



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final Municipal Services Committee

Monday, June 9, 2025

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership

Present: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

4. Approval of minutes from previous meeting

[25-0662](#)

Minutes from May 12, 2025

Attachments: [05-12-25 MSC Minutes.pdf](#)

Schultz moved, seconded by Meltzer, that the Minutes be approved. Roll Call.
Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

5. Public Hearing/Appearances

6. Action Items

[25-0663](#)

Approve Permanent Street Occupancy Permit in College Avenue and Superior Street for 222 West College Avenue.

Attachments: [222 W College Ave Street Occupancy Memo.pdf](#)

Firkus moved, seconded by Schultz, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0664](#)

Approve Permanent Street Occupancy Permit to the Building for Kids Children's Museum for a Safe Walking Route in Washington Street, Appleton Street, and Oneida Street.

Attachments: [Permit to Occupy the Public ROW - Safe Route 2025 BFK APL.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0665](#)

Approve Long Term Temporary Street Occupancy Permit for Bowl 91 (100 E College Avenue) Tables and Chairs in College Avenue Amenity Strip.

Attachments: [LTT Street Occupancy Permit Bowl 91 Tables and Chairs.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0666](#)

Award Single-Source Design and Construction-Related Services Contract with Desman Design Management for 2026 Repair and Maintenance Program for the Red, Yellow, and Green Parking Ramps in an Amount Not to Exceed \$96,400.

Attachments: [2026 Desman Design Award Memo.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0667](#)

Approve ordinance change to install stop signs on Edgemere Drive at Kensington Drive.

Attachments: [Edgemere-Kensington Yield to Stop Control Memo.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0668](#)

Approve ordinance changes for parking on Florida Av and Durkee St by Einstein Middle School (follow-up to a 6-month evaluation).

Attachments: [Florida Av 300E Einstein MS Post 6-Mo Eval Memo.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0507](#)

Approve ordinance changes related to parking at 500 Block of W Johnston Street. Follow-up to a 6-month evaluation period.

Attachments: [Johnston St 500W \(post 6-Mo eval\).pdf](#)

Held to next scheduled meeting.

Schultz moved, seconded by Meltzer, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0669](#)

Approve ordinance changes for parking at 1500 N Durkee St, by Kaleidoscope Academy (follow-up to a 6-month evaluation).

Attachments: [Parking Changes 1500 N Durkee Memo.pdf](#)

Firkus moved, seconded by Schultz, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0670](#)

Approve Long Term Temporary Street Occupancy Permit for Lundgaard Park Construction Entrance at Lightning Drive Sidewalk through October 17, 2025.

Attachments: [Lundgaard Park Street Occupancy Permit.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0671](#)

Award of Unit P-25 Pavement Marking Maintenance Contract (Epoxy) to Brickline, Inc., in an amount not to exceed \$177,505.70.

Attachments: [P-25 Pavement Marking Contract Award Memo.pdf](#)

Firkus moved, seconded by Schultz, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0676](#)

Approve the recommendation from the Appleton Public Arts Committee regarding the request from Neo Medina and the Trout Museum of Art to paint a mural to be located inside of the Red Ramp located at 134 S. Superior Street (Tax ID #31-2-0090-00) as described in the attached documents and subject to the conditions in the attached staff memo.

Attachments: [Red Ramp Mural Public Arts Committee Recommendation Memo.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0672](#)

Approve ordinance changes for parking - School Route Plan for Sandy Slope Elementary School.

Attachments: [Sandy Slope SRTS Parking Changes Memo.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0674](#)

Wilden Portfolio Park - New Street Design Approvals.

Attachments:

[Wilden Portfolio Park Roadway Designs Memo.pdf](#)

[Wilden Portfolio Park Roadway Designs Updated Memo.pdf](#)

Firkus moved, seconded by Schultz, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

[25-0675](#)

Approve Long Term Temporary Street Occupancy Permit for Farm Market Dumpsters on Allen Street through October 13, 2025.

Attachments:

[Allen St Farm Market Dumpsters Occupancy Permit.pdf](#)

Schultz moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz

7. Information Items

8. Adjournment

Meltzer moved, seconded by Stancil-Martin, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Stancil-Martin, Meltzer, Firkus and Schultz