



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, August 4, 2021

7:00 PM

Council Chambers

- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-1094](#) Common Council Meeting Minutes of July 21, 2021

Attachments: [CC Minutes 7-21-21.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR

[21-1106](#) Recognition of poems selected for the 2021 Sidewalk Poetry Program

[21-1107](#) Certificate of Recognition for the Bogenschutz Family

[21-1108](#) Certificates of Recognition for the Emergency Operations Center

[21-1110](#) ARPA Fund Allocation Process

[21-1123](#) COVID-19 Report

Attachments: [COVID -19 Cases August 2.pdf](#)

- H. PUBLIC PARTICIPATION
- I. PUBLIC HEARINGS

[21-0920](#) Public Hearing for Comprehensive Plan Map Amendment #2-21 - Core LLC from One and Two Family Residential Land Use to Mixed Use Land Use

Attachments: [Public Hearing Notice Comp Plan Amend #2-21.pdf](#)

[21-0921](#) Public Hearing for Rezoning #7-21 along W. Packard Street, N. Richmond Street, and W. Harris Street

Attachments: [RZ #7-21 Notice of Public Hearing.pdf](#)

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. **MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

[21-0870](#) Approve updated Sidewalk Maintenance Policy.

Attachments: [Sidewalk Maintance Policy.pdf](#)

Legislative History

6/21/21	Municipal Services Committee	recommended for approval
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[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](#)

Legislative History

6/21/21	Municipal Services Committee	recommended for approval
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7/7/21	Common Council	referred to the Municipal Services Committee
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7/12/21	Municipal Services Committee	held
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7/26/21	Municipal Services Committee	recommended for approval
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Amend: remove part 2 from section (f) prohibiting pole buildings greater than 200 sq. ft. 4-1 passes.

[21-0873](#) Approve update to Municipal Code Section 4-392 related to electrical work by a home owner.

Attachments: [Municipal Code 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

[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](#)

Legislative History

7/26/21	Municipal Services Committee	recommended for approval
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[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](#)

Legislative History

7/26/21	Municipal Services Committee	recommended for approval
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[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](#)

Legislative History

7/26/21	Municipal Services Committee	recommended for approval
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[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](#)

Legislative History

7/26/21	Municipal Services Committee	recommended for approval
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[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](#)

Legislative History

7/26/21 Municipal Services recommended for approval
Committee

[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](#)

Legislative History

7/26/21 Municipal Services recommended for approval
Committee

[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](#)

Legislative History

7/26/21 Municipal Services recommended for approval
Committee

[21-1060](#) Approve proposed traffic control for Trail View Estates South Subdivision.

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

Legislative History

7/26/21 Municipal Services recommended for approval
Committee

[21-1061](#) Approve proposed traffic control for the Sixth and Seventh Additions to Emerald Valley Subdivision.

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

Legislative History

7/26/21 Municipal Services recommended for approval
Committee

- [21-1064](#) Approve proposed parking restrictions related to the Bennett Street/Wisconsin Avenue enhanced pedestrian crossing.

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

Legislative History

7/26/21	Municipal Services Committee	recommended for approval
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- [21-1065](#) Approve proposed parking restrictions related to the Meade Street/Grant Street enhanced pedestrian crossing.

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

Legislative History

7/26/21	Municipal Services Committee	recommended for approval
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2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

- [21-1051](#) Class "A" Beer and "Class A" Liquor- Cider Only Change of Agent application for Kwik Trip Inc, d/b/a Tobacco Outlet Plus Grocery, Pattie Jo Vergenz, New Agent, located at 1342 W Prospect Ave, contingent upon approval from the Police Department.

Attachments: [Pattie Jo Vergenz S&L.pdf](#)

Legislative History

7/28/21	Safety and Licensing Committee	recommended for approval
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3. MINUTES OF THE CITY PLAN COMMISSION

- [21-0847](#) Request to approve Comprehensive Plan 2010-2030 Future Land Use Map Amendment #2-21 for 719 West Packard Street (Tax Id #31-5-1232-00) from future One and Two-Family Residential land use designation to Mixed Use land use designation, as shown on the attached map, and approve the attached Resolution

Attachments: [StaffReport FormerVFWSite CompPlan+Rezoning For06-23-21.pdf](#)
[EmailFromAnaHauser_07-14-21.pdf](#)

Legislative History

6/23/21	City Plan Commission	recommended for approval
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Proceeds to Council on August 4, 2021.

[21-0849](#)

Request to approve Rezoning #7-21 for subject parcels generally located west of North Richmond Street and south of West Packard Street (Tax Id #31-5-1232-00, #31-5-1234-00, #31-5-1236-00, and #31-5-1238-00), including the adjacent one-half (1/2) right-of-way of West Packard Street, North Richmond Street (aka S.T.H. 47), and West Harris Street, as shown on the attached maps, from C-2 General Commercial District, R-2 Two-Family District, and R-1C Central City Residential District to C-1 Neighborhood Mixed Use District

Attachments: [StaffReport FormerVFWSite CompPlan+Rezoning For06-23-21.pdf](#)
[EmailFromAnaHauser_07-14-21.pdf](#)

Legislative History

6/23/21 City Plan Commission recommended for approval
Proceeds to Council on August 4, 2021.

4. **MINUTES OF THE PARKS AND RECREATION COMMITTEE**
5. **MINUTES OF THE FINANCE COMMITTEE**

[21-0946](#)

Request to approve the allocation of excess General Fund balance at December 31, 2020 and the following related 2021 Budget amendments:

General Fund

Transfer Out - Debt Service/Capital Projects Fund	+\$3,840,000
Transfer Out - Industrial Park Land Fund	+\$ 250,000
Transfer Out - Facilities Capital Projects Fund	+\$ 185,000
Transfer Out - IT Capital Projects Fund	+\$ 65,000
Mayor's Office	+\$ 75,000
Public Works Department	+\$ 200,000
Finance Department	+\$ 50,000
General Fund Balance - Reserve for Brand Study	+\$ 450,000
General Fund Balance	- \$5,115,000

Debt Service/Capital Projects Fund

Transfer In - General Fund	+\$3,840,000
Debt Service Reduction	+\$3,840,000

Industrial Park Land Fund

Transfer In - General Fund	+\$ 250,000
Industrial Park Land	+\$ 250,000

Facilities Management Capital Projects Fund

Transfer In - General Fund	+\$ 185,000
Parks Improvements	+\$ 175,000
City Hall Improvements	+\$ 10,000

Information Technology Capital Projects Fund

Transfer In - General Fund	+\$ 65,000
Council Chamber AV Project	+\$ 65,000

to allocate excess general fund balance at 12/31/20 per City Fund Balance Policy (2/3 vote of Council required)

Attachments: [Finance Committee - Fund Balance Policy 2021.pdf](#)

[Mayor Memo.pdf](#)

Legislative History

7/12/21	Finance Committee	recommended for approval
7/21/21	Common Council	referred to the Finance Committee
	<i>This item was referred back to the Finance Committee by Alderperson Van Zeeland.</i>	
7/26/21	Finance Committee	recommended for approval
	<i>Amended to include the changes outlined in the attached Memo from the Mayor.</i>	

[21-0949](#) Request to award the 2021 Water Treatment Facility Fire Alarm project to Faith Technologies, Inc in the amount of \$51,228 with a contingency of \$10,000 for a project total no to exceed \$61,228

Attachments: [2021 WT Fire Alarm.pdf](#)

Legislative History

7/26/21 Finance Committee recommended for approval

[21-1032](#) Mayor's Response to Resolution #9-R-21, Transportation Utility Study

Attachments: [#9-R-21 TU Resolution.pdf](#)

[Transportation Utility Study Resolution Response Memo.pdf](#)

Legislative History

7/21/21 Common Council referred to the Finance Committee

7/26/21 Finance Committee recommended for approval

[21-1069](#) Request to accept a grant from Mary Beth Nienhaus in the amount of \$500,000 for the construction of a pickleball complex at Telulah Park

Attachments: [2021 Donation for Pickleball Courts.pdf](#)

Legislative History

7/26/21 Finance Committee recommended for approval

[21-1075](#) Request approval of Change Order #1 for Contract 42-21 for the 2021 Parks Hardscapes Project - AMP Parking Lot #3 Reconstruction Project for installing Engineered Base Stabilizer (EBS) and drain tile in the amount of \$60,947 resulting in an increase of the contingency from \$50,000 to \$60,947 and an increase to the overall contract amount of \$10,947

Attachments: [2021 AMP Parking Lot #3 Renovation Change Order #1.pdf](#)

Legislative History

7/26/21 Finance Committee recommended for approval

[21-1076](#) RIVERSIDE CEMETERY ASSOCIATION submitting a request for payment for maintenance of Veteran's graves

Attachments: [Riverside Cemetery - 2021 Veteran Grave Care Reimbursement.pdf](#)

[Riverside Cemetery - Veterans July 2020 to June 2021.pdf](#)

[Riverside Cemetery - Military Report - 7-14-2021.xlsx](#)

Legislative History

7/26/21 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**7. MINUTES OF THE UTILITIES COMMITTEE**

[21-1042](#) Amend 2021A Stormwater Management Plan Review contract with Brown and Caldwell by an increase of \$20,000 for a total contract amount not to exceed \$57,500.

Attachments: [2021A SWM Plan Review BC Amendment Memo Util Cmte.pdf](#)

Legislative History

7/27/21 Utilities Committee recommended for approval

[21-1043](#) Amend 2021B Stormwater Management Plan Review contract with raSmith by an increase of \$20,000 for a total contract amount not to exceed \$57,500.

Attachments: [2021B SWM Plan Review raSmith Amendment Memo Util Cmte.pdf](#)

Legislative History

7/27/21 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[21-0830](#) Request to approve Information Technology to overhire position of Help Desk Analyst.

Attachments: [Help Desk Overhire Request 2021.pdf](#)

Legislative History

7/28/21 Human Resources & Information Technology Committee recommended for approval

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**10. MINUTES OF THE BOARD OF HEALTH****M. CONSOLIDATED ACTION ITEMS****N. ITEMS HELD**

[21-0853](#) Request to approve Rezoning #8-21 for the subject undeveloped parcel located on Coolidge Court (Tax Id #31-9-1117-00), including the adjacent one-half (1/2) right-of-way, as shown on the attached maps, from PD/C-2 Planned Development General Commercial District #34-84 to R-3 Multi-Family District

Attachments: [StaffReport CoolidgeCourt Rezoning For06-23-21.pdf](#)

Legislative History

6/23/21	City Plan Commission	recommended for approval
	<i>Proceeds to Council on July 21, 2021.</i>	
7/21/21	Common Council	held

O. ORDINANCES

[21-1093](#) Ordinances #40-21, #42-21 through #56-21

Attachments: [Ordinances going to Council 8-4-21.pdf](#)

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Kami Lynch, City Clerk

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Remote meeting attendance may be permitted pursuant to Section 2-29 of the Appleton Municipal Code and Rules of Council.