



# City of Appleton

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

## Meeting Minutes - Final Municipal Services Committee

---

Monday, May 22, 2023

4:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

4. Approval of minutes from previous meeting

[23-0595](#)

Minutes from May 8, 2023

**Attachments:** [5-8-23 Meeting Minutes.pdf](#)

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

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

5. **Public Hearing/Appearances**

6. **Action Items**

[23-0586](#)

Approve the three-party engineering design services contract between the City of Appleton, Wisconsin DOT and Ayres Associates Inc. for the design of Lawe Street (College Avenue to Wisconsin Ave). Compensation for authorized services for this contract shall not exceed \$439,934.38 with the WisDOT responsible for \$339,441 and the City responsible for \$100,493.38. Funding cap determined by the previously approved State/Municipal Agreement for a State-LET Urbanized Area STP-Urban Program Project.

**Attachments:** [Three Party Design Engineering Services Contract\\_COA\\_WisDOT\\_Ayres\\_49842474-1400045926-2.pdf](#)

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

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

[23-0587](#)

Approve the Local Highway Bridge Inspection Agreement between Outagamie County and City of Appleton to delineate local bridges that are the responsibility of the City to inspection in order to comply with the National Bridge Inspection Standards, Code of Federal Regulations Title 23, Part 650, Subpart C.

**Attachments:** [Local Bridge Inspection Agreement - City of Appleton.pdf](#)

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

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

[23-0588](#)

Request from JoAnn Fidika at 1619 E. Pauline Street for a Terrace Occupancy Permit to keep an existing 3' fence in the street terrace along N. Wilmer Avenue.

**Attachments:** [2023.05.16\\_1619 Pauline Terrace Occupancy Permit.pdf](#)

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

**Aye:** 3 - Van Zeeland, Doran and Meltzer

**Nay:** 1 - Siebers

**Absent:** 1 - Alfheim

[23-0589](#)

Request from Mud & Prints for a Street Occupancy Permit to place overhead Edison lights above the sidewalk and beautification strip at 311 E. College Avenue.

**Attachments:** [2023.05.17\\_MudandPrints\\_Permit to Occupy.pdf](#)

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

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

[23-0590](#)

Request from Appleton Downtown Inc. for a street occupancy permit to host a Sidewalk Sale every third Friday from June to August 2023 (June 16, July 21, August 18, 2023) on the College Avenue beautification strip from 900 W. College Avenue to 300 E. College Avenue.

**Attachments:** [ADI Ltr to City re Permit to Occupy Downtown Creates Sidewalk Sale 5.18.23.pdf](#)

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

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

[23-0592](#)

Request from Appleton Downtown Inc. for a street occupancy permit to host a Sidewalk Sale on Friday, August 4, Saturday August 5 and Sunday August 6, 2023 from 10:00 am to 6:00 pm (during Mile of Music) on the College Avenue beautification strip from 900 W. College Avenue to 300 E. College Avenue.

**Attachments:** [ADI Ltr to City re Permit to Occupy MOM Sidewalk Sales 5.18.23.pdf](#)

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

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

[23-0593](#)

Request from KJL Properties for a permanent street occupancy permit to allow trucks and trailers to occupy the western end of W. Reeve Street during loading and unloading for 1843 W. Reeve Street.

**Attachments:** [2023.05.18\\_1843 W Reeve Street Permanent Street Occupancy Permit.pdf](#)

**Siebers moved, seconded by Van Zeeland, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim

## 7. Information Items

[23-0594](#)

Glendale Avenue Maintenance Project

**Attachments:** [2023.05.17\\_Glendale Maintenance Memo.pdf](#)

8. Adjournment

**Siebers moved, seconded by Meltzer, that the meeting be adjourned. Roll Call.  
Motion carried by the following vote:**

**Aye:** 4 - Van Zeeland, Doran, Meltzer and Siebers

**Absent:** 1 - Alfheim