



# 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, August 3, 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  
[16-1221](#) Common Council meeting minutes of July 20, 2016  
**Attachments:** [CC Minutes 7-20-16.pdf](#)
- H. BUSINESS PRESENTED BY THE MAYOR  
[16-1229](#) Appointment of Rebecca Kellner to the Library Board  
**Attachments:** [APPOINTMENT TO LIBRARY BD BIO EXPIRED TERM REBECCA KELLNER](#)
- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY
- L. COMMITTEE REPORTS
- 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**



## 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

## 5. MINUTES OF THE FINANCE COMMITTEE

[16-1203](#) Request approval of the following 2016 Budget Adjustment:

**Facilities Maintenance**

Building Repairs and Maintenance	+\$50,000
Regular Salaries	- \$50,000

to re-allocate vacant salary dollars to building repairs and maintenance to fund the cost of necessary repairs.

**Attachments:** [2016 Maintenance Technician Salary Reallocation.pdf](#)

**Legislative History**

7/26/16 Finance Committee recommended for approval

[16-1205](#) Request to adopt the 2017 City of Appleton Policy for Special Assessments.

**Attachments:** [2017 Policy For Special Assessments.pdf](#)

**Legislative History**

7/26/16 Finance Committee recommended for approval

[16-1207](#) Request to approve the following 2016 Budget adjustment:

**Valley Transit**

Building and Equipment	+\$110,305
Federal Grants	+\$88,244
Fund Balance	+\$22,061

to record Federal Transit Administration (FTA) capital grant to fund the replacement of the Transit Center roof and maintenance shop infrared heaters

Vehicles	+\$645,905
Federal Grants	+\$516,724
Fund Balance	+\$129,181

to record Federal Transit Administration (FTA) capital grant to fund a bus replacement

**Attachments:** [Transit Center Roof Memo 2016.pdf](#)

[Valley Transit Bus Memo 2016.pdf](#)

**Legislative History**

7/26/16 Finance Committee recommended for approval

[16-1209](#) Request to award contract to Miron Construction for Erb Park and Pool renovation project for a contract of \$8,757,842 with a contingency of 7% for a total contract not to exceed \$9,370,890.

**Attachments:** [2016 Erb Pool Construction Bid.pdf](#)

**Legislative History**

7/26/16 Finance Committee recommended for approval

[16-1202](#) Request to approve the Sixth Amendment to Riverheath Development Agreement pertaining to public watermain for the Development.

**Attachments:** [Sixth Amendment to Dev Agrm - City - 07-14-16.pdf](#)

**Legislative History**

7/26/16 Finance Committee recommended for approval

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

[16-1070](#) Request to approve Fox Cities Regional Partnership Economic Development Pledge for 2016

**Attachments:** [FCRP 2016 Pledge Invoice.pdf](#)

[FCRP YP Week 2016 Invoice-Receipt.pdf](#)

[CEDD Marketing & Business Services 2016 Budget.pdf](#)

**Legislative History**

7/27/16 Community & Economic Development Committee recommended for approval

*Coenen moved, Mann seconded, to amend to only make partial payment of \$9,500 to fulfill the commitment between the City of Appleton and the Fox Cities Regional Partnership, as approved in the 2016 budget, and further, withhold the remaining \$26,500 until an agreed-upon scope of work is identified and fulfilled.*

[16-1149](#) Request to approve the proposed Environmental Review Policy as attached

**Attachments:** [Memo to CEDC - ER Policy.pdf](#)

[Environmental Review Policy.pdf](#)

**Legislative History**

7/27/16 Community & Economic Development Committee recommended for approval

[16-1170](#) **\*\*CRITICAL TIMING ISSUE\*\*** Request to approve the reallocation of 2016 Community Development Block Grant (CDBG) funding as described in the attached memorandum

**Attachments:** [ReAllocation Recs Memo to CEDC.pdf](#)

[2016 07 21 M Peterson letter to N Gerhard re CDBG funding.pdf](#)

**Legislative History**

7/27/16 Community & Economic Development Committee recommended for approval

[16-1224](#) Request to approve the Offer to Purchase by Commercial Horizons, Inc. and/or assigns to purchase approximately 7.32 acres of land at the corner of Eisenhower Drive and Plank Road in Southpoint Commerce Park, at a purchase price of \$45,000 per acre (Associated with Action Item #16-1227)

**Attachments:** [Memo on Offer to Purchase in Southpoint Commerce.pdf](#)

[16-1226](#) Request to waive repurchase rights for Lots 5 & 6, Plat 1, in the Northeast Industrial Park, allowing the transfer from A&V Wisconsin Realty, LLC to Jerry Van Handel and/or assigns (DDS & J, LLC); this waiver is not transferable, survivable, or assignable and the City's repurchase rights would remain on this property

**Attachments:** [Repurchase waiver Lot 5 and 6 NEIP Plat 1.pdf](#)

[NEIP E.pdf](#)

[Atty Sitzmann Ltr & Offer to Purchase Amendment.pdf](#)

[NEIP Map 07292016.pdf](#)

[16-1227](#) Request to approve the Commercial Horizons/Encapsys Development Agreement in Tax Increment Financing District No. 6 (Associated with Action Item #16-1224)

**Attachments:** [Memo on Development Agreement in Southpoint Commerce.pdf](#)

[Encapsys Development Agreement 7-29-16.pdf](#)

## 7. MINUTES OF THE UTILITIES COMMITTEE

[16-1161](#) Award 2016H Contract for Coop Road Pond Modeling and Design Assistance to AECOM in an amount not to exceed \$38,700.

**Attachments:** [2016H Coop Road Pond Remodeling AECOM Award Memo Util Cmte 07-26-20](#)

### Legislative History

7/26/16 Utilities Committee recommended for approval

[16-1162](#) Amend 2016B contract for Arbutus Park Stormwater Lift Station Reconstruction Design with Strand Associates in an amount not to exceed \$4,400.

**Attachments:** [Arbutus Park Lift Station Design Amendment Memo.pdf](#)

### Legislative History

7/26/16 Utilities Committee recommended for approval

[16-1171](#) Award of TOC Instrument Purchase to OI Analytical for \$23,829.50 with a 10% contingency of \$2,392.95 for a total not to exceed cost of \$26,212.45.

**Attachments:** [TOC Instrument Recommendation.pdf](#)

**Legislative History**

7/26/16 Utilities Committee recommended for approval

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

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

[16-1175](#) Acceptance of Two Federal Transit Administration Bus and Bus Facilities Capital Grants

**Attachments:** [FCTC Grant acceptance memo 5539 - 2016.pdf](#)

**Legislative History**

7/27/16 Fox Cities Transit Commission recommended for approval

[16-1176](#) Acceptance of 2016 WISDOT Capital Funds Transfer to Operating Grant

**Attachments:** [FCTC Grant acceptance memo WISDOT transfer - 2016.pdf](#)

**Legislative History**

7/27/16 Fox Cities Transit Commission recommended for approval

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

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[16-1210](#) Ordinances 52-16 to 55-16

**Attachments:** [Ordinances going to Council 8-3-16.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

[16-1262](#) Possible motion to suspend the rule to enable Council to hold meetings on Tuesday, August 9th.

S. CLOSED SESSION

[16-1220](#) The Common Council may convene in closed session pursuant to State Statute §19.85(1)(e) for the purpose of deliberating the purchasing of public properties and/or the investing of public funds in certain property located in downtown Appleton as well as pursuant to State Statute §19.85(1)(g) for the purpose of conferring with legal counsel regarding pending litigation concerning the Town of Harrison and the Village of Harrison, and then will reconvene in open session.

T. ADJOURN

Kami Lynch, City Clerk

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