



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, December 6, 2023

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:00 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Jones.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

Excused: 2 - Alderperson Israel Del Toro and Alderperson Kristin Alfheim

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[23-1420](#)

Common Council Meeting Minutes of November 15, 2023

Attachments: [CC Minutes 11-15-23.pdf](#)

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

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 2 - Alderperson Israel Del Toro and Alderperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[23-1421](#)

Appointment of Election Inspectors for the 2024-2025 Election Cycle

Attachments: [Election Inspector Nomination Listing 2024-2025.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Croatt, that the appointments be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 2 - Aldersperson Israel Del Toro and Aldersperson Kristin Alfheim

Abstained: 2 - Aldersperson Sheri Hartzheim and Mayor Jake Woodford

H. PUBLIC PARTICIPATION

There was no one signed up to speak during public participation.

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[23-1396](#)

Approve the roadway design parameters: **Perkins Street**, from Prospect Avenue to the RR Tracks (1,480 ft), be reconstructed with concrete pavement and curb and gutter. The details of the proposed Perkins Street reconstruction project are as follows:

- New concrete pavement constructed to a width of 31' from back of curb to back of curb, which is 9' narrower than the existing street (40') within this portion of the project.
- New 5' concrete sidewalk, where none currently exists, within the project limits.
- Curb extensions (narrowing of the pavement) at Charles St to serve as traffic calming.
- Existing on-street parking would be restricted along the east side of Perkins St, within the project limits.

Alderson Croatt moved, seconded by Alderson Fenton, that the roadway design parameters be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 2 - Alderson Israel Del Toro and Alderson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

[23-1403](#)

Request to approve the 2024 Special Assessment Policy as presented, and Amethyst Drive Concrete Project (Blue Topaz to Aquamarine) be subject to the 2023 Special Assessment Policy.

Attachments: [2024 Assessment Policy - DRAFT 11-14-23.pdf](#)
[Memo - DPW 2024 Special Assessment Policy.pdf](#)

Alderson Hartzheim moved, seconded by Alderson Croatt, that the Policy be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 2 - Alderson Israel Del Toro and Alderson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

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

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 2 - Aldersperson Israel Del Toro and Aldersperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-1397](#)

Approve the roadway design parameters: **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:

- 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.
- Curb extensions (narrowing of the pavement) constructed at Marquette St to serve as traffic calming.
- Traffic calming circle constructed at the intersection with Lindbergh Street.
- Existing on-street parking would be restricted along the west side of Morrison Street, within the project limits.

This Report Action Item was approved.

[23-1398](#)

Approve request from The Boldt Company for an extension to an existing street occupancy permit for the Fox Commons City Center Plaza construction site perimeter fencing and staging on Oneida Street south of Washington Street (from E. Washington Street to N. Appleton Street) for a period ending on February 29, 2024.

Attachments: [The Boldt Company City Center Street Occupancy Permit Extension Request.pdf](#)

This Report Action Item was approved.

2. **MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

3. **MINUTES OF THE CITY PLAN COMMISSION**

4. **MINUTES OF THE PARKS AND RECREATION COMMITTEE**

5. **MINUTES OF THE FINANCE COMMITTEE**

[23-1437](#)

Request to approve Resolution #2023-06 to Accept Interest-free Loan from WI Department of Revenue (DOR) and Decrease the 2023 Tax Levy

Attachments: [Resolution 2023-06.pdf](#)
[C. Appleton Sec. 70.57\(4\)\(d\) Loan Explanation - V2.pdf](#)
[2023 Tax Rate Analysis.pdf](#)

This Report Action Item was approved.

6. **MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**

7. **MINUTES OF THE UTILITIES COMMITTEE**

8. **MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**

9. **MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

10. **MINUTES OF THE BOARD OF HEALTH**

M. **CONSOLIDATED ACTION ITEMS**

N. ITEMS HELD

O. ORDINANCES

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

[23-1476](#)

Resolution #15-R-23 Parking Facility & Management Study

Attachments: [#15-R-23 Parking Facility & Management Study.pdf](#)

R. OTHER COUNCIL BUSINESS

S. CLOSED SESSION

[23-1422](#)

The Common Council will go into closed session according to State Statute §19.85(1)(e) for the purposes of deliberating or negotiating the purchasing of public properties and the investing of public funds, regarding the U.S. Venture development project and then reconvene into open session.

Alderson Hartzheim moved, seconded by Alderson Schultz, that the Common Council convene into Closed Session at 7:15 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 2 - Alderson Israel Del Toro and Alderson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

T. ADJOURN

Alderson Schultz moved, seconded by Alderson Croatt to reconvene into open session at 8:15 p.m. Roll Call. Motion Carried 13/0.

Alderson Hartzheim moved, seconded by Alderson Wolff, that the meeting be adjourned at 8:16 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 2 - Alderperson Israel Del Toro and Alderperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk