



# City of Appleton

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

## Meeting Agenda - Final Common Council

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Wednesday, November 20, 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

[24-1499](#) Common Council Meeting Minutes of November 6, 2024

**Attachments:** [CC Minutes 11-6-24.pdf](#)

[24-1505](#) Common Council Meeting Minutes of Budget Adoption on November 13, 2024

**Attachments:** [CC Minutes 11-13-24 Budget Adoption.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR
- 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**

[24-1449](#) Award Single-Source Design and Construction-Related Services Contract with Desman Design Management for 2025 Repair and Maintenance Program for the Red, Yellow, and Green Parking Ramps in an Amount Not to Exceed \$96,370.

**Attachments:** [Desman 2025 Ramp Repairs Consultant Services 11-11-2024.pdf](#)

**Legislative History**

11/11/24      Municipal Services      recommended for approval  
Committee

[24-1450](#) Approve Long-Term Temporary Occupancy Permit in College Avenue for Dumpster in Parking Lane at 213 E. College Ave, from 11/28/2024 through 1/31/2025.

**Attachments:** [LTT Occupancy 213 E College 24-207-T.pdf](#)

**Legislative History**

11/11/24      Municipal Services      recommended for approval  
Committee

[24-1451](#) Approve Amendment #1 for 2024 Materials Testing Contract (M-24) with Westwood Professional Services with an increase of \$100,000, for a new total contract amount not to exceed \$200,000.

**Attachments:** [M-24 Contract Amend 1\\_11-11-2024.pdf](#)

**Legislative History**

11/11/24      Municipal Services      recommended for approval  
Committee

[24-1452](#) Recommended award of Service Contract for Traffic Signal Control and Management Software Expansion with Traffic Control Corporation in the amount of \$102,210.00, plus a contingency of \$5,000.

**Attachments:** [ARPA Econolite Phase2 Service Contract Award.pdf](#)

**Legislative History**

11/11/24      Municipal Services      recommended for approval  
Committee

[24-1474](#) Approve Mosaic Family Health Inc. Purchased Parking in Yellow Ramp.

**Attachments:** [1019 - Mosaic - Yellow Ramp Designated Parking Stalls - 11-8-2024 - Updated](#)

**Legislative History**

11/11/24      Municipal Services      recommended for approval  
Committee

2. **MINUTES OF THE SAFETY AND LICENSING COMMITTEE**
3. **MINUTES OF THE CITY PLAN COMMISSION**
4. **MINUTES OF THE PARKS AND RECREATION COMMITTEE**

## 5. MINUTES OF THE FINANCE COMMITTEE

[24-1457](#) Request to award purchase of sludge density meters to Allied Instrument in the amount of \$53,342 along with the following budget amendment (2/3 vote of council required):

Primary Clarifier Rebuild CIP                    - \$54,000  
Density Detector Replacement                + \$54,000

**Attachments:** [241104\\_Award\\_AWWTP\\_Primary\\_Sludge\\_Density\\_Meters.pdf](#)

**Legislative History**

11/11/24            Finance Committee                    recommended for approval

[24-1458](#) Request to award Sole Source Purchase of four (4) High Service Pump Check Valves to Dorner Company for a total cost of \$154,776 with a 2% contingency of \$3,096 for a total not to exceed \$157,872.

**Attachments:** [241106\\_SoleSource\\_Dorner\\_HSP\\_Checkvalves \(2\).pdf](#)  
[Dorner HSP Checkvalves - Purchasing Approval.pdf](#)

**Legislative History**

11/11/24            Finance Committee                    recommended for approval

[24-1459](#) Request to approve two-year extension of contract with CliftonLarsonAllen LLP to provide annual audit services for the years ended December 31, 2024 and 2025 for \$81,700 and \$82,500, respectively.

**Attachments:** [Audit Contract Extension 2024-2025.pdf](#)

**Legislative History**

11/11/24            Finance Committee                    recommended for approval

[24-1460](#) Request to approve Change Order No. 1 to contract 42-24 for B-24 Asphalt Paving for additional sidewalk replacement, in the amount of \$69,212.25 resulting in a decrease in contingency from \$50,000 to \$0. Overall contract increases from \$1,407,816.40 to \$1,477,028.65.

**Attachments:** [B-24 Contract Amend 1\\_Finance Memo 11-11-2024.pdf](#)  
[B-24 Change Order 1 Form.pdf](#)

**Legislative History**

11/11/24            Finance Committee                    recommended for approval

## 6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

[24-1476](#) Request to approve an extension of the purchase date to February 28, 2025 under the Development Agreement (Phase II) with Merge LLC for a mixed-use development located on the southeast corner of W. Washington Street and N. Appleton Street (Tax Id #31-2-0272-00) in Tax Increment Financing District No. 11

**Attachments:** [Merge Ph II DA Extend Purchase Date Memo to CDC 11-20-24.pdf](#)

## 7. MINUTES OF THE UTILITIES COMMITTEE

[24-1443](#) Approve single-source award of 2024C Contract for Stormwater Quality Modeling to Brown and Caldwell in an amount not to exceed \$53,620.00.

**Attachments:** [2024C Water Quality Modeling Award Memo BC\\_11-12-2024 Util Cmte\\_wss.pdf](#)

**Legislative History**

11/12/24 Utilities Committee recommended for approval

[24-1444](#) Approve single-source award of 2024D Contract for Northland Creek and Bellaire Watersheds Stormwater Evaluation to Brown and Caldwell in an amount not to exceed \$301,200.00.

**Attachments:** [2024D Northland\\_Creek\\_Bellaire Drain Study Contract Award Memo BC\\_11-12-11-12-2024 Utilities Minutes Attachment.pdf](#)

**Legislative History**

11/12/24 Utilities Committee recommended for approval

[24-1445](#) Approve Contract Amendment #3 for 2024A Stormwater Management Plan Review Contract with Brown and Caldwell by an increase of \$115,000.00 for a total contract amount not to exceed \$228,000.00.

**Attachments:** [2024A Stormwater Plan Review Amendment 3 UC Memo 11-12-2024 final.pdf](#)

**Legislative History**

11/12/24 Utilities Committee recommended for approval

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

## 9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[24-1465](#) Award Recommendation for WisGo Fare Collection System

**Attachments:** [Award Recommendation Doc\\_WisGO.pdf](#)

**Legislative History**

11/12/24 Fox Cities Transit Commission recommended for approval

## 10. MINUTES OF THE BOARD OF HEALTH

### [24-1430](#)

EM\_500\_0\_Succession of Delegation of Authority\_PENDING

**Attachments:** [EM 500 0 Succession of Delegation of Authority PENDING.pdf](#)

**Legislative History**

11/13/24 Board of Health recommended for approval  
Presented by Health Officer, Charles Sepers.

*Aldersperson Jones moved, seconded by Vogel, that the EM\_500\_0\_Succession of Delegation of Authority\_PENDING be recommended for approval. Motion carried by the following vote:*

### [24-1432](#)

AHD\_101\_0\_Creation and Maintenance of Policies\_PENDING

**Attachments:** [AHD 101 0 Creation and Maintenance of Policies PENDING.pdf](#)

**Legislative History**

11/13/24 Board of Health recommended for approval  
Presented by Health Officer, Charles Sepers.

*Aldersperson Jones moved, seconded by Wolff, that the AHD\_101\_0\_Creation and Maintenance of Policies\_PENDING be recommended for approval. Motion carried by the following vote:*

### [24-1433](#)

AHD\_102\_0\_Creation and Maintenance of Procedures\_PENDING

**Attachments:** [AHD 102 0 Creation and Maintenance of Procedures PENDING.pdf](#)

**Legislative History**

11/13/24 Board of Health recommended for approval  
Presented by Health Officer, Charles Sepers.

*Aldersperson Jones moved, seconded by Wolff, that the AHD\_102\_0\_Creation and Maintenance of Procedures\_PENDING be recommended for approval. Motion carried by the following vote:*

## M. CONSOLIDATED ACTION ITEMS

## N. ITEMS HELD

## O. ORDINANCES

### [24-1504](#)

Ordinance #168-24

**Attachments:** [Ordinances to Council 11-20-24.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.*

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