



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, August 9, 2021

4:30 PM

Council Chambers, 6th Floor

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

[21-1152](#) Minutes from July 26, 2021

Attachments: [Meeting Minutes from July 26, 2021.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[21-1155](#) **Bartell Drive**, from Prospect Ave to Pine 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 4' narrower than the existing street. Intersection geometry at Charles St, Hickory St, and Riverdale Dr to be modified to reduce the amount of pavement and create more traditional T-intersection layouts. New concrete sidewalk to be constructed along both sides of Bartell within the project limits. Existing parking provisions within the project limits will remain unchanged.

Attachments: [Bartell Dr-sidewalks.pdf](#)

[21-1154](#)

Morrison Street, from Wisconsin Avenue to Glendale Avenue, be reconstructed with asphalt pavement and curb and gutter. The dimensions of the Morrison Street reconstruction project are as follows:

Wisconsin Ave - Randall St: New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is 4' narrower than the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

Randall St - Brewster St: New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is 2' narrower than the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

Brewster St - Glendale 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 street to be shifted 1' to the east within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

[21-1156](#)

Summit Street, from Prospect Avenue to Fourth Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 26' from back of curb to back of curb, which is 2' narrower than the existing street. On-street parking would be removed within the project limits along the west side of Summit Street.

Attachments: [Summit St-watermain breaks map.pdf](#)

[21-1157](#)

Request from Home Burger for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 205 W. College Avenue.

Attachments: [Home Burger Bar-tables .pdf](#)

[21-0873](#)

R/B-Approve update to Municipal Code Section 4-392 related to electrical work by a home owner.

Attachments: [Municipal Code 4-392.pdf](#)

[Municipal Code update 4-392.pdf](#)

Legislative History

6/21/21	Municipal Services Committee	recommended for approval
7/7/21	Common Council	referred to the Municipal Services Committee
7/12/21	Municipal Services Committee	held
7/26/21	Municipal Services Committee	recommended for approval
8/4/21	Common Council	referred to the Municipal Services Committee

[21-1158](#) Request from Grant Thompson Construction, Inc. for a street occupancy permit to place a dumpster in the Roosevelt Street right-of-way at 610 E. Roosevelt Street from August 6, 2021 through October 8, 2021.

Attachments: [Grant Thompson-610 E Roosevelt St.pdf](#)

[21-1159](#) Delete Municipal Code Article VII Sections 4-436 through 4-458 related to the Board of Heating Examiners.

Attachments: [Municipal Code VII.pdf](#)

[21-1160](#) Request from Sara Wouters for a street occupancy permit to place a Pod in the Lawrence Street right-of-way at 1119 W. Lawrence Street from August 1, 2021 through October 31, 2021.

Attachments: [1119 W Lawrence-POD.pdf](#)

[21-1161](#) Request from Hoffman Planning, Design & Construction Inc. for a street occupancy permit to create a construction zone during the demolition and construction of the YMCA Ramp in the Oneida Street, Lawrence Street, Morrison Street and Soldier Square right-of-way from August 26, 2021 through February 18, 2022.

Attachments: [Hoffman Planning-demo YMCA.pdf](#)

[21-1174](#) Resolution **#10-R-21 Scavenging of Solid Waste/Recyclables**

Attachments: [#10-R-21 Solid Waste Scavenging .pdf](#)

6. Information Items

[21-1162](#) Standard Street Design Guidelines.

Attachments: [Standard Street Design Guidelines.pdf](#)

[21-1163](#) Inspections Division Permit Summary Comparison Report

Attachments: [Inspection Permit Summary .pdf](#)

[21-1169](#) BIRD e-scooter Report

Attachments: [Bird e-scooter report.pdf](#)

[21-1057](#) 2021 Mid-Year Performance Report.

Attachments: [2021 Mid-Year Performance Report.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.



City of Appleton

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

Meeting Minutes - Draft Municipal Services Committee

Monday, July 26, 2021

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

3. Approval of minutes from previous meeting

[21-1047](#) Minutes from July 12, 2021

Attachments: [Minutes from July 12, 2021.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

4. **Public Hearings/Appearances**

[21-1048](#) Design Hearing for future Paving Projects:

- Bartell Drive from Prospect Avenue to Pine Street
- Morrison Street from Wisconsin Avenue to Glendale Avenue
- Summit Street from Prospect Avenue to Fourth Street.

Attachments: [Design Hearing for 2023 Paving Projects.pdf](#)

5. **Action Items**

[21-0872](#) Approve update to Municipal Code Section 4-141 regarding prohibited accessory buildings.

Attachments: [Municipal Code 4-141.pdf](#)
[Update-Section 4-141 Municipal Code.pdf](#)

Amend: remove part 2 from section (f) prohibiting pole buildings greater than 200 sq. ft. 4-1 passes.

Doran moved, seconded by Fenton, that the Report Action Item be

recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-0873](#)

Approve update to Municipal Code Section 4-392 related to electrical work by a home owner.

Attachments: [Municipal Code 4-392.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1049](#)

Request from AT&T for a street occupancy permit to place a cabinet in the terrace at 2018 S. Kernan Avenue.

Attachments: [AT&T- 2018 S Kernan Ave.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1050](#)

Request from AT&T for a street occupancy permit to place a cabinet in the terrace at 1407 W. Kamps Avenue.

Attachments: [AT&T-1407 W Kamps Ave.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1052](#)

Request from AT&T for a street occupancy permit to place a cabinet in the terrace at 1130 W. Commercial Street.

Attachments: [AT&T-1130 W Commercial St.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1053](#)

Request from Ruby's Pantry for a monthly street occupancy permit to close a portion of Ida Street the first Tuesday of each month from 2:00 p.m. to 7:00 p.m. adjacent to First English Lutheran Church.

Attachments: [First English Lutheran Church-St Occ Permit.pdf](#)

Fenton moved, seconded by Prohaska, that the Report Action Item be

recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1054](#)

Approve updated InterGovernmental Agreement with the Town of Grand Chute and Outagamie County for intersection improvements at CTH OO/Oneida Street, CTH OO/Ballard Road and CTH OO/Roemer Road.

Attachments: [CTH OO-Intersection Improvements.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1055](#)

Approve Six Month Trial Period to convert existing 5 minute loading zone (5:00 p.m. to 11:00 p.m.) and taxi loading zone only (11:00 p.m. to 3:00 a.m.) to a standard 15-minute loading zone (5:00 p.m. to 3:00 a.m.) for the six parking stalls on the north side of the 400 W. College Avenue block adjacent to the Fox Cities PAC.

Attachments: [400 W College Ave-parking meters.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1056](#)

Request from Building for Kids Children's Museum for a street occupancy permit to install stickers and spray paint for a safe route to the museum. All installation and maintenance is the responsibility of the museum.

Attachments: [Building for Kids-St Occ Permit.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1060](#)

Approve proposed traffic control for Trail View Estates South Subdivision.

Attachments: [Trail View Estate South Subdivision.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1061](#)

Approve proposed traffic control for the Sixth and Seventh Additions to Emerald Valley Subdivision.

Attachments: [Subdivision traffic control-Emerald Valley.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1064](#)

Approve proposed parking restrictions related to the Bennett Street/Wisconsin Avenue enhanced pedestrian crossing.

Attachments: [Parking changes-Bennett St-Wisconsin Ave.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1065](#)

Approve proposed parking restrictions related to the Meade Street/Grant Street enhanced pedestrian crossing.

Attachments: [Parking changes-Meade St-Grant St.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

6. Information Items

[21-1057](#)

2021 Mid-Year Performance Report.

Attachments: [2021 Mid-Year Performance Report.pdf](#)

7. Adjournment

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

Why Sidewalks on Bartell Drive?

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

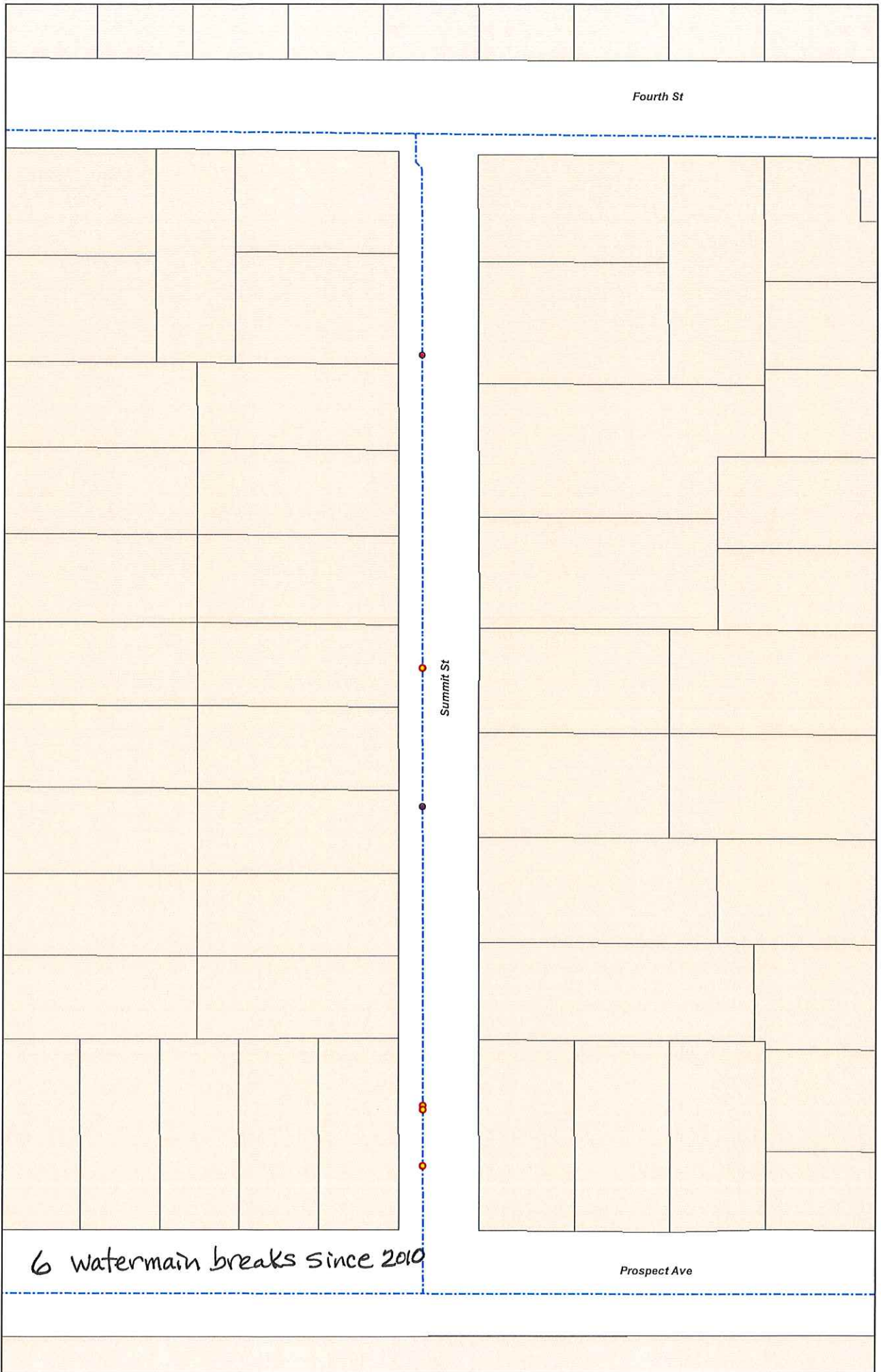
- Connects Pine Street sidewalk to Prospect Avenue sidewalk
- Traffic volume over 1100 vehicles per day

Fourth St

Summit St

Prospect Ave

6 watermain breaks since 2010





PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #: Effective Date: Expiration Date: Fee: 80.00 Paid (yes or no):

Rev. 04-10-15

Applicant Information

Name (print): James Ferra Company: Home Burger Bar Address: 205 W. College Ave Telephone: (920) 851-6324 FAX: e-mail: Homeburgerbarwi@gmail.com Applicant Signature: [Signature] Date: 7/27/21

Occupancy Information

General Description: 3 Red dining tables Street Address: 205 W. College Ave Tax Key No.: - or - Street: From: To: Multiple Streets:

(Department use only)

Table with 3 columns: Occupancy Type, Sub-Type, Location. Includes checkboxes for Permanent, Temporary, Amenity/Annual, Block Party, Sandwich Board, Tables/Chairs, Dumpster, POD/Container, Obstruction/Other, Sidewalk, Terrace, Roadway.

Additional Requirements

Plan/Sketch Certificate of Insurance Bond Other:

Traffic Control Requirements

Type of Street: Proposed Traffic Control: Arterial/CBD City Manual Page(s) Collector State Manual Page(s) Local Other (attach plan) Approved by: Date: Contact Traffic Division (832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure. Additional Requirements:

This permit approval is subject to the following conditions:

- 1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy. 2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application. 3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met. 4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted. 5. 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them.

APPROVED BY: (Department of Public Works) DATE:

DEPARTMENT OF PUBLIC WORKS

100 North Appleton Street

Appleton, WI 54911

Phone (920) 832-6474

Fax (920) 832-6489

TO: Municipal Services Committee

FROM: Kurt W. Craanen, Inspections Supervisor *KWC*
Paula Vandehey, Director of Public Works *PV*

SUBJECT: Update to Section 4-392 of the Municipal Code

DATE: June 21, 2021

Staff recommends the following changes to Section 4-392 of the Municipal Code related to electrical work. In 2018, changes were made to this section to prohibit homeowners from doing their own service changes in their homes. The proposed changes below further clarify what is required in order to install a new service, as well as solar installations, by a home owner in their own home.

Sec. 4-392. Exemptions.

As allowed under Wis. Stats. §101.862(4)(a), a residential property owner may perform electrical work in his own dwelling which he owns and occupies without a license, ~~with the exception of installing or replacing of service equipment,~~ as long as the work is being conducted in a single-family dwelling. In the case of installing or replacing service equipment in a single-family dwelling, solar photovoltaic installations or electrical work performed on a residential property which is not a single-family owner occupied dwelling, the electrical work will need to shall be performed by a licensed electrical contractor, meeting all the requirements of SPS 305.41 as amended from time to time. The owner of the property must procure a permit prior to starting any electrical work. The property owner may not procure a permit on behalf of an electrical contractor or another individual.

The Department of Public Works recommends approval of the changes to Section 4-392 of the Municipal Code of the City of Appleton.

cc: Nicholas VandeCastle

DEPARTMENT OF PUBLIC WORKS

100 North Appleton Street

Appleton, WI 54911

Phone (920) 832-6474

Fax (920) 832-6489

TO: Municipal Services Committee

FROM: Kurt W. Craanen, Inspections Supervisor *KWC*
Paula Vandehey, Director of Public Works *PW*

SUBJECT: Update to Section 4-392 of the Municipal Code

DATE: June 21, 2021

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utility interactive

The Department of Public Works recommends approval of the changes to Section 4-392 of the Municipal Code of the City of Appleton.

cc: Nicholas VandeCastle

Paula Vandehey

From: Grant Thompson <grant@920remodel.com>
Sent: Tuesday, July 27, 2021 8:25 AM
To: Paula Vandehey
Cc: Tina Marie
Subject: Hello from Grant Thompson Construction / dumpster permit

Hello

I talked with someone at the appleton inspection office about a street permit for a dumpster this dumpster will be there over 30 days total job time would be approx. 8 weeks they asked me to contact you

job name and address
Chad and Emily Walters
610 E Roosevelt ST
Appleton Wi

would like to have the dumpster delivered 8/6/21 am

--

Sincerely,
Grant Thompson
Builder - Owner
Grant Thompson Construction, Inc.
920-304-9571
grant@920remodel.com
www.920remodel.com



Attention: This message was sent from a source external to the City of Appleton. Please use caution when opening attachments or clicking links.

ARTICLE VII. MECHANICAL

DIVISION 1. GENERALLY

Sec. 4-436. Penalty for violation of article.

Any person who shall violate any provision of this article shall be subject to a penalty as provided in §1-16. (Code 1965, §18.14)

Sec. 4-437. Inspections.

Article II, Division 4 of this chapter shall apply to inspection of work regulated under this article. (Code 1965, §18.03)

Sec. 4-438. Appeals.

Any person directly interested who is aggrieved by any decision of the Inspection Supervisor or the Board of Heating Examiners in the execution of their duties pursuant to this article may appeal from any decision to a Heating Board of Appeals, which shall consist of three (3) recognized contractors for work governed by this article or holders of licenses under this article, one (1) of whom shall be chosen by the party taking the appeal, one (1) by the Inspections Division, and the third person chosen by the other two (2) members. The appeal shall be taken by the person aggrieved by giving written notice of such appeal to the Inspections Division at its office within twenty-four (24) hours after such decision is made. The selection of the members of the Heating Board of Appeals shall be made at once and the Board shall meet within forty-eight (48) hours after the giving of such notice and shall render a decision within five (5) days thereafter, which shall be in writing. Any interested party, including the Inspections Division, shall have the right to present the case to the Heating Board of Appeals, whose decision shall be final. The members of the Appeal Board shall serve without pay.

(Code 1965, §18.01(5); Ord 32-92, §1, 3-18-92; Ord 174-93, §1, 10-19-93; Ord 176-93, §1, 10-19-93; Ord 118-96, §1, 12-18-96)

Secs. 4-439 – 4-455. Reserved.

DIVISION 2. BOARD OF HEATING EXAMINERS

Sec. 4-456. Membership; organization.

The Board of Heating Examiners shall consist of seven (7) members: the Fire Chief; five (5) licensed heating contractors, to be as diversified as possible, and one (1) member of the Common Council. The Inspection Supervisor shall be secretary of the Board without a vote, except in case of a tie vote, and shall keep a record of all its meetings and transactions. All appointments shall be for a term of two (2) years, except that the term of office of the Council member shall be one (1) year. At the regular meeting in October, the Board shall elect its chairman for the ensuing year. (Code 1965, §18.01(4)(b); Ord 32-92, §1, 3-18-92; Ord 174-93, §1, 10-19-93; Ord 118-96, §1, 12-18-96)

Sec. 4-457. Procedures.

The Board of Heating Examiners may adopt such rules of procedure for conduct of its meetings and for examination of applicants and for revocation and suspension of licenses as are reasonably calculated to carry out the purposes of this article.

(Code 1965, § 18.01(4)(c))

Secs. 4-458 – 4-475. Reserved.

Paula Vandehey

From: Sara Wouters <sarawouterscookies@gmail.com>
Sent: Wednesday, August 4, 2021 8:40 AM
To: Paula Vandehey
Subject: Extending Pod permit

Hello Paula. Thanks for getting back to me this morning. My husband and I are looking to extend our Pod permit 2 more months past our original permit that is just going to cover the month of August. Do to situations that be and supplies coming in later than expected, do to Covid, our lumber/trusses for our new garage are coming in 2 months later than originally quoted. So we will need to keep all of our garage items in the Pod till new garage is standing. We live at 1119 W Lawrence St, Appleton, WI 54914. Since we are tarring out the old driveway, old garage and slab there is no where else to put the Pod besides the road in front of our house. It is currently parked directly in front of our home and we've purchased 6' reflective stripping that we placed on all 4 corners of the Pod. Let me know if you have any questions or concerns for me or if I can provide any additional information.

Sara Wouters

Attention: This message was sent from a source external to the City of Appleton. Please use caution when opening attachments or clicking links.



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #: 21-059-T

Effective Date: 8/1/21

Expiration Date: 8/31/21

Fee: \$40.00

Paid (yes or no): 94608318

Rev. 04-10-15

Applicant Information: Name (print): Travis Wouters, Company: N/A, Address: 1119 W. Lawrence St., Appleton, WI 54914, Telephone: (920) 809-0096, FAX: N/A, e-mail: travis.wouters@gmail.com, Applicant Signature: [Signature], Date: 5-19-21

Occupancy Information: General Description: 8' x 16" POD Container, Street Address: 1119 W. Lawrence St, Tax Key No.:, Street: From: 6/1/21 To: 7/10/21

Occupancy Type: Temporary - max. 35 days (\$40), Sub-Type: POD / Container, Location: Roadway

Additional Requirements: Certificate of Insurance [checked], Bond [unchecked]

Traffic Control Requirements: Type of Street: Local, Proposed Traffic Control: City Manual Page(s), Contact Traffic Division [unchecked], Additional Requirements: Reflective tape on POD

- This permit approval is subject to the following conditions: 1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy. 2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application. 3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met. 4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works. The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY:

[Signature] DS (Department of Public Works)

DATE:

5/25/21



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #: Effective Date: Expiration Date: Fee: Paid (yes or no):

Rev. 04-10-15

Applicant Information

Name (print): Jason Vogds Company: Hoffman Planning, Design & Construction Inc. Address: 122 E College Ave Suite 1G Telephone: 920-539-6145 FAX: Appleton, WI 64911 e-mail: jvogds@hoffman.net Applicant Signature: Jason Vogds Date: 8/3/2021

Occupancy Information

General Description: See Plan attached. We plan on moving fence to during this period to free up area of public parking along Lawrence St. and Soldier Square. Street Address: Tax Key No.: Exempt 002467 Street: Lawrence, S Morrison, Sol From: August 26 2021 To: February 18th Multiple Streets: E. Lawrence, S. Morrison, Soldiers Square, Onieda

(Department use only)

Table with 3 columns: Occupancy Type, Sub-Type, Location. Includes checkboxes for Permanent, Temporary, Amenity/Annual, Blanket/Annual, Block Party, Sandwich Board, Tables/Chairs, Dumpster, POD/Container, Obstruction/Other, Sidewalk, Terrace, Roadway.

Additional Requirements

Plan/Sketch Certificate of Insurance Bond Other:

Traffic Control Requirements

Type of Street: Proposed Traffic Control: Arterial/CBD City Manual Page(s) Collector State Manual Page(s) Local Other (attach plan) Approved by: Date: Contact Traffic Division (832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure. Additional Requirements:

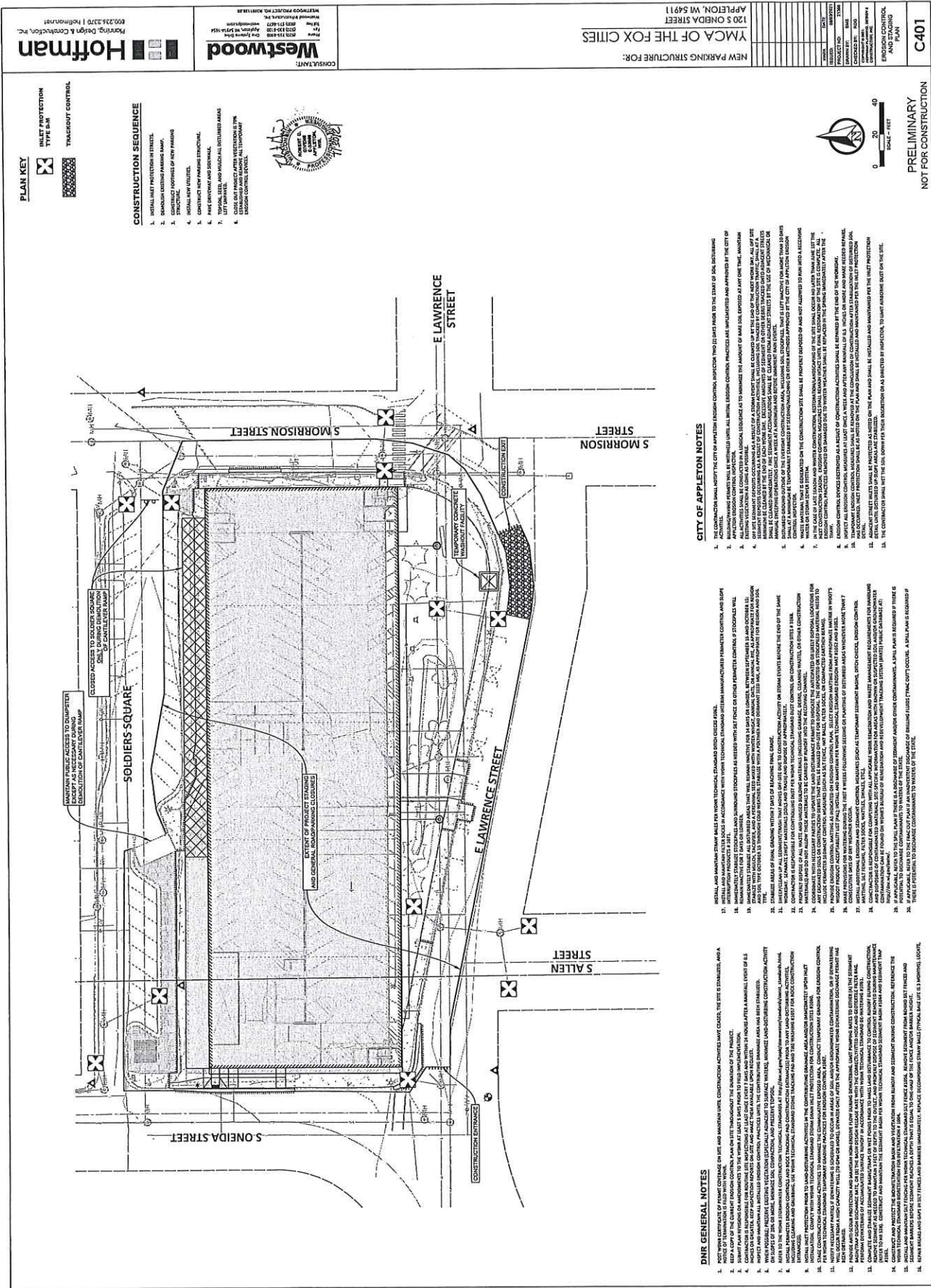
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This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them.

APPROVED BY: (Department of Public Works) DATE:



PLAN KEY

- SHEET PROTECTION (SEE LIST)
- TRACKOUT CONTROL

CONSTRUCTION SEQUENCE

- INSTALL SHEET PROTECTION IN STREET.
- REMOVE EXISTING PAVING AND CURBS.
- CONSTRUCT EXISTING PAVING STRUCTURE.
- INSTALL CURBS.
- CONSTRUCT NEW PAVING STRUCTURE.
- PAVE DRIVEWAY AND DRIVEWAY.
- TYPICAL, UTILITIES AND ALL UTILITIES MARKS SET IN PLACE.
- INSTALL AND REMOVE EXISTING CONCRETES IN THE DRIVEWAY AND DRIVEWAY.

CITY OF APPLETON NOTES

- THE CONTRACTOR SHALL NOTIFY THE CITY OF APPLETON FOR PERMITTING PRIOR TO THE START OF THE SHEET PROTECTION.
- ALL EXISTING PAVING SHALL BE REMOVED UNLESS OTHERWISE NOTED. ALL EXISTING CURBS SHALL BE REMOVED UNLESS OTHERWISE NOTED.
- ALL EXISTING CURBS SHALL BE REPAIRED TO ORIGINAL ELEVATION AS TO EXISTING CURB ELEVATION. ALL NEW CURBS SHALL BE CONSTRUCTED AS TO EXISTING CURB ELEVATION.
- ALL EXISTING CURBS SHALL BE REPAIRED TO ORIGINAL ELEVATION AS TO EXISTING CURB ELEVATION. ALL NEW CURBS SHALL BE CONSTRUCTED AS TO EXISTING CURB ELEVATION.
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DNR GENERAL NOTES

- POST PERMITS CERTIFICATE OF PERMIT COVERAGE ON SITE AND MAINTAIN UNLESS OTHERWISE NOTED. THE SITE IS SURVEILLED AND A RECORD DRAWING IS REQUIRED.
- STAY WITHIN THE BOUNDARIES OF THE PROJECT AS SHOWN ON THE PERMIT DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND LICENSES FROM THE DEPARTMENT OF NATURAL RESOURCES.
- ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND LICENSES FROM THE DEPARTMENT OF NATURAL RESOURCES.
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CONSULTANT:

Westwood

120 S ONIDA STREET
APPLETON, WI 54911

YMCA OF THE FOX CITIES

NEW PARKING STRUCTURE FOR:

120 S ONIDA STREET
APPLETON, WI 54911

Hoffman

PLANNING, DESIGN & CONSTRUCTION, P.C.

800.224.2270 | hoffman.com

LEGEND

DATE	NO.	DESCRIPTION
	1	ISSUED FOR PERMITTING
	2	ISSUED FOR PERMITTING
	3	ISSUED FOR PERMITTING
	4	ISSUED FOR PERMITTING
	5	ISSUED FOR PERMITTING
	6	ISSUED FOR PERMITTING
	7	ISSUED FOR PERMITTING
	8	ISSUED FOR PERMITTING
	9	ISSUED FOR PERMITTING
	10	ISSUED FOR PERMITTING
	11	ISSUED FOR PERMITTING
	12	ISSUED FOR PERMITTING
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	14	ISSUED FOR PERMITTING
	15	ISSUED FOR PERMITTING
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	43	ISSUED FOR PERMITTING
	44	ISSUED FOR PERMITTING
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	46	ISSUED FOR PERMITTING
	47	ISSUED FOR PERMITTING
	48	ISSUED FOR PERMITTING
	49	ISSUED FOR PERMITTING
	50	ISSUED FOR PERMITTING

SCALE: 1" = 40'

PRELIMINARY NOT FOR CONSTRUCTION

C401

#10-R-21
Scavenging of Solid Waste/Recyclables

Submitted By: Alderperson Smith – District 10

Date: 8/4/2021

Referred To: Municipal Services Committee

Whereas Appleton has restructured bulk item pickups for a number of reasons, one being to reduce the number of useful items sent prematurely to the landfill and

Whereas a common practice is for individuals to collect items off the terrace on garbage/recycling night and

Whereas this is an illegal act by city ordinance Sec. 15-32 Scavenging Solid Waste or recyclables for collection,

Be it resolved that city ordinance Sec 15-32 be rescinded as a way to legalize an act which would then legally help reduce items sent prematurely to a landfill.

Sec. 15-32 Scavenging Solid Waste or recyclables for collection is below:

**Sec. 15-32. Scavenging of solid waste or recyclables placed for collection. Authorized personnel. It shall be unlawful for any person other than authorized City employees or county recycling contractors to go through, sort or take anything from any solid waste or recyclables that have been set out for the purpose of being picked up by City refuse collection personnel. Yard waste, grass clippings and brush are not included in the prohibitions set forth in this paragraph.
(Ord 166-08, §1, 11-11-08; Ord 24-14, §1, 5-13-14)**



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

August 2021

CITY OF APPLETON STANDARD STREET DESIGN GUIDELINES

I. NEW CONSTRUCTION or URBANIZATION.

Below are the general guidelines for new street construction. However, each facility must be looked at individually to review factors that should be considered such as parking needs, density of development, truck traffic, etc.

A. Base

1. Twelve inches compacted stone base over geogrid, installed to design subgrade profile.
2. Grade full right-of-way to design section.
3. Twelve-inch base installed at time of pavement if not previously graded.
4. Undercut for poor soil conditions.

B. Width (back of curb to back of curb)

Minor Residential: 29'

Residential: 31'

Parks and Schools (Adjacent to Entrance): 37'

Collectors: 37'

Arterials: Custom design lane widths ranging from 10-12 feet depending on traffic volume, truck traffic, speed, and complete streets consideration.

(See Narrow Street Parking Policy 6/16/93 for parking restrictions)

C. Permanent Surface

1. Minor Residential: Seven-inch plain concrete with curb
2. Residential: Seven-inch plain concrete with curb
3. Collector: Eight-inch doweled concrete with curb
4. Arterial / Truck Route: Eight-inch to Ten-inch doweled concrete with curb, depending on engineering considerations.
5. Urbanization (Minor residential/Residential): 3-¼ inch asphalt or seven-inch concrete with curb, depending on engineering considerations.
6. Urbanization (Collectors/Arterials): Eight-inch to Ten-inch doweled concrete with curb, depending on engineering considerations.

D. Miscellaneous

1. All existing gravel service walks and drives are replaced with concrete.
2. Backfill to edge of walk or slope to meet the proposed walk grade at the property line if there is not walk.

E. Standards for Horizontal Curvature

1. Residential - Table 1 gives the minimum curve radii for the various functional classifications. Minimum radii should be used only when the cost of realizing the higher standard is inconsistent with the benefit. Where physical restrictions cannot be overcome and it becomes necessary to introduce curvature or a lower standard than the design speed for the project, the design speed between successive curves shall not change by more than 10 mile-per-hour increments. Under no conditions shall a curve for a design speed lower than the design speed of the project be introduced at the end of a long tangent or at other locations where high approach speeds may be anticipated. Angle points less than one degree require no curve radius. A compound curve will not be permitted. A broken-back curve is two curves in the same direction joined by a short tangent. Broken-back curves are not permitted.

Table 1. Design Standards for Streets in Residential areas

Design Item	Local Streets (feet)	Collector Streets (feet)
Minimum CL radius of horizontal curves	180 ^a	280 ^a
Minimum Tangent between adjacent horizontal curves	100	100
Minimum Sight Distance	150	200

^a — may be larger, depending on terrain and available sight distance

2. Non- Residential – Custom design based on speed limit and traffic volumes.

II. RECONSTRUCTION (Total)

A. Base

1. Twelve-inch compacted stone over geogrid.
2. Undercut for poor soil conditions.

B. Width

1. Reduce width to new construction guidelines unless existing or increased width is justified.
2. See Narrow Street Parking Policy 6/16/93 for parking restrictions.

C. Permanent Surface

1. Minor Residential: 3-¼ inch asphalt with curb
2. Residential: 3-¼ inch asphalt with curb
3. Collector: Eight-inch doweled concrete with curb
4. Arterial / Truck Route: Eight-inch to Ten-inch doweled concrete with curb, depending on engineering considerations.

