



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, March 18, 2026

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
[26-0339](#) Common Council Meeting Minutes of March 4, 2026

Attachments: [CC Minutes 3-4-26.pdf](#)
- G. BUSINESS PRESENTED BY THE MAYOR

[26-0355](#) Finance Director Recommendation

Attachments: [Finance Director Recommendation Memo.pdf](#)
[Jennifer Messerschmidt Resume 2026.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**

[26-0318](#) Request to Approve Parking changes on the 1700 Block of E. Orchard Blossom Dr (follow-up to a six-month evaluation)

Attachments: [Orchard Blossom Dr 1700E \(post 6-mo Eval\).pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

[26-0319](#) Request to Approve Loading Zone on the south side of 300E College Avenue (follow-up to a six-month evaluation)

Attachments: [College Av 300E LZ \(post 6-mo Eval\).pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

[26-0320](#) Request to Approve Parking changes on Florida Av and Durkee St by Einstein Middle School (follow-up to a six-month evaluation)

Attachments: [Florida Av 300E by Einstein MS \(post 6-mo Eval\).pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

[26-0321](#) Request to Approve Parking changes on Badger Av by Appleton West High School (follow-up to a six-month evaluation)

Attachments: [Badger Av by Appleton West HS \(post 6-mo Eval\).pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

[26-0322](#) Request to Award Traffic Utility Locating Services Contract to Lazer Utility Locating, LLC, in an amount not-to-exceed \$60,000

Attachments: [Traffic Utility Locating Services Contract Award.pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

[26-0323](#) Request to Approve Lawe Street Navigational Canal Bridge Three-Party Design Contract - Amendment #1, in an amount of \$23,401.80, for a new not-to-exceed contract total of \$463,057.64.

Attachments: [Lawe St Nav Canal Bridge.pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

[26-0324](#) Request to Award 2026 Illicit Discharge Detection and Elimination Ongoing Field Screening Services Contract to Westwood Professional Services, Inc. in an amount not-to-exceed \$35,000.

Attachments: [IDDE Field Screening Services.pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

[26-0325](#) Request to approve Contract Amendment #1 with Traffic and Parking Control Co., Inc. (TAPCO) for TIBA ramp access upgrades in the amount of \$67,000 for a new not-to-exceed total of \$288,209.00

Attachments: [TAPCO Ramp Access Upgrades.pdf](#)

Legislative History

3/9/26 Municipal Services recommended for approval
Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[26-0259](#) No Kings 3 Special Event Application

Attachments: [No Kings 3 Special Event Application Redacted.pdf](#)

[Memo - No Kings 3.pdf](#)

[No Kings 3 Special Event Application Memo DPW 02-25-2026.pdf](#)

Legislative History

2/25/26 Safety and Licensing recommended for approval
Committee

Katie Olson, 1720 W Reeve St, addressed the committee.

Megan Normansell, 229 N Rankin St, addressed the committee.

Recommended for approval contingent upon meeting the Traffic Control Plan requirements from the Department of Public Works

3/4/26 Common Council referred to the Safety and Licensing
Committee

3/11/26 Safety and Licensing recommended for approval
Committee

Katie Olson, 1720 W Reeve St, addressed the committee

[26-0274](#) Commercial Solicitation Company License Suspension for Helping Homes

Attachments: [LicenseSuspensionHelpingHomes_02.20.2026.pdf](#)

[Helping Homes Company License Application.pdf](#)

[Memo - Helping Homes License Suspension Meeting.pdf](#)

[Helping Homes Clerk Memo.pdf](#)

Legislative History

3/11/26 Safety and Licensing Committee recommended for approval
Lance Murdoch and Zach Murdoch, 4321 College Ave, addressed the committee.

Recommended to uphold the license suspension.

[26-0290](#)

Operator License for Michael St. John

Attachments: [Michael St. John Operator License Application.pdf](#)
[Michael St. John Clerk Letter.pdf](#)
[Michael St. John PD Letter.pdf](#)
[Michael St John Bartender Denial Appeal Memo.pdf](#)

Legislative History

3/11/26 Safety and Licensing Committee recommended for denial
Michael St John, 804 Appleton Rd, Menasha, addressed the committee.
Kyle Bledo, 427 W College Ave, addressed the committee.

[26-0293](#)

Secondhand Article Dealer License application for The Wild Goose Exchange, Kimberly Massey, Applicant, located at 10 E College Ave #112B, contingent upon approval from the Health, Fire, and Police departments

Attachments: [Wild Goose Exchange.Secondhand Article.2.20.26.REDACTED.pdf](#)

Legislative History

3/11/26 Safety and Licensing Committee recommended for approval

[26-0294](#)

Secondhand Article Dealer License late renewal application for GameStop #5520, Mark Robinson, Applicant, located at 3825 E Calumet St Ste 500, contingent upon approval from the Police department

Attachments: [GameStop #5520 Late Renewal 2026.REDACTED.pdf](#)

Legislative History

3/11/26 Safety and Licensing Committee recommended for approval

[26-0295](#)

Cigarette, Tobacco, and Electronic Vaping Device License application for La Bodega Nightclub LLC d/b/a La Bodega Nightclub, Juan Santiago, Agent, located at 531 W College Ave, contingent upon approval from the Police department

Attachments: [La Bodega Lounge.CTV.2.27.26.REDACTED.pdf](#)

Legislative History

3/11/26 Safety and Licensing Committee recommended for approval

[26-0310](#) Request to Accept Grant Funds

Attachments: [APD Request to Accept Grant Funds.pdf](#)

Legislative History

3/11/26	Safety and Licensing Committee	recommended for approval
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3. MINUTES OF THE CITY PLAN COMMISSION[26-0301](#) Request to approve the Mission Ridge North Final Plat as shown on the attached maps and subject to the conditions in the attached staff memo

Attachments: [StaffMemo_MissionRidgeNorth_FinalPlat_For3-11-26.pdf](#)

Legislative History

3/11/26	City Plan Commission	recommended for approval
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4. MINUTES OF THE PARKS AND RECREATION COMMITTEE**5. MINUTES OF THE FINANCE COMMITTEE**[26-0298](#) Request to approve the following 2026 Budget amendment related to a WI Department of Justice Law Enforcement Drug Trafficking Response grant (2/3 vote of Council required):

Police Grants Fund

Misc State Aids	+ \$17,200
Misc Equipment	+ \$17,200

Attachments: [Grant Memo.pdf](#)

Legislative History

3/9/26	Finance Committee	recommended for approval
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[26-0306](#) Request to award the Anaerobic Digester Inspection, Maintenance, & Improvements Construction project base bid plus Alternatives 1 and 5 to Rohde Brothers Inc., in the amount of \$1,547,320 with a 10% contingency of \$154,732 for a project total not to exceed \$1,702,052 along with the following 2025-2026 Budget carryover appropriations (2/3 vote of Council required):

Wastewater Utility Fund

2025 Digester Cathodic Protection & Corrosion Control	- \$774,925
2025 Equipment Repairs & Maintenance	- \$927,127
2026 Digester Cathodic Protection & Corrosion Control	+ \$774,925
2026 Equipment Repairs & Maintenance	+ \$927,127

Attachments: [26-03-04_FinanceMemo_BidAward_ESD_Improvements_Rohde\(1\).pdf](#)

Legislative History

3/9/26	Finance Committee	recommended for approval
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[26-0311](#)

Request to award sole source purchase of Allen Bradley PLC Equipment to Werner Electric in the amount of \$25,678.40 along with the following 2025-2026 Budget carryover appropriations (2/3 vote of Council required):

Water Utility Fund

2025 Utility Dept Computer Network Infrastructure	- \$25,678.40
2026 Utility Dept Computer Network Infrastructure	+ \$25,678.40

Attachments: [260305_SoleSourceAward_Werner_AWTF_PLC.docx](#)
[SoleSource - Werner Electric.pdf](#)

Legislative History

3/9/26 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE[26-0304](#)

Resolution #2026-01 Support and Authorize the Submittal of a Community Development Investment (CDI) Grant to the Wisconsin Economic Development Corporation (WEDC) by Long Cheng MarketPlace

Attachments: [Memo_CDI Grant_Long Cheng_For CDC 3-11-26.pdf](#)
[Resolution2026-01_CityofAppletonSupport_CDIGrant_LongCheng.pdf](#)
[Long Cheng Concept Renderings FINAL_250910.pdf](#)
[WEDC Community Development Investment Grant Overview.pdf](#)

Legislative History

3/11/26 Community Development Committee recommended for approval

7. MINUTES OF THE UTILITIES COMMITTEE[26-0309](#)

Request to Approve 2025 Annual Stormwater Report submittal to WDNR (due 3/31/2026).

Attachments: [2025_Appleton_City_Annual_MS4_Report_DRAFT_UC REVIEW.pdf](#)

Legislative History

3/10/26 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION****10. MINUTES OF THE BOARD OF HEALTH**[26-0285](#)

Approve the Environmental Health Lodging Fee Schedule as identified in the attached document.

Attachments: [03.03.2026_Environmental Health Lodging Fee Schedule Proposal_Memo.pdf](#)

Legislative History

3/11/26 Board of Health recommended for approval

[26-0316](#) Approve to accept the Wisconsin Asthma Program Grant Award in the amount of \$10,000.

Attachments: [03.05.2026 Recommendation to Accept Wisconsin Asthma Program Grant Award](#)

Legislative History

3/11/26 Board of Health recommended for approval

M. CONSOLIDATED ACTION ITEMS

[26-0356](#) Consolidated Action Items:

#26-0310 Safety & Licensing Committee - Request to Accept Grant Funds
#26-0298 Finance Committee - Budget Amendment related to WI DOJ
Law Enforcement Drug Trafficking Response Grant

N. ITEMS HELD

O. ORDINANCES

[26-0338](#) Ordinances #13-26 to #24-26

Attachments: [Ordinances to Council 3-18-26.pdf](#)

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

T. ADJOURN

Amy Molitor, 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.