



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, February 1, 2023

7:00 PM

Council Chambers

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**Due to equipment failure, there is currently no audio/video available for this meeting.**

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 Meltzer.*

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 Maiyoua Thao, 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

[23-0081](#)

Common Council Meeting Minutes of January 18, 2023

**Attachments:** [CC Minutes 1-18-23.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 Maiyoua Thao, 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

[23-0090](#)

Proclamations:

- Burn Awareness Week
- Transit Equity Day
- Black History Month
- Career & Technical Education Month
- Gun Violence Survivor Week

**Attachments:** [Burn Awareness Week Proclamation.pdf](#)  
[Transit Equity Day Proclamation.pdf](#)  
[Black History Month Proclamation.pdf](#)  
[Career and Technical Education Month Proclamation.pdf](#)  
[Gun Violence Survivor Week Proclamation.pdf](#)

H. PUBLIC PARTICIPATION

*There was no one signed up to speak during Public Participation.*

I. PUBLIC HEARINGS

[23-0033](#)

Public Hearing for Subdivision Ordinance Text Amendments - Sections: 17-3; 17-4; 17-29; 17-30; 17-31; 17-32; 17-33; 17-34; and 17-35

**Attachments:** [TA 5-22 Notice of Public Hearing Subdivision Ordinance.pdf](#)

*The Public Hearing was held. No one spoke during the hearing.*

[22-1530](#)

Public Hearing for the Street Vacation of portions of Appleton Street, Pacific Street, & Oneida Street

**Attachments:** [Public Hearing - SV AppletonPacificOneida.pdf](#)

*The Public Hearing was held. No one spoke during the hearing.*

J. SPECIAL RESOLUTIONS

[23-0034](#)

Final Resolution for the Street Vacation of portions of Appleton Street, Pacific Street, & Oneida Street

**Attachments:** [SV AppletonPacificOneida - Final Resolution \(with exhibits\).pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Croatt, that the Resolution 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 Maiyoua Thao, 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

## K. ESTABLISH ORDER OF THE DAY

[23-0068](#)

Request from TC Energy for a permanent street occupancy permit for gas pipeline markers along the utility easement within Maple Hills Subdivision.

**Attachments:** [Maple Hills 12-7-2022 Final Permit Application.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Thao, that the Street Occupancy Permit 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 Maiyoua Thao, 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

[23-0069](#)

Approve proposed change to Municipal Code 19-91, Parking in front and side yard in residential district; parking on terraces.

**Attachments:** [Municipal code19-91memo.pdf](#)

**Aldersperson Wolff moved, seconded by Aldersperson Hartzheim, that the Municipal Code change 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 Maiyoua Thao, 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

[23-0051](#)

Authorization to Apply and Accept Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant

**Attachments:** [2023 RAISE Appleton Council Resolution.0117.pdf](#)  
[Conceptual Streetfront and Busway Rendering.pdf](#)

**Alderperson Van Zeeland moved, seconded by Alderperson Fenton, that the RAISE grant application and acceptance 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 Maiyoua Thao, 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

[23-0076](#)

Authorization to Utilize Stafford Rosenbaum LLP as legal counsel for the Transit Center Joint Development project

**Alderperson Hartzheim moved, seconded by Alderperson Alfheim, that the legal counsel authorization 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 Maiyoua Thao, 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

L. COMMITTEE REPORTS

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

**Alderperson Hartzheim moved, Alderperson Meltzer 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 Maiyoua Thao, 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**

[23-0071](#)

Request from The 513 Appleton LLC/Bela Development LLC for a permanent street occupancy permit for a building awning project into College Avenue right of way.

**Attachments:** [Permanent street occ-513 Appleton LLC.pdf](#)

**This Report Action Item was approved.**

[23-0074](#)

Request from Appleton Downtown, Inc. for a street occupancy permit to place ice carvings throughout the downtown beautification strips for the weekend of February 17, 2023 for "Avenue of Ice"

**Attachments:** [Letter for Avenue of Ice sidewalk Occupancy.pdf](#)

**This Report Action Item was approved.**

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

[23-0086](#)

Request to Purchase a Red Wave Threat ID Spectrometer.

**Attachments:** [2023.01.18 - Request to Purchase Red Wave Threat ID Spectrometer.pdf](#)

**This Report Action Item was approved.**

[23-0087](#)

Intent to Apply for FEMA's Assistance to Firefighter's Grant for Cardiac Monitors.

**Attachments:** [Intent to Apply - Cardiac Monitors - 01.18.2023.pdf](#)

**This Report Action Item was approved.**

[23-0080](#)

Class "A" Beer and "Class A" Liquor License Change of Agent application for Aldi Inc d/b/a Aldi #68, Chris R Subert, New Agent, located at 116 N Linwood Ave.

**Attachments:** [Chris R Subert S&L.pdf](#)

This Report Action Item was approved.

[23-0031](#)

Class "B" Beer License application for El Guadalajara Mexican Restaurant LLC d/b/a El Guadalajara Mexican Restaurant, Lucelia Guzman, agent, located at 1003B W Northland Ave, contingent upon approval from the Community Development and Inspections departments.

**Attachments:** [El Guadalajara Mexican Restaurant.pdf](#)

This Report Action Item was approved.

### 3. MINUTES OF THE CITY PLAN COMMISSION

[23-0011](#)

Request to approve text amendments to Chapter 17 Subdivision Ordinance of the Municipal Code relating to Sec. 17-3 General Provisions, Sec. 17-4 Preplatting Requirements, Sec. 17-29 Dedication of Public Sites and Open Spaces, Sec. 17-30 Identification of Dedicated Areas, Sec. 17-31 Reservation of Road Widths, Sec. 17-32 Reservation of Public Sites, Sec. 17-33 Private Reservations, Sec. 17-34 Right of Refusal, and Sec. 17-35 Accomplishment of Dedication, as identified in the attached document

**Attachments:** [StaffReport\\_TextAmendment\\_ParklandAndTrails\\_For01-11-23.pdf](#)  
[FINAL 2022 Fee in Lieu Baker Tilly.pdf](#)

This Report Action Item was approved.

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

### 5. MINUTES OF THE FINANCE COMMITTEE

[23-0072](#)

Request to award ARPA Affordable Housing grant funds to RISE Apartments, LLC for a grant total not to exceed \$1,000,000.

**Attachments:** [Memo ARPA Housing Grant Award 1.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

[23-0050](#)

Authorization to Award Computer Aided Dispatch and Automated Vehicle Location (CAD/AVL) Software Contract to GMV

**Attachments:** [Award Recommendation GMV.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[23-0082](#)

Ordinances #3-23 to #11-23

**Attachments:** [Ordinances to Council 2-1-23.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Fenton, 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 Maiyoua Thao, 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. OTHER COUNCIL BUSINESS

S. ADJOURN

**Alderson Hartzheim moved, seconded by Alderson Del Toro, that the meeting be adjourned at 7:34 p.m. 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 Maiyoua Thao, 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

Kami Lynch, City Clerk