



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, August 2, 2023

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Woodford at 7:02 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Meltzer.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

*Alderperson Jones appeared virtually.*

**Present:** 16 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[23-0920](#)

Common Council Meeting Minutes of July 19, 2023

**Attachments:** [CC Minutes 7-19-23.pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Hartzheim, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[23-0923](#)

Proclamations:

- Breastfeeding Month
- Creative Economy Week

**Attachments:** [Breastfeeding Awareness Month Proclamation.pdf](#)  
[Creative Economy Week Proclamation.pdf](#)

[23-0924](#)

Recognition for two organization's work toward the passage of Assembly Shared Revenue Bill 245

*The League of Women Voters and the Appleton Concerned Taxpayers received recognition.*

[23-0925](#)

Property Revaluation Overview

*City Assessor Tooke provided an overview of the city-wide Property Revaluation occurring this fall.*

H. PUBLIC PARTICIPATION

*There were no members signed up to speak during Public Participation.*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[23-0907](#)

St. Joseph's Cemetery reimbursement request for maintenance of Veteran graves

**Attachments:** [St. Joesph Cemetery Reimbursement.pdf](#)

**This Item was referred back to the Finance Committee by Alderperson Hartzheim.**

[23-0901](#)

Resolution #7-R-23 - Local Government Funding Legislation Resolution Expressing Support for Wisconsin Act 12

**Attachments:** [#7-R-23 Local Govt Funding Legislation Support.pdf](#)  
[Substituted Resolution #7-R-23.pdf](#)

**Aldersperson Croatt moved, seconded by Aldersperson Alfheim, that the Resolution (as amended in Committee) be approved. Roll Call. Motion failed by the following vote:**

**Aye:** 6 - Aldersperson Vered Meltzer, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Kristin Alfheim and Aldersperson Christopher Croatt

**Nay:** 9 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-0853](#)

Riverside Cemetery Association reimbursement request for maintenance of Veteran graves

**Attachments:** [Grave Reimbursement 2022-2023\\_1-1.pdf](#)  
[Copy of Military Report 2022-2023.pdf](#)  
[VETERANS JULY 2022 - JUNE 2023.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland, that the Reimbursement request be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

### Balance of the action items on the agenda.

**Aldersperson Hartzheim moved, Aldersperson Fenton seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

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

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

[23-0852](#)

Class "A" Beer and "Class A" Liquor-Cider Only License Change of Agent application for FKG Oil Co. d/b/a Badger MotoMart, Lynda Nabbefeld, New Agent, located at 1850 W Wisconsin Ave.

**Attachments:** [Lynda Nabbefeld S&L.pdf](#)

**This Report Action Item was approved.**

[23-0864](#)

Temporary Class "B" Beer and "Class B" Liquor License Premise Amendment application for Gregg VanDinter d/b/a Riverside Bar & Grill, located at 906 S Olde Oneida St, contingent upon approval from the Health and Inspections departments.

**Attachments:** [Riverside Bar & Grill S&L.pdf](#)

**This Report Action Item was approved.**

[23-0872](#)

Taxicab Company License Renewal Application for Dynasty Limousine Service LLC, Owner's, John and Diana Wolters, 1900 Vandenberg Ln, Kaukauna, WI 54130 contingent on approval from the Inspections department.

**Attachments:** [John and Diana Wolters - Dynasty Limousine Service LLC.pdf](#)

**This Report Action Item was approved.**

[23-0873](#)

Taxicab Company License Renewal Application for Social Station LLC, Owner, Chris Burns, W6068 Nolan Dr., contingent on approval from the Inspections department.

**Attachments:** [Chris Burns - Social Station LLC.pdf](#)

**This Report Action Item was approved.**

[23-0878](#)

Taxicab Company License Renewal Application for LIR Transportation, dba Fox Valley Cab, Owner, Igor Leykin, 719 W Frances St. contingent on approval from the Inspections department.

**Attachments:** [Igor Leykin - LIR Transportation LLC.pdf](#)

**This Report Action Item was approved.**

[23-0879](#)

Class "B" Beer and "Class B" Liquor License Temporary Premise Amendment application for Spats Food and Spirit LLC d/b/a Spats Food and Spirits, Nicholas Kapheim, Agent, located at 733 W College Ave, on August 3-6, 2023 for Mile of Music, contingent upon approval from the Finance and Health departments.

**Attachments:** [Spats S&L.pdf](#)

**This Report Action Item was approved.**

[23-0884](#)

Class "B" Beer and "Class C" Wine application for Dairyland Brewing Co LLC d/b/a Dairyland Brew Pub, Dorri Schmidt, Agent, located at 1216 E Wisconsin Ave, contingent upon approval from Finance, Fire, Health and Inspections departments.

**Attachments:** [Dairyland Brew Pub.pdf](#)

**This Report Action Item was approved.**

[23-0900](#)

Class "B" Beer and "Class C" Wine License Permanent Premise Amendment application for All Tied Up Floral Cafe LLC d/b/a All Tied Up Floral Cafe, Aaron Phillipson, Agent, located at 324 E College Ave, contingent upon approval from all departments.

**Attachments:** [All Tied Up Floral Cafe S&L.pdf](#)

**This Report Action Item was approved.**

[23-0908](#)

Mobile Home Park License Application for Fox Valley Estates, Moore Enterprises, Inc., located at 106 Primrose Lane, contingent on approval from the Police, Inspections, Community Development and Finance departments.

**Attachments:** [Fox Valley Estates.pdf](#)

**This Report Action Item was approved.**

[23-0917](#)

Class "B" Beer and "Class C" Wine License Change of Agent application for Wild River Cafe LLC d/b/a Wild River Cafe, Hanna Lonsway, New Agent, located at 425 W Water St Suite 100, contingent upon approval from the Police Department.

**Attachments:** [Hanna Lonsway S&L.pdf](#)

This Report Action Item was approved.

### 3. MINUTES OF THE CITY PLAN COMMISSION

[23-0877](#)

Request to approve the Southpoint Commerce Park Plat No. 4 Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report (Associated with File #23-0904)

**Attachments:** [StaffReport\\_SouthpointCommerceParkPlat4\\_PreliminaryPlat\\_For7-26-23.pdf](#)

This Report Action Item was approved.

[23-0904](#)

Resolution #8-R-23 Creating Appleton Conservancy Park (Taken up under Consolidated Action Items)

**Attachments:** [#8-R-23 Appleton Conservancy Park Resolution .pdf](#)

This Report Action Item was approved.

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

[23-0903](#)

Resolution #8-R-23 Creating Appleton Conservancy Park (Taken up under Consolidated Action Items)

**Attachments:** [#8-R-23 Appleton Conservancy Park Resolution .pdf](#)

This Report Action Item was approved.

### 5. MINUTES OF THE FINANCE COMMITTEE

[23-0919](#)

Request to award Unit DD-23 Repair and Maintenance for Green, Red, and Yellow Parking Ramps to Restoration Systems, Inc. in the amount of \$689,825 with a 1.5% contingency of \$10,175 for a project total not to exceed \$700,000

**Attachments:** [DD-23 Contract Award Form and Bid Tabs.pdf](#)

This Report Action Item was approved.

[23-0896](#)

Request to award the City of Appleton's 2023 MSB CEA Shop HVAC Replacement Project contract to Southport Engineered Systems in the amount of \$664,550 with an 8% contingency of \$53,164 for a project total not to exceed \$717,714.

**Attachments:** [2023 AWWTP MSB Shop HVAC Replacement Project.pdf](#)

This Report Action Item was approved.

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

[23-0882](#)

Request to approve a variance to the Deed Restrictions and Covenants to allow for an approximately 3,120 square foot truck maintenance facility on the approximately 16 acres of the approximately total 30 acres under contract for Lot 26 (Tax Id #31-9-5712-26), Lot 27 (Tax Id #31-9-5712-27), Lot 28 (Tax Id #31-9-5712-28) and Lot 29 (Tax Id #31-9-5712-29) Southpoint Commerce Park Plat No. 3 and Tax Id #31-9-5712-00 for Hayden Properties, LLC (an entity of F Street Development)

**Attachments:** [Hayden Properties LLC Variance Request Memo 7-26-23.pdf](#)  
[Variance Request Email From F Street 7-13-23.pdf](#)  
[C1.0 SITE PLAN \(R3-FP\)\\_Hayden Properties Request.pdf](#)  
[C1.1 OVERALL SITE PLAN \(R3-FP\)\\_Hayden Properties Request.pdf](#)  
[SPCP Deed Restrictions.pdf](#)  
[F Street Subject Area Map.pdf](#)

This Report Action Item was approved.

[23-0883](#)

Request to amend the Development Agreement with 318 College Ave LLC to extend the completion date for a period of an additional six (6) months for improvements and redevelopment of the property located at 318 W. College Avenue (the Park Central Property) in Tax Increment Financing District No. 11

**Attachments:** [318 College Ave LLC DA Extension Memo 7-26-23.pdf](#)  
[Request from 318 College Ave LLC to Amend DA 7-18-23.pdf](#)  
[Park Central - Dev Agr 1st Amendment RECORDED.pdf](#)  
[Park Central - Dev Agrm - RECORDED.pdf](#)

This Report Action Item was approved.

[23-0905](#)

Resolution #8-R-23 Creating Appleton Conservancy Park  
(Taken up under Consolidated Action Items)

**Attachments:** [#8-R-23 Appleton Conservancy Park Resolution .pdf](#)

This Report Action Item was approved.

## 7. MINUTES OF THE UTILITIES COMMITTEE

[23-0895](#)

Amend 2023A Stormwater Management Plan Review contract with Brown and Caldwell by an increase of \$20,000 for a total contract amount not to exceed \$55,000.

**Attachments:** [2023A SWM Plan Review BC Amendment Memo Util Cmte.pdf](#)

This Report Action Item was approved.

[23-0910](#)

Adopt the Proposed Revised Reid Golf Course and Appleton Memorial Park Stormwater Utility Agreements for Stormwater Ponds.

**Attachments:** [DPW AMP and Reid Stormwater Pond Utility Agreements.pdf](#)

This Report Action Item was approved.

[23-0911](#)

Award Contract to Fiberglass Solutions, Inc. for Hypochlorite Fiberglass Reinforced Plastic Tank Relining Services in the amount of \$24,262 plus a 15% contingency of \$3,639 for a total not to exceed of \$27,901.

**Attachments:** [230720 UC Memo FiberglassTank RelineContractAward \(003\).pdf](#)

This Report Action Item was approved.

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

[23-0915](#)

Recommendation to Award Website CMS to Revize.

**Attachments:** [2023 Recommendation to Award Website CMS to Revize.pdf](#)  
[Revize Website Proposal for the City of Appleton WI 04282023.pdf](#)  
[2023 Appleton Website RFP.pdf](#)

This Report Action Item was approved.

## 9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

[23-0922](#)

Consolidated Action Items: Appleton Conservancy Park Resolution #8-R-23

23-0903 Parks & Recreation Committee

23-0904 City Plan Commission

23-0905 Community & Economic Development Committee

**Aldersperson Fenton moved, seconded by Aldersperson Van Zeeland, that the Consolidated Action Items related to Resolution #8-R-23 be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

N. ITEMS HELD

O. ORDINANCES

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. ADJOURN

**Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland, that the meeting be adjourned at 8:02 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk