



City of Appleton

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

Meeting Agenda - Final-revised Safety and Licensing Committee

Wednesday, April 26, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[23-0409](#) Safety & Licensing Committee minutes from 4/12/2023

Attachments: [S&L Minutes 4-12-23.pdf](#)

5. **Public Hearing/Appealances**

6. **Action Items**

[23-0461](#) Alcohol License Suspension Hearing for PJW, LLC DBA: Chadwick's Bar, Jen Thomas, Agent

Attachments: [Complaint- Chadwick's 4-20-2023.pdf](#)

[Summons- Chadwick's 4-20-2023.pdf](#)

[Chadwick's Stipulation.pdf](#)

[23-0468](#) Class "B" Beer and "Class B" Liquor Change of Agent application for Lawrence University of WI d/b/a Viking Room, Megan Dufrane-Groose, New Agent, located at 615 E College Ave, contingent upon approval from the Police Department.

Attachments: [Megan Dufrane-Groose S&L.pdf](#)

[23-0464](#) Temporary Class "B" Beer License application for Trout Museum of Art, Christina Turner, Person in Charge, for Art at the Park, City Park, on July 22-23, 2023, contingent upon approval from all departments.

Attachments: [Art at the Park S&L.pdf](#)

[23-0406](#) Elect Vice Chair

[23-0407](#) Set Meeting Date & Time

[23-0408](#) Designate Contact Person

7. Information Items

[23-0462](#) Police Department Report on Alcohol License Violations:
- OB's Brau Haus, Nude/Semi-Nude Entertainer: 150 pt. violation
Total Points for establishment: 150

[23-0465](#) Special Events:
Harbor House, Your Voice Has Power, Pierce Park, April 27th 2023
ADI, Craft Beer Walk, Participating Establishments in Downtown Appleton,
May 13th 2023
WIJAM LLC- SOL Dance, Jones Park, June 3rd 2023
Appleton Flag Day Military Band Performance, Houdini Plaza, June 10th
2023
Appleton Flag Day Parade, Downtown Appleton, June 10th 2023
WIJAM LLC, Sky Dance, Jones Park, July 8th 2023

[23-0411](#) Director's Reports

1. City Clerk
 - Staffing & Renovation Update
 - 2023 Board of Review Meetings
2. Fire Chief
 - 2023 Firefighter Hiring Update
 - Hiring Process Update
3. Police Chief
 - 2023 Police Hiring Update

Attachments: [Police Hiring Update- Community Engagement Specialist.pdf](#)

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

**We are currently experiencing intermittent issues/outages with our audio/video equipment. Meeting live streams and recordings are operational but unreliable at times. This is due to delays in receiving necessary system hardware components. We continue to look for solutions in the interim and we hope to have these issues resolved soon.*



City of Appleton

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

Meeting Minutes - Final Safety and Licensing Committee

Wednesday, April 12, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

The meeting was called to order by Chair Croatt at 5:31 p.m.

2. Roll call of membership

Present: 5 - Schultz, Hartzheim, Croatt, Alfheim and Wolff

3. Approval of minutes from previous meeting

[23-0363](#)

Safety & Licensing Committee minutes from 4/5/2023

Attachments: [S&L Minutes 4-5-23 Special.pdf](#)

**Wolff moved, seconded by Alfheim, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 4 - Schultz, Croatt, Alfheim and Wolff

Abstained: 1 - Hartzheim

4. **Public Hearings/Appealances**

5. **Action Items**

Balance of the action items on the agenda.

Hartzheim moved, Alfheim seconded, to approve all of the action items on the agenda. The motion carried by the following vote:

Aye: 5 - Schultz, Hartzheim, Croatt, Alfheim and Wolff

[23-0225](#)

Class "B" Beer and Reserve "Class B" Liquor Permanent Premise Amendment application for Jackson Investment Group LLC d/b/a Mr Frogs, April Anderson, Agent, located at 409 W College Ave, contingent upon approval from the Community Development and Inspections departments.

Attachments: [Mr Frogs S&L.pdf](#)

This Report Action Item was recommended for approval

[23-0365](#)

Temporary Class "B" Beer and "Class B" Wine License application for Creative Downtown Appleton Inc, Jennifer Stephany, Person In Charge, located along College Avenue from Superior to Morrison for the Night Market event, on May 19, 2023, contingent upon approval from the Police and Inspections departments.

Attachments: [Light the Night Market S&L.pdf](#)

This Report Action Item was recommended for approval.

[23-0366](#)

Temporary Class "B" Beer and "Class B" Wine License application for Appleton Downtown Inc, Jennifer Stephany, Person In Charge, located at Jones park and the parking lot, for the Summer Music Concert Series, Thursdays from June 1 through August 31, 2023, contingent upon approvals from the Heath and Police departments.

Attachments: [ADI Summer Music Concert Series S&L.pdf](#)

This Report Action Item was recommended for approval.

[23-0367](#)

Temporary Class "B" Beer License application for Appleton Fox Cities Kiwanis Club, Jay Stephany, Person In Charge, located at Pierce Park, for the Appleton Car Show and Swap Meet, on July 15-16, 2023, contingent upon approvals from the Police, Health and Inspections departments.

Attachments: [Fox Cities Car Show and Swap Meet S&L.pdf](#)

This Report Action Item was recommended for approval.

6. Information Items

[23-0315](#)

2022 Police Department Annual Report

Attachments: [2022APDAnnualReport.pdf](#)

[23-0364](#)

Director's Reports

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

7. Adjournment

Hartzheim moved, seconded by Alfheim, that the meeting be adjourned at 5:37 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Schultz, Hartzheim, Croatt, Alfheim and Wolff

STATE OF WISCONSIN

CITY OF APPLETON

COMMON COUNCIL

POLLY OLSON,

Complainant,

V.

PJW, LLC,

AGENT: JEN THOMAS

d/b/a CHADWICK'S

413 W. COLLEGE AVE.

APPLETON, WI 54911.

Respondent.

OFFICE OF CITY CLERK
FILED
APR 20 2023
APPLETON, WISCONSIN

COMPLAINT SEEKING SUSPENSION OF ALCOHOL LICENSES OF PJW, LLC

Complainant seeks that the Safety and Licensing Committee of the Common Council of the City of Appleton meet as soon as practicable and as allowed by law, at which time the Complainant, Appleton Police Department Chief Polly Olson, a resident of the City of Appleton, will ask the Committee to find this complaint to be true and recommend to the Common Council that it SUSPEND the alcohol beverage licenses issued to PJW, LLC.

PJW, LLC has a registered agent of Jen Thomas and was issued Class "B" (beer) and "Class B" (liquor) licenses for the licensed premises located at 413 W. College Avenue, Appleton, Wisconsin 54911 known as the tavern "Chadwicks."

This Complaint by Polly Olson is being made based upon information and belief regarding the following three (3) incidents:

INCIDENT ONE – JULY 22, 2022

On July 22, 2022, at approximately 11:50AM, Appleton Police Department ("APD") Officer Sam Gueli, walked through Chadwick's bar, 413 W College Ave, with Officer Buteyn, due to reports of underage drinking there. Officer Gueli observed a group of individuals inside

the bar who appeared underage and were in possession of alcoholic drinks. When asked for identification Nicholas Ament and Austin Raddatz provided fake WI ID cards. Those ID cards were confiscated, and they provided their identification verbally. Thomas Powers provided his name verbally and gave the correct information. Nicholas, Austin, and Thomas all agreed to preliminary breath tests whose results indicated that each had consumed alcohol. All three were issued and explained a citation for underage consumption of alcohol.

On or about November 11, 2022, Austin Raddatz, Nicholas Ament, and Thomas Powers, were found guilty of violations of Appleton Municipal Code Sec. 9-51 adopting Wis. Stat. §125.07(4)(b) by a pleas of No Contest. These violations of Underage Person Consuming Alcohol occurred within the licensed premises Chadwicks. Pursuant to the City of Appleton Code Sec. 9-54, the aforementioned violations require the assessment of eighty (80) demerit points for "Person under age 21 on premises" as there exists a substantial relationship between the convictions and the licensed activity.

Pursuant to Chapter 125 of the Wisconsin Statutes, interpretations thereof, and the Municipal Code of the City of Appleton, the licensee, PJW, LLC, is answerable for these acts and therefore eighty (80) demerit points should be attributed to its license due to the aforementioned convictions arising out of "Incident One."

INCIDENT TWO – NOVEMBER 24, 2022

On November 24, 2022, at approximately 1:15 AM, APD Officer Van Dinter was working with assigned FTO Officer Goodin. The Officers conducted a walk through at Chadwick's bar, 413 W. College Ave. Officer Goodin located a female who did not appear to be of the legal drinking age. Officer Goodin obtained an identification from the female who identified herself as Alli L. White. The identification provided was a paper copy of a Wisconsin

Driver's License. The license did not appear legitimate to the officers. When questioned, Alli admitted she was only 18 years old. Officer Van Dinter spoke with Alli who stated she had consumed one mix drink and one shot. Alli stated she purchased the drinks from the blonde bartender who had short hair and was wearing a black shirt. Officer Van Dinter issued Alli a citation for underage consumption of alcohol on licensed premises. Officer Van Dinter spoke with the bartender who verbally identified herself as Reiddyn Wihongi. Officer Van Dinter later confirmed her identification by her Wisconsin DOT photo. Reiddyn stated she was not looking at the people she was serving intoxication beverages to. Reiddyn stated the bouncer should have verified their identification and age. Reiddyn was advised that she was ultimately responsible for the drinks she sold to customers and if she was in question of their age, she should verify their age. Reiddyn Wihongi was issued a citation for Licensee Dispenses / Sells Alcohol to Minor.

On or about January 25, 2023, Reiddyn Wihongi was found guilty of violations of Appleton Municipal Code Sec. 9-51 adopting Wis. Stat. §125.07(1)(a)1, Selling Alcohol to Minor. Pursuant to the City of Appleton Code Sec. 9-54, the aforementioned violations require the assessment of eighty (80) demerit points for "Sale to person under age 21" as there exists a substantial relationship between the conviction and the licensed activity.

Pursuant to Chapter 125 of the Wisconsin Statutes, interpretations thereof, and the Municipal Code of the City of Appleton, the licensee, PJW, LLC, is answerable for these acts and therefore eighty (80) demerit points should be attributed to its license due to the aforementioned conviction arising out of "Incident Two."

INCIDENT THREE – JANUARY 1, 2023

On January 1, 2023, APD Sgt. Pieper took a theft complaint from Jack Gross who wanted to report that his cell phone had been stolen last night while he was inside Chadwick's bar

drinking. During the investigation Jack told Sgt. Pieper that he had gone inside Chadwick's, which is a licensed premises located 413 W. College Ave, at about 11:00PM on New Year's Eve when the Chadwick's Security staff did not check his ID. He said that he remained inside the bar until he left around 3:30AM after he got in a fight. Jack also told me that he had been drinking alcohol. Jack is under 21 years of age, and he knew that he could not be in the bar. Jack Gross was issued a city summons for a violation of being underage on a licensed premises.

On or about March 8, 2023, Jack Gross was found guilty of violations of Appleton Municipal Code Sec. 9-51 adopting Wis. Stat. §125.07(3)(a). Pursuant to the City of Appleton Code Sec. 9-54, the aforementioned violations require the assessment of eighty (80) demerit points for "Person under age 21 on premises" as there exists a substantial relationship between the convictions and the licensed activity.

Pursuant to Chapter 125 of the Wisconsin Statutes, and interpretations thereof, the licensee, PJW, LLC, is answerable for these acts and therefore eighty (80) demerit points should be attributed to its license due to the aforementioned conviction arising out of "Incident Three."

RECOMMENDATION AND CONCLUSION

The above information indicates that on three separate occasions, state and/or local laws were violated by the licensee, PJW, LLC, or by its agents / employees working at the licensed premises. Complainant requests that the Safety and Licensing Committee hold any demerit points from "Incident Three" in abeyance for future consideration, and as such, the license holder will have accumulated between one hundred sixty (160) demerit points within a twenty-four (24) month period based on dates of conviction. City of Appleton Code Sec. 9-54(d)(2) calls for the suspension of a license of not less than ten (10) nor more than ninety (90) for demerit points totaling between 150 and 199 within a 24-month period. Upon an assessment of the demerit

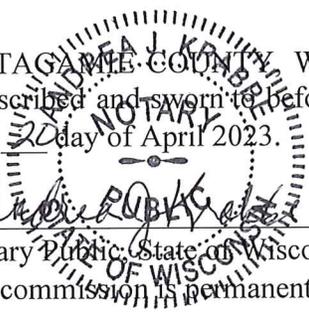
points and considering that the nature of these violations is substantially related to the licensed activity, this Complainant is requesting that the Safety and Licensing Committee recommend to the Common Council that they SUSPEND the licenses issued to PJW, LLC, with a registered agent of Jen Thomas, for the licensed premises known as Chadwick's located at 413 W. College Ave., Appleton Wisconsin.

Dated this 20th day of April 2023.



Polly Olson
Resident of the City of Appleton
Police Chief, City of Appleton

OUTAGAMIE COUNTY WISCONSIN
Subscribed and sworn to before me
this 20 day of April 2023.




Notary Public, State of Wisconsin
My commission is permanent / expires 2/10/25

**CITY OF APPLETON
COMMON COUNCIL
SAFETY AND LICENSING COMMITTEE**

IN RE THE ALCOHOL LICENSES OF PJW, LLC

AGENT: JEN THOMAS
d/b/a CHADWICK'S
413 W. COLLEGE AVE.
APPLETON, WI 54911

SUMMONS

TO: Any City of Appleton Police Department Officer

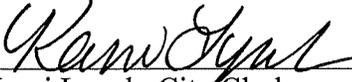
PLEASE TAKE NOTICE THAT,

**JEN THOMAS
AGENT FOR PJW, LLC
413 W. COLLEGE AVENUE
APPLETON, WI 54911**

is commanded to appear at the Safety and Licensing Committee Meeting on Wednesday, April 26, 2023, at 5:30 p.m. in the Council Chambers, 100 North Appleton Street in the city of Appleton, Wisconsin and show cause why the "Class B" and/or Class "B" Alcohol Beverage Licenses issued to PJW, LLC should not be suspended or revoked in accordance with Wis. Stat. §125.12.

Dated in Appleton, Wisconsin this 20th day of April 2023.

CITY OF APPLETON



Kami Lynch, City Clerk

**CITY OF APPLETON
COMMON COUNCIL
SAFETY AND LICENSING COMMITTEE**

IN RE THE ALCOHOL LICENSES OF PJW, LLC

AGENT: JEN THOMAS
d/b/a CHADWICK'S
413 W. COLLEGE AVE.
APPLETON, WI 54911

STIPULATION

The City of Appleton, by Assistant City Attorney, Darrin Glad and PJW, LLC by its agent Jen Thomas, hereby stipulate and agree as follows:

1. That PJW, LLC and Jen Thomas as agent, are the licensees of "Class B" and Class "B" licenses issued pursuant to Chapter 125, Wisconsin Statutes, and Appleton City Ordinances ("ACO") in conformity therewith, for the licensed premises known as Chadwick's, located at 413 W College Ave, in the City of Appleton, Outagamie County, Wisconsin.
2. That the following violations of the ACO have been committed at the licensed premises within the last thirty-six (36) months with all resulting in convictions:
 - a. Underage Person Consuming Alcohol with a date of conviction of November 11, 2022. Eighty (80) Demerit Points are associated with this conviction.
 - b. Sale of an Alcoholic Beverage to an Underage Person with a date of conviction of January 25, 2023. Eighty (80) Demerit Points are associated with this conviction.
 - c. Underage Person on the Licensed Premises with a date of conviction of March 8, 2023. Eighty (80) Demerit Points are associated with this conviction.
3. That the foregoing are all violations of the ACO adopted pursuant to Sec. 125.10, Wisconsin Statutes, and could form the basis for suspension or revocation of both the Class "B" and "Class B" licenses issued to PJW, LLC.

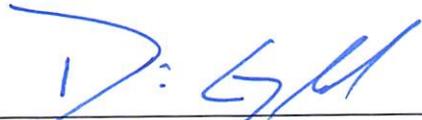
4. That the foregoing convictions are substantially related to the licensed activities.
5. A Complaint Seeking Suspension of Alcohol Licenses of PJW, LLC was filed with the City of Appleton Clerk's Office on April 20, 2023.
6. The Summons and a copy of said Complaint were personally served on Jen Thomas as agent of PJW, LLC on April 20, 2023, requiring their appearance at the Safety and Licensing Committee on April 26, 2023, to show cause as to why the licenses should not be suspended or revoked.
7. That Jen Thomas understands and acknowledges that she has the right to a hearing prior to the City of Appleton suspending or revoking the Class "B" and / or "Class B" licenses issued to PJW, LLC and freely and voluntarily waives that right to a hearing as consideration for this Agreement.

NOW THEREFORE, based upon the foregoing it is AGREED by the parties:

8. That PJW, LLC does not contest the allegations in the Complaint and therefore agrees that the Safety and Licensing Committee shall find the complaint to be true.
9. That PJW, LLC does not contest any of the point assessments set forth in this Agreement.
10. The City of Appleton agrees to hold in abeyance the application of the eighty (80) demerit points associated with the March 8, 2023, conviction against the licensee, PJW, LLC, for a two-year period from the date this Agreement is approved by the Appleton Common Council, subject to the license holder complying with the terms of this Agreement, Appleton City Ordinances ("ACO"), and laws of the State of Wisconsin.
11. That the City of Appleton and PJW, LLC together agree to the immediate imposition of 160 points assessed against the licensed establishment, Chadwick's. As such, the parties jointly agree that the licensed establishment, Chadwick's, shall have their **license suspended for a period of ten (10) days** pursuant to ACO 9-54.
12. That PJW, LLC shall serve its suspension beginning on May 14, 2023, through May 23, 2023 (inclusive).
13. That the licensee, agents, and employees thereof will comply with all City of Appleton Ordinances and laws of the State of Wisconsin including, but not limited to, Department of Revenue requirements.
14. That the failure to comply with this Agreement within two years of the date that this Agreement is adopted by the Common Council shall result in the uncontested imposition and reinstatement of the 80 demerit points held in abeyance as set forth in this Agreement. "Failure to comply with this Agreement" means that there is

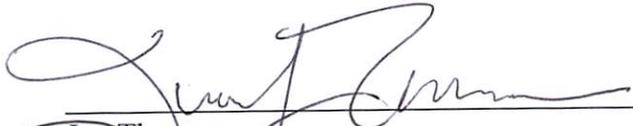
proof to the level of probable cause that any violation which, upon conviction, would result in any amount of demerit points as set forth within ACO Sec. 9-54.

15. That the City of Appleton will be prohibited from using the demerit points held in abeyance if there is no failure to comply with this Agreement by PJW, LLC during the term of this Agreement.
16. That this Agreement, including but not limited to the contingencies placed on the subject liquor licenses, shall remain binding upon PJW, LLC, its agents, and any successors, assigns, transferees and the like thereof unless expressly waived by the City of Appleton Common Council.
17. That except where otherwise indicated, the terms of this Agreement shall remain in effect for a period of two years from the date it is approved by the Appleton Common Council.
18. That this Agreement satisfies the statutory requirements of:
 - a. Notice of suspension to licensee, and
 - b. The Safety and Licensing Committee's Report to the Common Council, including Findings of Fact, Conclusions of Law, and its recommendation for Suspension.
19. That PJW, LLC and Jen Thomas as agent therefor have had the opportunity to review and discuss this Agreement with counsel or have decided to forego that opportunity and, in either case, enter this Agreement freely and voluntarily.



Darrin Glad, Assistant City Attorney
City of Appleton
CityLaw #A23-0756.dg

Date: 4/20/2023



Jen Thomas
Agent for PJW, LLC.

Date: 4/20/2023

APPROVED BY APPLETON COMMON COUNCIL ON : _____

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town
 Village of APPLETON County of OUTAGAMIE
 City

The undersigned duly authorized officer/member/manager of LAWRENCE UNIVERSITY
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
THE VIKING ROOM
(Trade Name)

located at 615 EAST COLLEGE AVENUE; APPLETON, WI 54911

appoints MEGAN DUFRANE-GROOSE
(Name of Appointed Agent)
2106 N OWAISSA STREET, APPLETON, WI 54911
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No
How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 32 YEARS

Place of residence last year 2106 N OWAISSA STREET, APPLETON, WI 54911

For: LAWRENCE UNIVERSITY
(Name of Corporation / Organization / Limited Liability Company)
By: *Megan Dufrane-Groose*
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, MEGAN DUFRANE-GROOSE, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Megan Dufrane-Groose 4/11/23 Agent's age
(Signature of Agent) (Date)
2106 N OWAISSA STREET, APPLETON, WI 54911 Date of birth
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
DUFRANE-GROOSE		MEGAN		Elizabeth	
Home Address (street/route)		Post Office	City	State	Zip Code
2106 NORTH OWAISSA ST			APPLETON	WI	54911
Home Phone Number		Age	Date of Birth	Place of Birth	
●●●●●●●●		●	●●●●●●●●	Appleton	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **Individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- DIRECTOR** of **LAWRENCE UNIVERSITY**
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

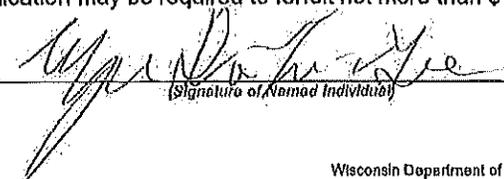
The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 32 years & 7 months
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. (Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
UW-Green Bay	2420 Nicolet Dr. Green Bay, WI	Nov. 2018	January 2023
UW-Stout	712 Broadway St. S Menominee, WI 54751	Sept. 2016	Nov. 2018

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.



(Signature of Named Individual)



"meeting community needs
.....enhancing quality of life"

FEES ARE NON-REFUNDABLE	Date Rec'd <u>1/26/23</u>
License Fee - \$10.00 per event	Acct Code: CLCSPB
Investigation Fee + 7.00	Acct Code: CLCPIF
Total Amount Paid <u>17</u>	Receipt <u>4527-3</u>

Application for Temporary Class "B" Beer or "Class B" Wine License

Application MUST be on file for 10 days prior to event, please allow 2-3 weeks for processing

