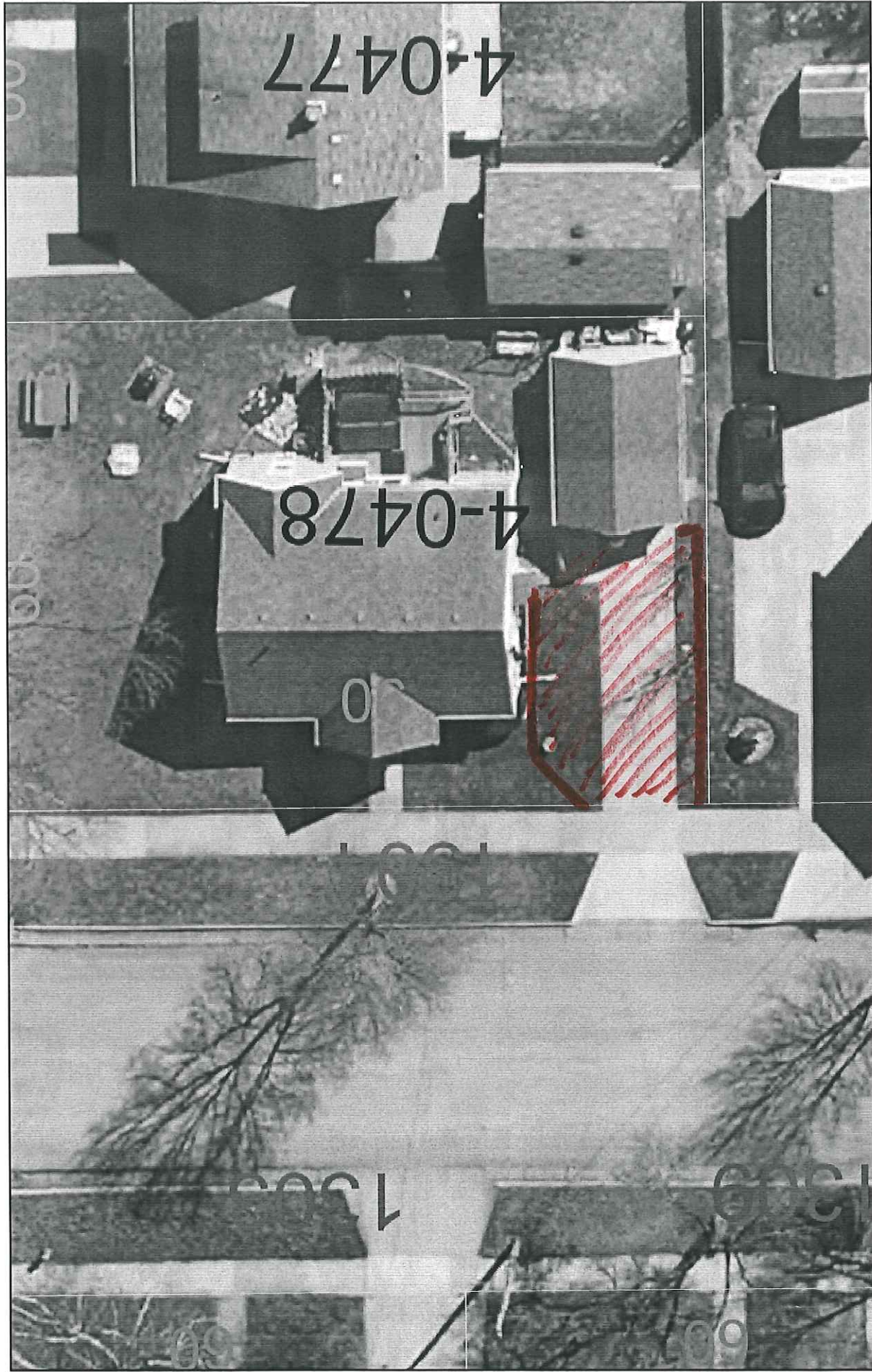
**Paula Vandehey**

---

**From:** Bethany Hietpas <blhietpas@outlook.com>  
**Sent:** Wednesday, July 3, 2019 11:16 AM  
**To:** Kurt Craanen  
**Subject:** Variance for driveway

The one picture with more dimensions is my current driveway. And the other is what I'd like to do. Also if it helps I could go to the meeting to answer any questions that they might have.





7/22/2019 3:11:53 PM

City Parcels

Easements

1:282  
0 0 0 0  
0.01 mi 0.01 km



A hand-drawn site plan on a piece of paper, showing a property layout with various dimensions and labels. The plan includes a 'House' on the left, a 'Garage' at the top, and a 'Shrub' area near the house. The main area is divided into sections, with dimensions in feet and inches. The overall width is 10 ft, and the overall depth is 10 ft 10 in. The plan also shows a 'Grass' area on the right and a 'Grass' area at the bottom. The dimensions are as follows:

- Overall width: 10 ft
- Overall depth: 10 ft 10 in
- House: 7 ft wide, 10 ft 3 in deep
- Garage: 14 ft wide, 10 ft 3 in deep
- Shrub: 2 ft wide, 4 ft 3 in deep
- Grass (right): 11 ft 3 in wide, 11 ft 8 in deep
- Grass (bottom): 11 ft 7 in wide, 11 ft 10 in deep