D. Miscellaneous

1. All existing service walks and driveways replaced in kind.
2. Backfill to edge of walk or variable to fit existing conditions where no walk.
3. Re-grade private property as required in the event of walk grade change.
4. Driveway aprons replaced with concrete.

III. RECONSTRUCTION (Partial)

A. Base

1. Replace base in kind as required.
2. Asphalt base for a greater load capacity.

B. Width

Use existing width.

C. Permanent Surface

1. Three-inch asphalt surface.
2. Salvage existing curb and gutter with minor replacement.

IV. BIKE LANES

Bike lanes shall be considered and designed in accordance with the City of Appleton's Complete Street Policy and City-Wide Bike Lane Plan.

V. COMPLETE STREETS

All streets, whether new or reconstructed, should adhere to the vision of the City of Appleton's Complete Streets Policy, where "*all streets are designed and maintained to be safe, accessible, convenient and comfortable for all transportation modes, ages and abilities at all times.*"

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/21 Thru 07/31/21

Report Date: 8/5/2021



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

Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING	2020	684	49,744,626	202,944.50
	2021	767	106,472,103	230,465.51
		12.13 %	114.04 %	13.56 %
DISPLAY SIGN	2020	65	303,749	2,710.00
	2021	49	421,585	2,080.00
		-24.62 %	38.79 %	-23.25 %
ELECTRICAL	2020	405	6,104,748	86,663.74
	2021	434	16,459,536	113,212.12
		7.16 %	169.62 %	30.63 %
EROSION CNTL	2020	23		2,650.00
	2021	31		3,741.00
		34.78 %	%	41.17 %
HEATING	2020	516	5,564,985	44,843.25
	2021	655	23,173,170	59,606.70
		26.94 %	316.41 %	32.92 %
PLAN REVIEW	2020	61		18,675.00
	2021	68		22,315.00
		11.48 %	%	19.49 %
PLUMBING	2020	295	3,695,054	25,888.00
	2021	358	8,859,547	33,228.00
		21.36 %	139.77 %	28.35 %
SEWER	2020	144	1,015,940	15,222.40
	2021	154	882,504	16,283.99
		6.94 %	-13.13 %	6.97 %
WELL	2020	8		280.40
	2021	4		160.00
		-50.00 %	%	-42.94 %

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/21 Thru 07/31/21

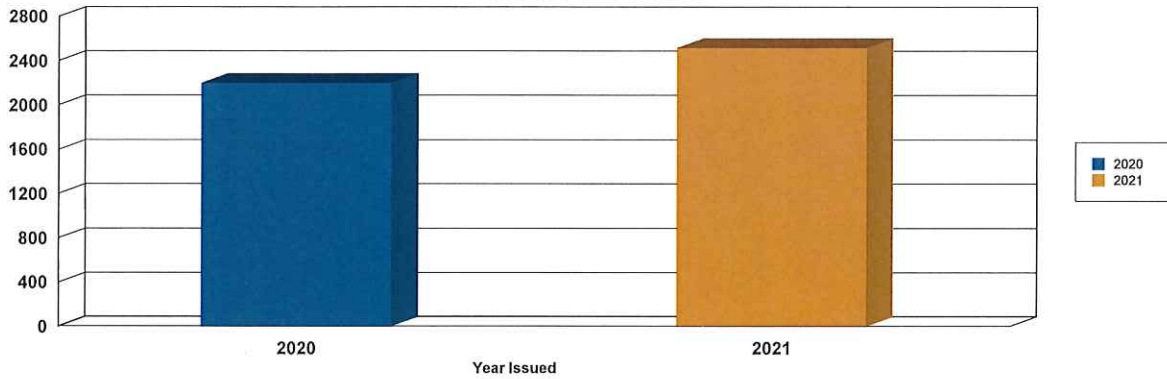
Report Date: 8/5/2021



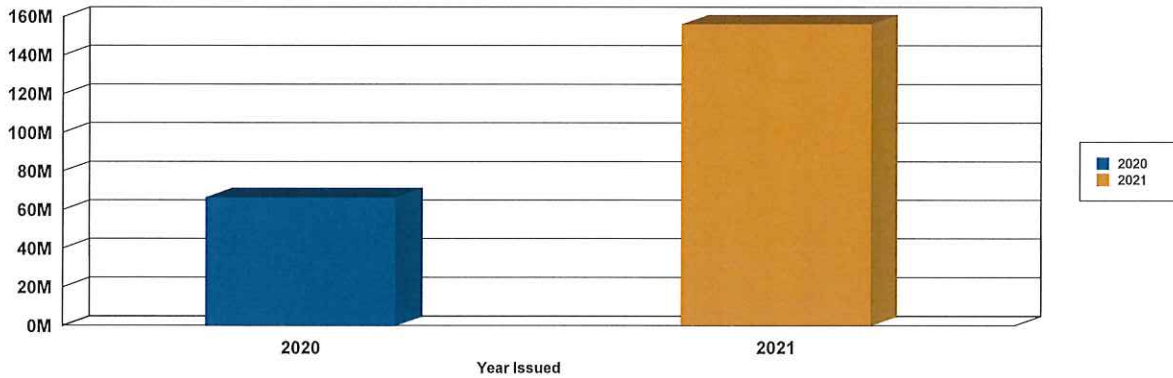
"...meeting community needs...enhancing quality of life."

	2020	2021
Permits	2201	2520
Estimated Cost	66,429,102.00	156,268,445.00
Receipt Amount	399,877.29	481,092.32

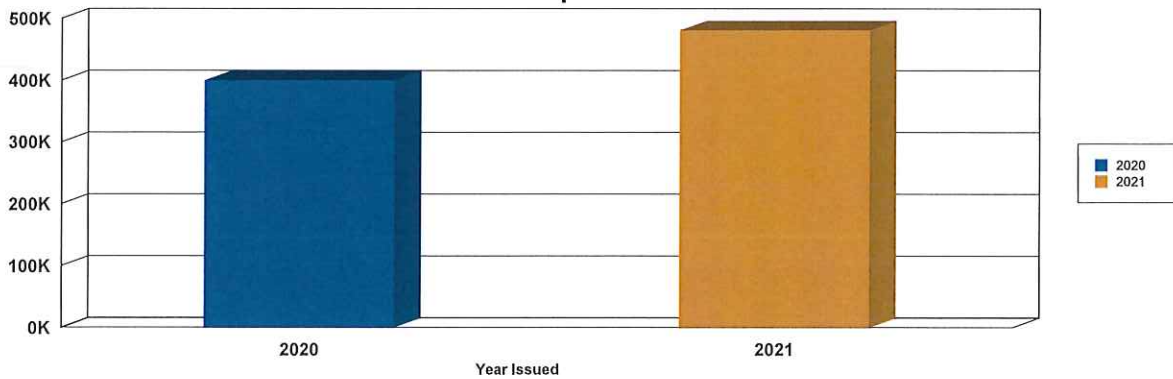
Number of Permits



Estimated Cost



Receipt Amount



City of Appleton

BIRD E-Scooter Pilot Community Feedback

Month of July, 2021

COMPLAINTS RECEIVED BY CITY

	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
Improper Parking	10	2	15					
Improper Street Riding	1	0	2					
Scooters are Unsafe	1	6	6					
Scooters are Unsightly	1	1	1					
Sidewalk Riding on College	19	2	2					
Other	4	4	3					
TOTAL	36	15	29					

ACCIDENTS

	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
Reported Accidents	0	1	0					

PUBLIC SURVEY

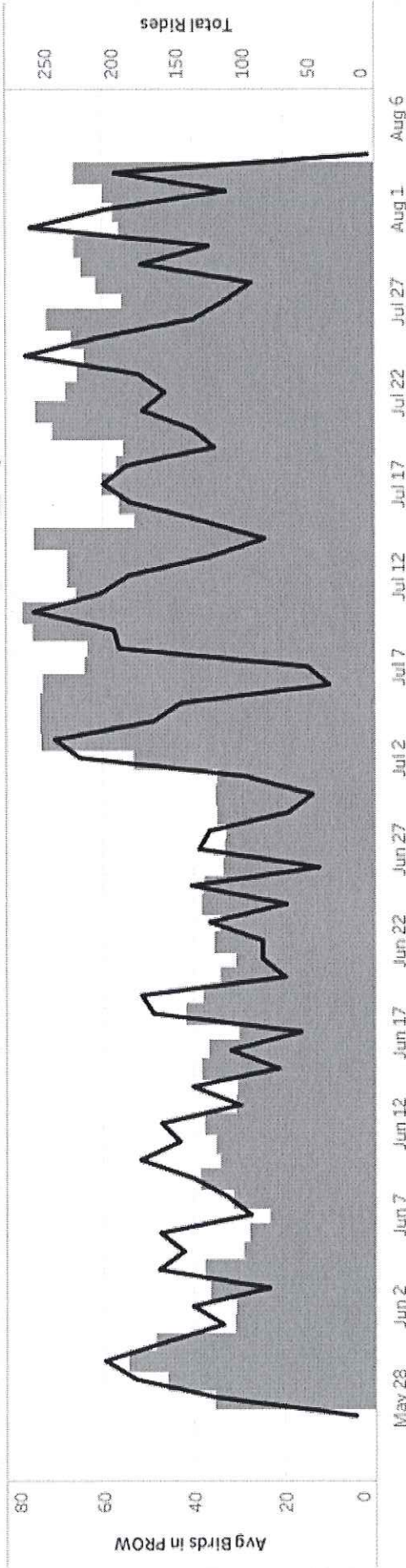
At the conclusion of this pilot study, do you support the City of Appleton developing permanent regulations to allow dockless scooter share in Appleton?	%
Yes, they should be allowed	
No, they should be prohibited	
but with some changes	

What is your overall opinion of dockless scooters in Appleton?	%
Very favorable opinion	
Somewhat favorable opinion	
Neutral/no opinion	
Somewhat unfavorable opinion	
Very unfavorable opinion	



Date Range
1/1/2021 12:00:00 AM to 12/31/2021 11:59:59 PM

Avg Daily PROW and Total Rides



Summary Stats

(hover over the "Date" column header to drill up or down)

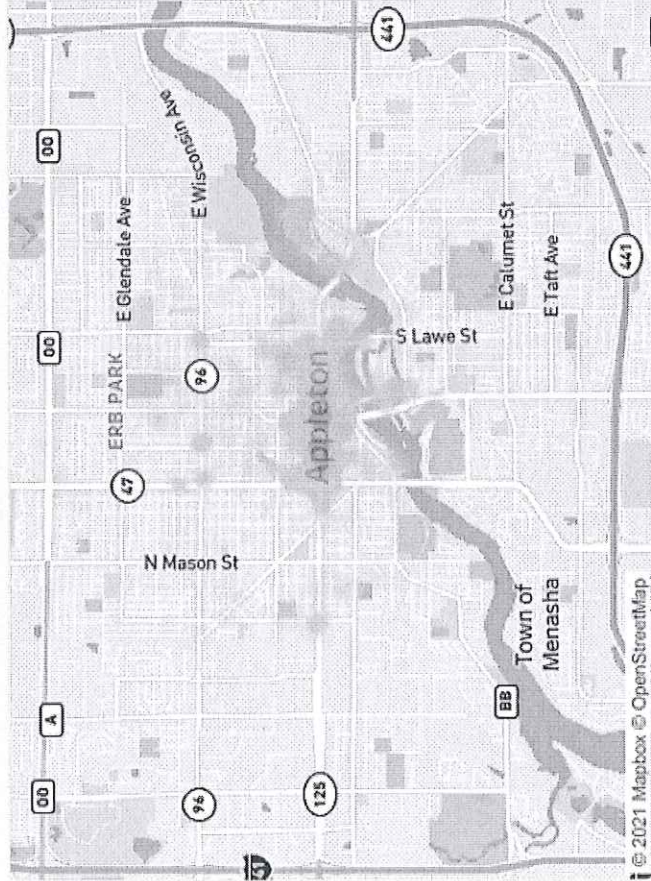
Day of Date	Total Rides	Total Distance (mi)	Total Distance (km)	Avg. Distance (mi)	Avg. Distance (km)	Avg Ride Duration (min)	Avg Birds in PROW	Rides per Bird
August 4, 2021	5	8.4	13.4	1.7	2.7	13.8	66	0.0
August 3, 2021	198	299.5	481.7	1.8	2.9	18.0	60	0.2
August 2, 2021	113	178.8	287.9	1.7	2.7	14.6	57	2.1
August 1, 2021	205	453.3	729.4	2.2	3.5	22.0	56	3.5
July 31, 2021	262	437.1	703.3	1.6	2.7	15.8	66	4.5
July 30, 2021	126	157.1	252.9	1.3	2.2	10.5	64	1.9
July 29, 2021	178	291.3	469.0	1.5	2.3	13.5	61	2.8
July 28, 2021	94	113.7	183.0	1.0	1.6	10.0	56	1.5
July 27, 2021	114	166.5	267.6	1.4	2.2	12.3	72	2.2
July 26, 2021	138	205.9	330.9	1.3	2.1	14.3	67	1.8
July 25, 2021	210	335.6	539.7	1.4	2.2	12.9	64	3.1
July 24, 2021	266	376.5	605.9	1.4	2.2	13.0	65	4.3
July 23, 2021	180	273.6	440.2	1.3	2.0	15.9	68	2.7
July 22, 2021	160	217.2	349.4	1.3	2.1	12.0	75	2.4
July 21, 2021	177	219.2	352.5	1.3	2.1	12.0	71	2.3
July 20, 2021	139	140.0	240.4	1.0	1.6	9.8	71	2.0

to CSV



Date Range
1/1/2021 12:00:00 AM to 12/31/2021 11:59:59 PM

Ride Start Heat Map



Ride End Heat Map



Total Rides: 10,304

Unique Riders: 3,113

Avg Rides / Rider: 3.31

Ride Details

Ride ID	Start City	End City	Start Time	End Time	Ride Distance (mi)	Ride Distance (km)	Ride Duration (s)	Commuter	Low Incom
Grand Total					15,222.8	24,510.0	10,273,203	618	3
FEF975F953..	Appleton_WI	Appleton_WI	8/4/2021 12:48:23 AM	8/4/2021 1:23:07 AM	4.4	7.1	2,083	0	0
C738D0C57..	Appleton_WI	Appleton_WI	8/4/2021 12:45:37 AM	8/4/2021 1:05:37 AM	1.8	2.8	1,199	0	0
905FFB9EE..	Appleton_WI	Appleton_WI	8/4/2021 12:37:14 AM	8/4/2021 12:39:17 AM	0.0	0.0	123	0	0
B8D6AEFCF..	Appleton_WI	Appleton_WI	8/4/2021 12:36:49 AM	8/4/2021 12:39:51 AM	0.4	0.7	181	0	0
240F4533A..	Appleton_WI	Appleton_WI	8/4/2021 12:33:07 AM	8/4/2021 12:40:35 AM	0.3	0.4	447	0	0
CBDA12792..	Appleton_WI	Appleton_WI	8/4/2021 12:21:18 AM	8/4/2021 12:26:32 AM	0.0	0.0	314	0	0
82B2AC10A..	Appleton_WI	Appleton_WI	8/4/2021 12:08:48 AM	8/4/2021 12:15:14 AM	1.5	2.4	386	0	0

[to CSV](#)

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

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

Significant 2021 Events:

Opened 5th Floor Customer Service back up to the public.

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Ordinance compliance							
Construction permits sold	840	765	710	813	725	488	750
Recovery of project costs							
# of assessment bills prepared	1,142	1,180	1,137	1,378	1,100	69	1,200
Compliance with city regulations							
# of site plans reviewed	29	32	27	25	32	11	32
Strategic Outcomes							
Consistent and current information							
Policies reviewed and updated	7	3	6	4	8	3	10
% of customers with a positive perception of Public Works							
New Measure		74%	78%	82%	100%	84%	100%
Work Process Output							
Service provided							
# of agenda items prepared	207	212	222	199	180	106	200
Improvements/additions to infrastructure							
\$ of projects bid	\$19,943,755	\$11,223,161	\$26,850,076	\$19,912,695	\$25,134,021	\$16,303,395	\$18,632,555

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

PUBLIC WORKS DEPARTMENT

Concrete Reconstruction

Business Unit 17014

Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Condition of roadway surfaces (scale 100-0, 0 best)							
Average condition rating	18.96	18.37	18.04	18.00	18.00	18.12	19.00
Miles of street under minimum ride ability	5.91	4.47	3.95	4.00	4.00	4.19	4.50
Strategic Outcomes							
Improvement to street system							
Total miles of streets	344	345	347	349	349	349	351
Total miles in concrete	241	242	236*	244	244	237	244
% of total miles reconstructed (concrete to concrete)	0.72%	0.69%	0.40%	0.35%	0.40%	0.030%	0.38%
Work Process Outputs							
Restoration of roadway surfaces							
Miles of streets reconstructed (asphalt or concrete to concrete)	2.47	2.38	1.37	1.22	1.70	0.13	1.34
Expansion of street system							
Miles of new grade & gravel streets	0.64	0.27	1.54	1.11	1.50	0.00	1.35

* Corrected how this is calculated for consistency in both Concrete and Asphalt

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

PUBLIC WORKS DEPARTMENT

Sidewalk Construction

Business Unit 17015

Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Safe pedestrian walkways							
# of defective sidewalk related accidents	0	0	0	0	0	0	0
Miles of Sidewalk	450	453	454	455	456	455	458
Strategic Outcomes							
Mimimize liability							
# of insurance claims from defective sidewalks	0	0	0	0	0	0	0
Work Process Outputs							
Defective sidewalks							
Miles of green dot	6.1	3.46	4.66	6.68	2.5	0.5	3
Request for replacement							
Miles	0	0	0	0	0	0	0
Expansion of pedestrian walkways							
Miles of new sidewalks	5.17*	2.8	2.43	0.79	0.50	0.19	0.5

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

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

PUBLIC WORKS DEPARTMENT	Business Unit 17016
--------------------------------	----------------------------

Asphalt Reconstruction

Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Condition of roadway surfaces (scale 100-0, 0 best)							
Average condition rating	21.11	19.59	18.52	18.51	18.00	18.51	17.50
Miles under minimum rideability	18.65	16.34	14.84	14.89	14.00	14.90	14.00
Strategic Outcomes							
Improvement to street system							
Total miles of streets in city	344	345	347	349	349	349	351
Total miles in asphalt	93	94	103*	105	93	105	93
% of total miles reconstructed	0.24%	0.490%	0.270%	0.560%	0.40%	0.190%	0.44%
Work Process Outputs							
Restoration of roadway surfaces							
Miles of streets reconstructed	0.83	1.69	0.92	1.95	1.28	0.68	1.55

* Corrected how this is calculated for consistency in both Concrete and Asphalt

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Traffic Control and Maintenance	Business Unit 17022
--	----------------------------

Significant 2021 Events:

Performance Data:

	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Client Benefits/Impacts							
Safe, reliable traffic control devices							
# of changes to traffic controls	11	12	20	15	16	3	20
# of changes to parking restrictions	19	51	60	29	48	4	50
% of signs replaced	2.75%	4.66%	2.06%	1.94%	2.00%	1.90%	1.50%
Intersections in the City							
# of controlled intersections	1,422	1,504	1,450	1,453	1,470	1,458	1,475
# of uncontrolled intersections	690	638	694	694	725	694	730
Strategic Outcomes							
Effective traffic control devices							
# of accidents per street mile	4.01	4.05	4.42	2.83	4.45	1.58	4.00
Efficient use of staff							
# of signals maintained for other municipalities	26	26	29	30	31	30	31
Work Process Outputs							
Service provided							
# of traffic control signs & signals repaired from knockdowns	16 Signals 199 Signs	36 Signals 56 Signs	51 Signals 62 Signs	32 Signals 125	45 Signals 65 Signs	20 Signals 66 Signs	45 Signals 65 Signs
Respond to system demands							
# of responses for traffic & parking related changes	52	58	53	57	60	20	60

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Street Lighting		PUBLIC WORKS DEPARTMENT					Business Unit 17023
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Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Cost of street lighting							
Avg monthly cost of power/light	\$16.03	\$15.00	\$13.76	\$11.86	\$13.35	\$13.03	\$13.05
Strategic Outcomes							
Safety provided by street lighting							
Number of street lights in the system	8,759	8,787	8,903	8,966	9,040	8,976	9,085
City owned	1,147	1,250	1,301	1,324	1,340	1,324	1,360
Utility owned	7,612	7,537	7,602	7,642	7,700	7,652	7,725
Work Process Output							
Responses to unsafe lighting conditions							
Number of street lights repaired because of accidents, acts of nature, or equipment failures	35	36	34	34	35	8	40

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Municipal Services Building Administration	PUBLIC WORKS DEPARTMENT	Business Unit 17031
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Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Assure safe working conditions							
# of in-house safety training programs conducted	35	40	28	11	35	3	35
# of equipment/vehicle accidents	33	43	37	35	28	21	28
Preventable	24	25	27	24	18	12	18
Non-preventable	9	18	10	11	9	9	9
# of employee injury accidents	17	7	14	14	6	4	6
Annual # of violations found during monthly building inspections	37	45	51	42	35	13	35
Strategic Outcomes							
Safeguard Assets							
\$ adjustments of inventory at year end	\$1,940	\$60	\$3,008	\$408	\$1,000	N/A	\$750
Turnover ratio of inventory/Annual	0.77	0.62	0.64	0.71	0.88	N/A	0.88
# of work days lost due to injuries	51	4	10	4	5	0	0
Work Process Outputs							
Efficient purchasing and inventory management							
# of purchase orders generated	517	442	449	755	490	230	777
\$ value of items issued from inventory	\$476,409	\$376,523	\$396,233	\$452,835	\$410,000	\$225,377	\$418,200
# of shipments received	7,268	6,876	7,192	7,406	6,800	3,726	7,200

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

PUBLIC WORKS DEPARTMENT	
Street Repair	Business Unit 17032

Significant 2021 Events:

Performance Data:

	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Client Benefits/Impacts							
Safety of event participants							
# of civic events supported	4	4	4	0	4	2	4
Strategic Outcomes							
Preventive maintenance							
Total miles of streets serviced	344	344	344	349	344	349	355
# of hazardous sidewalk locations repaired	124	156	99	139	100	101	100
Miles of asphalt streets resurfaced	1.8	<1.0	3.7	2.82	3	2	2
Work Process Outputs							
Repair materials							
Tons of cold patch asphalt applied	150	216	250	210	250	100	210
Cubic yards of concrete used for repair	21.25	78	336	89	150	35	150
Pounds of crack filler applied	47,250	27,000	15,750	51,750	30,000	24,168	35,000

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

PUBLIC WORKS DEPARTMENT

Business Unit 17033

Snow and Ice Control

Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Timely service provided							
# of major plowing events	13	10	18	8	12	7	12
# of minor plow/salt events	15	19	25	18	20	8	20
# of days hauling designated priority snow routes	6	11	23	13	20	9	20
Strategic Outcomes							
Efficiency of program							
# of citizen contacts	54	87	138	56	70	54	70
# of miles of sidewalks cleared by Contractor	18	18.15	18.5	18.5	18.2	18.2	5
City crews	15.3	16.6	16.7	16.1	16.6	16.6	29.8
\$ contracted to clear sidewalks	\$154,940	\$209,830	\$346,095	\$135,003	\$200,000	\$152,239	\$200,000
Work Process Outputs							
Volume of work done							
# tons of salt used	3,979	4,034	5,994	2,002	4,000	1,682	3,000
# miles of streets maintained	344	344	347	349	345	349	355
# miles of sidewalk maintained	33.30	34.77	35.20	34.60	34.80	34.80	34.80

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Forestry Services	Business Unit 17034
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Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Safe, healthy and attractive urban forest							
# of trees on City Streets	30,855	30,733	30,470	30,785	31,000	31,035	31,250
Strategic Outcomes							
Satisfied community							
% of planting spaces in new subdivisions planted on annual basis	100%	100%	100%	100%	100%	100%	100%
% of customers who accept new trees on new and/or reconstructed streets	100%	100%	100%	100%	100%	100%	100%
Street tree to Arborist ratio	4,114 to 1	4,097 to 1	4,062 to 1	4,104 to 1	4,266 to 1	4,280 to 1	4,300 to 1
Diverse urban forest							
# of tree species with more than 1,000	9	9	9	9	9	9	9
Work Process Outputs							
% of trees < 6" diameter pruned annually	50%	50%	50%	50%	50%	50%	50%
Pruning cycle of trees > 6" diameter	8 years	8.5 years	9 years	9.5 years	9 years	9 years	9 years
# of Ash trees replaced	143	188	203	139	300	85	300
Total number of tree species on streets	42	42	42	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%	100%

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

PUBLIC WORKS DEPARTMENT

Business Unit 17036

Inspections/Licensing

Significant 2021 Events:

Performance Data:

