



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, January 20, 2021

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. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES
- [21-0053](#) Common Council Meeting Minutes of January 6, 2021
- Attachments:** [CC Minutes 1-6-21.pdf](#)
- G. BUSINESS PRESENTED BY THE MAYOR
- [21-0054](#) Proclamations
- Human Trafficking Proclamation
 - Kiwanis Week Proclamation
 - Martin Luther King Jr. Week Proclamation
- Attachments:** [Human Trafficking Awareness Day Proclamation.pdf](#)
[Human Trafficking Attachment.pdf](#)
[Kiwanis Week Proclamation.pdf](#)
[Martin Luther King Jr Day Proclamation.pdf](#)
- [21-0058](#) Board & Committee Appointments
- Attachments:** [BID Board Appt Memo 1-20-21.pdf](#)
[Committee Appts 1-20-21 REV.pdf](#)

[21-0055](#) COVID-19 Update

Attachments: [COVID -19 Cases 1-20-21.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

[20-1569](#) **Owaissa Street**, from Opechee Street to Pacific Street, be reconstructed with concrete pavement and curb & gutter to a width of 24' 20' from back of curb to back of curb, ~~which is approximately 1' 4' wider than the existing street.~~ ~~New concrete sidewalk to be constructed along the east side of Owaissa Street from approximately 160' south of Pacific Street to approximately 500' south of Pacific Street.~~ Existing parking provisions within the project limits will remain unchanged. Parking be prohibited on both sides of the street.

Attachments: [Comments-Owaissa Street.pdf](#)

[Comments -Owaissa St Project.pdf](#)

[Owaissa St Design Approval Process.pdf](#)

[Email-Owaissa St.pdf](#)

Legislative History

12/7/20	Municipal Services Committee	held
12/21/20	Municipal Services Committee	held
	<i>Item # 20-1569 be held until 1/11</i>	
1/11/21	Municipal Services Committee	recommended for approval
	<i>Amendment: remove sentence regarding sidewalk construction; street width to 20'; remove last sentence regarding existing parking and instead that parking be prohibited on both sides of the street. Otis/Prohaska 3-2</i>	

[21-0022](#)

Appleton Street, from College Avenue to Pacific Street, and Oneida Street, from Pacific Street to Atlantic Street, be reconstructed with concrete pavement and curb and gutter. The dimensions of the Appleton Street/Oneida Street reconstruction project are as follows:

College Avenue - Washington Street: New concrete pavement to be constructed to a width of 41' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

Washington Street - 150' north of Packard Street: New concrete pavement to be constructed to a width of 45' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

150' north of Packard Street - Pacific Street (End of Appleton St/Beginning of Oneida St): New concrete pavement to be constructed to a width of 35' from back of curb to back of curb, which is 2' wider than the existing street within this portion of the project.

Pacific Street (End of Appleton St/Beginning of Oneida St) - Atlantic Street: New concrete pavement to be constructed to a width of 44' from back of curb to back of curb, which is 7' wider than the existing street within this portion of the project.

Appleton Street/Oneida Street will consist of 1 travel lane in each direction, bike lanes along both sides of the street, and a two-way left turn lane and/or exclusive left turn lanes at each intersection within the project limits.

On-street parking will be prohibited along the entire project length.

The 1-way westbound portion of Pacific Street between Appleton Street and Oneida Street will be vacated as part of this reconstruction project.

The intersections of Appleton Street and Pacific Street and Oneida Street and Pacific Street will be reconstructed and geometrically modified to provide a more standard T-intersection configuration. A dedicated left turn lane along southbound Oneida Street, at Pacific Street, will also be incorporated at this intersection as part of this reconstruction project.

Legislative History

1/11/21	Municipal Services Committee	recommended for approval
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[21-0033](#) Request to allow driveway access off Haymeadow for Lot 91, Clearwater Creek Subdivision.

Attachments: [Memo for Lot 91.pdf](#)

[Jill Hendricks-formal request.pdf](#)

[Clearwater Creek 1st Addition.pdf](#)

Legislative History

1/11/21 Municipal Services recommended for approval
Committee

[21-0061](#) Request to allow free parking in the Red Parking Ramp for a 30 day period, during vaccination clinic hours, as part of the community vaccination program at the Fox Cities Exhibition Center.

Attachments: [Free parking-Red Ramp.pdf](#)

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[20-1639](#) Cigarette License application for Driftwood Special Servicing LLC d/b/a Appleton Red Lion Paper Valley Hotel, Linda Garvey, Agent, located at 333 W College Ave.

Attachments: [Driftwood - Red Lion S&L.pdf](#)

Legislative History

1/13/21 Safety and Licensing recommended for approval
Committee

[20-1641](#) Class "B" Beer and "Class B" Liquor License application for Zeusinator LLC d/b/a Ambassador, Corbin Schiedermayer, Agent, located at 117 S Appleton St, contingent upon approval from all departments.

Attachments: [Ambassador.pdf](#)

Legislative History

1/13/21 Safety and Licensing recommended for approval
Committee

[20-1642](#) Class "A" Beer License application for Auto Stop LLC d/b/a Oneida St BP, Shahezad S Noorani, Agent, located at 1306 S Oneida St, contingent upon approval from all departments.

Attachments: [Oneida St BP.pdf](#)

Legislative History

1/13/21 Safety and Licensing recommended for approval
Committee

[21-0007](#) Class "A" Beer and "Class A" Liquor License application for Nepal LLC d/b/a Memorial Liquor, Puspa Subedi, Agent, located at 415 S. Memorial Dr, contingent upon approval from all departments.

Attachments: [Memorial Liquor.pdf](#)

Legislative History

1/13/21 Safety and Licensing Committee recommended for approval

[21-0016](#) Cigarette License application for Nepal LLC d/b/a Memorial Liquor, Puspa Subedi, Applicant, located at 415 S Memorial Dr.

Attachments: [Memorial Liquor S&L.pdf](#)

Legislative History

1/13/21 Safety and Licensing Committee recommended for approval

[21-0018](#) Cigarette License application for Auto Stop LLC d/b/a Oneida Street BP, Shahezad Noorani, Applicant, located at 1306 S. Oneida St.

Attachments: [Oneida St BP S&L.pdf](#)

Legislative History

1/13/21 Safety and Licensing Committee recommended for approval

[21-0039](#) Class "B" Beer and "Class B" Liquor License Change of Agent application for McGregors LLC d/b/a The Dirty Leprechaun, Jonathon E Kuehn, New Agent, located at 343 W College Ave, contingent upon approval from Appleton Police Department.

Attachments: [Jonathon E Kuehn S&L.pdf](#)

Legislative History

1/13/21 Safety and Licensing Committee recommended for approval

3. MINUTES OF THE CITY PLAN COMMISSION

[21-0009](#) Request to approve Special Use Permit #7-20 for a parking ramp located at 120 South Oneida Street (Tax Id #31-2-0052-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_YMCAParkingRamp_SUP_For01-12-21.pdf](#)

Legislative History

1/12/21 City Plan Commission recommended for approval
Commissioner Palm's video not displaying, so she was unable to vote.

[21-0010](#) Request to approve the Cain Annexation consisting of approximately 0.77 acre located at 675 East Edgewood Drive, currently in the Town of Grand Chute, as shown on the attached maps subject to the stipulation in the attached staff report

Attachments: [StaffReport_Cain Annexation_For01-12-21.pdf](#)
[DOA Annexation Review Letter_Cain_1-11-21.pdf](#)

Legislative History

1/12/21 City Plan Commission recommended for approval
Commissioner Palm's video not displaying, so she was unable to vote.

[21-0034](#) Request to approve the access restriction release for Lot 91 of First Addition to Clearwater Creek (Tax Id #31-6-6200-91), as shown on the attached map, pending approval by the Municipal Services Committee, and subject to the owner/agent completing and recording an appropriate correction instrument with the Outagamie County Register of Deeds

Attachments: [StaffMemo_FirstAddnToClearwaterCreek_RestrictionRelease_For01-12-21.pdf](#)
[RequestEmail_FirstAddnToClearwaterCreek_RestrictionRelease.pdf](#)
[RecordedPlat_FirstAddnToClearwaterCreek_RestrictionRelease.pdf](#)

Legislative History

1/12/21 City Plan Commission recommended for approval

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[21-0015](#) Action Item-Select Winning Photos Received From The "Images of Hope" Photo Contest To Be Placed In The Welcome Tower In Houdini Plaza

Attachments: [Action Item-Images of Hope.pdf](#)

Legislative History

1/11/21 Parks and Recreation Committee held
This Action Item will appear on the next Parks and Recreation Committee meeting agenda on 01-20-21

[21-0017](#) Action Item-Request a Sole Source Contract To KCI Conservation For The Recondition And Repair Of The Soldier's Square Monument For \$47,135 With A Contingency Of 10% For A Contract Not To Exceed \$51,849

Attachments: [2021 Soldier's Monument.docx](#)

Legislative History

1/11/21 Parks and Recreation Committee held
This Action Item will appear on the next Parks and Recreation Committee meeting agenda on 01-20-21

[21-0023](#) Action Item-Award Design, Engineering, And Permitting Services For The Edison Street Pedestrian Bridge And Trail To EXP For A Contract Amount Of \$495,000

Attachments: [Edison Street Ped Bridge and Trail Comm Memo.doc](#)

Legislative History

1/11/21 Parks and Recreation held
Committee

This Action Item will appear on the next Parks and Recreation Committee meeting agenda on 01-20-21

5. MINUTES OF THE FINANCE COMMITTEE

[21-0030](#) Request to award the City of Appleton's MSB Garage HVAC Upgrades project contract to Great Lakes Mechanical, Inc in the amount of \$819,780 with a contingency of 10% for a project total not to exceed \$901,758

Attachments: [2021 MSB Garage HVAC Upgrades.pdf](#)

[21-0040](#) Request to approve the following 2020 Budget amendments:

PHEP (Public Health Emergency Preparedness) COVID Grant Fund

Health Grants & Aids	+\$53,243
Salaries	+\$45,300
Fringe Benefits	+\$ 7,943

to record grant agreement modification from the State Department of Health Services for COVID-19 pandemic response costs (2/3 vote of Council required)

Attachments: [DPH PHEP COVID 2020 Grant.pdf](#)

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

[21-0056](#) Consolidated Action Items Re: Access Restriction Release for Lot 91 of First Addition to Clearwater Creek

21-0033 Municipal Services Committee
21-0034 Community & Economic Development Committee

N. ITEMS HELD

O. ORDINANCES

[21-0057](#) Ordinance #2-21, Cain Annexation

Attachments: [Ord #2-21 Cain Annexation.pdf](#)

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

[21-0059](#) Resolution #1-R-21 Accessory Dwelling Units

Attachments: [#1-R-21 Accessory Dwelling Units.pdf](#)

[21-0060](#) Resolution #2-R-21 Redistricting Advisory Referendum

Attachments: [#2-R-21 Fair Maps Referendum.pdf](#)

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Kami Lynch, City Clerk

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