The named organization applies for: (Please check one or both)				
<input checked="" type="checkbox"/> A temporary Class "B" license to sell FERMENTED MALT BEVERAGES at picnics or similar gathering under s. 125.26(6) Wis. Stats.				
<input type="checkbox"/> A temporary "Class B" license to sell WINE at picnics or similar gathering under s. 125.51(10) Wis. Stats. (Limit 2 licenses in a 12 month period)				
SECTION 1 - ORGANIZATION INFORMATION - Answer all questions completely. Please PRINT clearly				
Name of Organization (Bona fide club, lodge or society, veteran's organization or fair association) <u>Trout Museum of Art</u>				Date Organized <u>1967</u>
Address <u>111 W. College Ave</u>		City <u>Appleton</u>	State <u>WI</u>	Zip <u>54911</u>
Person in Charge of Event:		Name: Last <u>Turner</u>	First <u>Christina</u>	M.I. <u>S</u> Date of Birth <u>●●●●●●</u>
Address <u>111 W. College Ave</u>		City <u>Appleton</u>	State <u>WI</u>	Zip <u>54911</u> Person in charge phone number: <u>●●●●●●●●</u>
President	Last <u>Schroeder</u>	First <u>Kristi</u>	Middle Initial	Date of Birth <u>●●●●●●</u> Male <input type="checkbox"/> Female <input checked="" type="checkbox"/>
Address <u>Kimberly Clark N 815 Apple Tree Ct.</u>		City <u>Greenville</u>	State <u>WI</u>	Zip <u>54942</u>
Vice President	Last <u>Cain</u>	First <u>Karen</u>	Middle Initial	Date of Birth <u>●●●●●●</u> Male <input type="checkbox"/> Female <input checked="" type="checkbox"/>
Address <u>Colanville Banker 13 Tibury Ct.</u>		City <u>Appleton</u>	State <u>WI</u>	Zip <u>●●●●●●</u>
Secretary	Last <u>Zinski</u>	First <u>Beth</u>	Middle Initial	Date of Birth <u>●●●●●●</u> Male <input type="checkbox"/> Female <input checked="" type="checkbox"/>
Address <u>Lawrence University 711 E Boldt Way</u>		City <u>Appleton</u>	State <u>WI</u>	Zip <u>54911</u>
Treasurer	Last <u>Brogan</u>	First <u>John</u>	Middle Initial	Date of Birth <u>●●●●●●</u> Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>
Address <u>Bank of Kaukauna 264 W. Wisc. Ave</u>		City <u>Kaukauna</u>	State <u>WI</u>	Zip <u>54130</u>
SECTION 2 - EVENT INFORMATION SECTION				
Date(s) of Event: Beginning <u>7/22/23</u> Ending: <u>7/23/23</u>		Hours	<u>9</u> AM / PM	<u>5:00 SAT</u> <u>4:00 SUN</u> (M) (PM)
Please describe the type of event you are going to have: <u>Art At The Park</u>				
Do you plan to serve food at this event?	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	If yes, contact the Appleton Health Department. (920.832.6429)	
Location where beer or wine will be sold or served: <u>City Park - Near music stage / Pavilion</u>				
Address <u>500 E. Franklin St.</u>		City <u>Appleton</u>	State <u>WI</u>	Zip <u>54911</u>
Describe actual location and dimensions of area to be licensed below: - BE PRECISE!		Will minors be present?		No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>
<u>Entire Park</u>		If yes, how will you prevent minors from obtaining alcoholic beverages? <u>Sale of wristband upon ID check</u>		
SECTION 3 - PENALTY SECTION				
This application must be on file in the Office of the City Clerk for at least ten (10) business days prior to granting the license. If the event will last more than four (4) days, the application shall be filed 15 days prior to the granting of the license. This organization also agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages if the license is granted. The officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.				
Signature of Officer		<u>Christina Turner</u>		
FOR OFFICE USE ONLY				
Dept.	Approve	Deny	By	Reason
Police				
Fire				
Health				
Inspection				
S&L <u>04/26/2026</u>	Date Issued		Exp. Date	License Number



POLICE DEPARTMENT

222 South Walnut Street • Appleton, WI 54911-5899
(920) 832-5500 • Fax (920) 832-5553
<http://www.appleton.org/police>

To: Alderperson Hartzheim, Human Resources Committee Chairperson
Alderperson Croatt, Safety and Licensing Committee Chairperson

From: Chief Polly Olson

Date: April 20, 2023

Subject: Informational Item – Safety and Licensing Committee
Action Item – HR/IT

We constantly review processes, programs, and our organizational structure to make sure we are delivering excellent police services in the most efficient way. I am requesting a position be restructured on our Table of Organization.

There was an unanticipated vacancy recently created in our clerical department. Our Administrative Services Manager had implemented some processes which streamlined workload and created efficiencies allowing us to leave that position unfilled. I am requesting to use the funds from this unfilled 1.0 FTE Administrative Support Specialist to create a 1.0 FTE Police Community Engagement Specialist.

The Police Community Engagement Specialist would be a part of the Community Resource Unit, supervised by Lt. Cash. Lt. Cash currently serves as the department's Public Information Officer, in addition to her role as supervisor for this unit.

This is a civilian position. This person would be expected to perform public information and community outreach functions to enhance the delivery of police services to the citizens in our community. They would build relationships with key community stakeholders and work to promote the department and our programs.

The 1.0 Administrative Support Specialist is in pay grade 5. The Police Community Engagement Specialist is in pay grade 7. This reorganization will result in an estimated salary savings of \$12,000 if the vacancy is filled in June. For 2024, the position will be accounted for in the budget process.

We also know that it takes time for changes to take hold so that we can truly determine if the anticipated benefits outweigh the unintended consequences. I will review the impact of any change that is approved and report back to the Council if there are any concerns.

Chief Polly Olson