



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, April 5, 2023

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
[23-0313](#) Common Council Meeting Minutes of March 15, 2023

Attachments: [CC Minutes 3-15-23.pdf](#)
- G. BUSINESS PRESENTED BY THE MAYOR
[23-0323](#) Recognition of poems selected for the 2023 Sidewalk Poetry Program

[23-0325](#)

Proclamations:

- Golden Rule Day
- Hemophilia Awareness Day
- Earth Day
- Arbor Day
- Public Health Week
- Library Week
- Autism Acceptance Month

Attachments: [Golden Rule Day Proclamation.pdf](#)
[Hemophilia Awareness Day Proclamation.pdf](#)
[Earth Day Proclamation.pdf](#)
[Arbor Day Proclamation.pdf](#)
[Public Health Week Proclamation.pdf](#)
[Library Week Proclamation.pdf](#)
[Autism Acceptance Month Proclamation.pdf](#)

[23-0324](#)

Alder send-off

[23-0326](#)

Committee Appointments & Reappointments

Attachments: [Committee Appointments ' Reappointments 4/5/2023.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

[23-0249](#)Public Hearing for Planned Development #1-01 Major Amendment -
Meade Pond, LLC

Attachments: [Public Hearing Notice PD 1-01 Amendment.pdf](#)

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-0274](#) Approve Contract Amendment / Change Order No. 1 to contract Unit T-21 Movable Bridge Inspections with AECOM, to perform bridge inspections and prepare a rehabilitation report for the Lawe Street Bascule Bridge, per WisDOT Trans 213 Local Bridge Program requirements, in the amount of \$11,400.00 resulting in no change to contract contingency. Overall contract increases from \$95,061.00 to \$106,461.00.

Attachments: [Contract Amendment-Change Order No.1 Unit T-21.pdf](#)

Legislative History

3/20/23 Municipal Services recommended for approval
Committee

[23-0285](#)

Approve Memorandum of Understanding with Bird Rides, Inc. to initiate a Dockless, Stand-up Electric Scooter Program for 2023.

Attachments: [Bird Rides MOU.pdf](#)

Legislative History

3/20/23 Municipal Services recommended for approval
Committee

[23-0286](#)

Approve College Avenue Lane Reconfiguration Pilot Project

Attachments: [College Avenue Lane Reconfiguration Consideration.pdf](#)

Legislative History

3/20/23 Municipal Services recommended for approval
Committee

[23-0292](#)

Request from Hilton Appleton Paper Valley Hotel for a Street Occupancy Permit to place tables and chairs in the College Avenue beautification strip at 333 W. College Avenue.

Attachments: [Hilton Street Occupancy Permit.pdf](#)

Legislative History

3/20/23 Municipal Services recommended for approval
Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[23-0289](#)

Request to Apply for Capital Credit Union's Elevate Communities Grant

Attachments: [Capital Credit Union Elevate Communities Program Grant Tracking Form.pdf](#)

[23-0251](#)

Class "A" Beer and "Class A" Liquor License application for Tiffani's Bridal & Consignment d/b/a Tiffani's Bridal, Tiffani Ebben, Agent, located at 210 W College Ave 2nd Floor, contingent upon approval from the Community Development, Health and Inspections departments.

Attachments: [Tiffani's Bridal.pdf](#)

[23-0247](#) Class "B" Beer and "Class B" Liquor License Permanent Premise Amendment application for Stone Arch Brewpub Inc, Steven Lonsway, Agent, located at 1004 S Olde Oneida St, contingent upon approval from the Community Development and Inspections departments.

Attachments: [Stone Arch Brewpub.pdf](#)

[23-0214](#) Class "B" Beer and "Class B" Liquor Temporary Premise Amendment application for Sangria's Mexican Grill, Sarah Gregory, Agent, located at 215 S Memorial Dr, on May 5, 2023, contingent upon approval from the Finance department.

Attachments: [Sangrias Mexican Grill S&L.pdf](#)

[23-0327](#) Class "B" Beer and "Class B" Liquor License Change of Premise application for Calaveras Fine Fusion LLC d/b/a Calaveras Fine Fusion, Rebekka Garcia, Agent, New location at 511 W College Ave, contingent upon approval from all departments.

Attachments: [Calaveras Fine Fusion.pdf](#)

[23-0284](#) Secondhand Mall/Flea License renewal application for Ye Old Goat, Meghan Keller, applicant, located at 1919 E Calumet St.

Attachments: [Ye Old Goat S&L.pdf](#)

3. MINUTES OF THE CITY PLAN COMMISSION

[23-0206](#) Request to approve Major Amendment to Planned Development (PD) Overlay District #1-01 for Meade Pond LLC for 28 parcels located on E. Pondview Court amending the recorded Implementation Plan Document #1417611 as specified in the attached staff report and Amended Implementation Plan Document and subject to the condition listed (Associated with Action Item #23-0207)

Attachments: [StaffReport_MeadePondLLC_PD#1-01_MajorAmend_For3-8-23.pdf](#)

Legislative History

3/8/23 City Plan Commission recommended for approval
Proceeds to Council on April 5, 2023.

[23-0207](#) Request to approve The Villas at Meade Pond Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report (Associated with Action Item #23-0206)

Attachments: [StaffReport_VillasatMeadePond_PreliminaryPlat_For3-8-23.pdf](#)

Legislative History

3/8/23 City Plan Commission recommended for approval
Proceeds to Council on April 5, 2023.

[23-0262](#) Request to approve Special Use Permit #1-23 for an automobile sales and display lot use located at 520 East Northland Avenue (Tax Id #31-6-3150-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport MidValleyMotors SUP For03-22-23.pdf](#)

Legislative History

3/22/23 City Plan Commission recommended for approval

[23-0263](#) Request to approve the Seville Properties Ballard & Werner Road Annexation consisting of approximately 39.913 acres located at N2751 County Road EE, currently in the Town of Center, as shown on the attached maps, subject to the stipulation in the attached staff report

Attachments: [StaffReport SevilleProperties Ballard-WernerRd Annexation For3-22-23.pdf](#)

Legislative History

3/22/23 City Plan Commission recommended for approval

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[23-0295](#) Request to award Unit E-23 Miscellaneous Concrete & Street Excavation Repairs to Al Dix Concrete, Inc. in an amount not to exceed \$473,850.

Attachments: [Unit E-23.pdf](#)

Legislative History

3/20/23 Finance Committee recommended for approval

[23-0296](#) Request to reject all bids for Unit X-23 Water Main Reconstruction.

Attachments: [Bid Rejection - Unit X-23.pdf](#)

Legislative History

3/20/23 Finance Committee recommended for approval

[23-0298](#) Request to approve the 2022-2023 Budget carryover appropriations:

1. Items not under contract \$39,533,841
2. Items requesting Special Consideration \$293,616

(2/3 vote of Council required)

Attachments: [Not Under Contract 2022-2023 Carryover.pdf](#)
[Special Consideration 2022-2023 Carryover.pdf](#)

Legislative History

3/20/23

Finance Committee

recommended for approval

[23-0303](#)

Request to approve the following 2022 Budget amendments:

Community Development Block Grant Fund

Federal Grant	+\$97,393
Grant Payments	+\$97,393

to record additional federal funds received in Community Development Block Grant program (2/3 vote of Council required)

Emergency Shelter Grand Fund

Federal Grant	+\$302,687
Grant Payment	+\$302,687

to record additional funds received in the Emergency Shelter Grant program (2/3 vote of Council required)

Room Tax Administration Fund

Room Taxes	+\$78,405
Other Contracts/Obligation	+\$78,405

to record additional room taxes received (2/3 vote of Council required)

Wheel Tax Fund

Wheel Tax	+\$80,469
Transfer Out - General Fund	+\$80,469

to record additional wheel taxes received (2/3 vote of Council required)

Bioterrorism Grant Fund

Health Grants	+\$18,246
Salaries/Fringes	+\$18,246

to record additional Bioterrorism Grant funds received (2/3 vote of Council required)

Debt Service Fund

Premium on Debt Issue	+\$222,356
Consulting Services	+\$ 9,002
Interest Expense	+\$213,354

to record additional expense related to the 2022 debt issue (2/3 vote of Council required)

TIF #11 Fund

Fund Balance Applied	+\$116,265
Tax Refunds	+\$ 41,460
Salaries/Fringe	+\$ 74,805

to record additional expense for tax refunds issued and increased salary and fringe costs (2/3 vote of Council required)

General Fund

Salaries/Fringe Benefits - Human Resources	+\$23,096
Salaries/Fringe Benefits - Community & Economic Dev.	+\$17,512
Wage Reserve	-\$40,608

to allocate wage reserve funds (2/3 vote of Council required)

Attachments: [2022 Final Budget Adjustments.pdf](#)

Legislative History

3/20/23 Finance Committee recommended for approval

[23-0306](#)

Request to award Unit D-23 Sidewalk Construction to BMD Concrete Innovations in an amount not to exceed \$293,000.

Attachments: [Unit D-23.pdf](#)

Legislative History

3/20/23 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[23-0215](#)

Request to approve the REVISED 2023-2024PY Community Development Block Grant (CDBG) funding as specified in the attached community partner allocation recommendations

Attachments: [Alloc Recs 2023 Final Award Memo to CEDC 3-22-23.pdf](#)

[2023 CDBG Community Partner Award Recommendations Updated.pdf](#)

[2023 CDBG Simple Summary Award Recommendations Updated.pdf](#)

[Alloc Recs Memo to CEDC 11-9-22.pdf](#)

Legislative History

3/22/23 Community & Economic Development Committee recommended for approval

7. MINUTES OF THE UTILITIES COMMITTEE

[23-0291](#)

Award Unit R-23 Chemical Root Foaming of Sanitary Sewers to Duke's Root Control, Inc. in an amount not to exceed \$25,000.

Attachments: [Attachment - Utilities Committee - 03-21-23 - Award of Contract Unit R-23.pdf](#)

Legislative History

3/21/23 Utilities Committee recommended for approval

[23-0300](#)

Award the Sole Source Purchase of Secondary Clarifier Algae Sweep System from Ford Hall Company, Inc., in the amount of \$131,040 with a 15% contingency of \$19,656 for a project total not to exceed \$150,696.

Attachments: [Secondary Clarifier Algae Sweep System Sole Source Ford Hall.pdf](#)

Legislative History

3/21/23 Utilities Committee recommended for approval

[23-0301](#)

Sole Source Engineering Services Contract to McMahon as part of Phase II Belt Filter Press Equipment Upgrades Project in the amount of \$162,000 with a 15% contingency of \$24,300 for a Project Total not to exceed \$186,300.

Attachments: [Engineering Services Contract Phase II Belt Filter Press Equipment Upgrades S](#)

Legislative History

3/21/23 Utilities Committee recommended for approval

[23-0302](#)

Sole Source Engineering Services Contract to McMahon as part of the 2023 Digester Piping and Heat Exchanger Replacement Project in the amount of \$85,300 with a 15% contingency of \$12,795 for a Project Total not to exceed \$98,095.

Attachments: [2023 Digester Piping and Heat Exchanger Replacement Project Sole Source M](#)

Legislative History

3/21/23 Utilities Committee recommended for approval

[23-0304](#)

Award purchase of Primary Digester Circulation Pump from Crane Engineering in the amount of \$27,774.

Attachments: [230317_CraneEngineering_DigCirPumpPurchase.pdf](#)

Legislative History

3/21/23 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[23-0280](#)

Authorization to Award Tire Leasing contract to Bridgestone Americas Tire Operations, LLC

Attachments: [Award Recommendation Bridgestone.pdf](#)

Legislative History

3/21/23 Fox Cities Transit Commission recommended for approval

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[23-0314](#) Ordinance #14-23 (Seville Properties Ballard & Werner Road Annexation)

Attachments: [Ordinances to Council 4-5-23.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.

**We are currently experiencing intermittent issues/outages with our audio/video equipment. Meeting live streams and recordings are operational but unreliable at times. This is due to delays in receiving necessary system hardware components. We continue to look for solutions in the interim and we hope to have these issues resolved soon.*