



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, June 10, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

4. Approval of minutes from previous meeting

[24-0763](#)

Meeting Minutes from 5/20/24

Attachments: [05-20-24 MSC Minutes.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

5. **Public Hearing/Appearances**

6. **Action Items**

[24-0750](#)

Approve the updated roadway design parameters for planned 2025 street reconstruction: Morrison Street, from Glendale Avenue to Pershing Street (1,480 ft), be reconstructed with asphalt pavement and concrete curb and gutter. The details of the proposed Morrison Street reconstruction project are as follows:

- ELIMINATE previously approved curb extensions (narrowing of the pavement) at Marquette St to serve as traffic calming.
- New asphalt pavement and concrete curb and gutter constructed to a width of 27' from back of curb to back of curb, which is 6' narrower than the existing street (33') within this portion of the project. UNCHANGED from previous design approval.
- Traffic calming circle constructed at the intersection with Lindbergh Street. UNCHANGED from previous design approval.
- Existing on-street parking would be restricted along the west side of Morrison Street, within the project limits. UNCHANGED from previous design approval.

DPW staff recommend the above change based on the new Complete Streets Design Guide standards, which were adopted after the referenced design recommendation was made at November 20, 2023 Municipal Services Committee.

Attachments: [1 Morrison St Informational Letter \(Modified Design Proposal\) 05-29-24.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0752](#)

Approve the request from J.H. Findorff & Son Inc for a street occupancy permit for the Fox Commons City Center Plaza construction material loading, partial closure of College Avenue on Mondays and Wednesdays starting July 1, 2024 through November 15, 2024.

Attachments: [2 J.H Findorff & Son Inc 7-1-24 to 11-15-24.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0753](#)

Approve the request from Appleton Downtown Inc. for a street occupancy permit to host a Sidewalk Sale on Friday August 2, Saturday August 3 and Sunday August 4, 2024 from 10:00am 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: [3 Appleton Downton Inc and Mile of Music - 8-2 to 8-4-24.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0754](#)

Approve the request from Lil Taco for a street occupancy permit to place tables and chairs at 106 S. State Street.

Attachments: [4 Lil Taco Tables & Chairs Permit.pdf](#)

Hold until next scheduled meeting.

Firkus moved, seconded by Meltzer, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0755](#)

Approve the permanent street occupancy permit for brick veneer extending no more than 4-inches into the right-of-way at Jack's Apple Pub located at 535 W. College Avenue.

Attachments: [5 Jacks ApplePub - Brick Veneer.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0756](#)

Approve the permanent street occupancy permit for building awning projecting 4-feet maximum into the right-of-way with a minimum clearance of 10-feet at Jack's Apple Pub located at 535 W. College Avenue.

Attachments: [6 Jacks ApplePub - Awning.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0757](#)

Approve the temporary street occupancy permit for a sidewalk closure related to building façade improvement at Jack's Apple Pub located at 535 W. College Avenue.

Attachments: [7 Jacks ApplePub-Mason Doctor Sidewalk Closure.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0758](#)

Approve the award of Service Contract for Traffic Signal Control and Management Software.

Attachments: [8 SISP Contract Award.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0759](#)

Approve the award of the Unit Q-24 Pavement Marking Maintenance Contract (Paint).

Attachments: [9 Q-24 Pavement Marking Contract Award.pdf](#)

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0760](#)

Continue negotiations with Bird Rides for a 2024 Memorandum of Understanding.

Attachments: [10 2024 Bird MOU Recommendation.pdf](#)

Meltzer moved, seconded by Firkus a motion to direct staff to discontinue negotiations with Bird Scooter (or any other commercial short term scooter rental company) for 2024.

Meltzer moved, seconded by Firkus, a motion to direct staff to discontinue negotiations with Bird Scooter (or any other commercial short term scooter rental company) for 2024. Roll Call. Motion carried by the following vote:

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0761](#)

Create an ordinance prohibiting short-term rental of electric scooters to the general public.

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus

[24-0341](#)

Resolution #4-R-24 Sustainable Use of Pesticides

Attachments: [#4-R-23 Sustainable Use of Pesticides.pdf](#)
[Memo RE 4.R.24 Sustainable Use of Pesticides Response.pdf](#)

Hold to next scheduled meeting.

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

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Nay: 1 - Doran

[24-0766](#)

Resolution #7-R-24 To Rescind the No Mow May Ordinance Language

Attachments: [#7-R-24 Rescind No Mow May.pdf](#)
[WeedComplaintData MSC Memo06062024.pdf](#)

Hold until next scheduled meeting.

Firkus moved, seconded by Fenton, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Nay: 1 - Doran

7. Information Items

[24-0762](#)

I41 Project Newsletter, Spring 2024. (ATTACHMENT)

Attachments: [I41_Newsletter_Spring2024.pdf](#)

8. Adjournment

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

Aye: 5 - Fenton, Doran, Meltzer, Siebers and Firkus