	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Client Benefits/Impacts							
Customer knowledge of ordinances							
Customer generated violation reports	1,304	1,105	1,053	871	1,000	363	800
Effectiveness of plan review							
# of onsite consultations prior to plan submittal	43	106	62	37	75	18	40
Strategic Outcomes							
Availability of service							
Average Plan Review Approval	7.8 Days	7.6 Days	6.7 Days	6.9 Days	6.0 Days	6.0 Days	6.0 Days
Consistency of information							
# of policies/ordinances reviewed/updated	2/2	1/2	4/2	0/2	2/2	2/2	2/2
Work Process Outputs							
Availability of service							
# of inspections performed	8,284	7,935	7,726	7,373	8,000	4,455	7,000
# of re-inspections performed	504	525	517	358	500	145	400
# of notices issued	839	797	1,181	550	1,000	460	600
# of permits issued	3,587	3,528	3,680	3,741	3,600	2,154	3,500
# of plans reviewed	222	242	187	109	225	140	250

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Sanitation - Administration	Business Unit 2210
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Significant 2021 Events:

Recommended changes to overflow collection for 2022 would encourage residents to reduce, reuse, and recycle bulk items

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Public information							
# of information announcements/ brochures	17	18	18	17	18	6	17
Strategic Outcomes							
Consistency of information							
# of policies reviewed	1	1	1	1	2	1	1
Quality of service							
# of contacts received	2,303	1,039	394	469	400	197	500
Work Process Outputs							
Changes in customer service							
# of policies changed	0	1	1	1	1	0	1

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

SPECIAL REVENUE FUNDS **Business Unit 2221**

Sanitation - Recycling

Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Convenient access to drop-off centers							
# of hrs/year yard waste sites are open	3,101	3,085	3,163	2,793	3,100	1,390	3,100
Strategic Outcomes							
Sources of additional revenue							
\$ of revenue from chipper rental	\$1,715	\$4,788	\$7,679	\$0	\$0	\$0	\$0
# of violations from Outagamie County Landfill	0	0	0	0	0	0	0
Work Process Outputs							
Material diverted from the landfill							
Diversion Rate	23.6%	23.1%	22.5%	23.0%	22.0%	22.9%	22.5%
Tons of material collected							
Residential - co-mingled	6,065	5,863	5,662	6,001	6,000	2,927	6,000
Hours chipping material	787	735	950	1,004	900	620	1,000
Yardwaste sites:							
Avg. # of users of the sites weekday (peak)	700	700	700	700	700	700	700
Avg. # of users of the sites weekend (peak)	900	1000	1000	1000	1000	1000	1000

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Sanitation - Solid Waste Collection	SPECIAL REVENUE FUNDS	Business Unit 2223
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Significant 2021 Events:

Number of stops per day average increasing due to growth on north side of appleton. Will continue to adjust target and actuals to increasing trend of growth
 Number of stops per day growth will drive increase of refuse tonnage collected

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Service area							
# of automated stops/day	5,149	5,153	5,157	5,172	5,165	5,179	5,180
Additional services provided							
# of special collections							
Storm	1	0	1	0	0	0	0
Move Outs	53	44	50	44	50	22	50
Bulky Overflow	26	26	26	26	26	13	26
Strategic Outcomes							
Additional revenue sources							
Cost effective service provided							
Cost/ton of overflow collections	\$157.42	\$160.00	\$205.28	\$227.75	\$235.00	\$223.94	\$230.00
Cost/ton of residential automated pickup	\$89.14	\$89.72	\$114.08	\$120.42	\$125.00	\$120.15	\$125.00
Work Process Outputs							
City cleanliness & public health benefits							
# of tons of refuse collected	19,692	19,493	19,462	20,027	20,750	9,832	20,650

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Sanitation - Landfill Maintenance	Business Unit 2230
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Significant 2021 Events:

Surface emission testing results indicate areas needing repair before a modification to a passive venting system can be made.

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Safety of the surrounding environment							
# of private wells showing impact from landfill	0	0	0	0	0	0	0
Strategic Outcomes							
Preventive maintenance							
# of DNR non-compliance notices rec'd	0	0	0	1	0	0	0
# of maintenance projects	0	2	19	4	4	2	2
Work Process Outputs							
Regulatory compliance							
Reporting to the DNR	1	2	2	2	2	1	2
Corrective actions generated from quarterly inspections	3	22	10	3	3	0	4

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

PARKING UTILITY	Business Unit 5110
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Administration

Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Effective rate structure policy							
% change in operating revenue received	13.50%	-3.86%	24.93%	-52.18%	30.00%	-20.05%	1.15%
Community events supported	12	3	12	0	12	0	12
Strategic Outcomes							
Efficiency of operations							
% change in operating costs	-1.40%	11.10%	6.85%	-31.25%	5.40%	-13.98%	-12.98%
Work Process Outputs							
Expansion of customer base							
YTD avg active permit total/permit stalls	2,562 / 2,350	2,545 / 2,350	2488 / 2022	1863 / 2020	2600 / 2053	1504 / 2020	2300 / 2020
# of daily meter bags sold	2,514	1,274	3,597	3,348	1,900	990	2,500

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Operations and Maintenance		PARKING UTILITY	Business Unit 5120
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Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Reliability of the system							
# of broken meters reported	77	53	30	3	25	0	25
% fixed within 24 hours	99%	100%	40%	100%	100%	n/a	100%
Strategic Outcomes							
Efficiency of staff management							
Maintenance staff size to # of metered stalls	2 / 864	2 / 848	2 / 790 **	2 / 731	2 / 790 **	2 / 790	2 / 790
Maintenance staff size to # of unmetered stalls	4 / 3,132	5 / 3,142	5 / 2,805	4 / 2,775	5 / 2,805	5 / 2,805	5 / 2,805
Structural inspections performed	0	0	3	0	0	0	0
Stalls monitored by pay machines	34	34	34	34	34	0 *	0
Work Process Outputs							
Customer services provided							
# of meter batteries changed	864	848	790	700	790	790	790
Power flushes/ramp	2	1	2	2	2	2	2
# of facility property damages reported	33	12	25	28	25	7	25
# of broken gate arms reported/repared	26	6	11	4	5	5	5

* Pay machines were eliminated in 2021. This Performance Indicator will be deleted.

** Corrected number of meter stalls. Blue Ramp meter number was reduced twice in error.

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Enforcement	PARKING UTILITY	Business Unit 5130
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Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Customer Service							
Meter stall turnover							
# of citations/metered stalls/month	1.0	0.5	1.7	0.7	1.5	0.3	1.0
Strategic Outcomes							
Effectiveness as a revenue source							
Average # of days to pay tickets	62	36	43	57	45	75	40
# of notices sent	8,906	8,559	4,922	4,085	9,800	2,173	5,000
# of state suspensions sent	2,123	1,941	1,308	1,351	2,000	142	500
Work Process Outputs							
Enforcement provided - Parking Staff							
# of citations issued	12,990	13,729	14,390	7,914	10,000	5,267	10,000
# of meter violations issued	10,764	10,071	11,168	5,873	7,500	2,660	7,500
# of citations reviewed by Parking Manager	610	707	802	310	500	179	350

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Administration	CENTRAL EQUIPMENT AGENCY	Business Unit 6110
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Significant 2021 Events:

Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Cost Effective Service							
Overhead Rate	\$75.78	\$77.14	\$81.58	\$80.68	\$82.40	\$82.40	\$82.40
Billable hours	17,773	18,906	18,178	19,541	18,100	9,887	18,100
Strategic Outcomes							
Operational requirements of users							
Size of authorized fleet/actual	413	409	413	408	399	408	408
Consistent and current information							
# of policies reviewed/revised	1	0	1	1	1	1	0
Work Process Outputs							
Customer Service							
Requests for changes to the fleet	12	9	11	3	5	7	7

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

CENTRAL EQUIPMENT AGENCY

Maintenance

Business Unit 6121

Significant 2021 Events:

Performance Data:

	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Client Benefits/Impacts							
Response to customer needs							
# of vehicles not available for use within 24 hours	120	85	108	89	65	39	70
Equipment available for operational readiness							
# of emergency breakdown hours	325	250	408	300	275	114	275
# of service calls	210	173	244	183	200	81	200
Strategic Outcomes							
Safe reliable maintenance program							
Preventive maintenance hours	9,275	11,406	9,827	11,206	9,400	5,670	9,400
Corrective downtime hours	8,497	7,500	8,351	8,336	7,800	4,218	7,800
Accidents caused by mechanical failure	0	1	0	0	0	0	0
Work Process Outputs							
Service Performed							
# of seasonal changeovers performed	135	101	129	121	125	44	125

**DEPARTMENT OF PUBLIC WORKS
YEAR END REVIEW**

All figures through June 30, 2021

Replacement Fund	CENTRAL EQUIPMENT AGENCY	Business Unit 4320
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Performance Data:

Client Benefits/Impacts	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Target 2021	Actual 2021	Target 2022
Cost effective service - # of vehicles:							
Retained an additional year	30	30	38	50	45	54	47
Replaced early	0	0	0	0	0	0	0