



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, April 1, 2026

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:01 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Hartzheim.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 13 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Mayor Jake Woodford

Excused: 3 - Alderperson Katie Van Zeeland, Alderperson Vaya Jones and Alderperson Denis Dougherty

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[26-0399](#)

Common Council Meeting Minutes of March 18, 2026

Attachments: [CC Minutes 3-18-26.pdf](#)

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

Aye: 12 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Katie Van Zeeland, Alderperson Vaya Jones and Alderperson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[26-0315](#)

Presentation of the Selected 2026 Sidewalk Poetry Poems

Peter Kotarba, APL's Community Partnerships Supervisor, introduced the selected 2026 Sidewalk Poetry Program Poems, and the winning poems were read.

[26-0403](#)

Proclamations:

- Hemophilia Awareness Day
- Public Health Week
- Library Week
- Earth Day
- Arbor Day
- Golden Rule Day

Attachments: [Hemophilia Awareness Day.pdf](#)
[Public Health Week.pdf](#)
[Library Week.pdf](#)
[Earth Day.pdf](#)
[Arbor Day.pdf](#)
[Golden Rule Day.pdf](#)

Balance of the items under Business Presented by the Mayor.

Aldersperson Hartzheim moved, Aldersperson Fenton seconded, to approve the Appointments & Reappointments. The motion carried by the following vote:

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Katie Van Zeeland, Aldersperson Vaya Jones and Aldersperson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

[26-0410](#)

Board of Review Appointment & Reappointments

Attachments: [BOR Appointment & Reappointments Revised.pdf](#)

The Appointment & Reappointments were approved.

[26-0411](#)

Board of Zoning Appeals Reappointments

Attachments: [BOZ Reappointments.pdf](#)

The Reappointments were approved.

[26-0415](#)

Historic Preservation Commission Reappointments

Attachments: [HPC Reappointments Revised.pdf](#)

The Reappointments were approved.

[26-0413](#)

Police Chief's Advisory Board Reappointment

Attachments: [Police Chief's Advisory Board Reappointment.pdf](#)

The Reappointment was approved.

[26-0414](#)

Police & Fire Commission Reappointment

Attachments: [PFC Reappointment Revised.pdf](#)

The Reappointment was approved.

H. PUBLIC PARTICIPATION

No one spoke during Public Participation.

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[26-0332](#)

Request to review and approve the proposed State historic marker text, or request revisions as needed, for the proposed State historic marker sign honoring Harry Houdini located in Houdini Plaza at 121 W. College Avenue (Tax Id #31-2-0065-00 and 31-2-0067-00) as described in the attached documents

Attachments: [StaffMemo_WIHistoricMarkerSign_Houdini_For3-17-26.pdf](#)
[Houdini Historical Marker in Houdini Plaza Proposal.pdf](#)
[Houdini Plaza Historical Marker Map.pdf](#)
[HoudiniHistoricalMarker_ModifiedProposedLanguage_Received3-16-26.pdf](#)

Aldersperson Hartzheim moved, seconded by Aldersperson Fenton, that the State Historic Marker Text be amended to remove the comma after the word "wife" in the sentence beginning "In 1897...". Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Katie Van Zeeland, Aldersperson Vaya Jones and Aldersperson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

Aldersperson Hartzheim moved, seconded by Aldersperson Wolff, that the State Historic Marker Text be approved as amended. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Katie Van Zeeland, Aldersperson Vaya Jones and Aldersperson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

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

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Alderperson Katie Van Zeeland, Alderperson Vaya Jones and Alderperson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[26-0373](#)

Request to award 2026 Bridge Inspection and Related Services Contract to Collins Engineers, Inc., in an amount not-to-exceed \$50,000

Attachments: [Collins R-26 Bridge Insp Award Memo.pdf](#)

This Report Action Item was approved.

