



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, October 10, 2022

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[22-1279](#) Minutes from September 26, 2022

Attachments: [Minutes from Sept. 26, 2022.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[22-1078](#) Approve modifications to the City of Appleton Street Terrace Policy.

Attachments: [Memo Updated Street Terrace Policy.pdf](#)

Legislative History

8/22/22	Municipal Services Committee	recommended for approval
9/7/22	Common Council	referred to the Municipal Services Committee
9/12/22	Municipal Services Committee	held

Hold until first meeting in October

[22-1280](#)

Rankin Street, from 200' south of Alton Street to College Avenue, be reconstructed with asphalt pavement and curb and gutter. The dimensions of the Rankin Street reconstruction project are as follows:

200' south of Alton Street - Alton St: New asphalt pavement to be constructed to a width of 25' from back of curb to back of curb, which is 1' narrower than the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

Alton St - College Ave: New asphalt pavement 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. Existing on-street parking to remain unchanged within this portion of the project.

[22-1292](#)

Summit Street, from Packard Street to Elsie 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. Existing on-street parking would be restricted along the west side of Summit Street, within the project limits.

6. Information Items

[22-1286](#)

Inspection Division Permit Summary Comparison Report for September 2022.

Attachments: [Inspection Permit Summary September 2022.pdf](#)

[22-1287](#)

Bird E-Scooter Monthly Report-September 2022

Attachments: [Bird E Scooter Report-September 2022.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.



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Meeting Minutes - Final Municipal Services Committee

Monday, September 26, 2022

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 4 - Firkus, Doran, Siebers and Van Zeeland

Excused: 1 - Thyssen

3. Approval of minutes from previous meeting

22-1207 Minutes from September 12, 2022

Attachments: [Minutes from September 12, 2022.pdf](#)

Firkus moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Doran, Siebers and Van Zeeland

Excused: 1 - Thyssen

4. **Public Hearings/Appearances**

22-1211 Design Hearing for future 2024 Paving Projects:

- Rankin Street, from approximately 200' south of Alton Street to College Avenue
- Summit Street, from Packard Street to Elsie Street

Attachments: [Design Hearing-2024 Paving Projects.pdf](#)

5. **Action Items**

22-1147 Request from Mark Van Grinsven, 1610 W. Glendale Avenue, for a variance to Municipal Code Section 19-91(f) for a driveway widened more than 4 feet into the front yard.

Attachments: [Driveway X.jpg](#)
[Driveway Extension.pdf](#)
[9-21 Van Grinsven Letter & Photos re driveway req.pdf](#)
[9-21 Taggart letter re Van Grinsven driveway req.pdf](#)

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

Aye: 3 - Firkus, Siebers and Van Zeeland

Nay: 1 - Doran

Excused: 1 - Thyssen

22-1208

Award the 2022-2027 Sidewalk & Crosswalk Snow Removal Services Contract to Complete Flatwork Specialists in accordance with the hourly rates included in their proposal dated September 9, 2022. The term of this contract will be from October 2022 through June of 2027, conditioned upon satisfactory performance by the contractor.

Attachments: [2022-2027 College Ave Sidewalk & Crosswalk Snow Services.pdf](#)

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

Aye: 4 - Firkus, Doran, Siebers and Van Zeeland

Excused: 1 - Thyssen

22-1209

Approve the proposed handicap-accessible parking stall on the 100 block of S. Locust Street.

Attachments: [Handicap parking-100 block Locust St.pdf](#)

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

Aye: 4 - Firkus, Doran, Siebers and Van Zeeland

Excused: 1 - Thyssen

6. Information Items

22-1216

Bird E-Scooter Monthly Report - August 2022

Attachments: [BIRD scooter monthly report-August 2022.pdf](#)

22-1210

Parking Utility Monthly Revenue update for August 2022

Attachments: August Financial Analysis.pdf

7. Adjournment

Van Zeeland moved, seconded by Firkus, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Doran, Siebers and Van Zeeland

Excused: 1 - Thyssen



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

DEPARTMENT OF PUBLIC WORKS
Engineering Division
100 North Appleton Street
Appleton, WI 54911
TEL (920) 832-6474
FAX (920) 832-6489

TO: Members of the Municipal Services Committee
FROM: Danielle Block, Director
SUBJECT: Revised Street Terrace Policy
DATE: October 10, 2022

On June 15, 2022, Resolution #7-R-22 Street Terrace Policy Modifications was submitted by Alderperson Del Toro. Department of Public Works staff worked to draft a proposal to allow for additional uses within the Street Terrace. As part of that review, staff explored the potential benefits as well as any possible unintended consequences of the proposed changes.

A first draft of the modified Street Terrace Policy was presented to the Committee on August 22, 2022 and was recommended for approval to the Common Council. On September 7, 2022, the Common Council referred the item back to Municipal Services Committee for discussion on September 12, 2022. During the Committee meeting on September 12, 2022 – staff was asked to redraft the policy. Specifically, staff was asked to redraft the policy:

- for clarity;
- to specify acceptable uses and uses that require a permit;
- and to address safety concerns related to planting height and width.

Staff is currently finalizing the updated Street Terrace Policy which includes the above improvements. A final review of the draft is being completed by City Departments.

Staff respectfully requests that the Committee hold the item until the next Municipal Services Committee meeting on October 24, 2022. This additional time will allow time for final comments and questions to be addressed internally. Thank you for your consideration.

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/22 Thru 09/30/22

Report Date: 10/4/2022



Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING	2021	955	123,844,230	272,594.11
	2022	905	133,203,429	477,915.33
		-5.24 %	7.56 %	75.32 %
DISPLAY SIGN	2021	67	507,368	2,800.00
	2022	124	1,007,259	5,004.00
		85.07 %	98.53 %	78.71 %
ELECTRICAL	2021	574	18,035,544	148,416.50
	2022	709	10,944,530	107,747.47
		23.52 %	-39.32 %	-27.40 %
EROSION CNTL	2021	38		4,442.00
	2022	38		5,010.00
		%	%	12.79 %
HEATING	2021	804	25,409,972	74,878.01
	2022	785	11,515,177	69,657.97
		-2.36 %	-54.68 %	-6.97 %
PLAN REVIEW	2021	87		30,860.00
	2022	95		32,417.50
		9.20 %	%	5.05 %
PLUMBING	2021	459	9,767,486	42,587.00
	2022	692	6,741,232	37,488.00
		50.76 %	-30.98 %	-11.97 %
SEWER	2021	210	1,462,824	22,012.99
	2022	284	4,067,917	31,232.00
		35.24 %	178.09 %	41.88 %
WELL	2021	5		200.00
	2022	2		80.00
		-60.00 %	%	-60.00 %

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

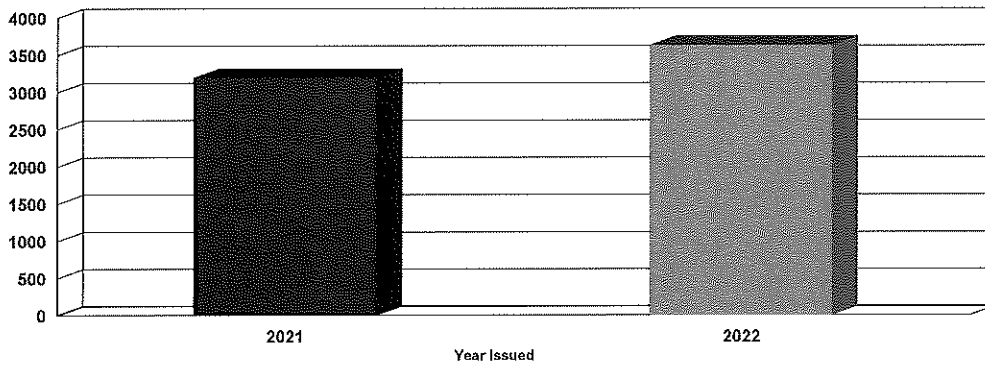
01/01/22 Thru 09/30/22

Report Date: 10/4/2022

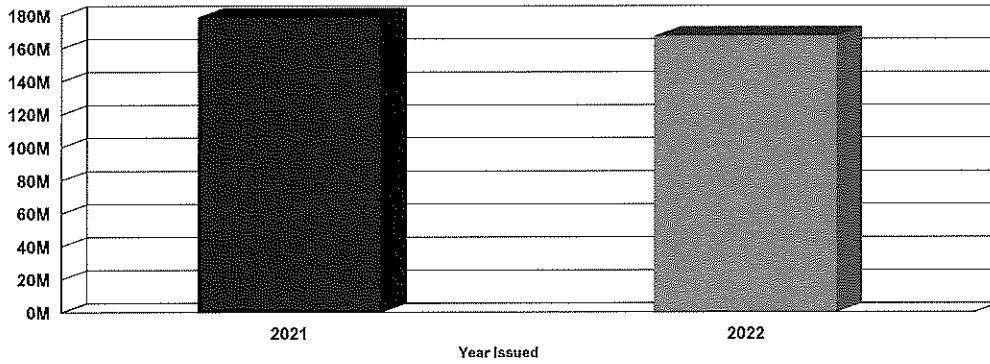


	2021	2022
Permits	3199	3634
Estimated Cost	179,027,424.00	167,479,544.00
Receipt Amount	598,790.61	766,552.27

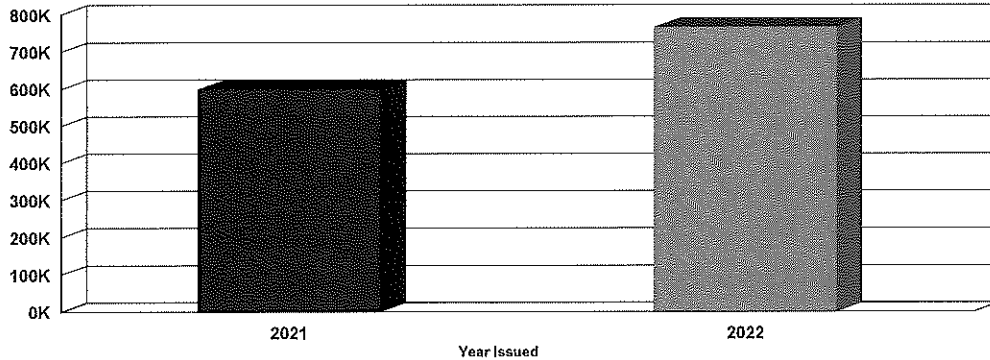
Number of Permits



Estimated Cost



Receipt Amount



City of Appleton
 BIRD E-Scooter Pilot Community Feedback
 Month of September 2022

COMPLAINTS RECEIVED BY CITY

	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
Improper Parking	2	1	1	0	0	1			
Improper Street Riding	1	2	1	0	0	0			
Scooters are Unsafe	2	4	2	3	3	0			
Scooters are Unsightly	0	0	1	0	0	0			
Sidewalk Riding on College	3	4	0	0	0	0			
Other	1	3	2	1	1	2			
TOTAL	9	17	7	6	4	3			

REPORTED ACCIDENTS

	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
Accidents	1	3	2	4	3	0			