



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, April 22, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

4. Approval of minutes from previous meeting

[24-0485](#)

Minutes from April 8, 2024

Attachments: [Meeting Minutes 4-8-24.pdf](#)

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

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

5. **Public Hearing/Appearances**

6. **Action Items**

[24-0488](#)

Elect Vice Chair

Ald. Meltzer unanimously elected as vice chair.

[24-0489](#)

Set Meeting Date & Time

Meeting will continue to be held Mondays at 4:30 P.M.

[24-0490](#)

Designate Contact Person

Director Block is designated as Contact Person.

[24-0491](#)

Elect Central Equipment Agency Board Member

Ald. Meltzer unanimously elected for CEA Board.

[24-0495](#)

Approve the new roadway design parameters for Emerald Valley 8, 9, and 10 Subdivision Plat, specifically those portions of Oceanpearl Court (Providence Avenue to cul-de-sac); Providence Avenue (Aquamarine Avenue to west plat line); Aquamarine Avenue (Jasper Lane to Providence Avenue); Jasper Lane (Aquamarine Avenue to Plamann Place); Plamann Place (Jasper Lane to Providence Avenue).

Attachments: [04-22-2024 MSC Memo New Street Designs Emerald Valley 8 9 10.pdf](#)

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

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-0497](#)

Request from Chandelier LLC for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 215 W. College Avenue.

Attachments: [CHANDELIER - TABLES AND CHAIRS.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 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-0498](#)

Approve request from Creative Downtown Appleton, Inc. and Appleton Downtown, Inc. to install a parklet on the north side of Washington Street (NW corner of Washington Street and Appleton Street) at parking stall #289 per the On-Street Parklet Policy.

Attachments: [Parklet request 2024.pdf](#)

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

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

7. Information Items

[24-0499](#)

City of Appleton Parking Utility 2023 Annual Parking Report.

Attachments: [2023 Parking Utility Annual Report.pdf](#)
[2023 Parking Utility Annual Report Presentation.pdf](#)

8. Adjournment

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

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran