



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, March 15, 2017

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. PUBLIC PARTICIPATION
- G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[17-341](#) Common Council Meeting Minutes of March 1, 2017

Attachments: [CC Minutes 3-1-17.pdf](#)

- H. BUSINESS PRESENTED BY THE MAYOR

[17-342](#) Committee Reappointments:
Reappointment of Doug Nelson and Lee Marie Vogel to the Board of Health
Reappointment of Linda Marx and James Smith to the Board of Review

Attachments: [COMM REAPPOINTS BD OF HEALTH BD OF REVIEW 031017.pdf](#)

- I. PUBLIC HEARINGS

[17-333](#) Public Hearing for Proposed Comprehensive Plan Amendments

Attachments: [ClassIPublicHearingNoticeNewspaper 2016CompPlanAmendments 5YearUpd](#)

- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY
- L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[17-298](#) Request from Miron Construction for a Street Occupancy Permit to place two construction trailers in the Morrison Street right-of-way for the Erb Pool Construction Project from March 20, 2017 through June 12, 2017.

Attachments: [Miron Street Occupancy Permit.pdf](#)

[17-301](#) Award of 2017 Digital Orthophoto Imaging Project (3-inch Resolution) to Ayres Associates, Inc. in the amount of \$32,900.00 with a 15% contingency of \$4,935.00 for a project total not to exceed \$37,835.00 with extensions to be negotiated annually for up to 10 years based upon approved funding and Council authorization.

Attachments: [Award of 2017 Digital Orthophoto Imaging Project.pdf](#)

[17-307](#) Install YIELD signs on Haddonstone Drive at Castelbury Lane.

Attachments: [Intersection Haddonstone Drive-Castlebury Lane.pdf](#)

[17-308](#) Install STOP signs on Terraview Drive at Castlebury Lane.

Attachments: [Intersection Terraview Drive-Castlebury Lane.pdf](#)

[17-309](#) Proposed parking ordinance changes on Pauline Street, east of McDonald Street.

Attachments: [Parking ordinance changes Pauline St-east of Mc Donald St.pdf](#)

[17-311](#) Approve Amendment No. 1 to SCS Engineers Closed Landfill Monitoring Contract for additional services related to landfill telemetry system repair costs in the amount of \$2,760 for a revised not to exceed contract amount of \$72,900.

Attachments: [Closed City of Appleton Landfill.pdf](#)

[17-330](#) Request from St. Elizabeth Hospital to not have the Marigold Mile adjacent to the hospital owned property.

Attachments: [St Elizabeth Hospital to not have Marigolds.pdf](#)

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[17-219](#)

Operator's License application of Quinton J. Creapeau, 215 1/2 E. College Avenue.

Attachments: [Quinton Creapeau.pdf](#)
[SL Denials- Q Creapeau.pdf](#)

Legislative History

3/8/17 Safety and Licensing Committee recommended for denial

Lt. Miller provided the Committee the reason for the denial- the applicant stated on the application that the had never been convicted of any violations of the law and his record showed an OWI and speeding tickets.

Mr. Creapeau appeared before the Committee requesting the approval of license even though he made a mistake on the application.

[17-241](#)

Class "A" Beer/Hard Cider License application of Sayash LLC d/b/a Wisconsin Ave Marathon, Yam Lamichhane, Agent, 1920 E. Wisconsin Ave., contingent upon approval from all departments.

Attachments: [Wisconsin Ave Marathon application.pdf](#)

Legislative History

3/8/17 Safety and Licensing Committee recommended for approval

[17-242](#)

"Class A" Beer/Liquor License application of Skogen's Foodliner, Inc. d/b/a Festival Foods, John R. Borski, Agent, 1200 W. Northland Ave.

Attachments: [Skogens Foodliner Inc application.pdf](#)

Legislative History

3/8/17 Safety and Licensing Committee recommended for approval

[17-258](#)

Request to approve Police Department reorganization for the following:

- Change title of Police Communication Technician to Police Communication Specialist
- Move one Communication Specialist to an Administrative Support Specialist position
- Move supervision of Communnication Specialists from a Lieutenant to Administrative Services Supervisor
- Move Administrative Services Supervisor supervision from Captain to Assistant Chief

Attachments: [Police Table of Org Modification Request 2-20-17.pdf](#)
[Police TO Draft 2-20-17.pdf](#)

Legislative History

3/8/17 Safety and Licensing Committee recommended for approval

[17-289](#) Operator's Licenses

Attachments: [Operator's Licenses for 3-8-17 S & L.pdf](#)

Legislative History

3/8/17 Safety and Licensing Committee recommended for approval

[17-331](#) Request to approve stipulated liquor license agreement between the City and Jack's Apple Pub.

Attachments: [Jacks Apple Pub Memo and Stipulation.pdf](#)

Legislative History

3/8/17 Safety and Licensing Committee recommended for approval

Tyler Frederickson, representing John Greiner the license holder appeared before the Committee requesting that the Committee approve the stipulation agreement.