Horse

Shrub

Grass

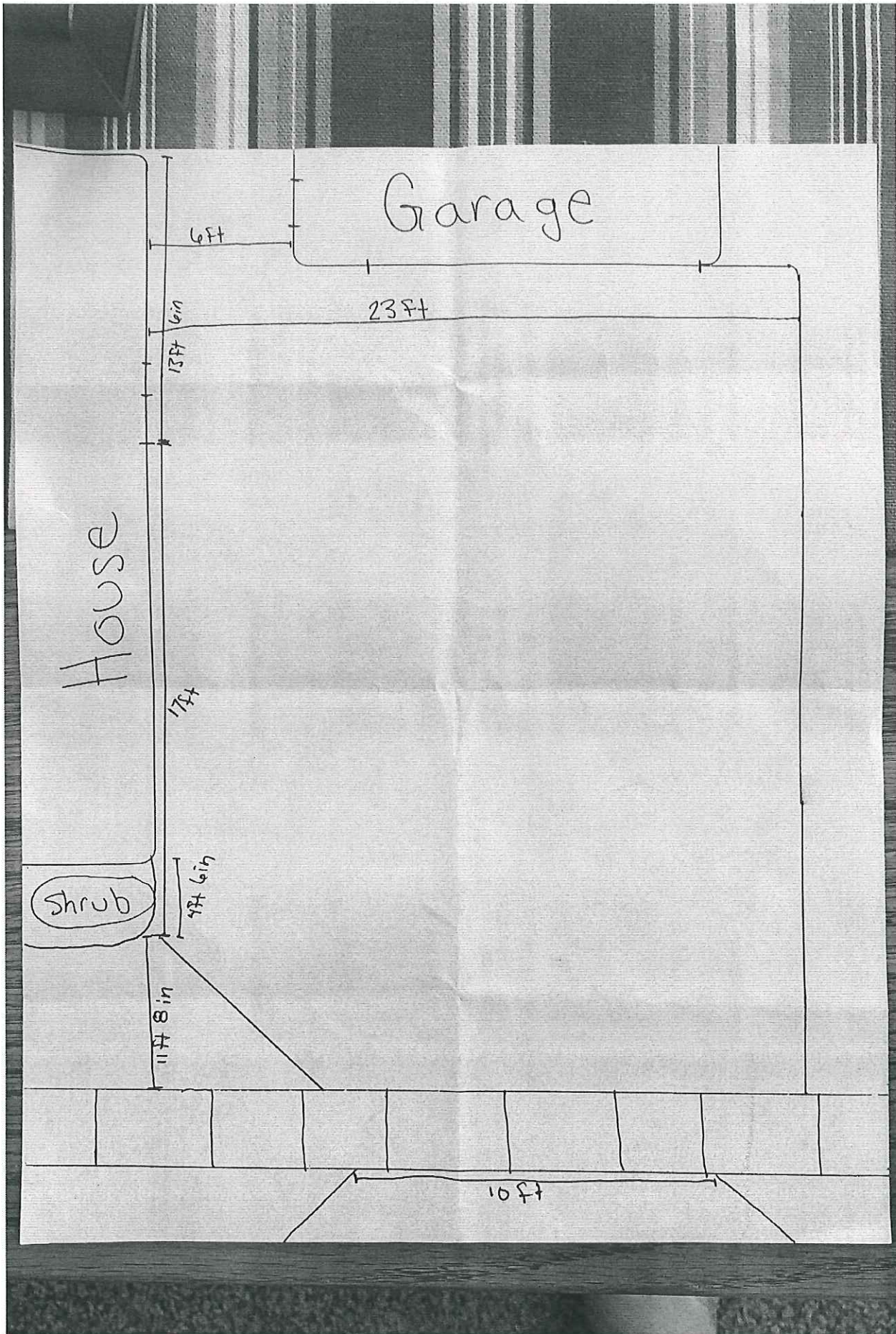
Garage

Grass

1054



# PROPOSED



#### APPLETON CODE

(Code 1965, §10.17(2); Ord 4-93, §1, 1-6-93; Ord 142-93, §1, 9-15-93; Ord 143-93, §1, 9-15-93; Ord 144-93, §1, 9-15-93; Ord 154-93, §1, 9-15-93; Ord 155-93, §1, 9-15-93; Ord 137-95, §1, 12-20-95; Ord 154-01, §1, 9-10-01, Ord 68-05, §1, 5-7-05; Ord 107-05, §1, 1-1-06; Ord 122-05, §1, 1-1-06; Ord 96-10, §1, 6-22-10; Ord 103-10, §1, 1-1-11; Ord 112-12, §1, 10-23-12)

**Cross reference(s)** - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

#### **Sec. 19-91. Parking in front and side yard in residential district; parking on terraces.**

(a) **Purpose.** The purpose of this section is to clearly define acceptable areas for parking vehicles within the front yard or side yard, as defined in Chapter 23, of private properties in order to address off-street parking issues and maintain the acceptable appearance of City neighborhoods.

(b) **Residential driveway.** Residential driveway means that area leading directly from the street to a garage, carport, or rear yard parking area.

(c) **Front yard.** No person shall park or store any motor vehicle, or recreational vehicle of 26 feet or less, i.e., a "camping trailer", "fifth-wheel trailer", "motor home" or "recreational vehicle" as those terms are defined by §340.01, Stats., as well as boat trailers and boats, utilities trailers, trailered snowmobiles, trailered jet-ski(s) or fishing shanties in the front yard of any residential district except upon a residential driveway and shall be subject to temporary recreational vehicle parking restrictions set forth in §19-92. No recreational vehicle or boat greater than 26 feet in length may be parked or stored in the front yard of any residential district. Any vehicle parked in the front yard, shall be parked within the driveway area in such a manner as to maintain all wheels on the driveway surface, and shall neither obstruct the sidewalk nor extend onto the driveway apron. All driveways on one- (1-) and two- (2-) family residential properties, as well as those properties with three (3) dwelling units, shall be paved with concrete, asphalt, brick or a similar hard surface within one (1) year of construction. Carriage style driveways with a minimum of 2-foot wide strips paved with concrete, asphalt or brick and maintained grass medians in accordance with Sec. 12-59(c)(3) are permitted. Those existing driveways on one- (1-) and two- (2-) family properties, as well as those properties with three (3) dwelling units, that are not currently paved as described for new driveways shall be so paved within one (1) year of notice of non-compliance. (Ord 84-15, §1, 10-27-15)

(d) **Side yard.** No person shall park or store any  
Supp. #90

motor vehicle, "camping trailer", "fifth-wheel trailer", "motor home" or "recreational vehicle" as those terms are defined by §340.01, Stats., as well as boat trailers and trailered boats, pick-up camper tops, utilities trailers, trailered snowmobiles, trailered jet-ski(s) or fishing shanties in the side yard of any residential district unless the side yard parking area is no greater than twelve (12) feet wide and extends no farther than the rear plane of the principal structure on the property. Side yard parking areas are required to be hard surfaced and subject to the requirements of this section, including the requirement for a permit for the installation of said hard surface.

