



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, November 2, 2016

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

[16-1723](#) Common Council Meeting Minutes of October 19, 2016

Attachments: [CC Minutes 10-19-16.pdf](#)

- H. BUSINESS PRESENTED BY THE MAYOR
- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY
- L. COMMITTEE REPORTS

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

[16-1634](#) Approve Permanent Street Occupancy Permit for Fox Cities Exhibition Center sheeting tie backs in the Lawrence Street, Elm Street and Eighth Street right-of-way at 355 W. Lawrence Street.

Legislative History

10/25/16	Municipal Services Committee	recommended for approval
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[16-1635](#) Approve Drone Removal Policy.

Attachments: [Drone Removal Policy.pdf](#)

Legislative History

10/25/16 Municipal Services recommended for approval
Committee

[16-1636](#) Eighth Street (Elm Street to 210' east of Elm Street) be reconstructed with concrete pavement at a width of 25 feet from back of curb to back of curb. Parking to be prohibited along both sides of Eighth Street within these project limits.

Legislative History

10/25/16 Municipal Services recommended for approval
Committee

[16-1637](#) Elm Street (Eighth Street to Lawrence Street) be reconstructed with concrete pavement at widths of 38 feet and 44 feet from back of curb to back of curb. New concrete sidewalk be constructed along both side of Elm Street at a width of 8 feet. Parking to be prohibited along both sides of Elm Street within these project limits. Decorative street lights and ~~colored concrete~~ to be included where feasible as part of streetscape elements.

Legislative History

10/25/16 Municipal Services recommended for approval
Committee
Item 16-1637 amended to remove colored concrete.

[16-1638](#) Lawrence Street (Elm Street to Appleton Street) be reconstructed with concrete pavement at a width of 35 feet from back of curb to back of curb, with one travel lane in each direction and bike lanes along both sides of the roadway. Where available, on-street parallel parking be provided along the north side of Lawrence Street. New concrete sidewalk be constructed along both sides of Lawrence Street at a width varying from 7 feet to 10 feet. Decorative street lights, ~~colored concrete~~, plantings and benches to be included where feasible as part of streetscape elements.

Attachments: [Lawrence St. \(Elm St-Appleton St.\) diagram.pdf](#)

Legislative History

10/25/16 Municipal Services recommended for approval
Committee
Item 16-1638 amended to remove colored concrete.

[16-1671](#) Proposed parking change on N. Gillett Street.

Attachments: [Proposed parking change on N. Gillett Street.pdf](#)

Legislative History

10/25/16	Municipal Services Committee	recommended for approval
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[16-1673](#) Proposed parking change on W. Summer Street.

Attachments: [Proposed parking change on W. Summer Street.pdf](#)

Legislative History

10/25/16	Municipal Services Committee	recommended for approval
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2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[16-1652](#) Operator's Licenses

Attachments: [Operator's Licenses for 10-26-16 S & L.pdf](#)

Legislative History

10/26/16	Safety and Licensing Committee	recommended for approval
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[16-1674](#) "Class B" Beer/Liquor License application of Pisco Mar, LLC, Melissa Saint Geours, Agent, 528 W. College Ave., contingent upon approval from all departments.

Legislative History

10/26/16	Safety and Licensing Committee	recommended for approval
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3. MINUTES OF THE CITY PLAN COMMISSION

[16-1625](#) Request to approve the dedication of land for public right-of-way for E. Milis Drive as shown on the attached maps

Attachments: [StaffReport_StreetDedication_MilisDrive.pdf](#)

Legislative History

10/24/16	City Plan Commission	recommended for approval
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4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[16-1548](#)

CEA Review Committee Report for September 20, 2016

Attachments: [MeetingMinutes20-Sep-2016-12-46-03.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

[16-1585](#)

Request to approve request from Alderperson Siebers that special assessments for sanitary laterals, storm sewer and storm sewer laterals for properties on Fair Street that are zoned Commercial and R3 with single family residential use be assessed as Single Family.

Attachments: [Fair St Spec Assessment.pdf](#)
[Petition.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for denial

[16-1586](#)

Request to approve the following 2016 Budget adjustment:

HazMat Fund

Chemicals	+\$50,000
State Grants	+\$50,000

to record a Department of Homeland Security grant for the purchase of firefighting foam for crude oil response.

Attachments: [Fire Foam Grant 2016.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

[16-1587](#)

Request to approve the following 2016 Budget adjustment:

HazMat Fund

Chemicals	+\$56,826
State Grants	+\$56,826

to record a Department of Homeland Security grant for the purchase of HazMat radiological detection equipment.

Attachments: [Fire Radiological Equipment Grant 2016.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

[16-1620](#)

Request to award contract of materials testing services for the Fox Cities Exhibition Center to PSI for a time and materials contract not to exceed \$60,000, and approve the following 2016 Budget adjustment:

Exhibition Center Construction Project

Contractor Fees	+\$60,000
Room Tax/Proceeds of Debt	+\$60,000

to award materials testing services contract to PSI.

Attachments: [2016 Expo Center Testing Services.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

[16-1621](#)

Request to enter into intergovernmental Agreement with Appleton Area School District to borrow short term cash in an amount not to exceed \$14,500,000 from time to time as needed. The note shall be dated as of date of issuance, shall bear interest at the rate of 2% above the average Federal Funds rate from its dated date until paid; and shall mature no later than June 30, 2017. Interest on the note shall be paid at maturity or redemption.

Attachments: [2016-2017 Master Note Agreement.pdf](#)
[AASD 2016-2017 Bond Council letter.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

[16-1626](#)

Request from Mr. David Galow, 525 N. Division Street, for an exception to Section XI(A)(2) of the Special Assessment Policy stating that payment shall be in one installment if the assessment is \$1,000 or less. Mr. Galow's assessment for sanitary lateral is \$912.

Attachments: [Assessment Policy Section XI Method of Payment.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for denial

[16-1646](#)

Request to award the Appleton Memorial Park 2016 Park Sign and Message Board contract to TLC Sign in the amount of \$39,994.83.

Attachments: [AMP Park Sign and Message Center.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

- [16-1647](#) Request to approve the Development Agreement between the City of Appleton and Kurey Ridge, LLC for the Glacier Valley Condominiums.

Attachments: [Development Agreement - Glacier Valley Condominiums.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

- [16-1648](#) Request to approve a sole source purchase of 42" PCCP water main pipe and fittings from U.S. Pipe for the 2017 S. Oneida Street Water Main Relocation project.

Attachments: [Sole Source Purchase Request - US Pipe.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

- [16-1672](#) Request to approve the following 2106 Budget adjustment:

Exhibition Center Construction Project

Consulting Services	+\$15,000
Room Tax/Proceeds of Debt	+\$15,000

to record cost of municipal advising services related to the financing of the Exhibition Center.

Attachments: [Speer Financial Muni Advisor.pdf](#)

Legislative History

10/25/16 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

- [16-1643](#) Request to approve 2017 Community Development Block Grant (CDBG) Community Partner Allocation Recommendations

Attachments: [Alloc Recs Memo to CEDC 10-26-16 mtg.pdf](#)

[CDBG Advisory Board Members 10-26-16 mtg.pdf](#)

[2017 CDBG Award Recommendations.pdf](#)

[2017 CDBG Summary of Award Recommendations.pdf](#)

Legislative History

10/26/16 Community & Economic Development Committee recommended for approval

7. MINUTES OF THE UTILITIES COMMITTEE

[16-1629](#)

Award 2016I contract for the Cotter Street Stormwater Pond Design and Construction Related Services to RA Smith National in an amount not to exceed \$30,428.

Attachments: [Cotter Design Award Memo Util Cmte.pdf](#)

Legislative History

10/25/16

Utilities Committee

recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[16-1659](#)

Authorization to restructure the Table of Organization by reassigning direct reports in addition to adding two 0.625 fte part-time driver positions

Attachments: [Glance Chart Draft 10 2016.pdf](#)

[Request to change the T O October 13 2016.pdf](#)

Legislative History

10/26/16

Fox Cities Transit
Commission

approved

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[16-1722](#)

Ordinances 78-16 through 95-16

Attachments: [Ordinances going to Council 11-2-16.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

16-1724

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 and pursuant to State Statute § 19.85(1)(e) for the purpose of deliberating or discussing the sale and/or purchase terms of property within the City of Appleton's Northeast Industrial Park and then will reconvene into open session.

T. ADJOURN

Kami Lynch, City Clerk

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