



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, April 17, 2024

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Woodford at 7:01 p.m.*

B. INVOCATION

*The Invocation was offered by Mayor Woodford.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 15 - Alderperson William Siebers, 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 Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Mayor Jake Woodford

**Excused:** 1 - Alderperson Chad Doran

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-0418](#)

Common Council Meeting Minutes of April 3, 2024

**Attachments:** [CC Minutes 4-3-24.pdf](#)

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

**Aye:** 14 - Alderperson William Siebers, 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 Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

**Excused:** 1 - Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## G. BUSINESS PRESENTED BY THE MAYOR

[24-0421](#)

Proclamations:

- Golden Rule Day
- Autism Acceptance Month
- Library Week
- Arbor Day
- Earth Day
- Public Health Week
- Hemophilia Awareness Day

**Attachments:**[Golden Rule Day 2024.pdf](#)[Autism Acceptance Month 2024.pdf](#)[Library Week 2024.pdf](#)[Arbor Day 2024.pdf](#)[Earth Day 2024.pdf](#)[Public Health Week 2024.pdf](#)[Hemophilia Awareness Day 2024.pdf](#)[24-0422](#)

Sidewalk Poetry Project Presentation

*The 2024 winning sidewalk poems were presented.*[24-0423](#)

Housing Development Policy Guide

**Attachments:**[HousingDevelopmentPolicyGuide\\_MemotoCEDC+CPC 4-10-24.pdf](#)[HousingDevelopmentPolicyGuide\\_2024\\_0315-Final Guide.pdf](#)

**Alderson Fenton moved, seconded by Alderson Meltzer, that the Housing Development Policy Guide be received and filed. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Christopher Croatt

**Excused:** 1 - Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## H. PUBLIC PARTICIPATION

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

## I. PUBLIC HEARINGS

[24-0361](#)

Public Hearing for Rezoning #2-24 E. Plank Road from R1-A Single-Family District to R-3 Multi-Family District

**Attachments:** [RZ #2-24 Notice of Public Hearing.pdf](#)

*The Public Hearing was held. The following spoke during the hearing:  
Jen Sunstrom, W6124 Aerotech Dr. representing the WI Realtor Association  
Eric Broten, 4901 N Cherryvale Ave representing the Fox Cities Chamber Regional Partnership  
Carol Schubert, 1912 Orchard Blossom Dr.*

## J. SPECIAL RESOLUTIONS

## K. ESTABLISH ORDER OF THE DAY

[24-0317](#)

Request to approve Rezoning #2-24 for the subject parcel located south of E. Midway Road, south of the roundabout at E. Plank Road (Tax Id #31-9-4161-02), including to the centerline of the existing adjacent street right-of-way, as shown on the attached maps, from R-1A Single-Family District to R-3 Multi-Family District

**Attachments:** [StaffReport\\_McGuire Rezoning\\_For3-27-24.pdf](#)  
[Questions and Map From Carol Schubert 3-27-24.pdf](#)  
[Neighborhood Comments 3-27-24.pdf](#)  
[Email from Timothy + Anna Coggins 3-28-24.pdf](#)

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

**Aye:** 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, 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 and Aldersperson Christopher Croatt

**Excused:** 1 - Aldersperson Chad Doran

**Abstained:** 2 - Aldersperson Patti Heffernan and Mayor Jake Woodford

[24-0391](#)

Approve the request from The Boldt Company for a street occupancy permit for the Trout Museum of Art - Lawrence University project along College Avenue (Drew to Durkee Street), Drew Street (College to Kimball Alley) and Kimball Alley (between Drew Street and Durkee Street) for a period ending November 01, 2024.

**Attachments:**     [Long-Temp Permit - Trout Museum of Art-Lawrence University - Boldt.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Smith, that the Street Occupancy Permit be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

**Excused:** 1 - Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[24-0379](#)

Fire Department Request to Accept Firehouse Sub Grant.

**Attachments:**     [04-02-24\\_Request to Accept-Laryngoscopes.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Hartzheim, that the Grant Acceptance be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

**Excused:** 1 - Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Aldersperson Firkus moved, Aldersperson Meltzer seconded, to approve the report. The motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

**Excused:** 1 - Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-0394](#)

Approve the proposed parking change on Maple Street, from Jefferson Street to Jackson Street. Follow up to a six-month evaluation period.

**Attachments:** [Maple St 400E Post 6-Mo Eval \(remove 2hr Parking\).pdf](#)

This Report Action Item was approved

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0372](#)

Fire Department Agreement for Urban Search and Rescue Emergency Response Services.

**Attachments:** [Appleton - Urban Search and Rescue 2024-2026 Agreement \(final\).pdf](#)

This Report Action Item was approved.

[24-0383](#)

"Class A" Liquor License application for True North Energy, LLC d/b/a True North #822, Michelle A. Knox, Agent, located at 3411 N. Ballard Rd.

**Attachments:** [True North\\_Redacted.pdf](#)

This Report Action Item was approved.

## 3. MINUTES OF THE CITY PLAN COMMISSION

[24-0375](#)

Request to approve the Lumbini Estates Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_LumbiniEstates\\_PreliminaryPlat\\_For4-10-24.pdf](#)

This Report Action Item was approved.

## 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[24-0267](#)

2024 Highview Park Playground Memo

**Attachments:** [2024 Highview Park Playground Memo.pdf](#)

This Report Action Item was approved.

**5. MINUTES OF THE FINANCE COMMITTEE**[24-0400](#)

Request to award Unit H-24 Repair & Preventative Maintenance of Red & Yellow Parking Ramps to Berglund Construction Company in the amount of \$1,356,000 with a 2.2% contingency of \$30,000 for a project total not to exceed \$1,386,000.

**Attachments:**     [Contract Award Form Unit H-24.pdf](#)  
[H-24 Bid Tab.pdf](#)  
[H-24 Contract Funding Form.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**[24-0395](#)

Request for Noise Variance Unit O-24 Sanitary & Storm Sewer CIPP Liner

**Attachments:**     [Noise Variance Request Unit O-24 Sanitary & Storm Sewer CIPP Liner.pdf](#)

This Report Action Item was approved.

**M. CONSOLIDATED ACTION ITEMS****N. ITEMS HELD****O. ORDINANCES**[24-0417](#)

Ordinances #19-24 & #20-24

**Attachments:**     [Ordinances to Council 4-17-24.pdf](#)

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

**Aye:** 14 - Alderperson William Siebers, 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 Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

**Excused:** 1 - 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 Siebers moved, seconded by Alderperson Wolff, that the meeting be adjourned at 7:53 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson William Siebers, 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 Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

**Excused:** 1 - Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk