



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final Common Council

Wednesday, March 18, 2026

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Council President Van Zeeland at 7:03 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Fenton.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

aD. ROLL CALL OF ALDERPERSONS

Alderperson Croatt appeared virtually.

Alderperson Hartzheim arrived at 7:07 p.m.

Present: 12 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 3 - Alderperson Martyn Smith, Alderperson Vaya Jones and Mayor Jake Woodford

Absent: 1 - Alderperson Patti Heffernan

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented with the exception of Library Director Rortvedt who was excused.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[26-0339](#)

Common Council Meeting Minutes of March 4, 2026

Attachments: [CC Minutes 3-4-26.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Lambrecht, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 4 - Alderperson Martyn Smith, Alderperson Vaya Jones, Alderperson Sheri Hartzheim and Mayor Jake Woodford

Absent: 1 - Alderperson Patti Heffernan

G. BUSINESS PRESENTED BY THE MAYOR

[26-0355](#)

Finance Director Recommendation

Attachments: [Finance Director Recommendation Memo.pdf](#)
[Jennifer Messerschmidt Resume 2026.pdf](#)

Mayor Woodford appeared and addressed the Council virtually.

Alderperson Lambrecht moved, seconded by Alderperson Stancil-Martin, that the Finance Director Recommendation be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 3 - Alderperson Martyn Smith, Alderperson Vaya Jones and Mayor Jake Woodford

Absent: 1 - Alderperson Patti Heffernan

H. PUBLIC PARTICIPATION

The following spoke regarding Item 26-0304 Resolution #2026-01 Supporting CDI Grant for Long Cheng MarketPlace:

*Maiyoua Thao, 5310 N Rosemary Dr
Jeanne Roberts, 1110 E Florida Ave*

Katie Olson, 1720 W Reeve St, spoke regarding Item 26-0259 No Kings 3 Special Event Application

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[26-0304](#)

Resolution #2026-01 Support and Authorize the Submittal of a Community Development Investment (CDI) Grant to the Wisconsin Economic Development Corporation (WEDC) by Long Cheng MarketPlace

Attachments: [Memo CDI Grant Long Cheng For CDC 3-11-26.pdf](#)
[Resolution2026-01 CityofAppletonSupport CDIGrant LongCheng.pdf](#)
[Long Cheng Concept Renderings FINAL_250910.pdf](#)
[WEDC Community Development Investment Grant Overview.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Hayden, that the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Denis Dougherty

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Vaya Jones and Mayor Jake Woodford

Absent: 1 - Aldersperson Patti Heffernan

[26-0259](#)

No Kings 3 Special Event Application

Attachments: [No Kings 3 Special Event Application Redacted.pdf](#)
[Memo - No Kings 3.pdf](#)
[No Kings 3 Special Event Application Memo DPW 02-25-2026.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Wolff, that the Special Event Application be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Denis Dougherty

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Vaya Jones and Mayor Jake Woodford

Absent: 1 - Aldersperson Patti Heffernan

[26-0285](#)

Approve the Environmental Health Lodging Fee Schedule as identified in the attached document.

Attachments: [03.03.2026 Environmental Health Lodging Fee Schedule Proposal Memo.pdf](#)

Aldersperson Lambrecht moved, seconded by Aldersperson Meltzer, that the Environmental Health Lodging Fee Schedule be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 3 - Alderperson Martyn Smith, Alderperson Vaya Jones and Mayor Jake Woodford

Absent: 1 - Alderperson Patti Heffernan

Abstained: 1 - Alderperson Alex Schultz

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Hartzheim moved, Alderperson Hayden seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 12 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 3 - Alderperson Martyn Smith, Alderperson Vaya Jones and Mayor Jake Woodford

Absent: 1 - Alderperson Patti Heffernan

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[26-0318](#)

Request to Approve Parking changes on the 1700 Block of E. Orchard Blossom Dr (follow-up to a six-month evaluation)

Attachments: [Orchard Blossom Dr 1700E \(post 6-mo Eval\).pdf](#)

This Report Action Item was approved.

[26-0319](#)

Request to Approve Loading Zone on the south side of 300E College Avenue (follow-up to a six-month evaluation)

Attachments: [College Av 300E LZ \(post 6-mo Eval\).pdf](#)

This Report Action Item was approved.

[26-0320](#)

Request to Approve Parking changes on Florida Av and Durkee St by Einstein Middle School (follow-up to a six-month evaluation)

Attachments: [Florida Av 300E by Einstein MS \(post 6-mo Eval\).pdf](#)

This Report Action Item was approved.

[26-0321](#) Request to Approve Parking changes on Badger Av by Appleton West High School (follow-up to a six-month evaluation)

Attachments: [Badger Av by Appleton West HS \(post 6-mo Eval\).pdf](#)

This Report Action Item was approved.

[26-0322](#) Request to Award Traffic Utility Locating Services Contract to Lazer Utility Locating, LLC, in an amount not-to-exceed \$60,000

Attachments: [Traffic Utility Locating Services Contract Award.pdf](#)

This Report Action Item was approved.

[26-0323](#) Request to Approve Lawe Street Navigational Canal Bridge Three-Party Design Contract - Amendment #1, in an amount of \$23,401.80, for a new not-to-exceed contract total of \$463,057.64.

Attachments: [Lawe St Nav Canal Bridge.pdf](#)

This Report Action Item was approved.

[26-0324](#) Request to Award 2026 Illicit Discharge Detection and Elimination Ongoing Field Screening Services Contract to Westwood Professional Services, Inc. in an amount not-to-exceed \$35,000.

Attachments: [IDDE Field Screening Services.pdf](#)

This Report Action Item was approved.

[26-0325](#) Request to approve Contract Amendment #1 with Traffic and Parking Control Co., Inc. (TAPCO) for TIBA ramp access upgrades in the amount of \$67,000 for a new not-to-exceed total of \$288,209.00

Attachments: [TAPCO Ramp Access Upgrades.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[26-0274](#) Commercial Solicitation Company License Suspension for Helping Homes

Attachments: [LicenseSuspensionHelpingHomes_02.20.2026.pdf](#)
[Helping Homes Company License Application.pdf](#)
[Memo - Helping Homes License Suspension Meeting.pdf](#)
[Helping Homes Clerk Memo.pdf](#)

This Report Action Item was approved.

[26-0290](#)

Operator License for Michael St. John

Attachments: [Michael St. John Operator License Application.pdf](#)
[Michael St. John Clerk Letter.pdf](#)
[Michael St. John PD Letter.pdf](#)
[Michael St John Bartender Denial Appeal Memo.pdf](#)

This Report Action Item was denied.

[26-0293](#)

Secondhand Article Dealer License application for The Wild Goose Exchange, Kimberly Massey, Applicant, located at 10 E College Ave #112B, contingent upon approval from the Health, Fire, and Police departments

Attachments: [Wild Goose Exchange.Secondhand Article.2.20.26.REDACTED.pdf](#)

This Report Action Item was approved.

[26-0294](#)

Secondhand Article Dealer License late renewal application for GameStop #5520, Mark Robinson, Applicant, located at 3825 E Calumet St Ste 500, contingent upon approval from the Police department

Attachments: [GameStop #5520 Late Renewal 2026.REDACTED.pdf](#)

This Report Action Item was approved.

[26-0295](#)

Cigarette, Tobacco, and Electronic Vaping Device License application for La Bodega Nightclub LLC d/b/a La Bodega Nightclub, Juan Santiago, Agent, located at 531 W College Ave, contingent upon approval from the Police department

Attachments: [La Bodega Lounge.CTV.2.27.26.REDACTED.pdf](#)

This Report Action Item was approved.

[26-0310](#)

Request to Accept Grant Funds

Attachments: [APD Request to Accept Grant Funds.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[26-0301](#)

Request to approve the Mission Ridge North Final Plat as shown on the attached maps and subject to the conditions in the attached staff memo

Attachments: [StaffMemo_MissionRidgeNorth_FinalPlat_For3-11-26.pdf](#)

This Report Action Item was approved.

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

5. **MINUTES OF THE FINANCE COMMITTEE**

[26-0298](#)

Request to approve the following 2026 Budget amendment related to a WI Department of Justice Law Enforcement Drug Trafficking Response grant (2/3 vote of Council required):

Police Grants Fund

Misc State Aids	+ \$17,200
Misc Equipment	+ \$17,200

Attachments: [Grant Memo.pdf](#)

This Report Action Item was approved.

[26-0306](#)

Request to award the Anaerobic Digester Inspection, Maintenance, & Improvements Construction project base bid plus Alternatives 1 and 5 to Rohde Brothers Inc., in the amount of \$1,547,320 with a 10% contingency of \$154,732 for a project total not to exceed \$1,702,052 along with the following 2025-2026 Budget carryover appropriations (2/3 vote of Council required):

Wastewater Utility Fund

2025 Digester Cathodic Protection & Corrosion Control	- \$774,925
2025 Equipment Repairs & Maintenance	- \$927,127
2026 Digester Cathodic Protection & Corrosion Control	+ \$774,925
2026 Equipment Repairs & Maintenance	+ \$927,127

Attachments: [26-03-04_FinanceMemo_BidAward_ESD_Improvements_Rohde\(1\).pdf](#)

This Report Action Item was approved.

[26-0311](#)

Request to award sole source purchase of Allen Bradley PLC Equipment to Werner Electric in the amount of \$25,678.40 along with the following 2025-2026 Budget carryover appropriations (2/3 vote of Council required):

Water Utility Fund

2025 Utility Dept Computer Network Infrastructure	- \$25,678.40
2026 Utility Dept Computer Network Infrastructure	+ \$25,678.40

Attachments: [260305_SoleSourceAward_Werner_AWTF_PLC.docx](#)
[SoleSource - Werner Electric.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE**7. MINUTES OF THE UTILITIES COMMITTEE**[26-0309](#)

Request to Approve 2025 Annual Stormwater Report submittal to WDNR (due 3/31/2026).

Attachments: [2025 Appleton City Annual MS4 Report DRAFT UC REVIEW.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION****10. MINUTES OF THE BOARD OF HEALTH**[26-0316](#)

Approve to accept the Wisconsin Asthma Program Grant Award in the amount of \$10,000.

Attachments: [03.05.2026 Recommendation to Accept Wisconsin Asthma Program Grant Award Memo.pdf](#)

This Report Action Item was approved.

M. CONSOLIDATED ACTION ITEMS[26-0356](#)

Consolidated Action Items:

#26-0310 Safety & Licensing Committee - Request to Accept Grant Funds

#26-0298 Finance Committee - Budget Amendment related to WI DOJ Law Enforcement Drug Trafficking Response Grant

Aldersperson Hartzheim moved, seconded by Aldersperson Lambrecht, that the Consolidated Action Items be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Denis Dougherty

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Vaya Jones and Mayor Jake Woodford

Absent: 1 - Aldersperson Patti Heffernan

N. ITEMS HELD

O. ORDINANCES

[26-0338](#)

Ordinances #13-26 to #24-26

Attachments: [Ordinances to Council 3-18-26.pdf](#)**Aldersperson Hartzheim moved, seconded by Aldersperson Stancil-Martin, that the Ordinances be approved. Roll Call. Motion carried by the following vote:****Aye:** 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Denis Dougherty**Excused:** 3 - Aldersperson Martyn Smith, Aldersperson Vaya Jones and Mayor Jake Woodford**Absent:** 1 - Aldersperson Patti Heffernan

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 Stancil-Martin, that the meeting be adjourned at 7:38 p.m. Roll Call. Motion carried by the following vote:**Aye:** 12 - Aldersperson Josh Lambrecht, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Denis Dougherty**Excused:** 3 - Aldersperson Martyn Smith, Aldersperson Vaya Jones and Mayor Jake Woodford**Absent:** 1 - Aldersperson Patti Heffernan

Amy Molitor, City Clerk