



# City of Appleton

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

## Meeting Agenda - Final Common Council

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Wednesday, December 18, 2024

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. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-1600](#) Common Council Meeting Minutes of December 4, 2024

**Attachments:** [CC Minutes 12-4-24.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR

[24-1521](#) Parade Committee Awards Presentation

[24-1599](#) Confirmation of Appointment

**Attachments:** [Dec 18 2024 Council Appointment Memo.pdf](#)

- 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**

[24-1562](#) Approve 2025 Morrison Street Asphalt Reconstruction Traffic Calming Design Changes.

**Attachments:** [Morrison St Design Changes 12-09-2024 .pdf](#)

**Legislative History**

12/9/24 Municipal Services recommended for approval  
Committee

[24-1563](#) Award 2025 Contract for Operation, Maintenance, and Monitoring at the Closed City of Appleton Landfill to SCS Engineers, in an amount not to exceed \$76,361.

**Attachments:** [Award 2025 SCS Mackville 12-09-2024 .pdf](#)

**Legislative History**

12/9/24 Municipal Services recommended for approval  
Committee

[24-1564](#) 2025 Sole Source Purchase Request - Various Traffic Equipment & Technologies

**Attachments:** [Sole Source Purchase Request - Traffic Equipment 2025.pdf](#)

**Legislative History**

12/9/24 Municipal Services recommended for approval  
Committee

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-1495](#) Operator License for Crystal Williams.

**Attachments:** [Crystal Williams Application.pdf](#)

[Crystal Williams Clerk's Letter.pdf](#)

[Crystal Williams denial letter.pdf](#)

[Crystal Williams supplemental denial.pdf](#)

[Crystal Williams Operator License Memo.pdf](#)

[Letter provided by Crystal Williams 12.11.24.pdf](#)

**Legislative History**

12/11/24 Safety and Licensing recommended for denial  
Committee  
*Crystal Williams was present and addressed the committee.*

[24-1500](#) 2025 Secondhand Jewelry, Secondhand Article, and Pawnbroker License renewal applications, contingent upon approval from all departments.

**Attachments:** [2025 SECONDHAND.PAWN RENEWALS.pdf](#)

**Legislative History**

12/11/24 Safety and Licensing recommended for approval  
Committee

[24-1501](#) Class "B" Beer and "Class B" Liquor License application for Sushi Lover in Appleton LLC d/b/a Sushi Lover, Zhen Zhen Sun, Agent, located at 527 W. College Ave, contingent upon approval from the Community Development, Health, and Inspections departments.

**Attachments:** [Sushi Lover in Appleton LLC.Alcohol.Class B Beer Liquor.11.11.24.REDACTED](#)

**Legislative History**

12/11/24 Safety and Licensing Committee recommended for approval

[24-1502](#) Class "B" Beer and "Class B" Liquor License application for Eldorado Moon LLC d/b/a Missfits Tavern, Hollyann Strunc, Agent, located at 317 N. Appleton St, contingent upon approval from the Community Development, Health and Inspections departments.

**Attachments:** [Missfits Tavern.Eldorado Moon LLC.Alcohol.Class B Beer Liquor.11.11.24.REC](#)

**Legislative History**

12/11/24 Safety and Licensing Committee recommended for approval

[24-1519](#) Class "B" Beer and "Class B" Liquor License application for Taste of Thai Appleton LLC d/b/a Mad Elephant, Chisa Jitmaiwong, Agent, located at 1222 S. Oneida St, contingent upon approval from the Community Development, Health, and Inspections departments.

**Attachments:** [Mad Elephant.Tast of Thai Appleton LLC. Alcohol. Class B Beer\\_Liquor.11.25.2](#)

**Legislative History**

12/11/24 Safety and Licensing Committee recommended for approval

[24-1506](#) Police Department Requests Approval of Sole Source Purchase for Load Bearing Vests

**Attachments:** [2025 Sole Source Memo.pdf](#)  
[Armor Express - PD.pdf](#)

**Legislative History**

12/11/24 Safety and Licensing Committee recommended for approval

[24-1566](#) Fire Department Request to Apply - Assistance to Firefighter Grant

**Attachments:** [Request to Apply AFG SCBA.pdf](#)

**Legislative History**

12/11/24 Safety and Licensing Committee recommended for approval

[24-1567](#) Fire Department Request to Purchase Cardiac Monitors

**Attachments:** [12-04-24 Request to Purchase Cardiac Monitors.pdf](#)

**Legislative History**

12/11/24 Safety and Licensing Committee recommended for approval

**3. MINUTES OF THE CITY PLAN COMMISSION****4. MINUTES OF THE PARKS AND RECREATION COMMITTEE****5. MINUTES OF THE FINANCE COMMITTEE**[24-1569](#) Request to approve the Relocation Order for the Lawe Street reconstruction project from College Avenue to Spring Street.

**Attachments:** [0515 - Lawe - Relocation Order \(12-02-2024\).pdf.pdf](#)

**Legislative History**

12/9/24 Finance Committee recommended for approval

[24-1570](#) Request to approve contract extension for BMC ARPA Grant Administration Contract.

**Attachments:** [MemoContractExtension BMCARPA.pdf](#)

**Legislative History**

12/9/24 Finance Committee recommended for approval

[24-1571](#) Request to approve Development Agreement for Lumbini Estates (Saket, LLC).

**Attachments:** [0288 - Lumbini - Development Agreement - Draft 12-03-2024.pdf.pdf](#)  
[LumbiniEstate DAMemo 12052024.pdf](#)

**Legislative History**

12/9/24 Finance Committee recommended for approval

[24-1572](#) Request to approve write off of \$49,609.68 of accounts receivable invoices and \$23,407.02 of personal property taxes (outstanding over one year).

**Attachments:** [AR Write Off List 2024.pdf](#)  
[PP Write off List 2024.pdf](#)

**Legislative History**

12/9/24 Finance Committee recommended for approval

**6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE****7. MINUTES OF THE UTILITIES COMMITTEE**

[24-1531](#) Award Organic Recycling Contractor Services to Hsu Growing Supply for an extended one (1) year term ending December 31, 2025.

**Attachments:** [241202 UCMHSU contract extension 2025.pdf](#)

**Legislative History**

12/10/24 Utilities Committee recommended for approval

[24-1532](#) Award 2025A Stormwater Management Plan review contract to Brown and Caldwell in an amount not to exceed \$80,000.

**Attachments:** [2025A BC Plan Review Award Util Memo 12-10-2024.pdf](#)

**Legislative History**

12/10/24 Utilities Committee recommended for approval

[24-1533](#) Award 2025B Stormwater Management Plan review contract to raSmith in an amount not to exceed \$30,000.

**Attachments:** [2025B raSmith Plan Review Award Util Memo 12-10-2024\\_r1.pdf](#)

**Legislative History**

12/10/24 Utilities Committee recommended for approval

[24-1534](#) Award N-24 Spot Repairs, Protruding Taps & Mineral Deposit Removal to New Restoration and Recovery Services, LLC dba Aqualis, in an amount not to exceed \$129,512.50

**Attachments:** [N-24 Contract Award Form w Bid Tabs.pdf](#)

**Legislative History**

12/10/24 Utilities Committee recommended for approval

[24-1535](#) Amend K-24 Native Vegetation Contract (K-24) with Robert E. Lee & Associates, Inc. dba NES Ecological Services by an increase of \$15,000, from \$192,345.12 to a new amount not to exceed \$207,345.12.

**Attachments:** [K-24 NES Contract Amend Util Memo 12-10-2024.pdf](#)

**Legislative History**

12/10/24 Utilities Committee recommended for approval

[24-1536](#) Approve Contract Amendment #2 to McMahon as part of the Wastewater Treatment Plant Grit Removal, Blended Sludge Piping and Heat Exchanger Replacement Project for additional design and construction management services in the amount of \$18,900.

**Attachments:** [241120\\_Utilities Memo\\_HEX Project Contract Amendment2.pdf](#)

**Legislative History**

12/10/24 Utilities Committee recommended for approval

[24-1580](#) Approval of an Engineering Services Contract for the North and Ridgeway Tower Coating Projects to Dixon Engineering, Inc. in the amount of \$129,390 plus a 7.5% contingency of \$9,704 for a total cost of \$139,094.

**Attachments:** [2025 North-Ridgeway Tower Coating Services Contract Award Memo.pdf](#)

**Legislative History**

12/10/24 Utilities Committee held

[24-1598](#) Approve Water Rate Study Consultant.

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

[24-1545](#) Approval to Over Hire for the Deputy Director Human Resources Position.

**Attachments:** [Over Hire HR Deputy Director.pdf](#)

**Legislative History**

12/11/24 Human Resources & Information Technology Committee recommended for approval

[24-1546](#) Approval to hire CP2 Consulting for the City of Appleton Strategic Guide Facilitation Services.

**Attachments:** [Strategic Planning RFP Memo.pdf](#)  
[CP2 Strategic Plan Proposal.pdf](#)

**Legislative History**

12/11/24 Human Resources & Information Technology Committee recommended for approval

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

[24-1553](#) Approve the Intermunicipal Agreement with Outagamie County for Specialized Transportation Services for 2025 Contingent on Outagamie County Approval

**Attachments:** [2025 Outagamie County Contract.pdf](#)

**Legislative History**

12/10/24 Fox Cities Transit Commission recommended for approval

[24-1554](#) Approve the Intermunicipal Agreement with Winnebago County for Specialized Transportation Services for 2025 Contingent on Winnebago County Approval

**Attachments:** [2025 Winnebago County Contract.pdf](#)

**Legislative History**

12/10/24	Fox Cities Transit Commission	recommended for approval
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[24-1555](#) Approve the Intermunicipal Agreement with Calumet County for Specialized Transportation Services for 2025 Contingent on Calumet County Approval

**Attachments:** [2025 Calumet County Contract.pdf](#)

**Legislative History**

12/10/24	Fox Cities Transit Commission	recommended for approval
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[24-1556](#) Approve the Intermunicipal Agreement with the City of Neenah for Northern Winnebago Dial-A-Ride Service for 2025 Contingent on City of Neenah Approval

**Attachments:** [2025 NWDAR Neenah Contract.pdf](#)

**Legislative History**

12/10/24	Fox Cities Transit Commission	recommended for approval
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[24-1557](#) Approve the Intermunicipal Agreement with the Village of Fox Crossing for the Northern Winnebago Dial-A-Ride Services for 2025 Contingent on the Village of Fox Crossing Approval

**Attachments:** [2025 NWDAR Fox Crossings Contract.pdf](#)

**Legislative History**

12/10/24	Fox Cities Transit Commission	recommended for approval
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**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

S. CLOSED SESSION

[24-1597](#)

The Common Council may go into closed session according to State Statute §19.85(1)(e) (deliberating or negotiating the purchasing of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session) for the purpose of deliberating or negotiating items related to the proposed Valley Transit Mixed Use Development. Upon conclusion of the closed session, the Common Council will 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.*

*Remote meeting attendance may be permitted pursuant to Section 2-29 of the Appleton Municipal Code and Rules of Council.*