



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appletonwi.gov](http://www.appletonwi.gov)

## Meeting Minutes - Final Common Council

---

Wednesday, October 15, 2025

7:00 PM

Council Chambers

---

A. CALL TO ORDER

*Mayor Woodford called the meeting to order at 7:00 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Fenton.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 16 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Denis Dougherty and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All departments were represented with the exception of Parks & Recreation, who was excused.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[25-1215](#)

Common Council Meeting Minutes of October 1, 2025

**Attachments:** [CC Minutes 10-1-25.pdf](#)

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

**Aye:** 15 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[25-1229](#)

Proclamations:

- National Teen Driver Safety Week
- Dysautonomia Awareness Month
- Coming Out Day
- White Cane Awareness Day
- Mental Health Day
- Domestic Violence Awareness Month

**Attachments:**

[National Teen Driver Safety Week.pdf](#)

[Dysautonomia Awareness Month.pdf](#)

[Coming Out Day.pdf](#)

[White Cane Awareness Day.pdf](#)

[Mental Health Day.pdf](#)

[Domestic Violence Awareness Month.pdf](#)

[25-1023](#)

Update from Poet Laureate

*Cathryn Cofell gave an update on the Poet Laureate position.*

[25-1232](#)

Update on Vehicle Noise and Traffic Safety

*The update was presented by Mayor Woodford.*

H. PUBLIC PARTICIPATION

*Jennifer Stephany, ADI, spoke regarding Item 25-1195 Small Business Saturday parking.*

*The following spoke regarding Item 25-1228 Truancy Ordinance:*

*Katie Olson, 1720 W Reeve St*

*Ronna Swift, 230 W Seymour St*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[25-1212](#)

## Providence Trails Drainage Study Findings and Recommendations

**Attachments:**     [Providence Trails Drainage Study Memo final 10-01-2025.pdf](#)  
[Providence Tr Study Exhibits 10-02-2025.pdf](#)

**This Item was referred back to the Utilities Committee by Alderperson Meltzer.**

[25-1228](#)

## Ordinances #113-25, #114-25, #117-25 (Truancy) and #118-25

**Attachments:**     [Ordinances to Council 10-15-25.pdf](#)

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

**Aye:** 9 - Alderperson Josh Lambrecht, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

**Nay:** 5 - Alderperson Vered Meltzer, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones and Alderperson Adrian Stancil-Martin

**Excused:** 1 - Alderperson Nate Wolff

**Abstained:** 1 - Mayor Jake Woodford

[25-1096](#)

Request to approve proposed text and map amendments to the Municipal Code, Chapter 23 Zoning creating Article XI. Shoreland-Wetland Zoning District Regulations, amending Article XIX. Shoreland Zoning relating to Section 23-752(b)(1)(2) and (3), and amending Shoreland Zoning and the City of Appleton Official Shoreland District Map pursuant to Article XIX. Shoreland Zoning, Section 23-755 (a)(1) as identified in the attached documents

**Attachments:**     [Shoreland-WetlandandShorelandOrdAmendments\\_StaffMemo\\_For09-24-25.pdf](#)  
[Draft Shoreland-Wetland and Shoreland Ord Amendments\\_For09-24-25.pdf](#)  
[Final Version Shoreland Zoning District Map.pdf](#)  
[Shoreland-WetlandandShorelandOrdAmendments\\_StaffMemo\\_For10-8-25.pdf](#)  
[Draft Shoreland-Wetland and Shoreland Ord Amendments\\_For10-8-25.pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Firkus, that the Text & Map Amendments be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

**Excused:** 1 - Alderperson Nate Wolff

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Alderperson Fenton moved, Alderperson Meltzer seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 14 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

**Excused:** 1 - Alderperson Nate Wolff

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

### [25-1190](#)

Long Term Temporary Occupancy Permit for Construction Dumpster at 1808 W Pine Street through December 22, 2025.

**Attachments:** [VKB Homes Street Occupancy 1808 W Pine St.pdf](#)

**This Report Action Item was approved.**

### [25-1192](#)

Long Term Temporary Occupancy Permit Extension 25-033-T on Superior Street and on College Avenue for 222 W. College Avenue through December 31, 2025.

**Attachments:** [Hoffman Street Occupancy Extension 25-033-T.pdf](#)

**This Report Action Item was approved.**

### [25-1195](#)

Small Business Saturday 2025 Parking Request.

**Attachments:** [Small Business Saturday Parking Request ADI.pdf](#)

**This Report Action Item was approved.**

[25-1196](#)

Approve 1st Revision to State/Municipal Agreement (SMA) for the design and construction of the Olde Oneida Street Bridge over the Power Canal.

**Attachments:** [1st Revision SMA Olde Oneida St Bridge.pdf](#)

This Report Action Item was approved.

[25-1197](#)

Approve Comet Ridge Plat New Street Design Parameters.

**Attachments:** [Comet Ridge Road Designs w Plat.pdf](#)

This Report Action Item was approved

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[25-1168](#)

Class "B" Beer License application for AJJ Appleton Hospitality LLC d/b/a AmeriInn Appleton, Mitul Kumar Patel, Agent, located at 3900 N Gateway Dr, contingent upon approval from the Inspections department

**Attachments:** [AmeriInn Appleton.AJJ Appleton Hospitality LLC.Alcohol\\_Class B Beer.4.29.25.REDACTED.pdf](#)

This Report Action Item was approved.

## 3. MINUTES OF THE CITY PLAN COMMISSION

[25-1161](#)

Request to approve Rezoning #8-25 for the Bowman and Alksnis Annexation, formerly in the Town of Grand Chute, consisting of approximately 2.038 acres located at 1624 and 1720 East Melody Lane (Tax Id #31-1-9110-00 and 31-1-9111-00) as shown on the attached maps, from AG Agricultural District to R-1B Single-family District

**Attachments:** [StaffMemo\\_BowmanandAlksnisAnnexation\\_Rezoning\\_For10-8-25.pdf](#)

This Report Action Item was approved.

[25-1164](#)

Request to approve the Comet Ridge Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff memo

**Attachments:** [StaffMemo\\_CometRidge\\_PrePlat\\_For10-8-25.pdf](#)

This Report Action Item was approved.

## 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

## 5. MINUTES OF THE FINANCE COMMITTEE

[25-1204](#)

Request to award the Water Tower Booster Pump Improvements Contract Bid to Rhode Brothers, Inc. in the amount of \$767,200 with 7.5% contingency of \$57,540 for a project total not to exceed \$824,740.

**Attachments:** [251002\\_Finance\\_Memo\\_Tower\\_Booster\\_Pump\\_Project\\_Bid\\_Award\\_\(004\).pdf](#)

**This Report Action Item was approved.**

[25-1205](#)

Request to approve Budget Amendment: 2024 Aeration Process Upgrades CIP -\$49,300, Sludge Storage CIP -\$37,160 and Midway Road Lift Station Valve Vault CIP +\$86,460.

**Attachments:** [251001\\_Finance\\_Budget\\_Transfer\\_Midway\\_Valve\\_Vault\\_Const.pdf.pdf](#)

**This Report Action Item was approved.**

[25-1207](#)

Request to approve Change Order #1 to Restoration Systems, Inc. contract S-25 Parking Ramp Repairs and Maintenance with an increase of \$40,000 for a new contract total of \$1,388,594.50 resulting in a decrease in contingency from \$40,000 to \$0.

**Attachments:** [S-25\\_Change\\_Order\\_1\\_Form.pdf](#)

**This Report Action Item was approved.**

## **6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE**

[25-1199](#)

Request to approve the Third Amendment to the Development Agreement with Rise Apartments, LLC for redevelopment located on N. Oneida Street, E. Harris Street, and N. Appleton Street (Tax Id #31-2-0441-00, 31-2-0536-00 and 31-2-0529-00) in Tax Increment Financing District No. 11

**Attachments:** [RISE\\_DA\\_3rd\\_Amendment\\_Memo\\_to\\_CDC\\_10-08-25.pdf](#)  
[21-0718 - Rise Apartments - Third Amendment to Dev Agrm - FINAL - 9-30-2025.pdf.pdf](#)

**This Report Action Item was approved.**

## **7. MINUTES OF THE UTILITIES COMMITTEE**

[25-1210](#)

Award Midway Road Lift Station Valve Vault Modifications Bid to Sabel Mechanical, in an amount of \$78,600 with a 10% contingency of \$7,860 for a project total not to exceed \$86,460.

**Attachments:** [251001\\_Uilities\\_Award\\_Midway\\_Valve\\_Vault\\_Sabel\\_Mechanical.pdf](#)

**This Report Action Item was approved.**

[25-1211](#)

Approve wastewater rate increase of 4% for general service and special hauled waste service to be effective January 1, 2026.

Approve truck scale fee of \$5.00 per weight verification.

Attachments: [WW Rate Increase memo Oct 2025.pdf](#)

This Report Action Item was approved.

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

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

[25-1186](#)

Award Bid for Maintenance Lift Replacement

Attachments: [Maintenance Lift Replacement Award Memo.pdf](#)

This Report Action Item was approved.

**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

R. OTHER COUNCIL BUSINESS

T. ADJOURN

Aldersperson Hartzheim moved, seconded by Aldersperson Fenton, that the meeting be adjourned at 8:05 p.m. Roll Call. Motion carried by the following vote:

**Aye:** 14 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

**Excused:** 1 - Alderperson Nate Wolff

**Abstained:** 1 - Mayor Jake Woodford

Amy Molitor, City Clerk