



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, September 21, 2022

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

[22-1158](#) Common Council Meeting Minutes of September 7, 2022

Attachments: [CC Minutes 9-7-22.pdf](#)

G. BUSINESS PRESENTED BY THE MAYOR

[22-1183](#) Appleton City Planning Centennial Month Proclamation

Attachments: [Appleton City Planning Centennial Month Proclamation.pdf](#)

[22-1184](#) Committee Appointments

Attachments: [Committee Appointment Memo 9'15'2022.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

[22-1101](#) Public Hearing for Rezoning #4-22 at 1430 N. Ballard Road from M-2
General Industrial District to C-2 General Commercial District.

Attachments: [RZ #4_22 Notice of Public Hearing.pdf](#)

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[22-1147](#) Request from Mark Van Grinsven, 1610 W. Glendale Avenue, for a variance to Municipal Code Section 19-91(f) for a driveway widened more than 4 feet into the front yard.

Attachments: [Driveway X.jpg](#)
[Driveway Extension.pdf](#)

Legislative History

9/12/22	Municipal Services Committee	recommended for denial
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[22-1148](#) Approve modifications to the City of Appleton Downtown Parking Policy for City Employees and Map.

Attachments: [Downtown Parking Policy for City Employees-9-22 draft for approval.pdf](#)

Legislative History

9/12/22	Municipal Services Committee	recommended for approval
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[22-1160](#) Request from Kush Kafe' for a Street Occupancy Permit to place tables and chairs in the beautification strip at 219 E College Avenue.

Attachments: [Kash Cafe'.pdf](#)

Legislative History

9/12/22	Municipal Services Committee	recommended for approval
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2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

3. MINUTES OF THE CITY PLAN COMMISSION

[22-0350](#) Request to approve the Stone Ridge Estates West Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

Attachments: [StaffReport_StoneRidgeEstatesWest_FinalPlat_For09-14-22.pdf](#)

Legislative History

9/14/22	City Plan Commission	recommended for approval
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[22-1060](#) Request to approve Rezoning #4-22 for the subject parcel located at 1430 N. Ballard Road (Tax Id #31-1-5207-00), including to the centerline of the adjacent one-half (1/2) right-of-way of N. Ballard Road, as shown on the attached maps, from M-2 General Industrial District to C-2 General Commercial District

Attachments: [StaffReport EPS Rezoning For08-24-22.pdf](#)

Legislative History

8/24/22 City Plan Commission recommended for approval
Proceeds to Council on September 21, 2022.

[22-1130](#) Request to approve Special Use Permit #10-22 for a craft-distillery with a tasting room and an outdoor patio with alcohol sales and consumption use located at 516 W. Lawrence Street (Tax Id #31-3-1006-00), as shown on the attached materials 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 516WLawrenceSt SUP For09-14-22.pdf](#)

Legislative History

9/14/22 City Plan Commission recommended for approval

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[22-1144](#) Action Item: Approve Process Map for Ellen Kort Peace Park Proposal by the Trout Museum Requesting to Co-Locate a New Museum in the Park

Attachments: [2022 Ellen Kort Park Process Memo.docx](#)

[Ellen Kort Process Map.docx](#)

[Updated Process Map 8-17-22f.docx](#)

Legislative History

9/12/22 Parks and Recreation Committee recommended for approval

Amendment #2: Add step 3.5 to require Trout representatives to provide a presentation to the Common Council at a time to be agreed upon to include strategic alignment and business case discussion and also have a vote at the same meeting whether to move forward. 5-0 approved.

Amend step 4 to include 3 items suggested in Public Comment: Explanation of Strategic Alignments, Clear Business Case; and, a clear stop or proceed vote by the Council. 5-0 approved.

Updated Process Map is attached

[22-1151](#) Action: Suspend Planning and Design of the WE Energies Trail - Phase One and Cancel Acceptance of the Department of Transportation TAP Grant

Attachments: [WE Energies Trail Phase One Memo .docx](#)

Legislative History

9/12/22 Parks and Recreation recommended for approval
Committee

5. MINUTES OF THE FINANCE COMMITTEE

[22-1155](#) Request to award the Aeration Tank #1 Repairs contract to Staab Construction Corporation in the amount of \$237,000 with a 5% contingency of \$11,850 for a project total not to exceed \$248,850.

Attachments: [Award Aeration Tank #1.pdf](#)

Legislative History

9/12/22 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[22-1118](#) Request to approve City Program Funding for 2023 Community Development Block Grant (CDBG) Funding as specified in the attached document

Attachments: [City Proposals Memo to CEDC 9-14-22.pdf](#)

Legislative History

9/14/22 Community & Economic recommended for approval
Development Committee

[22-1121](#) Request to approve Fourth Substantial Amendment to the Community Development Block Grant (CDBG) 2020 Annual Action Plan (AAP) awarding \$287,607 of CDBG Coronavirus Aid, Relief, and Economic Security (CARES Act) funding to community partner organizations as specified in the attached documents

Attachments: [2020 AAP Fourth Substantial Amendment Memo to CEDC 9-14-22.pdf](#)

[Appleton 2020 CDBG CV3 Award Letter.pdf](#)

[2020 AAP Fourth Substantial Amendment Draft 8-15-22.pdf](#)

[0652 - MOU - City and Pillars - REVISED-CLEAN 09-02-2022.pdf](#)

Legislative History

9/14/22 Community & Economic recommended for approval
Development Committee

[22-1122](#) Request to enter into a Memorandum of Understanding with Pillars, Inc. as specified in the attached documents (Associated with Action Item #22-1121)

Attachments: [2020 AAP Fourth Substantial Amendment Memo to CEDC 9-14-22.pdf](#)
[Appleton 2020 CDBG CV3 Award Letter.pdf](#)
[2020 AAP Fourth Substantial Amendment Draft 8-15-22.pdf](#)
[0652 - MOU - City and Pillars - REVISED-CLEAN 09-02-2022.pdf](#)

Legislative History

9/14/22	Community & Economic Development Committee	recommended for approval
9/14/22	Community & Economic Development Committee	recommended for approval

7. MINUTES OF THE UTILITIES COMMITTEE

[22-1136](#) Approve 2021 Sludge Storage Addition Project Engineering Services Amendment #1 increasing the Applied Technologies, Inc. total contract amount by \$30,038 from \$499,301 to \$529,339 and decrease unallocated contingency from \$74,895 to \$44,857.

Attachments: [220825 UC Memo SSB Addition Professional Services ATI Contract Amend N](#)

Legislative History

9/13/22	Utilities Committee	recommended for approval
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[22-1137](#) Approval of a Coating Services Contract for the DAF and Receiving Station Tanks to Badger Specialties Coatings in the amount of \$59,000 with a contingency of \$5,900 for a total not to exceed cost of \$64,900.

Attachments: [utilities memo DAF and RS Tank Coatings Award 08-29-22.pdf](#)

Legislative History

9/13/22	Utilities Committee	recommended for approval
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8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[22-1135](#) Request to over hire the Administrative Services Coordinator in the Parks, Recreation and Facilities Management Department.

Attachments: [2022 Administrative Coordinator Overhire \(1\).pdf](#)

Legislative History

9/14/22	Human Resources & Information Technology Committee	recommended for approval
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[22-1149](#) Request to Reclassify Facilities Support Specialist to Assistant Facilities Manager and Administrative Assistant to Marketing and Community Engagement Coordinator.

Attachments: [2022 Reorganization of Parks Recreation and Facilities Management \(3\).pdf](#)
[Assistant Facilities Manager - DG.pdf](#)
[MCEC.pdf](#)

Legislative History

9/14/22	Human Resources & Information Technology Committee	recommended for approval
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9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[22-1159](#) Ordinances #55-22 and #56-22

Attachments: [Ordinances to Council 9-21-22.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

[22-1182](#) Request to Reconsider Finance Committee Item [22-1083](#):
Request to Award the ARPA Grant Administration contract to Booth Management Consulting, LLC for a project total not to exceed \$150,000

[22-1083](#) Request to award the ARPA Grant Administration contract to Booth Management Consulting, LLC for a project total not to exceed \$150,000

Attachments: [ARPA Grant Administration.pdf](#)

Legislative History

8/22/22	Finance Committee	recommended for approval
9/7/22	Common Council	approved

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.