



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, May 7, 2025

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. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[25-0442](#)

Common Council Meeting Minutes of Organizational Meeting and Council Meeting on April 16, 2025.

Attachments: [CC Minutes 4-16-25 Organizational.pdf](#)
[CC Minutes 4-16-25.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR

[25-0450](#)

Proclamations:

- American Legion Poppy Day
- Asian and Pacific Islander Heritage Month
- City Celebration Day
- Jewish American Heritage Month
- Municipal Clerks Week
- Neurofibromatosis Awareness Month
- Nurses Month
- Public Service Recognition Week
- Safe Boating Week
- Teacher Appreciation Day

Attachments: [American Legion Poppy Day.pdf](#)

[Asian & Pacific Islander Heritage Month.pdf](#)

[Jewish American Heritage Month.pdf](#)

[Municipal Clerks Week.pdf](#)

[Neurofibromatosis Awareness Day.pdf](#)

[Nurse Appreciation Week.pdf](#)

[Public Service Recognition Week.pdf](#)

[Safe Boating Week.pdf](#)

[Teacher Appreciation Day.pdf](#)

[25-0451](#)

Library Board Reappointments

Attachments: [Lib Reappts 5-7-25.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[25-0438](#)

Approve Long-Term Temporary Occupancy Permit for Eric Conn in Cherry Court right-of-way at 15 Cherry Court through June 27, 2025.

Attachments: [25-042-T_15 Cherry Ct.pdf](#)

Legislative History

4/21/25

Municipal Services
Committee

recommended for approval

- [25-0439](#) Approve Long-Term Temporary Occupancy Permit for Blue Sky Contractors in College Avenue right-of-way at 318 W. College Avenue through May 31, 2025.

Attachments: [BLUE SKY CONTRACTORS 5-1 TO 5-31-25.pdf](#)

Legislative History

4/21/25	Municipal Services Committee	recommended for approval
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- [25-0440](#) Approve Contract Amendment #1 with Collins Engineers for Bridge Inspections Services (Unit R-24) in the amount of \$1,139.77, for a new total contract amount not to exceed \$43,139.77.

Attachments: [R-24 Contract Amend 1 Bridge Inspect w Letter.pdf](#)

Legislative History

4/21/25	Municipal Services Committee	recommended for approval
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2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

- [25-0371](#) Operator License for Angella Gilson.

Attachments: [Angella Gilson - Operator License Application.pdf](#)

[Angella Gilson Clerk Letter.pdf](#)

[Angella Gilson PD Letter.pdf](#)

[Angella Gilson Memo.pdf](#)

Legislative History

4/23/25	Safety and Licensing Committee	recommended for denial
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Angella Gilson was present and addressed the committee

- [25-0387](#) 2025-2026 Alcohol License renewal applications, contingent upon approval from all departments by 12:00 p.m. on June 30, 2025

Attachments: [2025 Alcohol License Renewals.pdf](#)

Legislative History

4/23/25	Safety and Licensing Committee	recommended for approval
4/23/25	Safety and Licensing Committee	recommended for approval

- [25-0388](#) Class "B" Beer and "Class B" Liquor License Change of Agent for Bowlero Wisconsin LLC d/b/a Super Bowl Family Entertainment, New Agent, Enya Carter, located at 2222 E. Northland Ave, effective July 1, 2025 and contingent on approval from the Police department

Attachments: [Super Bowl Entertainment Center.Alcohol.COA.7.1.25.pdf](#)

Legislative History

4/23/25 Safety and Licensing recommended for approval
Committee

[25-0389](#)

Class "A" Beer and "Class A" Liquor License Change of Agent for SG
Petroleums LLC d/b/a Newberry Mobil, New Agent, Suyash Goel, located
at 2811 E. Newberry St, effective July 1, 2025

Attachments: [Newberry Mobil.Alcohol.COA.7.1.25.pdf](#)

Legislative History

4/23/25 Safety and Licensing recommended for approval
Committee

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[25-0300](#)

Request to approve 2024 - 2025 Budget carryover appropriations (2/3
vote of Council required):

1. Items not under contract \$13,811,792
2. Items requesting special consideration \$1,143,133

Attachments: [Not Under Contract 2024-2025 Carryover.pdf](#)
[Special Consideration 2024-2025 Carryover.pdf](#)
[!Comments on proposal for 100k consultant.pdf](#)

Legislative History

- 3/24/25 Finance Committee recommended for approval
Item #25-0300 was split and voted on as follows:
- 1. Items not under contract \$13,811,792*
- Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items not under contract \$13,811,792 be recommended for approval. Roll Call. Motion carried by the following vote:*
- Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland*
- 2. Items for special consideration - all but Facilities Capital Project amounts of \$127,631*
- Hartzheim moved, seconded by Fenton, that the Budget Carryover appropriations for items for special consideration - all but Facilities Capital Project amounts of \$127,631 be recommended for approval. Roll Call. Motion carried by the following vote:*
- Aye: 5 - Firkus, Croatt, Fenton, Hartzheim, and Van Zeeland*
- 3. Items for special consideration consisting of Facilities Capital Project amounts of \$127,631*
- Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items for special consideration consisting of Facilities Capital Project amounts of \$127,631 be recommended for denial. Roll Call. Motion carried by the following vote:*
- Aye: 4 - Firkus, Croatt, Harzheim and Van Zeeland Nay: 1 - Fenton*
- 4/2/25 Common Council approved
Part 1. Items not under contract in the amount of \$13,811,792 was approved. 4-2-2025
- Part 3. The special consideration items in the amount of \$1,015,502 (all but the Facilities Capital Project amount of \$127, 631) is approved.*
- 4/2/25 Common Council referred to the Finance Committee
Part 2. Items requesting special consideration - Facilities Capital Projects amounts of \$127,631 was referred back to the Finance Committee.
- 4/7/25 Finance Committee held
- 4/21/25 Finance Committee recommended for denial
This item was broken further into two actions, the first being:
- Motion to deny \$107,625 for sustainability consultant. Approved 3/1.*
- 4/21/25 Finance Committee recommended for approval
This item was broken further into two actions, the second being:
- Motion to approve \$20,006 for City Hall wayfinding signage contingent on future Council approval of the City's portion of project cost. Approved 4/0.*

- [25-0412](#) Request to award the 2025 Lundgaard Park Pavilion Project contract to Milbach Construction Services Company in the amount of \$804,440 with a contingency of \$46,944 for a project not to exceed \$851,384.

Attachments: [Lundgaard Park Pavilion Project Finance Memo.pdf](#)

Legislative History

4/21/25 Finance Committee recommended for approval

- [25-0413](#) Request to approve additional 2024 - 2025 Budget carryover appropriations for items not under contract in the amount of \$41,800,000. (2/3 vote of Council required)

Attachments: [Not Under Contract 2024-2025 Carryover - Add'l.pdf](#)

Legislative History

4/21/25 Finance Committee recommended for approval

- [25-0415](#) Request to approve Unit BB-25 Contract Award with Weinert Roofing for Roof Replacements at Green and Yellow Ramps in the amount of \$176,860, with a contingency of \$15,000 for a total not-to-exceed contract amount of \$191,860.

Attachments: [BB-25 Award-Funding-Bid Tab.pdf](#)

Legislative History

4/21/25 Finance Committee recommended for approval

- [25-0441](#) Request to establish a reserve fund for ARPA-related obligations.

Attachments: [ARPA Reserve Fund.pdf](#)

Legislative History

4/21/25 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

- [25-0211](#) Request to approve proposed text amendments to the Municipal Code Chapter 4 Buildings, Section 4-161, as identified in the attached document, and the various permit fee schedules be updated to increase the erosion control permit fee to \$50

Attachments: [Erosion Control Fee Increase and Chapter 4 Amendments For3-12-25.pdf](#)
[Erosion Control Fee Increase and Chapter 4 Amendments For4-23-25.pdf](#)

Legislative History

3/12/25 Community Development Committee held

4/23/25 Community Development Committee recommended for approval

[25-0380](#)

Request to renew lease with Maple Lawn Dairy for crop farming of undeveloped land in Southpoint Commerce Park

Attachments: [Farm Lease Renewal Memo Maple Lawn Dairy Southpoint For4-23-25.pdf](#)
[Maple Lawn Dairy \(Mader\) 2025-2030 Lease - Clean 04-17-2025.pdf](#)

Legislative History

4/23/25	Community Development Committee	recommended for approval
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7. MINUTES OF THE UTILITIES COMMITTEE

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[25-0403](#)

Request to Approve Changes to the CED Table of Organization.

Attachments: [ComDev AdministrativeReorganization Memo.pdf](#)
[ComDev TO AdminReorg.pdf](#)
[Administrative&AccountingServicesSpecialist JD Final.pdf](#)

Legislative History

4/23/25	Human Resources & Information Technology Committee	recommended for approval
	<i>ComDev not CED.</i>	

[25-0404](#)

Request to Approve Social Media Policy.

Attachments: [Social Media Policy.pdf](#)

Legislative History

4/23/25	Human Resources & Information Technology Committee	recommended for approval
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[25-0405](#)

Request to Approve Changes to the Fringe Benefits Policy.

Attachments: [Fringe Benefit Policy 11.2024 S&B.pdf](#)

Legislative History

4/23/25	Human Resources & Information Technology Committee	recommended for approval
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9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[25-0426](#)

WisGo Update and Request to Approve Fare Capping

Attachments: [WisGO Project Update and Fare Policy Approval FCTC Memo.pdf](#)

Legislative History

4/22/25

Fox Cities Transit
Commission

recommended for approval

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO
COMMITTEES OF JURISDICTIONQ. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES
OF JURISDICTION

R. OTHER COUNCIL BUSINESS

S. CLOSED SESSION

[25-0453](#)

The Common Council will go into Closed Session according to State Statute §19.85(1)(g) for the purpose of conferring with legal counsel regarding matters associated with flooding that occurred in July, 2024. At the conclusion of its discussion, the Common Council will reconvene in open session.

T. ADJOURN

Kami Lynch, 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.