Attorney Jadin addressed the Committee and provided the history of the violations and an overview of the stipulation agreement.

3. MINUTES OF THE CITY PLAN COMMISSION

Due to the large number of attachments for the Comprehensive Plan Amendments, blank pages appear and are unable to be removed. Please scroll further for the item details and related attachments.

[17-125](#)

Request to approve the attached Text Amendments and Future Land Use Map Amendments (5-year update) to the City of Appleton Comprehensive Plan 2010-2030 and approve the attached resolution

Attachments: [MemoToPlanCommission_2016-2017CompPlanAmendments_02-06-17.pdf](#)
[Resolution_2016-2017CompPlanAmendments_5YearUpdate.pdf](#)
[00_TableOfContents_FINAL_02-03-17.pdf](#)
[01_Introduction_FINAL_01-30-17.pdf](#)
[02_Background_FINAL_01-30-17.pdf](#)
[03_CommunityVision_FINAL_02-02-17.pdf](#)
[03_AppendixChapter3_PublicParticipationSummary_01-20-17.pdf](#)
[04_IssuesAndOpportunities_FINAL_01-30-17.pdf](#)
[05_HousingAndNeighborhoods_FINAL_02-02-17.pdf](#)
[06_Transportation_FINAL_02-02-17.pdf](#)
[07_UilitiesAndCommunityFacilities_FINAL_02-02-17.pdf](#)
[08_AgNaturalHistoricCulturalResources_FINAL_02-02-17.pdf](#)
[09_EconomicDevelopment_FINAL_02-02-17.pdf](#)
[10_LandUse_FINAL_02-03-17.pdf](#)
[10_LandUse_FutureLandUseMapAnnotated_01-26-17.pdf](#)
[11_IntergovernmentalCooperation_FINAL_02-02-17.pdf](#)
[12_Implementation_FINAL_02-02-17.pdf](#)
[14_DowntownPlan_FINAL_02-02-17.pdf](#)
[14_AppendixChapter14_PastPlanningEfforts_10-03-16.pdf](#)
[14_AppendixChapter14_DowntownMarketAnalysis_01-26-17.pdf](#)
[14_AppendixChapter14_StateOfTheDowntownReport_08-26-16.pdf](#)
[14_AppendixChapter14_FundingOptions_01-20-17.pdf](#)
[14_AppendixChapter14_PerformanceBenchmarks_01-20-17.pdf](#)
[18_ParkAndRecreationMasterPlan_FINAL_02-03-17.pdf](#)
[SummaryMemoChapters1-5_CompPlanUpdate_11-14-16.pdf](#)
[SummaryMemoChapter6_CompPlanUpdate_12-06-16.pdf](#)
[SummaryMemoChapter7_CompPlanUpdate_12-06-16.pdf](#)
[SummaryMemoChapter8_CompPlanUpdate_12-05-16.pdf](#)
[SummaryMemoChapter9_CompPlanUpdate_12-05-16.pdf](#)
[SummaryMemoChapter10_CompPlanUpdate_12-21-16.pdf](#)
[SummaryMemoChapter11_CompPlanUpdate_11-21-16.pdf](#)
[SummaryMemoChapter12_CompPlanUpdate_12-30-16.pdf](#)
[ExecutiveSummaryChapter14_CompPlanUpdate_01-25-17.pdf](#)
[SummaryMemoChapter18_CompPlanUpdate_12-30-16.pdf](#)
[Formatting13_FoxRiverCorridorPlan_FINAL_02-02-17.pdf](#)
[Formatting15_WisconsinAvenueCorridorPlan_FINAL_02-03-17.pdf](#)
[Formatting16_RichmondStreetCorridorPlan_FINAL_02-02-17.pdf](#)
[Formatting17_SouthOneidaStreetCorridorPlan_FINAL_02-02-17.pdf](#)

[Timeline PC+CCApproval Draft11-07-16.pdf](#)

Legislative History

2/6/17 City Plan Commission recommended for approval
Proceeds to Council on March 15, 2017.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[17-285](#)

Request to approve the 2016-2017 Budget appropriations:

1. Items not under contract \$4,231,320
2. Special consideration \$359,638

Attachments: [2016-17 carryover - not under contract.pdf](#)

[2016-17 carryover - special consideration.pdf](#)

Legislative History

3/7/17 Finance Committee recommended for approval

[17-287](#)

Request to award Unit B-17 Asphalt Pavement Reconstruction to Vinton Construction Company in the amount of \$563,532.64 with a 5.32% contingency of \$30,000 for a project total not to exceed \$593,532.64.

Attachments: [Award of Contract Unit B-17.pdf](#)

Legislative History

3/7/17 Finance Committee recommended for approval

[17-310](#)

Request to approve the following 2016 Budget adjustments:

Home Rental Rehabilitation Grant Fund

Transfer Out	+\$35,305
Fund Balance	- \$35,305

Home Homeowner Grant Fund

Transfer In	+\$35,305
Grant Payments	+\$35,305

to record the merger of the Home Rental Rehabilitation Grant Fund into the Home Homeowner Grant Fund.

Police Grants Fund

State Grants	+\$30,730
Grant Payments	+\$30,730

to record additional seatbelt enforcement grant revenue and related expenditures.

Room Tax Fund

Room Taxes Received	+\$625,330
Room Tax Payments to FCCVB	+\$625,330

to record additional room taxes received in 2016 and related payment to the FCCVB (due to the increase in room tax from 6% to 10%).

Debt Service Fund

Debt Service Payments	+\$123,902
Fund Balance	- \$123,902
Debt Issuance Costs	+\$139,170
Debt Premium	+\$139,170

to record debt service costs funded by current and prior year premiums received on debt issuance.

Universal Playground Fund

Playground Equipment	+\$360
Fund Balance	- \$360

to record the closeout of the Universal Playground Trust fund.

Community & Economic Development Capital Projects Fund

Long-Term Debt Proceeds	- \$407,000
Consulting Services	- \$240,000
Infrastructure Construction	- \$167,000

Exhibition Center Capital Projects Fund

Long-Term Debt Proceeds	+\$407,000
Consulting Services	+\$240,000
Infrastructure Construction	+\$167,000

to transfer amounts budgeted for construction of the Exhibition Center from the Community & Economic Development Capital Projects Fund to the Exhibition Center Capital Projects Fund.

General Fund

Salaries/Fringe Benefits - Mayor's Office	+\$5,600
Salaries/Fringe Benefits - HR Department	+\$5,700
Salaries/Fringe Benefits - Fire Department	+\$114,000
Wage Reserve	- \$125,300

to allocate wage reserve funds.

Attachments: [Finance Committee - Final 2016 Budget adj.pdf](#)

Legislative History

3/7/17 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

17-295

Request to approve the Offer to Purchase from Manda Panda Properties LLC to purchase Lot 7, Plat 1 of Southpoint Commerce Park, consisting of approximately 3.3 acres, at a purchase price of \$132,000 (\$40,000 per acre) and staff be authorized to negotiate and execute a development or like agreement providing City investment in the project of up to 50% of the land purchase amount and granting a variance to the Deed Restrictions and Covenants to allow two years for commencement of construction

Attachments: [Security Luebke Cover Letter.pdf](#)

[MandaPandaMemo_Lot 7 Plat 1 Southpoint_2-28-17.pdf](#)

[Manda Panda OTP.pdf](#)

[Southpoint Lot7.pdf](#)

Legislative History

3/8/17 Community & Economic recommended for approval
Development Committee

7. MINUTES OF THE UTILITIES COMMITTEE

17-270

Accept the 2016 Annual Stormwater Report for submittal to the Wisconsin Department of Natural Resources.

Attachments: [2016 Annual Report.pdf](#)

Legislative History

3/7/17 Utilities Committee recommended for approval

[17-271](#)

Award of Unit K-17 Native Landscape Management Contract to Applied Ecological Services, Inc. in an amount not to exceed \$143,307.83.

Attachments: [K-17 Contract Award Util Memo.pdf](#)

Legislative History

3/7/17 Utilities Committee recommended for approval

[17-273](#)

Award engineering contract for Appleton Wastewater Iron Salt Chemical Room Rehabilitation and Improvements to McMahon in the amount of \$72,594 with a 10% contingency of \$7,255 for a project total not to exceed \$79,849.

Attachments: [F2 Chemical Storage Room Improvements Contract Award McMahon.pdf](#)

Legislative History

3/7/17 Utilities Committee recommended for approval

[17-274](#)

Award Sole Source Phosphorus Analyzer and Filter System to Hach Company in the amount of \$24,120.

Attachments: [Hach analyzer purchase.pdf](#)

Legislative History

3/7/17 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[17-320](#)

Approve Addendum to Fox Valley Technical College Student Pass Contract

Attachments: [Valley Transit - Fox Valley Technical College Second Addendum.pdf](#)
[FVTC Addendum 2017.pdf](#)

Legislative History

3/8/17 Fox Cities Transit Commission recommended for approval

This item was recommended for approval

10. MINUTES OF THE BOARD OF HEALTH

[16-1536](#)

Resolution #R-11-16 - Chickens

Attachments: [Resolution #R-11-16 - Chickens.pdf](#)
[VERSION A - Original DRAFT Mar 2017.pdf](#)
[Chicken Permit Application DRAFT.pdf](#)

Legislative History

10/12/16	Board of Health	presented
11/9/16	Board of Health	presented
12/14/16	Board of Health	held
1/11/17	Board of Health	held
2/8/17	Board of Health	presented
3/8/17	Board of Health	recommended for denial

[17-266](#)

Noise Variance Request - Unit T-17 Oneida St Sewer Water Main Reconstruction

Attachments: [T-17 Noise Variance.pdf](#)

Legislative History

3/8/17	Board of Health	recommended for approval
--------	-----------------	--------------------------

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[17-332](#)

Ordinances 24-17 to 26-17

Attachments: [Ordinances going to Council 3-15-17.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. ADJOURN

Kami Lynch, City Clerk

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