



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appletonwi.gov](http://www.appletonwi.gov)

## Meeting Agenda - Final Common Council

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Wednesday, January 21, 2026

7:00 PM

Council Chambers

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- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

26-0070 Common Council Meeting Minutes of December 17, 2025

*Attachments:* [CC Minutes 12-17-25.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR
- 26-0059 Common Ground Presentation
- H. PUBLIC PARTICIPATION
- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS

26-0056 Initial Resolution for the Street Vacation of Canal Street, West of South Lawe Street  
(Taken up under Consolidated Action Items)

*Attachments:* [Canal Street - Initial Resolution.pdf](#)

- K. ESTABLISH ORDER OF THE DAY
- L. COMMITTEE REPORTS

**1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

26-0046 Request to Approve 2026 Sole Source Purchase Request - Various Traffic Equipment & Technologies

Attachments: [Sole Source Purchase Request - Traffic Equipment.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0047 Request to Approve Parking changes on the 1000 block of E. Pacific Street (follow-up to a 6-month evaluation)

Attachments: [1000 Block E Pacific St Post 6 Month Eval.pdf](#)

[011226 Pacific-Vine-Tonka St Neighborhood Concerns.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0048 Request to Approve County/Municipal Cost Agreement for I-41/Ballard Interchange Maintenance

Attachments: [County Municipal Cost Agreement I-41Ballard.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0049 Request to Approve DT1660 Conveyance of Rights in Land and DT1661 Quit Claim Deed for WisDOT I-41 Transportation Project Plat 1130-65-72

Attachments: [DT1660&DT1661 WisDOT 1-41 TPP.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0050 Request to Approve Parcel ID 31-1-6601-01 Quit Claim Deed for WisDOT I-41 Transportation Project Plat 1130-63-21

Attachments: [Parcel 31-1-6601-01 Quit Claim Deed TPP.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0051 Request to Approve Long Term Temporary Occupancy Permit 25-232-T for Copper Leaf Hotel in Superior Street Right-of-Way through April 30, 2026

Attachments: [25-232-T.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0052 Request to Approve Request from Gibson Loft for One Designated Stall in Red Ramp

Attachments: [Gibson Loft Red Ramp Stall.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0053 Request to Approve 2nd Revision to State-Municipal Financial Agreement for Olde Oneida Street Bridge Over the South Mill Race

Attachments: [SMA Olde Oneida St Bridge.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

26-0054 Request to Approve the street discontinuance to vacate a portion of Canal Street public right-of-way, the southern half of Canal Street located 120 feet west of S. Lawe Street as shown on the exhibit map

Attachments: [Street Vacation Canal St.pdf](#)

Legislative History

1/12/26 Municipal Services Committee recommended for approval

**2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

25-1091

Mechanical Amusement Device License for Mad Elephant, Chisa Jitmaiwong, Agent, located at 1222 S. Oneida St. - appeal of application denial

Attachments: [Mad Elephant.Tase of Thai Appleton LLC.Mech\\_Amus.7.25.25.REDACTED.pdf](#)  
[Mad Elephant Amusement device denial PD.pdf](#)  
[Mad Elephant Clerk Letter 8.4.25.pdf](#)  
[Mad Elephant Contest to Appleton Clerk.pdf](#)  
[Mad Elephant Records Request to Appleton PD.pdf](#)  
[Mad Elephant Records Request to Appleton Inspections.pdf](#)  
[Games Archives - Big Daddy Games - bigdaddygames.net.png](#)  
[Gemini-D Kiosk - Big Daddy Games - bigdaddygames.net.png](#)  
[Global Progressive System - Big Daddy Games - bigdaddygames.net \(1\).png](#)  
[Global Progressive System - Big Daddy Games - bigdaddygames.net.png](#)  
[Max Connect POS - Big Daddy Games - bigdaddygames.net.png](#)  
[Skill Plus 1 2 - Big Daddy Games - bigdaddygames.net.png](#)  
[Systems Archives - Big Daddy Games - bigdaddygames.net.png](#)  
[Universal Kiosk 1 - Big Daddy Games - bigdaddygames.net.png](#)  
[Universal Kiosk 2 - Big Daddy Games - bigdaddygames.net.png](#)  
[Appeal of Departments' Rec of License Denial Slides 9.24.25.pdf](#)  
[Mad Elephant gambling machine denial supplement.pdf](#)  
[BDG Gemini-CDU-USERS-MANUAL-REV0.pdf](#)  
[Big Daddy Games GK1500-Universal-KIOSK-1-USERS-MANUAL-REV0.pdf](#)  
[Big Daddy Games GK2000-Universal-KIOSK-2-USERS-MANUAL-REV0.pdf](#)  
[Amusement Device Application and Big Daddy Games Devices 12.9.25.pdf](#)

Legislative History

9/24/25	Safety and Licensing Committee <i>Garet Galster, Smith Keane LLP, addressed the committee</i>	recommended for denial
10/1/25	Common Council	referred to the Safety and Licensing Committee
10/8/25	Safety and Licensing Committee	held
10/22/25	Safety and Licensing Committee	held
12/10/25	Safety and Licensing Committee	recommended for denial
12/17/25	Common Council	referred to the Safety and Licensing Committee
1/14/26	Safety and Licensing Committee	recommended for denial

25-1456

Mechanical Amusement Device License for Houdini's Escape Gastropub, Katelyn James, Agent, located at 1216 S. Oneida St - appeal of application denial

Attachments: [Houdini's Escape.Santino LLC.Mech Amus.9.16.25.REDACTED.pdf](#)  
[Houdini's Escape amusement device APD denial letter 9.19.25.pdf](#)  
[Houdini's Escape amusement device Clerk denial letter 9.19.25.pdf](#)  
[Houdini's appeal of denial 10.2.25.pdf](#)  
[Houdini's Escape gambling machine denial supplement 10.9.25.pdf](#)  
[BDG Gemini-CDU-USERS-MANUAL-REV0.pdf](#)  
[Big Daddy Games GK1500-Universal-KIOSK-1-USERS-MANUAL-REV0.pdf](#)  
[Big Daddy Games GK2000-Universal-KIOSK-2-USERS-MANUAL-REV0.pdf](#)  
[Technik pull tab 8 column MANUAL-DOCUMENT-10-15-2022.pdf](#)  
[Technik pull tab Operations-Manual-2-13-2025.pdf](#)  
[Amusement Device Application and Big Daddy Games Devices 12.9.25.pdf](#)

Legislative History

12/10/25	Safety and Licensing Committee	amended
<i>Amendment to recommend approval of the Golden Tee Golf Video Game &amp; the Arachnid Electronic Dart Game and recommend denial of the remaining devices. Motion carried 5-0.</i>		
12/10/25	Safety and Licensing Committee	recommended for denial
12/17/25	Common Council	referred to the Safety and Licensing Committee
1/14/26	Safety and Licensing Committee	recommended for denial
1/14/26	Safety and Licensing Committee	amended
<i>Amendment to recommend approval of the Golden Tee Golf Video Game &amp; the Arachnid Electronic Dart Game and recommend denial of the remaining devices. Motion carried 5-0.</i>		

25-1543

Class "B" Beer License application for S&K Food Mart d/b/a Food Mart, Sarbjit Singh, Agent, located at 913 W College Ave

Attachments: [Food Mart.S&K Food Mart Inc.Alcohol\\_Class B Beer.11.21.25.REDACTED.pdf](#)

Legislative History

1/14/26	Safety and Licensing Committee	recommended for approval
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26-0012

Class "B" Beer and Reserve "Class B" Liquor License application for Lucero's Mexican Restaurant Inc, Fe Montalvo, Agent, located at 3401 E Evergreen Dr, contingent upon approval from the Health, Inspections, and Public Works departments

Attachments: [Lucero's Mexican Restaurant.Alcohol.Class B Beer Reserve Liquor.12.4.25.REI](#)

Legislative History

1/14/26 Safety and Licensing Committee recommended for approval

26-0013

Class "B" Beer and Reserve "Class B" Liquor License application for Karma Bar LLC, Aram Zamora Prieto, Agent, located at 409 W College Ave, contingent upon approval from the Health and Inspections departments

Attachments: [Karma Bar LLC.Alcohol.Class B Beer Reserve Liquor.12.9.25.REDACTED.pdf](#)

Legislative History

1/14/26 Safety and Licensing Committee recommended for approval

26-0014

Secondhand Article Dealer License late renewal application for The Attique Resale, James Boylan, Applicant, located at 415 N Oneida St, contingent upon approval from the Health department

Attachments: [2026 Attique Resale Late Renewal App 12.30.25.REDACTED.pdf](#)

Legislative History

1/14/26 Safety and Licensing Committee recommended for approval

26-0026

Fire Department Renewal of Equipment Sharing Agreement

Attachments: [Equipment Sharing Agreement.pdf](#)

[0912 - Fire - Equipment Sharing Agrp - CITY EXECUTED.pdf](#)

Legislative History

1/14/26 Safety and Licensing Committee recommended for approval

### 3. MINUTES OF THE CITY PLAN COMMISSION

25-1535

Request to approve Major Amendment to Planned Development Overlay Commercial Office District (PD/C-O #8-01) for 1025 E. South River Street (Tax Id #31-4-0809-00) and 1101, 1107 and 1111 E. South River Street (Tax Id #31-4-0806-00), including to the centerline of existing adjacent streets, as shown on the attached maps, replacing the current Implementation Plan Document #1419869 with the attached new Implementation Plan Document (development regulations) subject to recording with the Outagamie County Register of Deeds

Attachments: [Final\\_StaffReport\\_E. South River St\\_PDAmendment\\_8-01\\_for 01\\_14\\_26.pdf](#)

Legislative History

1/14/26 City Plan Commission recommended for approval

25-1536 Request to approve the 5730 N. Ballard Road Annexation consisting of approximately 1.69 acres, currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff memo

Attachments: [StaffMemo\\_5730 N Ballard Road\\_Annexation\\_For1-14-26.pdf](#)

Legislative History

1/14/26 City Plan Commission recommended for approval

25-1537 Request to approve the street discontinuance to vacate a portion of Canal Street public right-of-way, the southern half of Canal Street located 120 feet west of S. Lawe Street, and adopt the Initial Resolution and exhibit map

Attachments: [StaffMemo\\_Canal Street\\_StVacation\\_For1-14-26.pdf](#)

Legislative History

1/14/26 City Plan Commission recommended for approval

#### 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

#### 5. MINUTES OF THE FINANCE COMMITTEE

26-0027 Request to approve Sourcewell Six-Year (2026-2031) Golf Cart Lease with Yamaha Golf & Utility for the Annual Amount of \$57,175.

Attachments: [2026 Yamaha Golf Utility Lease Memo.pdf](#)

Legislative History

1/12/26 Finance Committee recommended for approval

26-0029 Request to award Unit S-26 Repair and Preventative Maintenance for Parking Structures to Western Specialty Contractors in the amount of \$1,206,718.50 with a 15% contingency of \$181,000, for a project total not to exceed of \$1,387,718.50.

Attachments: [S-26\\_Award\\_Funding\\_Bid Tabs.pdf](#)

Legislative History

1/12/26 Finance Committee recommended for approval

#### 6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

26-0016 Request to approve amending the Offer to Purchase from Consolidated Construction Co., Inc., its successors or assigns, to extend the closing date to January 31, 2026 for Lot 41 in Southpoint Commerce Park Plat No. 4 (4041 East Endeavor Drive) (Tax Id #31-9-5800-04)

Attachments: [AmendmenttoOTP\\_ConsolidatedConst\\_Lot41SPCP\\_MemotoCDC\\_1-14-26.pdf](#)

[0364 - Consolidated - SIGNED - OTP.pdf](#)

[SPCP 11\\_19\\_25.pdf](#)

Legislative History

1/14/26 Community Development Committee recommended for approval

26-0055 Request to approve amending the cost reimbursement agreement with Thrivent Financial for Lutherans to include an additional deposit of \$135,168.75, for a total of escrow deposit fee ceiling of \$235,168.75  
Attachments: [Amendment to Thrivent Cost Reimbursement Memo to CDC 1-14-26.pdf](#)  
[Thrivent - City Reimbursement Agreement - FULLY EXECUTED.pdf](#)

Legislative History

1/14/26      Community Development Committee      recommended for approval

**7. MINUTES OF THE UTILITIES COMMITTEE**

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

26-0034 Request to Approve the updated Salary Administration Policy.

Attachments: [Salary Administration Policy S&B 2026.pdf](#)

Legislative History

1/14/26      Human Resources & Information Technology Committee      recommended for approval

26-0035 Request to Approve Sole Source Emergency Notification System.

Attachments: [2025 Recommendation to Sole Source City Hall Emergency Response System.](#)  
[ACHCE010526.pdf](#)  
[NCI Sole Source.pdf](#)  
[SoleSource Request Form.pdf](#)

Legislative History

1/14/26      Human Resources & Information Technology Committee      recommended for approval

26-0039 Request for Approval to create a new position of Valley Transit Administrative Support Specialist.

Attachments: [Memorandum to HR and Council for Admin Support Specialist \(1\).pdf](#)  
[VT Administrative Support Specialist.pdf](#)

Legislative History

1/14/26      Human Resources & Information Technology Committee      recommended for approval

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

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

25-1540 Approve the Communicable Disease Reporting and Investigation Policy as identified in the attached document.

Attachments: [N\\_202\\_0\\_Communicable Disease Reporting and Investigation\\_11.03.2025.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0004 Approve the Vital Signs Policy as identified in the attached document.

Attachments: [N\\_212\\_0\\_Vital Signs\\_11.04.2025.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0006 Approve the Communicable Disease Reporting and Investigation Procedure as identified in the attached document.

Attachments: [N\\_202\\_1\\_PRO\\_Communicable Disease Reporting and Investigation\\_11.03.202](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0007 Approve the Communicable Disease Intake Procedure as identified in the attached document.

Attachments: [N\\_202\\_2\\_PRO\\_Communicable Disease Intake\\_11.03.2025.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0008 Approve the Milk Depot Procedure as identified in the attached document.

Attachments: [N\\_215\\_1\\_PRO\\_Milk Depot\\_11.04.2025.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0009 Approve the Overdose Education and Naloxone Distribution Program Policy as identified in the attached document.

Attachments: [N\\_216\\_0\\_Overdose Education and Naloxone Distribution Program.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0010 Approve the Overdose Education and Naloxone Distribution Program Procedure as identified in the attached document.

Attachments: [N\\_216\\_1\\_PRO\\_Overdose Education and Naloxone Distribution Program.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0011 Approve the Milk Depot Policy as identified in the attached document.

Attachments: [N\\_215\\_0\\_Milk Depot\\_11.04.2025.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0020 Approve changes to the Creation and Maintenance of Policies Policy as identified in the attached document.

Attachments: [AHD\\_101\\_0\\_Creation and Maintenance of Policies\\_12.16.2025.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

26-0022 Approve changes to the Creation and Maintenance of Procedures Policy as identified in the attached document.

Attachments: [AHD\\_102\\_0\\_Creation and Maintenance of Procedures\\_12.16.2025.pdf](#)

Legislative History

1/14/26 Board of Health recommended for approval

**M. CONSOLIDATED ACTION ITEMS**

26-0058 Consolidated Action Items - Street Vacation for a portion of Canal Street  
#25-1537 City Plan Commission - recommended for approval  
#26-0054 Municipal Services Committee - recommended for approval  
#25-0056 - Initial Resolution

**N. ITEMS HELD**

**O. ORDINANCES**

26-0057 Ordinances #1-26, #2-26 (N. Ballard Rd Annexation), and #3-26

Attachments: [Ordinances to Council 1-21-26.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**

26-0069

The Common Council may go into closed session pursuant to State Statute §19.85(1)(e) (deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session) for the purpose of discussing a potential development agreement and investment of public funds, related to the redevelopment of the Thrivent Financial for Lutherans Appleton Campus, and then reconvene into open session.

## T. ADJOURN

Amy Molitor, City Clerk

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

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