



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, February 1, 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
[17-122](#) Common Council meeting minutes of January 18, 2017
Attachments: [CC Minutes 1-18-17.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**
[17-028](#) Approve proposed expansion of Article IV. Right-of-Way Management, Section 16 Municipal Code.
Attachments: [Article IV. Right-of-Way Management.pdf](#)
[Right-of-Way Management Time Line.pdf](#)
Legislative History

1/24/17 Municipal Services recommended for approval
Committee

[17-029](#)

Approve City of Appleton Sidewalk Painting Policy for Safe Routes to School.

Attachments: [Sidewalk Painting Policy.pdf](#)
[Edison lights the way to School.pdf](#)

Legislative History

1/24/17 Municipal Services recommended for approval
Committee

[17-030](#)

Approve updated Snow Removal Policy to reflect agreement with Outagamie County.

Attachments: [Updated Snow Removal Policy.pdf](#)

Legislative History

1/24/17 Municipal Services recommended for approval
Committee

[17-031](#)

Approve Crosswalk Marking/Enhancement Policy for Uncontrolled Crossings at Intersections.

Attachments: [Crosswalk Marking Enhancement.pdf](#)

Legislative History

1/24/17 Municipal Services recommended for approval
Committee
Croatt arrived at 7:10

[17-038](#)

Delete Snow Emergency Ramp Parking Policy.

Attachments: [Snow Emergency Ramp Parking Policy.pdf](#)

Legislative History

1/24/17 Municipal Services recommended for approval
Committee

[17-103](#)

Approve removal of traffic signals at the intersections of Franklin/Superior and Franklin/Oneida.

Attachments: [Traffic Signal Removal Franklin-Superior & Franklin-Oneida.pdf](#)

Legislative History

1/24/17 Municipal Services recommended for approval
Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

16-1520

Revised Special Event Policy

Attachments: [Special Event Policy 9-23-16.pdf](#)
[Special Event Policy - Jan. 2010.pdf](#)
[Special Events Expense 2015.pdf](#)
[Special Event Policy Update Memo to S&L.pdf](#)
[Special Event Policy 9-23-16 Redlined.pdf](#)
[Special Event Policy \(edited 1-3-17\) \(3\).pdf](#)
[Memo to S&L 1-24-2017 Special Event Policy.pdf](#)
[Most Recent Version- Special Events Policy 1-24-2017.pdf](#)
[Most Recent Version \(redlined\)- Special Events Policy 1-24-2017.pdf](#)

Legislative History

9/28/16	Safety and Licensing Committee	recommended for approval
10/5/16	Common Council	referred to the Safety and Licensing Committee
	<i>Aldersperson Konetzke referred this item back to the Safety & Licensing Committee.</i>	
10/12/16	Safety and Licensing Committee	held
	<i>The following spoke regarding the Policy: Jennifer Stephany, Appleton Downtown Inc. Dave Willems, Dave Willems Marketing Amy Flanders, Fox Cities Chamber of Commerce</i>	
1/11/17	Safety and Licensing Committee	recommended for approval
	<i>Motion by Konetzke, seconded by Meltzer to Amend the Special Events Policy so that section B. Safety, 1. Security reads: Events must have a designated head of security and 'may be required to have' additional security personnel at the rate of one (1) security person for every 300 persons present if alcohol is available for consumption or for every 600 person present if alcohol is not available for consumption. Roll Call. The Motion to amend passes 4/0.</i>	
1/18/17	Common Council	referred to the Safety and Licensing Committee
1/25/17	Safety and Licensing Committee	recommended for approval
	<i>A revised policy and memo was distributed prior to the meeting to the Safety & Licensing Committee members.</i>	
	<i>Jennifer Stephany, representing Appleton Downtown Inc. spoke regarding the policy and requested clarification on the following items: Multiple Day Events- definition and rates Fee calculation for Mile of Music event</i>	
	<i>Ms. Stephany also distributed a document displaying ADI events/costs in 2016 and their anticipated costs for 2017 events.</i>	

17-082 Operator's Licenses

Attachments: [Operator's Licenses for 1-25-17 S & L.pdf](#)

Legislative History

1/25/17 Safety and Licensing recommended for approval
Committee

17-102 Taxi Cab Company License (MegaCycle) application of The Social Station, Chris Burns & Tina Seashore, W6068 Nolan Drive, contingent upon approvals from all departments.

Attachments: [The Social Station Taxi Cab Company application.pdf](#)

Legislative History

1/25/17 Safety and Licensing recommended for approval
Committee
Mr. Burns was in attendance and addressed the Committee to share details of his proposed MegaCycle business.

3. MINUTES OF THE CITY PLAN COMMISSION**4. MINUTES OF THE PARKS AND RECREATION COMMITTEE****17-084** Action: Request Approval of the Updated Pool Rental Reservation and General Use Policy

Attachments: [Memo - Updated Pool Rental Reservation and General Use Policy.docx](#)

[Pool Rental Reservation and General Use Policy 2016 - Redline.pdf](#)

[Pool Rental Reservation and General Use Policy 2016 - CLEAN.pdf](#)

Legislative History

1/23/17 Parks and Recreation recommended for approval
Committee

17-088 Action: Request Approval of the Updated Aquatic Programs Fees and Charges Policy

Attachments: [Memo - Updated Aquatic Programs Fees and Charges Policy.docx](#)

[Aquatic Programs Fees and Charges Policy 2016 - Redline.pdf](#)

[Aquatic Programs Fees and Charges - CLEAN.pdf](#)

Legislative History

1/23/17 Parks and Recreation Committee recommended for approval
The Aquatic Programs Fees and Charges Policy was amended as follows:

Aquatic programs offered by the City of Appleton, as a whole, shall recover a minimum of 50% of the operating costs of those programs through a user fee charged to each participant for instructional programs, open swim, season passes and coupons.

And,

Daily pool admission fees for Erb, Mead and West Pool were amended to all be the same amount.

Open Swim - 3 & Under FREE

Open Swim - Youth \$3.00

Open Swim - Adult \$4.00

Open Swim - Senior \$3.00

Non-Swimming Care Givers - \$1.00

5. MINUTES OF THE FINANCE COMMITTEE

[15-1138](#) Request approval of ordinance - Alderpersons appearing electronically.

Attachments: [Sec 2-29 Alderperson Appearances \(created\) 01-04-2017.pdf](#)

Legislative History

7/7/15	Finance Committee	held
8/11/15	Finance Committee	recommended for approval <i>Motion to amend by Alderperson Lobner to use "electronically" in place of "by telephone" throughout the amendment; second by Alderperson Konetzke.</i>
8/19/15	Common Council	referred to the Finance Committee
8/25/15	Finance Committee	held
9/22/15	Finance Committee	held
12/8/15	Finance Committee	held <i>hold until January 26, 2016 meeting</i>
1/26/16	Finance Committee	held
12/13/16	Finance Committee	referred
1/24/17	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](#)
[Fair St Memo.pdf](#)

Legislative History

10/25/16	Finance Committee	recommended for denial
11/2/16	Common Council	referred to the Finance Committee

11/16/16 Finance Committee held
1/24/17 Finance Committee recommended for approval

[17-097](#)

Award Unit H-17 Northland Avenue Stormwater Pond Construction to Kruczek Construction, Inc. in the amount of \$2,594,224.20 with a 5% contingency of \$130,000 for a project total not to exceed \$2,724,224.20.

Attachments: [H-17 Contract Award.pdf](#)

Legislative History

1/24/17 Finance Committee recommended for approval

[17-100](#)

Request to approve the following 2017 Budget adjustment:

HAZMAT Fund

Vehicles	+\$46,106
Fund Balance	- \$46,106

to provide funding for the replacement of pickup truck through the HAZMAT grant fund.

Attachments: [HAZMAT Purchase of 2017 Ford F350.pdf](#)

Legislative History

1/24/17 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[17-093](#)

Award contract to Patrick Engineering for design and engineering services for the Wastewater Plant Electrical Distribution Feasibility Study and Master Plan project for a contract of \$84,970 and a 10% contingency for a contract not to exceed \$93,467.

Attachments: [2017 Wastewater Electrical Distribution Feasibility Analysis and Master Plan.pdf](#)

Legislative History

1/24/17 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

- [17-106](#) Approve the Intermunicipal Agreement with Outagamie County for Specialized Transportation Services for 2017 Contingent on Outagamie County Approval

Attachments: [OUTAGAMIE CONTRACT - 2017.pdf](#)

Legislative History

1/25/17 Fox Cities Transit recommended for approval
Commission

- [17-107](#) Approve the Intermunicipal Agreement with Winnebago County for Specialized Transportation Services for 2017 Contingent on Winnebago County Approval

Attachments: [WINNEBAGO CONTRACT - 2017.pdf](#)

Legislative History

1/25/17 Fox Cities Transit recommended for approval
Commission

- [17-108](#) Approval of Intermunicipal Agreement with Calumet County for Specialized Transportation Services for 2017 Contingent on Calumet County Approval

Attachments: [CALUMET CONTRACT - 2017.pdf](#)

Legislative History

1/25/17 Fox Cities Transit recommended for approval
Commission

- [17-109](#) Approval of Intermunicipal Agreement with the City of Neenah and the Village of Fox Crossing for the Northern Winnebago Dial-A-Ride Service for 2017 Contingent on the City of Neenah and the Village of Fox Crossing Approval

Attachments: [NW Dial-A-Ride - 2017.pdf](#)

Legislative History

1/25/17 Fox Cities Transit recommended for approval
Commission

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

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

T. ADJOURN

Kami Lynch, City Clerk

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