[26-0374](#)

Request to award Sole Source Consultant Contract for 2026 Construction Inspections Services to raSmith in an amount not to exceed \$80,000, contingent upon 2025 DPW budget carry over approvals

Attachments: [Construction Inspect Award Memo raSmith.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[26-0357](#)

Hammen Family Orchard & Winery Full Service Retail Outlet Transfer Application for 2026 Appleton Farm Market: Saturdays from June 6 to October 17

Attachments: [AB-105 Hammen Winery Farm Market.pdf](#)

This Report Action Item was approved.

[26-0358](#)

Appeal of the Removal of Mac's Towing, LLC d/b/a Bob's Towing from the Appleton Police Department's Towing Rotating Call List.

Attachments: [Mac's Towing dba Bob's Towing Notice of Appeal.pdf](#)

[APD Documentation 3.25.26.pdf](#)

[Bob's Towing Documentation 3.25.26.pdf](#)

This Report Action Item was approved.

[26-0397](#)

Class "B" Beer and "Class B" Liquor License Temporary Premises Amendment application for Topsy Taco and Tequila Bar, Sarah Gregory, Agent, located at 129 S Memorial Dr, on May 3, 2026 from 9:00 a.m. to 9:00 p.m. for Cinco de Mayo block party event, contingent upon approval from the Fire, Inspections, and Public Works departments

Attachments: [Topsy Taco.Alcohol.PA.Temp.Cinco De Mayo.5.3.26 Redacted.pdf](#)

This Report Action Item was approved.

[26-0398](#)

Class "B" Beer and "Class B" Liquor License Temporary Premises Amendment application for Sangria's Mexican Grill, Sarah Gregory, Agent, located at 215 S Memorial Dr, on May 3, 2026 from 9:00 a.m. to 9:00 p.m. for Cinco de Mayo block party event, contingent upon approval from the Fire, Inspections, and Public Works departments

Attachments: [Sangrias.Alcohol.PA.Temp.Cinco De Mayo.5.3.26 Redacted.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[26-0368](#)

Request to approve Habitat's Gillett Street Extraterritorial Preliminary Plat located in the Town of Grand Chute as shown on the attached maps

Attachments: [StaffMemo Gillett ETP PrePlat For03-25-26.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[26-0385](#)

Request to award the Fire Protection Inspection Services five-year contract to Summit Fire Protection in the amount of \$160,435.

Attachments: [2026 Fire Protection Inspection Services Memo.pdf](#)

This Report Action Item was approved.

[26-0387](#)

Request to approve the following 2025 Budget Amendments:

Community Development Block Grants

Federal Grants	+\$18,412
----------------	-----------

Block Grant Payments	+\$18,412
----------------------	-----------

To record additional funds received for Community Development Block Grant Programs (2/3 vote of Council required)

Room Tax Fund

Room Taxes	+\$49,795
------------	-----------

Other Contracts/Obligations	+\$14,605
-----------------------------	-----------

Transfer Out - General Fund	+\$35,190
-----------------------------	-----------

To record additional room taxes received (2/3 vote of Council required)

Wheel Tax Fund

Wheel tax	+\$17,707
-----------	-----------

Transfer Out - General Fund	+\$17,707
-----------------------------	-----------

To record additional wheel taxes received (2/3 vote of Council required)

Facilities Capital Projects

Donations & Memorials	+\$3,599,253
-----------------------	--------------

Buildings	+\$3,599,253
-----------	--------------

To record donations from Friends of Appleton Library for building project (2/3 vote of Council required)

General Fund

Salaries/Fringe Benefits - Public Health	+\$17,623
--	-----------

Salaries/Fringe Benefits - Human Resources	+\$65,487
--	-----------

Salaries/Fringe Benefits - Police	+\$160,820
-----------------------------------	------------

Salaries/Fringe Benefits - Fire	+\$69,696
---------------------------------	-----------

Wage Reserve	-\$313,626
--------------	------------

To allocate wage reserve funds (2/3 vote of Council required)

This Report Action Item was approved.

[26-0390](#)

Request to approve Unit W-26 Sewer and Water Reconstruction Change Order #1 as a Contract Amendment in the amount of \$92,515 for a new not-to-exceed contract total of \$2,678,100 and an unchanged contract contingency of \$60,000.

