



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Agenda - Final Library Board

Tuesday, April 19, 2016

4:30 PM

225 N. Oneida Street

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[16-494](#) March 15, 2016 Meeting Minutes

Attachments: [March 15 2016 Meeting Minutes.pdf](#)

4. Public Participation and Communications

- [16-491](#) Volunteers of the Year
- [16-492](#) Kudos and Kares Recognition
- [16-493](#) Council Appointment April 2016 - April 2017

5. Establish Order of the Day

6. Action Items

- A. [16-495](#) March 2016 Bill Register
- Attachments:** [2016 April bill register.pdf](#)
[2016 April revenue and expense.pdf](#)
[April 2016 Revenue new report.pdf](#)
- B. [16-496](#) Budget Amendment of United Way Fox Cities Innovation Grant Funds of \$90,150.04 for Reach Out and Read Fox Cities

Attachments: [2016 APRIL carryover-expenditures-requests.pdf](#)

- C. [16-497](#) City Policy: Employee Assistance Program Policy (EAP)

Attachments: [EMPLOYEE ASSISTANCE PROGRAM Strike and Bold February 2016.pdf](#)

- D. [16-583](#) Teen Summer Library Program Pize - \$1.00 off fines

Attachments: [FinesCouponMemo.pdf](#)

7. Information Items

A. President's Report

- i. [16-498](#) Downtown Comprehensive Plan update
- ii. [16-586](#) Library building process update

Attachments: [CommunityColumnApril2016.pdf](#)

B. Director's Report

- i. [16-499](#) National Library Week April 10 - 16, 2016
- ii. [16-500](#) Friends Grant Transition update
- iii. [16-501](#) 2015 End of Year Collaborations List

Attachments: [2015 YEAR END Collaborative and Cooperative Efforts FINAL.pdf](#)
[2015 YEAR END Collaborative and Cooperative Efforts Calculation Table.pdf](#)

- iv. [16-502](#) FICA Alternative Plan for part time non-benefitted staff information presented to the board in May
- v. [16-522](#) Downtown Mobility Study update

C. Assistant Director's Report

- i. [16-503](#) Statistics - January 2016 and February 2016

Attachments: [JAN 2016.pdf](#)
[FEB 2016.pdf](#)

- ii. [16-504](#) Hiring Process updates

D. Recent and upcoming programs

- i. [16-505](#) Fox Cities Book Festival and Fox Cities Reads

- ii. [16-506](#) 1,000 Books Before Kindergarten mural

E. Friends Report

- i. [16-507](#) Friends Used Book Sale April 29 - 30, 2016 and pre-sale April 28, 2016
- ii. [16-508](#) Annual Meeting Save the Date - May 26, 2016

8. Other Business

9. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, March 15, 2016

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Nancy Scheuerman called the meeting to order at 4:30 p.m.

2. Roll call of membership

Others Present: Tina Babler, Travis Bartels, John Hoft-March, Adriana McCleer, Tanya Misselt, Michael Nitz, Norma Oliveras, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Emily Truman, Maureen Ward, Paula Wright

Present: 6 - Peterson, Looker, Scheuerman, Bloedow, Siebers and Brault Pagel

Excused: 3 - Bergman, Hietpas and Schneider

3. Approval of minutes from previous meeting

[16-360](#)

February 16, 2016 meeting minutes

Attachments: [February 16 2016 Meeting Minutes.pdf](#)

Looker moved, seconded by Peterson, that the February 16, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (6-0)

4. Establish Order of the Day

President Scheuerman moved agenda item 4. 16-631 Appleton Ready to Read Grant from the Basic Needs Giving Partnership Fund within the Community Foundation for the Fox Valley Region supported by the U.S. Venture Fund for Basic Needs and the J.J. Keller Foundation and other community partners. - Norma Oliveras and agenda item 7. B. ii. 16-368 Friends Grant update before agenda item 7. Information Items.

5. Action Items

A. [16-362](#)

February 2016 Bill Register

Attachments: [2016 February bill register.pdf](#)
[2016 February revenue and expense.pdf](#)
[2016 February section totals.pdf](#)

Peterson moved, seconded by Bloedow, that the February 2016 Bill Register be approved. Voice Vote. Motion Carried. (6-0)

- B. [16-377](#) December 2015 Bill Register - Final
- Attachments:** [2015 December \(final\) bill register.pdf](#)
- Looker moved, seconded by Peterson, that the December 2015 Bill Register - Final be approved. Voice Vote. Motion Carried. (6-0)
- C. [16-363](#) 2015 End of Year Financial Report
- Attachments:** [2015 December \(final\) revenue and expense.pdf](#)
[2015 December \(final\) section totals.pdf](#)
- Siebers moved, seconded by Bloedow, that the 2015 End of Year Financial Report be approved. Voice Vote. Motion Carried. (6-0)
- D. [16-364](#) 2015-2016 Carryover Request
- Attachments:** [2015-16 carryover memo.pdf](#)
- Siebers moved, seconded by Peterson, that the 2015-2016 Carryover Request in the total amount of \$5,373 be approved. Voice Vote. Motion Carried. (6-0)
- E. [16-365](#) Budget Amendment
- Attachments:** [March 15 Budget Amendment Signed.pdf](#)
- Peterson moved, seconded by Bloedow, that the Budget Amendment in the amount of \$15,000 be approved. Voice Vote. Motion Carried. (6-0)
- F. [16-366](#) 2015 Annual Report
- Attachments:** [2015 Annual Report Corrected.pdf](#)
- Bloedow moved, seconded by Peterson, that the corrected 2015 Annual Report be approved. Voice Vote. Motion Carried. (6-0)
- Looker moved, seconded by Bloedow that the 2015 Annual Report Statement of System Effectiveness be approved. Voice Vote. Motion Carried. (6-0)

6. Public Hearings/Appealances

John Peterson left the meeting at 4:55 p.m.

- A. [16-361](#) Appleton Ready to Read Grant from the Basic Needs Giving Partnership Fund within the Community Foundation for the Fox Valley Region supported by the U.S. Venture Fund for Basic Needs and the J.J. Keller Foundation and other community partners. - Norma Oliveras

- B. [16-368](#) Friends Grant Transition update

Attachments: [Friends Grant Report - Expenses DRAFT.pdf](#)
[Friends Grants Report - Revenues DRAFT.pdf](#)
[Friends grant funds transition memo March Update.pdf](#)

7. Information Items

A. President's Report

- i. [16-371](#) Downtown Comprehensive Plan update
- ii. [16-386](#) Upcoming public input meetings

B. Director's Report

- i. [16-367](#) Award of the Basic Needs Giving Partnership Grant and informational budget adjustment - \$15,000
- ii. [16-369](#) City of Appleton Citizen's Academy
- iii. [16-370](#) Business Manager Transition update

C. Assistant Director's Report

- i. [16-372](#) Impact Survey in April
- ii. [16-387](#) APL staffing updates

D. Friends Report

- i. [16-373](#) April Friendship Drive
- ii. [16-374](#) Friends Used Book Sale - April 29 - April 30, 2016, Pre-sale April 28, 2016
- iii. [16-375](#) Friends Annual Meeting May 26, 2016 - Save the Date

8. Recent and Upcoming Programs

A. [16-376](#) Fox Cities Book Festival

9. Adjournment

Siebers moved, seconded by Bloedow that the meeting be adjourned. Voice
Vote. Motion Carried. (5-0)
The meeting was adjourned at 5:44 p.m.

DocDocument		G/L		Explanation		Amount	Account		
Ty	Number	Date	Alpha Name	-Remark-					
JE	121923	03/14/16	3/10 PR TRAVEL REIMBURSEMENTS	WARD		15.12	16010	6201	
PU	5	03/23/16	MADISON CONCOURSE HOTE	PROMOTION CREDIT		50.00-	16010	6201	
PU	22	03/23/16	BASIL CAPE	PW STAFF TRAINING		92.70	16010	6201	
PU	795	03/23/16	AMERICAN LIBRARY ASSN	PLA CONFERENCE		125.00	16010	6201	
PU	806	03/23/16	MADISON CONCOURSE HOTE	HOTEL		165.00	16010	6201	
PU	1357	03/23/16	HOTELS.COM127352399575	HOTEL		1,018.72	16010	6201	
PU	1391	03/23/16	HOTELS.COM127352399575	PROMOTIONAL CREDIT		75.00-	16010	6201	
PV	363641	03/02/16	ERC - ACHIEVE	library team buildin		1,852.56	16010	6201	
PU	175	03/23/16	OFFICEMAX CT*IN#449798	SPLIT - ADMIN SUP. (122.23	16010	6301	
PU	1082	03/23/16	AMAZON MKTPLACE PMTS	AMAZON TAX CREDIT		24.01-	16010	6301	
PU	1160	03/23/16	AMAZON MKTPLACE PMTS	COFFEE URN		86.99	16010	6301	
PU	1311	03/23/16	AMAZON MKTPLACE PMTS	COFFEE URN		86.99	16010	6301	
PU	1320	03/23/16	AMAZON MKTPLACE PMTS	SPLIT - ELEC. KETTLE		34.60	16010	6301	
PV	364296	03/30/16	MIDLAND PAPER	paper		194.30	16010	6301	
PU	101	03/23/16	WISCONSIN LIBRARY ASSO	WLA MEMBERSHIP		180.00	16010	6303	
PU	618	03/23/16	WISCONSIN LIBRARY ASSO	WLA MEMEBERSHIP		245.00	16010	6303	
PU	893	03/23/16	WISCONSIN LIBRARY ASSO	WLA MEMBERSHIP		223.00	16010	6303	
PU	1015	03/23/16	WISCONSIN LIBRARY ASSO	WLA MEMBERSHIP		255.00	16010	6303	
PU	1063	03/23/16	WISCONSIN LIBRARY ASSO	WLA MEMBERSHIP		145.00	16010	6303	
PV	363875	03/11/16	SAM'S CLUB/GECRB			67.14	16010	6305	
PU	24	03/23/16	KWIK TRIP 18200001826	ICE		3.98	16010	6307	
PU	881	03/23/16	KWIK TRIP 18200001826	ICE		3.98	16010	6307	
PV	363875	03/11/16	SAM'S CLUB/GECRB	supplies		120.57	16010	6307	
PU	62	03/23/16	OFFICEMAX CT*IN#478203	ADVERTISING SUPPLIES		27.92	16010	6412	
JE	121933	03/14/16	3/16 AT&T BILL			214.46	16010	6413	7
JE	121934	03/14/16	2/16 LONG DISTANCE			16.94	16010	6413	7
PV	364282	03/30/16	CELLCOM APPLETON PCS	cell charges		103.16	16010	6413	8
16010						5,251.35			
PV	363641	03/02/16	ERC - ACHIEVE	library team buildin		617.52	16021	6201	
PU	21	03/23/16	OFFICEMAX CT*IN#450471	CERTIFICATE HOLDERS		13.76	16021	6301	
PU	176	03/23/16	OFFICEMAX CT*IN#449798	SPLIT - CHILD SUP. (59.10	16021	6301	
PU	276	03/23/16	HOLMESSTAMP	CUSTOM LOGO STAMP		44.45	16021	6301	
PU	437	03/23/16	DOLRTREE 961 00009613	SUPPLIES/CREATURES		16.00	16021	6301	
PU	864	03/23/16	HOBBY-LOBBY #0193	CRAFTS		11.97	16021	6301	

DocDocument		G/L		Explanation		Amount	Account
Ty	Number	Date	Alpha Name	-Remark-			
PV	364296	03/30/16	MIDLAND PAPER	paper		194.26	16021 6301
PU	195	03/23/16	OFFICESUPPLY.COM	TAX EXEMPTION		2.50-	16021 6327
PU	212	03/23/16	OFFICESUPPLY.COM	STAPLER (25 SHEET)		52.42	16021 6327
16021						1,006.98	
PV	363641	03/02/16	ERC - ACHIEVE	library team buildin		617.52	16023 6201
PU	289	03/23/16	VISTAPR+VISTAPRINT.COM	BUSINESS CARDS		28.72	16023 6301
PV	364296	03/30/16	MIDLAND PAPER	paper		194.26	16023 6301
16023						840.50	
PV	363641	03/02/16	ERC - ACHIEVE	library team buildin		617.52	16024 6201
PV	364296	03/30/16	MIDLAND PAPER	paper		194.26	16024 6301
16024						811.78	
PV	363641	03/02/16	ERC - ACHIEVE	library team buildin		617.52	16031 6201
PU	1021	03/23/16	SAMS CLUB #6321	SANITIZER		55.84	16031 6301
PU	1409	03/23/16	CUSTOMINK LLC	SERVICE DISCOUNT		10.00-	16031 6301
PV	364280	03/30/16	BELSON COMPANY	supplies		241.20	16031 6306
JE	122006	03/25/16	RECYCLING - FEB	229878		128.00	16031 6407
PV	363874	03/11/16	RECYCLE THATSTUFF.COM	recycling		555.00	16031 6407
PV	364227	03/24/16	WE ENERGIES	4835-258-176		7,162.61	16031 6413 1
PV	364227	03/24/16	WE ENERGIES	5229-670-389		2,343.57	16031 6413 2
PU	921	03/23/16	AMAZON MKTPLACE PMTS	WET FLOOR SIGNS		49.70	16031 6416
PU	1321	03/23/16	AMAZON MKTPLACE PMTS	SPLIT -WET FLOOR SGN		24.01	16031 6416
PV	364033	03/16/16	UNIFIRST CORPORATION	supplies		57.20	16031 6416
PV	364312	03/30/16	UNIFIRST CORPORATION	supplies		57.20	16031 6416
PU	686	03/23/16	NORTHSIDE TRUE VALUE	D ALK BATTERIES		4.94	16031 6418
16031						11,286.79	
PV	363641	03/02/16	ERC - ACHIEVE	library team buildin		617.52	16032 6201
PU	145	03/23/16	NATIONALAUD	CD JEWEL BOX		315.44	16032 6301
PU	782	03/23/16	AMAZON MKTPLACE PMTS	MF CLEANING CLOTHS		45.98	16032 6301
PU	970	03/23/16	AZURADISC	OPTICAL CLEANER		312.10	16032 6301
PU	1257	03/23/16	PREMIUM WATERS E-BILL	WATER FOR DISC CLN		60.59	16032 6301
PU	1366	03/23/16	CCI SOLUTIONS	40 DISC ALBUMS		59.88	16032 6301
PU	1415	03/23/16	CCI SOLUTIONS	DISC ALBUMS		343.64	16032 6301
PV	364296	03/30/16	MIDLAND PAPER	paper		194.26	16032 6301

DocDocument		G/L	Explanation		Amount	Account	
Ty	Number	Date	Alpha Name	-Remark-			
PU	11	03/23/16	AUDIO EDITIONS	MATERIALS	52.80	16032	6315
PU	98	03/23/16	MIDWEST TAPE LLC	MATERIALS	39.99	16032	6315
PU	182	03/23/16	PIGGLY WIGGLY #258	MATERIALS	38.00	16032	6315
PU	198	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	11.94	16032	6315
PU	214	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	5.99	16032	6315
PU	220	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	26.94	16032	6315
PU	223	03/23/16	UPS*1ZR449350398960088	MATERIALS	9.72	16032	6315
PU	226	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	7.84	16032	6315
PU	244	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	17.30	16032	6315
PU	245	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS	644.96	16032	6315
PU	250	03/23/16	MIDWEST TAPE LLC	MATERIALS	47.98	16032	6315
PU	255	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	5.74	16032	6315
PU	257	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	120.61	16032	6315
PU	259	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS	343.25	16032	6315
PU	260	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	10.04	16032	6315
PU	281	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	4.49	16032	6315
PU	283	03/23/16	MIDWEST TAPE LLC	MATERIALS	1,451.96	16032	6315
PU	290	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS	612.96	16032	6315
PU	298	03/23/16	CHICAGO BOOKS & JOU	MATERIALS	8.91	16032	6315
PU	312	03/23/16	GAN*WINEWSPAPER CIRC	MATERIALS	152.94	16032	6315
PU	317	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS	824.49	16032	6315
PU	323	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	5.99	16032	6315
PU	333	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS	1,194.68	16032	6315
PU	336	03/23/16	PROQUEST	MATERIALS	5,290.00	16032	6315
PU	354	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	2.00-	16032	6315
PU	366	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS	464.01	16032	6315
PU	410	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	2.00-	16032	6315
PU	424	03/23/16	RECORDED BOOKS	MATERIALS	56.90	16032	6315
PU	426	03/23/16	RECORDED BOOKS	MATERIALS	113.80	16032	6315
PU	429	03/23/16	RECORDED BOOKS	MATERIALS	48.02	16032	6315
PU	432	03/23/16	RECORDED BOOKS	MATERIALS	295.86	16032	6315
PU	436	03/23/16	RECORDED BOOKS	MATERIALS	7.95	16032	6315
PU	438	03/23/16	RECORDED BOOKS	MATERIALS	34.75	16032	6315
PU	448	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS	30.85	16032	6315
PU	452	03/23/16	MIDWEST TAPE LLC	MATERIALS	872.47	16032	6315

DocDocument		G/L		Explanation		Amount	Account		
Ty	Number	Date	Alpha	Name	-Remark-				
PU	460	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	16.99	16032	6315	
PU	462	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	18.47	16032	6315	
PU	475	03/23/16	RECORDED	BOOKS	MATERIALS	56.90	16032	6315	
PU	483	03/23/16	INGRAM	LIBRARY SERVICE	MATERIALS	423.76	16032	6315	
PU	488	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	88.18	16032	6315	
PU	490	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	69.96	16032	6315	
PU	494	03/23/16	BAKER-TAYLOR		MATERIALS	34.68	16032	6315	
PU	496	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	19.77	16032	6315	
PU	509	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	194.43	16032	6315	
PU	536	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	54.97	16032	6315	
PU	538	03/23/16	INGRAM	LIBRARY SERVICE	MATERIALS	1,787.17	16032	6315	
PU	546	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	34.10	16032	6315	
PU	554	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	4.61	16032	6315	
PU	555	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	20.02	16032	6315	
PU	557	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	7.96	16032	6315	
PU	568	03/23/16	INGRAM	LIBRARY SERVICE	MATERIALS	852.52	16032	6315	
PU	569	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	10.99	16032	6315	
PU	575	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	11.98	16032	6315	
PU	576	03/23/16	INGRAM	LIBRARY SERVICE	MATERIALS	304.04	16032	6315	
PU	580	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	6.99	16032	6315	
PU	586	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	21.23	16032	6315	
PU	588	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	10.90	16032	6315	
PU	594	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	4.73	16032	6315	
PU	636	03/23/16	STATE BAR OF WISCONSIN		MATERIALS	73.40	16032	6315	
PU	642	03/23/16	AMAZON	MKTPLACE PMTS	MATERIALS	4.97	16032	6315	
PU	656	03/23/16	INGRAM	LIBRARY SERVICE	MATERIALS	356.51	16032	6315	
PU	668	03/23/16	BLACKSTONELIBRARY.COM		MATERIALS	300.00	16032	6315	
PU	669	03/23/16	AUDIO EDITIONS		MATERIALS	51.20	16032	6315	
PU	677	03/23/16	TCD*GALE		MATERIALS	177.68	16032	6315	
PU	690	03/23/16	INGRAM	LIBRARY SERVICE	MATERIALS	411.07	16032	6315	
PU	696	03/23/16	MIDWEST TAPE LLC		MATERIALS	1,647.92	16032	6315	
PU	706	03/23/16	BAKER-TAYLOR		MATERIALS	35.96	16032	6315	
PU	707	03/23/16	THOMSON WEST*TCD		MATERIALS	759.99	16032	6315	
PU	708	03/23/16	AUDIO EDITIONS		MATERIALS	187.34	16032	6315	
PU	715	03/23/16	BAKER-TAYLOR		MATERIALS	83.15	16032	6315	

DocDocument		G/L		Explanation		Amount	Account		
Ty	Number	Date	Alpha Name	-Remark-					
PU	725	03/23/16	BAKER-TAYLOR	MATERIALS		57.52	16032	6315	
PU	805	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		1,236.63	16032	6315	
PU	823	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		274.28	16032	6315	
PU	834	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		8.49	16032	6315	
PU	849	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		249.29	16032	6315	
PU	850	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		57.76	16032	6315	
PU	856	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		473.44	16032	6315	
PU	860	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		161.94	16032	6315	
PU	865	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		24.18	16032	6315	
PU	882	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		16.98	16032	6315	
PU	883	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		9.71	16032	6315	
PU	892	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		4.41	16032	6315	
PU	897	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		565.91	16032	6315	
PU	899	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		7.98	16032	6315	
PU	917	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		17.32	16032	6315	
PU	919	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		11.94	16032	6315	
PU	925	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		97.83	16032	6315	
PU	930	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		34.84	16032	6315	
PU	938	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		329.40	16032	6315	
PU	948	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		22.39	16032	6315	
PU	954	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		9.96	16032	6315	
PU	958	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		22.58	16032	6315	
PU	963	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		41.93	16032	6315	
PU	966	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		85.88	16032	6315	
PU	968	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		5.93	16032	6315	
PU	976	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		4.70	16032	6315	
PU	981	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		8.49	16032	6315	
PU	984	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		18.73	16032	6315	
PU	986	03/23/16	MIDWEST TAPE LLC	MATERIALS		98.96	16032	6315	
PU	987	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		23.97	16032	6315	
PU	991	03/23/16	SCHOLASTIC LIBRARY PUB	MATERIALS		370.50	16032	6315	
PU	992	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		28.83	16032	6315	
PU	997	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		20.24	16032	6315	
PU	999	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		1,945.04	16032	6315	
PU	1002	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		8.87	16032	6315	

DocDocument		G/L		Explanation		Amount	Account		
Ty	Number	Date	Alpha Name	-Remark-					
PU	1009	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		11.97	16032	6315	
PU	1011	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		17.98	16032	6315	
PU	1013	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		2.00-	16032	6315	
PU	1014	03/23/16	MIDWEST TAPE LLC	MATERIALS		3,689.83	16032	6315	
PU	1019	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		10.24	16032	6315	
PU	1020	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		2.00-	16032	6315	
PU	1030	03/23/16	PRANDOMHOUSE8007333000	MATERIALS		60.00	16032	6315	
PU	1031	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		60.42	16032	6315	
PU	1035	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		50.77	16032	6315	
PU	1036	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		2.00-	16032	6315	
PU	1107	03/23/16	BAKER-TAYLOR	MATERIALS		98.66	16032	6315	
PU	1136	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		324.14	16032	6315	
PU	1149	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		824.72	16032	6315	
PU	1163	03/23/16	RECORDED BOOKS	MATERIALS		56.90	16032	6315	
PU	1165	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		300.00	16032	6315	
PU	1172	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		19.99	16032	6315	
PU	1175	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		639.04	16032	6315	
PU	1195	03/23/16	BUBBLEUP	MATERIALS		19.33	16032	6315	
PU	1202	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		166.75	16032	6315	
PU	1239	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		487.64	16032	6315	
PU	1276	03/23/16	INFOGROUP****REF GOV	MATERIALS		620.00	16032	6315	
PU	1277	03/23/16	PAGES AND PIPES APPLT	MATERIALS		22.75-	16032	6315	
PU	1301	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		274.36	16032	6315	
PU	1306	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		212.00	16032	6315	
PU	1325	03/23/16	DOGWISE	MATERIALS		352.25	16032	6315	
PU	1326	03/23/16	YOU'RE LOOKING AT ME	MATERIALS		53.00	16032	6315	
PU	1328	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		591.75	16032	6315	
PU	1336	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		290.41	16032	6315	
PU	1351	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		258.59	16032	6315	
PU	1373	03/23/16	UPCI	MATERIALS		96.98	16032	6315	
PU	1382	03/23/16	TCD*GALE	MATERIALS		98.96	16032	6315	
PU	1387	03/23/16	AMAZON MKTPLACE PMTS	MATERIALS		34.99	16032	6315	
PU	1393	03/23/16	INGRAM LIBRARY SERVICE	MATERIALS		326.69	16032	6315	
PV	363692	03/04/16	GERARD VAN HOOF MEMORIAL LIBRA	lost & paid		48.00	16032	6315	
PV	363723	03/04/16	UCHYTIL, MICHAEL	lost & paid		196.20	16032	6315	

DocDocument		G/L	Explanation			
Ty	Number	Date	Alpha Name	-Remark-	Amount	Account
PV	363841	03/09/16	LILLGE, CINDY	lost and paid	17.00	16032 6315
PV	363871	03/11/16	ONEIDA COMMUNITY LIBRARY	lost and paid	19.99	16032 6315
PV	363995	03/16/16	CRITERION PRODUCTIONS	media	214.00	16032 6315
16032					39,815.73	
PV	363641	03/02/16	ERC - ACHIEVE	library team buildin	617.52	16033 6201
PU	389	03/23/16	CDW GOVERNMENT	SPLIT-MISC SUPPLIES	13.77	16033 6301
PU	693	03/23/16	CDW GOVERNMENT	SPLIT - MISC EQUIP (142.91	16033 6301
PV	364284	03/30/16	DELL MARKETING L.P.	cartridge	873.96	16033 6301
PV	364296	03/30/16	MIDLAND PAPER	paper	194.26	16033 6301
PU	177	03/23/16	CDW GOVERNMENT	WIRED MOUSE	17.10	16033 6327
PU	390	03/23/16	CDW GOVERNMENT	SPLIT-MISC EQUIP (90	125.43	16033 6327
PU	692	03/23/16	CDW GOVERNMENT	SPLIT -MISC SUPPLIES	73.80	16033 6327
PU	727	03/23/16	CDW GOVERNMENT	WIRELESS CLOUD SERV.	1,805.70	16033 6327
PV	363640	03/02/16	DELL MARKETING L.P.	supplies	52.49	16033 6327
PV	363864	03/11/16	DELL MARKETING L.P.	toner	231.78	16033 6327
PV	363988	03/16/16	CDW GOVERNMENT, INC.	websense	5,100.00	16033 6327
PU	497	03/23/16	RICOH USA, INC	PHOTOCOPIER SERVICE	297.42	16033 6418
PV	364305	03/30/16	RICOH USA, INC.	copier charges	297.42	16033 6418
PU	411	03/23/16	DNH*GODADDY.COM	DOMAIN RENEWAL	29.35	16033 6815
16033					9,872.91	
					68,886.04	

Appleton Public Library
Revenue and Expense Summary
For the Three Months Ending March 31, 201604/07/16
16:29:20

Description	Prior Year Actual	Current Year Adopted Budget	Current Year Amended Budget	Current Year March Actual	Current YTD Actual	Percent of Budget
EXPENSES BY LINE ITEM						
Benefitted Personnel	2,204,476	2,218,575	2,254,372	170,115	477,744	21.19
Part-Time	242,651	203,991	203,991	21,903	58,983	28.91
Fringes	748,648	799,235	799,235	60,690	167,953	21.01
Salaries & Fringe Benefits	3,195,775	3,221,801	3,257,598	252,708	704,680	21.63
Training & Conferences 6201	13,832	17,780	21,280	6,849	7,125	33.48
Parking Permits 6206	16,317	16,884	16,884	0	17,952	106.33
Memberships & Licenses 6303	3,365	1,995	1,995	1,048	2,382	119.40
Awards & Recognition 6305	846	850	850	67	67	7.88
Food & Provisions 6307	1,374	1,135	1,135	129	178	15.68
Administrative Expense	35,734	38,644	42,144	8,093	27,704	65.74
Office Supplies 6301	44,379	58,480	58,480	3,861	10,802	18.47
Building Maintenance/Janitor 6306	7,908	7,344	7,344	241	3,542	48.23
Landscape Supplies 6308	25	50	50	0	0	.00
Shop Supplies & Tools 6309	0	50	50	0	0	.00
Paint & Supplies 6311	67	100	100	0	0	.00
Books & Library Materials 6315	625,865	578,185	604,558	37,866	135,151	22.36
Printing & Reproduction 6320	54	100	100	0	20	20.00
Safety Supplies 6323	18	100	100	0	0	.00
Medical & Lab Supplies 6324	114	100	100	0	0	.00
Miscellaneous Equipment 6327	46,952	67,000	67,000	7,456	14,034	20.95
Supplies & Materials	725,382	711,509	737,882	49,424	163,549	22.16
Collection Services 6407	2,687	2,420	2,420	683	879	36.32
Advertising 6412	1,240	1,250	1,250	28	128	10.24
Other Contracts/Obligations 6599	66,078	67,397	67,397	0	2,700	4.01
Purchased Services	70,005	71,067	71,067	711	3,707	5.22
Electric 6413.1	109,161	98,538	98,538	7,163	21,785	22.11
Gas 6413.2	23,169	35,479	35,479	2,344	9,272	26.13
Water 6413.3	4,871	5,154	5,154	0	1,200	23.28
Waste Disposal/Collection 6413.4	2,028	2,155	2,155	0	499	23.16
Stormwater 6413.6	2,444	2,643	2,643	0	603	22.81
Telephone 6413.7	2,719	2,685	2,685	231	672	25.03
Cellular Telephone 6413.8	944	1,085	1,085	103	304	28.02
Utilities	145,336	147,739	147,739	9,841	34,335	23.24
Bldg Repair & Maintenance 6416	1,839	5,000	5,000	188	468	9.36
Equipmt Repair & Maintenance 6418	70,241	64,050	64,050	600	44,259	69.10
CBM Charges 6420	158,430	186,199	186,199	0	15,660	8.41
Repair & Maintenance	230,510	255,249	255,249	788	60,387	23.66
Software Acquisition 6815	9,027	8,250	8,250	29	1,451	17.59
Capital Expenditures	9,027	8,250	8,250	29	1,451	17.59
TOTAL EXPENSES	4,411,769	4,454,259	4,519,929	321,594	995,813	22.03

For the Three Months Ending March 31, 2016

Description		Prior Year Actual	Current Year Adopted Budget	Current Year Amended Budget	Month of March	Current YTD Actual As Of March	Percent of Amended Budget
LIB	LIBRARY						
	16010 Administration - Library						
	4232 Library Grants & Aids	1,101,454.00	1,095,759	1,095,759	.00	.00	0
	4801 Charges for Serv.- Nontax	63,832.39	79,000	79,000	4,227.74	14,985.54	19
	5015 Rental of City Property	30,000.00	30,000	30,000	.00	10,000.00	33
	5020 Donations & Memorials	1,296.90	0	0	60.00	74.81	0
	5035 Other Reimbursements	56,507.48	0	24,500	.00	24,500.00	100
	00003951 Friends of Appleton Library						
	5035	.00	0	0	1,000.00	1,000.00	0
	00003952 Other Library Grants						
	5035	.00	0	0	77,694.00	77,694.00	0
	00003953 Ready to Read - Comm Fdn						
	5035	.00	0	0	15,000.00	15,000.00	0
	16010 Administration - Library	1,253,090.77	1,204,759	1,229,259	97,981.74	143,254.35	
	16021 Children's Services						
	5035 Other Reimbursements	15,000.00	15,000	15,000	.00	.00	0
	00003951 Friends of Appleton Library						
	5035	.00	0	0	7,000.00	7,000.00	0
	16021 Children's Services	15,000.00	15,000	15,000	7,000.00	7,000.00	
	16024 Community Partnerships						
	5035 Other Reimbursements	.00	300	300	.00	.00	0
	00003950 Library Public Use Printers						
	5035	340.60	0	0	26.75	65.50	0
	00003951 Friends of Appleton Library						
	5035	.00	0	0	7,000.00	7,000.00	0
	16024 Community Partnerships	340.60	300	300	7,026.75	7,065.50	
	16031 Building Operations						
	5001 Fees & Commissions	1,458.74	1,500	1,500	108.39	405.92	27
	16031 Building Operations	1,458.74	1,500	1,500	108.39	405.92	
	16032 Material Management						
	5035 Other Reimbursements	30,734.67	0	0	2,738.57	7,654.57	0
	00003950 Library Public Use Printers						
	5035	124.14	0	0	.00	.00	0
	16032 Material Management	30,858.81	0	0	2,738.57	7,654.57	
	16033 Network Services						
	5035 Other Reimbursements	21.00	17,000	17,000	.00	.00	0
	00003950 Library Public Use Printers						
	5035	20,666.67	0	0	1,819.85	5,282.57	0
	16033 Network Services	20,687.67	17,000	17,000	1,819.85	5,282.57	
LIB	LIBRARY	1,321,436.59	1,238,559	1,263,059	116,675.30	170,662.91	

**CITY OF APPLETON
BUDGET AMENDMENT REQUEST
BUDGET YEAR: 2016**

<u><i>Budget Description</i></u>	<u><i>Business Unit</i></u>	<u><i>Acct. No.</i></u>	<u><i>Sub Acct No.</i></u>	<u><i>Subledger No.</i></u>	<u><i>Amount</i></u>		
Friends reimbursement	16021	.	5035	.	3951		\$12,456.04
Children's Other contracts/obligations	16021	.	6599	.	3952		\$12,456.04
Friends reimbursement	16021	.	5035	.	3951		\$77,694.00
Children's Other contracts/obligations	16021	.	6599	.	3952		\$77,694.00
		.	.				
		.	.				

For the purpose of:

Transfer of Friends 2015 carry over United Way Fox Cities Innovation Grant funds for Reach Out and Read Fox Cities
Transfer of Friends 2016 United Way Fox Cities Innovation Grant funds for Reach Out and Read Fox Cities

Requested by:

Department Head

04/19/16

Date

Budget Entry (BE) No. _____

Approved by:

Anthony Saucerman, Finance Director

Date

Timothy M. Hanna, Mayor

Date

Reported to Finance Committee:

Date

Additional comments:

BUDGET TRANSFER POLICY:

Transfers of \$15,000 or less between programs within a department and new appropriations of \$15,000 or less funded by grants, user fees, or other non-tax revenues require approval of the Mayor and the Finance Director. The following items also require approval of the Finance Committee and two thirds of the Common Council:

- Any intradepartmental transfers or new appropriations of greater than \$15,000;

- Any interdepartmental transfers or interfund transfers;
- Any new appropriations funded by debt or current year tax levy;
- Any transfers from the reserve for contingencies;
- Use of funds budgeted for a particular capital project for any other purpose.

In no case may funds budgeted for personnel expense be used to supplement supplies and expense budgets

f:\common\123win\budget\budtrsf.xls

CITY OF APPLETON PERSONNEL POLICIES	TITLE: EMPLOYEE ASSISTANCE PROGRAM	
ISSUE DATE: April 4, 2007	LAST UPDATE: August 2, 2001 February 16, 2007 February 2011 February 2016	SECTION: Human Resources
POLICY SOURCE: Human Resources Department	AUDIENCE: Applies to all employees	TOTAL PAGES: 2
Reviewed by Attorney's Office Date: August 2001 February 2007 March 2011	Committee Approval Date: August 21, 2001 March 28, 2007 April 27, 2011	Council Approval Date: September 5, 2001 April 4, 2007 May 4, 2011

I. PURPOSE

In an effort to help City of Appleton employees **and their families** maintain healthy levels of emotional, **work-life, and** physical well-being, and to limit the effect of personal problems on job performance, the City sponsors an Employee Assistance Program (EAP). This benefit comes at no cost to the employee **or dependents** and is designed to provide short-term **Confidential** Counseling and referral services, **Financial Information and Resources, Legal Support and Resources, Work-Life Solutions and Guidance Resources Online** to employees, their spouses and dependent children. Services rendered by the EAP are provided through a contract with a private employee assistance-consulting firm.

II. POLICY

~~The City's Human Resources Department~~ **City of Appleton** shall **provide confidential and voluntary assistance through its employee assistance program (EAP) to all employees and their dependents who may be faced with dynamic challenges of financial concerns, legal issues, alcohol or drug problems, marital problems, illness of a family member, emotional worries, child care problems, etc** ~~The City of Appleton encourages its employees and family members to take advantage of this valuable employment benefit. be responsible for the coordination of an Employee Assistance Program. This~~ **The Human Resources Department** will promote the utilization of the EAP through the City's HealthSmart **committee and Leadership Teams**.

III. DISCUSSION

CONFIDENTIAL COUNSELING: One component of the EAP is a confidential information referral, and counseling program. Trained professionals provide assistance in identifying the problem, exploring ways to resolve the problem, lending support during a crisis or difficult situation, and providing appropriate referral and counseling services.

The EAP can help employees with a variety of concerns, including, but not limited to:

- Marital/family/relationship issues
- Stress and anxiety
- Depression
- Alcohol/drug problems
- Financial concerns
- Legal concerns
- Employee/co-worker conflicts
- Problems with a supervisor

As soon as an employee or a family member recognizes that he/she may have a problem, the employee or family member should contact the EAP. Employees and their family members are encouraged to seek help before a situation becomes critical. Even if an individual is not sure he/she needs assistance, an EAP counselor may put the issue in a better perspective. An issue is defined as a problem if it takes up a considerable amount of time in person's thoughts, causes worry or illness, or is affecting job performance.

FINANCIAL INFORMATION AND RESOURCES: Employees or family members may speak by phone with Certified Public Accountants and Certified Financial Planners on a wide range of financial issues including:

- Getting out of debt
- Credit card or loan problems
- Tax questions
- Retirement planning
- Estate planning
- Saving for college

LEGAL SUPPORT AND RESOURCES: Employees or family members may talk with an attorney by phone. If you require representation, you can be referred to a qualified attorney in your area for a free 30 minute consultation with a 25% reduction in customary legal fees thereafter. Examples of questions you may call about are:

- Divorce and family law
- Debt and bankruptcy
- Landlord/tenant issues
- Real estate transactions
- Civil and criminal actions
- Contracts

WORK-LIFE SOLUTIONS: Work-Life specialists will do the research for you, providing qualified referrals and customized resources for:

- Child and elder care
- Moving and relocation
- Making major purchases
- College planning

- **Pet Care**
- **Home repair**

GUIDANCE RESOURCES ONLINE: Guidance resources online is a one stop for expert information on issues such as relationships, work, school, children, wellness, legal, financial, free time and more. Resources may include:

- **Timely articles**
- **Help sheets**
- **Tutorials, streaming videos**
- **Self-assessments**
- **Ask the expert; personal responses to your questions**
- **Childcare, eldercare, attorney and financial planner searches**

IV. REFERRAL PROCEDURES

Employees may access the EAP either through self-referral or supervisory referral.

Family members may access the EAP through self-referral by calling 844.393.4982 a designated number assigned to the City of Appleton. This number will be posted on bulletin boards throughout the City as well as the Human Resources Internet page and the Healthsmart page.

Online services can be obtained by visiting www.guidanceresources.com and enter the Company ID: CityofAppleton Employees and family members are able to set up an account and can access these on line resources 24 hours a day, 7 days a week.

Self-referral:

When an employee or eligible family member contacts the EAP as a self-referral, no one will know they have used the program unless the individual seeking assistance tells someone. No information is released to anyone without the individual's written consent unless it is required by law (i.e. when a person is a danger to society or him or herself). All records related to the self-referral will be kept at the EAP's location and **not accessible by the City unless the individual has authorized.**

Informal supervisory recommendation:

Supervisors, co-workers, or peers may consider recommending the EAP to individuals who are struggling with a personal or work-related concern. Informal supervisory referrals are voluntary.

Formal supervisory referral:

A formal supervisory referral is voluntary and associated with a pattern of deteriorating performance or conduct.

Mandatory Referral:

At times, employees may be required to see an EAP Counselor. Mandatory referrals are typically used as a result of any serious incident or problem that has affected or may affect the safety of the employee or workplace. (Some examples might be: threats of violence, substance abuse, etc.) In such a referral, failure to use the EAP may result in discipline up to and including discharge. A

mandatory referral shall require prior approval of the Department Director, Human Resources Director and City Attorney.

If an employee is referred to EAP as a result of a mandatory referral the employee may be asked to sign a release to enable designated individual(s) to verify that the employee is following the required plan. The nature of the problem will not be disclosed to anyone without the employee's written permission. Supervisors may contact Human Resources for guidance when making a referral and for sample referral letters.



APPLETON PUBLIC LIBRARY
225 North Oneida Street
Appleton, WI 54911-4780
(920) 832-6170 | FAX: (920) 832-6182

TO: Colleen Rortvedt and Appleton Public Library Board of Trustees

FROM: Alicia Woodland and Adriana McCleer, Community Partnerships

DATE: April 13, 2016

SUBJECT: Approval Request for Fine Coupons for Summer Library Program

Our goal is to provide incentives to teen library card holders that will facilitate access to library materials.

We request approval to create 100 coupons, each redeemable for \$1.00 off of library fines, that will be offered to teens as an incentive for achievement in the online and/or physical Summer Library Program.

Alicia Woodland would design the coupon and it would be one of the weekly prizes available to the teens, starting June 6th, 2016.

The coupon disclaimer would display the following text.

This coupon is the property of the Appleton Public Library and is subject to the following terms and conditions ("Coupon"). Coupons can be redeemed only at the Appleton Public Library. Each Coupon may be used only once and may not be duplicated or photocopied. Further, in the event that Coupons are electronically distributed, Coupons may be printed or scanned only once. Further still, Coupons are strictly prohibited from being posted electronically, unless expressly authorized by the Appleton Public Library. Coupons may not be redeemed for cash or credit. No cash value, credit or change will be given. Coupons cannot be applied to billed items, fines only. Coupons may be combined with other coupons for up to a \$5.00 total fine removal. The Appleton Public Library is not responsible for any Coupons not redeemed by any expiration date hereon. Failure to use a Coupon by any expiration date hereon shall result in the forfeiture of such Coupon. In the case of fraud, misrepresentation, abuse or violation of these terms and conditions, the Appleton Public Library reserves the right to take all available legal or administrative action. Other restrictions and exclusions may apply. Expires December 30th, 2016.

The disclaimer can also include a stipulation that only teens can redeem them if deemed necessary.

The Appleton Public Library - A Place Where You Create Your Future!

Celebrate National Library Week from April 10-16. This week provides an opportunity for all citizens to acknowledge the contributions of libraries and library staff, and to promote the use and support of our public libraries. Public libraries are vital to the fabric of every community as they are open to all; providing services, programs and opportunities for anyone to create a successful future.

The Appleton Public Library is truly a gem for our city and deserves many kudos for the daily impact it has on our community. APL provides intergenerational classes, including Creative Writing, in which one participant met her goal of building enough self-confidence to share her writing with others. APL works with parents of diverse populations to introduce the importance of being their child's first teacher through a program called Appleton Ready to Read. One mom said "Yee [an APL librarian] has given me the strength to believe in myself and how to engage with my children; improving my parenting and helping them succeed in school." APL is embarking on a collaborative program with local health providers, called Reach Out and Read. This program brings books and literacy into physicians' offices and waiting rooms; providing for the early learning of infants, toddlers and their parents. These are just a few examples of how our library is creating futures.

The APL Board of Trustees wants to continue this path of excellence, and to do so, we need to stay focused on how we can provide a new building to meet the growing and changing library needs of our community. The facts remain; our library sees an average of 1,200 community members a day walk through the doors; a 100 percent increase since the opening in 1981. Our library needs a flexible facility with more space, which not only meets the current, but also the future needs of the community.

During the recent months, board members and staff have been reviewing best practices from libraries. Last fall, we visited the Milwaukee Public Library-East Branch. This new library space opened in 2014, as a part of a mixed-use development that is also home to 99 apartments and a small retail space. Closer to home, the Kaukauna Public Library now shares space in a development that honors Kaukauna's history and promises to serve as a symbol of Kaukauna's exciting future. Cities across the country are exploring the benefits; financial, service provision and space utilization; of creative solutions such as these. We do not know the specifics of a viable solution for our future, but we are committed to finding one that will reflect Appleton's best interests and needs.

In addition to this research, myself and our assistant director, are serving on the Appleton Comprehensive Planning Steering Committee, allowing us to be a part of the larger vision for Appleton. Our director is involved with the downtown mobility study, which will inform our location selection. She also serves on the long-term solution taskforce for the Thompson Community Center; another opportunity for collaboration to solve community issues.

A new library plan should elicit great energy and excitement to create a place that shows what Appleton values: its citizens, lifelong learning and opportunities for everyone to create a future.

I urge you to reach out during National Library Week; visit the library, check out the [website](#) and be amazed at all that is offered, and thank a library staff member or volunteer. Celebrate our "gem", the Appleton Public Library, and support our future and the future of each member of our community.

Nancy Scheuerman
President, Appleton Public Library Board of Trustees

CITY OF APPLETON
2015 YEAR END COLLABORATIVE/COOPERATIVE
AGREEMENTS
COMPILED DECEMBER 2015

COMMUNITY & ECONOMIC DEVELOPMENT

Maintained Agreements

Other Governments

- “Gathering of Planners” –Meeting of Valley Municipal – Planners / 2 to 3 times annually meet to discuss mutual issues
- Town/City Boundary Agreements – Agreements applied and maintained when reviewing development/annexation projects
- Coordination of Comprehensive Planning activities with the Counties and abutting Towns
- Certified Local Government designation – Agreement between City and State Historical Society in regard to preservation, education and inventory of historic buildings and sites
- United States Postal Service – Collaboration in regard to assigning street names to new developments
- Fox Cities Economic Development Professionals – collaboration on regional economic development plans, professional development and projects to advance our regional economy
- Calumet County Economic Development Partnership
- U.S. Department of HUD
- Office of Justice Assistance – Disproportionate Minority Contact Committee
- GIS reciprocal data sharing agreement with WE Energies and Outagamie, Calumet and Winnebago counties
- Established a GIS users group with regional membership to keep communication and cooperation open to develop standards for implementation
- Coordinate with surrounding communities on regional park map (Appleton, Neenah, Menasha, Kaukauna, Little Chute, Kimberly, Town of Menasha)
- Outagamie County Health & Human Services (Diversity: Disproportionate Minority Youth Contact work and suicide prevention efforts)
- Outagamie County – Provide property data nightly to County Treasurer for: tax bill printing, lottery credits, county website, and collection of delinquent tax accounts. Regularly reconcile the two databases.
- Outagamie County Health & Human Services - Mental Health, Vulnerable & Underserved people experience homelessness
- Outagamie County – District Attorney and Victim Witness
- Refugee Resettlement Committee – Working with other municipalities to provide a smooth transition for incoming refugees.
- Outagamie County Planning – Provide number of rezoning applications the City processed per year and number of plats processed with number of lots created per year. This data is requested by the County Planning for their annual growth.

- Outagamie County reciprocity in property listing duties and property tax bill creation.
- CTH CA/STH 125/College Avenue Corridor Study
- United States Department of the Interior – National Park Service – State, Tribal and Local Plans & Grants Division in regard to reporting annual accomplishments of the Historic Preservation Commission.

School Districts

- Technical Review Group (TRG) – School District invited to participate and discuss development proposals
- AASD – collaboration on improvement projects in targeted areas (Wisconsin Avenue planters) and program planning
- AASD – Equality Summit and planning for school district strategic plans on equity.
- Appleton, Hortonville, Kimberly, Kaukauna, Little Chute, Shiocton school districts – Diversity efforts and suicide prevention

Non-profit Organizations

- East Central Wisconsin Regional Plan Commission (ECWRPC) – Attend meetings and discuss joint projects and periodically participate with Quarterly meetings
- Multi-Cultural Center
- Fox Valley Symphony
- Appleton Art Center
- Sustainable Fox Valley
- Community Garden Partnership
- Community Foundation for the Fox Valley Region
- Fox Cities Housing Coalition
- Appleton Northside Business Association (ANBA)
- Appleton Downtown Inc. (ADI)
- Downtown Business Improvement District (BID)
- Friends of the Fox
- African Heritage, Inc. – Juneteenth
- Toward Community
- Harmony Café/LGBTQ Program Services-Goodwill Industries of NCW
- The Mission Church – Washington Square Outreach
- Boys & Girls Club – Washington Square Outreach
- The Emergency Shelter – Washington Square Outreach & Vulnerable & Underserved
- Wisconsin Hmong Radio
- Fox Cities Chamber of Commerce and Fox Cities Regional Partnership: Fox Cities Regional Partnership on business retention and recruitment, marketing and advancing relationships with site selectors
- WI League of Municipalities – Serve as chair of the Assessor education section
- World Relief Fox Valley – Refugee Resettlement efforts
- The Warming Shelter - Washington Square Outreach & Vulnerable & Underserved

- Neighborhood Partners – A collaborative effort led by Sustainable Fox Valley to improve neighborhoods through sustainable practices.
- Wisconsin Economic Development Corporation meeting on business retention and recruitment, economic development strategic plan, workforce development, state wide marketing
- Fox Cities Economic Development Professionals – currently chair the organization
- Young Professionals Week in collaboration with the Fox Cities Regional Partnership
- The Artery in collaboration in ADI and Pulse
- Board member on the Fox Valley Residency Board
- Board member on the Fox Cities Convention and Visitors Bureau Board

Other

- Technical Review Group (TRG) – WE Energies invited to participate and discuss development proposals
- Appleton Downtown Incorporated (ADI) – Economic Development Committee – Review grant request for façade, recruitment and sign projects
- Fox Cities Exhibition Center Board of Directors
- Highway 47 Trail Connector Group
- InDevelopment
- UW Fox Valley Residency Program
- Riverfront Advocacy & Promotion – collaboration with business, non-profits and interested residents in the promotion of the Fox River, cultural and development projects
- Women in Commercial Real Estate
- New North – Diversity Committee and the Attract Develop and Retain Diverse Talent Committee
- Housing Rehab – Collaboration and information exchange with other housing rehab programs around the state
- Lawrence University – Safe Space Programs, Tackling racism & Civic Life Project
- UW Fox Valley (Diversity)
- American Association of University Women AAUW (Diversity)
- YMCA (Diversity Board)
- Wal-Mart (Diversity training)
- Prudential (Diversity)
- WI Association of Assessing Officers (WAAO) – Assist with WI Assessor Manual changes, legislation, and industry standards through executive board and committee participation
- Lawrence University Posse Student Program

New Agreements

Other Governments

- 10 communities signed the Inter-Governmental Agreement to create the Hotel Room Tax Commission and move the Exhibition Center forward

School Districts

- AASD and African Heritage, Inc. – Town Hall with parents of African American students
- Fox Valley Technical College – Banking and Finance Advisory Committee Member
- AASD – Huntley Houses Neighborhood community fitness playground project

Non-profit Organizations

- ThedaCare CHAT Team (INCLUDE program)
- Project RUSH (Research to Understand and Solve Homelessness)
- Celebrate Diversity Fox Cities
- Hispanic Chamber of Commerce
- LGBTQ Chamber of Commerce Wisconsin
- Include Fox Valley – Welcome & Inclusive Business Campaign
- African Heritage, Inc. – Emerging Leaders conference and ongoing work for African American students
- ThedaCare CHAT Team for the “Black Experiences in Fox Cities” plunge and studies
- History Museum at the Castle – collaboration on exhibit to be released in 2016 on the “asylum” and mental health in Fox Cities
- National Coalition of LGBTQ Anti-Violence Programs – Working on national issues in local communities
- Fox Valley Substance Abuse Coalition (newly formed) – Serve on Harm Reduction Pillar Team
- The Art Alley in collaboration with the History Museum at the Castle and Mile of Music
- Applied for WEDC Community Development Initiative Grant in collaboration with entrepreneurs for a development at 513 W. College Avenue
- Collaboratively supporting the Greater Fox Valley Habitat for Humanity’s First Rock the Block Project at the Pierce Manufacturing Site
- Bridges Child Enrichment Center – Board President

Other

- Connecting Cultures – Interpreting Services
- Fox Valley Islamic Society (Diversity)
- Esther – Faith in Diversity
- The Volunteer Center (Youth Awards)
- Civic Hackathon in collaboration with DHMN, Heartland Business Systems, Omni Resources, Skyline Technologies, Insight, and BConnected
- American Planning Association, Wisconsin Chapter, Northeast District
- Registered Neighborhoods (15 total)

FINANCE

Maintained Agreements

Other Governments

- Outagamie County – Printing tax bills for Appleton residents in Calumet and Winnebago County

- State TRIP Program – State intercepts tax refunds from residents to pay for delinquent City obligations
- Fox Cities Room Tax Commission
- Wholesale Water Agreement
 - Waverly Sanitary District
 - Grand Chute
 - Sherwood
- Purchasing Consortia – I.P.C. (local government purchasing consortium), VALUE Group (Wisconsin regional consortium), State of Wisconsin (cooperative contracts), U.S. Communities (National cooperative), WSCA (Western State Contracting Alliance – multi-state cooperative organization) and National Joint Powers Alliance (National Cooperative)
- Wastewater wholesale sewer service to Grand Chute
 - Memory Melody Area
 - East Side Utility Area
 - Oneida Parks
- Outagamie County – Uncollectable special assessment reimbursement agreement
- Daily tax file transmittal with Outagamie County to maintain systems on-line and internally for customers. This is done weekly with Calumet County.
- Option for Outagamie County taxpayers to pay on-line on County's system as well as City's. County will forward any payments to us they collect through this process via ACH.
- Wastewater Wholesale service from Town of Menasha
 - Garden Court
- Conduit Debt – Issue debt for several non-profit or state/federal funding debt programs for qualified businesses
- Water and Sewer Utility service agreement for portion of the Village of Little Chute
- Water Utility service agreement for portion of Town of Freedom
- Joint water meter project with Town of Grand Chute

School Districts

- Joint cooperative funding of Crossing Guard Program
- Short-term cash loans to AASD

Non-profit Organizations

- City administers pass through funding for seven non-profits under the three stimulus housing/homeless grants

Other

- Appleton Downtown Inc. – BID District and Parades
- Condo Association – Enabling the financing of the HVAC and roof projects for the Condo Association

New Agreements

Other Governments

- Outagamie County – Unclaimed funds

School Districts

- Currently none to report.

Non-profit Organizations

- Currently none to report.

Other

- Currently none to report.

FIRE

Maintained Agreements

Other Governments

- Working with Outagamie County Dispatch, Outagamie MIS, Appleton TS, and Appleton GIS to get P1 CAD up and running properly.
- Wisconsin Emergency Management/State of Wisconsin–Wisconsin Task Force 1
- Wisc. Dept. Health Services – Radiological Prot. Sect.: Field Survey Team
- State of Wisconsin – Northeast Wisconsin Type II Hazardous Materials Team
- State of Wisconsin Department of Safety and Professional Services – State Plan Review agent
- State of Wisconsin Department of Agriculture – Above ground/Underground flammable Liquids storage tank Local Program Operators (LPO) program
- Mutual Aid Agreements – Town of Grand Chute, City of Kaukauna, Cities of Neenah-Menasha, Village of Little Chute, Village of Kimberly, Town of Center, City of Oshkosh, City of Green Bay, Village of Combined Locks, Town of Menasha
- Federal Emergency Management Agency (FEMA) – Smoke Detector Program
- Federal Emergency Management Agency (FEMA) – Radio Project
- Automatic Aid Agreement – Town of Grand Chute
- Automatic Aid Agreement – Cities of Neenah-Menasha
- CAD Dispatch: Calumet, Outagamie and Winnebago Counties
- Purchasing consortiums with other fire agencies to purchase fire specific equipment and supplies
- Outagamie County – County-wide records management system
- Outagamie County – Hazardous Materials Agreement
- Calumet County – Hazardous Materials Agreement
- Use of training facility/tower at Fire Station #6 by other fire and law enforcement agencies
- FoxComm – Calumet/Outagamie/Winnebago Counties
- Winnebago County Emergency Management – Risk Hazard Analysis
- Regional Radio Project Grant with 26 area Fire and EMS agencies
- Outagamie County Fire Investigation Unit
- Local Emergency Planning Committee (LEPC)
- Outagamie County – MABAS Agreement
- Outagamie and Winnebago Counties – radio project
- Outagamie County Sheriff’s Department – Water Rescue response support
- Outagamie County Emergency Management Office – Risk Hazard Analysis
- State of Wisconsin – Health Human Services – Radiological Monitoring Program
- Wisconsin State Structural Collapse Team

- Rescue Task Force Working Group with Winnebago and Outagamie County's Fire, Law, and EMS agencies including Gold Cross Ambulance
- Outagamie County – Donation of Obsolete Equipment

School Districts

- State of Wisconsin Technical College Fire Officer Curriculum Committee Review Team
- Fox Valley Technical College – Intern Firefighter Program
- Fox Valley Technical College – Fire Inspector Preceptor Program
- University of Wisconsin Oshkosh – Career Exploration Camps
- Fox Valley Technical College – Hosting Classes at our Training Tower
- Technical Review Group (TRG) – School District Invited to Participate
- AASD – Develop Evacuation Plans and Public Education Activities
- AASD – Crisis Response and Emergency Management Committee
- Fox Valley Technical College – Regional hiring process for entry-level firefighters
- Fox Valley Technical College Fire Protection Advisory Committee
- Northeast Wisconsin Technical College – Fire Protection Engineering Advisory Committee

Non-profit Organizations

- Outagamie County ARES (Amateur Radio Emergency Services)
- Wisconsin State Fire Chief's Association (WSFCA)
- International Association of Fire Chiefs (IAFC)
- Outagamie County CERT (Community Emergency Response Team) – Rehab Team
- Outagamie County Fire Chiefs Association
- Outagamie County EMS Chiefs Association
- Northeast Region Fire Chiefs Group
- Community Garden Partnership

Internal City Departments

- Interdepartment Network (IDN)
- Technical Review Group
- SWAT Team Member – Paramedic

Other

- Hosting Pierce Classes and Photo Shoots at our Training Tower
- Oktoberfest Support
- Wisconsin State Fire Chiefs Association and the Wisconsin State Fire Chiefs Education Association
- Wisconsin State Fire Inspectors Association
- Fox Valley Training Officer's Association
- Lawrence University – Internship Project
- Lawrence University – Civic Life Project

New Agreements

Other Governments

- Currently none to report.

School Districts

- Currently none to report.

Non-profit Organizations

- Currently none to report.

Internal City Departments

- Currently none to report.

Other

- Currently none to report.

HEALTH

Maintained Agreements

Other Governments

- Contract with Ashwaubenon, Berlin, Kaukauna, Kimberly, Little Chute, New London, Ripon and Waupaca for Weights & Measures services (Northeast Wisconsin Weights and Measures Consortium)
- Provide staff support for Public Health Preparedness Services to Counties of Green Lake, Marquette, Waushara and City of Menasha
- Outagamie County Child Death Review Team
- Outagamie County Elder Abuse Team
- Oneida Heights Provide Public Health Nursing staff
- WI TB program Dispensary (MOU's to provide \$ to providers who provide patient care for under insured and uninsured residents) Primary Care, Mosaic Family Health, ThedaCare clinics, Affinity clinics and Partnership Community Health Center
- WI Partner Services program (provide HIV/AIDS services)
- Maternal and Child Health, Immunization, Public Health Preparedness, Lead Poison and Prevention grants
- Refugee Health Screening
- Wisconsin Weights and Measures Association
- Agents for Wisconsin Department of Health Services
- Agent for Department of Safety and Professional Services regulating Manufactured Home Communities
- Department of Health Food Safety and Recreational Licensing section
- Agents for Wisconsin Department of Agriculture Trade and Consumer Protection
- Wisconsin Association of Local Health Departments and Boards – State Board member and Environmental section

School Districts

- Coordinate activities in AASD including, food service training and inspections, swimming pool inspections and water samples, classroom presentations and school age immunization program
- Provide preceptor site for UW Green Bay, UW Oshkosh, Lawrence and Bellin students
- Collaborate with AASD on recruitment and training of Public Health Emergency Volunteers (500 school staff)

Non-profit Organizations

- Provide leadership on the Fox Valley Community Health Improvement Coalition (a collaborative effort between the Public and Private health agencies in the Fox Cities)
- Active member in Northeast Wisconsin Immunization Coalition
- Active member in Fox Cities Housing Coalition
- Serve on Advisory Board of Family Services Inc.
- Serve on Wisconsin Public Health Association Board
- Serve on UW Population Health Institute Advisory Board
- Serve on Board for Wisconsin Health Education Network
- Serve on planning and Leadership team of Weight of the Fox Valley
- Provide ongoing support to Oktoberfest via Fox Cities Chamber of Commerce
- Serve on Board of Activate Fox Cities
- Breastfeeding Alliance of Northeast Wisconsin

Internal City departments

- Interdepartmental Network (IDN)
- Site Plan Committee
- Technical Review Group
- Interpreter Committee
- Special Event Committee
- City Diversity & Inclusion Team
- Health Smart Team

Other

- Thrivent Financial for Lutherans Public Health Emergency Volunteer Program (200 staff)
- Fox Valley Health Care Forum (communicable disease control professional 4 county region)
- Fox Valley Lead Task Force
- Fox Valley Safe Kids
- Fox Valley Early Childhood Coalition
- Hmong American Partnership
- Hispanic Interagency Coalition
- Serve on Latino Pregnancy Prevention Committee
- Serve on ThedaCare CHAT Advisory Board
- Managed Health organizations PNCC agreement
- Wisconsin Hospital Emergency Preparedness Program (WHEPP)
- Appleton Refugee Resettlement Team
- Fox Valley Memory Project
- Community Early Learning Center (Planning and Implementation Team)
- Wisconsin CHIPP (Community Health Improvement Partnership Plan) Infrastructure Improvement Project

New Agreements

Other Governments

- State Swimming Pool Code committee

- State Electronic Information Management Committee
- Wisconsin State Health Innovation Plan Advisory Committee

School Districts

- Currently none to report

Non-profit Organizations

- Currently none to report

Other

- Currently none to report

HUMAN RESOURCES

Maintained Agreements

Other Governments

- Maintained collaborative training efforts with Outagamie County
- Maintained communication and response network with other municipalities for policy direct, legal updates, union negotiation updates, etc.
- HR assistance to other counties and cities on NEO.Gov
- HR assistance to other counties and cities on the NEO.Gov PE System
- HR assistance to other counties and cities on Core Competencies

School districts

- Participation in AASD Student Career Fair
- Working with AASD on computer training for City employees
- Shared training facilities at AASD's Morgan Building for PE training.

Non-profit Organizations

- Currently none to report.

Other

- CVMIC Users Group
- NEOgov training for CVMIC

New Agreements

Other Governments

- Safety training with Kimberly
- Memorandum of Understanding and Insurance for the Caimon Multi-Theater Vehicle - APD and Outagamie County
- Assisted Waupaca County with an employment related investigation
- Joint initiative with AASD and Outagamie County (in collaboration with Associated Financial Group (AFG)) for feasibility of near-site employee clinic
- Collaboration/partnership with Lawrence University and Outagamie County on Wellness Programs.
- PE Training with Dodge County, City of DePere and the City of Wauwatosa
- HR assistance with Grand Chute police issues
- Collaboration with surrounding communities for comparable survey data
- Assistance to Grand Chute on applicant testing
- Assistance to Outagamie County-HR Director recruitment

School Districts

- Scheduled meeting for AASD to present to Directors information on the Co-op Student Program.

- FVTC Business Management/Management Development Advisory Committee to help them plan curriculum for their degree programs
- Pursuing Employer provided clinic jointly with AASD

Non-profit Organizations

- Currently none to report.

Other

- Currently none to report.

INFORMATION TECHNOLOGY

Maintained Agreements

Other Governments

- Collaboration with the AASD, FVTC, Outagamie County and the Town of Grand Chute in the Appleton Area Metropolitan Fiber Optic Network (AAMFON) infrastructure work
- Joint training opportunities with the employees of Outagamie County
- Combined City of Appleton and Outagamie computer training facility
- INFOCIS (Information Network of the Fox Cities) Appleton, Grand Chute, Outagamie County, FVTC, AASD to share research, training, and technology resources and initiatives
- Purchasing consortiums with local government (Outagamie County, FVTC and AASD) on some common use items for better pricing
- Partnered with FVTC on location for back-up mainframe and network data

School Districts

- Collaboration with the AASD, FVTC, Outagamie County and the Town of Grand Chute in the Appleton Area Metropolitan Fiber Optic Network (AAMFON) infrastructure work
- Shared training facilities at AASD's Morgan Building for larger classes
- INFOCIS (Information Network of the Fox Cities) Appleton, Grand Chute, Outagamie County, FVTC, AASD to share research, training, and technology resources and initiatives
- Sharing of Internet access services with AASD at low cost to the City
- Purchasing consortiums with local government (Outagamie County, FVTC and AASD) on some common use items for better pricing

Non-profit Organizations

- Currently none to report

Other

- GIS reciprocal data sharing agreement with WE Energies and Outagamie, Calumet and Winnebago Counties

New Agreements

Other Governments

- Currently none to report

School Districts

- In talks with AASD and FVTC on how to potentially collaborate on a Video Conferencing system to reduce the infrastructure costs of all parties and try to find a way to share parts of that equipment and cost

Non-profit Organizations

- Currently none to report

Other

- Currently none to report

LEGAL SERVICES

Maintained Agreements

Other Governments

- Coordinated publication of election notices for absentee voting with 16 other cities, villages and towns
- Coordinated with Outagamie County Clerk and selected staff at ALL High Schools to train and assist with voter registration
- Improve collaborative efforts with Fox Valley Municipal Attorneys including mutual covering of Council and Committee meetings and serving as special prosecutor when needed.
- Truancy Court – Outagamie County Circuit Courts, AASD & City of Appleton

School Districts

- Collaborated with AASD, Fox Valley Lutheran H.S., St. Josephs Middle School, and 12 local churches for polling sites

Non-profit Organizations

- Currently none to report

Other

- Currently none to report

New Agreements

Other Governments

- The City of Sheboygan recently joined the Fox Valley Municipal Attorneys' group which may result in more collaboration in the future.

School Districts

- Collaboration with School District on stormwater project

Non-profit Organizations

- Currently none to report

Other

- Currently none to report

LIBRARY

Maintained Agreements

Other Governments

- City of Appleton Fire Department
- City of Appleton Health Department
- City of Appleton Police Department
- Outagamie Waupaca Library System (16 municipalities)
- OWLSnet consortium
- Social Security Administration
- IRS VITA program
- Valley Transit – Read & Ride

- Appleton Parks & Rec
- WI Department of Workforce Development
- WI Office for the Deaf and Hard of Hearing
- WI Senior Employment Program (WISE)

School Districts

- AASD ELL Teachers
- AASD Title 1
- AASD
- AASD – 4K – 12th grade
- AASD – CELC (Community Early Learning Center)
- AASD Appleton Public Montessori
- The Academy – School age visits and outreach
- ACES – School age visits and outreach
- FVL feeder schools – Celebration Lutheran, Riverview Lutheran, Mt. Olive, Saint Paul and Saint Peter
- Home School Hub
- Renaissance School for the Arts
- St. John Nepomucene School

Non-profit Organizations

- 5-Stones Human Trafficking Awareness
- 1000 Islands Nature Center
- AARP – Tax Aide
- American Association of University Women (AAUW)
- Appleton Downtown Inc.
- Appleton Downtown Rotary
- Appleton Historical Society
- Autism Society of the Fox Valley
- Big Brothers / Big Sisters of the Fox Valley Region
- Boys & Girls Club
- Boy Scouts – visits and tours
- Building for Kids – multiple collaborations based on exhibits, Children’s Parade and special events, Reach Out & Read (ROR) Fox Cities
- Child Care Resource and Referral – meetings, sharing ideas & programs, fairs
- Community Foundation for the Fox Valley Region
- Down Syndrome Association
- FISC – Money Smart
- Fox Cities Book Festival
- Fox Cities Chamber of Commerce and Industry
- Fox Cities Performing Arts Center – Various programs based on current shows and programs
- Fox Cities Reads
- Fox Valley Symphony
- Fox Valley Literacy Council
- Fox Valley Music Teachers Association

- Fox Valley Warming Shelter
- FRIENDS of Appleton Public Library
- Headstart
- Hearing Loss Association of America – Fox Valley Chapter
- Hearthstone Historic House Museum
- Hispanic Chamber of Commerce of Wisconsin – Casa Hispana (HCCW) – meetings and grant support – Latino Fest
- History Museum at the Castle
- Hmong American Partnership
- Homeless Connections
- Lawrence University
- League of Women Voters
- Money Smart
- NAMI
- North East Wisconsin Steampunk
- Outagamie County Master Gardeners
- Passport to Nature Program – Collaboration with 1,000 Islands Nature Center, High Cliff, Heckrodt, Bubolz, Mosquito Hill, Apple Creek YMCA, Kimberly Public Library, Kaukauna Public Library, Menasha Public Library
- Pride Alive
- Project Promise
- Recyclethatstuff.com
- Salvation Army – Give A Child A Book
- Soar Fox Cities
- Thrivent Financial Foundation
- UW – Fox Valley
- UW – Oshkosh Head Start
- WISCONSIBS

Other

- Fox Valley Technical College – Venture Center (e-seed program)
- Iris Knitting – instruction and material support for knitting programs
- Macys
- Child care providers: Apple Tree Connections, Child's Choice Learning Center, Children of America, Creative Child, Celebration Children's Center, Faith Lutheran, FVTC Child Care Center, Growing Together, Kids Kingdom, Kindercare (Metro, Ballard, S. Oneida), Kidzland Darboy, Little Angel, Little Hearts, Our Shepherd, Play & Grow Learning Center (Appleton, Greenville), Project Bridges, Thedacare, YMCA Learning Center, Young Child Development, Big Hearts Little Hands
- UW – Milwaukee – Ed. Psych. Dept.
- Valley Packaging
- Washington Square collaborative
- St. Elizabeth Mom & Me Class
- ThedaCare – Mommy and Me class

New Agreements

Other Governments

- Grand Chute Parks and Rec.
- National Active and Retired Federal Employees
- Northeast Wisconsin Immunization Coalition (NEWIC)
- United States Army Reserve
- USDA
- WI Board of Commissioners of Land Records

School Districts

- Appleton North High School (special needs students)
- Kimberly High School (special needs students)

Non-profit Organizations

- Affinity Health System
- African Heritage Inc.
- Aurora Health Care
- Bemis Company Foundation – Book Build Community Initiative
- Bubolz Nature Center
- CASA
- Celebrate Diversity Fox Cities
- Children’s Hospital of Wisconsin
- CIRCLE Home school Group
- Cognosante Health Insurance Exchange Assistance
- Fair Housing
- Family Services of Northeast Wisconsin
- Fox Arts Network (FAN)
- Fox Arts Network (FAN) Pass participating organizations: Appleton Boychoir, ADI, Inc., Attic Theater, Bergstrom Mahler Museum of Glass, Building For Kids Children’s Museum, Fox Cities Performing Arts Center, Fox Valleyaires, Fox Valley Chorus of Sweet Adelines International, Fox Valley Symphony, Fox Wisconsin Heritage Parkway, History Museum at the Castle, Lawrence Academy of Music, Lawrence Academy Girl Choir Program, Lawrence University, MacDowell Male Chorus, Makaroff Youth Ballet, newVoices, New Horizons Band, Paper Discovery Center, Trout Museum of Art, YMCA Fox Cities
- Fox Valley History Network: Lawrence University, Fox Wisconsin Heritage Parkway, Hearthstone Historic House, The Retreat, Grignon House, Paper Discovery Center, Old Third Ward, Fox River Navigation Authority
- Fox Valley Refugee Resettlement
- Goodwill U
- Little Chute Historical Society
- Lutheran Social Services
- Mosaic Family Health
- Partnership Community Health Center
- Primary Care Associates of Appleton
- Reach Out and Read – Wisconsin

- Reach Out and Read – National
- Reading is Fundamental (RIF)
- St. Elizabeth’s Hospital
- ThedaCare Health System
- United Way
- WIC
- Wisconsin Early Child Association
- Wisconsin Humanities Council
- YMCA – Appleton, Fox West, Neenah/Menasha

Other

- Appleton Retirement Community
- ARAMARK
- Barnes & Noble
- Black Creek Public Library
- Building for Kids – PBS Kids
- Bubolz Nature Center
- Dr. Sarah Campbell – Appleton Ready to Read referrals
- Calumet County 4H Extensions
- Chimera Hobby
- Delta Kappa Gamma
- Family Services – Parent Connection
- Fox Cities Score
- Fox River Nursing & Rehab
- Fox Valley Technical College
- Gerald H. Van Hoof Public Library
- Global Village Media
- Grand Chute Park & Rec
- H&R Block
- Hortonville Public Library
- IDEAco – City X Project
- James J. Siebers Public Library
- Kaukauna Public Library
- Kohls Cares – Spriggy iPads
- Menasha Public Library
- Muehl Public Library
- Neenah Public Library
- New London Public Library
- Not Forgotten International
- Open Source Seed Initiative
- Power House Comics
- Safe Kids – Fox Valley
- Thedacare Health System (ROR)
- Trout Museum – Summer Outdoor Film Series
- Outagamie County Master Gardeners & On the Road with Master Gardeners

- UW-Health Fox Valley Medicine
- VIVA! Lawrence University Latino Study Group
- Wichmann-Fargo Funeral Home
- WI PBS Kids
- Wisconsin Timber Rattlers

PARKS, RECREATION AND FACILITIES MANAGEMENT (APRFMD)

Maintained Agreements

Other Governments

- City of Neenah – Reciprocity Agreement - allows residents from each community to register for recreation programs in the other community at the resident rate
- City of Menasha – Reciprocity Agreement - allows residents from each community to register for recreation programs in the other community at the resident rate
- Wisconsin DNR – Lease agreement with Wisconsin DNR for use of Mauthe site as a satellite work site for the Parks, Recreation and Facilities Management Department field operations
- Wisconsin DNR – Agreement with the Wisconsin DNR to designate pond in Appleton Memorial Park as Urban Fishing location in NE Wisconsin
- Senior Games – Annual event for older adults that is a cooperative effort between the Cities of Appleton, Neenah, Menasha, Menasha Senior Center, YMCA and Volunteer Center of the East Central WI/RSVP
- Community Promotion – Agreement between Cities of Kaukauna, Menasha, Neenah and Appleton, Town of Menasha and Villages of Little Chute and Kimberly to advertise contact information in each other's Activities Guide so the community has a better understanding of all the recreational opportunities in the Fox Cities
- Menasha – Agreement to share stage for special events.
- Regional Trail Map – Cooperative effort between Cities of Kaukauna, Neenah, Menasha, and Appleton, Villages of Kimberly, Combined Locks and Little Chute, Towns of Clayton, Grand Chute, Greenville and Harrison, Outagamie County, East Central Wisconsin Regional Planning Commission and Fox Cities Greenways to provide a regional trail map
- Pool Pass Week – The Cities of Menasha, Neenah, Kaukauna and Appleton and the Villages of Little Chute and Kimberly celebrated July - Parks and Recreation Month and National Aquatic Week by accepting pool passes from other communities during the 3rd full week of July

School Districts

- AASD – Transfer of ownership of West Pool to the AASD – APRFMD to receive reduced rate for pool rental
- AASD – Lease agreement with AASD for use of Prospect Building in Pierce Park for Fox River Academy Charter School
- Joint School/Park Sites – Cooperative efforts between the City of Appleton and AASD on development and management of joint school/park sites at

Ferber/Einstein Park, Horizon/Woodland Park, Jefferson/Pierce Park, and unnamed school and park adjacent to Fire Station #6

- Fee Waiver Program – Agreement with ARAMARK/AASD to receive free lunch verifications for Fee Waiver Program. They also send lists of applicants who checked that they would like to hear about the APRFMD Fee Waiver Program
- ARAMARK and AASD – Coordinate participation in the summer food service program with the APRFMD summer playground program
- AASD/APRFMD Facility Use – Each agency has developed facility rental policies that offer preferential treatment to the other agency when reserving facilities for activities
- AASD/APRFMD Facility Maintenance – Coordinated maintenance of joint school/park sites to minimize duplication of services
- Banta School Early Learning Center – Agreement with Banta School Early Learning Center, Boy Scouts and Reid Golf Course to provide building bird houses as an Eagle Scout project
- Fox River Academy/Appleton Area School District – Agreement for Fox River Academy to provide improvements to the ravine area of Pierce Park
- AASD – use of the playground at Franklin Elementary School for summer bike rodeos

Non-profit Organizations

- Appleton Ice, Inc. – Lease agreement with Appleton Ice, Inc. for construction and management of ice arena in Appleton Memorial Park
- Appleton Ice, Inc. – Collaboration on programs and sponsorship of events
- USA Youth Sports – Lease agreement with USA Youth Sports for development and operation of sports complex
- Fox Valley Rowing Club – Lease agreement with Fox Valley Rowing Club for development and operations of boat house and piers in Telulah Park. Agreement also requires Rowing Club to provide rowing instruction for ages 15 years and older
- Miracle League of the Fox Valley – Agreement with Goodwill Industries for programming of the Miracle League Field in Appleton Memorial Park
- Appleton Yacht Club – Lease agreement with Yacht Club for use of city property adjacent to Lutz Park
- Fox Valley Technical College – Agreement with FVTC for current students that allows access to the swimming pools for open swim as part of their student activity fee
- Sticks for Kids – Cooperative agreement with the National Recreation and Park Association (NRPA) and Golf Course Builders Association of America (GCBA) to provide free golf clubs to the youth of the community
- Purchase of Waste Management Services – Quotations for waste management services include honoring quotation for other non-profit organizations such as USA Youth, AFIC and special events that use park facilities
- Sustainable Fox Cities – Agreement with Sustainable Fox Cities to work with neighborhood group to improve Arbutus Park

- YMCA – Agreement with the YMCA to host two swim meets at Erb Pool during the summer months in exchange for swim pass holders being allowed free access to any YMCA facility in the Fox Cities during the swim meets
- Agreement with the Friends of the Fox for installation of navigational markers in Fox River
- Boy Scouts – Agreement allows Boy Scouts to provide weekly “Game-On” activities at playground program sites
- Northeast Stormwater Consortium – partner to provide educational programming for our Camp APRD programming once a week as well as presents to our Little Learners program participants
- Oneida Heights – Agreement to use space for active older adult programs
- Friends of Appleton Skate Park (ASP) – Agreement with Friends of ASP to participate in the development of a skate park in Telulah Park, including fund-raising, design participation, etc.
- Neighborhood Voice – Agreement with Neighborhood Voice to allow the development and installation of a mosaic display in Arbutus Park
- Building For Kids – partner to provide the downtown Appleton Children’s Parade
- Panther Baseball Club – Agreement with the Panther Baseball Club for the operations of the adult softball program and concession stand at Appleton Memorial Park
- AFIC and Brad Roethlisberger, Head Coach of the WI Warrior Sled Hockey Team – provide sled hockey workshops for children with special needs
- Xcel Sports – partner to provide soccer fields for our Challenger Soccer Camp and practice space for our summer camps and fall youth soccer leagues

Other

- Fratello’s – Lease agreement with Fratello’s for use of patio at Vulcan Heritage Park
- Basil’s Pub and Provisions – Lease agreement with Basil’s Pub and Provision for use of Houdini Plaza space for outdoor patio area
- 222 Building, LLC – Lease agreement with 222 Building, LLC for use of space along College Avenue for mini-park
- Studios – Lease agreement with City Center Plaza for studios on the second floor of the City Center Plaza
- Appvion – Memorandum of Understanding (MOU) for Special Revenue Fund to support the maintenance of the plaza in City Park
- Woodward Communications – Permanent easement with Woodward Communications for access to Newberry Trail between College Avenue and Peter Street
- Canadian National Railroad – Permanent easement with Canadian National for segment of Newberry Trail between Peter Street and Wastewater Treatment
- Warehouse Specialties – Permanent easement with Warehouse Specialties for segment of Newberry Trail between College Avenue and Peter Street
- Thrivent Financial – Permanent easement with Thrivent Financial for Lutherans for trail corridor between Ballard Road and Meade Street

- Sprint – Lease agreement with Alamosa/Sprint for use of light pole in Appleton Memorial Park for wireless communication equipment
- Cingular Wireless – Lease agreement with Cingular for use of light pole in Appleton Memorial Park for wireless communication equipment
- T-Mobile – Lease agreement with T-Mobile for use of flagpole in Appleton Memorial Park for wireless communication equipment
- Cingular/AT&T – Lease agreement with Cingular/AT&T for ground space and use of flag pole at Reid Golf Course for wireless communication equipment
- T-Mobile – Lease agreement with T-Mobile for ground space and use of flagpole at Reid Golf Course for wireless communication equipment
- National Golf Graphics – Agreement with National Golf Graphics to provide tee signs at Reid Golf Course at no cost to the course
- Press Works Printing – Agreement with Press Works Printing to provide scorecards to the golf course at no cost
- Karate America – agreement to provide Karate Fun, kickboxing, self-defense and DDP Yoga
- Children’s Week – Cooperative effort with Building for Kids, YMCA and other local organizations/businesses to provide a week of activities for the children of the community
- T. Weisgerber – Agreement for concession operations at Mead Pool
- NE Wisconsin Paddlers – Agreement with NE Wisconsin Paddlers to provide canoe/kayak classes
- Mountain Bay – Agreement to provide scuba and snorkeling classes at Erb Pool
- Lawrence University – Agreement to provide public access to their tennis courts during summer months.
- Lawrence University Men’s Hockey Team – collaborate to provide free skate day with the team where participants get to skate with the players and receive instruction
- Fleet Feet of Fox Valley – Agreement with Fleet Feet of Fox Valley to provide a hydration station on the Apple Creek Trail and Newberry Trail
- Appleton Downtown Inc. – partner for their Chalk the Town event where we have staff on hand to provide activities
- KidStage – agreement to provide acting lessons and drama activities for ages 5-12
- Fleet Feet of Fox Valley/Community First Fox Cities Marathon/Orthopedic Sports Institute – partnering to put on Appleton Fun Runs in Appleton Memorial Park
- Appleton Downtown Inc. – partner during Sole Burner event where we have staff present to provide activities prior to the race starting
- Juneteenth – our department led the coordination of the “children’s village” for the annual celebration in City Park
- Challenger Sports – partner to provide summer youth soccer camps and a fall training program for our youth soccer leagues
- Verizon Wireless – Lease agreement with T-Mobile for ground space and use of flagpole at Reid Golf Course for wireless communication equipment

- Light Up The Fox – Agreement with Light Up The Fox, Inc. to use the Former Water Treatment Plant property for light display during winter months.
- Washington Square – Agreement with Valley New School to use green space for classroom purposes.
- East Central Wisconsin Regional Planning Commission – partner to provide bike safety training for refugee families
- Appleton Downtown Inc. – partner for Sole Burner to provide pre-race entertainment/games for families
- Riverwalk Place (Appleton Housing Authority) – Agreement to use space for active older adult programming
- Surfinbird Skate Shop – Agreement to provide youth introduction to skateboard lessons
- Debbie Daanen Photography – Partner to provide Fundamentals of Photography Class
- Fox Wolf Watershed Alliance – Partner to provide rain barrel workshop
- Empower Yoga – Partner to provide yoga in the park at City Park
- 95.3 WSCO “The Score” – Partnering to host quarterly in-studio on air conversations to discuss youth sports topics and events

New Agreements

Other Governments

- Currently none to report.

School Districts

- Appleton North High School – partner to provide adult tennis instruction on their tennis courts

Non-profit Organizations

- Currently none to report

Other

- Partner with Fox Cities Convention and Visitors Bureau and Triple Crown Sports for the “Dream Big Shin Dig” Tournament at Appleton Memorial Park
- Pedretti Power Yoga - partner to provide Stand Up Paddle Board Yoga classes
- Work with the Bike Ambassadors group to provide information on our facilities and our needs and also to provide CPR and First Aid training programs for them
- Fox Cities Performing Arts Center – partner to provide a Dance Masters class with the cast from Newsies
- Partner with Rob Zimmer (former writer for the Post Crescent) on monthly nature presentations at the Scheig Center
- Country Inn & Suites – participate in their Great Pumpkin Halloween event for families with children with special needs

POLICE

Maintained Agreements

Other Governments

- Elder Adult at Risk and Adult at Risk MOUs – Calumet, Outagamie and Winnebago HHS
- Child Abuse Investigations – Outagamie Co. Child Protection

- Emergency Preparedness Coordination – Wisconsin Emergency Management, Local Emergency Planning Committee
- Fox Cities Sexual Abuse Task Force – Various LE agencies
- Fox Valley Investigators – Law Enforcement Agencies throughout the Fox Valley, share intel
- MOCIC – Crime intel – multiple states
- Probation and Parole – Share intel and outreach, CRU officers provide training to their agents. Officers accompany them on home visits often. P&P agents walking on weekends with officers downtown
- Runaway Policy – Neighboring LE Agencies
- SANE – Cooperatively investigate sexual assaults and provide services to victims – Law Enforcement Agencies in 3 Counties, Sexual Assault Counseling Services and SANE nurse programs in area hospitals
- SWAT – Town of Menasha PD
- Target Neighborhood Initiative – Neighborhood Response Team (NRT) – City of Appleton DPW, Fire, Health, Inspections, Mayor, Technology Services, etc.
- U.S. Marshal Service Fugitive Task Force – Members of Task Force to apprehend fugitives
- WI State Patrol – Special Event Assistance with Traffic, Patrol, OWIs, Fatalities
- ATF – Joint investigations.
- DEA – Provide assistance on drug investigations and asset forfeitures
- DCI – Joint investigations, search warrants
- FBI – Joint investigations re: gangs, including participation on Fox Valley Gang Task Force
- US Attorney’s Office – Develop Regional Gang Summits and other training venues together
- DOJ – Work together on WI Intel Network (WIN)
- CAD Dispatch: Calumet, Outagamie and Winnebago Counties
- FoxComm – technology issues
- MEG-Multijurisdictional Drug Enforcement – Law Enforcement Agencies within Calumet, Fond du Lac, Outagamie and Winnebago Counties – Joint investigations, search warrants, training
- Mutual Aid – Neighboring Agencies
- Major Crimes Investigation – Grand Chute partnership
- VisionAir Data Sharing – Grand Chute partnership
- County-Wide Coordinated Response Team
- Interagency Pursuit Policy
- Interagency SART & OCART Protocols, including TRICART
- Fox Cities Law Enforcement Supervisors’ Group
- Interagency Chapter 51 Emergency Detention Policy (Agencies within Outagamie Co.)
- Leads Online Serial Pawners Information Sharing with Other Agencies
- Probation & Parole on Sex Offender “Accountability” Home Visits
- CRU Collaboration with Outagamie County Deputies

- OWI Task Force
- County-wide Peer Support Team
- APD's Vision 20/20 Strategic Planning – partnering with the community
- Beat Grant - combined APD/OUSO street crimes unit
- E-Discovery/E-Referrals – joint efforts with Outagamie Co. District Attorney's office
- Joint K9 training for area agencies
- Treatment courts: Outagamie County on Veterans' Court, Drug Court, Mental Health Court
- Sharing our meeting rooms/facilities with Outagamie County
- Winnebago County Chiefs – DA monthly meetings
- Prescription drop box in conjunction with Lake Winnebago MEG Unit
- Outagamie County Substance Abuse Task Force
- County-wide child abuse protocol
- MRAP jointly owned with Outagamie Co. Sheriff's Dept.
- Legal update training with District Attorney's office – hosted also for outside agencies
- Assist area agencies with promotional processes
- Host recycling event in partnership with Outagamie County
- School access in case of emergencies on all APD officers' fobs
- U-Visa – assist other organizations
- MEG MOU
- Outagamie Co. Evidence Based Decision/Policy Committee – APD Liaison Assigned
- Game Break Nights at Library
- Fox Cities Public Information Officer Group
- Retail Theft, First Offenders, Program
- Responsible Alcohol Retailing Program
- Terror Target Assessments
- Outagamie Co. COMPAS Committee – APD Liaison Assigned

School Districts

- Crossing Guard Program
- SRO Program – All schools within AASD (Grand Chute PSL program)
- Lawrence University – Student support and education (sexual assault, alcohol, mental health)
- TipSoft – AASD shares costs, anonymous crime reporting tool
- K9 Sniffs Conducted in High Schools
 - Diversity: High School programs created to encourage careers in policing
 - Summer of Service Program for Truancy Court Students

Non-Profit Organizations

- Boys & Girls Club Gang Task Force – Various agencies, CRU providing gang training

- Child Advocacy Center (CAC)-provides critical child interviewing services for young children, medical examination and victim follow up services at no cost to area govts – Law Enforcement Agencies in 3 counties, County Child Protection agencies, Sexual Assault Counseling Services, and Children’s Hospital of WI
- CIT (Crisis Intervention Team) – Partner with NAMI to CIT certify officers
- Community Foundation – Fiscal Agent/Trust for K9 Unit Donations
- Emergency Shelter – Department representative, K9 sweep of premises
- Fox Valley Housing Authority – Partnership in providing training to landlords/tenants; Officer is President of their Board
- Fox Valley Humane Association – Partnership agreement to handle animals
- Harbor House – Coordinated community response team, domestic violence initiatives
- Hmong American Partnership – Department representative – advisory, Hmong Citizens Academy, Hmong New Year
- Hospitality Council – Partner with ADI-Downtown Businesses
- Boy Scouts of America – Police Explorer Program Learning for Life Program
- Special Olympics of WI – Department representative; Plunging Team & Torch Run Team
- VCR-Victim Crisis Response Program – Several LE Agencies share this volunteer resource
- Washington Square Project – ADI, City Government, Businesses, Non-Profit Organizations
- Neighborhood Watch – community groups
- ADI – Training to licensed premises/jointly address downtown issues
- Drug Drop Box – MEG, Calumet Co. UW Extension, Outagamie Co. Solid Waste Dept.
- Fox Cities Leadership- Lt. Frisch in a leadership role within program.
- Reach a Child – Book program
- Collect used cell phones for Harbor House victims.
- Host Law Enforcement Day for Fox Cities Leadership program
- Help for the Homeless Campaign
- Coats for Kids Campaign
- Toys for Tots Campaign
- Operation Snow Drop participation
- Feeding America – Distribute food to the needy over the holidays
- Warming Shelter Liaison

Other

- Hosted Hmong Community Forum
- Liaison Officer Assigned to Eagle Flats
- Volunteer program for handicapped students
- Partnered with media to spread message about heroin, human trafficking, violence against women, children and the elderly
- Appleton Refugee Committee – APD Liaison assigned
- Obtained fob access to AMC Hospital

- Shop with a Cop partnership with Pepsi Co.
- Coffee with a Cop Program

New Agreements

Other Governments

- Partnership formed with DCI to handle APD Officer Involved Shooting investigations
- Collaborative efforts with Lincoln, NE PD and Omaha, NE PD re: prostitution operations
- Study group – RMS Packages
- Assist in Promotion Processes – Fond du Lac PD, Oshkosh PD, Kenosha PD
- Hosted LPO – Leadership in Police Organizations (several week course for executives from agencies around the State)

School Districts

- “School Stop” Program to get officers on playgrounds and in parks
- FVTC – Pilot program, recruiting diversity

Non-profit Organizations

- Partnership with RSVP Volunteer Center
- Homes for Heroes
- Hosting Youth Day for Leadership Fox Cities

Other

- Green Bay Packers Funding K9 (Explosives and Tracking)
- Providing APD facilities as a training site for FBI training/DOJ/DCI
- Hands Around the Courthouse, a tri-county event
- Community Forum at Family First Ministries (summer picnic and fall toy giveaway)
- Peer Support Partnership with Paul Smith
- Bicycle Safety Video in collaboration with Lawrence University and Fox Cities Cycling Association
- Community Meeting with Hmong American Partnership/Hmong Elders re: Death in Community; Creation of Hmong Advisory Committee (provided ride alongs for the members)
- Outagamie County Historical Society – Scanning historical records for their exhibits

PUBLIC WORKS

Maintained Agreements

Other Governments

- Agreement to Wholesale finished water to Waverly Sanitary District
- Agreement for City to plow some Town of Harrison streets and Town to plow some City streets
- Agreement for City to plow some Town of Menasha streets and Town to plow some City streets
- Shared Safety Training with employees from the Village of Combined Locks
- Ongoing/Periodic agreements with WISDOT/Counties/Towns for Infrastructure Construction Project

- Sharing of large equipment (street, sanitation) with other Municipalities
- Agreement to transport/treat sanitary sewage for 462 Grand Chute properties
- Agreement to Wholesale finished water to Village of Sherwood
- Agreement to provide backup water source to Greenville via Grand Chute connection
- Joint purchasing new water meter options with the Town of Grand Chute and four Brown County communities
- Agreement with the Town of Freedom to provide water to Church/School

With Outagamie County

- Pilot Composting project between WWTP/DPW and Outagamie County
- Agreement for City to maintain 18 traffic signals for Outagamie County
- City crews clean sanitary sewer pits at various Outagamie County garage sites
- City of Appleton provides tree chipping services for Outagamie County
- City of Appleton purchases Salt Brine from Outagamie County
- Shared use of the City's tack oil tank by Outagamie County
- Cooperative agreement for shared maintenance responsibility of storm sewers in County trunk roads
- Coordinate aerial spray for suppression of gypsy moth through Outagamie County
- Maintain Outagamie County squad cars as requested
- Outagamie County provides information in City Guide

With Town of Grand Chute

- Agreement to Wholesale finished water to Town of Grand Chute
- Agreement for City to maintain 9 traffic signals for Town of Grand Chute
- Agreement for City to plow some Town of Grand Chute streets and Town to plow some City streets
- Agreement allowing Town of Grand Chute residents to use City Yard Waste Site
- Sharing water meter infrastructure and software with the Town of Grand Chute

School Districts

- Joint purchase of Road Salt and Gasoline with Appleton Area School District
- Development of Safe Routes Programs at three elementary schools with AASD
- Agreement to construct underground storage devices at Appleton East High School
- Agreement to construct a water utility service building in the Appleton West High School parking lot

Non-profit Organizations

- Partner with Kendall Foundation to install additional bike racks in Downtown
- Partner with ADI for parking ticket inserts regarding parking ramp passes and pre-paid meter cards
- College Avenue Planters – Agreement with ADI to provide \$2,500 to the Public Works Department to provide additional maintenance on College Avenue planters

Other

- Ongoing participation in North East Wisconsin Stormwater Consortium (NEWSC)
- Ongoing participation in Washington Square enhancement group to foster neighborhood revitalization

- Asphlundt – Agreement with Asphlundt Tree Service and WE Energies to prune/remove city trees that are close to power lines
- Fox River Navigation cost sharing for lock tenders
- Partner with ADI, Library and Valley Transit to provide security in Washington Square Area

New Agreements

Other Governments

- Collaboration with Town of Menasha to mitigate erosion in Red Oak Ravine
- Joint agreement to service Cherryvale Drive development area
- Sewer crew televising culverts for Outagamie County
- CTH JJ joint reconstruction project with Outagamie County
- Northland/Richmond joint roundabout construction project with WisDOT and Outagamie County
- John Street joint reconstruction project with Outagamie County

School Districts

- Agreement to use MSB car wash
- Attended AASD Career Fair
- AASD Youth Apprenticeship Program
- Municipal Partnering Initiative for joint bidding

Non-profit Organizations

- Currently none to report.

Other

- Currently none to report.