(e) **Permits.** The Inspections Supervisor shall issue a driveway extension permit or a side yard parking pad permit upon the filing of a proper application, which shall be on a form furnished by the Director and shall describe the nature of the work, material to be used, measurements, plans and/or specifications of the proposed extension as well as such other information as may be required for inspection. Permits shall be issued prior to the start of the work. Fees for this permit shall be kept on file with the City Clerk.

(f) Extensions to the driveway surface, beyond the area previously described in section (d), are permissible provided all of the following apply:

- (1) The property owner has obtained appropriate driveway extension permit; and,
- (2) Both the extension and driveway are paved as provided in sec. (d) above; and,
- (3) The extension is no greater than twelve (12) feet wide; and,
- (4) The paved area is no longer than the length of the driveway, extending from the edge of the City's right-of-way to a carport, rear yard parking area or garage. For the purpose of creating a parking pad, the paved area may extend along the side of the principal structure on the property and may extend to the rear plane of said structure; and,
- (5) Whenever practicable, the extension shall be located on the side of the driveway such that it extends toward the nearest side lot line. When such a configuration is not possible, the property owner may install an extension no greater than four (4) feet into the greater front yard. Any extension into the greater front yard of the property that is more than four (4) feet wide shall require approval from the



## TRAFFIC AND VEHICLES

Municipal Services Committee.

- (6) This section shall not apply toward paved circular driveways.
- (7) The paved area shall meet any other requirements of the Municipal Code including, but not limited to, zoning requirements and the Driveway Installation Policy.

(g) Appeals to the requirements of this section shall be filed with the Inspections Supervisor and heard by the Municipal Services Committee. In hearing and deciding appeals, the Committee shall have the power to grant relief from the terms of this section only where there are unusual and practical difficulties or undue hardships due to an irregular shape of the lot, topographical, or other conditions present, as contrasted with merely granting an advantage or convenience. Decisions of the Committee shall be consistent with the purpose and intent of this section.

(h) Relief granted by the Municipal Services Committee, pursuant to (g) above, shall run with the land. (Ord 85-15, §1, 10-27-15)

(i) Any person who shall violate any provision of this chapter shall be subject to a penalty as provided in §1-16 of the Municipal Code.

(Code 1965, §10.04(2); Ord 179-02, §1, 8-27-02, Ord 16-05, §1, 2-22-05; Ord 126-06, §1, 10-10-06; Ord 156-10, §1, 10-26-10; Ord 157-10, §1, 10-26-10; Ord 159-10, §1, 11-9-10, Ord 144-11, §1, 6-7-11)

**Cross reference(s)** - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

### **Sec. 19-92. Recreational and commercial vehicle parking and storage in residential district.**

(a) **Definitions.** For the purposes of this section, certain terms shall have the meanings ascribed to them in this section, unless the context clearly indicates otherwise.

**Recreational vehicle** means a “camping trailer”, “fifth-wheel trailer”, “motor home” or “recreational vehicle” as those terms are defined by §340.01, Stats. It also includes trailers and boats, pick-up camper tops, utilities trailers, trailered snowmobiles, trailered jet-ski(s) or fishing shanties.

- (b) When associated with residential dwellings:

- (1) The outdoor storage of a commercial vehicle or commercial trailer shall be restricted to a vehicle or trailer owned or leased by the occupant(s) of the lot upon which the vehicles are stored.

- (2) The enclosed parking or storage of not more than one (1) commercial or service vehicle rated at Class A – D may be permitted within an attached garage, attached carport, detached garage, and/or detached carport, provided that such vehicle is used by the occupant(s) of the lot upon which the vehicle is parked or stored.

- (3) The outdoor parking or storage of not more than one (1) commercial or service vehicle rated at Class A – D or school bus, may be permitted, provided that such vehicle is parked or stored in the side yard and/or rear yard only and used by the occupant(s) of the lot upon which the vehicle is parked or stored.

- (4) **Recreational vehicle storage.** The outdoor storage of not more than one (1) recreational vehicle in areas other than those addressed in §19-91 may be permitted provided:

- a. Such recreational vehicle is owned or leased by the occupant(s) of the lot upon which the recreational vehicle is stored.
- b. Such recreational vehicle shall not be used for business, living, sleeping, or housekeeping purposes.
- c. Such recreational vehicle shall not be permanently connected to sewer lines, water lines, or electricity.
- d. Such recreational vehicle shall not be used for the storage of goods, materials or equipment not normally a part of or essential to the immediate use in that vehicle or trailer.

(c) **Recreational vehicle parking in front yard.** Unoccupied recreational vehicles of 26 feet in length or less as defined in §19-92 may be parked in a front yard driveway.

(Code 1965, §11.15(3)(c); Ord 32-92, §1, 3-18-92; Ord 174-93, §1, 10-19-93; Ord 131-96, §1, 12-18-96; Ord 145-11, §1, 6-7-11)



Minor Amendment to Special Use Permit #3-19  
Gardenview Restaurant  
216 E. College Avenue  
Sidewalk Cafe with Alcohol Sales

2-0317

216.5

2-0319

Subject Area

214

216

218

N 0 5 10 20 Feet

E COLLEGE AV



City Plan Commission  
7-23-19



Google Maps



Imagery ©2019 Google, Map data ©2019 20 ft

Hide all





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

## MEMO

---

**TO:** Municipal Services Committee

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

**DATE:** July 9, 2019

**SUBJECT:** **Red-head Meter Parking**

---

Representatives from Downtown recently attended a Municipal Services Committee meeting to share some on-going challenges they are having with parking. One of those challenges is with employees with handicap permits parking meters full for the entire day. This creates a challenge for the businesses that rely on turn-over for convenient parking for their customers.

Wisconsin State Statute 346.50(2a) states "*...a physically disabled person is exempt from any ordinance imposing time limitations on parking in any street or highway zone and parking lot, whether municipally owned or leased, or both municipally owned and leased or a parking place owned or leased, or both owned and leased by a municipal parking utility, with **one-half hour or more limitation...***"

In order to address this issue, we are recommending that the existing 30-minute red-head meters be converted to 25-minute meters. This will at least ensure that the red-head meters are providing turn-over. In addition, we are proposing to convert seven (7) existing 2-hour meters to 25-minute red-head meters on the north side of College Avenue between Appleton Street and Oneida Street.

## TRAFFIC AND VEHICLES

### Sec. 19-110. Metered on-street parking.

The time limits for operation of parking meters are as authorized by the Common Council and as specified on individual meters.

(a) *Red head meters – Fee.* A rate of fifty cents (\$0.50) for ~~thirty (30)~~ minutes shall apply to all spaces marked with red head meters in the Central Business District.

*(+twentyfive (25))*

(b) *Non-red head meters – Fee.*

1. For all on-street meters north of Washington Street, a rate of twenty-five cents (\$0.25) for each hour shall apply to all spaces marked with non-red head meters.
2. All other meters shall have a rate of one dollar (\$1.00) for each hour and shall apply to all spaces marked with non-red head meters.

(Code 1965, §10.07(10)(b); Ord 107-91, §1, 10-16-91; Ord 115-91, §1, 11-6-91; Ord 147-93, §1, 9-15-93; Ord 148-93, §1, 9-15-93; 137-95, §1, 12-20-95; Ord 23-04, §1, 2-10-04; Ord 104-10, §1, 1-1-11; Ord 64-13, §1, 8-13-13; Ord 54-15, §1, 6-23-15; Ord 113-18, §1, 1-1-19)

### Sec. 19-111. Metered off-street parking.

The time limits for operation of parking meters are as authorized by the Common Council and as specified on individual meters.

(a) *Library lot fees.* A rate of one dollar (\$1.00) per hour shall apply to all non-red head meters in the Library lot. A rate of fifty cents (\$0.50) for ~~thirty~~ minutes shall apply to all spaces marked with red head meters in the Library lot.

*(+twentyfive)*

(Code 1965, §10.07(11)(a), (b); Ord 138-89, §1, 10-18-89; No. of 1-24-90; Ord 114-91, §1, 11-6-91; Ord 36-92, §2, 3-18-92; Ord 118-93, §1, 7-21-93; Ord 149-93, §1, 9-15-93; Ord 150-93, §1, 9-15-93; Ord 181-93, §1, 11-3-93; Ord 157-01, §1, 9-10-01; Ord 24-04, §1, 2-10-04; Ord 105-10, §1, 1-1-11; Ord 116-12, §1, 10-23-12; Ord 65-13, §1, 8-13-13; Ord 114-18, §1, 1-1-19)

### Sec. 19-112. Non-metered off-street parking.

(a) The rates and regulations for non-metered off-street parking facilities owned by the City may be established by the Common Council and shall be on file in the office of the Department of Public Works.

(b) Any vehicle which has not been moved and/or is left unattended in any City-owned non-metered off-street parking facility for more than thirty (30) days shall be considered to be abandoned, and shall be dealt with pursuant to the provisions of Chapter 12, Article V of this Municipal Code.

(Code 1965, §10.07(11)(a); Ord 137-89, §1, 10-18-89; Mo. of 1-24-90; Ord 36-92, §3, 3-18-92; Ord 151-93, §1, 9-15-93; Ord 117-12, §1, 10-23-12)

### Sec. 19-113. Parking permits.

(a) *Sale of permits; types.* Except as otherwise provided in this section, off-street parking permits shall be issued by the Department of Public Works. The types of permits and the cost for the different types of permits shall be on file in the Department of Public Works.

(b) – (i) Reserved.

(Code 1965, §10.07(11)(c); Ord 86-88, §(a) - (d), 8-17-88; Ord 71-89, §1(c), (d), 6-7-89; Ord 124-89, §1, 9-20-89; Ord 139-89, §1, 10-18-89; Ord 176-89, §1, 12-20-89; Ord 64-90, §1, 8-8-90; Ord 36-92, §§4 - 7, 3-18-92; Ord 4-93, §1, 1-6-93; Ord 27-93, §1, 2-17-93; Ord 119-93, §1, 7-21-93; Ord 120-93, §1, 7-21-93; Ord 152-93, §1, 9-15-93; Ord 182-93, §1, 11-3-93; Ord 118-12, §1, 10-23-12)

### Sec. 19-114. Loitering in off-street parking facilities prohibited.

No person shall enter, remain in or upon, loiter, stand, sit, lie, remain or otherwise occupy any off-street parking facilities except for the purpose of motor vehicle parking and the necessary ingress and egress for parking.

