

Menasha Alderman occasionally attend meetings of this body. It is possible that a quorum of the Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting: (No official action of any of those bodies will be taken)

CITY OF MENASHA
Parking Committee
Third Floor Council Chambers
140 Main Street, Menasha
December 2, 2009
11:00 AM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [August 26, 2009](#)

D. ACTION ITEMS

1. [Request for First Parking Stall after the Broad Street and Milwaukee Street Intersection be Designated as "Handicap Parking" for Evangel Worship Center](#)
2. [Request to Install Crosswalk on Garfield Avenue at Mondy Akrosil LLC](#)

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
Parking Committee
Third Floor Council Chambers, City Hall - 140 Main Street, Menasha
August 26, 2009

DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by PWD Radtke at 10:01 a.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Wisneski; PWD Radtke; PC Stanke

ALSO PRESENT: Diane Schabach, Harbormaster; Carol Schmidt, Public Works and
Engineering Department

EXCUSED: CDD Keil

C. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

1. Motion by Ald. Wisneski, seconded by PC Stanke to approve the minutes of the April 1, 2009 meeting. Motion carried.

D. DISCUSSION ITEMS

1. Request for First Parking Stall after the Broad Street and Milwaukee Street Intersection be Designated as "Handicap Parking" for Evangel Worship Center

Request was made by Daniel Kiefer, Lead Pastor of Evangel Worship Center. Pastor Kiefer was not present at this meeting.

After a brief discussion, a motion was made by PC Stanke, seconded by Ald. Wisneski to recommend that the First Parking Stall south of the Broad Street and Milwaukee Street Intersection on the West side of the Street, be designated as "Handicap Parking."

Motion made by PC Stanke, seconded by Ald. Wisneski. Motion carried on voice vote.

2. Marina Parking Options

Attached is a copy of the letter Harbormaster Schabach sends to her boaters each spring.

PC Stanke met with Mayor Merkes regarding Marina patrons overnight parking issues and it was suggested he bring them to the Parking Committee. As discussed at previous meetings, PC Stanke understands there are seven stalls on Center Street and parking is also available in the Broad Street Parking Lot and the Chute Street Parking Lot. Overnight parking is allowed on odd/even days from April 1st to October 31st. They are to call the Police Department to advise if they are unable to move their vehicle for the second night.

Motion made by PC Stanke, seconded by Ald. Wisneski to recommend to the Common Council to change the Municipal Code to allow overnight parking on Center Street in areas where parking is not currently prohibited. Motion carried on voice vote.

Harbormaster Schabach had additional questions about signage being incorrect. PWD Radtke stated the committee would take a look and be sure the signage matches the ordinance.

PC Stanke asked that Harbormaster Schabach meet with the Police Department before her next newsletter goes out, but wait until the Parking Committee has finished their work and final information is sent to her. Harbormaster Schabach agreed.

E. ADJOURNMENT

1. Motion made by Ald. Wisnesk, seconded by PC Stanke to adjourn at 10:30 AM.
Motion carried.

Respectfully submitted by Carol A. Schmidt, Public Works and Engineering Department

A quick note about the following: The concrete walkway and ledge that surrounds the marina must be kept clear. You can use this area for entertaining with chairs, etc. but after you are finished, please remove all items. Dispose of all garbage and recyclable items in the fenced in area near the marina office. Please use the recycle bins. The dog walk area is on the top ledge on the east side of the restroom building. I have for your use, if needed, a battery charger. Stated in the rules and regulations, grilling is only allowed on the concrete walkway that surrounds the slip area.

The marina has free wireless Internet. You will need to call for details.

Detailing for your boat will be available, such as waxing and weekly washing. Call the marina office for information.

Car parking with marina car permits only: in front of the fence near the harborhouse office, on either side of Center Street, along the canal on the west side of the marina, the lot in back of Gunderson and along Main Street with stated restrictions, Anchor Bank Lot (private lot, after 5pm and weekends. Main Street is considered even-odd parking, example: Even dates park on even number side, odd dates park on odd number side. Naughts Landing is an even number on an even date you can park from 6 pm to the following day 2 am. If you wish to park on Main over night the easiest way to assure you are correct call 967-3500 the Menasha Police Dept. to tell them you are parking there overnight. Long term parking: Chute Street lot, in back of the Senior Center, west row of Gunderson lot and the spaces on the west side of the marina near the marina office. The ramp and the back lot of the condos is 3-hours parking, no overnight. Enclosed are your 2009 parking permits. It is important that you put them on your cars. The police Dept. do monitor our parking area. If extra overnight permits are needed for other cars, I have temporary permits in the marina office. Loading and unloading of cars are marked near the marina office and a handicap space. If Main Street is closed for an event, I will have a notice on the gates and an e-mail prior to that date. I can tell you now that June 20th is Menasha's 1st Annual SunRunner Festival on Main Street, which is also my Steak Fry, parking will be limited.

I have access to a main boat accessories supplier for any parts and supplies, some of the necessities I have on hand, give me a call for a price quote, if I can help with your needs. As a precaution for stray voltage, check your anodes on the outside of the boat engine. Magnesium anodes are more effective than zinc in fresh water.

As problems occur, I work closely with the City and respect any advice or suggestions. The marina is a wonderful facility. It is our boaters and their camaraderie between themselves that make the marina a great homeport for family and friends.

See you soon and have a safe and enjoyable summer,

Diane
Your harbormaster

Phone: Marina 920-967-5193
Home 920-853-3422

MenashaMarina@aol.com

SLIP RENTAL INCOME IS 100% CITY OF MENASHA'S INCOME DUE APRIL 24TH, MAKE SURE I HAVE PROOF OF INSURANCE BEFORE YOUR BOAT IS PUT IN THE WATER

Carol A. Schmidt

From: Mark Radtke
Sent: Monday, July 06, 2009 10:08 AM
To: Carol A. Schmidt
Subject: FW: Handicap Parking Request

Ms. Carol,

Please place on next Parking Committee agenda

Thanks, Mark

Mark Radtke
Director of Public Works
City of Menasha
Tel. (920) 967-3610
Fax (920) 967-5272
mradtke@ci.menasha.wi.us

-----Original Message-----

From: Daniel Kiefer [<mailto:dan.kiefer@evangelworshipcenter.com>]
Sent: Monday, July 06, 2009 10:01 AM
To: Mark Radtke
Subject: Handicap Parking Request

Mark,

If possible, it would be great to have the first parking stall after the Broad and Milwaukee Street intersection designated as "Handicap Parking." This parking stall would be directly in front of our handicap access door (NE corner) on the Milwaukee Street side of Evangel Worship Center. Thank you for your consideration in this matter.

Daniel Kiefer, Lead Pastor
Evangel Worship Center
357 Broad Street
Menasha, WI 54952

(cell) 205-4805
dan.kiefer@evangelworshipcenter.com



Memorandum

DATE: October 29, 2009

TO: Board of Public Works

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

RE: Request to Install Crosswalk on Garfield Avenue at Mondy Akrosil LLC

Attached is a request from the Safety Coordinator of Mondy Akrosil requesting a crosswalk be installed across Garfield Avenue connecting the main office employee entrance to the employee parking lot. The request is being made as a safety concern for the employees mainly due to the existence of truck parking along both sides of Garfield Avenue in the vicinity of the crossing point.

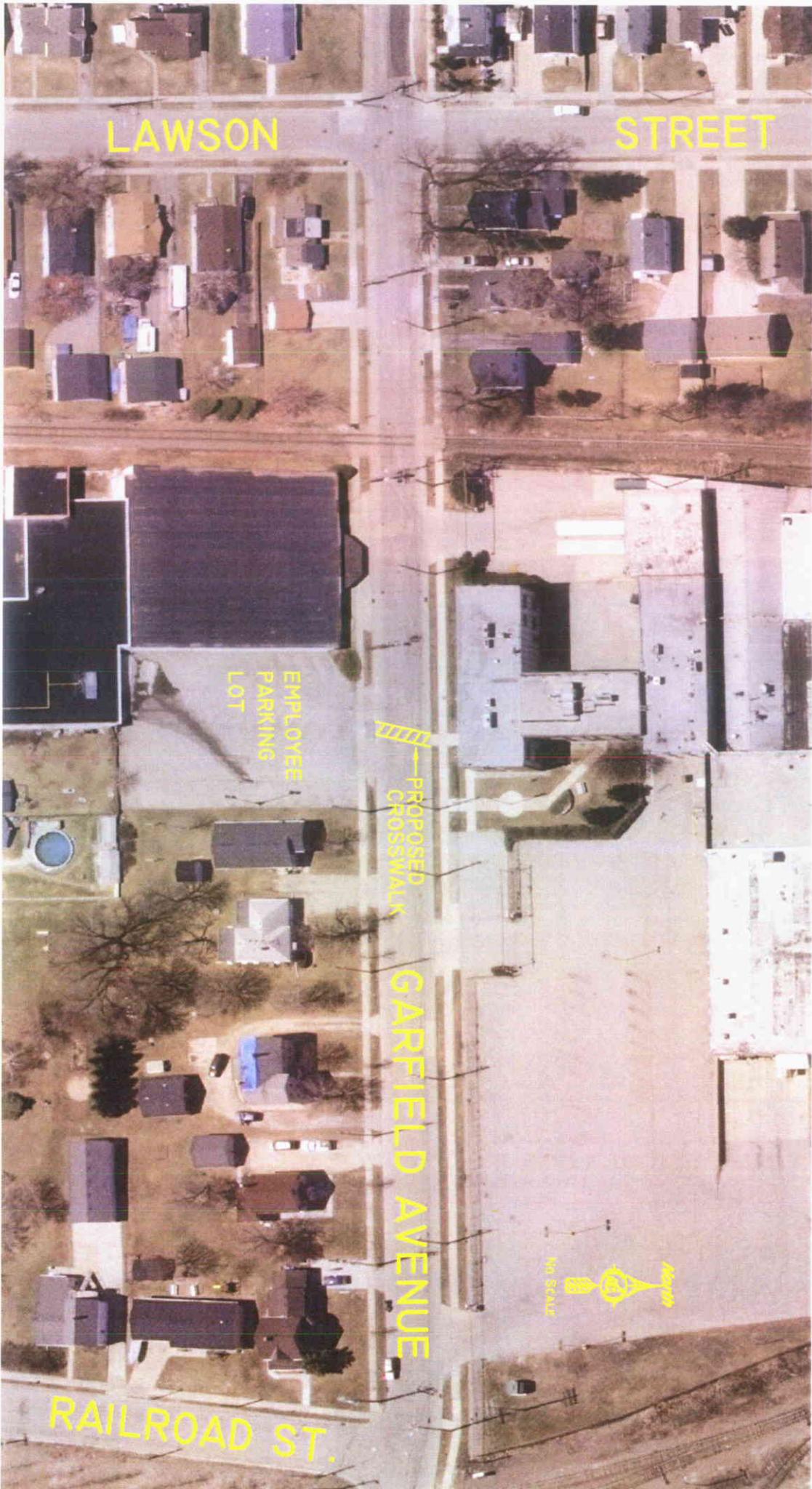
Regarding mid block pedestrian crossings, the American Association of State Highway and Transportation Officials (AASHTO) provides for their use at appropriate locations and with the proper warning signs and parking conditions. In this case, the location of the requested crosswalk is at an appropriate location, given the distance from adjacent intersections and the focal point of the employee crossing area. In my opinion, however, the combination of relatively minor Garfield Avenue traffic volumes and limited number of employees parking in this lot do not warrant a mid block crosswalk. The average daily traffic on Garfield Avenue is 1,500 vehicles per day and the number of employees using this parking lot is approximately 45.

The request cites the frequent parking of trucks along both sides of Garfield Avenue in this vicinity. I do think this creates a safety concern for the employees crossing at this location due to restricted sight lines for both the pedestrian and the motorist. I would recommend the parking issue be referred to the Parking Committee for consideration of prohibiting parking in the immediate vicinity of the area at which employees cross Garfield Avenue.

I recommend the Board deny the request for a crosswalk at this location but forward the parking issues to the Parking Committee. If the crosswalk were authorized, I estimate the cost of the necessary curb replacement, walk ramp installation, signs and pavement marking to be \$1,050.

Attachments

MEMORANDUM FOR THE BOARD OF PUBLIC WORKS, REQUEST TO INSTALL CROSSWALK



LAWSON

STREET

EMPLOYEE
PARKING
LOT

PROPOSED
CROSSWALK

GARFIELD AVENUE

RAILROAD ST.



-----Original Message-----

From: Tousey Michael (US, Menasha) [mailto:michael.tousey@mondigroup.com]

Sent: Friday, October 09, 2009 6:20 AM

To: Mark Radtke

Subject: Mond Akrosil LLC Request for Cross Walk Across Garfield Avenue

Dear Mr. Radtke,

I would like to thank you for the opportunity to talk with you about the safety concern we have at our facility.

Please accept this email as an official request to install a cross walk across Garfield Avenue from our parking lot on the South side of Garfield Avenue to our main office employee entrance at 206 Garfield Avenue. The parking lot is a 40 stall lot that serves our North America divisional operations for Mond Akrosil LLC. Overall the Menasha facility has approximately 90 employees of which half use this lot for parking.

Our major safety concern is that Garfield Avenue has major truck traffic on it from our facility and mainly from the Graphics Packaging facility to the East of our facility. Their trucks travel down to the West end of Garfield Avenue, turn around and then park along the sides of Garfield pointing East. Often, there are trucks parked down both sides of the street waiting to be serviced by Graphic's Packaging. When trucks are parked along the street, pedestrians from our parking lot have to step out on the street between trucks. We have had a few close calls when employees have stepped into the street and another vehicle was approaching that was not seen. Trucks parking on the street is not the only safety concern. In general, when pedestrian's have to cross a street without a cross walk there is an inherent risk. In this case, Garfield does not have any cross walks near by that make it feasible for employees to use and cross safely.

I am confident you can see the safety issues associated with this situation. If you have any further questions regarding this request please don't hesitate to contact me at the contact numbers below. I would be glad to show you in person our concerns.

Sincerely,

Mike Tousey

Safety, Health & Environmental Coordinator, Menasha & Lancaster
Maintenance Manager, Menasha
Mond Akrosil, LLC
Coatings

Mondi

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Email: michael.tousey@mondigroup.com
www.mondigroup.com

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