



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final-revised Common Council

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Wednesday, October 21, 2015

7:00 PM

Council Chambers

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- 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. PUBLIC PARTICIPATION
- G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES  
[15-1644](#) Common Council Meeting Minutes from October 7, 2015  
  
*Attachments:* [CC Minutes 10-07-2015.pdf](#)
- H. BUSINESS PRESENTED BY THE MAYOR  
  
[15-1709](#) Appointment of Kami Scofield as the Appleton City Clerk  
  
*Attachments:* [CC 10-21-15 - Scofield Appointment Memo.pdf](#)
- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY
- L. COMMITTEE REPORTS
- 1. **MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

[15-1536](#) #13-R-15-Alderperson Baranowski  
 Propose a No Parking trial period, from April 01, 2016 through September 02, 2016, on the north side of Rail Road, from Kensington Ave extending west, up to but not including, 3316 Rail Road. The purpose of the trial period is to provide a level of safety for users of Derks Park who typically may park on the north side of Rail Road and cross the street to the park, while understanding the impact of added parking on the south side of Rail Road and the potential impact on those who may now choose to park on Guyette Drive. The trial period may be shortened or concluded if the Committee determines the No Parking restriction successfully increases the level of safety while minimizing the impact on the surrounding neighborhood, thereby permanently restricting No Parking along the north side of Rail Road as proposed or if the impact to the neighborhood is negative while still allowing for an adequate measure of safety as we would expect.

**Legislative History**

10/13/15	Municipal Services Committee	recommended for approval
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*Recommend for Approval = the City will conduct the trial period.*

[15-1626](#) Request from Katsu Ya of Japan for a permanent street occupancy permit to install signage on the College Avenue Skywalk.

**Attachments:** [Katsu Ya from Japan Street Occupancy Permit .pdf](#)  
[Katsu Ya signage.pdf](#)

**Legislative History**

10/13/15	Municipal Services Committee	recommended for approval
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[15-1627](#) Request from Kyle Fritz for a variance to Municipal Code 9-639 (h) to exceed the six foot height limit.

**Attachments:** [Kyle Fritz variance.pdf](#)  
[Kyle Fritz mobile food cart.pdf](#)

**Legislative History**

10/13/15	Municipal Services Committee	recommended for approval
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[15-1628](#) Request from Apple Tree Connections, LLC to have the property at 5020 N. Providence Avenue officially precluded from access to Canvasback Circle.

**Attachments:** [Apple Tree Connections, LLC.pdf](#)

**Legislative History**

10/13/15      Municipal Services      recommended for approval  
Committee  
*Administratively correct "Ashbury Drive" to "Canvasback Circle."*

*Motion to Amend the language to "...Precluded from access to Canvasback Circle. If at such time access is desired, special assessments will be paid in full."  
4/0 approved on the amendment*

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[15-1678](#)      Taxicab Driver's License application of Stanley L. Shelby, 1805 Monroe Street, Two Rivers.

**Legislative History**

10/14/15      Safety and Licensing      recommended for denial  
Committee

[15-1643](#)      Class "B" Beer and Class "C" Wine application of Sunflower Spa LLC, d/b/a Sunflower Spa, Lacy A. Hardy, Agent, 1024 S. Olde Oneida St., contingent upon approval from all departments.

**Legislative History**

10/14/15      Safety and Licensing      recommended for approval  
Committee

[15-1576](#)      Operator's Licenses

**Attachments:** [Operator's Licenses for 10-14 S&L.pdf](#)

**Legislative History**

10/14/15      Safety and Licensing      recommended for approval  
Committee

[15-1616](#)      "Class B" Beer/Liquor License application of OM Investments LLC, d/b/a Sai Ram Indian Cuisine, Sivakumar Rajarathinam, Agent, 253 W. Northland Ave., contingent upon approval from all departments.

**Legislative History**

10/14/15      Safety and Licensing      recommended for approval  
Committee

[15-1657](#)      The Police Department was awarded \$11,900 from Kwik Trip for the purchase of a Utility Task Vehicle (UTV)

**Attachments:** [Polaris UTV Report.pdf](#)

**Legislative History**

10/14/15      Safety and Licensing      recommended for approval  
Committee

[15-1659](#) Modification to language regarding polling places

**Attachments:** [Charter Ordinance - Wards Amendment.pdf](#)  
[Wards-Polling Place Resolution.pdf](#)

**Legislative History**

10/14/15 Safety and Licensing Committee recommended for approval

**3. MINUTES OF THE CITY PLAN COMMISSION**

[15-1608](#) Request to approve Extraterritorial Final Plat for 2nd Addition to Edgewood Acres located in the Town of Grand Chute, as shown on the attached map, subject to the stipulation in the attached staff report

**Attachments:** [2nd Add Edgewood Acres Final Plat Staff Review.pdf](#)

**Legislative History**

10/12/15 City Plan Commission recommended for approval

[15-1609](#) Request to approve the dedication of public right-of-way for the east-west extension of Vantage Drive to connect the existing Vantage Drive to Eisenhower Drive, as shown on the attached maps

**Attachments:** [Street Dedication Vantage Drive Staff Review.pdf](#)

**Legislative History**

10/12/15 City Plan Commission recommended for approval

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

[15-1620](#) Proposed 2016 Reid Golf Policy and Rates

**Attachments:** [2016 Golf Rates Memo.doc](#)  
[2016 Proposed Golf Rates and Policy.doc](#)

**Legislative History**

10/12/15 Parks and Recreation Committee recommended for approval

**5. MINUTES OF THE FINANCE COMMITTEE**

[15-1534](#) Adopt the 2016 City of Appleton Policy for Special Assessments

**Attachments:** [Assessment Policy 2016.pdf](#)

**Legislative History**

9/22/15 Finance Committee recommended for approval  
*Motion to hold by Alderperson Lobner fails for lack of a second*

10/7/15 Common Council referred to the Finance Committee

10/13/15 Finance Committee recommended for approval  
*Aldersperson Plank moved, seconded by Aldersperson Lobner to amend the policy to the 0% Rural to Urban Conversion. Roll Call. Motion carried by the following vote:*  
*Aye - 4*  
*Excused - 1*

[15-1574](#) CEA Review Committee Report from August 20, 2015.

**Attachments:** [MeetingMinutes20-Aug-2015-08-56-32.pdf](#)

**Legislative History**

10/13/15 Finance Committee approved

[15-1575](#) Request to enter into Intergovernmental Agreement with Appleton Area School District to borrow short term cash in an amount not to exceed \$20 million from time to time as needed. The note shall be dated as of date of issuance, shall bear interest at the rate of 2% above the average Federal Funds rate from its dated date until paid; and shall mature no later than June 30, 2016. Interest on the note shall be paid at maturity or redemption.

**Attachments:** [AASD 2015-2016 Bond Counsel Letter.pdf](#)  
[2015-2016 School district Resolution Exhibit A-1.pdf](#)

**Legislative History**

10/13/15 Finance Committee recommended for approval

[15-1652](#) Request to approve the following 2015 Budget adjustment:

**General Fund - Mayor's Office**

Other Contracts/Obligations - Parade Committee	+\$12,000
Fund Balance	- \$12,000

to record City 2014 payment to the Appleton Parade Committee. The annual payment was budgeted in 2014, but inadvertently omitted, so two payment will be made in 2015 (2/3 vote required).

**Risk Management Fund**

Workers Compensation Expense	+\$250,000
Fund Balance	- \$250,000

to record additional costs incurred in workers compensation claims (2/3 vote required).

**Attachments:** [Workers Compensation.pdf](#)

**Legislative History**

10/13/15 Finance Committee recommended for approval

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

[15-1670](#)

Request to approve the Option to Purchase by United Investments, Inc. and/or assigns to purchase 21 acres of land, more or less, at the northwest corner of Eisenhower Drive and Midway Road, in Southpoint Commerce Park, at a purchase price of \$840,000 (\$40,000 per acre)

**Attachments:** [Memo on Option to Purchase Southpoint Commerce 10-2015.pdf](#)  
[Southpoint Commerce Park Option to Purchase \(10-12-15\).pdf](#)  
[Exhibit A OptiontoPurchase21Acres.pdf](#)

**Legislative History**

10/14/15	Community & Economic Development Committee	recommended for approval
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## 7. MINUTES OF THE UTILITIES COMMITTEE

## 8. MINUTES OF THE HUMAN RESOURCES COMMITTEE

[15-1635](#)

Request to approve Parks/Rec/Facilities Management Department to create a position of Facilities Project Manager with the expenses to be paid from the applicable Capital Projects funds.

**Attachments:** [2015 Reorganization of Facilities Management Division.pdf](#)  
[Facilities Management TO draft 10-8-15.pdf](#)

**Legislative History**

10/12/15	Human Resources Committee	recommended for approval
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## 9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

## 10. MINUTES OF THE BOARD OF HEALTH

## M. CONSOLIDATED ACTION ITEMS

## O. ITEMS HELD

[15-1492](#)

Operator's License application of Chad D. Dishno, 617 Kenneth Avenue, Kaukauna.

**Attachments:** [Chad Dishno memo.pdf](#)

**Legislative History**

9/23/15	Safety and Licensing Committee	recommended for denial
10/7/15	Common Council	held

## P. ORDINANCES

[15-1707](#) Ordinances 83-15 thru 97-15

**Attachments:** [Ordinances going to 10-21-2015 Council.pdf](#)

## Q. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

## R. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

## S. OTHER COUNCIL BUSINESS

[15-1710](#) Convene into Committee of the Whole

[15-1598](#) Approval of the Intergovernmental Agreement (Cooperation Agreement) for the Fox Cities Exhibition Center

**Attachments:** [CC 10-21-15 - Expo Center - Cooperation Agrm.pdf](#)

[15-1599](#) Approval of the Amended and Restated Room Tax Commission and Tourism Zone Agreement (Exhibition Center)

**Attachments:** [CC 10-21-2015 - Expo Center - Room Tax and Tourism Agrm.pdf](#)

[15-1600](#) Approval of draft ordinance imposing a hotel/motel room tax (Exhibition Center)

**Attachments:** [CC 10-21-2015 - Expo Center - Ordinance.pdf](#)

[15-1713](#) Approval of the Management Agreement (Exhibition Center)

**Attachments:** [CC 10-21-2015 - Expo Center - Management Agrm B.pdf](#)

[15-1711](#) Reconvene to Common Council

[15-1712](#) Report of Committee of the Whole

## T. ADJOURN

Jamie L. Griesbach, Deputy City Clerk

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