(Code 1965, §10.07(11)(c)(1)(a.4))

**Cross reference(s)** - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

### Secs. 19-115 – 19-135. Reserved.



- (b) The stopping of the vehicle is necessary to avoid conflict with other traffic or to comply with traffic regulations or the directions of a traffic officer or traffic control sign or signal.
- (c) The vehicle of a public utility, as defined in s. 196.01 (5), a telecommunications carrier, as defined in s. 196.01 (8m), or a rural electric cooperative is stopped or left standing and is required for maintenance, installation, repair, construction or inspection of its facilities by the public utility or a rural electric cooperative when warning signs, flags, traffic cones, or flashing yellow lights or barricades, have been placed to warn approaching motorists of any obstruction to the traveled portion of the highway.
- (1m) In subs. (2) and (2a), the terms "municipal" and "municipally" include county.
- (2) Except as provided in sub. (3m), a motor vehicle bearing a special registration plate issued under s. 341.14 (1) to a disabled veteran or on his or her behalf is exempt from any ordinance imposing time limitations on parking in any street or highway zone and parking lot, whether municipally owned or leased, or both municipally owned and leased or a parking place owned or leased, or both owned and leased by a municipal parking utility, with one-half hour or more limitation but otherwise is subject to the laws relating to parking. Where the time limitation on a metered stall is one-half hour or more, no meter payment is required. Parking privileges granted by this subsection are limited to the disabled veteran to whom or on whose behalf the special plates were issued and to qualified operators acting under the disabled veteran's express direction with the disabled veteran present.
- (2a) Except as provided in sub. (3m), a motor vehicle bearing special registration plates issued under s. 341.14 (1a), (1e), (1m), or (1q) or a motor vehicle upon which a special identification card issued under s. 343.51 is displayed or a motor vehicle registered in another jurisdiction upon which is displayed a registration plate, a card, or an emblem issued by the other jurisdiction designating the vehicle as a vehicle used by a physically disabled person is exempt from any ordinance imposing time limitations on parking in any street or highway zone and parking lot, whether municipally owned or leased, or both municipally owned and leased or a parking place owned or leased, or both owned and leased by a municipal parking utility, with one-half hour or more limitation but otherwise is subject to the laws relating to parking. Where the time limitation on a metered stall is one-half hour or more, no meter payment is required. Parking privileges granted by this subsection are limited to the following:
  - (a) A person to whom plates were issued under s. 341.14 (1a).
  - (b) A qualified operator acting under the express direction of a person to whom plates were issued under s. 341.14 (1a) when such person is present.
  - (c) A person to whom plates were issued under s. 341.14 (1m) when the disabled person for whom the plates were issued is present.
  - (d) A person for whom plates were issued under s. 341.14 (1q).
  - (e) A qualified operator acting under the express direction of a person for whom plates were issued under s. 341.14 (1q) when such person is present.
  - (h) A person or organization to whom a special identification card was issued under s. 343.51.
  - (j) A qualified operator acting under the express direction of a person to whom a special identification card was issued under s. 343.51 when such person is present.
  - (k) A qualified operator of a motor vehicle registered in another jurisdiction upon which is displayed a registration plate, a card or an emblem issued by the other jurisdiction designating the vehicle as a vehicle used by a physically disabled

Google Maps 121 W College Ave



Image capture: Aug 2018 © 2019 Google

Appleton, Wisconsin

Google

Street View - Aug 2018





**NO  
STOPPING  
EXCEPT  
COMMERCIAL TRUCKS  
LOADING/UNLOADING  
8AM TO 3PM MON-FRI**



**METERED PARKING  
ENFORCED DURING TIMES  
DISPLAYED ON METER**



# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Administrative Services	PUBLIC WORKS DEPARTMENT					Business Unit 17011
-------------------------	-------------------------	--	--	--	--	---------------------

## Significant 2019 Events:

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Ordinance compliance						
Construction permits sold	700	690	840	765	725	334
Recovery of project costs						
# of assessment bills prepared	1,299	1,210	1,142	1,180	1,200	724
Compliance with city regulations						
# of site plans reviewed	40	33	29	32	40	12
<b>Strategic Outcomes</b>						
Consistent and current information						
Policies reviewed and updated	2	8	7	3	8	4
% of customers with a positive perception of Public Works	New Measure ----->		N/A	74%	100%	74%
<b>Work Process Output</b>						
Service provided						
# of agenda items prepared	183	200	207	212	190	128
Improvements/additions to infrastructure						
\$ of projects bid	\$13,360,055	\$14,321,893	\$19,943,755	\$11,223,161	\$25,117,488	\$17,707,240

**DEPARTMENT OF PUBLIC WORKS**  
**MID-YEAR REVIEW**  
All figures through June 30, 2019

PUBLIC WORKS DEPARTMENT									
Business Unit 17014									

Significant 2019 Events:

Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Condition of roadway surfaces (scale 100-0, 0 best)						
Average condition rating	19.86	19.46	18.96	18.37	19.00	18.50
Miles of street under minimum ride ability	5.14	6.90	5.91	4.47	6.00	5.00
<b>Strategic Outcomes</b>						
Improvement to street system						
Total miles of streets	343	343	344	345	343	346
Total miles in concrete	236	238	241	242	243	242
% of total miles reconstructed (concrete to concrete)	0.45%	0.50%	0.72%	0.690%	0.700%	0.390%
<b>Work Process Outputs</b>						
Restoration of roadway surfaces						
Miles of streets reconstructed (asphalt or concrete to concrete)	1.53	4.04	2.47	2.38	2.70	1.37
Expansion of street system						
Miles of new grade & gravel streets	0.35	0.00	0.64	0.27	0.50	0.00

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

Sidewalk Construction	PUBLIC WORKS DEPARTMENT						Business Unit 17015
-----------------------	-------------------------	--	--	--	--	--	---------------------

### Significant 2019 Events:

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Safe pedestrian walkways						
# of defective sidewalk related accidents	0	0	0	0	0	0
Miles of Sidewalk	439	445	450	453	451	453
<b>Strategic Outcomes</b>						
Minimize liability						
# of insurance claims from defective sidewalks	0	0	0	0	0	0
<b>Work Process Outputs</b>						
Defective sidewalks						
Miles of green dot	2.86	3.25	6.1	3.46	2.0	0.5
Request for replacement						
Miles	0	0	0	0	2	0
Expansion of pedestrian walkways						
Miles of new sidewalks	1.79	2.54	5.17*	2.8	0.50	0.75

\* Includes Eisenhower Drive, Edgewood Drive and Northland Avenue sidewalks that were installed under other Business Units.

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

Asphalt Reconstruction	PUBLIC WORKS DEPARTMENT					Business Unit 17016
------------------------	-------------------------	--	--	--	--	---------------------

### Significant 2019 Events:

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Condition of roadway surfaces (scale 100-0, 0 best)						
Average condition rating	22.68	21.90	21.11	19.59	21.00	20.00
Miles under minimum rideability	21.22	19.85	18.65	16.34	19.00	17.00
<b>Strategic Outcomes</b>						
Improvement to street system						
Total miles of streets in city	343	343	344	345	343	346
Total miles in asphalt	94	94	93	94	94	95
% of total miles reconstructed	0.23%	0.49%	0.24%	0.490%	0.87%	0.140%
<b>Work Process Outputs</b>						
Restoration of roadway surfaces						
Miles of streets reconstructed	0.78	1.69	0.83	1.69	3.00	0.50

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

Traffic Control and Maintenance	PUBLIC WORKS DEPARTMENT					Business Unit 17022
---------------------------------	-------------------------	--	--	--	--	---------------------

### Significant 2019 Events:

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Safe, reliable traffic control devices						
# of changes to traffic controls	11	4	11	12	15	14
# of changes to parking restrictions	67	50	19	51	40	44
% of signs installed or replaced	2.33%	2.52%	2.75%	4.66%	2.50%	1.17%
Intersections in the City						
# of controlled intersections	1,418	1,419	1,422	1,504	1,440	1,506
# of uncontrolled intersections	690	698	690	638	695	637
<b>Strategic Outcomes</b>						
Effective traffic control devices						
# of accidents per street mile	3.54	4.13	4.01	4.05	3.60	2.25
Efficient use of staff						
# of signals maintained for other municipalities	25	25	26	26	27	26
<b>Work Process Outputs</b>						
Service provided						
# of traffic control signs & signals repaired from knockdowns	32 Signals 82 Signs	36 Signals 101 Signs	16 Signals 199 Signs	36 Signals 56 Signs	35 Signals 100 Signs	26 Signals 38 Signs
Respond to system demands						
# of responses for traffic & parking related changes	56	63	52	58	55	28

7/23/2019

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

Street Lighting	PUBLIC WORKS DEPARTMENT						Business Unit 17023
-----------------	-------------------------	--	--	--	--	--	---------------------

### Significant 2019 Events:

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Cost of street lighting						
Avg monthly cost of power/light	\$15.94	\$15.33	\$16.03	\$15.00	\$15.70	\$15.22
<b>Strategic Outcomes</b>						
Safety provided by street lighting						
Number of street lights in the system	8,610	8,624	8,759	8,787	8,845	8,794
City owned	958	1,005	1,147	1,250	1,120	1,254
Utility owned	7,652	7,619	7,612	7,537	7,725	7,540
<b>Work Process Output</b>						
Responses to unsafe lighting conditions						
Number of street lights repaired because of accidents, acts of nature, or equipment failures	13	58	35	36	35	18



# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Municipal Services Building Administration	PUBLIC WORKS DEPARTMENT					Business Unit 17031
--	-------------------------	--	--	--	--	---------------------

## Significant 2019 Events:

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Assure safe working conditions						
# of in-house safety training programs conducted	19	33	35	40	35	17
# of equipment/vehicle accidents	40	34	33	43	30	26
Preventable	28	22	24	25	20	18
Non-preventable	12	12	9	18	10	8
# of employee injury accidents	14	9	17	7	8	4
Annual # of violations found during monthly building inspections	61	66	37	45	40	29
<b>Strategic Outcomes</b>						
Safeguard Assets						
\$ adjustments of inventory at year end	\$2,097	\$653	\$1,940	\$60	\$1,025	NA
Turnover ratio of inventory/Annual	0.72	0.85	0.77	0.62	0.88	NA
# of work days lost due to injuries	83	14	51	4	15	6
<b>Work Process Outputs</b>						
Efficient purchasing and inventory management						
# of purchase orders generated	508	552	517	442	530	357
\$ value of items issued from inventory	\$450,207	\$550,475	\$476,409	\$376,523	\$493,650	\$183,690
# of shipments received	6,106	7,476	7,268	6,876	7,215	3,239

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

PUBLIC WORKS DEPARTMENT					
Business Unit 17032					

Street Repair

### Significant 2019 Events:

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Safety of event participants						
# of civic events supported	3	3	4	4	4	2
<b>Strategic Outcomes</b>						
Preventive maintenance						
Total miles of streets serviced	343	343	344	344	343	344
# of hazardous sidewalk locations repaired	96	122	124	156	75	91
Miles of asphalt streets resurfaced	<1.0	<1.0	1.8	<1.0	<1.0	<1.0
<b>Work Process Outputs</b>						
Repair materials						
Tons of cold patch asphalt applied	310	100	150	216	200	202
Cubic yards of concrete used for repair	68.3	53.5	21.25	78	100	75
Pounds of crack filler applied	79,400	47,250	47,250	27,000	30,000	11,250

7/23/2019

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

PUBLIC WORKS DEPARTMENT					
Business Unit 17033					

Snow and Ice Control

### Significant 2019 Events:

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Timely service provided						
# of major plowing events	9	8	13	10	6	14
# of minor plow/salt events	17	20	15	19	25	14
# of days hauling designated priority snow routes	15	27	6	11	25	20
<b>Strategic Outcomes</b>						
Efficiency of program						
# of citizen contacts	68	115	54	87	80	265
# of miles of sidewalks cleared by Contractor	17.5	17.6	18	18.15	17.6	18.15
City crews	13.1	13.7	15.3	16.6	13.7	16.6
\$ contracted to clear sidewalks	\$109,878	\$189,535	\$154,940	\$209,830	\$175,000	\$240,509
<b>Work Process Outputs</b>						
Volume of work done						
# tons of salt used	2,383	3,575	3,979	4,034	4,000	4,409
# miles of streets maintained	343	343	344	344	343	344
# miles of sidewalk maintained	30.60	31.30	33.30	34.77	31.30	34.77

