



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, October 4, 2023

7:00 PM

Council Chambers

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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 Del Toro*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 16 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[23-1142](#)

Common Council Meeting Minutes of September 20, 2023

**Attachments:** [CC Minutes 9-20-23.pdf](#)

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

**Aye:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## G. BUSINESS PRESENTED BY THE MAYOR

[23-1145](#)

## Proclamations

- Indigenous Peoples Day
- Mental Health Day
- Coming Out Day
- White Cane Awareness Day
- Fire Prevention Week
- Domestic Violence Awareness Month

**Attachments:**[Indigenous Peoples' Day Proclamation.pdf](#)[Mental Health Day Proclamation.pdf](#)[Coming Out Day Proclamation.pdf](#)[White Cane Awareness Day Proclamation.pdf](#)[Fire Prevention Week Proclamation.pdf](#)[Domestic Violence Awareness Month Proclamation.pdf](#)[23-1146](#)

## Presentation of Fire Department Civilian Awards

*The following awards were presented:  
Citizen Award of Merit - Adam Vervoort  
Good Samaritan Award - Amy Rappert*

*Good Samaritan Award Recipients not present:  
Robert Golla  
Sam Lorge  
Tina Vosters  
Amy Zimmerman*

[23-1147](#)

## Corey Asimus Commendation of Service

[23-1144](#)

## CDBG Advisory Committee Appointment

**Attachments:**[CDBG Advisory Committee Appt Memo.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland, that the appointment be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 2 - Aldersperson Joss Thyssen and Mayor Jake Woodford

[23-1148](#) 2024 Executive Budget & Service Plan Presentation

H. PUBLIC PARTICIPATION

*The following spoke regarding Item 23-1128, Lawe St. Truck Route Resolution:  
Janet Scheibe, 1407 E Glendale Ave  
Kyle Jensen, Supply Chain VP for Appvion  
Graeme Hodson, COO, Appvion  
Kim Dixon, 610 E Eldorado St  
Andrew Dane, 516 E Pacific St*

I. PUBLIC HEARINGS

[23-1079](#) Public Hearing for Rezoning #6-23 St. Elizabeth Hospital - 303 E. Fremont Street from PD/C-2 Planned Development Amendment #5-04/General Commercial District to R-1B Single-Family District

**Attachments:** [RZ #6-23 Notice of Public Hearing.pdf](#)

*The public hearing was held, no one spoke during the hearing.*

[23-1060](#) Public Hearing for Zoning Ordinance Text Amendments - Sections: 23-22; 23-43; 23-47; 23-49; 23-66; 23-91; 23-92; 23-93; 23-94; 23-95; 23-96; 23-100; 23-101; 23-111; 23-112; 23-113; 23-114; 23-115; 23-131; 23-132; 23-152; 23-172; and 23-570

**Attachments:** [TA 1-23 Notice of Public Hearing.pdf](#)

*The public hearing was held, no one spoke during the hearing.*

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[23-1128](#)

Resolution #10-R-22, Alternate Lawe Street Truck Route.

**Attachments:** [2023.09.20 MSC Lawe Street Truck Route Memo.pdf](#)  
[Lawe Street Attachments.pdf](#)  
[10-R-22 Amended.pdf](#)  
[AMENDED 10-R-22 Staff Memo.pdf](#)  
[WisDOT functional class map appleton.pdf](#)  
[10-R-22 Email Feedback 2023.09.25.pdf](#)

*This item was referred back to Committee by Alderperson Siebers.*

**This Resolution was referred back to the Municipal Services Committee due back on 10/9/2023.**

[23-1049](#)

Request to approve Rezoning #6-23 for the subject parcel located at 303 E. Fremont Street (Tax Id #31-4-0670-00), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from PD/C-2 Planned Development Overlay #5-04/General Commercial District to R-1B Single-family District

**Attachments:** [StaffReport\\_303EFremontSt\\_Rezoning\\_For9-13-23.pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Meltzer, that the Rezoning be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-1131](#)

Request to approve the Fourth Addition to Clearwater Creek Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_4th Addn Clearwater Creek FinalPlat\\_For9-27-23.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Firkus, that the Final Plat be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Joss Thyssen, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Nay:** 4 - Alderperson Vered Meltzer, Alderperson Israel Del Toro, Alderperson Patrick Hayden and Alderperson Alex Schultz

**Abstained:** 1 - Mayor Jake Woodford

[23-1130](#)

Police Department Sole Source Request for Flock Safety ALPR Cameras

**Attachments:** [Flock Sole Source-S&L.pdf](#)  
[Sole Source Request.pdf](#)

**Alderson Croatt moved, seconded by Alderson Firkus, that the Sole Source Request be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-1122](#)

Request to award a contract for consulting services related to the City of Appleton Housing Development Policy, Process and Stakeholder Engagement Services to Green Bicycle Co. in the amount of \$32,000

**Attachments:** [RecommendationtoAward\\_HousingDevelopmentServices09202023\\_Final.pdf](#)  
[Green Bicycle Co Housing Development Policy Guide 9-19-23.pdf](#)  
[RFPQ Housing Development Task Force Final Document 8-4-23.pdf](#)

**Alderson Fenton moved, seconded by Alderson Firkus, that the Contract Award be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

### Balance of the action items on the agenda.

**Alderson Fenton moved, Alderson Van Zeeland seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-1129](#)

Approve parking restriction change on the 700 block of E. Arnold Street. Follow up to Six-Month Evaluation Period.

**Attachments:** [Arnold St \(post 6-month trial\).pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[23-1119](#)

Cigarette License application for Rehan Grocery LLC d/b/a Halal International Market, located at 2310 W College Ave Suite D.

**Attachments:** [Halal International Market S&L.pdf](#)

This Report Action Item was approved

## 3. MINUTES OF THE CITY PLAN COMMISSION

[23-1051](#)

Request to approve proposed text amendments to Chapter 23 Zoning Ordinance of the Municipal Code relating to *Article II Definitions*: Section 23-22; *Article III General Provisions*: Sections 23-43, 23-47, and 23-49; *Article IV Administration*: Section 23-66; *Article V Residential Districts*: Sections 23-91, 23-92, 23-93, 23-94, 23-95, 23-96, 23-100, and 23-101; *Article VI Commercial Districts*: Sections 23-111, 23-112, 23-113, 23-114, and 23-115; *Article VII Industrial Districts*: Sections 23-131 and 23-132; *Article VIII Overlay Districts*: Section 23-152; *Article IX Off-Street Parking and Loading*: Section 23-172; *Article XIII Wireless Telecommunications Facilities*: Sections 23-420 thru 427; and *Article XV Site Plan Review and Approval*: Section 23-570, as identified in the attached document

**Attachments:** [StaffReport\\_ZOTextAmendments\\_2023Bundle\\_For9-13-23.pdf](#)

This Report Action Item was approved.

[23-1052](#)

Request to approve Resolution #2023-04 to update the land use applications fee schedule for the Community and Economic Development Department as described in the attached document (Associated with File #23-1051)

**Attachments:** [Resolution #2023-04 Update Land Use Application Fees.pdf](#)

This Report Action Item was approved.

- 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE
- 5. MINUTES OF THE FINANCE COMMITTEE
- 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

[23-1143](#)

Ordinances #90-23 to #152-23

**Attachments:** [Ordinances to Council 10-4-23.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland, that the Ordinances be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**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
- R. CLOSED SESSION

[23-1167](#)

The Appleton Common Council may go into closed session according to State Statute §19.85(1)(e) (deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session) for the purpose of discussing the temporary location and lease for the Appleton Public Library and then will reconvene into open session.

**Aldersperson Croatt moved, seconded by Aldersperson Van Zeeland, that the Common Council convene in closed session at 8:06 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Excused:** 1 - Aldersperson Nate Wolff

**Abstained:** 1 - Mayor Jake Woodford

## S. OTHER COUNCIL BUSINESS

*Aldersperson Siebers moved, Aldersperson Jones seconded, to reconvene into open session at 9:41 p.m.*

*Roll Call. Motion carried 15/0.*

*No action was taken in closed session.*

## T. ADJOURN

**Aldersperson Hartzheim moved, seconded by Aldersperson Wolff, that the meeting be adjourned at 9:44 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk