



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, May 17, 2023

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Woodford at 7:02 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Hartzheim.*

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

[23-0542](#)

Common Council Minutes of May 3, 2023

**Attachments:** [CC Minutes 5-3-23.pdf](#)

**Alderperson Meltzer moved, seconded by Alderperson Van Zeeland, 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

[23-0543](#)

Proclamations:

- Day of Hope Proclamation
- Jewish American Heritage Month
- Safe Boating Week

**Attachments:**[Day of Hope Proclamation.pdf](#)[Jewish American Heritage Month Proclamation.pdf](#)[Safe Boating Week Proclamation.pdf](#)[23-0544](#)

Reappointment &amp; New Appointment to the Fox Cities Area Room Tax Commission

**Attachments:**[May 17 2023 Room Tax Appt Memo.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Meltzer, that the Appointments 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

## H. PUBLIC PARTICIPATION

*No members of the public spoke during public participation.*

## I. PUBLIC HEARINGS

[23-0469](#)

Public Hearing for Rezoning #1-23 for Seville Properties, LLC from Temporary AG Agricultural to R-3 Multifamily District

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

*Jeffrey Walters, 6850 Grinnell Ct spoke during the hearing.*

## J. SPECIAL RESOLUTIONS

## K. ESTABLISH ORDER OF THE DAY

[23-0393](#)

Request to approve Rezoning #1-23 to rezone the Seville Properties Ballard & Werner Road Annexation, formerly in the Town of Center, consisting of approximately 39.913 acres located at 7051 N. Ballard Road (Tax Id #31-1-9316-00) [formerly N2751 County Road EE (Parcel #040098200)], including to the centerline of existing adjacent right-of-way, as shown on the attached maps, from Temporary AG Agricultural District to R-3 Multi-family District

**Attachments:** [StaffReport\\_SevillePropBallard-WernerRdAnnex\\_Rezoning\\_For4-26-23.pdf](#)

**Aldersperson Meltzer moved, seconded by Aldersperson Firkus, that the Rezoning 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

**Excused:** 1 - Mayor Jake Woodford

[23-0482](#)

Request to approve Special Use Permit #3-23 for a car wash use located at 4029 East Calumet Street (Tax Id #31-9-5812-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

**Attachments:** [StaffReport\\_Deep Blue Car Wash SUP\\_For5-10-23.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Schultz, that the Special Use Permit be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Aldersperson William Siebers, 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

**Nay:** 2 - Aldersperson Vered Meltzer and Aldersperson Nate Wolff

**Abstained:** 1 - Mayor Jake Woodford

[23-0507](#)

Request from Rachel Coloma, 3320 N Lawe Street, to have her sidewalk snow removal assessment of \$75 waived.

**Attachments:** [Rachel Coloma - 3320 N Lawe Street Sidewalk Snow Removal Assessment.pdf](#)

**Aldersperson Schultz moved, seconded by Aldersperson Firkus, that the recommendation to deny the waiver of the snow removal assessment be approved. Roll Call. Motion carried by the following vote:**

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

**Nay:** 4 - Aldersperson Vered Meltzer, Aldersperson Israel Del Toro, Aldersperson Denise Fenton and Aldersperson Alex Schultz

**Abstained:** 1 - Mayor Jake Woodford

[23-0412](#)

Anticipated Award of Unit CC-23 College Ave Lane Reconfiguration Pavement Marking Contract. Held from April 24, 2023 meeting.  
*Memo to be distributed at meeting.*

**Attachments:** [Unit CC-23 Memo.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Meltzer, that the Contract 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 Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

**Nay:** 1 - Aldersperson Christopher Croatt

**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:** 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

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-0508](#)

Approve request from Creative Downtown Appleton, Inc. and Appleton Downtown, Inc. to install a parklet on the north side of Washington Street (NW corner of Washington Street and Appleton Street) at parking stall #289 per the On-Street Parklet Policy.

**Attachments:** [CDA ADI Parklet Request 2023.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[23-0404](#)

Class "B" Beer and "Class C" Wine License application for Off The Vine Woodfire Pizza Co LLC d/b/a Broken Tree Pizza, Keith Schreiner, Agent, located at 201 S Riverheath Way Ste 1100, contingent upon approval from the Health, Inspections and Police departments.

**Attachments:** [Broken Tree Pizza.pdf](#)

This Report Action Item was approved.

[23-0470](#)

Class "B" Beer and "Class B" Liquor License Change of Agent application for DDCT Inc, d/b/a Jim's Place, Stacy Hoffman, New Agent, located at 223 E College Ave.

**Attachments:** [Stacy Hoffman S&L.pdf](#)

This Report Action Item was approved.

[23-0471](#)

Class "A" Beer and "Class A" Liquor License Change of Agent application for Walgreens Co, d/b/a Walgreens #05102, Andrew Eisele, New Agent, located at 700 W College Ave.

**Attachments:** [Andrew Eisele S&L.pdf](#)

This Report Action Item was approved.

[23-0472](#)

2023-2024 Alcohol License Renewal applications, contingent upon approval from all departments by 12:00 p.m. on June 30, 2023.

**Attachments:** [2023-24 Alcohol License Renewals.pdf](#)

**This Report Action Item was approved.**

[23-0475](#)

Salvage Dealer Renewal application for Mr C's Motorcycles LLC, Janet Ristau, Applicant, located at 724 S. Outagamie St, contingent upon approval from all departments.

**Attachments:** [Mr C's Motorcycles S&L.pdf](#)

**This Report Action Item was approved.**

[23-0476](#)

Class "A" Beer and "Class A" Liquor License Change of Agent application for Target Corporation d/b/a Target Store T-1248, Sara Matusz, New Agent, located at 1800 S Kensington Dr.

**Attachments:** [Sara Matusz S&L.pdf](#)

**This Report Action Item was approved.**

[23-0487](#)

Class "A" Beer and "Class A" Liquor License application for Samyam LLC d/b/a Wisconsin Avenue Marathon, Sadhana Lamichhane, Agent, located at 1920 E Wisconsin Ave, contingent upon approvals from the Health, Inspections and Public Works departments.

**Attachments:** [Wisconsin Avenue Marathon S&L.pdf](#)

**This Report Action Item was approved.**

[23-0494](#)

Cigarette License application for Samyam LLC d/b/a Wisconsin Avenue Marathon, located at 1920 E Wisconsin Ave.

**Attachments:** [Wisconsin Avenue Marathon S&L.pdf](#)

**This Report Action Item was approved.**

[23-0495](#)

2023-2024 Cigarette and Tobacco Product License Renewals

**Attachments:** [2023-2024 Cigarette Renewals.pdf](#)

**This Report Action Item was approved.**

### 3. MINUTES OF THE CITY PLAN COMMISSION

[23-0492](#)

Request to approve the First Addition to Glacier Ridge Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_1st Addn Glacier Ridge PreliminaryPlat\\_For5-10-23.pdf](#)

This Report Action Item was approved.

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

[23-0479](#)

Approve the Committee Meeting Schedule modification of Parks & Recreation Committee beginning at 6:15 p.m.

This Report Action Item was approved.

**5. MINUTES OF THE FINANCE COMMITTEE**

[23-0546](#)

Request to award contract for the AWTF Phosphoric Acid Treatment Project to August Winter and Sons in the amount of \$863,750 with a 10% contingency of \$86,375 for a project total not to exceed \$950,125.

**Attachments:** [Phosphoric Acid Treatment Construction.pdf](#)

This Report Action Item was approved.

[23-0547](#)

Request to approve the following Budget Amendment:

**Reid Golf Course**

Ground Repair & Maintenance	+ \$25,000
Fund Balance	+ \$25,000

to record Reid Paving Phase 1 project that was included in 2023 Capital Improvement Projects, however, not included in the Reid 2023 Budget.

This Report Action Item was approved.

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

[23-0489](#)

Request to approve the Second Amendment to the Development Agreement with Rise Apartments, LLC (assigned from MF Housing Partners, LLC) for redevelopment located on N. Oneida Street, E. Harris Street, and N. Appleton Street (Parcel Nos. 31-2-0441-00, 31-2-0536-00 and 31-2-0529-00) (per attached Certified Survey Maps in the process of being recorded) in Tax Increment Financing District No. 11 and approve the associated Assignment and Assumption of the Development Agreement

**Attachments:** [Rise Apts DA 2nd Amendment Memo to CEDC 5-10-23.pdf](#)  
[0718 - Rise Apartments - Second Amendment to Dev Agrm - Clean - 05-08-2023.pdf](#)  
[Rise Apartments -- Assignment and Assumption of Development Agreement.pdf](#)  
[FINAL Rise NORTH CSM 4-11-23.pdf](#)  
[FINAL Rise SOUTH CSM 4-11-23.pdf](#)

This Report Action Item was approved.

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

[23-0501](#)

Addition of Greenville to East Central Weights and Measures Consortium

**Attachments:** [GreenvilleMemoBOH\\_04.20.2023\\_a.pdf](#)

This Report Action Item was approved.

- M. CONSOLIDATED ACTION ITEMS
- N. ITEMS HELD
- O. ORDINANCES

[23-0496](#)

Ordinances #16-23 to #18-23

**Attachments:** [Ordinances to Council 5-17-23.pdf](#)

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



**Aye:** 15 - 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

- P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION
- Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION
- R. OTHER COUNCIL BUSINESS
- S. ADJOURN

**Alderperson Hartzheim moved, seconded by Alderperson Wolff, that the meeting be adjourned at 7:28 p.m. 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

Kami Lynch, City Clerk