



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, January 17, 2024

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

[24-0039](#) Common Council Meeting Minutes of December 20, 2023

Attachments: [CC Minutes 12-20-23.pdf](#)

G. BUSINESS PRESENTED BY THE MAYOR

[24-0049](#) Reappointment of David Kress to the Fox Cities Convention & Visitors
Bureau Board of Directors

Attachments: [2024-01-17 - Kress David - FCCVB Reappointment Memo.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

[23-1505](#) Public Hearing for Rezoning #9-23 N. Lawe St., 1212 N. Union St., and
605 E. Wisconsin Ave.

Attachments: [RZ #9-23 Notice of Public Hearing.pdf](#)

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-1476](#)

Resolution #15-R-23 Parking Facility & Management Study

Attachments: [#15-R-23 Parking Facility & Management Study.pdf](#)

[15-R-23 Parking Facility Management Study Amended.pdf](#)

Legislative History

12/11/23	Municipal Services Committee	recommended for approval
12/11/23	Municipal Services Committee	recommended for denial
12/20/23	Common Council	referred to the Municipal Services Committee
1/8/24	Municipal Services Committee	recommended for approval

Motion to recommend approval by substitution removing "including the sale or lease of parts or all of the parking utility" from the final paragraph.

[24-0026](#)

Approve the Department of Public Works Glendale Avenue Yard Waste Site Policy

Attachments: [Glendale Avenue Yard Waste Site Policy MSC Jan 2024.pdf](#)

Legislative History

1/8/24	Municipal Services Committee	recommended for approval
--------	------------------------------	--------------------------

[24-0027](#)

Approve the award of the 2024 Bridge Consulting Services to Collins Engineers, Inc., in an amount not to exceed \$26,190.00.

Attachments: [Collins 2024 Bridge Consulting MSC Award Memo 01-08-24.pdf](#)

Legislative History

1/8/24	Municipal Services Committee	recommended for approval
--------	------------------------------	--------------------------

A motion was made to recommend approval on the balance of the agenda. 5-0

[24-0028](#)

Approve the award of the 2024 Bridge Inspections Services (Unit R-24) to Collins Engineers, Inc., in an amount not to exceed \$42,000.00.

Attachments: [Collins 2024 Bridge Inspections MSC Award Memo 01-08-24.pdf](#)

Legislative History

1/8/24	Municipal Services Committee	recommended for approval
--------	------------------------------	--------------------------

[24-0029](#) Approve Amendment No. 1 to the Three-Party Engineering Design Services Contract between the city of Appleton, Wisconsin DOT and Ayres Associates Inc. for the design of Lawe Street (College Avenue to Wisconsin Avenue) by an amount not to exceed \$33,451.95.

Attachments: [Lawe Street Ayres Associates Design Amendment Muni Services Memo 01-03 Lawe Street Amendment.pdf](#)

Legislative History

1/8/24 Municipal Services recommended for approval
Committee

[24-0030](#) Approve the single-source award for the Design and Construction-Related Services Contract with Desman Design Management for 2024 Repair and Maintenance Program for the Red, Yellow, and Green Parking Ramps in an amount not to exceed \$68,200.00.

Attachments: [Desman 2024 Ramp Repairs Consultant Services MSC Memo 01-02-2024.pdf](#)

Legislative History

1/8/24 Municipal Services recommended for approval
Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0035](#) Recommended Denial of an Operator License for Andrew DeRuyter

Attachments: [Andrew DeRuyter Clerk Letter.pdf](#)
[Andrew DeRuyter PD Letter.pdf](#)
[Andrew DeRuyter Operator License Application.pdf](#)
[Memo to Safety and Licensing Regarding License Denial.pdf](#)

Legislative History

1/10/24 Safety and Licensing recommended for approval
Committee
Andrew DeRuyter, appeared and addressed the committee.

[24-0034](#) Fire Department Intent to Apply for Firehouse Subs Foundation Grant

Attachments: [01-10-24 Intent to Apply-Laryngoscopes.pdf](#)

Legislative History

1/10/24 Safety and Licensing recommended for approval
Committee

[24-0036](#) 2024 Secondhand Article, Secondhand Jewelry and Pawnbroker License renewal applications, contingent upon approval from all departments.

Attachments: [Secondhand article renewal 2024.pdf](#)

Legislative History

1/10/24 Safety and Licensing recommended for approval
Committee

3. MINUTES OF THE CITY PLAN COMMISSION[23-1430](#)

Request to approve Rezoning #9-23 for the subject parcel located on the southwest corner of E. Wisconsin Avenue and N. Lawe Street (Tax Id #31-1-0017-00), 1212 N. Union Street (Tax Id #31-1-0024-00), and 605 E. Wisconsin Avenue (Tax Id #31-1-0025-00), including to the centerline of the adjacent street right-of-way, as shown on the attached maps, from C-2 General Commercial District to C-1 Neighborhood Mixed Use District

Attachments: [StaffReport_NLawe-1212NUnion-605EWisconsin_Rezoning_For12-13-23.pdf](#)

Legislative History

12/13/23 City Plan Commission recommended for approval
Proceeds to Council on January 17, 2024.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE**5. MINUTES OF THE FINANCE COMMITTEE**[24-0001](#)

Request to award the City of Appleton's Library Signage Package contract to Seating Concepts Inc., in the amount of \$185,994.61 with a 5% contingency of \$10,000 for a project total not to exceed \$195,994.61.

Attachments: [2023 Library Signage.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0002](#)

Request to award the Engineering Contract for the 2023 AWWTP L-Building HVAC Replacement Project to McMahon in the amount of \$156,898 with a 5% contingency of \$7,845 for a total not to exceed project engineering cost of \$164,743.

Attachments: [2023 AWWTP L-Building HVAC Replacement Professional Services.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0003](#)

Request to award the 2023 AWWTP B-Building HVAC Upgrades Project contract to Rohde Brothers, Inc. in the amount of \$720,840 with a 9% contingency of \$64,876 for a project total not to exceed \$785,716, along with the following budget amendment (2/3 vote of Council required):

AWWTP Electrical Distribution Project	- \$54,000
AWWTP HVAC Upgrades Project	+\$54,000

Attachments: [2023 AWWTP B-Building HVAC Upgrades Project with Budget Transfer .pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0004](#)

Request to award the Engineering Contract for the AWWTP MCC Replacement Project Phase 1 to Donohue and Associates in the amount of \$159,420 for data collection and bidding documents along with \$124,719 for bidding and construction oversight services upon approval of funding in the 2025 budget as this is a multiyear project, for a total contract amount of \$284,139, along with the following 2023 budget amendment (2/3 vote of Council required):

AWWTP Electrical Distribution Project	-\$60,000
2023 AWWTP MCC Replacement Project	+\$60,000

Attachments: [AWWTP MCC Replacement Professional Services.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0005](#)

Request to approve the Relocation Order for work at or near 1850 West Wisconsin Avenue.

Attachments: [1234 - Moto Mart - Relocation Order.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0012](#)

Request to approve write off of \$74,881.54 of accounts receivable invoices and \$16,668.36 of personal property taxes (outstanding over one year).

Attachments: [Finance Committee - AR Write-off List 2023.pdf](#)

[Finance Committee - PP Write-off List 2023.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0013](#) Request to approve Change Order #4 to contract 72-22 for Unit H-21 Redundant Raw Water Line to increase for unanticipated site conditions in the amount of \$176,232.54 resulting in a decrease in contingency from \$244,549.71 to \$0.00. No change to overall contract amount.

Attachments: [H-21 Change Order 4 memo 01-02-2024.pdf](#)
[Unit H-21 Change Order No 4.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0014](#) Request to award Unit H-23 Lightning Drive Sewer & Water, Grade & Gravel, and Bridge Construction to Triple P Inc., dba Peters Concrete Company, in the amount of \$1,544,853.12 with a 7.5% contingency of \$116,000.00 for a project total not to exceed \$1,660,853.12.

Attachments: [Contract Award Form H-23 w Bid Tabs.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0015](#) Request to award a sole source contract to McMahon for design, bidding, and construction oversight for the 2024 Wastewater Hardscapes Improvement Project, for a contract fee of \$56,600 and a 5% contingency of \$2,830 not to exceed a total contract amount of \$59,430.

Attachments: [2024 AWWTP Hardscapes Engineering Services \(Sole Source\).pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

[24-0016](#) Request to award a sole source contract to Nordon Business Environments for the Municipal Services Building Furniture Upgrades in the amount of \$189,135.72.

Attachments: [2024 MSB Furniture Upgrades Sole Source.pdf](#)

Legislative History

1/8/24 Finance Committee recommended for approval

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

7. **MINUTES OF THE UTILITIES COMMITTEE**

8. **MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**

9. **MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

10. **MINUTES OF THE BOARD OF HEALTH**

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[24-0047](#) Ordinances #1-24 to #12-24

Attachments: [Ordinances to Council 1-17-24.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.