7/23/2019



# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Forestry Services	PUBLIC WORKS DEPARTMENT					Business Unit 17034
-------------------	-------------------------	--	--	--	--	---------------------

## Significant 2019 Events:

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Safe, healthy and attractive urban forest						
# of trees on City Streets	30,689	30,956	30,855	30,733	32,000	31,500
<b>Strategic Outcomes</b>						
Satisfied community						
% of planting spaces in new subdivisions planted on annual basis	100%	100%	100%	100%	100%	100%
% of customers who accept new trees on new and/or reconstructed streets	100%	100%	100%	100%	100%	100%
Street tree to Arborist ratio	4,721 to 1	4,114 to 1	4,114 to 1	4,097 to 1	4,266 to 1	4,200 to 1
Diverse urban forest						
# of tree species with more than 1,000	9	9	9	9	9	9
<b>Work Process Outputs</b>						
% of trees < 6" diameter pruned annually	50%	50%	50%	50%	50%	50%
Pruning cycle of trees > 6" diameter	9 years	8 years	8 years	8.5 years	8 years	8.5 years
# of Ash trees replaced	146	305	143	188	400	125
Total number of tree species on streets	42	34**	42	42	42	42
Treat all City properties w/ Gypsy Moth egg mass counts of > 500 egg masses/acre	100%	100%	100%	100%	100%	100%

\*\* An incorrect number was used for this output in 2016.

7/23/2019

# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

PUBLIC WORKS DEPARTMENT					
Business Unit 17036 (15520)					
Inspections/Licensing					

## Significant 2019 Events:

Cross connection notices issued.

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Customer knowledge of ordinances						
Customer generated violation reports	1,332	1,371	1,304	1,105	1,100	545
Effectiveness of plan review						
# of onsite consultations prior to plan submittal	76	57	43	106	80	27
Strategic Outcomes						
Availability of service						
Average Plan Review Approval	6.6 Days	6.1 Days	7.8 Days	7.6 Days	6.3 Days	6.3 Days
Consistency of information						
# of policies/ordinances reviewed/updated	3/3	2/2	2/2	1/2	2/2	2/2
Work Process Outputs						
Availability of service						
# of inspections performed	10,125	8,372	8,284	7,935	10,000	3,480
# of re-inspections performed	727	725	504	525	500	222
# of notices issued	891	941	839	797	800	662
# of permits issued	3,752	3,785	3,587	3,528	3,500	1,812
# of plans reviewed	248	263	222	242	250	120

7/23/2019

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

Sanitation - Administration	SPECIAL REVENUE FUNDS						Business Unit 2210
-----------------------------	-----------------------	--	--	--	--	--	--------------------

### Significant 2019 Events:

Commercial recycling program elimination was approved by Council in June.

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Public information						
# of information announcements/ brochures	21	20	17	18	17	7
<b>Strategic Outcomes</b>						
Consistency of information						
# of policies reviewed	1	1	1	1	1	1
Quality of service						
# of contacts received	2,499	2,089	2,303	1,039	2,400	208
<b>Work Process Outputs</b>						
Changes in customer service						
# of policies changed	0	1	0	1	1	0



# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Sanitation - Recycling	SPECIAL REVENUE FUNDS					Business Unit 2221
------------------------	-----------------------	--	--	--	--	--------------------

## Significant 2019 Events:

Commercial recycling cost per ton increase is due to the City adopting the Wisconsin Department of Transportation (DOT) equipment rental rates.

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Convenient access to drop-off centers						
# of hrs/year yard waste sites are open	3,064	3,128	3,101	3,085	3,100	1,370
Cost effective commercial recycling						
Cost/ton - co-mingled	\$125.93	\$131.01	\$158.00	\$176.95	\$160.00	\$225.80
Strategic Outcomes						
Sources of additional revenue						
# of commercial recycling customers	360	352	353	350	355	355
\$ of revenue from chipper rental	\$2,875	\$1,836	\$1,715	\$4,788	\$1,750	\$4,756
# of violations from Outagamie County Landfill	0	0	0	0	0	0
Work Process Outputs						
Material diverted from the landfill						
Diversion Rate	23.7%	23.9%	23.6%	23.1%	24.0%	23.1%
Tons of material collected						
Residential - co-mingled	6,174	6,340	6,065	5,863	6,100	2,771
Commercial - total	452	452	383	348	400	185
Hours chipping material	567	753	787	735	700	319
Yardwaste sites:						
Avg. # of users of the sites weekday (peak)	700	700	700	700	700	700
Avg. # of users of the sites weekend (peak)	875	900	900	1000	1000	1000

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

Sanitation - Solid Waste Collection	SPECIAL REVENUE FUNDS					Business Unit 2223
-------------------------------------	-----------------------	--	--	--	--	--------------------

### Significant 2019 Events:

Overflow and automated cost per ton increases are due to the City adopting the Wisconsin Department of Transportation (DOT) equipment rental rates.

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Service area						
# of automated stops/day	5,136	5,145	5,149	5,153	5,155	5,157
Additional services provided						
# of special collections						
Storm	0	0	1	0	0	0
Move Outs	43	52	53	44	50	21
Bulky Overflow	26	26	26	26	26	13
Strategic Outcomes						
Additional revenue sources						
Cost effective service provided						
Cost/ton of overflow collections	\$148.91	\$153.19	\$157.42	\$160.00	\$164.00	\$213.04
Cost/ton of residential automated pickup	\$86.82	\$87.57	\$89.14	\$89.72	\$93.00	\$108.96
Work Process Outputs						
City cleanliness & public health benefits						
# of tons of refuse collected	19,934	20,209	19,692	19,493	21,500	9,200

7/23/2019

# DEPARTMENT OF PUBLIC WORKS

## MID-YEAR REVIEW

All figures through June 30, 2019

Sanitation - Landfill Maintenance	SPECIAL REVENUE FUNDS						Business Unit 2230
-----------------------------------	-----------------------	--	--	--	--	--	--------------------

