



City of Appleton

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

Meeting Minutes - Final Safety and Licensing Committee

Wednesday, August 27, 2025

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

The meeting was called to order by Chair Croatt at 5:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

4. Approval of minutes from previous meeting

[25-0989](#)

Safety & Licensing Committee Minutes from 8/13/25

Attachments: [S&L Minutes 8.13.25.pdf](#)

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

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

5. Public Hearing/Appearances

[25-0990](#)

Demerit Point Violation Appearance - Richmond Mobil

Attachments: [Richmond Mobil Demerit Pt Violation Letter.pdf](#)

Nawaraj Subedi, 3045 Winnipeg St. Menasha WI, appeared and addressed the Committee.

[25-0991](#)

Demerit Point Violation Appearance - Maritime Bar

Attachments: [Maritime Demerit Pt Violation Letter.pdf](#)

Daniel Burton, 1001 S. Oneida St, Unit F, appeared and addressed the Committee.

[25-0992](#)

Demerit Point Violation Appearance - MYMY

Attachments: [Mymy Demerit Pt Violation Letter.pdf](#)

No one appeared for this violation.

6. Action Items

[25-0988](#)

World Peace Festival Special Event Application

Attachments: [World Peace Festival Application.pdf](#)
 [Memo - World Peace Festival Event.pdf](#)

Recommended for approval contingent on approval recommendations from all necessary City Departments.

Fenton moved, seconded by Van Zeeland, that the Special Event Application be recommended for approval contingent on approval recommendations from all necessary City Departments. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

[25-0994](#)Class "B" Beer and Reserve "Class B" Liquor License Revocation
Hearing for Rivera Restaurants LLC - Vanessa Alvarado, Agent

Attachments: [Mr. Frogs Complaint 8-18-25.pdf](#)
 [Mr. Frogs Summons 8-18-25.pdf](#)
 [Mr. Frogs Affidavit of Service 8-19-25.pdf](#)
 [Mr Frogs Supporting Documentation With Cover Memo.pdf](#)
 [Mr. Frogs Hearing Exhibit 1.pdf](#)
 [Mr. Frogs Revocation Hearing - Report to the Common Council.pdf](#)

Hartzheim moved, seconded by Fenton, that the recommendation to revoke the alcohol licenses of Rivera Restaurants LLC be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

The Report to the Common Council, including the Findings of Fact, Conclusions of Law and Recommendation to Revoke Rivera Restaurants LLC's alcohol licenses was approved.

Fenton moved, seconded by Hartzheim, that the Findings of Fact, Conclusions of Law, and Recommendation to Revoke the alcohol licenses of Rivera Restaurants LLC be approved as a report to Council. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

[25-0995](#)

The Safety and Licensing Committee may go into closed session pursuant to State Statute §19.85(1)(a) for the purpose of deliberating the revocation of an alcohol license and then reconvene into open session.

Following the hearing the Safety & Licensing Committee convened into Closed Session.

Van Zeeland moved, seconded by Firkus, that the Committee convene into closed session at 7:02 p.m. Roll Call. Motion carried 5/0.

Motion by Van Zeeland, seconded by Fenton, to reconvene into open session at 7:21 p.m. Motion carried 5/0.

[25-0997](#)

Class "B" Beer and "Class C" Wine License application for Ototo WI LLC d/b/a Ototo, Yia Thao, Agent, located at 205 N Richmond St, contingent upon approval from the Inspections and Public Works departments

Attachments: [Ototo.WI.LLC.Alcohol.Class B Beer Class C Wine.8.7.25.REDACTED.pdf](#)

Hartzheim moved, seconded by Van Zeeland, that the Alcohol License Applications be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

[25-0996](#)

Temporary Premises Amendment application for Henry Grishaber LLC d/b/a Hank & Karen's, Magdalene Kresal, Agent, located at 1937 E John St, on September 28, 2025 from 10:00 a.m. to 6:00 p.m. for annual car show event, contingent upon approval from the Inspections department

Attachments: [Hank & Karen's.Alcohol.PA Temp.9.28.25.REDACTED.pdf](#)

Hartzheim moved, seconded by Van Zeeland, that the Temporary Premises Amendment be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

7. Information Items

[25-0993](#)

APD Matrix Study Memo

Attachments: [SL and HRIT info item - matrix study memo.pdf](#)
[Police revised 8-20-25.pdf](#)
[Prof Dev Admin DRAFT Lieutenant.pdf](#)

[25-0982](#)

Special Events

- Casa Hispana, Latino Fest, Pierce Park, September 5th and 6th 2025
- WIJAM, Sol Dance, Jones Park, September 6th 2025
- Community First Fox Cities Marathon presented by Miron Construction, Approved Route, September 20th and 21st 2025

[25-0998](#)

Director's Report

1. City Clerk
2. Fire Chief
3. Police Chief

8. Adjournment

Hartzheim moved, seconded by Firkus, that the meeting be adjourned at 7:35 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus