



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, September 18, 2019

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

[19-1401](#) Common Council meeting minutes of September 4, 2019

Attachments: [CC Minutes 9-4-19.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR
[19-1391](#) Oaths of Office for Newly Elected Alderpersons in District 6 and District 15
- H. PUBLIC PARTICIPATION
- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY
- L. COMMITTEE REPORTS
- 1. **MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

[19-1327](#) Request from Eco Candle Company for a street occupancy permit to install a new awning that extends 2 feet into the College Avenue right-of-way at 123 W. College Avenue be approved with a minimum clearance of 8'9".

Attachments: [Eco Candle Company.pdf](#)

[19-1328](#) Approve amended Guidelines for Signs in the Street Right-of-Way.

Attachments: [Signs in Street Right-of-Way.pdf](#)

[19-1329](#) Approve request to install "The Collective" sculpture within the E. College Avenue and N. Catherine Street right-of-way.

Attachments: [The Collective sculpture.pdf](#)

[19-1330](#) Approve Amendment No. 6 to Patrick Engineering for the Oneida Street Bridge Project in an amount of \$25,000 for a total revised not to exceed contract of \$660,010.

Attachments: [Amendment No. 6 to Patrick Engineering-Oneida Street Bridge.pdf](#)

[19-1249](#) R/B-Request from Sal Galante, 510 E. Frances Street, for a variance to Municipal Code 19-91 (f)(5) to extend the driveway 13 feet into the front yard.

Attachments: [Driveway variance-510 E Frances St.pdf](#)

Legislative History

8/26/19	Municipal Services Committee	recommended for approval
9/4/19	Common Council	referred to the Municipal Services Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[19-1294](#) Class "B" Beer License application for KKY Pool Hall, Yer Xiong, Owner, located at 339 W Wisconsin Ave Unit 1, contingent upon approval from all departments.

Attachments: [Liquor License-KKY Pool Hall.pdf](#)

Legislative History

9/11/19	Safety and Licensing Committee	recommended for approval
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[19-1338](#) Operator's Licenses

Attachments: [Operator's Licenses for 9-11.pdf](#)

Legislative History

9/11/19 Safety and Licensing Committee recommended for approval

[19-1353](#)

Resolution #12-R-19 regarding Warning Siren Operation & Maintenance.

Attachments: [#12-R-19 Warning Sirens.pdf](#)

Legislative History

9/11/19 Safety and Licensing Committee recommended for approval

[19-1358](#)

Secondhand Article Dealer License application for Music & Sports Collector World, John J. Kennedy, Owner, located at 1037 W Wisconsin Ave, contingent upon approval from all departments.

Attachments: [Music & Sport Collector World S&L 9-11-19.pdf](#)

Legislative History

9/11/19 Safety and Licensing Committee recommended for approval

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[19-1264](#)

Action Item: Request to Approve Adoption of the City of Appleton Comprehensive Outdoor Recreation Plan 2019-2023

Attachments: [Comprehensive Outdoor Recreation Plan Memo \(08-26-19\).docx](#)

[Appleton CORP DRAFT 8-20-19 largeversion.pdf](#)

[Appleton CORP Revision List.pdf](#)

[Appleton CORP DRAFT updated 9-4-19.pdf](#)

[Appleton CORP FINAL SV.pdf](#)

Legislative History

8/26/19 Parks and Recreation Committee held

Hold until next Parks & Recreation Committee meeting. Staff was directed to provide all members of the Common Council with a copy of the CORP for their review and comment.

9/9/19 Parks and Recreation Committee recommended for approval

*Section 5, Page 56 Add the following: change "shelters" to "pavilions," change "ball fields" to "ball diamonds," add "frisbee golf and sledding hills."
Section 9, Add Under the goal "Expansion with City Growth," a third bullet point stating "Establish a "Friends of Appleton Parks" group in order to raise funds for park development.*

5. MINUTES OF THE FINANCE COMMITTEE

[19-1344](#) Request the approval of the proposed installation of the "Final Alarm" sculpture at Fire Station #1 (700 N. Drew Street)

Attachments: [2019 Final Alarm Approval Memo.pdf](#)

Legislative History

9/9/19 Finance Committee recommended for approval

[19-1345](#) Request to approve the following 2019 Budget adjustment:

Public Works Capital Projects Fund

Street Light Infill Projects	- \$23,000
Street Light Retrofits	+\$23,000

to transfer funds from the street light infill project to the street light retrofit project (2/3 of Common Council required for approval)

Attachments: [LED Street Light Project.pdf](#)

Legislative History

9/9/19 Finance Committee recommended for approval

[19-1346](#) Request to award Midway Road Lift Station Phase II Improvements Projects bid to August Winter and Sons, Inc in the amount of \$136,500 plus a 7.5% contingency of \$10,238 for a total cost not to exceed \$146,739

Attachments: [Midway PhII Improvements Bid Award_AWS.pdf](#)

Legislative History

9/9/19 Finance Committee recommended for approval

[19-1350](#) Request to award the City of Appleton 2019 Parks Hardscapes Project - Vulcan Heritage contract to Highway Landscapers, Inc in the amount of \$57,000 with a contingency of \$5,000 for a project total not to exceed \$62,000

Attachments: [2019 Vulcan Heritage Hardscapes Phase 2.pdf](#)

Legislative History

9/9/19 Finance Committee recommended for approval

- [19-1351](#) Request to award the City of Appleton 2019 Fire Station #4 HVAC Upgrades contract to Baumgart Mechanical, Inc in the amount of \$61,050 with a contingency of \$6,000 for a project total not to exceed \$67,050, and approve the following 2019 Budget adjustment:

Facilities Capital Improvement Projects Fund

2019 Fire Station #1 Roof Replacement Project	- \$10,000
2019 Fire Station #4 HVAC Upgrades	+\$10,000

to transfer funds from the Fire Station #1 Roof Replacement project to the Fire Station #4 HVAC Upgrades project (2/3 of Common Council required for approval)

Attachments: [2019 Fire Station #4 HVAC Upgrades with Budget transfer.pdf](#)

Legislative History

9/9/19 Finance Committee recommended for approval

- [19-1397](#) Anticipated award of contract for Unit AA-19 Bear Creek Culvert and Retaining Wall (bids to be opened on Monday, September 16, 2019)

Attachments: [FC-9-18-19 - Award of Contract Unit AA-19.pdf](#)

- [19-1398](#) Contract Amendment and Change Order No. 1 to contract 81-19 for Unit O-19 CIPP Liner for slip lining of deteriorated 36" Storm Sewer in lieu of originally bid CIPP Liner in the amount of \$45,000 resulting in no change to contingency. Overall contract increases from \$250,022 to \$295,022

Attachments: [Unit O-19 Change Order No.1.pdf](#)

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[19-0796](#) Resolution #5-R-19: Rededication and Revitalization of Soldier's Square

Attachments: [Reso #5-R-19 Memo to CEDC 9-11-19.pdf](#)
[#5-R-19 Soldier's Square.pdf](#)
[Soldier Square Ramp Deed Restriction Opinion 09-05-2019.pdf](#)
[Reso #5-R-19 Memo to CEDC 6-12-19.pdf](#)
[Original Deed from 1851.pdf](#)
[Historical Newspaper Articles.pdf](#)
[Muni Services Minutes 11-11-08.pdf](#)
[Council Minutes 11-19-08.pdf](#)
[Civil War Monument Condition Report.pdf](#)
[Excerpt from Comp Plan re Soldier Square-YMCA Park Ramp Area.pdf](#)
[1922 Comprehensive Plan.pdf](#)
[Map of Streets-Area in 1922.pdf](#)

Legislative History

6/12/19	Community & Economic Development Committee	held
6/26/19	Community & Economic Development Committee	referred
	<i>Referred to CEDD staff for due diligence</i>	
9/11/19	Community & Economic Development Committee	recommended for denial

[19-1311](#) City Program Funding Approval and City Proposals for 2020 Community Development Block Grant (CDBG) Funding

Attachments: [City proposals memo to CEDC 09-11-19.pdf](#)
[CDBG Policy Adopted July 2015.pdf](#)
[2020 Summer of Service Application.pdf](#)

Legislative History

9/11/19	Community & Economic Development Committee	recommended for approval
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[19-1312](#) Request to update the Business Enhancement Grant Guidelines for Tax Incremental Financing District #11-East College Avenue area and Tax Incremental Financing District #12-Downtown West

Attachments: [Memo on Business Enhancement Grant Program Updates September 2019.pdf](#)
[BusinessEnhancementGrantProgram_ProposedUpdatesSept2019_TIF11.pdf](#)
[BusinessEnhancementGrantProgram_ProposedUpdatesSept2019_TIF12.pdf](#)

Legislative History

9/11/19	Community & Economic Development Committee	recommended for approval
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[19-1371](#)

Request to submit a Counter to the Offer to Purchase from Hayden Properties, LLC or its assigns to purchase Lots 30, 31, 32 and 33 in Southpoint Commerce Park Plat 3 and Parcel ID #31-9-5714-00, comprising a total of approximately 49.84 acres, subject to lot size as determined by survey, at a purchase price of \$1,893,920 (\$38,000 per acre)

Attachments: [Hayden Properties LLC OTP Memo to CEDC 9-10-19.pdf](#)
[F Street Development Cover Letter_9-10-19.pdf](#)
[Hayden Properties Offer to Purchase + Addendum.pdf](#)
[Southpoint Land Aerial.pdf](#)
[Southpoint Land Aerial #2.pdf](#)
[SPCP Subject Parcel Map 9-10-19.pdf](#)
[SPCP Deed Restrictions.pdf](#)

Legislative History

9/11/19	Community & Economic Development Committee	recommended for approval
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7. MINUTES OF THE UTILITIES COMMITTEE**8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**[19-1296](#)

Request to approve reclassifying the one FTE Administrative Support Specialist position in Police Identification Unit to the third Forensic Evidence Specialist position in the Identification Unit.

Attachments: [Police - ID Unit TO Modification Request 2019.pdf](#)
[Police DRAFT 8.30.19.pdf](#)

Legislative History

9/17/19	Human Resources & Information Technology Committee	recommended for approval
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[19-1319](#)

Request to approve Mayor salary for the 2020-2024 term.

Attachments: [elected official info.pdf](#)
[elected official info #2.pdf](#)
[Elected official salary survey.pdf](#)

Legislative History

9/17/19 Human Resources & Information Technology Committee recommended for approval
Motion that the Mayor's salary be approved with a 1.5% increase each of the years of the term.
 2020-2021 \$102,003
 2021-2022 \$103,533
 2022-2023 \$105,086
 2023-2024 \$106,662

[19-1320](#) Request to approve City Attorney salary for the 2020-2024 term.

Legislative History

9/17/19 Human Resources & Information Technology Committee recommended for approval
Motion that the City Attorney's salary be approved with a 2.0% increase each of the years of the term.
 2020-2021 \$122,658
 2021-2022 \$125,111
 2022-2023 \$127,613
 2023-2024 \$130,165

[19-1337](#) Request to approve Utilities Department to overhire the position of Master Electrician to allow time to train new hire before current employee retires.

Attachments: [Utilities Master Electrician Overhire 09-05-19.pdf](#)

Legislative History

9/17/19 Human Resources & Information Technology Committee recommended for approval

[19-1396](#) Request to approve DPW to overhire position of Master Electrician for a period of 30 days.

Attachments: [DPW master electrician overhire request.pdf](#)

Legislative History

9/17/19 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

O. ORDINANCES

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

[19-1402](#) Discussion concerning US Venture Bluff Site Development and Status of Project

[19-1392](#) Suspend the Council Rules and convene into the Committee of the Whole

[19-1322](#) Action Item: Request Approval To Deny the Proposed Installation of the "Season III Better Days Sculpture" Within Houdini Plaza Per the Recommendation of the Appleton Public Art Committee

Attachments: [Park and Rec Memo-Houdini Plaza Acre of Art.pdf](#)

[19-1323](#) Action Item: Request Approval of the Proposed Installation of the "Season III Gyan Sculpture" Within Jones Park Per the Recommendation of the Appleton Public Art Committee

Attachments: [Park and Rec Memo-Jones Park Acre of Art.pdf](#)

[19-1324](#) Action Item: Request Approval of the Proposed Installation of the "Season III To The Moon Alice Sculpture" Within Vulcan Heritage Park Per the Recommendation of the Appleton Public Art Committee

Attachments: [Park and Rec Memo-Vulcan Heritage Park Acre of Art.pdf](#)

[19-1393](#) Reconvene to Common Council

[19-1394](#) Report of the Committee of the Whole

S. CLOSED SESSION

[19-1400](#)

The Common Council will go into closed session according to State Statute § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session regarding the bluff site development and then reconvene into open session.

T. ADJOURN

Kami Lynch, City Clerk

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