### Significant 2019 Events:

First Wisconsin DNR site inspection on June 25, 2019

### Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Safety of the surrounding environment						
# of private wells showing impact from landfill	0	0	0	0	0	0
<b>Strategic Outcomes</b>						
Preventive maintenance						
# of DNR non-compliance notices rec'd	0	0	0	0	0	0
# of maintenance projects	0	0	0	2	1	2
<b>Work Process Outputs</b>						
Regulatory compliance						
Reporting to the DNR	2	1	1	2	2	1
Corrective actions generated from quarterly inspections	3	3	3	22	2	0



# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Administration	PARKING UTILITY	Business Unit 5110
----------------	-----------------	--------------------

## Significant 2019 Events:

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Effective rate structure policy						
% change in operating revenue received	-4.71%	-2.83%	13.50%	-3.86%	1.80%	-2.54%
Community events supported	11	12	12	3	12	5
<b>Strategic Outcomes</b>						
Efficiency of operations						
% change in operating costs	11.19%	-6.38%	3.69%	1.15%	-2.30%	31.58%
<b>Work Process Outputs</b>						
Expansion of customer base						
YTD avg active permit total/permit stalls	2,581 / 2,350	2,497 / 2,317	2,562 / 2,350	2,545 / 2,350	2700 / 2053	2577 / 2014
# of daily meter bags sold	1,834	1,997	2,514	1,274	1,900	1,562

# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Operations and Maintenance	PARKING UTILITY				Business Unit 5120
----------------------------	-----------------	--	--	--	--------------------

## Significant 2019 Events:

Initiated replacement of 2 Yellow Ramp elevator destroyed by fire.  
Retrofitted area off of Division Street in Green Ramp for secure motorcycle and bicycle parking.

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Reliability of the system						
# of broken meters reported	152	107	77	53	50	20
% fixed within 24 hours	99%	99%	99%	100%	100%	100%
<b>Strategic Outcomes</b>						
Efficiency of staff management						
Maintenance staff size to # of metered stalls	2 / 951	2 / 951	2 / 864	2 / 848	2 / 714	2 / 714
Maintenance staff size to # of unmetered stalls	3 / 3,132	3 / 3,132	4 / 3,132	5 / 3,142	5 / 2,805	5 / 2,770
Structural inspections performed	0	4	0	0	3	0
Stalls monitored by pay machines	34	34	34	34	34	34
<b>Work Process Outputs</b>						
Customer services provided						
# of meter batteries changed	951	830	864	848	714	0
Power flushes/ramp	2	2	2	1	2	0
# of facility property damages reported	35	21	33	12	25	12
# of broken gate arms reported/repared	14	7	26	6	6	6

7/23/2019

**DEPARTMENT OF PUBLIC WORKS  
MID-YEAR REVIEW**

All figures through June 30, 2019

Enforcement	PARKING UTILITY	Business Unit 5130
-------------	-----------------	--------------------

Significant 2019 Events:

Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Customer Service						
Meter stall turnover						
# of citations/metered stalls/month	1.1	0.9	1.0	0.5	1.5	0.7
<b>Strategic Outcomes</b>						
Effectiveness as a revenue source						
Average # of days to pay tickets	39	65	62	36	60	51
# of notices sent	10,190	8,508	8,906	13,729	9,800	4,518
# of state suspensions sent	2,166	2,134	2,123	1,023	2,000	1,170
<b>Work Process Outputs</b>						
Enforcement provided - Parking Staff						
# of citations issued	14,871	12,729	12,990	6,556	12,000	7,584
# of meter violations issued	12,463	10,691	10,764	4,675	10,000	5,876
# of citations reviewed by Parking Manager	857	672	610	352	750	425

7/23/2019



# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Administration	CENTRAL EQUIPMENT AGENCY					Business Unit 6110
----------------	--------------------------	--	--	--	--	--------------------

## Significant 2019 Events:

MSB fuel site project completed  
Updated the Engine software for the CEA shop  
Worked with Kerr Industries to up-fit two (2) Ford SUV K-9 package vehicles

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Cost Effective Service						
Overhead Rate	\$74.31	\$74.07	\$75.78	\$77.14	\$81.58	\$81.58
Billable hours	16,739	17,654	17,773	18,906	18,100	9,695
Strategic Outcomes						
Operational requirements of users						
Size of authorized fleet/actual	415	412	413	409	402	415
Consistent and current information						
# of policies reviewed/revised	1	1	1	0	0	0
Work Process Outputs						
Customer Service						
Requests for changes to the fleet	2	7	12	9	9	11

# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Maintenance	CENTRAL EQUIPMENT AGENCY					Business Unit 6121
-------------	--------------------------	--	--	--	--	--------------------

## Significant 2019 Events:

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Response to customer needs						
# of vehicles not available for use within 24 hours	80	86	120	85	70	56
Equipment available for operational readiness						
# of emergency breakdown hours	324	334	325	250	300	201
# of service calls	264	218	210	173	210	123
<b>Strategic Outcomes</b>						
Safe reliable maintenance program						
Preventive maintenance hours	8,180	9,105	9,275	11,406	9,400	5,251
Corrective downtime hours	7,919	8,170	8,497	7,500	7,800	4,444
Accidents caused by mechanical failure	0	0	0	1	0	0
<b>Work Process Outputs</b>						
Service Performed						
# of seasonal changeovers performed	127	112	135	101	130	47

7/23/2019

# DEPARTMENT OF PUBLIC WORKS MID-YEAR REVIEW

All figures through June 30, 2019

Replacement Fund	CENTRAL EQUIPMENT AGENCY	Business Unit 4320
------------------	--------------------------	--------------------

## Performance Data:

Client Benefits/Impacts	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Target 2019	YTD 2019
Cost effective service - # of vehicles:						
Retained an additional year	22	26	30	30	36	38
Replaced early	1	0	0	0	1	0