

It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha**

**July 7, 2014
6:45 PM**

or immediately following the Administration Committee

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [June 16, 2014](#)
- D. DISCUSSION / ACTION ITEMS
 - 1. [Motion to Remove from Table. Street Use Application – Two Wheel Tuesday; July 22, 2014; 6:00 PM – 9:00 PM \(The Locker Room\)](#)
 - 2. [Recommendation to Award – Contract Unit No. 2014-02; Street Rehabilitation – London Street, Emily Street, Ninth Street, Lakecrest Drive, Sunset Drive, Parkview Place and DePere Street; MCC Inc.; \\$557,893.91](#)
 - 3. [Request to Prohibit Parking along the South Side of Ninth Street at Ida Street](#)
 - 4. [Consideration of Options for the Terrace Area along Racine Street from Main Street to Third Street \(Ald. Taylor\)](#)
- E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
June 16, 2014
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Sevenich at 7:25 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [June 2, 2014](#)

Moved by Ald. Englebert, seconded by Ald. Langdon to approve minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Street Use Application – Race the Lake; Sunday, August 17, 2014; 7:00 AM – 9:30 AM \(DuTriRun/ARC of Menasha\)](#)

DPW Radtke explained staff has reviewed the application and everything is in order.

Moved by Ald. Taylor, seconded by Ald. Keehan to recommend to Common Council Street Use Application-Race the Lake, Sunday August 17, 2014, 7:00 AM – 9:30 AM (DuTriRun/ARC of Menasha)

Motion carried on voice vote.

2. [Street Use Application – Frehley Gilmore Birthday Party; Saturday, July 12, 2014; 10:00 AM – 10:00 PM \(Boys & Girls Brigade\)](#)

DPW Radtke explained staff has reviewed the application and everything is in order.

Andrew Gilmore addressed the members to report the residents on the street have no objection to closing the street.

Moved by Ald. Langdon, seconded by Ald. Taylor to recommend to Common Council Street Use Application-Frehley Gilmore Birthday Party, Saturday July 12, 2014 with mitigating circumstances of a safety issue if held elsewhere.

Motion carried on voice vote.

3. [Street Use Application – Two Wheel Tuesday; July 22, 2014, 2014; 6:00 PM – 9:00 PM \(The Locker Room\)](#)

No one was present representing the applicant to answer questions.

Moved by Ald. Englebert, seconded by Ald. Benner to table.

Motion carried on roll call 8-0.

4. [Request to Allow Overnight Parking on the West Side of Elm Street from Nicolet Boulevard to Keyes Street During the Period of April 1 through October 31](#)

DPW Radtke explained a petition was submitted requesting overnight parking on the west side of Elm Street from Nicolet Blvd to Keyes Street. Currently parking is only allowed on the west side of Elm Street. The odd/even overnight parking regulation from April 1 through October 31 restricts overnight parking on the west side of Elm Street on odd numbered days. He did receive an objection to allowing the overnight parking on the west side from a resident of Elm Street stating a safety issue as vision will be blocked when pulling out of the driveway and hinders refuse pickup.

General discussion ensued on the other streets that allow overnight parking.

PC Styka commented the City ordinance requires all vehicles to be moved every 72 hours, and this proposal would make enforcement somewhat more difficult.

The following residents addressed the board members:

Dave Hansen, 318 Elm Street. Odd/even overnight parking is confusing. Most properties on Elm Street have short driveway and not enough room to park multiple vehicles.

Patrick Brooks, 305 Elm Street. Residents have called police to report a vehicle parked overnight, may ticket sometimes.

Ron Parsons, 338 Elm Street. Object to allowing overnight parking on west side of Elm Street. Issues with allowing two vehicles down the narrow street at the same time.

Juanita Parsons, 338 Elm Street. Object to allowing overnight parking on west side of Elm Street. The street is narrow. Vehicles are parked in same spot for more than 72 hours. Safety issues with parking across from driveways.

Chairman Sevenich commented the change would need to come in the form of an Ordinance sponsored by an Alderman or Mayor.

5. [Recommendation to Submit Ballot Requesting Winnebago County to Refund the Recycling Revenue Surplus of \\$77,384.00 to Signing Municipalities Based Upon each Municipality's Actual Tonnage Processed and Sold for Year 2013](#)

DPW Radtke explained Winnebago County is asking each signing municipality to cast a ballot on how to disburse the surplus revenue of \$189,649. There is a deficit to the County of \$112,265 from the Tri-County Single Stream Recycling Facility. To keep tipping cost down, staff is recommending allowing the County to maintain \$112,265 for the deficit and rebate \$77,384 to the signing municipalities.

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council To submit ballot requesting Winnebago County to refund the recycling revenue surplus of \$77,384.00 to signing municipalities based upon each municipality's actual tonnage processed and sold for year 2013.

Motion carried on roll call 8-0.

6. [Resolution R -18 -14 Acknowledging Review of City of Menasha 2013 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208](#)

DPW Radtke explained the City is required to file a Compliance Maintenance Annual Report with the Department of Natural Resources for the operation and maintenance of the sanitary sewer collection system. The City has achieved a grade of an A, so no corrective actions are necessary at this time.

Moved by Ald. Taylor, seconded by Ald. Keehan to recommend to Common Council R-18-14 A Resolution Acknowledging review of City of Menasha 2013 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208.

Motion carried on voice vote.

7. [Recommendation to Develop an Intergovernmental Agreement with Calumet County for the Reconstruction and Jurisdictional Transfer of Cty Trunk LP](#)

DPW Radtke and Mayor Merkes explained Calumet County's proposal to reconstruct County Trunk LP (Lake Park Road) using grant funds. Upon completion of the project jurisdiction of County Trunk LP would be turned over to the Cities of Menasha and Appleton and the Town/Village of Harrison.

Moved by Ald. Taylor, seconded by Ald. Keehan to recommend to Common Council To Develop an Intergovernmental Agreement with Calumet County for reconstruction and jurisdictional transfer of Cty Trunk LP.

Motion carried on roll call 8-0.

8. Discussion Regarding the Planted Terrace Area along Racine Street from Main Street to Third Street (Ald. Taylor)

Ald. Taylor gave a brief history of when flowers were originally planted on the terrace area along Racine Street. The flowers have not done so well in some of the areas and he is requesting to meet with the Mayor and City Comptroller to budget funds to replant flowers in those areas.

9. Discussion Regarding the Necessity for the Continuation of the City of Menasha Parking Committee (Ald. Sevenich)

General discussion ensued on the function of the Parking Committee regarding the need for the committee since recommendations from the committee have to go to Board of Public Works and then to Common Council. The need for the Parking Committee will be continuously reviewed as parking issues are brought before the Board of Public Works.

E. ADJOURNMENT

Moved by Ald. Benner, seconded by Ald. Taylor to adjourn at 8:20 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk



MEMORANDUM

TO: Board of Public Works

FROM: Pamela A. Captain, City Attorney/Personnel Director

DATE: July 3, 2014

RE: Street Use Application – Two Wheel Tuesday

Approval for the insurance coverage for the pending street use permit for Two Wheel Tuesday has been withdrawn due to a report of a substantial change in the event and the event sponsor. The application materials are not specific enough to determine if the event continues to be what was reported to the common council at its last meeting, that being, a request to close the street for parking only of motorcycles or if the event has expanded.

Until I am able to see a description of the full scope of the event, I am unable to determine if appropriate insurance coverage is in place.



STREET USE APPLICATION

Event: Two Wheel Tuesday
 Sponsored by: The Locker Room
 Responsible Person: FREDERICK SCHROEDER
 Address: 800 Plank Rd.
Menasha, WI - 54952
 Email Address: theLockerRoombar@hotmail.com Phone: _____

Street Use Date: 7/22/14
 Start Time: 6:00 P.M.
 End Time: 9:00 P.M.
 Number of Units: _____
 (Parades)

Street Route: 300 Block of Manitowoc St.
 Description of Use (attach map)

Liability Insurance has been secured in the amount of \$ 1,000,000.00 with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company SOCIETY INSURANCE Policy No. 15261
 (Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured)

pd # 7911

Date: July 22nd 2014 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25.00. Please make checks payable to City of Menasha.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised February 4, 2013)

Scheduled Park & Recreation Board Review Date: _____
 Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 7/7/2014
 Approved: _____ Denied: _____

APPROVAL:

Police Dept. _____ Fire Dept. _____ Public Works Dept. MR City Attorney _____

MIDTERM CHANGE DOCUMENT

POLICY NO. TRM 529484

09205

SOCIETY INSURANCE, a mutual company | ADEMINO & ASSOCIATES INS AGENCY INC

NAMED INSURED HOT BRASS LLC DBA THE LOCKER ROOM

MAILING ADDRESS 800 PLANK RD MENASHA WI 54952-2924

POLICY PERIOD: FROM 08/19/2013 TO 08/18/2014 at 12:01 A.M. Standard Time at your mailing address shown above

CHANGE EFFECTIVE 05/13/2014 CHANGE # 2

DESCRIPTION

FORM BP0407, ADDITIONAL INSURED - STATE OR POLITICAL SUBDIVISIONS PERMITS RELATING TO PREMISES, IN FAVOR OF CITY OF MENASHA IS DELETED. FORM SAI-44, ADDITIONAL INSURED-PRIMARY NON CONTRIBUTORY LIMITED FORM, IS ADDED IN FAVOR OF CITY OF MENASHA. REVISED ADDITIONAL INSURED LIABILITY SCHEDULE IS ATTACHED. ADDITIONAL PREMIUM WILL BE REFLECTED IN FUTURE INSTALLMENTS.

Original Premium \$	3,808	New Premium \$	3,848	Total Add'l/Return Premium \$	11
Original Fire Surcharge \$		New Fire Surcharge \$		Add'l/Return Fire Surcharge (included in above Premium) \$	ADDITIONAL
					NO CHANGE

COUNTERSIGNED: 06/04/2014 (Date) BY (Authorized Representative) C15 82 (06/04/2014)

SOCIETY INSURANCE, a mutual company

ADDITIONAL INSURED - LIABILITY

POLICY # TRM 52946#
HOT BRASS LLC DBA
THE LOCKER ROOM
800 PLANK RD
MENASHA WI 54952-3924

AGENT ADEMINO & ASSOCIATES INS AGENCY INC
00206

GOOSE DREAMS LLC
800 PLANK RD
MENASHA, WI 54952

SPECIMEN

TBP-18 - WI - Loc #1

CITY OF MENASHA
140 MAIN ST
MENASHA, WI 54952-3151

SAI44 - WI - Loc #1

NOTE TO ADDITIONAL INSURED: YOUR RIGHT TO COVERAGE UNDER THIS
POLICY IS LIMITED. READ SPECIFIC TERMS AND CONDITIONS RELATING
TO YOUR INTEREST FOR DETAILS.

SAI-44 (9-02)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - PRIMARY NONCONTRIBUTORY -
LIMITED FORM**

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS LIABILITY COVERAGE FORM
COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization (Additional Insured):

CITY OF MENASHA
140 MAIN ST
MENASHA WI 54952

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED is amended to include as an additional insured any person or organization shown in the Schedule as an additional insured. That entity shall be covered only for liability for bodily injury or property damage that is imputed to it as a result of your actions or conduct. In no event shall the additional insured receive any greater or additional coverage, or any greater or additional limits of liability than you receive under this policy.

If the name of the person or organization stated above includes any architect, engineer or surveyor, the following applies:

The insurance with respect to such architects, engineers or surveyors does not apply to "bodily injury", "property damage", "personal injury" or "advertising injury" arising out of the rendering of or the failure to render any professional services by or for you, including:

- a. The preparing, approving or failing to prepare or approve amps, drawings, opinions, reports, surveys, change orders, designs or specifications; and

SAI-44 (9-02)

SAI-44 (9-02)

b. Supervisory inspection or engineering services.

If a written contract between you and the additional insured specifically requires that this insurance be primary, then the insurance afforded by this endorsement is primary insurance and we will not seek contribution from any other insurance available to the additional insured named in this schedule unless the other insurance is provided by a contractor other than the named insured. Then we will share with that other insurance by the method described below.

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

If no contract between you and the additional insured requires that this insurance be primary, then the coverage granted to the additional insured under this endorsement shall be excess over any other valid and collectible insurance.

This endorsement provides no coverage to the additional insured for any liabilities arising out of the claimed negligence of the additional insured, or out of the claimed negligence of any entities other than the Named Insured.

SAI-44 (9-02)



Memorandum

DATE: July 2, 2014

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Recommendation to Award – Contract Unit No. 2014-02; Street Rehabilitation - Various Streets; MCC, Inc.; \$557,893.91

The City of Menasha publicly opened bids on Monday, June 30th for Contract Unit No. 2014-02, Street Rehabilitation - London Street, Emily Street, Ninth Street, Lakecrest Drive, Sunset Drive, Parkview Place and DePere Street. Two bids were received as indicated on the enclosed itemized bid tabulation.

The project consists of pulverizing the asphalt pavement and base material, fine grading, isolated concrete curb and gutter construction, asphalt pavement construction, miscellaneous utility adjustments, and terrace restoration. The budgeted amount for this work is \$595,165.

We prepared the bid proposal sheet with a base bid for completing all the streets other than Depere Street, and an alternate bid for DePere Street. This was done out of concern for staying within the budgeted project amount because we noticed during the water main construction on London Street that there were areas of insufficient quality base material which will require additional excavation on London Street. That additional amount is included in the base bid. As it turns out, we are able to recommend award including the alternate bid for DePere Street as the total bid is well under the budgeted amount.

After reviewing the bids and finding them to be competitive, accurate and compliant, we recommend Contract Unit No. 2014-02 be awarded to MCC, Inc. of Appleton, Wisconsin in the amount of \$557,893.91.

Enclosure

M:\word\BPW memo re Award of Contract 2014-02_MCC_7-2-14.docx

Itemized Bid Tabulation
City of Menasha Contract Unit No. 2014-02
Street Reconstruction - Concrete Curb & Gutter - Asphalt Pavement - Concrete Sidewalk
Various Streets

ITEM	QUANTITY	BASE BID DESCRIPTION	MCC, Inc.		Northeast Asphalt	
			UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
1	15,479	Pavement / Base Pulverizing	\$ 0.31	\$ 4,798.49	\$ 0.60	\$ 9,287.40
2	1,919	Unclassified Excavation/Pulverized Material	\$ 7.28	\$ 13,970.32	\$ 7.00	\$ 13,433.00
3	2,089	Unclassified Excavation	\$ 7.16	\$ 14,957.24	\$ 12.19	\$ 25,464.91
4	79	Backfilling Abandoned Street Section (London Street)	\$ 11.58	\$ 914.82	\$ 4.00	\$ 316.00
5	1	Abandon Storm Sewer Including Inlet Removal	\$ 3,823.21	\$ 3,823.21	\$ 5,920.00	\$ 5,920.00
6	20,024	Fine Grading and Compaction	\$ 1.10	\$ 22,026.40	\$ 0.90	\$ 18,021.60
7	1,891	3" Crushed Stone Base Course	\$ 13.76	\$ 26,020.16	\$ 10.20	\$ 19,288.20
8	547	Pulverized Stone Placement	\$ 6.77	\$ 3,703.19	\$ 9.25	\$ 5,059.75
9	277	30" Concrete Curb & Gutter	\$ 15.59	\$ 4,318.43	\$ 15.50	\$ 4,293.50
10	658	30" Concrete Curb & Gutter-Remove & Replace	\$ 24.90	\$ 16,384.20	\$ 24.75	\$ 16,285.50
11	1,020	30" Mountable (Roll Back) Concrete Curb & Gutter	\$ 15.59	\$ 15,901.80	\$ 15.50	\$ 15,810.00
12	390	No. 4 Epoxy Coated Rebar	\$ 1.21	\$ 471.90	\$ 1.20	\$ 468.00
13	64	Utility Adjustment	\$ 174.03	\$ 11,137.92	\$ 350.00	\$ 22,400.00
14	31	Water Valve Adjustment	\$ 116.02	\$ 3,596.62	\$ 75.00	\$ 2,325.00
15	1,069	Sawcut	\$ 1.08	\$ 1,154.52	\$ 1.45	\$ 1,550.05
16	1,268	Asphalt Binder Course Pavement 2 1/4" Thick	\$ 51.92	\$ 65,834.56	\$ 51.75	\$ 65,619.00
17	984	Asphalt Surface Course Pavement 1 3/4" Thick	\$ 57.08	\$ 56,166.72	\$ 58.90	\$ 57,957.60
18	1,766	Asphalt Binder Course Pavement 3" Thick	\$ 50.44	\$ 89,077.04	\$ 51.75	\$ 91,390.50
19	1,177	Asphalt Surface Course Pavement 2" Thick	\$ 56.48	\$ 66,476.96	\$ 58.90	\$ 69,325.30
20	1,198	3" Thick Asphalt Driveway Remove and Replace	\$ 3.40	\$ 4,073.20	\$ 4.00	\$ 4,792.00
21	1,408	6" Thick Concrete Driveway Remove and Replace	\$ 4.53	\$ 6,378.24	\$ 4.50	\$ 6,336.00
22	15	7" Thick Gravel Driveway	\$ 24.39	\$ 365.85	\$ 70.00	\$ 1,050.00
23	955	4" Thick Concrete Sidewalk Remove and Replace	\$ 4.02	\$ 3,839.10	\$ 4.00	\$ 3,820.00
24	960	4" Thick Concrete Sidewalk	\$ 3.87	\$ 3,715.20	\$ 4.61	\$ 4,425.60
25	385	6" Thick Concrete Handicap Ramp Remove and Replace	\$ 4.53	\$ 1,744.05	\$ 4.50	\$ 1,732.50
26	1	Street Rehabilitation on Plank Road (S.T.H. "114)	\$ 4,451.15	\$ 4,451.15	\$ 7,700.00	\$ 7,700.00
27	1,211	Terrace and Lawn Restoration	\$ 6.79	\$ 8,222.69	\$ 6.75	\$ 8,174.25
28	1	Erosion Control	\$ 716.72	\$ 716.72	\$ 6,000.00	\$ 6,000.00
29	1	Traffic Control	\$ 2,118.34	\$ 2,118.34	\$ 2,300.00	\$ 2,300.00
30	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project.	\$ 1,676.72	\$ 1,676.72	\$ 22,500.00	\$ 22,500.00
Total Base Bid (Items 1-30)			\$	\$ 458,035.76	\$	\$ 513,045.66

Alternate Bid - De Pere Street from Fox River to Third Street

1a.	5,367	Pavement/Base Pulverizing	\$	0.60	\$	3,220.20	\$	0.44	\$	2,361.48
2a.	660	Unclassified Excavation/Pulverized Material	\$	7.00	\$	4,620.00	\$	7.42	\$	4,897.20
3a.	5,367	Fine Grading and Compaction	\$	0.90	\$	4,830.30	\$	1.17	\$	6,279.39
4a.	195	Asphalt Binder Course Pavement 2 1/4" Thick	\$	56.70	\$	11,056.50	\$	52.23	\$	10,184.85
5a.	151	Asphalt Surface Course Pavement 1 3/4" Thick	\$	58.90	\$	8,893.90	\$	59.22	\$	8,942.22
6a.	666	Asphalt Binder Course Pavement 3" Thick	\$	51.75	\$	34,465.50	\$	50.44	\$	33,593.04
7a.	444	Asphalt Surface Course Pavement 2" Thick	\$	58.90	\$	26,151.60	\$	56.49	\$	25,081.56
8a.	8	Utility Adjustment	\$	350.00	\$	2,800.00	\$	174.03	\$	1,392.24
9a.	1	Water Valve Adjustment	\$	75.00	\$	75.00	\$	151.33	\$	151.33
10a.	307	Sawcut	\$	1.45	\$	445.15	\$	1.45	\$	445.15
11a.	1	Erosion Control	\$	800.00	\$	800.00	\$	1,075.08	\$	1,075.08
12a.	1	Traffic Control	\$	1,900.00	\$	1,900.00	\$	1,006.11	\$	1,006.11
13a.	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project.	\$	600.00	\$	600.00	\$	838.36	\$	838.36
Alternate Bid Totals (Items 1a-13a)			\$		\$	99,858.15	\$		\$	96,248.01



Memorandum

DATE: July 2, 2014

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Request to Prohibit Parking along the South Side of Ninth Street at Ida Street and Arthur Street

A request has been submitted to consider prohibiting parking along the south side of Ninth Street east of Ida Street. Alderman Keehan also requested that we review the need to do likewise at the Ninth Street intersection with Arthur Street.

The request is to remove parking, possibly only on school days, from the Ida Street intersection to an existing power pole approximately 80 feet east of Ida Street, space for up to 3 legally parked vehicles when considering the existing crosswalk location. Similarly, at Arthur Street, the logical section to consider for prohibiting parking would be from the intersection to the existing driveways east and west of the intersection. These segments are also approximately 80 feet in length.

Parking is in high demand in this vicinity due to the proximity of Clovis Grove School. I have observed vehicles parked tight to the crosswalks along the south side of Ninth Street, especially at student drop off and pick up times. While this does create a more difficult vision situation for vehicles approaching Ninth Street from a side street, to prohibit parking will likely result in these vehicles parking on other neighborhood streets that are narrower than Ninth Street, creating other safety concerns. It also limits on street parking options for affected residents along Ninth Street.

The request only seeks removal of parking for the segment east of Ida Street. As Ald. Keehan suggests in his email, other sections of Ninth Street have similar parking characteristics as the Ida Street area. The intersections at John Street and Arthur Street also warrant a review of the need for parking regulation revisions. Parked vehicles are commonplace both east and west of these intersections during peak school drop off/pick up times, creating vision concerns in both directions. To prohibit parking both east and west of John Street and Arthur Street would result in very little remaining parking space, in the middle of the blocks, along the south side of Ninth Street. There is a crossing guard at the John Street intersection, but only at limited school departure and arrival times.

State statutes prohibit parking within 15 feet of the near side of a crosswalk. As I previously indicated, I have observed vehicles parking tight to the crosswalk during student drop off/pick up times. In order to approach this issue in a more measured way, I would recommend that the City initially mark the curbs yellow within the prescribed 15 foot distance from the crosswalks in this area. This will afford some added vision perspective for approaching vehicles at the intersections, while preserving most of the existing parking on the wider Ninth Street.

Enclosures

1

From: Tim Styka
Sent: Wednesday, July 02, 2014 4:34 PM
To: Mark Radtke
Subject: RE: Ninth Street parking (Ida-Arthur)

Mark,

Yes I did have a chance to review the request. There is nothing that would support the removal of parking on 9th St from a crash perspective. I would agree that if the curb would be painted to reflect the distance parking is not allowed that would likely help and accomplish what is being requested, better visibility at the intersection. The distance would be 15 feet from the crosswalk (346.53) and I think this would be the best option.

Tim

From: Mark Radtke
Sent: Wednesday, July 02, 2014 4:09 PM
To: Tim Styka
Subject: Ninth Street parking (Ida-Arthur)

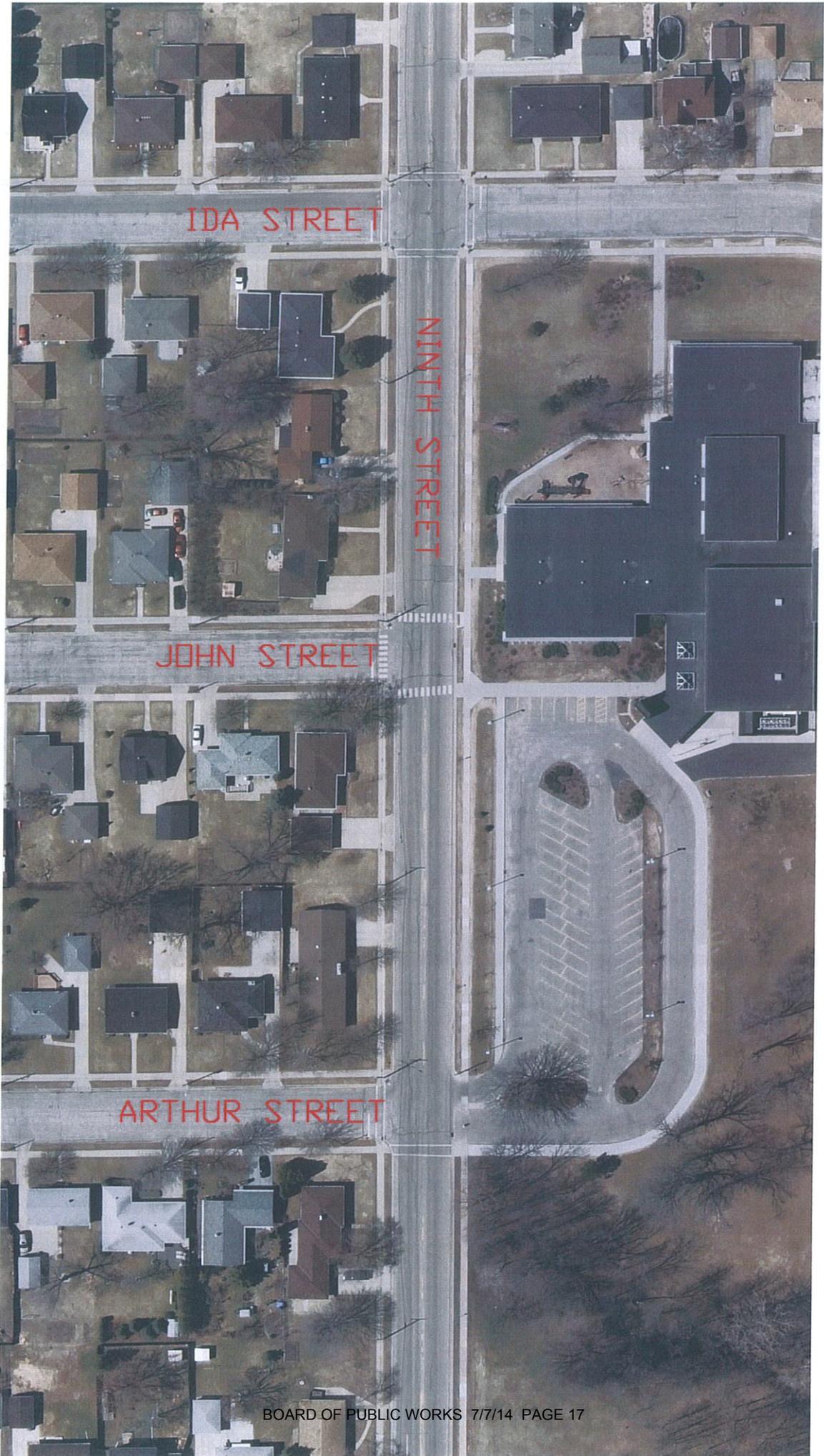
Hi Tim,

Have you had a chance to review the request to remove parking along the south side of Ninth Street east of Ida and east of Arthur? If so, do you have any comments that we could include in our report? Usually, I would have Tim Montour investigate the accident history but Tim is on vacation this week, and I don't know where he accesses this information. Do you have a resource I could access for accident history?

I'm thinking of recommending that we paint the curb yellow within 20 feet of the crosswalks which is what statutes prescribe I believe. If we remove parking per the request we would be prohibiting parking for 3 vehicles at each location, forcing those vehicles elsewhere in the neighborhood. Unless the accident history indicates a problem resulting from poor vision clearance, my recommendation will be to paint the curb within 20 feet of the crosswalk and monitor the situation. Any thoughts you have on this would be appreciated.

Thanks, Mark

Mark Radtke, P.E.
Director of Public Works
City of Menasha



From: Carol Porsche <cporsche28@gmail.com>
Subject: Parking SE corner of 9th st.
Date: June 2, 2014 9:26:07 AM CDT
To: Mark Radtke <mradtke@c1.menasha.wi.us>

Good morning Mark,

Re: our phone conversation this morning, Monday, June 2, 2014. A number of us Ida St. residents are concerned about the safety of driving North across 9th. st. at Ida st. and having to creep almost halfway into 9th st. to see any uncoming traffic from the East. Cars are parked to the corner, many times, obstructing the view. It would help tremendously if parking could be restricted from the corner of Ida and 9th to the telephone pole on the SE corner, a matter of 2 or 3 car lengths. I know now that school is almost out and the matter will be mostly eliminated but beginning the Fall term the issue will present itself again. Perhaps the restriction could be for school days only???

Thank you for anything you can do to help our cause.

Carol Porsche
820 Ida st.
Menasha



MEMORANDUM

To: City of Menasha Board of Public Works
From: Donald Merkes, Mayor
Mark Radtke, Director of Public Works
Vince Maas, Park Superintendent
Date: 2 July 2014
RE: Racine Street Terrace Planting Areas

BACKGROUND

At the last Board of Public Works meeting there was a conversation regarding history of the plantings along the Racine Street corridor within the terrace between the sidewalk and curb. With the especially severe winter the daylilies that have traditionally been planted in the area did not fare well leaving the area north of Broad Street essentially bare, and the area south of Broad Street with gaps in the plantings.

Racine Street is an important corridor into our downtown and riverfront carrying approximately 15,000 cars per day as well as numerous pedestrians. The corridor also bisects the Friendship Trail running through Menasha. This corridor's appearance plays a pivotal role in visitor's and resident's opinion of the community as well as the downtown. Therefore, it is important that the corridor is maintained in a manner that provides a positive perception of Menasha.

ANALYSIS

While there are several options to maintaining this key corridor, the two most logical treatments being continuing the current planting beds with daylilies or continuing the stamped colored concrete found in the adjoining Third Street Corridor. The design could potentially incorporate both treatments in different parts of the corridor.

FISCAL IMPACT

There will be both immediate upfront costs and long term maintenance costs for rehabilitation of the corridor.

Estimated upfront costs: costs for daylilies include plants, mulch, and labor for installation; cost for concrete is installed labor and materials at \$10.25 sq ft.

Location	Daylilies 3' Spacing	Daylilies 2' Spacing	Colored Stamped Concrete
Library Block	\$2,102 170 Daylilies	\$3030 250 Daylilies	\$9,676 944 Sq Ft
Post Office Block	\$2,309 180 Daylilies	\$3,278 265 Daylilies	\$8,241 804 Sq Ft
Downtown Block	\$839 40 Daylilies	\$1,230 60 Daylilies	\$9,286 906 Sq Ft
Total Area	\$5,250 390 Daylilies	\$7,538 575 Daylilies	\$27,203 2654 Sq Ft

Estimated annual maintenance cost:

- Labor cost for planting bed care 1.5 hours per week at \$21.12 (with benefits) for 30 weeks is \$316.80 per block. Total \$950.40.
- Replacement of daylilies (10%) (18 – 26 plants depending on spacing) at \$8.00 this cost would be \$144 – \$208 per block. Total \$432 – \$624.
- Labor for replacing the daylilies 1.5 – 2 hours at \$21.12 (with benefits) \$31.68 – \$42.24 per block. Total \$95.04 – \$126.72.
- Re-Mulching planting beds \$60 per block. Total \$180.
- Labor for re-mulching the beds 3 hours at \$21.12 (with benefits) \$63.36 per block. Total \$190.08
- Total annual cost per block \$679.20 – \$774.88 (depending on the spacing of the daylilies)
- Total annual cost of all three blocks \$2,037.60 – \$2,324.64
- There would be a need to seal the stamped concrete every three years (DPW crews can do this) at an estimated cost of \$300 for sealer and \$300 for labor.

Due to favorable quotes on street projects there should be sufficient funding in the street construction budget (100-1003-541) to cover the cost of the project.

RECOMMENDATION

Staff has no recommendation regarding the options provided; however, staff is seeking a motion from the Board of Public Works to direct manor of rehabilitation they desire in this corridor.