Attachments: [W-26 change order 1 form.pdf](#)

This Report Action Item was approved.

[26-0391](#)

Request to award project C-26 Sidewalk Sawcutting to ASTI Sawing Inc. in an amount not to exceed \$30,000.

Attachments: [C-26 Award-Funding-Bid Tab.pdf](#)

This Report Action Item was approved.

[26-0392](#)

Request to approve Development Agreement for Mission Ridge North (Dewitt Development Partners LLC).

Attachments: [MissionRidge_DAMemo_03192026_Final.pdf](#)
[0111 - Mission Ridge Dev Agrm - 03-19-2026_1.pdf](#)

This Report Action Item was approved.

[26-0393](#)

Request to approve the purchase of Klir Compliance Management Software through CDW-Government in the amount of \$44,250.

Attachments: [Klir Software Purchase.pdf](#)

This Report Action Item was approved.

[26-0394](#)

Request to approve 2025 - 2026 Budget carryover appropriations (2/3 vote of Council required):

1. Items not under contract \$57,800,009
2. Items requesting special consideration \$7,745,006

Attachments: [Special Consideration 2025-2026 Carryover.pdf](#)
[Not Under Contract 2025-2026 Carryover.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

[26-0303](#)

Request to renew the lease with Erv Van Camp to farm the undeveloped land at 110 and 210 W. Edgewood Drive, estimated to be approximately 21.14 acres, at the rental rate of \$76.58 per acre, with 5% annual escalators, with no crop loss provision

Attachments: [Memo_Farm Lease Van Camp Renewal_For 03-25-26.pdf](#)
[21-0333 210 W Edgewood - Farm Lease 2026-2031.pdf.pdf](#)

This Report Action Item was approved.

7. MINUTES OF THE UTILITIES COMMITTEE

[26-0383](#)

Request to Award 2026C Stormwater Consulting Services Sole Source Contract for Northland Bellaire Preliminary Design to Brown and Caldwell in an amount not to exceed \$390,000.

Attachments: [2026C Prelim Engineering Northland Bellaire Award Memo_final.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

11. MINUTES OF THE HISTORIC PRESERVATION COMMISSION

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[26-0400](#) Ordinances #25-26 to #30-26

Attachments: [Ordinances to Council 4-1-26.pdf](#)

Alderson Fenton moved, seconded by Alderson Stancil-Martin, that the Ordinances be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderson Josh Lambrecht, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Adrian Stancil-Martin, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Christopher Croatt

Excused: 3 - Alderson Katie Van Zeeland, Alderson Vaya Jones and Alderson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

[26-0432](#) Resolution #2-R-26 Supporting Vegetation Analysis & Advancing a Data-Informed Mowing Reduction Strategy

Attachments: [2-R-26 Vegetation Analysis & Mowing Reduction Strategy.pdf](#)

[26-0433](#)

Resolution #3-R-26 Expressing Support for Ranked-Choice Voting in Municipal Elections

Attachments: [3-R-26 Ranked-Choice Voting.pdf](#)

R. OTHER COUNCIL BUSINESS

[26-0401](#)

Discuss moving the second Common Council Meeting in April to April 22, 2026 at 7:00 p.m.

Aldersperson Fenton Moved, seconded by Aldersperson Wolff, that the Council meeting be moved to April 22, 2026. Roll Call. Motion failed by the following vote:

Aye: 3 - Aldersperson Brad Firkus, Aldersperson Martyn Smith and Aldersperson Patrick Hayden

Nay: 8 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Denise Fenton, Aldersperson Patti Heffernan, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Katie Van Zeeland, Aldersperson Vaya Jones and Aldersperson Denis Dougherty

Abstained: 2 - Aldersperson Alex Schultz and Mayor Jake Woodford

T. ADJOURN

Aldersperson Hartzheim moved, seconded by Aldersperson Croatt, that the meeting be adjourned at 7:33 p.m. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Katie Van Zeeland, Aldersperson Vaya Jones and Aldersperson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

Amy Molitor, City Clerk