



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, May 6, 2020

7:00 PM

Council Chambers

- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. BUSINESS PRESENTED BY THE MAYOR

[20-0542](#) Proclamation of Municipal Clerks Week May 3rd to 9th, 2020

Attachments: [Municipal Clerks Week.pdf](#)

[20-0543](#) Proclamation of May 14th as Hmong American Day

Attachments: [Hmong American Day May 14.pdf](#)

- G. PUBLIC PARTICIPATION
- H. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[20-0533](#) Common Council Meeting Minutes of April 22, 2020 Organizational Meeting and Regular Council Meeting

Attachments: [CC Minutes 4-22-20 Org. Mtg..pdf](#)
[CC Minutes 4-22-20.pdf](#)

- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY

[20-0534](#) Suspend the Council Rules and convene into the Committee of the Whole

[20-0535](#) Reconvene to Common Council

[20-0536](#) Report of the Committee of the Whole

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[20-0516](#) Request from CR Structures for a Permanent Street Occupancy Permit for the north footing wall to extend 24" into the College Avenue right-of-way and five column pad footings to extend 12" into the College Avenue right-of-way be approved.

Attachments: [CR Structures-Permanent Street Occupancy Permit.pdf](#)

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[20-0540](#) Request to Approve Naming of Lundgaard Park

Attachments: [Park Rec Committee Letter.pdf](#)
[Naming of Public Parklands Policy Memo.pdf](#)
[Naming of Public Parklands Policy.pdf](#)
[Northside Park Aerial.pdf](#)

5. MINUTES OF THE FINANCE COMMITTEE

[20-0522](#) Request to award the Phase I Construction Contract to Miron Construction Company for the Intake and Shore Well Pumping Station 2020 project in the amount of \$3,607,005 with a 10% contingency of \$360,700 and a total not to exceed \$3,967,705

Attachments: [2020 Construction - Lake Station Project 04-23-20.pdf](#)

[20-0523](#) Request to award Unit D-20 Sidewalk Construction to Fischer Ulman Construction, Inc in an amount not to exceed \$310,000

Attachments: [Award of Contract Unit D-20.pdf](#)

[20-0527](#) Resolution #8-R-20 City of Appleton Brand Study

Attachments: [#8-R-20 Branding Resolution-format.pdf](#)

[20-0529](#) Request to approve temporary suspension of Sec. 9-23 of the Municipal Code requiring the payment of certain unpaid and delinquent debts as a condition precedent to the issuance of licenses or permits by the City

Attachments: [Finance Committee - License Waiver COVID-19.pdf](#)
[AMEND073.pdf](#)

[20-0530](#) Resolution #9-20 - Local Government Term Limits Referendum Question

Attachments: [Lobner and Finance Committee - Attorney Office Response to Resolution 04-30](#)

[20-0531](#) Request to accept a DNR Stewardship grant in the amount of \$249,000 for the construction of the Lawe STreet Trestle Trail

Attachments: [2020 DNR Stewardship Grant - Lawe St.pdf](#)

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[20-0515](#) Request to approve the Re-Allocation of 2020-2021PY Community Development Block Grant (CDBG) public service funds as specified in the attached revised community partner allocation recommendations

Attachments: [Alloc Recs Memo to CEDC Modified Award 05-06-2020.pdf](#)
[Alloc Recs Memo to CEDC Final Award 03-11-2020.pdf](#)
[REVISED 05-06-2020 CDBG Community Partner Recommendations.pdf](#)
[REVISED 05-06-2020 CDBG Simple Summary.pdf](#)
[Community Foundation COVID Response to Community Needs.pdf](#)

7. MINUTES OF THE UTILITIES COMMITTEE

[20-0517](#) Award AWWTP Final Clarifier Tank Underdrain Valve Vault Pipe Replacement to Piping Service Inc. in an amount not to exceed \$17,800.

Attachments: [190420 UC Memo Final Clarifier Tank Drainage Piping PSI.pdf](#)

[20-0532](#) Recommendation to approve entering into the Amended InterGovernmental Cooperation Agreement with the Village of Little Chute contingent upon the Village of Little Chute also approving the Agreement.

Attachments: [InterGovernmental Cooperation Agreement.pdf](#)
[Appleton-Little Chute - 2020 Agreement - 4-30-20.pdf](#)

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

9. **MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

[20-0507](#) Approval of Payments

Attachments: [February 2020 payments.pdf](#)
[March 2020 payments.pdf](#)

[20-0509](#) Approval of Contract with Red Shoes Inc

Attachments: [Award Recommendation Red Shoes.pdf](#)

[20-0514](#) Approval of Bid Award to Wisconsin Lift Truck

Attachments: [Award Recommendation Wisconsin Lift Truck.pdf](#)

10. **MINUTES OF THE BOARD OF HEALTH**

M. **CONSOLIDATED ACTION ITEMS**

N. **ITEMS HELD**

[20-0465](#) Request to approve Special Use Permit #2-20 for an indoor recreational use with alcohol sales and consumption located at 1400 West College Avenue (Tax Id #31-5-1799-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport 1400 W College Ave SUP For04-22-20.pdf](#)
[RE Appleton Axe proposed plan.msg](#)
[Sydney Witt Email Comments 4-25-20.pdf](#)

Legislative History

4/22/20 Common Council held

O. **ORDINANCES**

[20-0528](#) Ordinance #73-20 License Renewal Waiver of Fees

Attachments: [AMEND073.doc.pdf](#)

P. **LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION**

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

S. CLOSED SESSION

[20-0537](#)

The Common Council will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussing the investment of public funds and real estate negotiations where competitive or bargaining reasons require a closed session concerning the parcel north of Midway Road and south of Plank Road located in the Village of Harrison as well as terms of an intergovernmental agreement with the Town of Buchanan regarding properties near Newberry Street. **At the conclusion of its discussion, the Common Council will adjourn in closed session with no action being taken.**

T. ADJOURN

Kami Lynch, City Clerk

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

PROCLAMATION



Office of the Mayor

WHEREAS, The Office of Municipal Clerk, a time-honored and vital part of local government, exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever-mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, The Municipal Clerk serves as the information center for functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, Wisconsin do hereby proclaim the week of May 3-9, 2020 as

Municipal Clerks Week

in Appleton, and further extend appreciation to our Municipal Clerk, Kami Lynch, and to all Municipal Clerks for the vital services they perform and their dedication to the communities they represent.

Signed and sealed this 1st day of May 2020.

A handwritten signature in black ink, appearing to read "Jacob A. Woodford", written over a horizontal line.

JACOB A. WOODFORD
MAYOR OF APPLETON

PROCLAMATION



Office of the Mayor

WHEREAS, from 1961 to 1975, more than 40,000 Hmong men were recruited by the CIA to fight in the Secret War in Laos, a part of the Vietnam War; and

WHEREAS, in May 1975, the United States withdrew from Laos and hundreds of thousands of Hmong fled into Thailand to seek safety, and soon many Hmong refugees and their families immigrated to Wisconsin – where today Appleton is home to more than 3,000 Hmong residents; and

WHEREAS, the City of Appleton recognizes the important cultural, social, political, and economic contributions of Hmong Americans, which enrich and enhance the city; and

WHEREAS, after 40 years in the United States, our Hmong neighbors have made achievements as business owners, professionals, and volunteers in the Fox Cities; and

WHEREAS, in 2015, the City of Appleton was the first city in the State of Wisconsin to commemorate this day and to formerly recognize and celebrate the history, culture and contributions of Hmong Americans in Appleton and other cities in Wisconsin.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, Wisconsin, do hereby proclaim May 14 as

Hmong American Day

in Appleton and invite you to join us each year in celebrating our Hmong community.

Signed and sealed the 1st day of May 2020.

A stylized, handwritten signature in black ink, likely belonging to Jacob A. Woodford.

JACOB A. WOODFORD
MAYOR OF APPLETON



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, April 22, 2020

6:00 PM

Council Chambers

Organizational Meeting

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 6:03 p.m.

B. ROLL CALL OF ALDERPERSONS

Present: 16 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

C. REPORT OF THE INFORMAL ORGANIZATIONAL MEETING

[20-0492](#)

Department & Committee Functions

Attachments: [Dept-Comm Functions - ADOPTED - 04-19-2017.pdf](#)
 [Dept-Comm Functions - Redlined 4-22-2020.pdf](#)

Alderperson Lobner moved, seconded by Alderperson Smith, that the redlined version of the Department & Committee Functions be approved. Roll Call.

Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0491](#)

Rules of Council

Attachments: [Council Rules 4-17-2019 FINAL.pdf](#)
 [Council Rules 4-22-2020 Redlined.pdf](#)
 [Council Rules ADOPTED 4-22-2020 .pdf](#)

Aldersperson Lobner moved, seconded by Aldersperson Coenen, that Rule #15 be amended as follows:

add the following after 'shall be automatic' (first sentence), unless a member of the Council objects to the referral; if 2/3 of members present vote to approve the objection the item remains on the agenda and is not referred.

Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Nay: 1 - Aldersperson William Siebers

Abstained: 1 - Mayor Jake Woodford

Aldersperson Lobner moved, seconded by Aldersperson Coenen, that Rule #15 be amended again to include:

(after objects to the referral), and is seconded

Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Nay: 1 - Aldersperson Mike Smith

Abstained: 1 - Mayor Jake Woodford

Aldersperson Van Zeeland moved, seconded by Aldersperson Smith, that Rule #5 be amended as follows:

(Third sentence) after recognized by the Chair, change he/she to they and remove 'rise and' so it reads "they shall address the Chair..."

Roll Call. Motion carried by the following vote:

Aye: 9 - Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Alex Schultz, Aldersperson Nate Wolff and Aldersperson Kyle Lobner

Nay: 6 - Aldersperson William Siebers, Aldersperson Matthew Reed, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

Alderson Smith moved, seconded by Alderson Lobner, that the Rules of Council be approved as amended. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Nay: 2 - Alderson Mike Smith and Alderson Patti Coenen

Abstained: 1 - Mayor Jake Woodford

D. RE-COMMIT TO THE CODE OF CONDUCT

[20-0494](#)

Code of Conduct

Attachments: [Code of Conduct.pdf](#)

Alderson Lobner moved, seconded by Alderson Prohaska, that the Council recommit to the Code of Conduct. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

E. APPOINTMENT OF COMMITTEES & COMMITTEE CHAIRS

[20-0504](#)

Committee Appointments

Attachments: [ALDERMAN COMMITTEE APPTS MEMO 04222020 \(002\).pdf](#)

Alderson Lobner moved, seconded by Alderson Prohaska, to approve the Committee Appointments, not including the appointment of Alderson Smith to the Board of Health as it was withdrawn by the Mayor.

Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

F. ELECTION OF COMMON COUNCIL PRESIDENT

The following were nominated for Council President:

Alderson Reed

Alderson Meltzer

Alderson Lobner

Alderson Meltzer withdrew from the nominations.

A vote was taken through secret balloting and Alderson Lobner was elected Council President.

G. ELECTION OF COMMON COUNCIL VICE-PRESIDENT

The following were nominated for Council Vice-President:

Alderson Reed

Alderson Meltzer

Alderson Van Zeeland

A vote was taken through secret balloting and Alderson Van Zeeland was elected Council Vice-President.

H. ELECTION OF COMMON COUNCIL MEMBER TO THE CITY PLAN COMMISSION

Aldersons Fenton and Meltzer were nominated to be the representative on the City Plan Commission.

Alderson Meltzer withdrew his nomination.

Alderson Smith moved, seconded by Alderson Prohaska, that Alderson Fenton be the Council member on the City Plan Commission. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

I. OTHER COUNCIL BUSINESS**J. ADJOURN**

Alderson Smith moved, seconded by Alderson Lobner, that the meeting be adjourned at 7:19 p.m. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Nay: 1 - Alderperson Alex Schultz

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk



City of Appleton

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Meeting Minutes - Final Common Council

Wednesday, April 22, 2020

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:32 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Fenton

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 16 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

City Attorney Walsh, Deputy City Attorney Behrens, City Clerk Lynch, Director of Community & Economic Development Harkness, Director of Finance Saucerman, Fire Chief Hansen, Health Officer Eggebrecht, Director of Human Resources Matz, Director of Information Technology Fox, Library Director Rortvedt, Director of Parks, Recreation & Facilities Gazza, Police Chief Thomas, Director of Public Works Vandehey, Director of Utilities Shaw, Valley Transit General Manager McDonald

F. BUSINESS PRESENTED BY THE MAYOR

[20-0502](#)

Earth Day Proclamation

The Proclamation was presented

G. PUBLIC PARTICIPATION

H. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[20-0501](#)

Common Council Meeting Minutes of April 1, 2020

Attachments: [CC Minutes 4-1-2020.pdf](#)**Alderson Lobner moved, seconded by Alderson Prohaska, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

I. PUBLIC HEARINGS

[20-0489](#)

Public Hearing regarding Special Use Permit 2-20 for Appleton Axe at 1400 W College Avenue

Attachments: [ClassIIPublicHearingNoticeNewspaper_1400WCollegeAve_SUP.pdf](#)*Pat VanAbel, owner of Appleton Axe spoke during the Public Hearing*[20-0490](#)

Public Hearing regarding Special Use Permit 3-20 for Taco House at 135 E Wisconsin Avenue

Attachments: [ClassIIPublicHearingNoticeNewspaper_135_East_Wisconsin_Ave_SUP.pdf](#)*The Public Hearing was held, no one spoke during the hearing.*

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[20-0498](#)

Suspend the Council Rules and Convene into the Committee of the Whole

Alderson Lobner moved, seconded by Alderson Coenen, that the Council convene into the Committee of the Whole. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0470](#)

Resolution #5-R-20
Naming of the Hydroelectric Heritage Trailway
(HHT / Hydro)

Attachments: [#5-R-20 Hydroelectric Heritage Trailway.pdf](#)

Aldersperson Martin moved, seconded by Aldersperson Lobner, that the Resolution be held until the second meeting in May. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Nay: 1 - Aldersperson Alex Schultz

Abstained: 1 - Mayor Jake Woodford

[20-0465](#)

Request to approve Special Use Permit #2-20 for an indoor recreational use with alcohol sales and consumption located at 1400 West College Avenue (Tax Id #31-5-1799-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_1400 W College Ave_SUP_For04-22-20.pdf](#)
 [RE Appleton Axe proposed plan.msg](#)
 [Sydney Witt Email Comments_4-25-20.pdf](#)

Aldersperson Smith moved, seconded by Aldersperson Siebers, that the Special Use Permit be held. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Nay: 3 - Aldersperson Vered Meltzer, Aldersperson Alex Schultz and Aldersperson Nate Wolff

Abstained: 1 - Mayor Jake Woodford

[20-0481](#)

Proposed one-year extension of the Bicycle and Pedestrian Engineering On-Call Consulting Services Contract with Alta Planning and Design in an amount not to exceed \$12,000.

Attachments: [Bicycle and Pedestrian Eng On-Call Cons. Service.pdf](#)

Alderson Lobner moved, seconded by Alderson Smith, that the Contract be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0482](#)

Request from Van Ert Electric to reduce their permit fee from \$9,218 to \$1,500. City permit fee is based on total cost of a project, including equipment.

Attachments: [Van Ert Electric -permit fee.pdf](#)

**Alderson Smith moved, seconded by Alderson Coenen, that the fee request be approved. Roll Call. Motion failed by the following vote:
Since the Motion failed, the request was denied.**

Nay: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner and Alderson Corey Otis

Abstained: 3 - Alderson Alex Schultz, Alderson Joe Prohaska and Mayor Jake Woodford

[20-0487](#)

Decision on when to open yard waste sites considering the Governor's Safer at Home Order.

Attachments: [Yard Waste Site Memo.pdf](#)

Alderson Smith moved, seconded by Alderson Lobner, that the re-opening of the yard waste site be approved as outlined in the attached memo. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0405](#)

Class "B" Beer License application for Bennett Manor 2 LLC d/b/a The Cozy Corner, Heidi Bennett, Agent, located at 111 N Walnut St, contingent upon approval from all departments.

Attachments: [The Cozy Corner.pdf](#)

Alderperson Lobner moved, seconded by Alderperson Martin, that the license be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0387](#)

Reserve "Class B" Liquor and Class "B" Beer License application for RH Events LLC, Michael Geall, Agent, located at 141 S. Riverheath Way, contingent upon approval from all departments.

Attachments: [RH Events.pdf](#)

Alderperson Coenen moved, seconded by Alderperson Lobner, that the license be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0488](#)

Request to temporarily waive the \$75 fee for issuance of temporary use permits to essential service workers until the Governor's Safer at Home Order is lifted

Attachments: [MemotoCPC RequestTemporarilyWaiveTempUsePermitFee.pdf](#)

Alderperson Coenen moved, seconded by Alderperson Lobner, that the fee waiver request be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 2 - Alderperson Mike Smith and Mayor Jake Woodford

[20-0479](#)

Action Item: Approve Acceptance of the Appleton Transportation Management Area (TMA) 2020-2024 Transportation Alternatives Program (TAP) Grant in the Amount of \$516,292

Attachments: [WE Energies Trail TAP Grant Memo .docx](#)
 [WE Energies Trail Map.pdf](#)

Alderperson Lobner moved, seconded by Alderperson Coenen, that the agreement be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0474](#)

Request to approve amended Development Agreement for North Edgewood Estates

Attachments: [North Edgewood Estates Amended Agreement.pdf](#)

Alderperson Coenen moved, seconded by Alderperson Prohaska, that the development agreement be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0476](#)

Request to deny the Claim for Excessive Assessment for the Renaissance Assisted Living at 301 E Florida Avenue and the Rennes Nursing Home at 325 E Florida Avenue.

Attachments: [Rennes claim memo to finance committee.pdf](#)
[Rennes Development Claim for Excessive Assessment.pdf](#)
[TDR Properties Claim for Excessive Assessment.pdf](#)

Aldersperson Lobner moved, seconded by Aldersperson Smith, that the denial of the Claim for Excessive Assessment be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0469](#)

Request to amend the existing farm lease with Erv Van Camp for properties located at 110 and 210 W. Edgewood Drive, estimated to be approximately 21.25 acres, changing the rental rate from \$100 per acre to \$60 per acre for the 2020 growing season with no crop loss provision

Attachments: [AmendFarmLeaseMemo 110&210WEdgewood 4-10-20.pdf](#)
[FullyExecutedLeaseRenewal 110&210WEdgewood 12-21-18.pdf](#)

Aldersperson Smith moved, seconded by Aldersperson Lobner, that the lease be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0496](#)

Resolution #7-R-20 Employee Leave Benefits COVID-19

Attachments: [Resolution #7-R-20 Employee Leave Benefits COVID-19 \(003\).pdf](#)

Aldersperson Lobner moved, seconded by Aldersperson Prohaska, that the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Alex Schultz, Aldersperson Nate Wolff, Aldersperson Kyle Lobner and Aldersperson Corey Otis

Nay: 5 - Alderperson William Siebers, Alderperson Matthew Reed, Alderperson Mike Smith, Alderperson Patti Coenen and Alderperson Joe Prohaska

Abstained: 1 - Mayor Jake Woodford

[20-0500](#)

Reconvene to Common Council

Alderperson Coenen moved, seconded by Alderperson Reed, that the Council Rise and Report and reconvene to the Common Council. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[20-0499](#)

Report of the Committee of the Whole

Alderperson Prohaska moved, seconded by Alderperson Coenen, that the Report of the Committee of the Whole be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Absent: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Alderperson Coenen moved, seconded by Alderperson Prohaska, that the balance of the agenda be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

Balance of the action items on the agenda.

Alderperson Coenen moved, Alderperson Prohaska seconded, to approve the report. The motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

1. **MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**
2. **MINUTES OF THE SAFETY AND LICENSING COMMITTEE**
3. **MINUTES OF THE CITY PLAN COMMISSION**

[20-0466](#)

Request to approve Special Use Permit #3-20 for a restaurant with alcohol sales and consumption located at 135 East Wisconsin Avenue (Tax Id #31-6-0323-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_135 E Wisconsin Ave_SUP_For04-22-20.pdf](#)

This Report Action Item was approved.

[20-0467](#)

Request to approve Minor Amendment to Special Use Permit #28-01 to allow alcohol sales and service on a new outdoor deck area on the north side of the building at 215 South Memorial Drive (Tax Id #31-3-0883-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution

Attachments: [StaffReport_Sangrias_SUPMinorAmendment_For4-22-20.pdf](#)

This Report Action Item was approved.

[20-0468](#)

Request to approve the North Edgewood Estates 2 Preliminary Plat as shown on the attached maps and subject to the attached conditions

Attachments: [StaffReport_NorthEdgewoodEstates2_PrePlat_For04-22-20.pdf](#)

This Report Action Item was approved.

4. **MINUTES OF THE PARKS AND RECREATION COMMITTEE**
5. **MINUTES OF THE FINANCE COMMITTEE**

[20-0471](#)

Request to approve Change Order #1 to the 2019 Fire Station #4 HVAC Upgrades project to Baumgart Mechanical in the amount of \$14,147. The overall contract will increase from \$61,050 to \$75,197 and approve the following 2020 budget adjustment:

Facilities Capital Projects Fund

2020 Fire Station #6 Hardscape Replacement Ph 2 Proj	- \$14,000
2019 Fire Station #4 HVAC Upgrades Project	+\$14,000

to reflect a balance transfer between projects

Attachments: [2019 Fire Station #4 HVAC Upgrades Change Order and budget adjustment.pdf](#)

This Report Action Item was approved.

[20-0473](#)

Request to award Unit O-20 Sanitary and Storm Sewer CIPP Lining to Visu-Sewer, Inc in the amount of \$628,850 with a 5% contingency of \$31,450 for a project total not to exceed \$660,300

Attachments: [Award of Contract Unit O-20.pdf](#)

This Report Action Item was approved.

[20-0475](#)

Request to approve change to 2020 Street Light Infill CIP to move up Astor Lane and Tuckaway Lane and push back Roemer Road

Attachments: [Street Light Infill CIP.pdf](#)

This Report Action Item was approved.

6. **MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**
7. **MINUTES OF THE UTILITIES COMMITTEE**
8. **MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**
9. **MINUTES OF THE FOX CITIES TRANSIT COMMISSION**
10. **MINUTES OF THE BOARD OF HEALTH**

[20-0441](#)

Jansen Bee Application - Appeal

Attachments: [Jensen application Jan 2020.pdf](#)
[Jensen neighbor objection.pdf](#)
[1721 E Paloma ct Feb 2020 denial letter.pdf](#)
[Jensen appeal letter March 2020.pdf](#)

This item has been resolved, no action was taken.

M. CONSOLIDATED ACTION ITEMS**N. ITEMS HELD**[20-0385](#)

Request from Dave Rangle, 1028 S. Walden Avenue, to have his sidewalk snow removal bill of \$107.40 waived.

Attachments: [1028 S Walden waive snow bill.pdf](#)

Aldersperson Lobner moved, seconded by Aldersperson Prohaska, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 11 - Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Nay: 4 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Mike Smith and Aldersperson Patti Coenen

Abstained: 1 - Mayor Jake Woodford

O. ORDINANCES[20-0478](#)

Ordinance #72-20

Attachments: [Ordinance 72-20 for 4-22-2020 CC Mtg.pdf](#)

Aldersperson Lobner moved, seconded by Aldersperson Smith, that the ordinance be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO
COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

#8-R-20

City of Appleton Brand Study Resolution

Submitted by: Alderperson Christopher W. Croatt Submitted on: April 22, 2020

Whereas, the City of Appleton has been identified locally, regionally, and nationally as a leader in many aspects and has been recommended as a preferred place to call home, work, and raise a family for a variety of positive reasons.

And Whereas, the City of Appleton is getting regional and national attention with positive accolades and endorsements such as a best affordable place to live, a best place for children, low unemployment, fiscal restraint, a community with many parks, trails, and playgrounds, and many more.

And Whereas, the City of Appleton, like other entities (public and private) providing a service or product offering, has a brand image.

And Whereas, a strong brand image and identity is an important attribute for any entity (public or private sector) looking to attract top talent and new business and foster impactful economic development.

And Whereas, a brands strength comes from the following attributes:

- 1. Motivational vision statement*
- 2. Clearly defined mission*
- 3. Clearly defined values*
- 4. Marketing consistency*
- 5. High brand equity*

And Whereas, branding is part of a marketing plan/strategy and the strength of a brand is a direct result of supporting marketing-related activities through funding mechanisms and execution plans.

And Whereas, Appleton's quality of life, vibrancy, and values could be better conveyed by an updated logo, slogan, and messaging.

Therefore Be It Resolved...The City of Appleton should evaluate all financing options to appropriate the necessary funds to launch a brand study in 2020 or include a brand study in the 2021 budget. Such a study should be conducted by a highly qualified firm to be identified through the RFP process. At a minimum, the scope of the brand study should include logo redesign, development of a graphic standards manual for the entire organization, further definition of mission, value proposition, key marketing strategies, and a detailed recommendation of brand-strengthening activities that can be planned and budgeted for.

And Therefore Be Resolved...As part of the defined RFP language and study conducted by an outside entity, citizen input through open dialogue sessions be included as part of the overall process as well as options for a phased in implementation plan based on budgetary limitations or other factors.

#9-R-20

Local Government Term Limits Referendum Question Resolution

Authored and Submitted by: Alderperson Christopher W. Croatt (D14)

Submitted on: April 22, 2020

Therefore, Be It Resolved...

The City of Appleton put to binding referendum (in November 2020) the following:

Beginning with the 2021 election and for all elections thereafter, shall the total length of service for the positions of Mayor and Alderperson (City Council member) be limited so

that no person may be elected to consecutive terms totaling more than 12 years?

R. OTHER COUNCIL BUSINESS

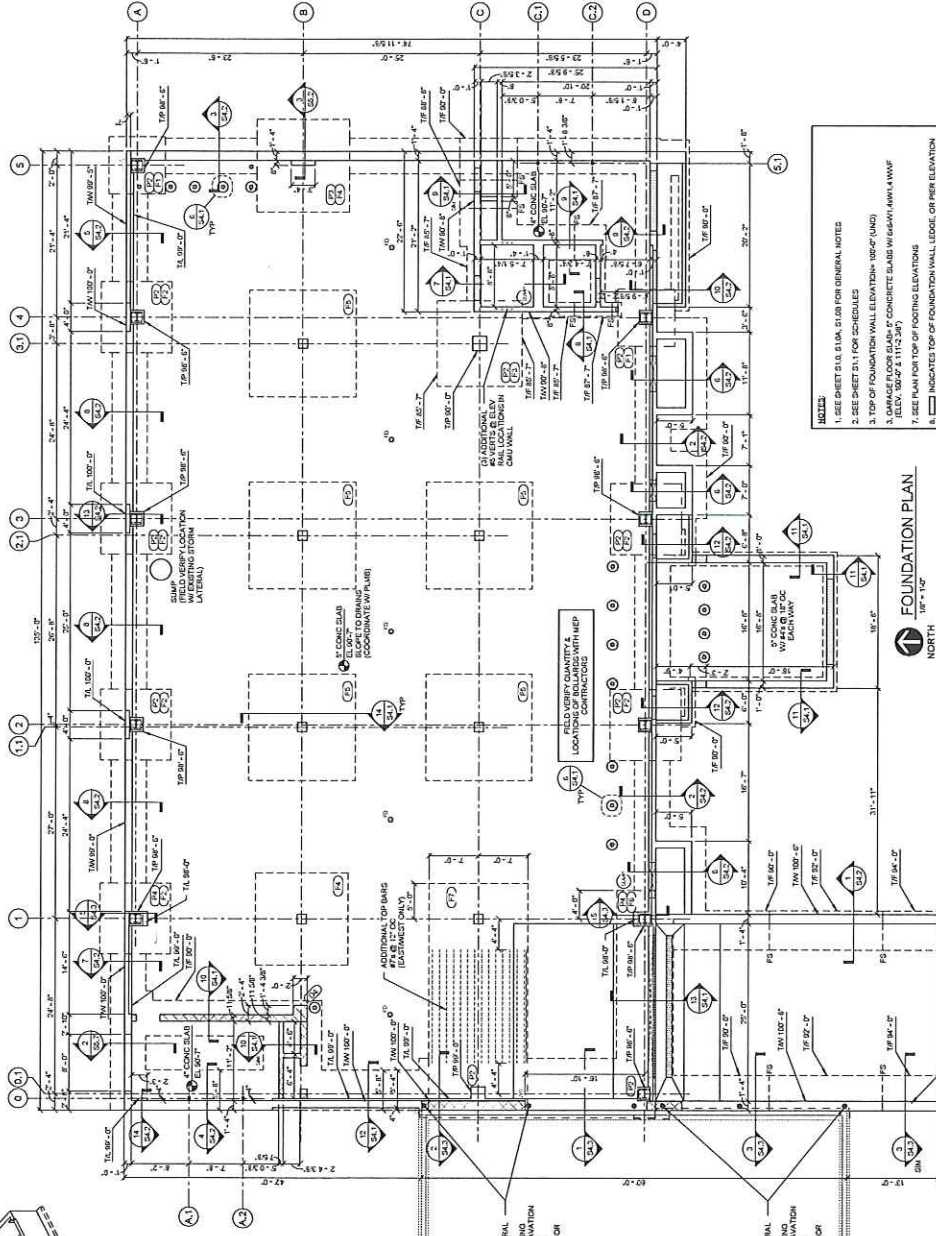
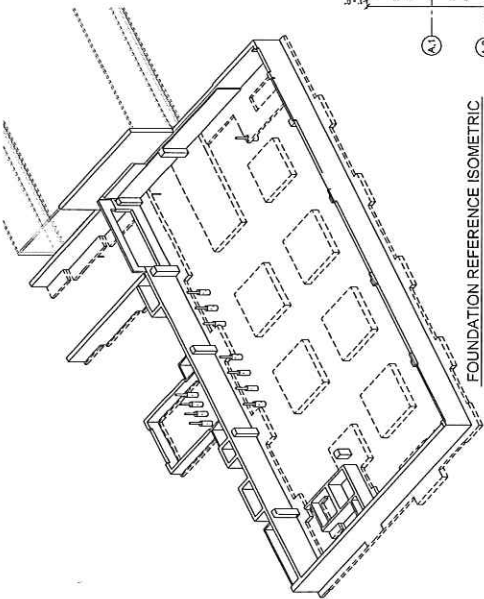
S. ADJOURN

Alderson Coenen moved, seconded by Alderson Wolff, that the meeting be adjourned at 9:38 p.m. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk



- NOTES:**
1. SEE SHEET 01.0, 01.08 FOR GENERAL NOTES
 2. SEE SHEET 01.1 FOR SCHEDULES
 3. TOP OF FOUNDATION WALL ELEVATION: 100'-0" (MAD)
 4. CONCRETE SLAB WITH 6" W/400'S @ 18" OC
 5. CONCRETE SLAB WITH 6" W/400'S @ 18" OC
 6. CONCRETE SLAB WITH 6" W/400'S @ 18" OC
 7. SEE PLAN FOR TOP OF FOOTING ELEVATIONS
 8. INDICATES TOP OF FOUNDATION WALL, LEDGE, OR FINISH ELEVATION
 9. 8" BELOW FINISHED FLOOR ELEVATION
 10. 12" L-LEDGE STEP
 11. 12" L-LEDGE STEP
 12. 12" L-LEDGE STEP
 13. (C2) INDICATES ISOLATED FOOTING - SEE SCHEDULE
 14. (C2) INDICATES CONCRETE PERI - SEE SCHEDULE

FOUNDATION PLAN
 18" x 12"
 NORTH

PROVIDE VERTICAL & LATERAL
 TEMPORARY SUPPORT TO
 EXISTING ADJACENT BUILDING
 FOUNDATION DURING EXCAVATION
 OF UNDERPINNING. SEE 2
 UNDERPINNING CONTRACTOR

PROVIDE VERTICAL & LATERAL
 TEMPORARY SUPPORT TO
 EXISTING ADJACENT BUILDING
 FOUNDATION DURING EXCAVATION
 OF UNDERPINNING. SEE 2
 UNDERPINNING CONTRACTOR



"...meeting community needs...enhancing quality of life."

OFFICE OF THE MAYOR

Jacob A. Woodford
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-6400 FAX (920) 832-5962
Email: Mayor@Appleton.org

April 6, 2020

Parks and Recreation Committee
Appleton Common Council

Dear Parks and Recreation Committee,

On May 15, 2019, an act of violence led to loss of lives and deeply affected the Appleton community. As we near the first anniversary of the tragedy of the shooting at the Transit Center, we should pause and reflect on this event and the countless lives affected by what happened. We wish to memorialize our fallen public servant, Driver/Engineer Mitchell F. Lundgaard and ensure that, as a community, we never forget his sacrifice in the line of duty.

In consultation with colleagues, we discussed ways to acknowledge this sad occasion and to honor Driver/Engineer Lundgaard. We took into consideration who he was and what he represented to our community. He was motivated to take up a career in the fire service by the attacks on September 11, 2001. He pursued his career with passion and enthusiasm, which inspired his colleagues and left an impression on all who met him in the course of his work. "Mitch," as he was known to his loved ones, co-workers, and friends, was also a dedicated husband and father. He enjoyed outdoor recreation and spending time with his family and friends. Mitch was good humored and always sought to bring out the best in others. He was a model public servant and member of our community.

With all of this in mind, we thought about the many expressions of community life that might represent what Mitch is remembered for. We also sought to memorialize him in a way that is positive, active, and enduring.

It is for these reasons that we have made the enclosed recommendation to the Parks and Recreation Committee to name a park in his honor.

Thank you for your consideration.

Sincerely,

Jacob A. Woodford
Mayor



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

To: Parks and Recreation Committee

From: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

Date: May 6, 2020

Re: Action: Name Northside Parkland in Honor of Mitch F. Lundgaard

The City of Appleton acquired land in 1999 for the future home of a neighborhood park. In conjunction, the adjacent land was purchased for the construction of Fire Station #6. The parkland has not been provided an official name.

In consultation with Mayor Woodford and Chief Hansen, our department recommends naming this parkland in honor of Driver/Engineer Mitchell F. Lundgaard in accordance with the Naming of Public Parks policy which indicates the criteria for naming parks. The criteria notes that parks can be named after an individual who has performed an outstanding service for the community.

Our department requests that the Parks and Recreation Committee supports naming this parkland Lundgaard Park. Our department would be proud to have this parkland officially named after Mitch for his service and heroism to our Community. The 6.77-acre park is situated next to Fire Station #6, making this a fitting location as Mitch served the Fire Department for 14 years. In addition, Mitch served as a coach and enjoyed watching his children play sports.

Please find the attached policy and an aerial depiction for your review. Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.

CITY OF APPLETON POLICY		TITLE: NAMING OF PUBLIC PARK LANDS
ISSUE DATE: 5/24/83 Day of Council Adoption	LAST UPDATE: 9/10/97	TEXT NAME: F:\COMMON\Policies\Naming of Public Park Lands
POLICY SOURCE: Parks and Recreation Department		TOTAL PAGES: 1
Reviewed by Attorney's Office Date:	Parks and Recreation Committee Approval Date: September 3, 1997	Council Approval Date: September 10, 1997

NAMING OF PARKS

Policy: Naming of Public Parklands

Purpose: The purpose of this policy is to provide a consistent and rational framework for the naming of newly acquired parklands.

The naming of a newly acquired park site should conform to one or more of the criteria listed below:

1. The name of a significant local, state, or national historical figure that is deceased, or a significant local, state, or national historical event.
2. The name of an adjacent street.
3. The name of a unique geologic or geographic feature or other natural attribute that characterizes the park, e.g. a dominant tree species.
4. The name of a major donor instrumental in the acquisition or development of the park.
5. The commonly accepted name of the surrounding neighborhood which comprises a significant portion of the service area of the park.
6. An individual who has performed an outstanding service for the community (preferably in the area of parks and recreation).



Northside Parkland





"...meeting community needs...enhancing quality of life."

Department of Utilities
Water Treatment Facility
2281 Manitowoc Road
Menasha, WI
920-832-5945 tel.
920-832-5949 fax

TO: Chairperson Kyle Lobner and Members of the Finance Committee

FROM: Chris Shaw, Utilities Director

DATE: April 23, 2020

RE: *Award the Phase I Construction Contract to Miron Construction Company for the Intake and Shore Well Pumping Station 2020 Project in the Amount of \$3,607,005 with a 10% contingency of \$360,700 and a total not to exceed \$3,967,705*

BACKGROUND:

The Appleton Water Treatment Facility (AWTF) draws and treats raw water from Lake Winnebago through the Raw Water Lake Station. Once pretreated, the water is pumped to the AWTF. The intent of this project is to address reliability and redundancy in raw water treatment.

The lake intake and shorewell were constructed in 1968. The intakes' configuration and building materials are prone to icing events that have stopped raw water. The lake station traveling screen removes large objects from the raw water intake such as logs, fish, and other debris. The chemical delivery systems dispense pretreatment chemical to start water treatment. This project will provide for a replacement screen, an additional screen and a screenings conveyance system for wastes to be collected. This project will also see upgrades to the pretreatment chemical delivery system, incoming high voltage power, and utilities, as well as necessary other building systems (e.g., roof, HVAC, noise mitigation, etc.).

Project planning to date has consisted of conditions assessments and alternatives analyses for both existing equipment and structures as well as proposed improvements to the lake station and intake. McMahon was selected to team with AWTF staff and produce construction bidding documents.

McMahon has made available a report which summarizes their efforts and also serves as a planning document for three individual project phases of the larger project. The first phase is engineering and construction that is detailed in this memo. Phase II will consist of providing a raw water transmission line from the lake station to the AWTF. The engineering effort for this phase of the project is being led by the City's Engineering

Department. Phase III will provide for an intake out into Lake Winnebago. This project phase is planned for construction after 2022.

CONSTRUCTION BIDS:

A mandatory contractor prebid meeting was conducted at the Lake Station on April 2, 2020 and the bid opening occurred on April 16, 2020. Due to COVID-19 concerns and the City Center not being accessible, bids were allowed electronically. It should be noted that any bidding irregularities are being waived for this process. Two bids were responsive and met requirements as defined by the project engineer (table below).

Company	Construction Bid
Miron Construction Company, Inc.	\$3,607,005
August Winter and Sons, Inc	\$3,777,350

Based on their bid and submitted bidding documents along with reference checks, McMahon has recommended Miron Construction Company for the Phase 1 construction project.

FUNDING:

The 2020 Capital Improvement Project budget has identified \$3,600,000 for this project. In order to produce a contingency fund and remain within the budget, funding is available from 2019 carryover and was purposely identified for this project.

RECCOMENDATION:

I recommend award of the Phase 1 Construction Contract to Miron Construction Company for the Intake and Shore Well Pumping Station 2020 Project in the Amount of \$3,607,005 with a 10% contingency of \$360,700 and a total not to exceed \$3,967,705

If you need more information regarding this phase of the project please contact Chris Shaw at 832-5945.

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: ☒ **Finance Committee**
☐ **Municipal Services Committee**
☐ **Utilities Committee**

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:

Unit D-20 Sidewalk Construction

Be awarded to:

Name: Fischer Ulman Construction, Inc.
Address: 915 S. Midpark Drive
Appleton, WI 54915

In the amount of : _____

With a _____ **% contingency of :** _____

For a project total not to exceed : _____

**** OR ****

In an amount Not To Exceed : \$310,000.00

Budget:	<u>\$310,000.00</u>
Estimate:	<u>\$310,000.00</u>
Committee Date:	<u>05/06/20</u>
Council Date:	<u>05/06/20</u>

SIDEWALK CONSTRUCTION

BID TABULATION

Unit D-20

April 20, 2020

ITEM	DESCRIPTION	Quantity	Units	Fischer Ulman Const. Inc.		Jim Fischer Inc.		Al Dix Concrete Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
1.	Furnish & Install 4" Sidewalk	35,000	sq. ft.	\$4.70	\$164,500.00	\$5.25	\$183,750.00	\$4.95	\$173,250.00
2.	Furnish & Install 5" Sidewalk	8,500	sq. ft.	\$5.25	\$44,625.00	\$5.55	\$47,175.00	\$5.40	\$45,900.00
3.	Furnish & Install 5" Driveway Apron	700	sq. ft.	\$5.25	\$3,675.00	\$5.55	\$3,885.00	\$5.40	\$3,780.00
4.	Furnish & Install 5" Private Driveway	150	sq. ft.	\$6.00	\$900.00	\$5.55	\$832.50	\$5.40	\$810.00
5.	Furnish & Install 7" Sidewalk	700	sq. ft.	\$6.50	\$4,550.00	\$6.15	\$4,305.00	\$6.00	\$4,200.00
6.	Furnish & Install 7" Handicap Ramp	1,400	sq. ft.	\$6.50	\$9,100.00	\$6.15	\$8,610.00	\$6.00	\$8,400.00
7.	Furnish & Install 7" Driveway Apron	250	sq. ft.	\$6.50	\$1,625.00	\$6.15	\$1,537.50	\$6.00	\$1,500.00
8.	Furnish & Install 8" Sidewalk	75	sq. ft.	\$7.00	\$525.00	\$6.45	\$483.75	\$7.00	\$525.00
9.	Furnish & Install 8" Driveway Apron	100	sq. ft.	\$6.50	\$650.00	\$6.45	\$645.00	\$7.00	\$700.00
10.	Text Imprint (Poem Stamping)	25	each	\$130.00	\$3,250.00	\$125.00	\$3,125.00	\$200.00	\$5,000.00
11.	Furnish & Install 3" Sidewalk at Vaults	20	sq. ft.	\$25.00	\$500.00	\$8.00	\$160.00	\$20.00	\$400.00
12.	Furnish & Install 4" Sidewalk at Vaults	20	sq. ft.	\$27.00	\$540.00	\$8.50	\$170.00	\$20.00	\$400.00
13.	Furnish & Install 6" Sidewalk at Vaults	20	sq. ft.	\$30.00	\$600.00	\$9.00	\$180.00	\$20.00	\$400.00
14.	Furnish & Install 3" Colored & Stamped Sidewalk at Vaults	20	sq. ft.	\$33.00	\$660.00	\$16.00	\$320.00	\$30.00	\$600.00
15.	Furnish & Install 4" Colored & Stamped Sidewalk at Vaults	20	sq. ft.	\$33.00	\$660.00	\$16.25	\$325.00	\$30.00	\$600.00
16.	Furnish & Install 6" Colored & Stamped Sidewalk at Vaults	20	sq. ft.	\$33.00	\$660.00	\$16.50	\$330.00	\$30.00	\$600.00
17.	Furnish & Install 4" Picture Frame Sidewalk	250	sq. ft.	\$10.00	\$2,500.00	\$5.50	\$1,375.00	\$10.00	\$2,500.00
18.	Furnish & Install 7" Picture Frame Sidewalk	175	sq. ft.	\$11.00	\$1,925.00	\$5.75	\$1,006.25	\$11.00	\$1,925.00
19.	Furnish & Install 5" Colored & Stamped Sidewalk	125	sq. ft.	\$25.00	\$3,125.00	\$12.00	\$1,500.00	\$30.00	\$3,750.00
20.	Furnish & Install 7" Colored Concrete Handicap Ramp	100	sq. ft.	\$20.00	\$2,000.00	\$13.00	\$1,300.00	\$15.00	\$1,500.00
21.	Furnish & Install 7" Plain Concrete Pavement	40	sq. yds.	\$62.00	\$2,480.00	\$60.00	\$2,400.00	\$90.00	\$3,600.00
22.	Furnish & Install 8" Plain Concrete Pavement	40	sq. yds.	\$64.00	\$2,560.00	\$62.70	\$2,508.00	\$92.00	\$3,680.00
23.	Furnish & Install 30" Concrete Curb & Gutter	100	lin.ft.	\$38.00	\$3,800.00	\$35.00	\$3,500.00	\$50.00	\$5,000.00
24.	Furnish & Install Special Curb	125	lin. ft.	\$31.00	\$3,875.00	\$30.00	\$3,750.00	\$40.00	\$5,000.00

SIDEWALK CONSTRUCTION

BID TABULATION

Unit D-20

April 20, 2020

ITEM	DESCRIPTION	Quantity	Units	Fischer Ulman Const. Inc.		Jim Fischer Inc.		Al Dix Concrete Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
25.	High Early Concrete - 3 Day	40	cu. yds.	\$20.00	\$800.00	\$15.00	\$600.00	\$15.00	\$600.00
26.	High Early Concrete - 1 Day	60	cu. yds.	\$25.00	\$1,500.00	\$19.00	\$1,140.00	\$25.00	\$1,500.00
27.	Full Depth Sawcut	275	lin. ft.	\$4.00	\$1,100.00	\$5.00	\$1,375.00	\$5.00	\$1,375.00
28.	Concrete Pavement Removal	60	sq. yds.	\$7.00	\$420.00	\$6.00	\$360.00	\$7.00	\$420.00
29.	Curb & Gutter Removal	150	lin.ft.	\$5.00	\$750.00	\$5.00	\$750.00	\$5.00	\$750.00
30.	Private Concrete/Asphalt Drive Removal	150	sq. ft.	\$1.70	\$255.00	\$1.70	\$255.00	\$1.50	\$225.00
31.	Concrete/Asphalt Driveway Apron Removal	550	sq. ft.	\$1.70	\$935.00	\$1.70	\$935.00	\$1.50	\$825.00
32.	Concrete/Asphalt Handicap Removal	1,200	sq. ft.	\$1.70	\$2,040.00	\$1.70	\$2,040.00	\$1.50	\$1,800.00
33.	Concrete/Asphalt Sidewalk Removal	36,500	sq. ft.	\$1.40	\$51,100.00	\$1.70	\$62,050.00	\$1.50	\$54,750.00
34.	Furnish & Install Gravel Fill	100	tons	\$18.00	\$1,800.00	\$20.00	\$2,000.00	\$20.00	\$2,000.00
35.	Furnish & Install No. 4 Reinforcing Rods	150	lin. ft.	\$1.75	\$262.50	\$2.00	\$300.00	\$2.00	\$300.00
36.	Furnish & Install Drill-In Tie Bars	50	each	\$8.00	\$400.00	\$7.00	\$350.00	\$10.00	\$500.00
37.	Furnish & Install 3" Asphalt Pavement	325	sq. ft.	\$8.50	\$2,762.50	\$8.50	\$2,762.50	\$8.00	\$2,600.00
38.	Furnish & Install 6" Asphalt Pavement	250	sq. ft.	\$9.00	\$2,250.00	\$9.25	\$2,312.50	\$9.00	\$2,250.00
39.	Adjust Sanitary Manhole Top	2	each	\$300.00	\$600.00	\$300.00	\$600.00	\$300.00	\$600.00
40.	Adjust Storm Manhole Top	2	each	\$275.00	\$550.00	\$300.00	\$600.00	\$300.00	\$600.00
41.	Adjust Inlet Tops	2	each	\$275.00	\$550.00	\$300.00	\$600.00	\$300.00	\$600.00
42.	Furnish & Install 15' of 3" PVC	4	each	\$175.00	\$700.00	\$175.00	\$700.00	\$300.00	\$1,200.00
43.	Furnish & Install Truncated Domes	300	sq. ft.	\$30.00	\$9,000.00	\$30.00	\$9,000.00	\$34.00	\$10,200.00
44.	F&I Erosion Cont. Revegetative Mat, Class I, Type A Urban	600	sq. yds.	\$7.00	\$4,200.00	\$5.00	\$3,000.00	\$8.00	\$4,800.00
45.	Furnish & Install & Remove Type D-M Inlet Protection	3	each	\$75.00	\$225.00	\$100.00	\$300.00	\$100.00	\$300.00
46.	Furnish & Install & Remove Curlex Sediment Log	20	lin. Ft.	\$15.00	\$300.00	\$15.00	\$300.00	\$10.00	\$200.00
47.	Furnish & Install Traffic Control	1	lump sum	\$4,000.00	\$4,000.00	\$2,500.00	\$2,500.00	\$8,000.00	\$8,000.00
				\$345,785.00		\$368,003.00		\$370,415.00	

Resolution #8-R-20
City of Appleton Brand Study

Submitted By: Former Alderperson Chris Croatt

Date: April 22, 2020

Referred To: Finance Committee

Whereas, the City of Appleton has been identified locally, regionally, and nationally as a leader in many aspects and has been recommended as a preferred place to call home, work, and raise a family for a variety of positive reasons.

And Whereas, the City of Appleton is getting regional and national attention with positive accolades and endorsements such as a best affordable place to live, a best place for children, low unemployment, fiscal restraint, a community with many parks, trails, and playgrounds, and many more.

And Whereas, the City of Appleton, like other entities (public and private) providing a service or product offering, has a brand image.

And Whereas, a strong brand image and identity is an important attribute for any entity (public or private sector) looking to attract top talent and new business and foster impactful economic development.

And Whereas, a brands strength comes from the following attributes:

1. Motivational vision statement
2. Clearly defined mission
3. Clearly defined values
4. Marketing consistency
5. High brand equity

And Whereas, branding is part of a marketing plan/strategy and the strength of a brand is a direct result of supporting marketing-related activities through funding mechanisms and execution plans.

And Whereas, Appleton's quality of life, vibrancy, and values could be better conveyed by an updated logo, slogan, and messaging.

Therefore Be It Resolved...The City of Appleton should evaluate all financing options to appropriate the necessary funds to launch a brand study in 2020 or include a brand study in the 2021 budget. Such a study should be conducted by a highly qualified firm to be identified through the RFP process. At a minimum, the scope of the brand study should include logo redesign, development of a graphic standards manual for the entire organization, further definition of mission, value proposition, key marketing strategies, and a detailed recommendation of brand-strengthening activities that can be planned and budgeted for.

And Therefore Be Resolved...As part of the defined RFP language and study conducted by an outside entity, citizen input through open dialogue sessions be included as part of the overall process as well as options for a phased in implementation plan based on budgetary limitations or other factors.



"...meeting community needs...enhancing quality of life."

Finance Department
100 N. Appleton Street
Appleton, WI 54912
920-832-6442

TO: Chairperson Kyle Lobner and Members of the Finance Committee

FROM: Tony Saucerman, Finance Director

DATE: May 1, 2020

RE: *Temporary suspension of Sec. 9-23 of the Municipal Code requiring the payment of certain unpaid and delinquent debts as a condition precedent to the issuance of licenses or permits by the City in response to the COVID-19 Public Health Emergency declared by the State of Wisconsin.*

Many businesses are required to hold a health license or liquor license in order to operate within the City of Appleton. The annual license renewal period is fast approaching with the deadline being June 30, 2020. As part of the renewal process, all businesses with delinquent or unpaid obligations to the City at the time of renewal must pay those obligations prior to the City issuing the license. Specifically, this requirement is noted in Section 9-23(c)(1) of the City of Appleton Municipal Code which, in part, states:

"The following are conditions precedent to the issuance of any licenses or permits provided under this code.

- (1) The payment of all delinquent and unpaid personal property taxes and room taxes imposed pursuant to Wisconsin Statutes of this code and all other delinquent and unpaid claims of the City including assessments, special charges, municipal utility charges, invoices or judgments due and owing from the applicant to the City at the time the license or permit is issued."

As a result of the COVID-19 pandemic and the State's emergency "Stay safer at home" order, many City businesses were forced to close or reduce operations resulting in significant lost revenue and economic uncertainty. Due to this lost revenue, many businesses may lack the financial means to immediately payoff outstanding obligations in order to obtain their necessary license.

Therefore, in order to provide temporary financial relief to local businesses and support the local economy, I am requesting a temporary suspension of the requirements of Municipal Code Section 9-23 for the 2020 license renewal season.

Please note that this request does not waive the liability of the outstanding obligations, but simply waives the requirement that they be paid prior to the issuance of the business

license. Also, this request does not waive the cost of the license itself which would still need to be paid prior to the issuance of the license.

Should you have questions on this request, feel free to contact me by phone (832-6440) or e-mail at tony.saucerman@appleton.org.

73-20

AN ORDINANCE RELATING TO THE TEMPORARY SUSPENSION OF THE REQUIREMENTS SET FORTH IN SEC. 9-23 OF THE MUNICIPAL CODE REQUIRING THE PAYMENT OF CERTAIN UNPAID AND DELINQUENT DEBTS AS A CONDITION PRECEDENT TO THE ISSUANCE OF LICENSES OR PERMITS BY THE CITY OF APPLETON IN RESPONSE TO THE COVID-19 CORONAVIRUS PUBLIC HEALTH EMERGENCY DECLARED BY THE STATE OF WISCONSIN.

(Finance Committee – 5/6/2020)

WHEREAS, on March 12, 2020, Governor Evers, by Executive Order #72, declared a public health emergency in Wisconsin due to the COVID-19 virus; and,

WHEREAS, as a result of the public health emergency, all schools and non-essential businesses have been temporarily closed, and the Governor has issued a “Stay safer at home order” on March 24, 2020 to slow the spread of the virus in the community, reduce the demands on the healthcare system, and to protect the health, safety, and welfare of the public; and

WHEREAS, as a result of the community-wide closures and stay home orders, many city businesses that require certain licenses and permits to operate are facing lost or significantly reduced revenue and economic uncertainty; and

WHEREAS, these same businesses will soon be required to renew licenses and permits which, prior to being issued and in accordance with the requirements in Sec. 9-23 of the Municipal Code, would require payment of certain City outstanding obligations in full prior to issuance; and

WHEREAS, these businesses require the license or permits to operate but, due to ordered closures or substantial limitations, may lack the financial means to immediately payoff outstanding obligations of Sec. 9-23 in order to obtain required licenses or permits and therefore are in need of temporary relief to continue operating; and

WHEREAS, these businesses provide employment and support the local economy and it is in the public’s interest that some temporary relief be provided to allow the businesses to continue to function by temporarily suspending the requirement that certain City outstanding obligations be paid in full as a prerequisite to issuance of the license or permit; and

NOW, THEREFORE BE IT RESOLVED, that during the duration of the COVID-19 public health emergency declared in Executive Order #72 or until September 30, 2020, whichever occurs later, the required payment of unpaid and delinquent debts as a condition precedent to issuance of any licenses and permits as set forth in Sec. 9-23 of the Municipal Code is hereby suspended.

Section 2: This ordinance shall be in full force and effect immediately.

Dated: May 6, 2020

Jacob A. Woodford, Mayor

Kami Lynch, City Clerk

Publication Notice

Please take notice that the City of Appleton enacted ordinance 73-20 TEMPORARY SUSPENSION OF THE REQUIREMENTS SET FORTH IN SEC. 9-23 OF THE MUNICIPAL CODE REQUIRING THE PAYMENT OF CERTAIN UNPAID AND DELINQUENT DEBTS AS A CONDITION PRECEDENT TO THE ISSUANCE OF LICENSES OR PERMITS BY THE CITY OF APPLETON IN RESPONSE TO THE COVID-19 CORONAVIRUS PUBLIC HEALTH EMERGENCY DECLARED BY THE STATE OF WISCONSIN.

The full text of the ordinance may be obtained at the Office of the City Clerk, 100 North Appleton Street, Appleton, WI 54911 and through the City's website at www.appleton.org.



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LEGAL SERVICES DEPARTMENT

Office of the City Attorney

100 North Appleton Street

Appleton, WI 54911

Phone: 920/832-6423

Fax: 920/832-5962

TO: Kyle Lobner, Chair
Members of the Finance Committee

FROM: Christopher R. Behrens, City Attorney

DATE: April 30, 2020

RE: Resolution #9-20/Croatt, Spears
Our File No. A20-0266

At the April 22, 2020 Common Council meeting, a resolution submitted on April 19, 2020 by now former alderpersons Chris Croatt and Cathy Spears was introduced that reads as follows:

Therefore, Be It Resolved...

The City of Appleton put to binding referendum (in November 2020) the following:
Beginning with the 2021 election and for all elections thereafter, shall the total length of service for the positions of Mayor and Alderperson (City Council member) be limited so that no person may be elected to consecutive terms totaling more than 12 years?

That resolution was referred to the City Attorney's Office for review, in particular because the resolution calls for the City to place a binding referendum on the November ballot (presumably upon approval by a majority of Common Council members). A local governing body has broad discretion to authorize an advisory (non-binding) referendum in order to "take the pulse" of the electorate. On the other hand, the processes available for placing a binding referendum on a ballot are very limited in scope (such as specific measures required by ordinance or brought as direct legislation based on the processes in Sec. 9.20).

Accordingly, this resolution as currently presented is not legally permissible. This Council will need to determine whether it supports the resolution and, if it does, the recommendation from this office is to amend it to a non-binding referendum to make it legally compliant. If this Council does not support the resolution, it can simply defeat it in its current form.

If you have any questions please do not hesitate to get in touch.

CRB;jlg



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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 5/6/2020

RE: Action: Request to accept a DNR Stewardship grant in the amount of \$249,000 for the construction of the Lawe Street Trestle Trail

On April 3, 2019 the Common Council approved a resolution submitted by our department to apply for a DNR Stewardship grant which would pay up to 50% of the cost of construction of the Lawe Street Trestle Trail. At that time, engineering was not completed, but our consultant provided an estimated project cost of \$1.8 million.

On August 26, 2019, we were notified that the City of Appleton was tentatively selected to receive \$911,810, or 50% of the construction cost. However, on March 18, 2020, we were notified by Representative Amanda Stuck's office that there was an objection from a member of the Joint Committee on Finance relating to this project as well as projects in the Cities of Ashland, Milwaukee and Hartford. Unfortunately, those who object are allowed to remain anonymous, therefore we were unable to obtain a reason for their objection. The DNR has indicated that rather than the grant simply being approved, it now needs to have a hearing and a vote before the funding can be awarded for the project.

On April 21, 2020, we were contacted by the DNR State Grant Administrator indicating that all future committee meetings have been postponed with no indication of when they might be rescheduled. The DNR indicated future hearings could result in the grant amount being reduced to zero, and offered \$249,000, which is the allowable limit to avoid a hearing, to avoid the risk of not receiving any funding. They also indicated that any trail construction costs incurred prior to a hearing would not be reimbursable, thus if a meeting does not occur until summer, we would no longer be eligible for any grant funding as the project would be substantially complete.

As a result of this chain of events, we recommend accepting the grant for \$249,000. Although it is less than the potential grant amount promised previously, we feel securing this reduced amount outweighs the risk of losing all funding for the project.

Finally, it is important to note that the original grant amount, \$911,810, represented 50% of the approximate \$1.8 million estimated project costs at the time. Because the bids came in lower than anticipated (approximately \$1.3 million), applying the lower grant award of \$249,000 coupled with a \$200,000 grant from Outagamie County, the City's net cost is estimated to be approximately \$851,000. From a budget perspective, \$654,753 was approved in the 2019-2020 carryover request for this project along with \$278,190 in the 2020 Budget, totaling \$932,943, thus no additional City funds are being requested.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.



MEMORANDUM

"...meeting community needs...enhancing quality of life."

TO: Community and Economic Development Committee

FROM: Nikki Gerhard, Community Development Specialist
Karen Harkness, Community & Economic Development Department Director
Monica Stage, Community & Economic Development Deputy Director

DATE: May 6, 2020

RE: Modifications to the 2020PY Community Development Block Grant Funding

The City of Appleton CDBG HUD award is \$592,072 for the 2020 fiscal year, which began April 1, 2020 and expires on March 31, 2021.

The final 2020 awards were approved on March 18, 2020 by the Common Council, totaling \$779,342.80 (City programs and sub recipients combined). This total included an additional \$200,000 rolled over from the 2017PY and is dedicated to affordable housing initiatives.

Due to the ongoing uncertainty surrounding the current COVID-19 pandemic, the Appleton Police Department and the Boys & Girls Club decided to cancel the Summer of Service program for 2020, which was awarded CDBG funding in the amount of \$72,051.06. This leaves \$72,051.06 of public service dollars unallocated for the 2020 CDBG program year.

The CDBG Advisory Board was asked to consider staff recommendations for the reallocation of the \$72,051.06, as well as \$12,729.20 that was originally left unallocated. By majority vote, the Committee recommends the approval of the staff recommendations.

These recommendations will be considered by Common Council on May 6th.

Staff recommends the following:

- 1) **Combine the \$72,051.06 with the \$12,729.20 that was originally proposed to remain unallocated until the 2021 application process, offering a total of \$84,780.26 to public service programs in our community**

While typically, the CDBG program is held to strict thresholds, due to the COVID-19 pandemic, HUD has temporarily lifted those restrictions. This includes the 15% cap on public service activities, now allowing the City to allocate a total of \$101,540 (17%) toward programming and services.

2) Award LEAVEN, Inc. an additional \$28,260.09, for a total allocation of \$45,019.83

LEAVEN is proposing to use these additional funds in their Emergency Assistance Program, which serves at-risk or precariously housed individuals by providing owed rent and utilities to prevent homelessness. They are proposing to serve a total of 150 City of Appleton households with the total allocation.

3) Award Salvation Army of the Fox Cities \$28,260.09, for a total allocation of \$28,260.09

Salvation Army is proposing to use these funds to support their Pathway of Hope program, which is another at-risk/homelessness prevention program and offers not only rent and utility payments, but case management and prevention planning.

4) Award Pillars, Inc. \$28,260.08, for a total allocation [under public services] of \$28,260.08

While Pillars, Inc. Adult and Family Shelter is already receiving an allocation of \$75,000 for the replacement of their facility elevator, this additional allocation would support Pillars' Prevention & Diversion programming, which serves clients in the community who are at risk of becoming homeless and may not qualify for other housing options.

In the last month, the COVID-19 outbreak has caused unprecedented unemployment and put thousands of households at risk of being unable to afford housing and other basic needs. It is important that multiple systems are given the resources to work together to address the needs in our community. City staff has been working closely with philanthropic entities and community partners to understand the needs of our community during this pandemic. The above recommendations are made with the support of these partners, as they manage the short and long-term needs as a result of this public health crisis.

The following attachments are provided for additional information for this action item.

Attached Documents:

- 1.) March 11, 2020, Memo from Community Development Specialist to CEDC
RE: Final Recommendations for 2020 CDBG Funding
- 2.) Revised Award Recommendations for the 2020 CDBG Program Year
- 3.) Executive Summary of Award Recommendations for 2020 CDBG Program Year
- 4.) Community Foundation Pandemic Response Letter

If you have any questions, please contact me at 832-6469 or nikki.gerhard@appleton.org. Thank you!



MEMORANDUM

“...meeting community needs...enhancing quality of life.”

TO: Community and Economic Development Committee
FROM: Nikki Gerhard, Community Development Specialist
DATE: March 11, 2020
RE: Final Award Recommendations for 2020 Community Development Block Grant Funding

The City of Appleton CDBG HUD award is \$592,072 for the 2020 fiscal year. This is \$14,858 higher than the anticipated award of \$577,214.

The 2020 awards approved in December 2019 by the Common Council totaled \$702,214 (City programs and sub recipients combined). This total included an additional \$200,000 rolled over from the 2017PY and is dedicated to affordable housing initiatives.

The CDBG Advisory Board was asked to consider staff recommendations for the additional \$14,858 (below) for the 2020PY, as well as for the remaining \$75,000 from the 2017PY, or make their own recommendation for these funds. By majority vote, the Committee recommends the approval of the staff recommendations.

These recommendations will be considered by CEDC on March 11th and Common Council on March 18th.

Staff recommends allocating the \$89,858 as follows:

1. Award \$55,000 to CDBG Administration Costs for Final Award of \$80,504.

The City of Appleton can fund administrative activities up to 20% of the total award. For the 2020PY, this amount would be \$118,414.40. Previously, an allocation of \$25,504 was approved. By adding the outstanding \$55,000, the total allocated to administration would total \$105,504 [in sum with Fair Housing activities], and would total 17% of the budget. While still remaining under the 20% cap, this increase will help offset administrative costs associated with managing the CDBG program, which are anticipated to be much higher than normal for this program year due to the complexity of the projects and additional obligations.

2. Award \$6,000 to Rebuilding Together Fox Valley for Final Award of \$100,000.

Rebuilding Together Fox Valley requested \$100,000 to complete a community revitalization partnership project to the West Appleton Neighborhood. Due to the limited capacity of funds available, Rebuilding Together was only funded at \$94,000 during the first phase of this process. With the additional funds available, this proposal can be fully funded.

3. Award \$13,900 to the Mooring Programs (Apricity, Inc.) for Final Award of \$70,000.

The Mooring Programs (d/b/a Apricity, Inc.) requested \$70,000 to complete rehabilitation activities on six of their men's apartment program houses and the main building facility. Due to the limited capacity of funds available, Mooring was only funded at \$56,100 during the first phase of this process. With the additional funds available, this proposal can be fully funded.

4. Award \$2,228.80 to LEAVEN, Inc. for Final Award of \$16,759.74.

CDBG funding restricts allocating more than 15% of the total award toward public service activities. Due to the official grant award being greater than anticipated, the 15% threshold also increased. By awarding this additional amount to LEAVEN, the 15% threshold will have been met.

5. Allow a remaining \$12,729.20 to be unallocated until the 2021PY.

Staff has been able to award all funded agencies to their full requested amounts. Due to the small portion of funding remaining, staff is proposing to roll it into the 2021PY application process, which begins in August 2020.

The following attachments are provided for additional information for this action item.

Attached Documents:

- 1.) November 06, 2019, Memo from Community Development Specialist to CEDC
RE: Recommendations for 2020 CDBG Funding
- 2.) Revised Award Recommendations for the 2020 CDBG Program Year
- 3.) Executive Summary of Award Recommendations for 2020 CDBG Program Year

If you have any questions, please contact me at 832-6469 or nikki.gerhard@appleton.org. Thank you!

**Community Partner Application AWARD RECOMMENDATIONS
for the 2020 CDBG Program Year**

CITY PROGRAMS/ADMINISTRATION	PROJECT ACTIVITY	PROJECTED OUTPUT	FUNDS WILL BE USED TO...	CDBG REQUESTED AMOUNT	AMOUNT PREVIOUSLY APPROVED	CDBG ADVISORY BOARD \$ REC
City of Appleton Homeowner Rehabilitation Loan Program	housing	24 homes rehabilitated	rehabilitate 24 homes for low or moderate income homeowners	\$ 77,694.00	\$ 77,694.00	\$ 77,694.00
Fair Housing Services	administration	NA	provide fair housing services as program administration costs per HUD regulations	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Appleton Housing Authority	housing	TBD	assist first-time homebuyers with downpayments and rehabilitation, provide homebuyer counseling	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Appleton Police Department	public service	30 at-risk youth served	engage youth in meaningful, team-based community service projects	\$ 72,051.06	\$ 72,051.06	\$ -
CDBG Program Administration	administration	NA	fund costs associated with administering the CDBG Program for the Finance and Community and Economic Development Departments	-	\$ 80,504.00	\$ 80,504.00
				\$ 249,745.06	\$ 252,555.06	\$ 258,198.00
NON-PUBLIC SERVICE	PROJECT ACTIVITY	PROJECTED OUTPUT	FUNDS WILL BE USED TO...	CDBG REQUESTED AMOUNT	AMOUNT PREVIOUSLY APPROVED	CDBG ADVISORY BOARD \$ REC
Pillars, Inc Adult & Family Shelter	public facility	elevator replacement	replace current elevator at emergency shelter location	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Rebuilding Together Fox Valley	housing	10 properties rehabilitated	provision of home repairs to low-income homeowners in need, specifically older adults, veterans and individuals with disabilities	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
The Mooring Programs, Inc. (dba Apricity)	public facility	program rehabilitation	rehabilitation of 6 program houses and the main facility (Phase II)	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
St. Bernadette Parish/Iris Place Respite Center	public facility	window replacement	replace original windows in NAMI's peer run respite center	\$ 62,334.00	\$ 62,334.00	\$ 62,334.00
Greater Fox Cities Habitat for Humanity (Affordable Housing Initiative)	housing	acquisition & rehab of single-family home	acquire and rehabilitate a single-family home, sell or rent to low-income household	\$ 148,000.00	\$ 125,000.00	\$ 125,000.00
				\$ 455,334.00	\$ 432,334.00	\$ 432,334.00
PUBLIC SERVICE	PROJECT ACTIVITY	PROJECTED OUTPUT	FUNDS WILL BE USED TO...	CDBG REQUESTED AMOUNT	AMOUNT PREVIOUSLY APPROVED	CDBG ADVISORY BOARD \$ REC
LEAVEN	public service	150 households served	provide rental assistance to those at risk of homelessness through the Emergency Assistance Program	\$ 14,530.94	\$ 16,759.74	\$ 45,019.83
Pillars, Inc	public service	61 households served	provide prevention/diversion programming to clients who are at-risk of becoming homeless	\$ -	\$ -	\$ 28,260.08
Salvation Army of the Fox Cities	public service	50 households served	provide financial assistance, as well as case management to those at risk of homelessness through the Pathway of Hope program	\$ -	\$ -	\$ 28,260.09
				\$ 14,530.94	\$ 16,759.74	\$ 101,540.00

	BUDGETED	ACTUAL
City Programs/Appleton Housing Authority/Administration	\$233,198.00	\$233,198.00
Appleton Police Department	\$72,051.06	\$0.00
CDBG Advisory Board Recommendations	\$474,093.74	\$ 558,874.00
GRAND TOTAL	\$779,342.80	\$792,072.00
Unallocated		\$0.00

AWARD RECOMMENDATIONS FOR 2020 CDBG PROGRAM YEAR

	Awarded	Revised
City Programs/Appleton Housing Authority/Administration		
City of Appleton Homeowner Rehabilitation Loan Program	\$ 77,694.00	\$ 77,694.00
Fair Housing Services	\$ 25,000.00	\$ 25,000.00
Appleton Housing Authority	\$ 75,000.00	\$ 75,000.00
CDBG Program Administration Costs	\$ 80,504.00	\$ 80,504.00
Appleton Police Department	\$ 72,051.06	\$ -
Non-Public Service		
Pillars, Inc. Adult & Family Shelter	\$ 75,000.00	\$ 75,000.00
Rebuilding Together Fox Cities	\$ 100,000.00	\$ 100,000.00
The Mooring Programs	\$ 70,000.00	\$ 70,000.00
St. Bernadette/NAMI Fox Valley	\$ 62,334.00	\$ 62,334.00
Greater Fox Cities Habitat for Humanity- Affordable Housing Initiative	\$ 125,000.00	\$ 125,000.00
Public Service		
LEAVEN	\$ 16,759.74	\$ 45,019.83
Pillars, Inc	\$ -	\$ 28,260.08
Salvation Army of the Fox Cities	\$ -	\$ 28,260.09
SUBTOTAL	\$ 654,342.80	\$ 667,072.00
Affordable Housing Initiative Funding	\$ 125,000.00	\$ 125,000.00
TOTAL	\$ 779,342.80	\$ 792,072.00



Mission

We strengthen our community for current and future generations by helping people make a difference in the lives of others.

Directors and Officers

Jon Stellmacher
Chair
Beth Flaherty
Vice Chair
Peter Mariahazy
Secretary & Vice Chair
Greg Pawlak
Vice Chair
Kathi Seifert
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Chuck Self
Pierce Smith
Raquel Strayer
Stephanie Vrabec

President/CEO

Curt S. Detjen



To: Karen Harkness - Director of Economic and Community Development, City of Appleton

From: COVID-19 Community Response Fund Committee

United Way Fox Cities:

Peter Kelly, CEO
Anthony Gonzales, VP Community Development
Suzanne Brault, Director, Community Development & Public Policy
Rhonda Hannemann, Community Development Program Officer
Lisa Severson, Community Development Program Officer
Rachel Podoski, Research and Evaluation Coordinator

Community Foundation for the Fox Valley Region:

Curt Detjen, CEO
Tammy Geenen, VP Community Engagement
Ann Englehard, VP Donor Services
Carolyn Desrosiers, Community Engagement Manager
Jenny Krikava, Community Engagement Manager

Date: Friday, April 24, 2020

Subject: Responding to Coronavirus – Ensuring Housing Stability During a Crisis

Situation

In the last month, the already daunting shortage of affordable, accessible housing in our area has evolved into an emergency. The coronavirus outbreak has caused unprecedented unemployment and put thousands of people at risk of being unable to pay for housing and other basic needs. Our housing organizations are scrambling to respond with programs that house people experiencing homelessness and help others stay in their homes.

Background

The COVID-19 Community Response Fund was established by the Community Foundation for the Fox Valley Region and United Way Fox Cities, with additional contributions from the community. Grants from this fund support nonprofit and other community organizations engaging in immediate basic needs relief, short-term response and longer-term recovery in Outagamie, Calumet, Shawano, Waupaca and the Neenah-Menasha area of Winnebago counties impacted by the COVID-19 public health emergency. During Phase One of the fund's grantmaking, priority is being given to community-based organizations providing basic needs services to people who are immediately and disproportionately suffering from this crisis. This phase includes proactively identifying potential grant recipients and using input, guidance and research from organizations and others in the community to make grant decisions.

Since the fund launched on March 17, 2020 the Fund has received 11 requests from agencies throughout the region whose primary mission includes housing individuals and families. The housing these agencies provide ranges from emergency shelter and transitional housing to housing for individuals living with a disability or in recovery. As of April 23, \$130,000 in funding (nearly 1/3 of the total grant dollars awarded to date) has been granted specifically to support housing and shelter. Additionally, \$110,000 has been granted to agencies providing financial assistance.

Assessment

The ongoing COVID-19 pandemic poses a clear risk to people experiencing homelessness as well as service provider organizations. Access to stable housing, especially during times of emergency, also helps eliminate many of the barriers to gaining and maintaining health and safety. In order to follow public health guidelines and help ensure people's safety, some shelters in the Fox Valley region are being forced to reduce services, restrict admittance, or close entirely. A number of agencies, such as Pillars and Harbor House, have been proactive in their responses to COVID-19, restructuring the bedding layout of shelters, and have moved some shelter residents and case management services to hotels. However, these and similar organizations don't have the resources to fully meet current needs.

Housing-insecure Patients Pose Challenges for Hospitals -Besides facing increased risk for COVID-19, high-acuity patients who face housing insecurity pose challenges to caregivers at essential hospitals. These patients often have comorbid mental health and substance misuse conditions and frequently lack advance care planning and surrogate decision-makers. Without options for safe discharge, hospitals are forced to admit patients who might not otherwise meet admission criteria, including patients with minor symptoms and patients under investigation, which could pose problems for crowded hospitals.

Financial Assistance - With a record number of people filing for unemployment amid the pandemic, the number of renters who need help meeting their basic needs is likely to skyrocket. And without financial assistance, these renters face the risk of homelessness or overcrowding in the homes of family or friends—situations that carry severe health risks during a pandemic. A majority of the agencies in our area requesting support for their financial assistance efforts are already reporting an increase in clients reaching out for assistance.

Recommendation

To address housing stability in our community as a result of the COVID-19 health emergency, our committee makes the following recommendations:

1. Prioritize permanent housing placements for individuals and families.
2. Provide resources for emergency shelters and access to isolation centers.
3. Increase outreach and assistance for unsheltered individuals.
4. Increase access to rental assistance and eviction prevention - A moratorium on evictions, on its own, is not enough. Rental assistance is required to avoid creating a financial cliff for renters when eviction moratoria are lifted and back-rent is owed, and to ensure the continued viability of essential affordable housing infrastructure.

Response

It is important that multiple systems, such as public health departments, legal agencies, housing assistance programs, and nonprofit organizations, are given the resources to work together to address needs. Philanthropy along with government and private sector entities must work together to collectively support our non-profit partners as they meet the short and long-term needs as a result of this public health crisis.



...ting community needs...enhancing quality of life."

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915-3128
920-832-5945 tel.
920-832-5949 fax

To: Chairperson and Members of the Utilities Committee

From: Utilities Deputy Director, Chris Stempa

Date: April 20, 2020

Re: *Award AWWTP Final Clarifier Tank Underdrain Valve Vault Pipe Replacement to Piping Service Inc. in the amount in an amount not to exceed of \$17,800*

The underdrain collection system installed beneath the Appleton Wastewater Treatment Plant final clarifiers is designed to alleviate groundwater pressure exerted on the base of the concrete tanks. Discharge piping and valves within the tank drainage wetwell valve vault have become severely corroded and require replacement.

QUOTATIONS:

A request for quotation was conducted to solicit the necessary mechanical piping services required for a wholesale replacement of the wet well valve vault piping and associated valves. The work also includes pipe coating services and the installation of a stainless steel vent pipe. Quotations are summarized in the table below. Piping Service, Inc. was the least cost quote.

Company	Base Bid
August Winter and Sons Inc.	\$21,100
Great Lakes Mechanical	\$26,544
Piping Service Inc.	\$17,800

RECOMMENDATION:

I am requesting award of the AWWTP Final Clarifier Tank Drainage Piping Replacement to Piping Service Inc. in the amount in an amount not to exceed of \$17,800. If you have any questions or require additional information regarding this project please contact Chris Stempa at 920-832-5945.



MEMO

"...meeting community needs...enhancing quality of life."

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works *PAV*

DATE: April 30, 2020

SUBJECT: **Recommendation to approve entering into the Amended InterGovernmental Cooperation Agreement with the Village of Little Chute contingent upon the Village of Little Chute also approving the Agreement.**

The Village of Little Chute and City of Appleton entered into an InterGovernmental Agreement in 2013 in order to provide sewer and water to the Cherryvale Avenue area. This area is unique because it is in the City of Appleton, but receives sewer and water services from the Village of Little Chute.

Recently, the Public Service Commission notified the City and Village that the terms of the original agreement did not meet Public Service Commission regulations. The communities have worked together to create an amended agreement that now meets all of their requirements. The major changes include:

- Little Chute will own and maintain the sewer and water infrastructure within this area of the City.
- Little Chute will provide meters to the Appleton residents in this area and be responsible for billing for this service at the established rate approved by the Public Service Commission.
- Appleton and Little Chute will work cooperatively on the design and construction of Cherryvale Avenue from Apple Creek Corridor to Evergreen Drive in 2022.

As you can see on the attached document, many of the terms of the agreement are already satisfied, but are included in the updated agreement for historical reference.

Please feel free to contact me if you have any questions regarding this amended agreement.

Attachment

INTERGOVERNMENTAL COOPERATION AGREEMENT CITY OF APPLETON – VILLAGE OF LITTLE CHUTE

THE PARTIES

The City of Appleton, a duly organized and established Wisconsin municipal corporation located within the counties of Outagamie, Winnebago and Calumet, hereinafter referred to as “Appleton” and

The Village of Little Chute, a duly organized and established Wisconsin municipal corporation located within the county of Outagamie, hereinafter referred to as “Little Chute”,

Do hereby mutually affirm the following:

WHEREAS, each of the parties herein is an organized and established Wisconsin Municipal Corporation under the provisions of Wisconsin State Statutes §66.0101; and,

WHEREAS, under the provisions of Wisconsin State Statutes §§66.0225, 66.0301 and 66.0307, the parties are authorized to enter into Intergovernmental Cooperation Agreements; and

WHEREAS, the parties mutually desire to provide existing and/or future municipal services to the affected area as depicted in Exhibit A in a cost effective and efficient manner to lessen the burdens of taxation on residents within the aforementioned communities and improve utility service therein and create certainty in development; and,

WHEREAS, the delivery of cost efficient and efficient municipal services is highly promoted with the establishment of mutually agreeable common municipal boundaries; and,

WHEREAS, both communities realize the construction of sanitary sewer, storm sewer and water main utilities to and within the area by either Appleton or the Heart of the Valley Sewerage Treatment Plant, will promote the development of rural lands to urbanized sections, resulting in a need and/or demand for cost effective and efficient municipal services, and construction of roadways; and

WHEREAS, the City of Appleton and the Village of Little Chute have previously entered into an intergovernmental agreement dated August 20, 2013, and

WHEREAS, Appleton and Little Chute entered into an amendment to the August 20, 2013 agreement dated January 2, 2014, and

WHEREAS, the parties desire to make further amendments to the amended intergovernmental agreement and recognize the benefit, at this time, to update the entire agreement such that it incorporates both previous and new amendments agreed to by the parties, and

NOW, THEREFORE, pursuant to mutual consideration, the parties heretofore agree to as follows:

PREVIOUS AGREEMENTS

This Agreement, upon signature by all parties, shall serve to entirely replace the August 20, 2013 Intergovernmental Cooperation Agreement and amendments thereto.

WATERMAIN

1. Appleton shall install the water main on Cherryvale Avenue between the city limits on the southerly end of Cherryvale Avenue and the Apple Creek Corridor on the northerly end of Cherryvale, and in Golden Gate Drive between the west right-of-way of Cherryvale Avenue and the easterly city limits of Golden Gate Drive. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

2. Little Chute shall supply water to the properties connecting to the water main identified above and shall be responsible for billing for this service at its established rate. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

3. Fire Protection. Pursuant to § 196.03(3)(b), Wis. Stats., Appleton and Little Chute have elected to charge properties a public fire protection fee as part of the water utility bill. City of Appleton properties within the Cherryvale service area shall be billed at rates approved by the PSC under the Village of Little Chute Utility tariffs. Any future changes to the public fire protection billing practice described herein shall be mutually agreed upon in writing by Appleton and Little Chute. Little Chute will perform the flushing and fire flow tests on the hydrants and provide the information to Appleton's Director of Public Works.

4. Little Chute agrees that the monthly user rate for sewer and water service shall be uniform for property owners located either within its boundaries and City of Appleton properties within the Cherryvale service area. Parties to the agreement further agree that sewer user rates and water user rates may change in dollar amount from time to time as Little Chute changes the sewer rates or water rates then being charged to its customers.

5. Appleton shall be responsible for the costs of the watermain installation as described in Paragraph 1. Little Chute shall be responsible for paying any oversizing of said watermain due to the Northside Solutions property. Little Chute shall be responsible for paying for any oversizing of said watermain due to the B&H property to the west of the westerly limit of

Golden Gate Drive. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

6. Little Chute shall own and maintain the watermain within in the Cherryvale service area (see Exhibit A) located both in the City of Appleton and the Village of Little Chute.

7. Appleton shall work cooperatively with Little Chute to collect past due utility service bills by, when legally permissible, placing qualified past due accounts associated with properties subject to this Agreement on said property's tax bill.

SANITARY SEWER

8. Appleton shall install sanitary sewer on Cherryvale Avenue between the city limits on the southerly end of Cherryvale Avenue and Apple Creek Corridor on the northerly end of Cherryvale, and in Golden Gate Drive between the west right-of-way of Cherryvale Avenue and the easterly city limits of Golden Gate Drive. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

9. Little Chute shall own and maintain the sanitary sewer line located in Cherryvale Avenue and Golden Gate Drive within the city limits of the city and within the boundaries of the village of Little Chute and shall be responsible for billing properties served by these sanitary lines at its established rate.

10. Little Chute shall be responsible for paying for any oversizing of said sanitary sewer due to the Northside Solutions property. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

11. The City shall be responsible for collecting the area assessments for the north side sewer interceptor, constructed in 1995 and the West Evergreen Drive interceptor, constructed in 2005, by the Village of Little Chute. The assessments shall be collected as applicable to the property, as development occurs in the area, payable prior to final plat approval. Per Exhibit C, the ultimate assessment area is 54.39 acres.

Heart of the Valley (HOV) connection fees shall be paid directly to the Village of Little Chute when requesting connection for service. The connection fee must be paid prior to any service connection granted.

STORM SEWER

12. Appleton shall install storm sewer in the right-of-way of Cherryvale Avenue within the City limits and that portion of Golden Gate Drive within the city limits of Appleton. Appleton shall own and maintain the storm sewer. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

13. Appleton shall be responsible for paying any oversizing of a storm sewer connection to transport stormwater to Little Chute's Southwest Pond.

14. Appleton property owners shall pay applicable stormwater ERU charges to Appleton and Little Chute residents shall pay applicable stormwater ERU charges to Little Chute regardless of which drainage basin they reside in.

ROADWAY CONSTRUCTION AND FUTURE REPAIRS

15. Appleton shall be responsible for the construction of Cherryvale Avenue within the City limits. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

16. Little Chute agrees to detach any portion of the right-of-way of French Road identified in the attached exhibit, and Appleton agrees to accept any portion of the French Road right-of-way so detached. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

17. Little Chute shall pay Appleton \$150,000 towards the cost of the construction of Cherryvale Avenue and Golden Gate Drive east to the Appleton city limits, and west to the westerly point of Cherryvale at the south city limits. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

18. The terms of this Agreement, and the payment by Little Chute to the City of Appleton of \$150,000 as identified in Paragraph 17 above, is contingent on the Village of Little Chute entering into a signed Development Agreement with Northside Solutions for the repayment by Northside Solutions to the Village of Little Chute of said \$150,000. *(Parties agree that requirements in this section have been satisfied and it remains in this agreement for historical reference only.)*

19. Little Chute shall be responsible for all future costs for repair and replacement of watermain and sanitary sewer installed by Appleton pursuant to this Agreement. Additionally, Little Chute shall be responsible for all roadway and sidewalk repair and restoration costs arising out of the aforementioned repair or replacement activities. Except in the case of an emergency, Little Chute shall first apply for any required road/sidewalk excavation permits from Appleton.

20. All road repairs, maintenance and replacement is the exclusive responsibility of the City of Appleton. The Village and City agree to work cooperatively on the scheduling of future sewer, water and street reconstruction.

21. Appleton and Little Chute shall work cooperatively on the design and construction of Cherryvale Avenue from Apple Creek Corridor to Evergreen Drive for concrete paving in 2022.

SIGNATURES BEGIN ON THE FOLLOWING PAGE

Dated this _____ day of _____, 2020.

City of Appleton

By: _____
Jacob A. Woodford, Mayor

By: _____
Kami Lynch, City Clerk

STATE OF WISCONSIN)
 : ss.
OUTAGAMIE COUNTY)

Personally came before me on this _____ day of _____, 2020, the above-named _____, Mayor and Kami Lynch, City Clerk, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Printed Name: _____
Notary Public, State of Wisconsin
My commission is/expires: _____

Approved as to form:

Christopher R. Behrens, City Attorney
City Law A20-0119
Last Update: 4/30/2020

SIGNATURES CONTINUE ON THE FOLLOWING PAGE

Dated this ____ day of _____, 2020.

Village of Little Chute

By: _____
Michael Vandenberg, Village President

By: _____
Laurie Decker, Village Clerk

STATE OF WISCONSIN)
 : ss.
_____ COUNTY)

Personally came before me on this ____ day of _____, 2020, the above-named Michael Vandenberg, Village President and Laurie Decker, Village Clerk, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Printed Name: _____
Notary Public, State of Wisconsin
My commission is/expires: _____

Approved as to form:

Charles D. Koehler
Attorney for Village of Little Chute

Water Limits Map

- City of Appleton
- Village of Little Chute
- Agreement Area
- Grand Chute

Exhibit A

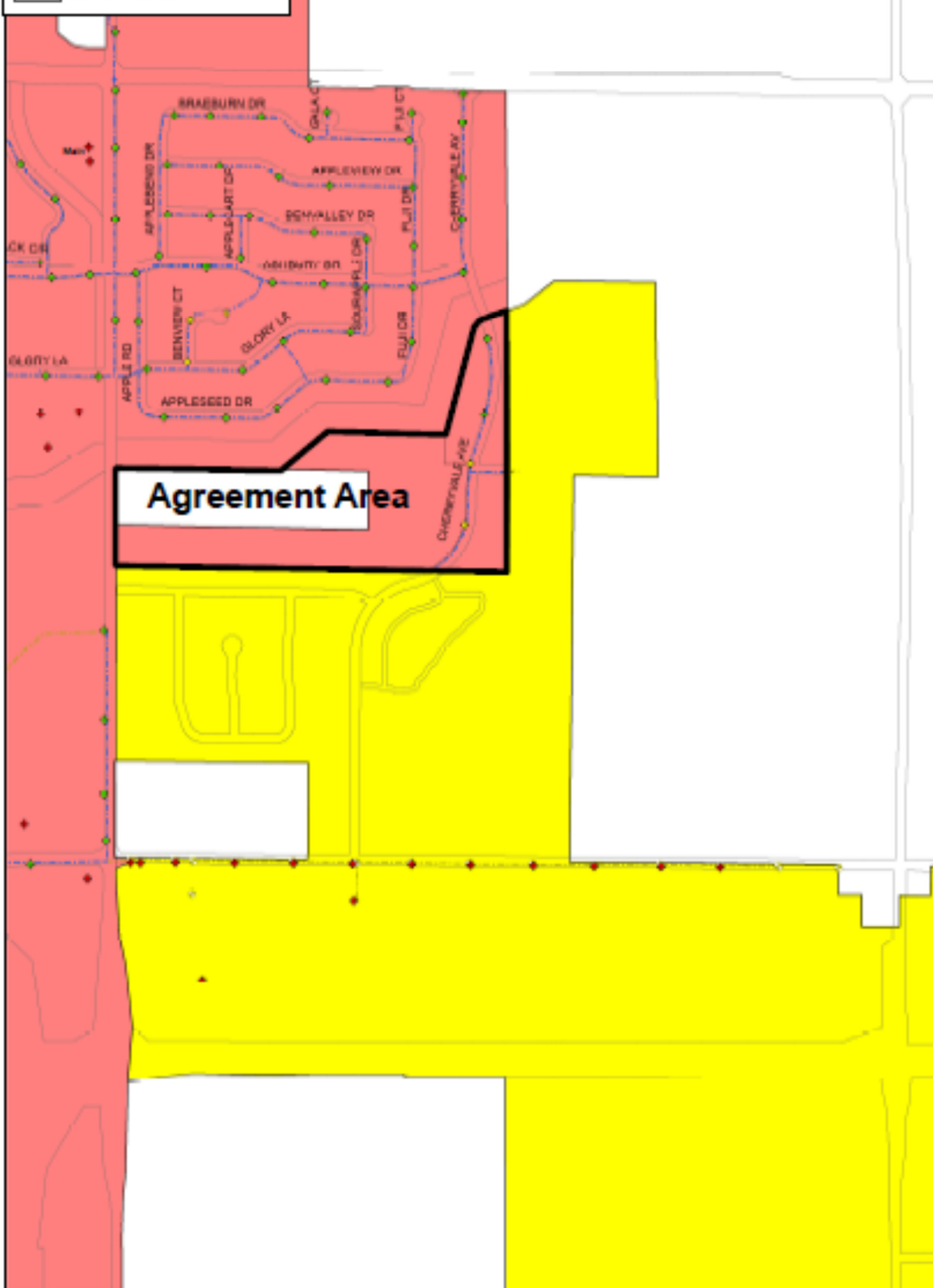
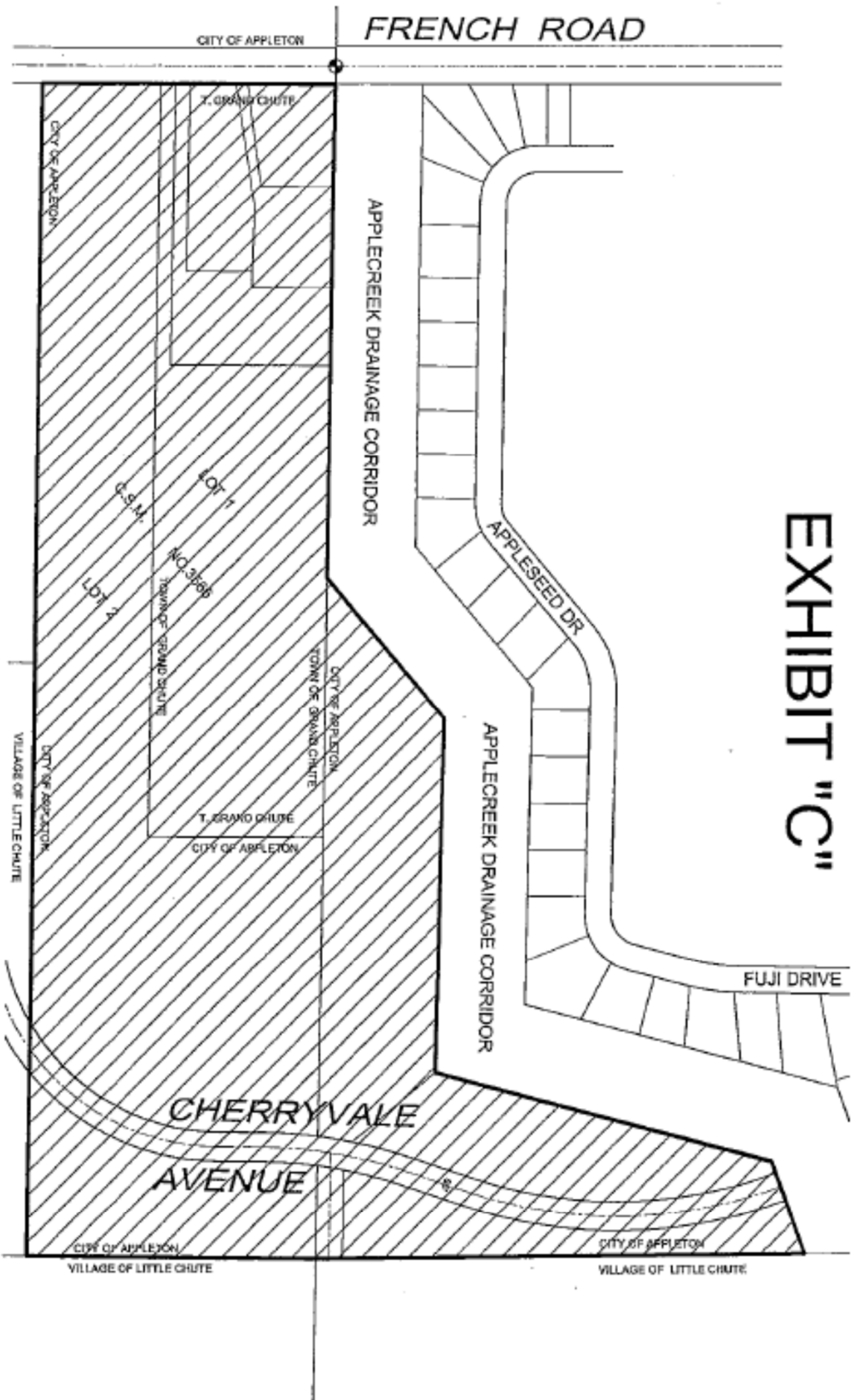


EXHIBIT "C"



CITY OF APPLETON
 DEPT. OF PUBLIC WORKS
 ENGINEERING DIVISION
 100 NORTH APPLETON STREET
 APPLETON, WI 54911
 920-832-6474 DRAFTED BY: T. KRONKA
 H:\Acad\Exhibits\Cherryvale_Exhibit_C_1112_2013

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City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2020/2 TO 2020/2		ACCOUNT/VENDOR		DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
58071000									VT 5307 Admin
58071000	620100								Training/Conferences
	000512	FOX CITIES CHAMBER O	28746		0	2020	2 INV P	65.00 pcard	Conference
	999990	HILTON GARDEN INN DW	28743		0	2020	2 INV P	625.20 pcard	ADA Training
	999990	PAYPAL *SMPNEW	30410		0	2020	2 INV P	40.00 pcard	Sales and Marketing
								665.20	
								ACCOUNT TOTAL	730.20
58071000	620400								Tuition Fees
	999990	CFFOXVALLEY	30411		0	2020	2 INV P	35.00 pcard	Womens fund of the
								ACCOUNT TOTAL	35.00
58071000	620500								Employee Recruitment
	999990	YOURMEMBER-CAREERS	29510		0	2020	2 INV P	160.00 pcard	Recruitment-Adverti
	999990	TRANSITTALENT.COM	30424		0	2020	2 INV P	110.00 pcard	Recruitment/Adverti
								270.00	
								ACCOUNT TOTAL	270.00
58071000	630100								Office Supplies
	999990	QUILL CORPORATION	30380		0	2020	2 INV P	63.35 pcard	Office supplies
	999990	QUILL CORPORATION	30381		0	2020	2 INV P	67.42 pcard	Office supplies
	999990	QUILL CORPORATION	30405		0	2020	2 INV P	107.14 pcard	Office Supplies
	999990	CAMERON S COFFEE	30463		0	2020	2 INV P	217.33 pcard	Supplies
	999990	LEEDSWORLDREFILL.COM	30464		0	2020	2 INV P	9.74 pcard	Office supplies
								464.98	
								ACCOUNT TOTAL	464.98
58071000	630200								Subscriptions
	999990	YODECK.COM FLIPNODE	30379		0	2020	2 INV P	104.66 pcard	Subscription
	999990	YODECK.COM FLIPNODE	30447		0	2020	2 INV P	-99.00 pcard	Annual subscription
	999990	YODECK.COM FLIPNODE	30448		0	2020	2 INV P	239.43 pcard	Annual subscription
								245.09	
								ACCOUNT TOTAL	245.09
58071000	630300								Memberships & Licenses
	001640	WISCONSIN EMERGENCY	30961		0	2020	2 INV P	6.13 pcard	DMA EPAY SERVICE FE
	001640	WISCONSIN EMERGENCY	30962		0	2020	2 INV P	245.00 pcard	DMA EPAY EPCRA FEES
								251.13	
	002163	TRANSPORTATION DEVEL	28798		0	2020	2 INV P	345.00 021920	542171 2020 dues

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City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2020/2 TO 2020/2		ACCOUNT/VENDOR		DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
002398	FOX VALLEY CHAPTER S	28797	0	2020	2	INV P		300.00	021920	542096 2020 dues
999990	WISCONSIN ASSOCIATIO	28747	0	2020	2	INV P		35.00	pcard	Membership Wisconsi
ACCOUNT TOTAL								931.13		
58071000	631603		Other Misc. Supplies							
001983	AMAZON	28740	0	2020	2	INV P		26.34	pcard	Cell phone case
001983	AMAZON	28741	0	2020	2	INV P		72.18	pcard	Phone cases
001983	AMAZON	28748	0	2020	2	INV P		67.18	pcard	Cell phone case
001983	AMAZON	28749	0	2020	2	INV P		18.98	pcard	Cell phone case
001983	AMAZON	30409	0	2020	2	INV P		-12.99	pcard	Return
								171.69		
ACCOUNT TOTAL								171.69		
58071000	632001		City Copy Charges							
001164	RICOH USA, INC.	29649	0	2020	2	INV P		362.95	030420	542330
ACCOUNT TOTAL								362.95		
58071000	632002		Outside Printing							
001121	QUICK PRINT CENTER,	30399	0	2020	2	INV P		86.75	pcard	Fact Sheet
ACCOUNT TOTAL								86.75		
58071000	640400		Consulting Services							
000398	EAST CENTRAL WI REGI	28890	0	2020	2	INV P		4,404.00	021920	542090 tdp final invoice
ACCOUNT TOTAL								4,404.00		
58071000	640800		Contractor Fees							
001771	RED SHOES PR, INC.	28866	200152	2020	2	INV P		2,922.50	021920	542141 Image Refresh
001771	RED SHOES PR, INC.	28867	200151	2020	2	INV P		4,238.75	021920	542141 Marketing and Media
								7,161.25		
ACCOUNT TOTAL								7,161.25		
58071000	641301		Electric							
001575	WE ENERGIES	519	0	2020	2	INV P		5,333.51	022620	542261 ELEC 7216-827-232 T
ACCOUNT TOTAL								5,333.51		
58071000	641302		Gas							
001575	WE ENERGIES	519	0	2020	2	INV P		2,768.21	022620	542261 GAS 7216-827-232 Tr
ACCOUNT TOTAL								2,768.21		
58071000	641307		Telephone							
000132	AT&T	28470	0	2020	2	INV P		491.92	021220	541964 920-730-0780 935 6

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City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2020/2 TO 2020/2	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
				ACCOUNT TOTAL		491.92	
58071000 641308	000250 CELLCOM APPLETON PCS	30404	0	2020 2 INV P		310.28 pcard	Cell phones
				ACCOUNT TOTAL		310.28	
58071000 642400	999990 WEBAURA	28742	0	2020 2 INV P		225.00 pcard	Website
				ACCOUNT TOTAL		225.00	
58071000 643000	001588 THEDACARE, INC.	30402	0	2020 2 INV P		66.60 pcard	DOT Physical
	001588 THEDACARE, INC.	30403	0	2020 2 INV P		77.87 pcard	DOT Physical
						144.47	
				ACCOUNT TOTAL		144.47	
				ORG 58071000 TOTAL		24,136.43	
58072000				VT 5307 Vehicle Maintenance			
58072000 630901	000035 AIRGAS USA, LLC	30406	0	2020 2 INV P		51.12 pcard	Shop supplies
	001333 TARTAN SUPPLY CO., I	30457	0	2020 2 INV P		143.46 pcard	Feb. Custodial Supp
	001655 AUTOMOTIVE SUPPLY CO	28726	0	2020 2 INV P		613.81 pcard	Parts, tools & supp
	001655 AUTOMOTIVE SUPPLY CO	30931	0	2020 2 INV P		88.93 pcard	Parts and supply
						702.74	
				ACCOUNT TOTAL		897.32	
58072000 630902	001655 AUTOMOTIVE SUPPLY CO	28726	0	2020 2 INV P		801.25 pcard	Parts, tools & supp
				ACCOUNT TOTAL		801.25	
58072000 632200	000763 KWIK TRIP, INC	28474	0	2020 2 INV P		376.03 021220	542009 fuel
				ACCOUNT TOTAL		376.03	
58072000 632601	000089 NEW FLYER OF AMERICA	30382	0	2020 2 INV P		3,098.08 pcard	Parts
	000089 NEW FLYER OF AMERICA	30383	0	2020 2 INV P		6,970.68 pcard	Parts
						10,068.76	

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City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2020/2 TO 2020/2										
ACCOUNT/VENDOR				DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN CHECK	DESCRIPTION
001595	JX TRUCK CENTER		28727	0	2020	2 INV P			227.32 pcard	Parts
001595	JX TRUCK CENTER		28728	0	2020	2 INV P			-173.04 pcard	Part Credit
001595	JX TRUCK CENTER		28729	0	2020	2 INV P			-107.24 pcard	Part Credit
001595	JX TRUCK CENTER		28730	0	2020	2 INV P			-112.70 pcard	Part creidt
001595	JX TRUCK CENTER		28731	0	2020	2 INV P			101.04 pcard	Parts
001595	JX TRUCK CENTER		28732	0	2020	2 INV P			1,066.47 pcard	Parts
001595	JX TRUCK CENTER		28733	0	2020	2 INV P			360.35 pcard	Parts
001595	JX TRUCK CENTER		28734	0	2020	2 INV P			1,111.96 pcard	Parts
001595	JX TRUCK CENTER		28735	0	2020	2 INV P			155.04 pcard	Parts
001595	JX TRUCK CENTER		30932	0	2020	2 INV P			29.13 pcard	Part
001595	JX TRUCK CENTER		30964	0	2020	2 INV P			684.19 pcard	Parts
									3,342.52	
001607	GRAINGER, INC.		30459	0	2020	2 INV P			45.11 pcard	Part
001655	AUTOMOTIVE SUPPLY CO	28726		0	2020	2 INV P			154.97 pcard	Parts, tools & supp
001655	AUTOMOTIVE SUPPLY CO	30931		0	2020	2 INV P			92.55 pcard	Parts and supply
001655	AUTOMOTIVE SUPPLY CO	30963		0	2020	2 INV P			-15.06 pcard	Refund parts
									232.46	
ACCOUNT TOTAL									13,688.85	
58072000	641700	Vehicle Repairs & Maint								
002191	COMPLETE RADIATOR SE	30373		0	2020	2 INV P			1,854.00 pcard	Repairs
ACCOUNT TOTAL									1,854.00	
ORG 58072000 TOTAL									17,617.45	
58073000	VT 5307 Building Maintenance									
58073000	644000	Snow Removal Services								
000773	LAKE SHORE CLEANERS,	28794		0	2020	2 INV P			630.00 021920	542117 snow removal
000773	LAKE SHORE CLEANERS,	28795		0	2020	2 INV P			536.37 021920	542117 snow removal
000773	LAKE SHORE CLEANERS,	28796		0	2020	2 INV P			5,070.69 021920	542117 snow removal
									6,237.06	
ACCOUNT TOTAL									6,237.06	
ORG 58073000 TOTAL									6,237.06	
58074000	VT 5307 Operations									
58074000	611400	Sick Pay								
002284	TASC	28819		0	2020	2 INV P			6,173.98 021920	542151 4918-0600-1898 2/14
ACCOUNT TOTAL									6,173.98	
58074000	615500	Unemployment Compensation								
001643	WISCONSIN DEPARTMENT	28436		0	2020	2 INV P			370.00 021220	542062 reimb unemployment

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YEAR/PERIOD: 2020/2 TO 2020/2	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
				ACCOUNT TOTAL		370.00	
58074000 630300				Memberships & Licenses			
001649 WISCONSIN DEPARTMENT	28097	0	2020	2 INV P	169.50	020520	541951 wi title/license st
				ACCOUNT TOTAL		169.50	
58074000 632200				Gas Purchases			
000763 KWIK TRIP, INC	28474	0	2020	2 INV P	969.98	021220	542009 fuel
001608 GARROW OIL CORPORATI	28849	200120	2020	2 INV P	15,303.10	021920	542098 Diesel Fuel with wi
001608 GARROW OIL CORPORATI	28850	200088	2020	2 INV P	16,623.45	021920	542098 #1Ultra Low Sulfur
					31,926.55		
				ACCOUNT TOTAL		32,896.53	
58074000 640800				Contractor Fees			
002229 STAR PROTECTION AND	28868	200150	2020	2 INV P	760.00	021920	542147 Security Services
002229 STAR PROTECTION AND	28869	200150	2020	2 INV P	760.00	021920	542147 Security Services
002229 STAR PROTECTION AND	28870	200150	2020	2 INV P	760.00	021920	542147 Security Services
					2,280.00		
				ACCOUNT TOTAL		2,280.00	
				ORG 58074000 TOTAL		41,890.01	
58075000				VT 5307 ADA Paratransit			
58075000 640800				Contractor Fees			
001186 RUNNING, INC.	29587	0	2020	2 INV P	156,342.20	022620	542228 vtii elderly/sunday
				ACCOUNT TOTAL		156,342.20	
				ORG 58075000 TOTAL		156,342.20	
58076000				VT 5307 Ancillary Paratransit			
58076000 640800 1806				Contractor Fees			
001186 RUNNING, INC.	29587	0	2020	2 INV P	2,756.15	022620	542228 vtii elderly/sunday
				ACCOUNT TOTAL		2,756.15	
58076000 640800 1807				Contractor Fees			
001186 RUNNING, INC.	29587	0	2020	2 INV P	123.30	022620	542228 vtii elderly/sunday
				ACCOUNT TOTAL		123.30	
58076000 640800 1808				Contractor Fees			
000750 KOBUSSEN BUSES, LTD	29622	0	2020	2 INV P	44,314.38	022620	542205 specialized transpo
				ACCOUNT TOTAL		44,314.38	

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YEAR/PERIOD: 2020/2		TO 2020/2	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
58076000	640800	1809								
000750	KOBUSSEN BUSES, LTD		29621		0	2020	2 INV P	19,678.44	022620	542205 rural service
						ACCOUNT TOTAL		19,678.44		
58076000	640800	1810								
001186	RUNNING, INC.		29588		0	2020	2 INV P	629.00	022620	542228 ochst jan service
						ACCOUNT TOTAL		629.00		
58076000	640800	1813								
000528	FOX VALLEY CAB		28799		0	2020	2 INV P	7,087.50	021920	542095 nwdar neenah
000528	FOX VALLEY CAB		28800		0	2020	2 INV P	336.00	021920	542095 nwdar heritage
000528	FOX VALLEY CAB		28801		0	2020	2 INV P	945.00	021920	542095 nwdar fox crossing
								8,368.50		
						ACCOUNT TOTAL		8,368.50		
58076000	640800	1818								
001621	CALUMET COUNTY		29585		0	2020	2 INV P	384.52	022620	542191 van service
						ACCOUNT TOTAL		384.52		
58076000	640800	1819								
001186	RUNNING, INC.		29586		0	2020	2 INV P	25,978.25	022620	542228 connector service
						ACCOUNT TOTAL		25,978.25		
58076000	640800	1820								
001186	RUNNING, INC.		29586		0	2020	2 INV P	11,536.50	022620	542228 connector service
						ACCOUNT TOTAL		11,536.50		
58076000	659900									
001600	LUTHERAN SOCIAL SERV		28119		0	2020	2 INV P	24,076.00	020520	541904 MRH 5310 4th qtr op
						ACCOUNT TOTAL		24,076.00		
						ORG 58076000 TOTAL		137,845.04		
=====										
FUND 580 Valley Transit						TOTAL:		384,068.19		
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** END OF REPORT - Generated by Debra Ebben **

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City of Appleton
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YEAR/PERIOD: 2020/3 TO 2020/3	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
58071000							VT 5307 Admin
58071000	620100						Training/Conferences
001582	UNITED WAY FOX CITIE	31363	0	2020	3 INV P	36.00 pcard	Annual meeting
001582	UNITED WAY FOX CITIE	31365	0	2020	3 INV P	-36.00 pcard	Annual meeting refu
						.00	
999990	HOTEL*DELTA	31942	0	2020	3 INV P	725.07 pcard	Training
999990	WPY*KITE CONFERENCE	31943	0	2020	3 INV P	11.00 pcard	Training
999990	DELTA AIR 00624220	31944	0	2020	3 INV P	634.40 pcard	Training
						1,370.47	
999998	WISCONSIN ASSOCIATIO	30232	0	2020	3 INV P	185.00 031120	542432 2020 WAMM SPRING CO
						ACCOUNT TOTAL	1,555.47
58071000	620500						Employee Recruitment
999990	CAREERBUILDER	31319	0	2020	3 INV P	143.44 pcard	Recruitment Adverti
						ACCOUNT TOTAL	143.44
58071000	630100						Office Supplies
999990	NAMEBADGE.COM	31458	0	2020	3 INV P	107.09 pcard	Supplies
999990	QUILL CORPORATION	31475	0	2020	3 INV P	65.54 pcard	Office supplies
999990	QUILL CORPORATION	31476	0	2020	3 INV P	5.82 pcard	Office supplies
999990	USPS.COM POSTAL STOR	31503	0	2020	3 INV P	46.89 pcard	Office Supplies
						225.34	
						ACCOUNT TOTAL	225.34
58071000	630200						Subscriptions
999990	FIRE PIXEL LLC	31096	0	2020	3 INV P	450.00 pcard	Website subscriptio
						ACCOUNT TOTAL	450.00
58071000	630400						Postage~Freight
000460	FEDEX - FEDERAL EXPR	31477	0	2020	3 INV P	12.85 pcard	Postage
000460	FEDEX - FEDERAL EXPR	31478	0	2020	3 INV P	18.85 pcard	Postage
000460	FEDEX - FEDERAL EXPR	32020	0	2020	3 INV P	45.16 pcard	Shipping - multiple
						76.86	
						ACCOUNT TOTAL	76.86
58071000	630700						Food & Provisions
001198	SAM'S CLUB	31474	0	2020	3 INV P	129.78 pcard	Driver appr
999990	GLASS NICKEL PIZZA A	31362	0	2020	3 INV P	72.30 pcard	Food
999990	JIMMY JOHNS # 446	31462	0	2020	3 INV P	152.94 pcard	Driver appr
999990	JIMMY JOHNS # 446	31463	0	2020	3 INV P	152.94 pcard	Driver appr

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YEAR/PERIOD: 2020/3 TO 2020/3	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
	999990 JIMMY JOHNS # 446	31464	0	2020	3	INV P	152.94	pcard	Driver appr
							531.12		
						ACCOUNT TOTAL	660.90		
	58071000 631603					Other Misc. Supplies			
	999990 COSTCO WHSE #1222	31364	0	2020	3	INV P	15.81	pcard	Supplies
						ACCOUNT TOTAL	15.81		
	58071000 632002					Outside Printing			
	001121 QUICK PRINT CENTER,	31051	0	2020	3	INV P	214.75	pcard	App Promo card
	001121 QUICK PRINT CENTER,	31505	0	2020	3	INV P	38.00	pcard	Vending Machine Sig
							252.75		
	001269 SPECTRA PRINT CORPOR	31461	0	2020	3	INV P	1,148.00	pcard	System maps
						ACCOUNT TOTAL	1,400.75		
	58071000 640800					Contractor Fees			
	001771 RED SHOES PR, INC.	30881	200152	2020	3	INV P	1,231.25	031820	542557 Image Refresh
	001771 RED SHOES PR, INC.	30882	200151	2020	3	INV P	4,153.75	031820	542557 Marketing and Media
							5,385.00		
						ACCOUNT TOTAL	5,385.00		
	58071000 641301					Electric			
	001575 WE ENERGIES	520	0	2020	3	INV P	5,230.10	032620	542651 ELEC 7216-827-232 T
						ACCOUNT TOTAL	5,230.10		
	58071000 641302					Gas			
	001575 WE ENERGIES	520	0	2020	3	INV P	2,734.32	032620	542651 GAS 7216-827-232 Tr
						ACCOUNT TOTAL	2,734.32		
	58071000 641307					Telephone			
	000132 AT&T	31235	0	2020	3	INV P	484.32	032620	542588 920-730-0780 935 6
						ACCOUNT TOTAL	484.32		
	58071000 641308					Cellular Phones			
	002272 U.S. CELLULAR	31095	0	2020	3	INV P	882.96	pcard	Cell phones
						ACCOUNT TOTAL	882.96		
	58071000 643000					Health Services			
	001588 THEDACARE, INC.	31465	0	2020	3	INV P	163.16	pcard	DOT Physical

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YEAR/PERIOD: 2020/3 TO 2020/3		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
				ACCOUNT TOTAL				163.16		
				ORG 58071000 TOTAL				19,408.43		
58072000				VT 5307 Vehicle Maintenance						
58072000 630901				Shop Supplies						
000089	NEW FLYER OF AMERICA	31508	0	2020	3	INV	P	136.23	pcard	Supplies
000089	NEW FLYER OF AMERICA	31509	0	2020	3	INV	P	2.24	pcard	Supplies and parts
								138.47		
000615	HARTLAND LUBRICANTS	31046	0	2020	3	INV	P	2,529.80	pcard	Shop supplies
000615	HARTLAND LUBRICANTS	31047	0	2020	3	INV	P	420.84	pcard	Shop supplies
000615	HARTLAND LUBRICANTS	31504	0	2020	3	INV	P	367.93	pcard	Supplies
								3,318.57		
001333	TARTAN SUPPLY CO., I	31974	0	2020	3	INV	P	912.98	pcard	March custodial sup
001570	1ST AYD CORPORATION	31052	0	2020	3	INV	P	130.95	pcard	Supply
001655	AUTOMOTIVE SUPPLY CO	31426	0	2020	3	INV	P	218.58	pcard	Parts & Supplies
001655	AUTOMOTIVE SUPPLY CO	31794	0	2020	3	INV	P	970.38	pcard	Inventory, supply &
								1,188.96		
				ACCOUNT TOTAL				5,689.93		
58072000 630902				Tools & Instruments						
001655	AUTOMOTIVE SUPPLY CO	31794	0	2020	3	INV	P	739.00	pcard	Inventory, supply &
				ACCOUNT TOTAL				739.00		
58072000 632200				Gas Purchases						
000763	KWIK TRIP, INC	30228	0	2020	3	INV	P	365.68	031120	542411 fuel
				ACCOUNT TOTAL				365.68		
58072000 632601				Repair Parts						
000006	ABC BUS, INC.	30818	0	2020	3	INV	P	113.12	031820	542487 bus parts
000006	ABC BUS, INC.	30819	0	2020	3	INV	P	75.96	031820	542487 bus parts
000006	ABC BUS, INC.	30820	0	2020	3	INV	P	1,138.36	031820	542487 bus parts
								1,327.44		
000089	NEW FLYER OF AMERICA	31056	0	2020	3	INV	P	2,223.60	pcard	Parts
000089	NEW FLYER OF AMERICA	31057	0	2020	3	INV	P	7,132.16	pcard	Parts
000089	NEW FLYER OF AMERICA	31506	0	2020	3	INV	P	127.88	pcard	Parts
000089	NEW FLYER OF AMERICA	31507	0	2020	3	INV	P	34.68	pcard	Parts
000089	NEW FLYER OF AMERICA	31509	0	2020	3	INV	P	1,804.64	pcard	Supplies and parts
000089	NEW FLYER OF AMERICA	31510	0	2020	3	INV	P	735.46	pcard	Parts
000089	NEW FLYER OF AMERICA	31511	0	2020	3	INV	P	386.22	pcard	Parts

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000089	NEW FLYER OF AMERICA	32016	0	2020	3	INV	P	352.98	pcard		Parts
000089	NEW FLYER OF AMERICA	32017	0	2020	3	INV	P	90.85	pcard		Parts
000089	NEW FLYER OF AMERICA	32018	0	2020	3	INV	P	181.70	pcard		Parts
000089	NEW FLYER OF AMERICA	32019	0	2020	3	INV	P	1,646.38	pcard		Parts
								14,716.55			
000569	GILLIG LLC	30767	0	2020	3	INV	P	82.20	031820	542522	part rcvd 2/26/20
001655	AUTOMOTIVE SUPPLY CO	31426	0	2020	3	INV	P	385.24	pcard		Parts & Supplies
001655	AUTOMOTIVE SUPPLY CO	31794	0	2020	3	INV	P	421.16	pcard		Inventory, supply &
								806.40			
001791	RADIO ENGINEERING IN	31027	0	2020	3	INV	P	-45.25	pcard		Parts
001791	RADIO ENGINEERING IN	31028	0	2020	3	INV	P	-135.75	pcard		RADIO ENGINEERING
								-181.00			
ACCOUNT TOTAL								16,751.59			
58072000	641700			Vehicle Repairs & Maint							
000338	CUMMINS NPOWER, LLC	31049	0	2020	3	INV	P	610.74	pcard		Repairs
000338	CUMMINS NPOWER, LLC	31050	0	2020	3	INV	P	159.50	pcard		Repairs
000338	CUMMINS NPOWER, LLC	31054	0	2020	3	INV	P	1,938.41	pcard		Repairs
								2,708.65			
001597	NOLTE'S TOWING	31471	0	2020	3	INV	P	208.23	pcard		Bus #406
001597	NOLTE'S TOWING	31472	0	2020	3	INV	P	197.62	pcard		Bus 451
001597	NOLTE'S TOWING	31473	0	2020	3	INV	P	198.48	pcard		Bus 1934
								604.33			
001996	MATTHEWS TIRE, INC.	31460	0	2020	3	INV	P	5,770.63	pcard		Repairs
ACCOUNT TOTAL								9,083.61			
58072000	641800			Equip Repairs & Maint							
000660	HYDROCLEAN EQUIPMENT	31048	0	2020	3	INV	P	95.00	pcard		Preventive maintena
ACCOUNT TOTAL								95.00			
58072000	643000			Health Services							
001588	THEDACARE, INC.	31469	0	2020	3	INV	P	77.87	pcard		DOT Physical
ACCOUNT TOTAL								77.87			
58072000	645100			Laundry Services							
001396	UNIFIRST CORPORATION	31055	0	2020	3	INV	P	214.01	pcard		Uniforms - multiple
ACCOUNT TOTAL								214.01			

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YEAR/PERIOD: 2020/3 TO 2020/3		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
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58072000	680403	1800			Vehicles			
000440	EWALD AUTOMOTIVE	GRO	30053	190851	2020	3 INV P	38,830.00 030420	542284 2020 Ford Expeditio
ACCOUNT TOTAL							38,830.00	
ORG 58072000 TOTAL							71,846.69	
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58073000	VT 5307 Building Maintenance							
58073000	640700				Solid Waste/Recycling Pickup			
000023	ADVANCED DISPOSAL	SO	31001	0	2020	3 INV P	179.00 pcard	Jan. Trash service
000023	ADVANCED DISPOSAL	SO	31002	0	2020	3 INV P	142.84 pcard	Jan. Recycling
000023	ADVANCED DISPOSAL	SO	32372	0	2020	3 INV P	179.00 pcard	March Trash
000023	ADVANCED DISPOSAL	SO	32373	0	2020	3 INV P	104.00 pcard	March Recycling
							<hr/>	
							604.84	
ACCOUNT TOTAL							604.84	
<hr/>								
58073000	641600				Build Repairs & Maint			
000758	KUETTEL'S SEPTIC SER		31053	0	2020	3 INV P	400.00 pcard	Floor pit cleaning
ACCOUNT TOTAL							400.00	
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58073000	644000				Snow Removal Services			
000773	LAKE SHORE CLEANERS,		30326	0	2020	3 INV P	437.04 031120	542412 snow removal whitma
000773	LAKE SHORE CLEANERS,		30327	0	2020	3 INV P	360.00 031120	542412 snow removal
000773	LAKE SHORE CLEANERS,		30328	0	2020	3 INV P	3,022.44 031120	542412 snow removal
							<hr/>	
							3,819.48	
ACCOUNT TOTAL							3,819.48	
<hr/>								
58073000	645100				Laundry Services			
000274	CINTAS CORPORATION		31033	0	2020	3 INV P	43.32 pcard	Mats
000274	CINTAS CORPORATION		31034	0	2020	3 INV P	43.32 pcard	Mats
000274	CINTAS CORPORATION		31035	0	2020	3 INV P	43.32 pcard	Mats
000274	CINTAS CORPORATION		31036	0	2020	3 INV P	43.32 pcard	Mats
000274	CINTAS CORPORATION		31037	0	2020	3 INV P	39.59 pcard	Mats
000274	CINTAS CORPORATION		31038	0	2020	3 INV P	109.72 pcard	Mats
000274	CINTAS CORPORATION		31039	0	2020	3 INV P	109.72 pcard	Mats
000274	CINTAS CORPORATION		31040	0	2020	3 INV P	108.83 pcard	Mats
000274	CINTAS CORPORATION		31041	0	2020	3 INV P	102.53 pcard	Mats
000274	CINTAS CORPORATION		31042	0	2020	3 INV P	105.45 pcard	Mats
000274	CINTAS CORPORATION		31043	0	2020	3 INV P	109.41 pcard	Mats
000274	CINTAS CORPORATION		31044	0	2020	3 INV P	109.41 pcard	Mats
000274	CINTAS CORPORATION		31045	0	2020	3 INV P	109.41 pcard	Mats
							<hr/>	
							1,077.35	
ACCOUNT TOTAL							1,077.35	

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YEAR/PERIOD: 2020/3 TO 2020/3		ACCOUNT/VENDOR		DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
					ORG 58073000 TOTAL			5,901.67	
58074000 VT 5307 Operations									
58074000 615500 Unemployment Compensation									
001643	WISCONSIN DEPARTMENT	30212	0	2020	3	INV P	569.94	031120	542483 reimb unemployment
ACCOUNT TOTAL								569.94	
58074000 632101 Uniforms									
001396	UNIFIRST CORPORATION	31055	0	2020	3	INV P	166.32	pcard	Uniforms - multiple
ACCOUNT TOTAL								166.32	
58074000 632200 Gas Purchases									
000763	KWIK TRIP, INC	30228	0	2020	3	INV P	1,156.36	031120	542411 fuel
001392	U.S. VENTURE, INC	31162	200213	2020	3	INV P	14,587.35	032620	542642 #1 Ultra Low Sulfur
001608	GARROW OIL CORPORATI	30065	200177	2020	3	INV P	16,101.90	030420	542289 #1 Ultra Low Sulfur
ACCOUNT TOTAL								31,845.61	
58074000 632602 Tires									
001926	GOODYEAR TIRE AND RU	30859	200230	2020	3	INV P	2,876.29	031820	542523 Tire lease program
ACCOUNT TOTAL								2,876.29	
58074000 632603 Lubricants									
001655	AUTOMOTIVE SUPPLY CO	31426	0	2020	3	INV P	38.34	pcard	Parts & Supplies
ACCOUNT TOTAL								38.34	
58074000 640800 Contractor Fees									
002229	STAR PROTECTION AND	30078	200150	2020	3	INV P	760.00	030420	542336 Security Services
002229	STAR PROTECTION AND	30079	200150	2020	3	INV P	760.00	030420	542336 Security Services
002229	STAR PROTECTION AND	30091	0	2020	3	INV P	532.00	030420	542336 security
002229	STAR PROTECTION AND	30092	0	2020	3	INV P	722.00	030420	542336 security
002229	STAR PROTECTION AND	30883	200150	2020	3	INV P	760.00	031820	542561 Security Services
002229	STAR PROTECTION AND	30884	200150	2020	3	INV P	1,520.00	031820	542561 Security Services
002229	STAR PROTECTION AND	30885	200150	2020	3	INV P	760.00	031820	542561 Security Services
								5,814.00	
ACCOUNT TOTAL								5,814.00	
58074000 643000 Health Services									
001588	THEDACARE, INC.	31465	0	2020	3	INV P	917.61	pcard	DOT Physical
001588	THEDACARE, INC.	31466	0	2020	3	INV P	510.00	pcard	DOT Physical
001588	THEDACARE, INC.	31467	0	2020	3	INV P	133.65	pcard	DOT Physical
001588	THEDACARE, INC.	31468	0	2020	3	INV P	139.06	pcard	DOT Physical
001588	THEDACARE, INC.	31469	0	2020	3	INV P	247.53	pcard	DOT Physical
001588	THEDACARE, INC.	31470	0	2020	3	INV P	50.99	pcard	DOT Physical

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INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2020/3		TO 2020/3																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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04/22/2020 13:30
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2020/3 ACCOUNT/VENDOR	TO 2020/3 DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
ACCOUNT TOTAL					7,980.00	
58076000 640800 1818 001621 CALUMET COUNTY	30763	0	2020	3 INV P	1,971.12 031820	542504 van service
ACCOUNT TOTAL					1,971.12	
58076000 640800 1819 001186 RUNNING, INC.	30765	0	2020	3 INV P	27,301.50 031820	542559 connector service
ACCOUNT TOTAL					27,301.50	
58076000 640800 1820 001186 RUNNING, INC.	30765	0	2020	3 INV P	10,749.25 031820	542559 connector service
ACCOUNT TOTAL					10,749.25	
ORG 58076000 TOTAL					111,138.24	
VT COVID-19 Response						
58079000 620100 999990 UNITED 01675048 31791	31791	0	2020	3 INV P	286.20 pcard	Training - FL
999990 AMERICAN AIR00145776 31792	31792	0	2020	3 INV P	25.59 pcard	Training - FL
999990 AMERICAN AIR00175047 31793	31793	0	2020	3 INV P	177.20 pcard	Training - FL
999990 COA*HTTP //WWW.CHEAP 31795	31795	0	2020	3 INV P	17.95 pcard	Training - FL
					506.94	
ACCOUNT TOTAL					506.94	
58079000 630100 001983 AMAZON	32028	0	2020	3 INV P	53.39 pcard	COVID 19
ACCOUNT TOTAL					53.39	
58079000 630700 999990 GINGEROOTZ	32027	0	2020	3 INV P	89.20 pcard	COVID 19
ACCOUNT TOTAL					89.20	
58079000 631603 999990 USA MEDICAL AND SURG 31972	31972	0	2020	3 INV P	2,929.70 pcard	COVID19 - VT
999990 GIH*GLOBALINDUSTRIAL 32012	32012	0	2020	3 INV P	931.88 pcard	Supplies
					3,861.58	
ACCOUNT TOTAL					3,861.58	
ORG 58079000 TOTAL					4,511.11	

04/22/2020 13:30
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2020/3 TO 2020/3												
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION					
=====												
FUND 580 Valley Transit		TOTAL:			394,675.52							
=====												

** END OF REPORT - Generated by Debra Ebben **



Memorandum

TO: Fox Cities Transit Commission
FROM: Ron McDonald, General Manager
DATE: April 24, 2020
RE: Award Recommendation for Marketing & Public Relations Services

BACKGROUND

Valley Transit utilizes a contractor to develop and execute strategies in support of its overall marketing program. This includes assistance with crisis communication, social media management, public relations, media buys, advertising/creative materials, market research, strategy and other related support. The primary goals of Valley Transit's marketing program are to increase ridership, improve the public's perception of transit and increase brand awareness. The current contractor for this service is Red Shoes, Inc.

Valley Transit staff drafted a request for proposal (RFP) document to solicit proposals from marketing and PR service vendors. The final RFP document was posted to the public on March 1, 2020. It was sent directly to known vendors; posted on Valley Transit's website; posted on the State of Wisconsin's Vendornet system; and advertised in the *Post-Crescent*. Proposals were due on April 1, 2020. Six proposals were received: Affirm (Pewaukee, WI); Red Shoes, Inc. (Appleton, WI); Amperage (Wausau, WI); 2 Story (Milwaukee, WI); The Quotient Group, LLC/Coalesce Marketing & Design, Inc. (Greenville & Appleton, WI); and The Evoke Agency (Madison, WI).

ANALYSIS

An evaluation team was assembled to review the written proposals. Each proposal was evaluated based on the vendor's experience/qualifications, successful implementation of previous marketing strategies, methodology/approach to this project and cost. The RFP established an annual budget of \$50,000 for this service. All proposers submitted a summary of services that would utilize this annual budget. Proposers also provided rates for services beyond the annual budget for any work that would result from unexpected projects or events.

The evaluation team decided to request an interview from the top two vendors. An interview was held with Red Shoes, Inc and Affirm on April 22nd and 23rd. Each vendor was asked to provide a brief 20-minute presentation and address any follow-up questions from the evaluation committee.

After considering the written proposal and oral presentation, the evaluation committee unanimously concluded that Red Shoes, Inc. had proposed the best service for Valley Transit.

In summary, it was noted that Red Shoes, Inc. had experience providing similar services for Valley Transit over the past 2 years and has additional experience successfully working with several organizations and businesses in the Fox Cities. Red Shoes, Inc's oral presentation was well-organized and clearly showed their

company's strengths (responsive crisis management, strong relationships within the Fox Cities, and understanding of Valley Transit's core marketing needs).

FISCAL IMPACT

Valley Transit's 2020 budget includes \$50,000 for contracted marketing and public relations services. The project will have a total year-one fiscal impact of \$50,000.

RECOMMENDATION

Staff recommends authorization for Valley Transit to enter into a 3-year contract with two 1-year optional extensions with Red Shoes, Inc. to provide marketing and public relations services.



Memorandum

TO: Fox Cities Transit Commission
FROM: Ron McDonald, General Manager
DATE: March 30, 2020
RE: Award Recommendation for Replacement Rider Floor Scrubber & Sweeper

BACKGROUND

Valley Transit utilizes a rider floor scrubber & sweeper to clean floor areas of the bus fleet storage & maintenance bays at the 801 S Whitman Ave facility and exterior floor areas of the downtown transit center at 100 E Washington St. Surface sweep and deep cleaning is important to remove engine oil, vehicle fluids, road salt, leaves and other debris present after daily vehicle traffic. Routine cleaning with a floor scrubber & sweeper extends the life of the floor and removes safety hazards from the surface.

The existing riding floor scrubber & sweeper was purchased in 1994. This machine has surpassed its useful life and been retired for the past year with significant non-repairable issues.

A formal bid process is required to purchase a replacement. In preparation, Valley Transit staff drafted a request for bid (RFB) document to solicit sealed bids from vendors. The final RFB document was posted to the public on March 1, 2020. It was sent directly to known vendors; posted on Valley Transit's website; posted on the State of Wisconsin's Vendornet system; and advertised in the *Post-Crescent*, *Green Bay Press Gazette* and *Oshkosh Northwestern*. Bids were due on March 25, 2020.

ANALYSIS

Six bids were received in response to the RFB. The bid from Wisconsin Lift Truck Corp (De Pere, WI) met all the requirements/specifications and proposed the lowest base cost (\$55,363). See attached bid tabulation.

FISCAL IMPACT

Valley Transit's 2020 budget includes \$75,000 for a replacement rider floor scrubber & sweeper. This project will have a fiscal impact of \$59,287, including options, which is 21% under budget.

RECOMMENDATION

Staff recommends authorization for Valley Transit to award this bid to Wisconsin Lift Truck Corp, 1776 W Matthew Dr, De Pere, WI 54115.



REPORT TO COMMON COUNCIL

Common Council Public Hearing & Meeting Date: April 22, 2020

Item: Special Use Permit #2-20 for an indoor recreational use with alcohol sales and consumption

Case Manager: Jessica Titel, Principal Planner

GENERAL INFORMATION

Owner/Applicant: William Roberts, et al. (owner) / Pat Van Abel, Appleton Axe (applicant)

Address/Parcel #: 1400 W. College Avenue – (Tax Id #31-5-1799-00)

Petitioner's Request: The applicant is requesting a Special Use Permit for an indoor recreational use with alcohol sales and consumption.

BACKGROUND

This item would typically go to Plan Commission for the public hearing, review and a recommendation. However, to help prevent the spread of the COVID-19, standing committees will not meet and Common Council will conduct business as Committee of the Whole.

This space was most recently occupied by Barstools Direct, a retail use without alcohol sales.

The building was constructed in 1999, and the property contains a multi-tenant building with an off-street parking lot. The liquor license for Appleton Axe was conditionally approved by the Common Council on March 18, 2020.

STAFF ANALYSIS

Project Summary: The applicant proposes to establish an indoor axe throwing facility with alcohol sales and service on the subject site, which would occupy approximately 3,553 square feet of the existing multi-tenant building.

Existing Site Conditions: The existing multi-tenant building totals approximately 15,840 square feet. The off-street parking lot contains 67 parking spaces. The required off-street parking spaces for the proposed special use is 18 parking spaces. The off-street parking lot serving the multi-tenant building can accommodate the required number of parking spaces needed for the proposed special use. Ingress and egress to the off-street parking lot is provided by curb cuts on North Outagamie Street and West College Avenue.

Outdoor Alcohol Consumption Area: No outdoor alcohol sales and consumption is requested as part of this application for a Special Use Permit.

Operational Information: A plan of operation is attached to the staff report.

Special Use Permit #2-20

April 22, 2020

Page 2

Current Zoning: The subject property has a zoning designation of C-2 General Commercial District. Per Section 23-113(e) of the Municipal Code, a restaurant with alcohol sales and service requires a Special Use Permit in the C-2 District. A two-thirds (2/3) vote of the Common Council is required for approval.

Surrounding Zoning and Land Uses: The surrounding area is under the jurisdiction of the City of Appleton (north, south, east, and west). The uses are generally commercial and residential in nature.

Surrounding Zoning and Land Uses (continued):

North: R-1B Single Family Residential District, R-2 Two-Family Residential District. The adjacent land uses to the north are currently single family and two-family residential.

South: R-1B Single Family Residential District, R-2 Two-Family Residential District. The adjacent land uses to the south are currently single family and two-family residential.

East: PD/C-2 Planned Development General Commercial District. The adjacent land use to the east is currently multi-tenant commercial.

West: C-2 General Commercial District. The adjacent land use to the west is currently commercial.

Appleton Comprehensive Plan 2010-2030: Community and Economic Development staff has reviewed this proposal and determined it is compatible with the Commercial designation shown on the City's *Comprehensive Plan 2010-2030* Future Land Use Map. Listed below are related excerpts from the City's *Comprehensive Plan 2010-2030*.

Goal 1 – Community Growth

Appleton will continue to provide opportunities for residential, commercial, and industrial growth, including appropriate redevelopment sites within the downtown and existing neighborhoods, and greenfield development sites at the City's edge.

Goal 8 – Economic Development

Appleton will pursue economic development that retains and attracts talented people, brings good jobs to the area, and supports the vitality of its industrial areas, downtown, and neighborhood business districts.

OBJECTIVE 9.4 Economic Development:

Ensure the continued vitality of downtown and the City's neighborhood commercial districts.

OBJECTIVE 10.5 Land Use:

Support the continued redevelopment and revitalization of land uses adjacent to Appleton's key transportation corridors and downtown.

Technical Review Group (TRG) Report: This item appeared on the March 24, 2020 TRG Agenda. No negative comments were received from participating departments.

Approval or Denial by Common Council:

When reviewing an application for a Special Use Permit, the City must look at the requirements and conditions found in the zoning ordinance and determine if the applicant has demonstrated that their proposed application for Special Use Permit satisfies all those requirements and conditions pursuant to Section 23-66(c)(5)c of the zoning ordinance. The Common Council must provide **substantial evidence** supporting their decision to approve, approve with conditions or deny the Special Use Permit. Substantial evidence means *“facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a special use permit and that reasonable persons would accept in support of a conclusion.”*

Public comment that is based on personal opinion or speculation are not sufficient forms of evidence. All requirements and conditions listed for approval must be reasonable, and to the extent practicable, measurable.

Finding of Fact: This request was reviewed in accordance with the standards (*proper zoning district, district regulations, special regulations, comprehensive plan and other plans, traffic, landscaping and screening, neighborhood compatibility, and impact on services*) for granting a Special Use Permit under Section 23-66 (e) (1-8), which were found in the affirmative.

RECOMMENDATION

Staff recommends, based on the above analysis, that Special Use Permit #2-20 for an indoor recreational use with alcohol sales and consumption located at 1400 W. College Avenue, (Tax Id #31-5-1799-00), per attached resolution, **BE APPROVED** to run with the land, subject to the following conditions:

1. The applicant shall receive their Liquor License from the City Clerk prior to serving alcohol on the premises. The liquor license was conditionally approved by the Common Council on March 18, 2020.
 - **Substantial Evidence:** This condition provides notice to the applicant that they are required to receive their liquor license from the City Clerk’s office prior serving alcohol inside the building. The liquor license for Appleton Axe was conditionally approved by the Common Council on March 18, 2020.
2. The applicant shall comply with the standards established in Chapter 9, Article III, Alcoholic Beverages, of the Municipal Code.
 - **Substantial Evidence:** This condition provides notice to the applicant that they are required to follow the standards for serving alcohol in the City of Appleton in order to promote the health, safety and general welfare of the City.
3. All Zoning, Building, Fire, Engineering, Utility and other Municipal Codes, and all applicable State and Federal laws shall be complied with.
 - **Substantial Evidence:** This condition assures the applicant understands they must follow

the City's Municipal Code and all applicable State and Federal laws which they are required to follow while conducting business in the City; failure to follow City, State and Federal regulations may result in revocation of their special use permit to serve alcohol.