UTILITIES

Maintained Agreements

Other Governments

- Outagamie County Department of Solid Waste – Biosolids Composting
- Lower Fox River Dischargers Association (LFRDA) – Regulatory Association
- Wrightstown – MOU Sludge Disposal
- Moraine Utilities – MOU Sludge Disposal
- Sherwood – MOU Sludge Disposal
- Howards Grove – MOU Sludge Disposal
- Grand Chute – Wholesale Water Agreement
- Waverly Sanitary District – Wholesale Water Agreement
- Sherwood – Wholesale Water Agreement
- Department of Administration, Energy Division (Focus on Energy)
- Municipal Environmental Group (MEG) – Water and Wastewater Regulatory Advocacy

School Districts

- MPTC – Water/Wastewater Advisory Group (Volunteer Membership)
- Water and Wastewater facilities open to tours: UWGB, Lawrence, FVTC, Appleton Area Middle Schools, and Appleton High Schools
- NWTC Engineering Advisory Committee

Non-profit Organizations

- UW Fox Valley Community Garden Partnership
- Great Lakes Alliance – Phosphorus Adaptive Management Initiative Partner
- Great Lakes Commission – Phosphorus Trading: Fox P Trade Project Partner

Other

- Currently none to report

New Agreements

Other Governments

- Currently none to report

School Districts

- Currently none to report

Non-profit Organizations

- Fox Wolf Watershed Alliance – Board Member
- Wisconsin Water Works Association – CLEAR Captain (Advocate and Provide Industry Training)

Other

- WPPI Power Portfolio Partner

VALLEY TRANSIT

Maintained Agreements

Other Governments

- Outagamie County – Rural Paratransit Service, ADA, Elderly and Sunday Paratransit Service, Eagle Flats Fixed Route Service
- Calumet County – Van Service, ADA and Elderly Paratransit Service
- Winnebago County – ADA and Sunday Paratransit Service, Winnebago County Dial a Ride
- State WisDOT – Operating Support
- Federal Government – Operating Support, Capital grants, planning grant, 5310 grant funds
- City of Neenah – Fixed Route Bus Service, Northern Winnebago Dial-A-Ride
- Town of Menasha – Fixed Route Bus Service, Northern Winnebago Dial-A-Ride
- City of Menasha – Fixed Route Bus Service
- Town of Buchanan – Fixed Route Bus Service, Call-A-Ride
- Village of Harrison – Call-A-Ride
- Town of Grand Chute – Fixed Route Bus Service
- City of Kaukauna – Fixed Route Bus Service
- Village of Kimberly – Fixed Route Bus Service
- Village of Little Chute – Fixed Route Bus Service

School Districts

- AASD – Route 70 (North High School), AASD Pass Program, Tripper buses for Madison, East, Wilson and West schools
- FVTC – Student Pass Program agreement

Non-profit Organizations

- United Way Fox Cities – Connector

- Appleton Public Library Foundation – Library Pass Program, funding for neighborhood monitor – Washington Square
- Boys and Girls Club – rides after school
- Family Care (Community Care, Lakeland Care District and IRIS) – ADA and other paratransit services in Outagamie, Winnebago and Calumet
- New Hope Center Transportation

Other

- Appleton Downtown Inc. – Downtown Trolley, funding for neighborhood monitor – Washington Square
- Thrivent Financial for Lutherans – funding support for the Connector and for neighborhood monitor in Washington Square
- Jewelers Mutual – funding support for the Connector
- Pfefferle – funding for neighborhood monitor in Washington Square
- ThedeCare – funding for neighborhood monitor in Washington Square

New Agreements

Other Governments

- Currently none to report

School Districts

- Currently none to report

Non-profit Organizations

- Community Foundation – Grant to help partially fund the local share of the Neenah Industrial Park Shuttle

Other

- Plexus – funding for part of the local share of the Neenah Industrial Park Shuttle
- Menasha Corp. – funding for part of the local share of the Neenah Industrial Park Shuttle

2015 YEAR END Collaborative/Cooperative Agreements as of 12/31/15					
Comm Dev	Maintained	Other Govts	School Dist	Non-Profits	Other
		21	4	30	18
	New	Other Govts	School Dist	Non-Profits	Other
		1	3	15	7
Finance	Maintained	Other Govts	School Dist	Non-Profits	Other
		18	2	1	2
	New	Other Govts	School Dist	Non-Profits	Other
		1	0	0	0
Fire	Maintained	Other Govts	School Dist	Non-Profits	Other
		30	11	11	7
	New	Other Govts	School Dist	Non-Profits	Other
		0	0	0	0
Health	Maintained	Other Govts	School Dist	Non-Profits	Other
		15	3	18	15
	New	Other Govts	School Dist	Non-Profits	Other
		3	0	0	0
HR	Maintained	Other Govts	School Dist	Non-Profits	Other
		5	3	0	2
	New	Other Govts	School Dist	Non-Profits	Other
		10	3	0	0
Info Services	Maintained	Other Govts	School Dist	Non-Profits	Other
		6	5	0	1
	New	Other Govts	School Dist	Non-Profits	Other
		0	1	0	0
Legal Services	Maintained	Other Govts	School Dist	Non-Profits	Other
		4	1	0	0
	New	Other Govts	School Dist	Non-Profits	Other
		1	1	0	0
Library	Maintained	Other Govts	School Dist	Non-Profits	Other
		12	12	48	9
	New	Other Govts	School Dist	Non-Profits	Other
		6	2	32	39
Parks, Rec, Facilities & Grounds	Maintained	Other Govts	School Dist	Non-Profits	Other
		9	10	21	41
	New	Other Govts	School Dist	Non-Profits	Other
		0	1	0	6
Police	Maintained	Other Govts	School Dist	Non-Profits	Other
		59	6	27	8
	New	Other Govts	School Dist	Non-Profits	Other
		5	2	3	8

2015 YEAR END Collaborative/Cooperative Agreements (cont.)					
Public Works	Maintained	Other Govts	School Dist	Non-Profits	Other
		26	4	3	5
	New	Other Govts	School Dist	Non-Profits	Other
		6	4	0	0
Utilities	Maintained	Other Govts	School Dist	Non-Profits	Other
		11	3	3	0
	New	Other Govts	School Dist	Non-Profits	Other
		0	0	2	1
Valley Transit	Maintained	Other Govts	School Dist	Non-Profits	Other
		14	2	5	5
	New	Other Govts	School Dist	Non-Profits	Other
		0	0	1	2
Totals		Other Govts	School Dist	Non-Profits	Other
Maintained		230	66	167	113
New		33	17	53	63
Total	0	263	83	220	176

APPLETON PUBLIC LIBRARY
STATISTICAL SUMMARY
JANUARY 2016

I. Circulation	Current Month	This Month Last Year	Year to Date	Last Year to Date	Month % Change	Year % Change
Adult Circulation	58,969	63,110	58,969	63,110	-7%	-7%
Children's Circulation	34,642	38,649	34,642	38,649	-10%	-10%
Total Circulation	93,611	101,759	93,611	101,759	-8%	-8%
Adult AV/nonbook (included in above)	29,588	32,218	29,588	32,218	-8%	-8%
Children's AV/non-book (included in above)	9,145	11,070	9,145	11,070	-17%	-17%
ILL items received (received from)	13,691	11,891	13,691	11,891	15%	15%
ILL items loaned (provided to)	13,725	14,457	13,725	14,457	-5%	-5%
Total Registered Patrons (quarterly)	97,018	96,444	n/a	n/a	1%	n/a
Door Count	40,839	43,119	40,839	43,119	-5%	-5%
E-Book Uses	4,669	4,802	4,669	4,802	-3%	-3%
Online Audiobook Uses	1,840	1,296	1,840	1,296	42%	42%
Percentage of Total Circulation on Self Check Machines	79.1%	77.2%	n/a	n/a	n/a	n/a

II. Customer Assistance	Current Month	This Month Last Year	Year to Date	Last Year to Date	Month % Change	Year % Change
Reference Transactions - Adult	6,651	7,554	6,651	7,554	-12%	-12%
Reference Transactions - Children's	1,595	1,801	1,595	1,801	-11%	-11%
Total Reference	8,246	9,355	8,246	9,355	-12%	-12%
Volunteer Hours	229	522	229	522	-56%	-56%

III. Collections & Processing	Current Month	This Month Last Year	Year to Date	Last Year to Date	Month % Change	Year % Change
Volumes Added	2,253	4,370	2,253	4,370	-48%	-48%
Volumes Withdrawn	6,080	7,003	6,080	7,003	-13%	-13%
Total Titles	291,903	282,211	n/a	n/a	3%	n/a
Total Volumes	353,511	342,957	n/a	n/a	3%	n/a

APPLETON PUBLIC LIBRARY
STATISTICAL SUMMARY
JANUARY 2016

IV. Programs	Current Month	This Month Last Year	Year to Date	Last Year to Date	Month % Change	Year % Change
Children's Programs	67	58	67	58	16%	16%
Children's Program Attendance	1,698	1,434	1,698	1,434	18%	18%
Young Adult Programs	15	15	15	15	0%	0%
Young Adult Program Attendance	136	250	136	250	-46%	-46%
Adult Programs (including instructional)	27	16	27	16	69%	69%
Adult Program Attendance (including instructional)	466	228	466	228	104%	104%
Total Programs	109	89	109	89	22%	22%
Total Program Attendance	2,300	1,912	2,300	1,912	20%	20%
Meeting Room Uses - Room Reservations (Public)	176	205	176	205	-14%	-14%
Meeting Room Uses - Events (Library Programs)	138	132	138	132	5%	5%
Total Meeting Room Uses	314	337	314	337	-7%	-7%

V. Electronic Access Services	Current Month	This Month Last Year	Year to Date	Last Year to Date	Month % Change	Year % Change
Database Sessions	25,834	25,453	25,834	25,453	1%	1%
Web Page "Hits"	95,338	101,817	95,338	101,817	-6%	-6%
FOCOL "Hits"	2,290	2,888	2,290	2,888	-21%	-21%
Fox Valley Memory "Hits"	3,486	2,408	3,486	2,408	45%	45%
Remote Logins to InfoSoup	20,154	29,539	20,154	29,539	-32%	-32%
Public Computing Sessions	5,931	6,230	5,931	6,230	-5%	-5%
Total Time Used on Public Computers	4536:00:00	4541:00:00	4536:00:00	4541:00:00	0%	0%
Children's AWE Public Computer Sessions	1245	2997	1245	2997	-58%	-58%

APPLETON PUBLIC LIBRARY
STATISTICAL SUMMARY
FEBRUARY 2016

I. Circulation	Current Month	This Month Last year	Year to Date	Last Year to Date	Month % Change	Year % Change
Adult Circulation	56,894	58,936	115,863	122,046	-3%	-5%
Children's Circulation	37,035	37,859	71,677	76,508	-2%	-6%
Total Circulation	93,929	96,795	187,540	198,554	-3%	-6%
Adult AV/nonbook (included in above)	29,082	30,251	58,670	62,469	-4%	-6%
Children's AV/non-book (included in above)	9,161	10,295	18,306	21,365	-11%	-14%
ILL items received (received from)	13,991	11,114	27,682	23,005	26%	20%
ILL items loaned (provided to)	14,030	13,480	27,755	27,937	4%	-1%
Total Registered Patrons (quarterly)	97,018	96,444	n/a	n/a	1%	n/a
Door Count	41,434	41,571	82,273	84,690	0%	-3%
E-Book Uses	4,354	4,337	9,023	9,139	0%	-1%
Online Audiobook Uses	1,868	1,361	3,708	2,657	37%	40%
Percentage of Total Circulation on Self Check Machines	78.6%	77.4%	n/a	n/a	n/a	n/a

II. Customer Assistance	Current Month	This Month Last year	Year to Date	Last Year to Date	Month % Change	Year % Change
Reference Transactions - Adult	6,431	6,190	13,082	13,744	4%	-5%
Reference Transactions - Children's	1,688	1,712	3,283	3,513	-1%	-7%
Total Reference	8,119	7,902	16,365	17,257	3%	-5%
Volunteer Hours	439	512	668	1,033	-14%	-35%

III. Collections & Processing	Current Month	This Month Last year	Year to Date	Last Year to Date	Month % Change	Year % Change
Volumes Added	2,428	3,159	4,681	7,529	-23%	-38%
Volumes Withdrawn	1,642	1,222	7,722	8,225	34%	-6%
Total Titles	292,283	283,844	n/a	n/a	3%	n/a
Total Volumes	354,297	344,894	n/a	n/a	3%	n/a

APPLETON PUBLIC LIBRARY
STATISTICAL SUMMARY
FEBRUARY 2016

IV. Programs	Current Month	This Month Last year	Year to Date	Last Year to Date	Month % Change	Year % Change
Children's Programs	89	88	156	146	1%	7%
Children's Program Attendance	2,717	2,159	4,415	3,593	26%	23%
Young Adult Programs	10	14	25	29	-29%	-14%
Young Adult Program Attendance	154	762	290	1,012	-80%	-71%
Adult Programs (including instructional)	28	19	55	35	47%	57%
Adult Program Attendance (including instructional)	496	346	962	574	43%	68%
Total Programs	127	121	236	210	5%	12%
Total Program Attendance	3,367	3,267	5,667	5,179	3%	9%
Meeting Room Uses - Room Reservations (Public)	265	198	441	403	34%	9%
Meeting Room Uses - Events (Library Programs)	186	192	324	324	-3%	0%
Total Meeting Room Uses	451	390	765	727	16%	5%

V. Electronic Access Services	Current Month	This Month Last year	Year to Date	Last Year to Date	Month % Change	Year % Change
Database Sessions	16,484	22,064	42,318	47,517	-25%	-11%
Web Page "Hits"	89,743	94,473	185,081	196,290	-5%	-6%
FOCOL "Hits"	1,806	1,939	4,096	4,827	-7%	-15%
Fox Valley Memory "Hits"	4,294	2,707	7,780	5,115	59%	52%
Remote Logins to InfoSoup	18,006	16,970	38,160	46,509	6%	-18%
Public Computing Sessions	5,887	6,224	11,818	12,454	-5%	-5%
Total Time Used on Public Computers	4445:00:00	4440:00:00	8981:00:00	8981:00:00	0%	0%
Children's AWE Public Computer Sessions	1263	2923	2508	5920	-57%	-58%