



# City of Appleton

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

## Meeting Agenda - Final-revised Common Council

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Wednesday, April 6, 2016

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  
[16-518](#) Common Council Meeting Minutes of March 16, 2016

**Attachments:** [CC Minutes 3-16-16.pdf](#)

- H. BUSINESS PRESENTED BY THE MAYOR
  - [16-315](#) Presentation of Autism Awareness Month and World Autism Awareness Day Proclamation
  - [16-316](#) Presentation of the Fox Cities Performing Arts Center Report to the Community
  - [16-481](#) Reappointment of Barbara Luedtke to the Police & Fire Commission  
**Attachments:** [COMMITTEE REAPPOINTMENT PFC Barbara Luedtke 040616.pdf](#)
  - [16-487](#) Presentation of National Library Week Proclamation
  - [16-509](#) Presentation of Appleton Area School District Volunteer Tutoring Day Proclamation

- I. PUBLIC HEARINGS
  - [16-440](#) Public Hearing Notice Rezoning #2-16  
**Attachments:** [Public Hearing RZ - .pdf](#)

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

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

[16-426](#) Request from Chad Willems, 1318 S. Telulah Avenue, to have his sidewalk snow removal bill of \$75 waived.

**Attachments:** [Chad Willems.pdf](#)

**Legislative History**

3/22/16      Municipal Services      recommended for denial  
                                 Committee

[16-428](#) Request from Appleton Downtown, Inc. for Street Occupancy Permits for College Avenue (600 W. College Avenue to 300 E. College Avenue as follows:

a. June 4th-July 2nd-"Fiber Rain" in the beautification strip area only.

b. July 15th-"Chalk on the Town" 1:00 p.m.-9:00 p.m. in the sidewalk area only.

c. August 19th-"Paint on the Town" 1:00 p.m.-9:00 p.m. in the beautification strip area only.

**Attachments:** [ADI-Art on the Town.pdf](#)

**Legislative History**

3/22/16      Municipal Services      recommended for approval  
                                 Committee

[16-450](#) Approved parking changes on N. Gillett Street (Summer St to Wisconsin Ave) for a Six-Month Trial Period.

**Attachments:** [Parking changes on N. Gillett Street.pdf](#)

**Legislative History**

3/22/16      Municipal Services      recommended for approval  
                                 Committee

**2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

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

[16-334](#)

Request to approve Rezoning #2-16 for 1611 & 1621 Schaefer Circle and 1645 E. Harding Drive, including to the centerline of the adjacent right-of-way, as shown on the attached maps, from PD/R-3 Planned Development Multi-Family District to R-3 Multi-Family District

**Attachments:** [StaffReport\\_VirginiaVillageApts\\_Rezoning\\_For03-07-16.pdf](#)

**Legislative History**

3/7/16 City Plan Commission recommended for approval  
*Proceeds to Council on April 6, 2016.*

*Dukelow amended the motion to hold the item until the next meeting.  
Amendment failed for lack of a second.*

[16-425](#)

Request to approve the Plach Annexation as shown on the attached maps, located at 5630 N. Ballard Road currently in the Town of Grand Chute, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport\\_Plach\\_Annexation\\_For03-21-16.pdf](#)

**Legislative History**

3/21/16 City Plan Commission recommended for approval

**4. MINUTES OF THE PARKS AND RECREATION COMMITTEE**[16-193](#)

Requesting Approval of Resolution #1-R-16, Renaming the Fox River Properties to the Ellen Kort Peace Park  
Alderspersons Mann, Meltzer, Martin & Williams (held from 2-8-16 P & R Committee Meeting)

**Attachments:** [Resolution #1-R-16 Ellen Kort Peace Park \(2-8-16\).docx](#)

**Legislative History**

2/17/16 Parks and Recreation Committee held  
*motion to hold at Committee by Croatt second by Spears 1st meeting in Mar*

3/21/16 Parks and Recreation Committee recommended for approval

[16-442](#)

Action Item: Award Lutz Park Trail and Yacht Club Site Design and Engineering to Corre, Inc. for a contract amount of \$31,572.80

**Attachments:** [Lutz Park Trail Comm Memo \(3-21-16\).doc](#)

**Legislative History**

3/21/16 Parks and Recreation Committee recommended for approval

**5. MINUTES OF THE FINANCE COMMITTEE**

[16-421](#)**"Critical Timing Issue"**

Request to award Scarlet Oak Lift Station Improvements Project bid and alternate bids #2 and #4 to August Winter & Sons, Inc. in the amount of \$139,471 with a contingency of \$10,460 for a project total not to exceed \$149,931 (item also appears on the Utilities Committee agenda as an informational item).

**Attachments:** [Scarlet Oak LS Improvements Bid Award\\_A W.pdf](#)

[16-401](#)

Request to approve the following 2015 Budget adjustments:

**Community Development Block Grant (CDBG) Fund**

Federal Grants	+\$65,445
Block Grant Payments	+\$65,445

to record additional CDBG funds awarded in 2015 and related expenditures.

**Continuum of Care (CoC) Grant Fund**

State Grants	+\$23,475
Grant Payments	+\$23,475

to record additional CoC funds awarded in 2015 and related expenditures.

**Emergency Shelter Grant (ESG) Fund**

State Grants	+\$44,182
Grant Payments	+\$44,182

to record additional ESG funds awarded in 2015 and related expenditures.

**Room Tax Fund**

Room Taxes Received	+\$98,359
Fund Balance	+\$33,081
Room Tax Payments to FCCVB	+\$88,992
Transfer to General Fund	+\$42,448

to record additional room taxes received in 2015 and related payment to the FCCVB. Also record the transfer of fund balance accumulated from prior years (representing the City's 5% administrative fee) to the general fund.

**New Subdivision Fund**

Reimbursement from Developer	+\$736,684
Street Construction	+\$715,158
Sidewalk Construction	+\$21,526

to record developer funded improvements in the Emerald Valley and Clearwater Creek subdivisions.

**TIF #5 Fund**

Fund Balance	+\$442,471
Payments to Other Taxing Jurisdictions	+\$436,271
Audit Fees	+ \$6,200

to record final payments to the other taxing jurisdictions and audit fee related to the closeout of TIF #5.

**Attachments:** [2015 Final Budget Adjustments.pdf](#)

**Legislative History**

3/22/16 Finance Committee recommended for approval

[16-404](#)

Request to approve the 2015-2016 Budget appropriations:

1. Items not under contract -\$4,586,223
2. Special consideration -\$609,038

**Attachments:** [2015-16 carryover - Not Under Contract.pdf](#)

[2015-16 carryover - Special Consideration.pdf](#)

**Legislative History**

3/22/16 Finance Committee recommended for approval

[16-407](#)

Request to approve Finance Committee Report 1-P-16 for Sanitary Sewer, Storm Sewer and Laterals.

**Attachments:** [Report 1-P-16.pdf](#)

**Legislative History**

3/22/16 Finance Committee recommended for approval

[16-409](#)

Request to award Unit C-16 Sidewalk Sawcutting to ASTI Sawing, Inc. in an amount not to exceed \$30,000.

**Attachments:** [Award of Contract C-16.pdf](#)

**Legislative History**

3/22/16 Finance Committee recommended for approval

[16-472](#)

Request to approve the City of Appleton entering into a three year contract with ThedaCare for healthcare services to be provided at the newly established employee health clinic contingent upon the subsequent approval of the facility location expenses when a clinic location is determined.

**Attachments:** [ThedaCare clinic contract memo.pdf](#)

[Medical clinic powerpoint presentation 3-22-16.pdf](#)

[Medical Clinic ThedaCare powerpoint 3-22-16.pdf](#)

**Legislative History**

3/22/16 Finance Committee recommended for approval

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

7. **MINUTES OF THE UTILITIES COMMITTEE**

[16-418](#) Award Compost Marketing Research Services contract to R. Alexander Associates in the amount of \$15,000 with a 7% contingency of \$1,050 for a project total not to exceed \$16,050.

**Attachments:** [Compost Marketing RAA.pdf](#)

**Legislative History**

3/22/16 Utilities Committee recommended for approval

[16-422](#) Preliminary Resolution 1-P-16 for Sanitary Sewer, Storm Sewer, Sanitary Laterals & Storm Laterals be adopted and refer the matter to the Finance Committee to determine the assessment rate.

**Attachments:** [Resolution 1-P-16.pdf](#)

**Legislative History**

3/22/16 Utilities Committee recommended for approval

8. **MINUTES OF THE HUMAN RESOURCES 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

[16-521](#) Ordinance 42-16

**Attachments:** [Ordinances going to Council 4-6-16.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. CLOSED SESSION

[16-519](#)

The Common Council will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussions regarding deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session concerning the extension of utility service 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.*