4. The applicant shall have twelve (12) months from the issuance of the Special Use Permit (SUP) to obtain a liquor license and commence use of the tenant space located at 1400 West College Avenue, or Special Use Permit #2-20 will expire.
 - **Substantial Evidence:** Standardized condition to encourage the applicant to proceed with applying for and obtaining the appropriate liquor license in a timely manner.
5. This Special Use Permit is needed for the on-site alcohol sales and consumption, not the recreational use. Any expansions of the special use, changes to the development plan(s), plan of operation or any conditions of approval may require a major or minor amendment request to this Special Use Permit pursuant to Section 23-66(g) of the Zoning Ordinance. Contact the Community and Economic Development Department to discuss any proposed changes.
 - **Substantial Evidence:** Standardized condition that establishes a process for review and approval of future changes to the special use in order to promote the health, safety and welfare of the City.

RESOLUTION
CITY OF APPLETON
RESOLUTION APPROVING SPECIAL USE PERMIT #2-20

WHEREAS, Pat Van Abel, owner of Appleton Axe, has applied for a Special Use Permit for an indoor recreational use with alcohol sales and consumption located at 1400 West College Avenue, and also identified as Parcel Number 31-5-1799-00; and

WHEREAS, the location for the proposed indoor recreational use with alcohol sales and consumption is located in the C-2 General Commercial District, and the proposed use is permitted by special use within this zoning district; and

WHEREAS, the City of Appleton Common Council held a public hearing on April 22, 2020, on Special Use Permit #2-20 at which all those wishing to be heard were allowed to speak or present written comments, and other materials presented at the public hearing; and

WHEREAS, the City of Appleton Common Council has reviewed and considered the Community and Economic Development Department's staff report and recommendation and other spoken and written evidence and testimony presented at the public hearing; and

WHEREAS, the City of Appleton Common Council may approve the proposed Special Use Permit provided all the standards listed in Section 23-66(e)(1-8) are found in the affirmative, and may impose any condition on the Special Use Permit provided the condition(s) are related to the purpose of the City of Appleton Municipal Code and are based on substantial evidence; and

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the City of Appleton Common Council, based on the special use permit application, Community and Economic Development Department's staff report, testimony and substantial evidence presented at the public hearing with regard the Special Use Permit #2-20, that the Common Council:

1. Determines all standards listed in Sections 23-66(e)(1-8) are found in the affirmative YES or NO (CIRCLE ONE)
2. If NO, the City of Appleton Common Council hereby denies Special Use Permit #2-20 for an indoor recreational use with alcohol sales and consumption located at 1400 West College Avenue, also identified as Parcel Number #31-5-1799-00 based upon the following standards and determinations: (List reason(s) why the Special Use Permit was denied)
3. If YES, the City of Appleton Common Council hereby approves Special Use Permit #2-20 for an indoor recreational use with alcohol sales and consumption located at 1400 West College Avenue, also identified as Parcel Number #31-5-1799-00 subject to the following conditions:

CONDITIONS OF SPECIAL USE PERMIT #2-20

1. The applicant shall receive their Liquor License from the City Clerk prior to serving alcohol on the premises. The liquor license was conditional approved by the Common Council on March 18, 2020.
2. The applicant shall comply with the standards established in Chapter 9, Article III, Alcoholic Beverages, of the Municipal Code.
3. All Zoning, Building, Fire, Engineering, Utility and other Municipal Codes, and all applicable State and Federal laws shall be complied with.
4. The applicant shall have twelve (12) months from the issuance of the Special Use Permit (SUP) to obtain a liquor license and commence use of the tenant space located at 1400 West College Avenue, or Special Use Permit #2-20 will expire.
5. This Special Use Permit is needed for the on-site alcohol sales and consumption, not the indoor recreational use. Any expansions of the special use, changes to the development plan(s), plan of operation or any conditions of approval may require a major or minor amendment request to this Special Use Permit pursuant to Section 23-66(g) of the Zoning Ordinance. Contact the Community and Economic Development Department to discuss any proposed changes.

Adopted this 22nd day of April 2020.

(), Mayor

ATTEST:

Kami Lynch, City Clerk

Subject Area

W PACKARD ST

N PACKARD ST

N MASON ST

N BADGER AV

W SPENCER ST

W COLLEGE AV

N LINWOOD AV

S LINWOOD AV

11

3-0048-4

1619

F

E D C B A

3-0049

1525 1519 1515 1

3-1290

3-1291

3-1292

S DOUGLAS ST

118

3-1303

3-1300

3-1302

3-1301

1524.5 1520.5

1524 1520 1516 151

M-2

123

P

3-0054

3-0055

3-0056

3-0057

3-0059

3-0058

129.5

129

119

123

R-2

1618 1612

1613

3-0026

3-0027

1525 1519 1515 151

270

272

273

274

City Plan Commission
4-14-2020

Appleton

1509	1503	1427	1419	1415	1411		
5-1792	5-1793	5-1794	5-1795	5-1796	5-1797	5-1776-1	5-1776
						5-1777	
						5-1778	
	5-1786	5-1785	5-1784	5-1783	5-1782	5-1780	5-1779
							5-1781

Figure 1: A schematic diagram of a 2D rectangular domain divided into a grid of rectangular elements. The domain is bounded by $x=0$ to $x=1$ and $y=0$ to $y=1$. The grid is composed of several rectangular elements of varying sizes. A red line highlights a specific path through the grid, starting from the top-left corner $(0,1)$ and ending at the bottom-right corner $(1,0)$. The path is defined by the following sequence of points: $(0,1)$, $(0.1,1)$, $(0.1,0.8)$, $(0.2,0.8)$, $(0.2,0.6)$, $(0.3,0.6)$, $(0.3,0.4)$, $(0.4,0.4)$, $(0.4,0.2)$, $(0.5,0.2)$, $(0.5,0)$, $(1,0)$. The elements are labeled with their x and y coordinates. A red "R-2" label is placed near the bottom-right corner of the domain. A blue "B" label is placed near the bottom-left corner of the domain. A blue "A" label is placed near the bottom-right corner of the domain. A blue line segment is shown in the bottom-right corner of the domain, starting from the point $(0.5,0)$ and extending towards the point $(1,0)$.

[illegible][illegible]



City Plan Commission
4-14-2020

1400 West College Avenue
Special Use Permit
Indoor Recreation Use with Alcohol Sales
Aerial Map



PLAN OF OPERATION AND LOCATIONAL INFORMATION

Business Information:

Name of business: DBA. APPLETON AXE BREAKOUT GREEN BnY LLC

(Check applicable proposed business activity(s) proposed for the building or tenant space)

- ☐ Restaurant
☒ Bar/Night Club
☐ Wine Bar
☐ Microbrewery
☒ Other COMMERCIAL INDOOR ENTERTAINMENT

Years in operation: 4 YEARS / MAY 2016

Percentage of business derived from food service: 0 %

Type of proposed establishment (detailed explanation of business operations):

AXE THROWING FACILITY WITH 8 THROWING LINES. OPEN FOR PUBLIC & PRIVATE USE. BEER, HARD CIDER, SODA & WATER WILL BE AVAILABLE. PATRONS ENJOY 75 MINUTE AXE THROWING EXPERIENCE. WE DO MANY FAMILY, COMPANY PARTIES & TEAM BUILDING. WE ALSO WILL OFFER HAMMERSCHLAGEN GAME.

Proposed Hours of Operation for Indoor Uses:

Day	From	To
Week Days Monday thru Thursday	4pm	10pm
Friday	4pm	10:30 pm
Saturday	11am	10:30 pm
Sunday	12pm	5 pm

Building Capacity and Area:

Maximum number of persons permitted to occupy the building or tenant space as determined by the International Building Code (IBC) or the International Fire Code (IFC), whichever is more restrictive: 91 persons

Gross floor area of the existing building(s): Total Building: 15,840 sq Tenant Space: 3553 SF

Gross floor area of the proposed building(s): N/A

Describe Any Potential Noise Emanating From the Proposed Use:

Describe the noise levels anticipated from all equipment or other mechanical sources:

NO NOISES WILL EMANATE OUTSIDE THE SUITE
ALL ACTIVITY IN ROOM

Describe how the crowd noise will be controlled inside and outside the building:

ALL ACTIVITY INSIDE SUITE

If off-street parking is available for the business, describe how noise from the parking lot will be controlled:

N/A

Outdoor Space Uses:

(Check applicable proposed area)

- ☐ Patio
☐ Deck
☐ Sidewalk Café
☐ Other _____
☒ None

Size: N/A square feet.

Type of materials used and height of material to enclose the perimeter of the outdoor space:

☐ Fencing ☐ Landscaping ☐ Other _____ Height _____ feet.

Is there any alcohol service incorporated within the outdoor space? Yes ___ No ___

Are there plans for outdoor music/entertainment? Yes ___ No ___

If yes, describe how the noise will be controlled:

Is there any food service incorporated within the outdoor space? Yes ___ No ☒

Proposed Hours of Operation for Outdoor Space:

Day	From	To
Week Days: Monday thru Thursday	N/A	
Friday		
Saturday		
Sunday		

NOTE: Hours of Operation for Outdoor Uses (Sidewalk Café with Alcohol):

*******Municipal Code Section 9-262(b)(4): The permit holder can begin serving alcoholic beverages in the sidewalk café at 4:00 p.m. Monday through Friday and 11:00 a.m. on Saturday and Sunday. All alcoholic beverages must be removed from the sidewalk café by 9:30 p.m.**

Off-Street Parking:

Number of spaces existing: 67

Number of spaces proposed: 67

Other Licensed Premises:

The number of licensed premises within the immediate geographic area of the proposed location will be considered in order to avoid an undue concentration that may have the potential of creating public safety problems or deterring neighborhood development.

List nearby licensed premises:

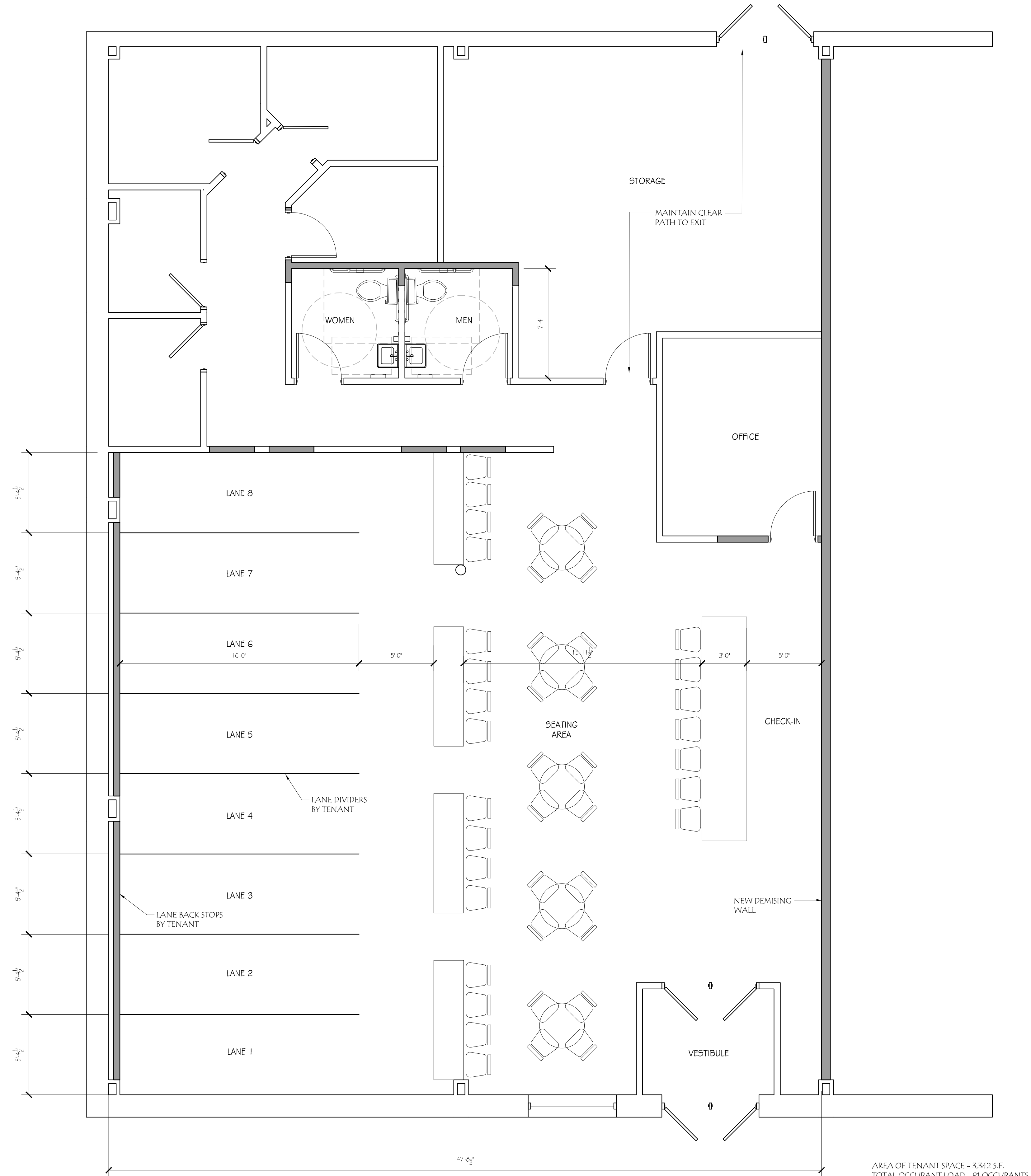
Number of Employees:

Number of existing employees: N/A

Number of proposed employees: 10

Number of employees scheduled to work on the largest shift: 5





FLOOR PLAN

SCALE: 1/4" = 1'-0"



VISION
ARCHITECTURE, LLC

P.O. Box 224
Neenah, WI 54956
920-904-4300
www.vision-architecture.net

Tenant Build-Out Plan For:

Appleton Axe

Appleton, Wisconsin

Issue Date: 3/4/2020
Revisions:

Jessica L. Titel

From: Sydney Witt <syd.picard@gmail.com>
Sent: Saturday, April 25, 2020 3:23 PM
To: Jessica L. Titel
Subject: Pursuant to Sections 23-66 and 23-113 Message

Good afternoon,

My husband and I received a letter in the mail regarding Sections 23-66 and 23-113 in consideration of Pat Van Abel. My husband and I do have concerns and I just now am able to get to the letter that we received a few days ago. We hope our message can still have an impact on the request.

We are recent owners of 1419 W Washington St, Appleton, WI 54914 and have already experienced some frustrations with the business directly behind our home due to Little Caesars. Because of Little Caesars we experience a lot of unwanted traffic behind the building including homeless people rummaging through their dumpsters for expired pizza as well as random people coming to pick up pallets and other debris late at night. We have also experienced a good amount of litter gather in our back tree bush area (on their property) as well as scattered throughout our property which we have to clean up after. One time at beginning of our stay here we have found a piece of PIZZA shoved into our rim on our car sitting on top of our brake caliper. In addition, we have good inclination to believe that people will cut through our yard at night after sneaking behind the businesses.

Because of these situations we have great dread when we think about a bar being behind our quaint home on College Ave. This will invite more random people to hang out in back while being drunk which will cause louder commotion late at night as people will be smoking outside. We are being forced to spend money right now with installing fencing in our backyard to help prevent the nuisances from Little Caesars and their lack of consideration with improper privacy of their garbages.

My husband and I are still working full-time at an essential business and being first-time homeowners we see a lot of issues with a bar being behind our home. We think as long as the bar closes at 10PM and only allows patrons to smoke out FRONT and nobody aside from employees allowed out back, we don't see an issue. We also think it is fair to ask of whomever is leasing out the property to reimburse for fencing that we are now to put up to separate their businesses from our home and prevent more unwanted people lurking outback or install fencing themselves closing off the property from residential homes. The persons in charge of that property should also have locked dumpsters.

Sincerely,

Sydney Witt and David Witt
1419 W Washington Street
Appleton, WI 54914

"It is better to fail in originality than to succeed in imitation." -- Herman Melville

Attention: This message was sent from a source external to the City of Appleton. Please use caution when opening attachments or clicking links.

ADOPTED: May 6, 2020
PUBLISHED: May 11, 2020
Office of the City Clerk

73-20

AN ORDINANCE RELATING TO THE TEMPORARY SUSPENSION OF THE REQUIREMENTS SET FORTH IN SEC. 9-23 OF THE MUNICIPAL CODE REQUIRING THE PAYMENT OF CERTAIN UNPAID AND DELINQUENT DEBTS AS A CONDITION PRECEDENT TO THE ISSUANCE OF LICENSES OR PERMITS BY THE CITY OF APPLETON IN RESPONSE TO THE COVID-19 CORONAVIRUS PUBLIC HEALTH EMERGENCY DECLARED BY THE STATE OF WISCONSIN.

(Finance Committee – 5/6/2020)

WHEREAS, on March 12, 2020, Governor Evers, by Executive Order #72, declared a public health emergency in Wisconsin due to the COVID-19 virus; and,

WHEREAS, as a result of the public health emergency, all schools and non-essential businesses have been temporarily closed, and the Governor has issued a “Stay safer at home order” on March 24, 2020 to slow the spread of the virus in the community, reduce the demands on the healthcare system, and to protect the health, safety, and welfare of the public; and

WHEREAS, as a result of the community-wide closures and stay home orders, many city businesses that require certain licenses and permits to operate are facing lost or significantly reduced revenue and economic uncertainty; and

WHEREAS, these same businesses will soon be required to renew licenses and permits which, prior to being issued and in accordance with the requirements in Sec. 9-23 of the Municipal Code, would require payment of certain City outstanding obligations in full prior to issuance; and

WHEREAS, these businesses require the license or permits to operate but, due to ordered closures or substantial limitations, may lack the financial means to immediately payoff outstanding obligations of Sec. 9-23 in order to obtain required licenses or permits and therefore are in need of temporary relief to continue operating; and

WHEREAS, these businesses provide employment and support the local economy and it is in the public’s interest that some temporary relief be provided to allow the businesses to continue to function by temporarily suspending the requirement that certain City outstanding obligations be paid in full as a prerequisite to issuance of the license or permit; and

NOW, THEREFORE BE IT RESOLVED, that during the duration of the COVID-19 public health emergency declared in Executive Order #72 or until September 30, 2020, whichever occurs later, the required payment of unpaid and delinquent debts as a condition precedent to issuance of any licenses and permits as set forth in Sec. 9-23 of the Municipal Code is hereby suspended.

Section 2: This ordinance shall be in full force and effect immediately.

Dated: May 6, 2020

Jacob A. Woodford, Mayor

Kami Lynch, City Clerk

Publication Notice

Please take notice that the City of Appleton enacted ordinance 73-20 TEMPORARY SUSPENSION OF THE REQUIREMENTS SET FORTH IN SEC. 9-23 OF THE MUNICIPAL CODE REQUIRING THE PAYMENT OF CERTAIN UNPAID AND DELINQUENT DEBTS AS A CONDITION PRECEDENT TO THE ISSUANCE OF LICENSES OR PERMITS BY THE CITY OF APPLETON IN RESPONSE TO THE COVID-19 CORONAVIRUS PUBLIC HEALTH EMERGENCY DECLARED BY THE STATE OF WISCONSIN.

The full text of the ordinance may be obtained at the Office of the City Clerk, 100 North Appleton Street, Appleton, WI 54911 and through the City's website at www.appleton.org.